



**RETURN BIDS TO:  
RETOURNER LES SOUMISSIONS A :**

Bid Receiving/Réception des sousmissions  
Procurement & Contracting Services  
c/o Commissionaires, F Division  
6101 Dewdney Ave  
Regina, SK S4P 3K7

Fax No. - No de FAX:  
(306) 780-5232

**SOLICITATION  
AMENDMENT**

**MODIFICATION DE  
L'INVITATION**

The referenced document is hereby revised; unless otherwise indicated, all other terms and conditions of the Solicitation remain the same.

Ce document est par la présente révisé; sauf indication contraire, les modalités de l'invitation demeurent les mêmes.

Comments: - Commentaries :

THIS DOCUMENT CONTAINS A SECURITY REQUIREMENT

LE PRÉSENT DOCUMENT COMPORTE UNE EXIGENCE EN MATIÈRE DE SÉCURITÉ

|  |   |  |
|--|---|--|
| <b>Title – Sujet:</b> Architectural and Engineering Services – RCMP Detachment Kindersley, Saskatchewan          |   | <b>Date :</b> 02 April 2020                                  |
| <b>Solicitation No. – N° de l'invitation</b><br>M5000-20-3236/B – PW-20-00907763                                 |   | <b>Amendment No. – N° de la modification</b><br>003          |
| <b>Client Reference No. - No. De Référence du Client</b><br>202003236  |   |  |
| <b>Solicitation Closes – L'invitation prend fin</b>  |   |  |
| <b>At / à :</b>  | 2 :00 PM  | CST (Central Standard Time)<br>HNC (Heure Normale du Centre) |
| <b>On / le :</b>   | 30 April 2020   |  |
| <b>Incoterms 2010 "DDP Delivered Duty Paid"</b><br>See herein — Voir aux présentes                               | <b>GST – TPS</b><br>See herein — Voir aux présentes       | <b>Duty – Droits</b><br>See herein — Voir aux présentes      |
| <b>Destination of Goods and Services – Destinations des biens et services</b><br>See herein — Voir aux présentes |   |  |
| <b>Instructions</b><br>See herein — Voir aux présentes   |   |  |
| <b>Address Inquiries to – Adresser toute demande de renseignements à</b><br>Teresa Hengen, Procurement Officer   |   |  |
| <b>Telephone No. – No. de téléphone</b><br>639-625-3449  | <b>Facsimile No. – No. de télécopieur</b><br>306-780-5232 |  |

|   |   |
|---|---|
| <b>Delivery Required – Livraison exigée</b><br>N/A  | <b>Delivery Offered – Livraison proposée</b><br>N/A |
| <b>Vendor/Firm Name, Address and Representative – Raison sociale, adresse et représentant du fournisseur/de l'entrepreneur:</b>   |   |
| <b>Telephone No. – No. de téléphone</b>   | <b>Facsimile No. – No. de télécopieur</b>           |
| <b>Name and title of person authorized to sign on behalf of Vendor/Firm (type or print) – Nom et titre de la personne autorisée à signer au nom du fournisseur/de l'entrepreneur (taper ou écrire en caractères d'imprimerie)</b> |   |
| <b>Signature</b>  | <b>Date</b>   |



This amendment is raised to address the following questions, amend the Project Brief (changes in bold) and Rated Requirements of the Request for Proposal (RFP):

Q4) Pursuant to the solicitation for the Architectural and Engineering Services for the RCMP Detachment for Kindersley, SK, No. M5000-20-3236/B, we would like to request that the time period for Project Profiles for previous projects performed similar to the one proposed be extended to 10 years from 5 years.

Answer: No, time frame will remain as per the RFP.

Q5) In the rated requirements it indicates for R1 that “Past project experience from entities other than the Proponent will not be considered in the evaluation.” The project lead in our proposal has experience working on recent new RCMP detachments while working for another architecture firm. The individual played a significant role in these projects. Does the above mentioned requirement prevent us from listing one of these projects as our two reference projects even if an accurate description of the individual’s role is provided?

Answer: It is at the proponent’s discretion to what response content is submitted to satisfy each of the rated Criterion Requirements.

Q6) The technical rating table 1 outlines the RFP sections as R1 through R7 but the detailed rated requirements sections use R1-R7 but also references R1.1-R1.7. When we are numbering the sections in our proposal how should they be numbered? R1-R7 or R1.1-R1.7?

Answer: Proponent responses for Rated Requirement Sections/Criterion & numbering to follow the format of the table on page 39 of this RFP document.

Q7) It is indicated in the RFP and amendment 1 that key personnel must hold a license to practice in the province of Saskatchewan. We are requiring clarification whether the back-up personnel or other specialists that are used as a resource must hold same certification and would the clause to be eligible to be certified would be accepted.

Answer: The primary proponent, consultant team and key personnel must meet the requirements of section GI 10 Licensing Requirements. Also reference SI9 Security Requirement’s for proponents proposed team of individuals.

Q8) Please clarify whether the existing site it is ready for a new building or any prep work or demolition (if any) should occur.

Answer: The existing site is a greenfield/undeveloped and as such no demolition is required.

Q9) Please clarify whether the listed budget includes furniture costs.

Answer: The project budget as identified in PD 5.1.1 does not include any furniture associated costs.



Q10) Under Rated Requirement 2, Achievements of Consultant Team Sub consultants firms, is required that the two reference projects must be within the last 5 years, could this be modified to be 10 years, similar to R1.1. Achievements of Proponent on Projects?

Answer: Dates as outlined in the original RFP document will remain. Refer to Amendment #1, dated 04 March 2020.

Q11) Scoring: Can you please describe/clarify the rationale behind the scoring? We understand that there are weight factors that will be applied to the points awarded for each section. For example, R1 – Achievements of Proponent on Projects has an allocation of 60 points. R3 – Achievements of Key Personnel on Projects has an allocation of 10 points. However, R1 is assigned a Weight Factor of 3, whereas R3 is assigned a weight factor of 0.5. This means that the maximum score on R1 is 180 and R2 is 5. Is it the RCMP's intention that R1 be worth 6 times the value of R3 or is the RCMP's intention that R1 be worth 36 times the value of R3. The way the RFP reads, R1 is 36 times the value of R3. This is critically important to the allocation of space within the proposal.

Answer: It is the RCMP's intention that the responses provided by the proponent for criterion identified within R1 – Achievements of Proponents on Projects will be valued higher than the information provided for R3 – Achievements of Key Personnel on Projects.

Q12) Would appendices to the proposal be accepted and/or considered?

Answer: Refer to SRE 1 Submission Requirements, clause 1.1.1.f which indicates the maximum number of pages including text and graphics to be submitted. Any pages which extend beyond the page limitation and any other attachments will be extracted from the proposal and will not be evaluated.

Q13) Can you please confirm the scoring for the Rated Requirements? On Page 34, Rated Requirement 1 appears to be comprised of R1.1 and R1.2, each worth 60 and 50 points, respectively. However, based on the table on Page 39, R1 is worth 60 and R2 is worth 50.

Answer: All Rating requirements including Rated Requirement Sections/Criterion & numbering to follow the table on page 39 of this RFP document.

Q14) Can you please confirm by what is meant by "regardless of their past association with the Proponent." in Rated Requirement 3, on page 35? Does this apply to sub-consultants under contract to a prime consultant or as an employee to a prime consultant? However, a sub-consultant, under contract to a prime consultant maintains their own copyright of their aspect of the design and are free to use that to demonstrate their experience.

Answer: Rated Requirement #3 "Achievements of Key Personnel on Projects" applies to all the Proponents proposed individuals that will be assigned to this project.



Q15) We are requesting that the timeframe for subconsultant project experience be re set from 5yrs to 10yrs to match the timeframes for the proponent's experience

Answer: Dates as outlined in the original RFP document will remain. Refer to Amendment #1, dated 04 March 2020.

Q16) In the RFP under Mandatory Requirement 1: Proponent's Consultant Team it indicates that all key team members listed above must be licensed, certified or otherwise authorized to provide the necessary services to the full extent that may be required by law in the Province of Saskatchewan.

We are looking to team up with an architecture firm from another province who is not currently licensed in Saskatchewan. The out of province architecture firm would be the primary proponent and we would act as the local architect. As the local architect we would stamp and certify the documents to provide the necessary services to the full extent that will be required by law in the Province of Saskatchewan. Is that an acceptable solution?

Answer: The primary proponent, consultant team and key personnel must meet the requirements of section GI 10 Licensing Requirements. Also reference SI9 Security Requirement's for proponents proposed team of individuals.

Q17) If we as a firm are not yet registered with the SAA in the province of Saskatchewan, however are in the process of getting registered, are we as a firm still eligible to participate in this particular RFP?

Answer: Refer to section GI 10 Licensing Requirements.

Q18) In the Project Brief the National Energy Code for Buildings (NECB) is referenced a number of times. In some cases it references the 2015 standard, in other instances it notes the 2017 standard. The Province of Saskatchewan has mandated buildings under its jurisdiction meet the 2017 standard. We understand that the RCMP does not fall under Provincial jurisdiction but generally complies with the Province's requirements. Please clarify to which standard the building should be designed. For reference, NECB 2015 is noted in 3.3.2.2 and 16.2.5. NECB 2017 is noted in 2.3.3.

Answer: In all cases the most current edition, National Energy Code of Canada for Buildings 2017 (NECB) will be the expected as the standard.

Q19) Please confirm that resumes can be provided outside of the 30 page limit?

Answer: Refer to SRE 1 Submission Requirements, clause 1.1.1.f which indicates the maximum number of pages including text and graphics to be submitted. Any pages which extend beyond the page limitation and any other attachments will be extracted from the proposal and will not be evaluated.



Q20) With regard to Submission Requirement 1.1.1 h.

*In April 2006, Canada issued a policy directing federal departments and agencies to take the necessary steps to incorporate environmental considerations into the procurement process Policy on Green Procurement (<http://www.tpsgc-pwgsc.gc.ca/ecologisation-greening/achats-procurement/politique-policy-eng.html>). To assist Canada in reaching its objectives, Proponents should:*

- i. use paper containing fibre certified as originating from a sustainably-managed forest and containing minimum 30% recycled content; and*
- ii. use an environmentally-preferable format including black and white printing instead of colour printing, printing double sided/duplex, using staples or clips instead of cerlox, duotangs or binders.*

In the interest of consistency with the above policy and in support of Canada's environmental awareness would the RCMP allow electronic submissions instead of requiring printing and the consumption of further resources required in the physical pick-up and delivery of hard copy proposals?

Answer: Sections of the bid are required to be sealed in envelopes separately, electronic submissions will not be accepted.

Q21) Are water, sanitary sewer, and storm sewer connections available nearby.

Answer: "Existing sewer and water are located on 6<sup>th</sup> Avenue. Existing water service is also located on 6<sup>th</sup> Avenue. Existing overhead SaskPower lines run along 9<sup>th</sup> Street West"

Q22) Is there a site plan or site address of the area to be developed?

Answer: "Please refer to question #24 below"

Q23) Is there an existing topographic survey of the site?

Answer: A topographic survey has been completed for this site. The successful consultant will be provided with the same respective electronic file at the onset of the project.

Q24) Does the parcel require subdivision?

Answer: No. The vacant land as indicated by the survey is owned by Canada.

### **Change to the Project Brief:**

#### **Delete:**

#### 4.3.8.4 Scope of BCC for this Project

.1 For this project, BCC is divided into functional groups as follows:

- .1 Information Services,
- .2 Security,
- .3 Furniture/Equipment.



.2 The responsibility for contracting for BCC will be in two parts as follows;

**Information Services and Security Devices** will be supplied and installed separately by the RCMP, however the design for rough-in to accommodate these devices must be included in the design for the Construction Contractor to provide.

**Furniture and Equipment** will be contracted as part of the project and therefore is part of the work of this contract. Commercial furniture may be selected from an approved supplier from a National Master Standing Offer.

.3 It will be the Consultant's responsibility to ensure full coordination to accommodate all BCC implementation with the building construction project and provide the related infrastructure and systems requirements.

**Insert:**

4.3.8.4 Scope of BCC for this Project

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**Furniture and Equipment** will be contracted as part of the project and therefore is part of the work of this contract. Commercial furniture may be selected from an approved supplier from a Supply Arrangement.

**The consultant will be responsible for completion of the systems furniture Client Selection Tool (CST) spreadsheet that will accompany the required systems furniture floor plans. The consultant will complete the RCMP provided CST spreadsheet document too ensure all required components (ie. horizontal and vertical surfaces, brackets, electrical components, filing cabinets, tables etc but not limited to) of the furniture system will be provided by the successful Supply Arrangement Supplier. The consultant will also be required to assist with the evaluation of/review of and make recommendation for award of the Supply Arrangement Suppliers bids received. The Client Selection Tool (CST) spreadsheet document will only be made available to the successful proponent after contract award.**

.3 It will be the Consultant's responsibility to ensure full coordination to accommodate all BCC implementation with the building construction project and provide the related infrastructure and systems requirements.

**.4 The Furniture Specialist member of the Consultant team must not have any affiliation with the Government of Canada National Master Standing Offer agreement for systems furniture.**



**Under Section of the RFP:**

**3. RATED REQUIREMENTS**

**Rated Requirement 1: Achievements of Proponent on Projects**

**Delete:**

**R1.2** The project references must be for work done by the Proponent (as defined in R1410T General Instructions to Proponents, G12 Definitions). Past project experience from entities other than the Proponent will not be considered in the evaluation.