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Moncton
New Brunswick
E1C 1H1
Bid Fax: (506) 851-6759

Revision to a Request for a Standing Offer

Révision à une demande d'offre à commandes

Regional Individual Standing Offer (RISO)
Offre à commandes individuelle régionale (OCIR)

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

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

Comments - Commentaires

Vendor/Firm Name and Address

**Raison sociale et adresse du
fournisseur/de l'entrepreneur**

Issuing Office - Bureau de distribution

Acquisitions NB/PEI (Moncton Office) – Bureau
d'acquisitions N.-B./Î.-P.-É. (Moncton)
1045 Main Street / 1045, rue Main
Moncton
New Bruns
E1C 1H1

| | |
|--|--|
| Title - Sujet RISO Guard Services | |
| Solicitation No. - N° de l'invitation M4000-205076/A | Date 2020-04-08 |
| Client Reference No. - N° de référence du client M4000-205076 | Amendment No. - N° modif. 002 |
| File No. - N° de dossier MCT-9-42120 (033) | CCC No./N° CCC - FMS No./N° VME |
| GETS Reference No. - N° de référence de SEAG PW-\$MCT-033-5721 | |
| Date of Original Request for Standing Offer Date de la demande de l'offre à commandes originale 2020-03-12 | |
| Solicitation Closes - L'invitation prend fin at - à 02:00 PM on - le 2020-04-21 | |
| Address Enquiries to: - Adresser toutes questions à: Young (MCT), Leesa | Buyer Id - Id de l'acheteur mct033 |
| Telephone No. - N° de téléphone (506) 871-1716 () | FAX No. - N° de FAX (506) 851-6759 |
| Delivery Required - Livraison exigée | |
| Destination - of Goods, Services, and Construction: Destination - des biens, services et construction: | |
| Security - Sécurité This revision does not change the security requirements of the Offer. Cette révision ne change pas les besoins en matière de sécurité de la présente offre. | |

Instructions: See Herein

Instructions: Voir aux présentes

| | | |
|--|--------------------------|--------------------------|
| Acknowledgement copy required | Yes - Oui | No - Non |
| Accusé de réception requis | <input type="checkbox"/> | <input type="checkbox"/> |
| The Offeror hereby acknowledges this revision to its Offer. Le proposant constate, par la présente, cette révision à son offre. | | |
| Signature | Date | |
| Name and title of person authorized to sign on behalf of offeror. (type or print) Nom et titre de la personne autorisée à signer au nom du proposant. (taper ou écrire en caractères d'imprimerie) | | |
| For the Minister - Pour le Ministre | | |

Solicitation No. - N° de l'invitation
M4000-205076/A
Client Ref. No. - N° de réf. du client
M4000-205076

Amd. No. - N° de la modif.
002
File No. - N° du dossier
MCT-9-42120

Buyer ID - Id de l'acheteur
mct033
CCC No./N° CCC - FMS No./N° VME

Solicitation Amendment No. 002

Title: RISO – Guard Services

IMPORTANT NOTICE: 2020-04-08

If you must hand deliver your bid (yourself or via courier), please note the reduced hours for bid receiving;

Moncton - open: [Monday to Thursday, 10am](#) to [3pm](#) - closed on Fridays

(1) This solicitation is hereby amended to revise the following:

Reference: **Closing date appearing of page one of the solicitation document**
DELETE the closing date of **2020-04-17**; and
INSERT the revised closing date of **2020-04-21**.

(2) This solicitation is hereby amended to provide the following questions and answers:

Questions 1. Is the Offerer submitting a bid as a whole for the for the 4 Atlantic Provinces or will there be many offerers issued standing offers for the nearest Department or Departments of the offerers choosing within offerers geographic area.

Answer 1: One Standing Offer will be issued for the whole requirement (all 4 Atlantic Provinces).

Question 2. Is the financial section to be completed as an hourly rate for call-up of 1 Guard? Would the hourly rate be increased (doubled) for example if the call-up required 2 guards or guard and supervisor at once. The Offerer or Department cannot anticipate how many guards a specific call-up will require.

Answer 2: In the basis of payment, the hourly rate is for one guard to work one hour. If 2 guards are required, then the invoice would be for the hourly rate x each hour x number of guards who worked. The hourly rate for the supervisor is the same.

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002
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Buyer ID - Id de l'acheteur
mct033
CCC No./N° CCC - FMS No./N° VME

Question 3. Due to the COVID-19 Pandemic we are seeing some tenders being cancelled or postponed. I would to inquire about the status of the above mentioned RFSO.

Answer 3: Due to our operational requirements, we do not foresee any cancellation of this solicitation process. The closing date has been extended to the latest possible date to meet our operational requirements.

Question 4: Annex C Basis of Payment, and, specifically, the Pricing Tables for Year One, Option Year One and Option Year Two reference only Newfoundland and Labrador. Would you please verify that the three sub tables should include Newfoundland and Labrador, New Brunswick/Prince Edward Island and Nova Scotia?

Answer 4: The three sub tables that only list Newfoundland and Labrador are for the Supervisor hourly rates. It is not anticipated that supervisor services will be required in New Brunswick, Nova Scotia and Prince Edward Island. In the event that a requirement is identified, the rates to be charged for services in the provinces of New Brunswick, Nova Scotia and Prince Edward Island shall be the same as the rate for the areas of Newfoundland & Labrador that are not remote/isolated/rural areas. Overtime rates will be billed in accordance with the applicable provincial laws.

Clarification: In Annex C – Basis of payment pricing tables for option year one and two, have New Brunswick/Prince Edward Island listed in the hourly overtime section. The Annex C dated 2020-04-08 is hereby amended to remove Prince Edward Island.

If your bid has already been forwarded and you wish to revise same, this revision should be sent either in a sealed envelope and mailed to the above address or by facsimile (506) 851-6759 and reach the undersigned before the appropriate closing date. The solicitation number and the closing date are to be shown on the outside of the sealed envelope or on the facsimile transmission.

All other terms and conditions of the solicitation document remain unchanged remain unchanged.

All enquiries concerning this amendment are to be forwarded to:

Name: Leesa Young
Telephone No: (506) 871-1716
Facsimile No: (506-851-6759
Email: leesa.young@pwgsc-tpsgc.gc.ca

ANNEX C

BASIS OF PAYMENT – REVISED 2020-04-08

Offerors must complete the pricing table for all services listed below. Offerors must quote firm, all inclusive rates, including associated overhead, profit and materials required to complete the services as described in the Statement of Work. Prices quoted are exclusive of HST/GST.

The rates set out below will remain firm during the period of the Standing Offer.

Estimated quantities are based on anticipated requirements, provided in good faith, and are estimates only for evaluation purposes and do not mean that quantities will be used or exceeded.

Please note: It is not anticipated that guard services will be required in Prince Edward Island. In the event that a requirement is identified, the rates to be charged for services in the province of Prince Edward Island shall be billed at the same rates of New Brunswick. Overtime rates will be billed in accordance with the applicable provincial laws.

***Definitions:**

Isolated: *above the 60th parallel; or below the 60th parallel but has a population of less than 10,000 and is not accessible by means of an all-weather road*

Remote: *is not accessible by means of an all-weather road and is more than 322 kilometres by road from a location south of the 60th parallel of latitude with a population of more than 50,000.*

Note: For the province of Newfoundland and Labrador the hourly rates for remote and isolated areas will be different than the other locations. This is to take into account that travel costs to these locations are significantly higher. Offerors should take into consideration that the Offeror will be responsible for all travel costs when submitting their bids.

YEAR ONE

Detention Guards – Year one (Date to be determined at award)

| | Hourly Rate (A1) Regular (Mon-Fri 8am – 4pm) | Estimated Hours (B1) | Total (A1xB1) |
|--|--|----------------------|---------------|
| Newfoundland & Labrador <i>(Remote and Isolated areas *see definitions)</i> | \$ | 6,609 | \$ |
| Newfoundland & Labrador <i>(All other areas in NL not included above)</i> | \$ | 73,516 | \$ |
| Nova Scotia | \$ | 26,893 | \$ |
| New Brunswick | \$ | 19,553 | \$ |
| Total (C1) | | | \$ |
| | Hourly Rate (Approved Overtime) (A2) | Estimated Hours (B2) | Total (A2xB2) |
| Newfoundland & Labrador <i>(Remote and Isolated areas *see definitions)</i> | \$ | 695 | \$ |
| Newfoundland & Labrador <i>(All other areas in NL not included above)</i> | \$ | 3,604 | \$ |
| Nova Scotia | \$ | 2 | |
| New Brunswick | \$ | 352 | \$ |
| Total (C2) | | | \$ |
| | Hourly Rate (Statutory Holidays) (A3) | Estimated Hours (B3) | Total (A3xB3) |
| Newfoundland & Labrador <i>(Remote and Isolated areas *see definitions)</i> | \$ | 19 | \$ |
| Newfoundland & Labrador <i>(All other areas in NL not included above)</i> | \$ | 1,367 | \$ |
| Nova Scotia | \$ | 586 | \$ |
| New Brunswick | \$ | 117 | \$ |
| Total (C3) | | | \$ |
| Evaluated Total Detention Guards Year One (C1+C2+C3=C) | | | \$ |

Supervisor – Year One (Date to be determined at award)

Please note: It is not anticipated that supervisor services will be required in New Brunswick, Nova Scotia and Prince Edward Island. In the event that a requirement is identified, the rates to be charged for services in the provinces of New Brunswick, Nova Scotia and Prince Edward Island shall be the same as the rate for the areas of Newfoundland & Labrador that are not remote/isolated/rural areas. Overtime rates will be billed in accordance with the applicable provincial laws.

| | Hourly Rate (D1) Regular (Mon-Fri 8am – 4pm) | Estimated Hours (E1) | Total (D1xE1) |
|---|---|-----------------------------|----------------------|
| Newfoundland & Labrador <i>(Remote and Isolated areas *see definitions)</i> | \$ | 4,054 | \$ |
| Newfoundland & Labrador <i>(All other areas in NL not including Remote and Isolated areas)</i> | \$ | 9,398 | \$ |
| Total (F1) | | | \$ |
| | Hourly Rate (Approved Overtime) (D2) | Estimated Hours (E2) | Total (D2xE2) |
| Newfoundland & Labrador <i>(Remote and Isolated areas *see definitions)</i> | \$ | 847 | \$ |
| Newfoundland & Labrador <i>(All other areas in NL not included above)</i> | \$ | 1,115 | \$ |
| Total (F2) | | | \$ |
| | Hourly Rate (Statutory Holidays) (D3) | Estimated Hours (E3) | Total (D3xE3) |
| Newfoundland & Labrador <i>(Remote and Isolated areas *see definitions)</i> | \$ | 44 | \$ |
| Newfoundland & Labrador <i>(All other areas in NL not included above)</i> | \$ | 178 | \$ |
| Total (F3) | | | \$ |
| Evaluated Total Detention Guards Supervisors Year One (F1+F2+F3=F) | | | \$ |
| Evaluated Total Year One (C+F=Year 1 Evaluated Total) | | | \$ |

OPTION YEAR ONE

Detention Guards – Option Year One (Date to be determined at award)

| | Hourly Rate (G1) Regular (Mon-Fri 8am – 4pm) | Estimated Hours (H1) | Total (G1xH1) |
|--|--|----------------------|---------------|
| Newfoundland & Labrador <i>(Remote and Isolated areas *see definitions)</i> | \$ | 6,609 | \$ |
| Newfoundland & Labrador <i>(All other areas in NL not included above)</i> | \$ | 73,516 | \$ |
| Nova Scotia | \$ | 26,893 | \$ |
| New Brunswick | \$ | 19,553 | \$ |
| Total (J1) | | | \$ |
| | Hourly Rate (Approved Overtime) (G2) | Estimated Hours (B2) | Total (G2xH2) |
| Newfoundland & Labrador <i>(Remote and Isolated areas *see definitions)</i> | \$ | 695 | \$ |
| Newfoundland & Labrador <i>(All other areas in NL not included above)</i> | \$ | 3,604 | \$ |
| Nova Scotia | \$ | 2 | \$ |
| New Brunswick Prince Edward Island | \$ | 352 | \$ |
| Total (J2) | | | \$ |
| | Hourly Rate (Statutory Holidays) (G3) | Estimated Hours (B3) | Total (G3xH3) |
| Newfoundland & Labrador <i>(Remote and Isolated areas *see definitions)</i> | \$ | 19 | \$ |
| Newfoundland & Labrador <i>(All other areas in NL not included above)</i> | \$ | 1,367 | \$ |
| Nova Scotia | \$ | 586 | \$ |
| New Brunswick | \$ | 117 | \$ |
| Total (J3) | | | \$ |
| Evaluated Total Detention Guards Option Year One (J1+J2+J3=J) | | | \$ |

Supervisor – Option Year One (Date to be determined at award)

Please note: It is not anticipated that supervisor services will be required in New Brunswick, Nova Scotia and Prince Edward Island. In the event that a requirement is identified, the rates to be charged for services in the provinces of New Brunswick, Nova Scotia and Prince Edward Island shall be the same as the rate for the areas of Newfoundland & Labrador that are not remote/isolated/rural areas. Overtime rates will be billed in accordance with the applicable provincial laws.

| | Hourly Rate (K1) Regular (Mon-Fri 8am – 4pm) | Estimated Hours (L1) | Total (K1xL1) |
|---|---|-----------------------------|----------------------|
| Newfoundland & Labrador <i>(Remote and Isolated areas *see definitions)</i> | \$ | 4,054 | \$ |
| Newfoundland & Labrador <i>(All other areas in NL not included above)</i> | \$ | 9,398 | \$ |
| Total (M1) | | | \$ |
| | Hourly Rate (Approved Overtime) (K2) | Estimated Hours (E2) | Total (K2xL2) |
| Newfoundland & Labrador <i>(Remote and Isolated areas *see definitions)</i> | \$ | 847 | \$ |
| Newfoundland & Labrador <i>(All other areas in NL not included above)</i> | \$ | 1,115 | \$ |
| Total (M2) | | | \$ |
| | Hourly Rate (Statutory Holidays) (K3) | Estimated Hours (E3) | Total (K3xL3) |
| Newfoundland & Labrador <i>(Remote and Isolated areas *see definition below)</i> | \$ | 44 | \$ |
| Newfoundland & Labrador <i>(All other areas in NL not included above)</i> | \$ | 178 | \$ |
| Total (M3) | | | \$ |
| Evaluated Total Detention Guards Supervisors Option Year One (M1+M2+M3=M) | | | \$ |
| Evaluated Total Option Year One (J+M=Option Year 1 Evaluated Total) | | | \$ |

OPTION YEAR TWO

Detention Guards – Option Year Two (Date to be determined at award)

| | Hourly Rate (N1) Regular (Mon-Fri 8am – 4pm) | Estimated Hours (O1) | Total (N1xO1) |
|--|--|----------------------|---------------|
| Newfoundland & Labrador <i>(Remote and Isolated areas *see definitions)</i> | \$ | 6,609 | \$ |
| Newfoundland & Labrador <i>(All other areas in NL not included above)</i> | \$ | 73,516 | \$ |
| Nova Scotia | \$ | 26,893 | \$ |
| New Brunswick | \$ | 19,553 | \$ |
| Total (P1) | | | \$ |
| | Hourly Rate (Approved Overtime) (N2) | Estimated Hours (B2) | Total (N2xO2) |
| Newfoundland & Labrador <i>(Remote and Isolated areas *see definitions)</i> | \$ | 695 | \$ |
| Newfoundland & Labrador <i>(All other areas in NL not included above)</i> | \$ | 3,604 | \$ |
| Nova Scotia | \$ | 2 | \$ |
| New Brunswick Prince Edward Island | \$ | 352 | \$ |
| Total (P2) | | | \$ |
| | Hourly Rate (Statutory Holidays) (N3) | Estimated Hours (B3) | Total (N3xO3) |
| Newfoundland & Labrador <i>(Remote and Isolated areas *see definitions)</i> | \$ | 19 | \$ |
| Newfoundland & Labrador <i>(All other areas in NL not included above)</i> | \$ | 1,367 | \$ |
| Nova Scotia | \$ | 586 | \$ |
| New Brunswick | \$ | 117 | \$ |
| Total (P3) | | | \$ |
| Evaluated Total Detention Guards Option Year 2 (P1+P2+P3=P) | | | \$ |

Supervisor – Option Year Two (Date to be determined at award)

Please note: It is not anticipated that supervisor services will be required in New Brunswick, Nova Scotia and Prince Edward Island. In the event that a requirement is identified, the rates to be charged for services in the provinces of New Brunswick, Nova Scotia and Prince Edward Island shall be the same as the rate for the areas of Newfoundland & Labrador that are not remote/isolated/rural areas. Overtime rates will be billed in accordance with the applicable provincial laws.

| | Hourly Rate (Q1) Regular (Mon-Fri 8am – 4pm) | Estimated Hours (R1) | Total (Q1xR1) |
|---|---|-----------------------------|----------------------|
| Newfoundland & Labrador <i>(Remote and Isolated areas *see definitions)</i> | \$ | 4,054 | \$ |
| Newfoundland & Labrador <i>(All other areas in NL not included above)</i> | \$ | 9,398 | \$ |
| Total (S1) | | | \$ |
| | Hourly Rate (Approved Overtime) (Q2) | Estimated Hours (E2) | Total (Q2xR2) |
| Newfoundland & Labrador <i>(Remote and Isolated areas *see definitions)</i> | \$ | 847 | \$ |
| Newfoundland & Labrador <i>(All other areas in NL not included above)</i> | \$ | 1,115 | \$ |
| Total (S2) | | | \$ |
| | Hourly Rate (Statutory Holidays) (Q3) | Estimated Hours (E3) | Total (Q3xR3) |
| Newfoundland & Labrador <i>(Remote and Isolated areas *see definition below)</i> | \$ | 44 | \$ |
| Newfoundland & Labrador <i>(All other areas in NL not included above)</i> | \$ | 178 | \$ |
| Total (S3) | | | \$ |
| Evaluated Total Detention Guards Supervisors Option Year Two(S1+S2+S3=S) | | | \$ |
| Evaluated Total Option Year Two(P+S= Option Year 2 Evaluated Total) | | | \$ |

Basis of Payment

1. Shortfall Situations

- a) A shortfall occurs when the required Detention Guard services are not supplied at a post or work site. A shortfall situation also occurs when the Offeror supplies unqualified Detention Guards e.g. failure to provide bilingual personnel would be an example of a shortfall.
- b) The Identified User will pay only for time actually worked.
- c) Overtime rates will not be paid by the Identified User to allow the Offeror to compensate for a shortage of Detention Guards.
- d) It is understood and agreed that where the Identified User provides the Offeror with less than 3 months advance written notice of services required in a new detachment location (new detachment location is defined as a location other than the primary locations in Appendix 1 to Annex "A"), deductions will only be made by the Identified User for shortfalls which occur 3 months after the date of notice. The amount deducted from the invoice by the Identified User must be supported by a breakdown of the deficiency(s) and the applicable deductions. This will be detailed in form HD6147 (see Appendix B).
- e) Deductions claimed by the Identified User for deficiencies occurring in a specific month, will be made the following month, in order to ensure the Offeror and the Identified User have sufficient time to settle any disputes with regard to specific deficiencies
- f) If a Detention Guard arrives late for work, or leaves early for any reason, overtime will not be paid by the Identified User when the Offeror fills the vacancies so created.
- g) In addition, the absence of a Detention Guard at a post or work site without a replacement constitutes a shortfall for a portion of a shift and a proportional deduction from the Identified Users payment to the Offeror will be made.
- h) The Identified User will deduct from the Offeror any difference in billing rates for contract guards from another company or the difference in the hourly wages paid to the client department's employees up to a maximum of \$100.00 per hour. In these cases, this can include overtime costs. The Identified User will provide the Offeror with a Shortfall form detailing this information.
- i) The Offeror will then provide within 4 weeks the Identified User with a credit note for the total deduction calculated to be used against a future invoice.
- j) **For new detachment locations other than the primary locations in Appendix 1 to Annex "A"**. Upon receipt of all documentation required for security clearance application the RCMP will process within a two month period. The Offeror must ensure the RCMP confirms they have received all the necessary documentation. If documentation or information is missing the two month period will not begin until such time as the information has been submitted. If Guard applicants are in the RCMP clearance process queue for period longer than two months from

such time that all required information is submitted to the RCMP, then all applicable penalties defined in relation to shortfall situations will not be binding.

For the primary locations in Appendix 1 to Annex "A". It is the Offeror's responsibility to ensure that the required amount of guards are available at the start of the Standing Offer period and this must be maintained throughout the entire standing offer period. All applicable penalties will be binding if the required guard(s) is/are not available when requested by one of the detachments listed in Annex "A".

2. **Overtime**

A detention guard who has been authorized by the detachment to work more than the maximum number of hours permitted in a given period by the applicable provincial laws is in overtime status. When service has been provided by a detention guard in overtime status, the overtime will be billed in accordance with the applicable provincial laws.

3. **Statutory Holidays**

The Offeror may invoice, if applicable, for Statutory Holidays worked on the basis of the applicable provincial laws when the services are authorized by the detachment.

4. **Other Chargeable Time**

The minimum shift requirement must be paid in accordance with provincial laws, currently 4 hours in British Columbia, Nunavut and the Northwest Territories, 2 hours in the Yukon and 3 hours in all other provinces.

5. **Traveling Time/Travel Allowance**

All transportation costs between the detention guard's residence and the detachment is the sole responsibility of the detention guard and the Offeror. In the event the offeror is unable to provide a guard, the offeror in consultation with the detachment commander may agree to bring in a guard from a neighbouring unit. **All costs associated to travel, meals and accommodations bringing in a guard under such circumstances are the responsibility of the offeror.**

6. **Cost Reimbursable Expenses**

If Detention Guards are required to provide testimony at court in connection with their duties or to attend Critical Incident Debriefings, the time will be covered under the scope of work and be eligible for invoicing under any resulting contract.

The Offeror will be reimbursed its authorized travel and living expenses for the required testimony at court services reasonably and properly incurred in the performance of the Work, at cost, without any allowance for profit and administrative overhead, in accordance with the meal, private vehicle and incidental expenses provided in Appendices B, C and D of the Treasury Board Travel Directive, and with the other provisions of the directive referring to "travellers", rather than those referring to "employees."

All travel related to the testimony at court services must have the prior authorization of the Technical Authority.

The authorized travel and living expenses for the testimony at court services will be paid upon submission of an itemized statement supported by receipt vouchers. All payments are subject to government audit.