



REQUEST FOR STANDING (RFSO)

AMENDMENT #1

RETURN BIDS TO:

**Parks Canada Agency
Bid Receiving Unit
National Contracting Services**

Bid Email:

pc.soumissionsest-bidseast.pc@canada.ca

This is the only acceptable email address for responses to bid solicitation. Bids submitted by email any other email address may not be accepted.

The maximum email file size is **25 megabytes**. PCA is not responsible for any transmission errors. Emails with links to bid documents will not be accepted

Proposal to: Parks Canada Agency

We hereby offer to sell to Her Majesty the Queen in right of Canada, in accordance with the terms and conditions set out herein, referred to herein or attached hereto, the goods, services, and construction listed herein and on any attached sheets at the price(s) set out therefor.

Comments :

Issuing Office

Parks Canada Agency
National Contracting Services
Cornwall, ON

Title-Sujet Landscape Architecture services for National Parks and historic sites in the province of Ontario.		
Solicitation No. - No. de l'invitation 5P201-20-0047/A	Date: August 12, 2020	
GETS Reference No. – No de reference de SEAG PW-20-00920375	Client Ref. No. – No. de réf du client n/a	
Solicitation Closes – L'invitation prend fin :		
at – à 2:00 PM	on – le August 25, 2020	Time Zone - Fuseau horaire EDT - HAE
F.O.B. - F.A.B. Plant-Usine: <input type="checkbox"/> Destination: <input checked="" type="checkbox"/> Other-Autre: <input type="checkbox"/>		
Address Inquiries to: - Adresser toute demande de renseignements à :		
Sheldon Lalonde sheldon.lalonde@canada.ca		
Telephone No. - No de telephone	(343) 585-3836	
Destination of Goods, Services, and Construction: Destinations des biens, services et construction : See Herein – Voir aux présentes		
TO BE COMPLETED BY THE BIDDER À ÊTRE COMPLÉTER PAR LE SOUMISSIONNAIRE		
Vendor/Firm Name – Nom du fournisseur/de l'entrepreneur		
Address - Adresse		
Name of person authorized to sign on behalf of the Vendor/Firm Nom de la personne autorisée à signer au nom du fournisseur/ de l'entrepreneur		
Title - Titre		
Telephone No. - N° de téléphone:		
Facsimile No. - N° de télécopieur:		
Email – Courriel :		
Signature	Date	

REQUEST FOR STANDING OFFER (RFSO)

AMENDMENT No.1

THE PURPOSE OF THIS AMENDMENT IS TO GIVE EFFECT TO THE FOLLOWING CHANGE;

1. Section "SP 4 CALL-UP LIMITATION" is deleted and replaced by:

CALL-UP LIMITATION

Each call-up against the Standing Offer will have a maximum limitation of expenditure of \$750,000.00 (Applicable Taxes, Fees and Amendments included). The call-up limitation includes fees and all related disbursements.

2. Section "APPENDIX "B" - PRICE PROPOSAL FORM" is deleted and replaced by "APPENDIX "B" - PRICE PROPOSAL FORM (rev.72920)":

"attached below"

3. Section "3.1.4 Consultant Team Identification and Experience", position #4 is deleted and replaced by:

Senior Landscape Architect Technologist	Minimum 15 years of directly related experience or relevant equivalent
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4. Questions, Answers, Clarifications:

1. P. 46 and 73 of the document lists a number of scope items and specialists that are prohibited under landscape architects' professional insurance coverage, these include:

- Inspections, testing and analysis; Geotechnical Investigation; Environmental assessment and monitoring; Surveyor.

Would parks Canada consider retaining these specialists under a separate contract, with the Landscape Architect managing their work, without threatening our professional licensing status?

Answer: RFSO needs and requests typical consultant services plus additional consultant services in a single contract

2. In the unlikely event that one the successful proponents is unable to take on a single/specific assignment for reasons such as workload or other unforeseen circumstances, will they be able to decline a project without recourse?

Answer: Circumstances will be reviewed in accordance with the requirements of the Standing Offer. Sporadically rejected projects will be counted and the next consultant on the list will be contacted. In the event of a repeat rejection, the consultant will be subject to the requirements of the standing offer.

3. RFSO, page 72 lists P. Lan Arch and P. Land Arch as credentials. There is no such credential in Ontario called 'P. Lan Arch' or 'P. Land Arch'. The credential is OALA.

<https://www.oala.ca/profession/the-oala-act/>

Answer: We will accept the “Landscape Architect” designation as described by the Ontario Association of Landscape Architects (OALA).

4. The Prime Consultant for this RFSO is the Landscape Architect and the RFSO document in section 3.2.2 identifies the key personnel as Project Manager, Senior Landscape Architect, Intermediate Landscape Architect, Senior Civil Engineer, Senior Environmental Scientist and Senior Archaeologist. Section 3.1.4 expands the types of consultants needed on the team by adding expertise in Geotechnical Engineering, Surveyor and Site Inspector. The Price Schedule goes much further to add expertise in Mechanical Engineering, Electrical Engineering, Fire Protection Engineering, Heritage Conservation, and Materials Tester. Is it the intention of the RFSO to identify the all of these personnel, and if so, what supporting information is required for these additional personnel, such as name of the firm, names of personnel and Cv's?

Answer: Please refer to Amendment #1. Under 3.2.4 we require CV's of key personnel listed in both 3.2.2 and 3.2.4.

5. For the position #4, Senior Landscape Architect Technologist, in section 3.1.4, the minimum experience of B.Arch is restrictive – many in this position may be Professional Landscape Architects or have a Diploma in Landscape Architecture Technology. Please consider expanding the minimum requirement?

Answer: Please refer to Amendment #1.

ALL OTHER TERMS AND CONDITIONS REMAIN UNCHANGED.

APPENDIX "B" - PRICE PROPOSAL FORM (rev.72920)

INSTRUCTIONS

1. Complete price proposal form and submit in a separate attachments, easily identified as Price Proposal Form" typed on the outside.
2. Price proposals are not to include Applicable Taxes and will be evaluated in Canadian Dollars.
3. Proponents are not to alter or add information to the form.
4. In order to ensure that fair and competitive hourly rates are received for each of the positions listed, the following requirement must be strictly adhered to: proponents must provide an hourly rate for each listed position. In the event that the firm consists of fewer personnel than listed, provide an hourly rate that corresponds with each position listed. The hourly rate provided must be equal to or greater than the hourly rate provided for the position listed below it. For example, if the firm does not have an Intermediate Personnel, the hourly rate provided must be equal to or greater than the hourly rate provided for the Junior Personnel. The hourly rate for any given category of personnel cannot be \$0 or nil value. Failure to insert an hourly rate for each position listed will render your proposal non-responsive.
5. Fixed hourly rates for each Category of Personnel are to be provided in columns B, C and D and multiplied by the weight factor % in column A (provided for evaluation purpose only). Sub-totals are then multiplied by the identified weight factor % of each period and the results are added for evaluation purposes.
6. Should there be an error in the extended pricing of the offeror's offer, the unit pricing shall prevail and the extended pricing shall be corrected in the evaluation. Any errors in the quantities of the offeror's offer shall be changed to reflect the quantities stated in this document. In the event that a mathematical error occurs in carrying over the totals, PCA will correct the totals to ensure the fairness of the Proposals.
7. The hourly rates identified will be for the duration of the Standing Offer.
8. There will be no extra payment made for overtime.
9. All travel must have the prior authorization of the Project Authority and are subject to government audit.

Travel and Living Expenses: Firms are advised that for travel time and travel-related expenses associated with the delivery of services, the urban centres listed below are the major urban centres where the services are to be provided from. Any travel time and travel-related expenses associated with the delivery of services within the limits of these centres are to be calculated as an integral part of the hourly rates. For delivery of services outside of the city limits, travel-related expenses will be paid from the city (with prior approval of the Departmental Representative) in accordance with current Treasury Board Policy. (see TP 10 Disbursements.)

	Major Urban Centre
Ontario	Toronto, Peterborough, Niagara Falls, Ottawa, Kingston, North Bay, Sault Ste. Marie

APPENDIX "B" - PRICE PROPOSAL

Name of Proponent:	
Address:	
Procurement Business Number (PBN):	

TABLE ONE: STANDING OFFER - YEAR ONE – YEAR TWO – YEAR THREE
(Starting on Award Date)

Category of Personnel Standing Offer	Weight Factor (A)	Fixed Hourly Rate (B) Year 1 - 2020	Fixed Hourly Rate (C) Year 2 - 2021	Fixed Hourly Rate (D) Year 3 - 2022	Total (A X (B+C+D))
Point of Contact					
<i>Project Manager</i>	500	\$	\$	\$	\$
Landscape Architecture:					
Senior Landscape Architect	200	\$	\$	\$	\$
Intermediate Landscape Architect	400	\$	\$	\$	\$
Senior Technician	200	\$	\$	\$	\$
Intermediate Technician	400	\$	\$	\$	\$
Civil Engineering (including municipal, structural, hydraulic and transportation):					
Senior Engineer	100	\$	\$	\$	\$
Intermediate Engineer	200	\$	\$	\$	\$
Geotechnical Engineering:					
Senior Engineer	100	\$	\$	\$	\$
Intermediate Engineer	200	\$	\$	\$	\$
Environmental					
Senior Environmental Scientist	100	\$	\$	\$	\$
Intermediate Environmental Scientist	200	\$	\$	\$	\$
Archaeology:					
Senior Archaeologist	20	\$	\$	\$	\$
Intermediate Archaeologist	50	\$	\$	\$	\$
Heritage Conservation:					
Specialist in Heritage Conservation	100	\$	\$	\$	\$
Drafting: AutoCAD Technologist					
Draftsman	200	\$	\$	\$	\$
Junior Draftsman	300	\$	\$	\$	\$

Field Personnel:					
Surveyor	300	\$	\$	\$	\$
Materials Tester	50	\$	\$	\$	\$
Senior Site Inspector	50	\$	\$	\$	\$
(a) Total for Evaluation – Year One, Two and Three of Standing Offer					\$

TABLE TWO: STANDING OFFER – OPTION YEAR ONE – OPTION YEAR TWO

Category of Personnel Standing Offer	Weight Factor (A)	Fixed Hourly Rate (B) <i>Option Year 1 - 2023</i>	Fixed Hourly Rate (C) <i>Option Year 2 - 2024</i>	Total (A X (B+C+D))
Point of Contact				
Project Manager	500	\$	\$	\$
Landscape Architecture:				
Senior Landscape Architect	200	\$	\$	\$
Intermediate Landscape Architect	400	\$	\$	\$
Senior Technician	200	\$	\$	\$
Intermediate Technician	400	\$	\$	\$
Civil Engineering (including municipal, structural, hydraulic and transportation):				
Senior Engineer	100	\$	\$	\$
Intermediate Engineer	200	\$	\$	\$
Geotechnical Engineering:				
Senior Engineer	100	\$	\$	\$
Intermediate Engineer	200	\$	\$	\$
Environmental				
Senior Environmental Scientist	100	\$	\$	\$
Intermediate Environmental Scientist	200	\$	\$	\$
Archaeology:				
Senior Archaeologist	20	\$	\$	\$
Intermediate Archaeologist	50	\$	\$	\$
Heritage Conservation:				
Specialist in Heritage Conservation	100	\$	\$	\$
Drafting: AutoCAD Technologist				
Draftsman	200	\$	\$	\$
Junior Draftsman	300	\$	\$	\$

Field Personnel:				
Surveyor	300	\$	\$	\$
Materials Tester	50	\$	\$	\$
Senior Site Inspector	50	\$	\$	\$
Total for Evaluation – Option Year 1, Option Year 2 of Standing Offer				\$

Total for Evaluation – Table 1 and Table 2 Before applicable taxes	\$
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END OF PRICE PROPOSAL FORM