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Bid Receiving - PWGSC / Réception des soumissions -
TPSGC

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Revision to a Request for a Standing Offer

Révision à une demande d'offre à commandes

Departmental Individual Standing Offer (DISO)

Offre à commandes individuelle du département(OCID)

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

Infrastructure Maintenance and Solution Services
Division (FK)

L'Esplanade Laurier,

East Tower 4th Floor

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140 O'Connor, Street

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Title - Sujet Building Master Drawings Services		
Solicitation No. - N° de l'invitation EP896-201130/A		Date 2020-09-01
Client Reference No. - N° de référence du client 20201130		Amendment No. - N° modif. 002
File No. - N° de dossier fk307.EP896-201130	CCC No./N° CCC - FMS No./N° VME	
GETS Reference No. - N° de référence de SEAG PW-\$\$FK-307-78925		
Date of Original Request for Standing Offer Date de la demande de l'offre à commandes originale		2020-07-21
Solicitation Closes - L'invitation prend fin at - à 02:00 PM on - le 2020-09-14		Time Zone Fuseau horaire Eastern Daylight Saving Time EDT
Address Enquiries to: - Adresser toutes questions à: Cowell, Philip		Buyer Id - Id de l'acheteur fk307
Telephone No. - N° de téléphone (613) 296-1922 ()	FAX No. - N° de FAX () -	
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 Accusé de réception requis	Yes - Oui <input type="checkbox"/>	No - Non <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 amendment 002 is raised to:

1. **Respond to questions from the industry**
 2. **Revise section 5.2.3.3 – Education and Experience**
-

1. **Respond to Questions from the Industry**

Question 1: Can we submit item RT5.2.ii via PDF with the rest of our proposal documents, instead of a separate mailed hardcopy?

Response 1: Yes. The offeror can submit item RT5.2.ii via PDF with the rest of our proposal documents. The Offeror must be in accordance with section 08 of the 2006 standard instructions. The epost Connect system has a limit of 1GB per single message posted and a limit of 20GB per conversation. If the submittal of all documents is larger than 1GB, the offeror will require to submit via USB portable drive.

Question 2: Can we submit item RT5.1.iii via e-submittal with the rest of our proposal documents, instead of a separate, mailed USB portable drive?

Response 2: Yes. The offeror can submit item RT5.1.iii via epost Connect with the rest of our proposal documents. The Offeror must be in accordance with section 08 of the 2006 standard instructions. The epost Connect system has a limit of 1GB per single message posted and a limit of 20GB per conversation. If the submittal of all documents is larger than 1GB, the offeror will require to submit via USB portable drive.

Question 3: Can we submit item RT5.2.iii via e-submittal with the rest of our proposal documents, instead of a separate, mailed USB portable drive?

Response 3: Yes. The offeror can submit item RT5.2.iii via epost Connect with the rest of our proposal documents. The Offeror must be in accordance with section 08 of the 2006 standard instructions. The epost Connect system has a limit of 1GB per single message posted and a limit of 20GB per conversation. If the submittal of all documents is larger than 1GB, the offeror will require to submit via USB portable drive.

Question 4: Can we submit item RT5.3.ii via PDF with the rest of our proposal documents, instead of a separate, mailed hardcopy?

Response 4: Yes. The offeror can submit item RT5.3.ii via PDF with the rest of our proposal documents. The Offeror must be in accordance with section 08 of the 2006 standard instructions. The epost Connect system has a limit of 1GB per single message posted and a limit of 20GB per conversation. If the submittal of all documents is larger than 1GB, the offeror will require to submit via USB portable drive.

Question 5: Can we submit item RT5.3.iii via e-submittal with the rest of our proposal documents, instead of a separate, mailed USB portable drive?

Answer 5: Yes. The offeror can submit item RT5.3.iii via epost Connect with the rest of our proposal documents. The Offeror must be in accordance with section 08 of the 2006 standard instructions. The

epost Connect system has a limit of 1GB per single message posted and a limit of 20GB per conversation. If the submittal of all documents is larger than 1GB, the offeror will require to submit via USB portable drive.

Question 6: Can we submit item RT5.4.ii via e-submittal with the rest of our proposal documents, instead of a separate, mailed USB portable drive?

Response 6: Yes. The offeror can submit item RT5.4.ii via epost Connect with the rest of our proposal documents. The Offeror must be in accordance with section 08 of the 2006 standard instructions. The epost Connect system has a limit of 1GB per single message posted and a limit of 20GB per conversation. If the submittal of all documents is larger than 1GB, the offeror will require to submit via USB portable drive.

Question 7: For MT1, is there a page limit for each of the 3 projects?

Response 7: No set limit of pages is mentioned however, the selection board is expecting approx. 3 pages per projects.

Question 8: For RT4, can PWGSC provide more detail on the resource job descriptions?

Response 8: The offeror must demonstrate a min. of seven (7) personnel to carry out the work. The CV of each individual must reflect the capability, capacity, expertise and relevant experience to provide these five (5) type of services.

- Project Manager – Min. of 5 years in managing projects;
- CAD Expert – Min. of 3 years of CAD experience has a certified technician, technologist or university degree.
- BIM Experts – Min. of 3 years of Revit experience has a certified technician, technologist or university degree.
- Building Data Capture technicians – Min. of 1 year of on-site measuring and data collection activities.
- 3D Scanner technician – Min. of 2 years of experience in collecting 3D point-clouds data.

Question 9: Item 5.2.3.2 is missing (RFP skips from 5.2.3.1 to 5.2.3.3) on pages 23-24.

Response 9: Please see section 2 of Amendment 002.

Question 10: In Annex A Section 9: Safety Training /Education/Certification, can PWGSC provide more detail on the training requirement?

Response 10: The offeror may be required to undertake safety training sessions, education and certification for specific projects or situation during the DISO duration.

Question 11: Could PWGSC please confirm the page limit for team composition information to be provided in RT3 detailed in 4.1.2.2 Point Rated Technical Criteria?

Response 11: No set limit of pages is mentioned however, the selection board is expecting approx. 3 pages per projects.

Questions 12: Are proponents to include details on the proposed team in a narrative form within section RT4 – Experience and Expertise for Proposed Personnel, or does PWGSC prefer proponents to only include CVs for team members in an appendix?

Answer 12: The offeror must provide the CVs of all proposed personnel and categories which clearly demonstrate the experience and expertise required.

Question 13: PWGSC requests a hard copy of several documents pertaining to the requirements outlined in RT5.1 – RT5.4 (4.1.2.2 Point Rated Technical Criteria). Will PWGSC accept electronic submission of these materials via the Canada Post epost system?

Answer 13: Yes. The offeror can submit item RT5.1 – RT5.4 via epost connect with the rest of our proposal documents. The Offeror must be in accordance with section 08 of the 2006 standard instructions. The epost Connect system has a limit of 1GB per single message posted and a limit of 20GB per conversation. If the submittal of all documents is larger than 1GB, the offeror will require to submit via USB portable drive.

Question 14: Could PWGSC please confirm if there is a page limit on Section III Certifications or Section IV Additional Information?

Answer 14: There is no page limit. Please follow instructions for Section III at page 10 and Section IV at page 11 for what to include in these sections.

Question 15: Are proponents to include a proof of insurance certificate within the submission?

Answer 15: It is not required with the submission. Please refer to part 7.7 Insurance – Specific Requirements for details.

Question 16: Within Part 5 (page 22 of 33) could PWGSC please confirm exactly which documentation is required? Are there specific forms proponents are to provide, or should the information request be provided in the proponent's own format?

Answer 16: Please refer to parts 5.1 and 5.2 for instructions (page 23).

Question 17: Within MT2, should proponents include additional certifications of their team members, such as CanBIM?

Answer 17: The Offeror must submit proof of certification or diploma of recognized educational programme and can included any associations.

Question 18: May proponents include ongoing projects for MT1, RT 3, and RT5?

Answer 18: Yes. The offeror may include ongoing projects.

Question 19: May proponents include projects (and project documentation such as DWG and RVT files) that predate PWGSC Building CAD Plan Requirements, National Computer Aided Design and Drafting Standard. Facilities Information Management: CAFM Data Capture Requirements – version 2018, Facilities Information Management: CAD Plan Requirements – January 2018, ecBIM Standard – August 2019, and BIM Accuracy and LoD Requirements?

Answer 19: Yes. The offeror must include these files with their submission. See section RT5.1 iii, RT5.2 iii, RT5.3 iii and RT5.4 iii.

Question 20: In regard to RT5.4, does this requirement reference a specific CAFM solution as DWG is not required for all facilities management solutions? Could PWGSC please confirm what they are looking for with reference to validating our QA/QC processes?

Answer 20: The RT5.4 refers to knowledge of 3D scanning or Existing Condition point cloud data. If the offeror is referring to RT5.3 Knowledge of Computer Aid Facilities Management Drawings (CAFM), PWGSC (PSPC) is looking for CAD drawings (raw data) showing all furniture layouts and the use of the PWGSC National CAD standards.

Question 21: Could PWGSC confirm if dividers, cover letters, or any table of contents will be considered to be outside of the page count?

Answer 21: Yes, these are outside of the page count. Please note that these will not be evaluated.

Question 22: May proponents include projects completed by sub consultants to satisfy requirements outlined in MT1 and RT5.1-RT5.4?

Answer 22: The offeror can use a consortium of consultants to satisfy the requirements.

Question 23:

12.5 Control Points Network

The Contractor will be required to produce surveyed control point network using permanent or temporary survey markers, targets and benchmarks at key locations. The Contractor must be certified licence land surveyor and follows professional methods and standard practices. The Contractor can outsource this specific portion of the project to a licensed Ontario or Quebec surveyor (depending on the location of the project).

Is it an obligation for the offeror to have a land surveyor to set landmarks if this does not involve legal surveying?

Answer 23: Depending on the project, the offeror may be asked to hire a licensed Ontario or Quebec surveyor if the project requires certain legal survey points.

Question 24: RT5.1 and RT5.3 ask for hard copies of field notes. In many cases, these notes have been moved to long term storage in facilities not currently easily available under today's circumstances. Would PWGSC consider removing this criteria for hard copies of notes?

Answer 24: Please see amendment 002 Question and Answer 1. Notes are still required, but may be submitted differently than "hard copies".

Question 25:

RT5.3 ii. A hard copy of on-site data collection records of the CAFM site notes, site measurements, sketches and photos. (no more than two (2) pages per project 11x17)

We may not have a clear understanding of what you are looking for as it relates to CAFM. Our experience with CAFM is the polylining of drawings, uploading/linking the drawings to the CAFM system and managing the associated data. We do not do site measurements for this activity, as typically the As-Built drawings are provided to us as a result of a project. Can you clarify what you are looking for in this area?

Answer 25: The CAFM group at PSPC collection furniture layouts. PSPC is looking for on-site data collection site notes. These notes can be provided by scanning these notes and providing them to PSPC.

Question 26:

RT5.4 ii. A .RCP file format (no more than two (2) files for each example) of point-cloud data of Existing Condition project. The .RCP file must conform Appendix G – ecBIM Standards. (physical transfer format – USB portable drive.)

Can we give you a portion of the file, completed in PWGSC's standards? The file size of the projects we have are far too large to transfer over in full.

Answer 26: A sample or portion of the RCP file can be submitted.

Question 27: The RFSO is very clear that projects used to answer MT1 can be used again in RT3 and RT5. Can other projects, not used in MT1, that are used in RT3 also be used in RT5?

Answer 27: Yes. If the project satisfy the RT5 criteria.

Question 28: MT2 asks for diplomas of the CAD and BIM personnel proposed. MT2 also says to submit diploma for each proposed individual with is offer. RT4 asks for seven names, only three of which are CAD and BIM. Do we submit diplomas for ONLY the CAD and BIM personnel (3), or all personnel in RT4 (7)

Answer 28: All personnel in RT4. The offeror must submit a valid proof of certificate or diploma (for each proposed individual) with its offer as of closing date of RFSO.

Question 29: Are the hourly rates in Annex B to include the cost of 3-D scanning equipment?

Answer 29: Hourly rates for each group must include all disbursements (equipment transportation, etc..)

Question 30: The 2019 standards are quite narrow; would PWGSC consider projects done to an earlier standard/guideline to satisfy the requirements for RT5.1-RT5.4 and MT1?

Answer 30: No. The .DWG file must conform to the current layering requirements as per Appendix D - PWGSC National CAD Standards.

Question 31: Would PWGSC consider accepting projects in RT5.1 – RT5.4 that are similar in scope but are based on different client standards?

Answer 31: Yes. If the projects satisfy the RT5.1 – RT5.4 criteria.

Question 32: Would PWGSC consider accepting projects that have been competed to the AIA CAD standard for RT3 and RT5.1?

Answer 32: No. The .DWG file must conform to the current layering requirements as per Appendix D - PWGSC National CAD Standards.

Question 33: Regarding RT4 – Experience and expertise of proposed personnel

Could you clarify what to include and how many pages permitted under these criteria since we are to include the two (2) pages CVs per person in the appendices of the submission?

Answer 33: Please see amendment 002 Question and Answer 8.

The offeror must demonstrate a min. of seven (7) personnel to carry out the work. The CV of each individual must reflect the capability, capacity, expertise and relevant experience to provide these five (5) types of services.

- Project Manager – Min. of 5 years in managing projects;
- CAD Experts – Min. of 3 years of CAD experience as a certified technician, technologist or university degree.
- BIM Experts – Min. of 3 years of Revit experience as a certified technician, technologist or university degree.
- Building Data Capture technicians – Min. of 1 year of on-site measuring and data collection activities.
- 3D Scanner technician – Min. of 2 years' experience in collecting 3D point-clouds data.

Question 34: Regarding RT5.3 - Knowledge of Computer Aid Facility Management Drawings (CAFM)

Can PWGSC clarify and define the current process, system and any additional file types utilized to manage facility metadata and drawings?

Answer 34: PWGSC (PSPC) is looking for CAD drawings (raw data) showing all furniture layouts and the use of the PWGSC National CAD standards.

Question 35: Regarding RT5.3 - Knowledge of Computer Aid Facility Management Drawings (CAFM)

Is any specialized software utilized to manage this content?

Answer 35: PWGSC (PSPC) is looking for CAD drawings (raw data) showing all furniture layouts and the use of the PWGSC National CAD standards.

Question 36: If a bidder does not submit an item under the RT section, such as a hard copy of notes, will that result in lost points or the proposal deemed noncompliant?

Answer 36: Please see Solicitation Amendment 002 (hard copy has been removed). Also refer to Part 4.1.2.3 *Point Rated Technical Criteria – Rating Grid* for rating details.

Question 37:

RT5.3 Would PWGSC be able to clarify if the projects stemming from this standing offer will all be in the National Capital Region, or will projects be spread across the country?

Answer 37: National Capital Region as per part 1.2.2.

Question 38: Would it be a possibility to use an FTP link to provide some samples? The ePost connect system 20 GB limit is too restrictive for the size of these files.

Answer 38: The epost Connect system has a limit of 1 GB per single message posted and a limit of 20 GB per conversation. If the submittal of all documents is larger than these limits, the offeror will require to submit via USB portable drive.

Question 39: MT1 Projects – Does the project that we are to demonstrate need to have gone through the phase of conception then construction or can the project be completed for the phase of “As-built” drawings and data collection and all deliverables have been provided to the client but that the conception or construction phase is still ongoing?

Answer 39: The Offeror must provide completed projects demonstrating they have provided the services of “As-built” or “Existing Condition” and not necessarily gone through the conception and construction phase.

2. Revise section 5.2.3.3 – Education and Experience

Delete: Section **5.2.3.3 – Education and Experience** in its entirety; and

Insert: the following new section **5.2.3.2 – Education and Experience**

The Offeror certifies that all the information provided in the résumés and supporting material submitted with its offer, particularly the information pertaining to education, achievements, experience and work history, has been verified by the Offeror to be true and accurate. Furthermore, the Offeror warrants that every individual offered by the Offeror for the requirement is capable of performing the Work resulting from a call-up against the Standing Offer.

No other changes apply