



**RETURN BIDS TO:**

**RETOURNER LES SOUMISSIONS À:**

Bid Receiving PWGSC/TPSGC reception des  
soumissions

Victory Building/Édifce Victory

Room 310/pièce 310

269 Main Street/269 rue Main

Winnipeg

Manitoba

R3C 1B3

Bid Fax: (204) 983-0338

**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 - Commentaires**

**Vendor/Firm Name and Address**

Raison sociale et adresse du  
fournisseur/de l'entrepreneur

**Issuing Office - Bureau de distribution**

Public Works and Government Services Canada -  
Western Region

Victory Building/Édifce Victory

Room 310/pièce 310

269 Main Street/269 rue Main

Winnipeg

Manitoba

R3C 1B3

<b>Title - Sujet</b> Facility Management - CHARS	
<b>Solicitation No. - N° de l'invitation</b> ET025-202063/B	<b>Amendment No. - N° modif.</b> 006
<b>Client Reference No. - N° de référence du client</b> CHARS-ET025-202063	<b>Date</b> 2020-09-04
<b>GETS Reference No. - N° de référence de SEAG</b> PW-\$PWZ-014-11046	
<b>File No. - N° de dossier</b> PWZ-9-42155 (014)	<b>CCC No./N° CCC - FMS No./N° VME</b>
<b>Solicitation Closes - L'invitation prend fin</b> <b>at - à 02:00 PM</b> <b>on - le 2020-09-16</b>	<b>Time Zone</b> <b>Fuseau horaire</b> Central Daylight Saving Time CDT
<b>F.O.B. - F.A.B.</b> <b>Plant-Usine:</b> <input type="checkbox"/> <b>Destination:</b> <input checked="" type="checkbox"/> <b>Other-Autre:</b> <input type="checkbox"/>	
<b>Address Enquiries to: - Adresser toutes questions à:</b> Fagan, Mike	<b>Buyer Id - Id de l'acheteur</b> pwz014
<b>Telephone No. - N° de téléphone</b> (204) 296-5375 ( )	<b>FAX No. - N° de FAX</b> (204) 983-7796
<b>Destination - of Goods, Services, and Construction:</b> <b>Destination - des biens, services et construction:</b>	

Instructions: See Herein

Instructions: Voir aux présentes

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

**This Amendment 006 is being issued to amend Request for Proposal ET025-202063/B, as follows:**

**EXTENSION OF TIME:**

Notice is hereby given that the time for the reception of bids previously due September 11, 2020 is extended to **14:00, September 16, 2020.**

**1. Revisions to Statement of Work (SOW)**

**1.1 Refer to Annex A, Statement of Work, Appendix C, Deliverables (page 29 of 37)**

- 1.1.1 For reference to Annual Cost Submission, description should read, "Refer to Terms of Payment, **Section 5.**"
- 1.1.2 For reference to Cost Submission Template, description should read, "Refer to Terms of Payment, **Section 5.1.**"

**1.2 Refer to Annex A, Statement of Work, Appendix C, Deliverables (page 28 of 37)**

- 1.2.1 For reference to Quarterly Financial Forecast Reports, **delete** first line under description: "**Refer to Basis of Payment in Contract**".

**1.3 Refer to Annex A, Article 4.6 Cleaning Services (page 16/17 of 37)**

**DELETE:**

- .1 POLAR has developed a Green Cleaning Guideline that will be provided to the Service Provider. The Service Provider must follow the Green Cleaning Guideline guidelines when providing cleaning services.

**INSERT:**

- .1 POLAR has developed a Green Cleaning Guideline that will be provided to the Service Provider. The Service Provider must follow the Green Cleaning Guideline guidelines when providing cleaning services. Should a specific event arise, the Technical Authority may provide additional requirements for cleaning that must be adhered to, i.e. Covid-19, PHAC (Public Health Agency of Canada or Health Canada) suggested cleaning/disinfecting protocols.

**2. Questions and Answers**

**QUESTION 01**

Virtual Site visit & GFE Asset list. Please clarify the requirements for overhead cranes. The Virtual site visit mentioned that there are 2 overhead cranes, however, the GFE list has 3 overhead cranes. (MRB #139, MRB #143 and Maintenance Garage #118.

- 1. Please confirm that the number of overhead cranes.
- 2. Please provide specs such as make model and ton capacity and all other relevant documentation.

**RESPONSE 01**

*There are 3 overhead Cranes:*

- 1. *F-118-209: STAHL (by Hoisting Ltd). 1814 kg capacity. Service from Maintenance Garage (F-118) to upper laydown area (F-209)*

2. *M-137-139: DEMAG. 2000 kg capacity. Service from Field Loading Dock (139) into Necropsy Lab (137)*
3. *M-139-143: DEMAG. 3175 kg capacity. Service from Field Loading Dock (139) into Laydown Space (140) and Mechanical Workshop (143)*

#### **QUESTION 02**

SOW 4.7.1 Hoteling Services. Please confirm that the Service Provider will not be responsible for the following consumables - replacement of linen, towels and bedding; as the RFP reference states that consumables will be.

#### **RESPONSE 02**

Polar will supply the linens, towels and bedding. The service provider will stock the triplexes from Polar Knowledge Canada's inventory.

#### **QUESTION 03**

SOW 3.3.6 Record Keeping - Maintenance Management. Please confirm that there is an 3rd Party Internet provider that currently has access to the server room. In addition, please provide name of the current internet provider.

#### **RESPONSE 03**

*There is currently a 3rd party internet provider. Arrangement is the responsibility of the service provider. An escort will be required into the server room, pre-approved by Polar Knowledge Canada. The current internet provider is Northwestel.*

#### **QUESTION 04**

Please confirm that any repairs or corrective maintenance due to third party acts such as theft and damages within the buildings could be a task authorization under authorized by POLAR.

#### **RESPONSE 04**

*Generally, the liability would rest with the responsible party. Issues such as this would need to be looked at on a case by case basis, with determination of the third party. This may result in a Task Authorization.*

#### **QUESTION 05**

Appendix C - Deliverables Quarterly Financial Forecast Reports. Please clarify the meaning P3, P6, P9 and P12 as it is not in Annex "B" as referenced in Appendix C.

#### **RESPONSE 05**

*Reference to Annex B is in error. Refer to Item 1.2 of this amendment. "P" stands for period. The fiscal year begins in April (P1). Reports are due 10 days before June (P3); September (P6); December (P9); and March (P12).*

#### **QUESTION 06**

Annex B Terms of Payment (references to Appendix C) / Appendix C - Deliverables Annual Cost Submissions / Cost Submission Template. Please provide Section 6 in Annex "B" - Terms of Payment, as referenced in Appendix C - Deliverables.

#### **RESPONSE 06**

*Cost submission references from the Statement of Work should read Section 5 of the Basis of Payment vice section 6. See Item No. 1.1 of this amendment.*

#### **QUESTION 07**

CHARS fixed asset list, Amendment No 3. Is the contractor responsible to replace appliance or furniture (i.e. toaster oven, table fan) that are beyond economic repair? How is the Contractor to be compensated?

**RESPONSE 07**

*No, the Service Provider would be expected to work with Polar Knowledge Canada for the items requiring replacement. Replacement items would be funded by Polar Knowledge Canada.*

**QUESTION 08**

SOW 1.4.3.4 Existing Conditions. Please confirm that the fabric storage shelter is part of the contract. If yes:

1. Please provide a list of assets in the building;
2. Please confirm that annual maintenance inspection is required;
3. Please provide specifications of the overhead door.

**RESPONSE 08**

*Yes, it is part of the contract.*

1. *A list of assets is not available. Items vary from furniture to snow machines, boats, trucks, quads, etc.*
2. *Yes, annual maintenance inspection is required.*
3. *There are two (2) hand-operated garage doors. The dimensions are 3.5M (W) x 4.5M (H).*

**QUESTION 09**

1.7.1.8 Existing Documentation - Inventory of Government Furnished Equipment. Please clarify if the contractor is required to provide maintenance and repairs to Government Furnished Equipment (GFE). Please confirm that POLAR will be responsible for the replacement of GFE when it becomes unserviceable, due to normal wear and tear.

**RESPONSE 09**

*No, the Service Provider is not required to provide maintenance and repairs to Government Furnished Equipment. Yes, Polar will be responsible for the replacement of GFE.*

**QUESTION 10**

SOW 3.1.3 General Facility Management Services. SOW 3.1.3 states "Arrange and pay for all licences required for software and system related to facilities management identified as pass-through." RFP 2.1.4 Non-Allowable Costs, item 12. Please provide a list of IM/IT hardware, firmware and software, and systems requiring licences for this 'pass-through' requirement.

**RESPONSE 10**

*This list is not available. It is the Service Providers responsibility to arrange and pay for all licenses required for software and systems related to facilities management.*

**QUESTION 11**

1) SOW 3.5.2 Duties, para 3.5.2.2.2 Preventive Maintenance Delivery, and 2) SOW 4.5 Manage Utilities, para 4.5.1. 1st reference states that the Contractor is to "Manage the territorial requirements for licensing and permits...and waste management".

This responsibility for waste management should be handled by POLAR as they "will arrange and pay for...wastewater removal and garbage removal. "Can Canada please confirm if the contractor or POLAR is responsible for licensing and permits for waste management?"

**RESPONSE 11**

*Polar will arrange for the account and payment; whereas the service provider arranges for management, pick up; this would include licensing and permits as required.*

**QUESTION 12**

SOW 4.6.3 Cleaning Services. Please confirm that a TA will be issued if Service Provider is required to "provide multi-material recycling services".

**RESPONSE 12**

*Yes, confirmed.*

**QUESTION 13**

SOW 4.9.1 Environmental Management Services. SOW reference states that the Service Provider shall arrange for the removal or disposal of designated materials. Please clarify if the Service Provider will be responsible for the payment of special packaging, transportation and disposal of hazmat? If yes, since the amount is unknown, will a TA should be issued?

**RESPONSE 13**

*The list of hazardous materials used for Polar program operations has been provided in amendment 005. Polar will be responsible for the storage, transferring and disposal of the hazardous materials used for their program. The Service Provider will be responsible for storage, transferring and disposal of any hazardous materials used for facility management.*

**QUESTION 14**

SOW 1.4.3.8 Existing Conditions. Please confirm that the incumbent will remove its sea containers in the laydown area (if used) and the incoming contractor will be able to place its 2 sea containers.

**RESPONSE 14**

*Yes, confirmed.*

**QUESTION 15**

SOW 4.8.3 Lab Equipment Maintenance. Please provide make, model and specs of the three (3) autoclaves; and two (2) glass sterilizers/washers.

**RESPONSE 15**

*All equipment was supplied by STERIS. Glasswashers model: Reliance 4000XLS (Laboratory Glassware Washer). Autoclave model: AMSCO Lab 250 (LV 250 Laboratory Steam Sterilizer. Both the Autoclaves and the Glass Washers are equipped with Allen-Bradley PanelView Plus 600. The shop drawings have been provided in an attachment.*

**QUESTION 16**

SOW 4.8.1 Lab Equipment Maintenance. Please provide make, model technical specs and quantity of fume hoods.

**RESPONSE 16**

*The fume hoods were supplied by Bedco, a division of Gerodon Inc (Laval QC). The one (1) in the Teaching Lab (M-119) and the three (3) in the General Analytics Lab (M-244) are Model # VBV-60. The one (1) located in the Genomics Lab (M-248) and the one (1) located in the Small Animal Necropsy Lab (M-137D) are Model # VBV-48. All are 125V/15AMP and come equipped with Phoenix Controls to modulate airflow. Shop drawings have been provided in an attachment.*

**QUESTION 17**

M1.2 Facility Management Professional. Please advise if the following BOMI designations satisfy the requirements of M1.2:

RPA - Real Property Administrator

FMA - Facilities Management Administrator

**RESPONSE 17**

*Yes, the BOMI RPA and FMA designations are acceptable. Bidders will still need to meet the minimum 3 year experience requirement.*

**END OF AMENDMENT 006**