



**RETURN BIDS TO:**

**RETOURNER LES SOUMISSIONS À:**

Bid Receiving - PWGSC / Réception des  
soumissions - TPSGC

11 LaurierSt./ 11, rue Laurier

Place du Portage, Phase III

Core 0B2 / Noyau 0B2

Gatineau

Québec

K1A 0S5

Bid Fax: (819) 997-9776

**LETTER OF INTEREST**

**LETTRE D'INTÉRÊT**

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

L'Esplanade Laurier,

Tour est 4e étage

140 O'Connor, Street

Ottawa

Ontario

K1A 0R5

<b>Title - Sujet</b> Commissioning Services LTDLC	
<b>Solicitation No. - N° de l'invitation</b> EN448-210120/B	<b>Date</b> 2020-09-25
<b>Client Reference No. - N° de référence du client</b> 20210120	<b>GETS Ref. No. - N° de réf. de SEAG</b> PW-\$\$FK-318-79112
<b>File No. - N° de dossier</b> fk318.EN448-210120	<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 2020-10-08</b>	
<b>Time Zone</b> <b>Fuseau horaire</b> Eastern Daylight Saving Time EDT	
<b>F.O.B. - F.A.B.</b> <b>Plant-Usine:</b> <input type="checkbox"/> <b>Destination:</b> <input type="checkbox"/> <b>Other-Autre:</b> <input type="checkbox"/>	
<b>Address Enquiries to: - Adresser toutes questions à:</b> Paquin, Audrey	<b>Buyer Id - Id de l'acheteur</b> fk318
<b>Telephone No. - N° de téléphone</b> (613) 295-8826 ( )	<b>FAX No. - N° de FAX</b> ( ) -
<b>Destination - of Goods, Services, and Construction:</b> <b>Destination - des biens, services et construction:</b>  Specified Herein Précisé dans les présentes	

Instructions: See Herein

Instructions: Voir aux présentes

<b>Delivery Required - Livraison exigée</b> See Herein	<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>	



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**Request for Information (RFI) on**  
**Real Property Services (RPS)**  
**Commissioning Services for Les Terrasses de la Chaudière (LTDLC) Building**  
**Envelope Replacement**  
**in Gatineau, QC.**

## **1. Purpose of this Request for Information and Background**

### **1.1. Purpose of this Request for Information**

This Request for Information (RFI) is a consultation initiative that seeks feedback from Industry on Commissioning Services for Les Terrasses de la Chaudière in Gatineau, Qc.

As part of its ongoing efforts, Public Works and Government Services Canada (PWGSC) is continuously looking to improve federal procurements, to create stronger processes and increase competition.

As part of this consultation, PWGSC is seeking input on the following:

- a) Identifying barriers to supplier participation in Requests for Proposals (RFP) for the provision of Commissioning Services for Les Terrasses de la Chaudière in Gatineau related to Real Property Services (RPS);
- b) Recommendations on how the Government could improve Commissioning Services solicitations to enhance competition within the Commissioning Services industry; and
- c) Concerns, risks or suggestions with respect to Commissioning Services related requirements.

The information collected will inform subsequent Commissioning Services requirements for Les Terrasses de la Chaudière. Canada welcomes Industry feedback, but does not commit to a response to any comments that may be received.

### **1.2. Background**

Public Works and Government Services Canada (PWGSC) is responsible for the vast majority of procurement done by the Government of Canada and manages one of the largest and most diverse portfolios of real estate in the country.

Public Works and Government Services Canada (PWGSC) intends to retain a professional firm in the capacity of Contractor to provide commissioning services for the Les Terrasses de la Chaudière (LTDLC) Envelope Replacement project (Project). Construction will be implemented by a Construction Manager (CM) contracted separately by PWGSC which firm has already been retained.

The Commissioning Agent must work closely and collaborate continuously with the Prime Contractor (PC), and the Construction Manager (CM) throughout both design and implementation phases. The Commissioning Agent is considered to be the third party Contractor reporting to PWGSC.



## **2. Instructions to Respondents**

### **2.1. Nature of the Request for Information (RFI)**

This RFI is neither a call for tender, nor a Bid Solicitation. No agreement or contract will be entered into based on this RFI. This RFI is simply intended to solicit feedback from industry with respect to the matters described in this RFI.

The issuance of this RFI is not to be considered in any way a commitment by Canada, nor as authority for potential respondents to undertake any work that could be charged to Canada. This RFI is not to be considered a commitment to issue a subsequent solicitation.

Although the information collected may be provided as commercial-in-confidence (and, if identified as such, will be treated accordingly by Canada), Canada may use the information to develop or modify procurement strategies or related policies.

Participation in this RFI is encouraged, but is not mandatory. Participation in this RFI is not a condition or prerequisite for the participation in any future solicitation.

### **2.2. Submission of Responses and Questions:**

Respondents should respond to the questions included under the following section 3 via email to:

Audrey Paquin  
Procurement Branch  
Public Works and Government Services Canada  
Government of Canada  
E-mail address: [Audrey.Paquin@tpsgc-pwgsc.gc.ca](mailto:Audrey.Paquin@tpsgc-pwgsc.gc.ca)  
Telephone: 613-295-8826

Because this is not a bid solicitation, Canada will not necessarily respond to enquires or circulate answers to all potential suppliers.

Each Respondent is solely responsible for ensuring its response is delivered on time.

### **2.3. Format of Responses**

Respondents are requested to respond to the questions listed in section 3, including any additional comments they may have.

Responses may be provided in either English or French.

Respondents should submit only pertinent information in response to this request. The inclusion of general marketing or technical manuals is discouraged, unless they provide specific information that has been requested in this document. A point of contact for the Respondent should be included in the response package.

Changes to this RFI may occur and will be advertised on the Government Electronic Tendering System. Canada asks Respondents to visit [buyandsell.gc.ca](http://buyandsell.gc.ca) regularly for any changes.

### **2.4. Response Cost**

Canada will not reimburse any Respondent for expenses incurred in responding to this RFI.

## 2.5. Treatment of Responses

- A) Use of Responses: Responses will not be evaluated. However, the responses received may be used by Canada to develop or modify procurement strategies.
- B) Confidentiality: Respondents should mark any portions of their responses that they consider proprietary or confidential. Canada will handle the responses in accordance with the *Access to Information Act*.
- C) Canada reserves the right to meet with any or all Respondents to this RFI to clarify their RFI responses.

Canada will review all responses received by the RFI closing date. The information received after that date will be considered only to the extent reasonable, in the sole opinion of Canada.

## 2.6. Review Team

A review team consisting of representatives of PWGSC will review the responses. Canada reserves the right to hire any independent consultant or use any Government resources that it considers necessary to review any response. Not all members of the review team will necessarily review all responses.

## 2.7. Industry Consultations

Following the RFI process, Canada may proceed with one-on-one consultations through video or telephone conference with willing RFI Respondents, in October 2020. RFI Respondents interested in this consultation should clearly indicate their interest in their response package. The designated PWGSC Contracting Officer will notify the respondent by email to schedule the date and time of the consultation.

## 2.8. Closing Date

Responses to this RFI will be accepted until 02:00 PM Eastern Daylight Time (EDT) on October 8, 2020. Canada may, at its discretion, review and consider responses received after the RFI closing date.

After the closing date, Canada may, at its discretion, contact any Respondents to follow up with additional questions or for clarification of any aspect of a response.

## 2.9. 2.9 RFI Security Requirements

There are no security requirements associated with responding to this RFI.

## 3. Questions to Industry

3.1	Did your firm not bid on the Solicitation <a href="#">EN448-210120/A</a> due to qualification criteria?
3.2	Did your firm not bid on the Solicitation <a href="#">EN448-210120/A</a> due to the required duration of contract of seven (7) years?



<b>3.3</b>	Did your firm not bid on the Solicitation <a href="#">EN448-210120/A</a> due to a lack of available resources to meet the required services of the Scope of Work?
<b>3.4</b>	Did your firm not bid on the Solicitation EN448-210120/A because the Prime Consultant design team for the LTDLC Building Envelope Rehabilitation project is not established?
<b>3.5</b>	Is there any other reason why your firm not bid on the Solicitation <a href="#">EN448-210120/A</a> ?
<b>3.6</b>	<p>Please identify how PWGSC procurement processes can be improved from the perspective of:</p> <ul style="list-style-type: none"><li>a) Technical Evaluation Criteria (Mandatory and Rated Criteria);</li><li>b) Basis of selection (Technical vs Price);</li><li>c) Basis of payment; and</li><li>d) any other aspects.</li></ul>
<b>3.7</b>	If factors were to be adopted, would your firm consider bidding should a re-tender occur on Buy & Sell?
<b>3.8</b>	Please describe any other concerns, risks or suggestions you may have with respect to Commissioning Services for LTDLC related requirements.
<b>3.9</b>	<p>Please indicate if your company consists of:</p> <ul style="list-style-type: none"><li>a) 1-9 employees,</li><li>b) 10-49 employees,</li><li>c) 50-99 employees,</li><li>d) 100-499 employees, or</li><li>e) 500+ employees</li></ul>
<b>3.10</b>	<p>Please provide the following:</p> <ul style="list-style-type: none"><li>a) A brief description of your organization.</li><li>b) Most recent/key clients.</li></ul>
<b>3.11</b>	Would you be interested in participating in a possible one-on-one consultation through video or telephone teleconference in the future, to further discuss submitted comments? If so, please provide contact information as per item 2.7.
<b>3.12</b>	Please provide a designated contact name, mailing address, phone number and email in the event PWGSC requires clarification in regards to your RFI submission.