

**RETURN BIDS TO:
RETOURNER LES SOUMISSIONS A:**

RCMP "H" Division HQ
RCMP Mailstop # H-066
80 Garland Avenue, 80, avenue Garland
DARTMOUTH, NS (NE) B3B 0A7

**Facsimile Number for Amendments:
N° de télécopieur pour les modifications:
(902) 426-7136**

**REQUEST FOR STANDING OFFER
Demande d'offre à commandes**

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

Canada, as represented by the Minister of
Public Safety, hereby requests a Standing
Offer on behalf of the Identified Users
herein.

Le Canada, représenté par le ministre de la
Sécurité publique, autorise par la présente,
une offre à commandes au nom des
utilisateurs identifiés énumérés ci-après.

Comments - Commentaries

This document contains a security
requirement.

**Vendor/Firm Name and Address
Raison sociale et adresse du
fournisseur/de l'entrepreneur**

Facsimile No. - No de télécopieur:

Telephone No. - no de téléphone:

Issuing Office - Bureau de distribution

RCMP "H" Division HQ
RCMP Mailstop # H-066
80 Garland Avenue, 80, avenue Garland
DARTMOUTH, NS (NE) B3B 0J8

Title-Sujet Architectural & Engineering Services Standing Offer Services d'architectes et d'ingénieurs	
Solicitation No. – No. de l'invitation M9424-0-3651 ***Amendment 004***	Date October 15, 2020
Client Reference No. - No. De Référence du Client N/A	
GETS Reference No. No. de Référence de SEAG S.O.	
Solicitation Closes -L'invitation prend fin at - à 02:00 PM AST (Atlantic Standard Time) HNA (Heure Normal de l'Atlantique) on - le November 5, 2020	
F.O.B. - F.A.B. Destination	
Address Enquiries to: - Adresser toutes questions à: Jeff Lockyer	
Telephone No. - No de téléphone (902) 720-5108	Fax No. - N° de FAX: (902) 426-7136
Destination of Goods, Services, and Construction: Destinations des biens, services et construction: Royal Canadian Mounted Police Gendarmerie royale du Canada	
Delivery Required - Livraison exigée: See Herein	Delivery Offered - Livraison proposée
Name and title of person authorized to sign on behalf of Vendor/Firm Nom et titre de la personne autorisée à gner au nom du fournisseur/de l'entrepreneur	
(Sign and return this cover page with Tender)	

Amendment 004 is being created for the following:

Delete the following:

**Solicitation Closes -L'invitation prend fin
at - à 02:00 PM AST (Atlantic Standard Time)
HNA (Heure Normal de l'Atlantique)
on - le October 29, 2020**

Insert the following:

**Solicitation Closes -L'invitation prend fin
at - à 02:00 PM AST (Atlantic Standard Time)
HNA (Heure Normal de l'Atlantique)
on - le November 5, 2020**

The following questions are being asked by potential bidder/s:

Question 1

RFP Section 3.2.4 "a) submit a maximum of two (2) c.v.'s of senior personnel." - Is 2 CV limit 2 CVs total for section? or 2 CVs per category of senior personnel in section (i.e., PM and Back-up PM; Lead Architect and Back-up Architect)?

Answer 1

Yes, 2 per category, example: PM and Back-Up, Lead Architect and Back-Up

Question 2

RFP Section 3.2.5 "a) submit a maximum of two (2) c.v.'s of project personnel which will perform the majority of the work resulting from the individual Call-ups." - Is 2 CV limit 2 CVs total for section? or 2 CVs per category of project personnel in section (i.e., Civil Lead and Civil Back-up; Structural Lead and Structural Back-up)?

Answer 2

Yes, 2 per category, example: Civil lead and Back-Up, Structural Lead and Back up.

Question 3

Please clarify SP 4 on page 18 of 110. Is the maximum limitation of expenditure exclusively the A & E fees for a call up or the Project Costs of an expenditure, inclusive of A & E fees as well as construction costs?

Answer 3

The max limitation is per individual call up including tax for A&E support, this does not include the cost of construction.

Question 4

For Section 3.2.5 its asking for "projects requiring a full scope of services for the Government of Canada

within a policing environment in accordance with the Required Services (RS) section". Would projects for provincial or municipal governments within a policing environment be acceptable?

Answer 4

Yes. Policing projects for Provincial/Municipal are acceptable projects.

Question 5

For 3.2.4 Senior Personnel Expertise and Experience we are being asked to provide in-house personnel for expertise in each area listed in the RS Section which includes Architectural, Civil, structural, Mechanical, Electrical, Sustainability/Energy Modeling, Cost Consultant, Fire Protection/Code, Interior Design, Commissioning, Telecom, Security, Cost Estimating, Acoustic etc. I'm not certain that there are any multi-disciplinary firms that have all of these disciplines in-house. If we're an Architectural only firm are we permitted to carry a team of sub-consultants and specialists and include the C.V.'s for the respective disciplines in this section? In this section you're asking for a maximum of 2 CV's, but there are approximately 13 disciplines listed in the RS Section – this is confusing! (Note – on previous RCMP RFSO submissions for other regions the proponent was to be an Architect and background information of engineers/specialists were not required to be a part of the submission. Dependent on the nature of the call-up the Architect went about assembling a team of sub-consultants as necessary).

Answer 5

The firm must be an Architectural firm; others can be sub consultants. CV's must be provided for each lead and each back up consultant. All consultants need to be identified that will be used for this call up.

Question 6

For 3.2.5 Similar to question 2 above, rather than listing in-house personnel are we permitted to carry a team of sub-consultants and specialists and include the C.V.'s for the respective disciplines in this section?

Answer 6

The firm must be an Architectural firm; others can be sub consultants. CV's must be provided for each lead and each back up consultant.

Question 7

For 3.2.5 2a it states – "submit a maximum of two (2) c.v.'s of project personnel which will perform the majority of the work resulting from the individual Call-ups". Given we don't know what the actual call-ups will be for, are there any specific disciplines these CV's should be from? Would it make sense to provide the c.v.'s for the architectural project managers likely to be assigned?

Answer 7

CV's must be provided for each lead and each back up consultant.

Question 8

Please clarify how the Technical Proposal and Price Proposal will be weighted. SRE 5 has % of total score as 70/30 while the Points score is 90/10?

Answer 8

As per SRE amended documents below.

Question 9

We would expect that this is to be a “quality based” selection process, however attributing 30% to fee is making this “Price based”. We respectfully request that the Price rating be reduced to 10 %.

Answer 9

As per SRE amended documents below.

Question 10

SRE 4 states that the lowest price gets 100 points, second lowest 80 points, third lowest 60 points etc. This does not appear to be a fair manner of scoring the fee as a price differential as low as \$1 dollar could result in a 20-point differential and conversely a differential significantly more substantial could also result in a 20-point differential. We therefore request prices be scored in a pro-rated manner against the lowest price. Also, given the Pricing Tables in Appendix B are arbitrary with respect to the hours allocated to particular disciplines, we believe pro-rating the scoring of fees would be a fairer approach.

Answer 10

As per SRE amended documents below.

Question 11

The Pricing Tables included in Appendix B requires fixed hourly rates to be provided for select disciplines. This list does not match the disciplines listed in Appendix C – Team Identification or the disciplines in RS Section. For items 1, 2 & 3 are we to provide blended rates for all Architectural & Engineering Disciplines even though they may be from multiple firms? Is the expectation that the all A & E firms adapt and apply the blended rates to actual call-ups should they be successful? This doesn't appear reasonable since the hourly rates between some disciplines/personnel can vary by upwards of \$100/hr. Perhaps this form should be revised to list all the disciplines individually?

Answer 11

Pricing is to be fixed for each of the noted years. It should be based on their costs to provide the service.

Question 12

Its noted that the proposal is to be limited to a maximum of 35 Pages however dependent upon the responses to some of our questions, please recognize more pages may be required. Please consider increasing or removing the page limit.

Answer 12

As per SRE amended documents below.

Question 13

Does “ in a policing environment” refer only to police forces? We have completed large projects for

Correctional Services Canada (in prisons) and 4 or 5 projects for National Defence, including some where security clearances were required.

Answer 13

Projects must be policing type buildings can be Provincial/Municipal police buildings.

Question 14

In the Required Services section, are you referring to new constructions and/or renovations to existing buildings?

Answer 14

New construction and or major renovations or mid life refits.

Question 15

- a. What is a "significant project?" Is there a minimum construction budget so that our projects would be considered to be of a comparable size?
- b. Our projects referred to in No.1 above vary between \$7M and \$40M.

Answer 15

- a. Minimum project value must be 5 M to be considered relevant.
- b. Yes. That would be relevant as long as they are policing facilities.

Question 16

Do the projects we reference have to be completed?
Three of our relevant projects are still ongoing, but two of them are almost complete. Is the Certificate of Substantial Performance required?

Answer 16

Projects must be completed projects for relevancy.

Question 17

The tender is for architects and engineers: do we have to retain the services of engineers within our team? If so, for what disciplines? Structural, mechanical, electrical, civil? Are any other specialists required?

Answer 17

The firm must be an Architectural firm and others are identified in the RFP consultants do not need to be in house they can be sub consultants.

In Section: SUBMISSION REQUIREMENTS AND EVALUATION

SRE 1 GENERAL INFORMATION

Delete SRE 1.3 in its entirety and replace with:

1.3 Calculation of Total Score

For this Standing Offer the Total Score will be established as follows:

Technical Rating x 90%	=	Technical Score (Points)
<u>Price Rating x 10%</u>	=	<u>Price Score (Points)</u>
Total Score		Max. 100 Points

SRE 2 PROPOSAL REQUIREMENTS

2.2 Specific Requirements for Proposal Format

Delete: The maximum number of pages (including text and graphics) to be submitted for the Rated Requirements under SRE 3.2 is [thirty-five (35)] pages.

Insert: The maximum number of pages (including text and graphics) to be submitted for the Rated Requirements under SRE 3.2 is [sixty (60)] pages.

SRE 3 SUBMISSION REQUIREMENTS AND EVALUATION

SRE 3.3

DELETE: To be considered further, proponents must achieve a minimum weighted rating of fifty (50) out of the hundred (100) points available for the rated technical criteria as specified above.

No further consideration will be given to proponents not achieving the pass mark of fifty (50) points.

INSERT: To be considered further, proponents **must** achieve a minimum weighted rating of sixty (60) out of the hundred (100) points available for the rated technical criteria as specified above.

No further consideration will be given to proponents not achieving the pass mark of sixty (60) points.

SRE 4 PRICE OF SERVICES

Delete SRE 4 in its entirety and replace with:

All price proposal envelopes corresponding to responsive proposals which have achieved the pass mark of sixty (60) points are opened upon completion of the technical evaluation.

Pricing scores will be evaluated on a proportional scale, where the lowest total price receives 100 points.

Calculation as per the following:

Price rating (each bid) = (lowest price / current proposal price) x 100

Lowest price= 100 points

Example Calculation:

Bid 1= 50000

Bid 2= 43000

Bid 3= 56000

Price rating Bid 2 (lowest)= 100 points

Price rating Bid 1 = (43000/50000) x100= 86.00 points

Price rating Bid 3= (43000/56000) x 100= 76.79 points

The Price Rating is then multiplied by the applicable percentage to establish the Price Score.

SRE 5 TOTAL SCORE

Delete SRE 5 in its entirety and replace with:

Total Scores will be established in accordance with the following:

Rating	Possible Range	% of Total Score	Score (Points)
Technical Rating	0 - 100	90	0 - 90
Price Rating	0 - 100	10	0 - 10
Total Score		100	0 - 100

The proposals will be ranked in order from the highest to the lowest using the total score (technical plus price). The proponents submitting the highest ranked proposals will be recommended for issuance of a standing offer. In the case of a tie, the Proponent submitting the lower price for the services will be selected. Canada reserves the right to issue up two (2) Standing Offers.

Delete ANNEX B – PRICE PROPOSAL in its entirety and replace with:

ANNEX B – PRICE PROPOSAL

INSTRUCTIONS:

1. Complete price proposal form and submit in a separate sealed envelope, with the Proponent's name, Solicitation Number, and "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. The hourly rates identified will be for the duration of the Standing Offer.

APPENDIX B

Price Proposal Form

Pricing Table for Year One

Category of Personnel for Architectural/Engineering & Support Staff Year One	Estimated Quantity (A) (Hours)	Fixed Hourly Rate (B)	Total (AxB)
1. Senior Engineer/Architect	200	\$ _____	\$ _____
2. Intermediate Engineer/Architect	800	\$ _____	\$ _____
3. Technologist	1100	\$ _____	\$ _____
4. CADD Technologist	600	\$ _____	\$ _____
5. Clerical/Administrative Support	250	\$ _____	\$ _____
6. Cost Consultant	100	\$ _____	\$ _____
7. Building/Fire Code Services	80	\$ _____	\$ _____
8. Sound Transmission/Acoustic Specialist Services	80	\$ _____	\$ _____
9. Landscape Architect	100	\$ _____	\$ _____
10. Total (YEAR ONE)			\$ _____

NAME OF PROPONENT _____

Pricing Table for *Option Year ONE*

Category of Personnel for Architectural/Engineering & Support Staff Option Year One	Estimated Quantity (A) (Hours)	Fixed Hourly Rate (B)	Total (AxB)
1. Senior Engineer/Architect	200	\$ _____	\$ _____
2. Intermediate Engineer/Architect	800	\$ _____	\$ _____
3. Technologist	1100	\$ _____	\$ _____
4. CADD Technologist	600	\$ _____	\$ _____
5. Clerical/Administrative Support	250	\$ _____	\$ _____
6. Cost Consultant	100	\$ _____	\$ _____
7. Building/Fire Code Services	80	\$ _____	\$ _____
8. Sound Transmission/Acoustic Specialist Services	80	\$ _____	\$ _____
9. Landscape Architect	100	\$ _____	\$ _____
10. Total (OPTION YEAR ONE)		_____	\$ _____

NAME OF PROPONENT _____

Pricing Table for *Option Year TWO*

Category of Personnel for Architectural/Engineering & Support Staff Option Year Two	Estimated Quantity (A) (Hours)	Fixed Hourly Rate (B)	Total (AxB)
1. Senior Engineer/Architect	200	\$ _____	\$ _____
2. Intermediate Engineer/Architect	800	\$ _____	\$ _____
3. Technologist	1100	\$ _____	\$ _____
4. CADD Technologist	600	\$ _____	\$ _____
5. Clerical/Administrative Support	250	\$ _____	\$ _____
6. Cost Consultant	100	\$ _____	\$ _____
7. Building/Fire Code Services	80	\$ _____	\$ _____
8. Sound Transmission/Acoustic Specialist Services	80	\$ _____	\$ _____
9. Landscape Architect	100	\$ _____	\$ _____
10. Total (OPTION YEAR TWO)		██████████	\$ _____

NAME OF PROPONENT _____

Pricing Table for *Option Year THREE*

Category of Personnel for Architectural/Engineering & Support Staff Option Year Three	Estimated Quantity (A) (Hours)	Fixed Hourly Rate (B)	Total (AxB)
1. Senior Engineer/Architect	200	\$ _____	\$ _____
2. Intermediate Engineer/Architect	800	\$ _____	\$ _____
3. Technologist	1100	\$ _____	\$ _____
4. CADD Technologist	600	\$ _____	\$ _____
5. Clerical/Administrative Support	250	\$ _____	\$ _____
6. Cost Consultant	100	\$ _____	\$ _____
7. Building/Fire Code Services	80	\$ _____	\$ _____
8. Sound Transmission/Acoustic Specialist Services	80	\$ _____	\$ _____
9. Landscape Architect	100	\$ _____	\$ _____
10. Total (OPTION YEAR THREE)		\$ _____	\$ _____

NAME OF PROPONENT _____

*** All other terms and conditions remain the same.**