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9700 Jasper Ave/9700 ave Jasper  
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Alberta  
T5J 4C3  
Bid Fax: (780) 497-3510

**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  
Canada Place / Place du Canada  
10th Floor / 10e étage  
9700 Jasper Ave / 9700 ave Jasper  
Edmonton  
Alberta  
T5J 4C3

<b>Title - Sujet</b> Consultant Services - Functional Pr	
<b>Solicitation No. - N° de l'invitation</b> EW038-211184/A	<b>Amendment No. - N° modif.</b> 002
<b>Client Reference No. - N° de référence du client</b> ISC-EW038-211184	<b>Date</b> 2020-10-29
<b>GETS Reference No. - N° de référence de SEAG</b> PW-\$PWU-201-11911	
<b>File No. - N° de dossier</b> PWU-0-43118 (201)	<b>CCC No./N° CCC - FMS No./N° VME</b>
<b>Solicitation Closes - L'invitation prend fin at - à 02:00 PM on - le 2020-11-10</b>	<b>Time Zone Fuseau horaire</b> Mountain Standard Time MST
<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> Ho (RPC), Hector	<b>Buyer Id - Id de l'acheteur</b> pwu201
<b>Telephone No. - N° de téléphone</b> (780) 901-0989 ( )	<b>FAX No. - N° de FAX</b> (780) 497-3510
<b>Destination - of Goods, Services, and Construction: 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 Raison sociale et adresse du fournisseur/de l'entrepreneur</b>	
<b>Telephone No. - N° de téléphone Facsimile No. - N° de télécopieur</b>	
<b>Name and title of person authorized to sign on behalf of Vendor/Firm (type or print) Nom et titre de la personne autorisée à signer au nom du fournisseur/ de l'entrepreneur (taper ou écrire en caractères d'imprimerie)</b>	
<b>Signature</b>	<b>Date</b>

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**This amendment #002 has been raised extend the solicitation closing date and to address the following questions:**

**Solicitation Closing:**

**Delete: 2020-11-03 @ 2:00 PM MST**

**Insert: 2020-11-10 @ 2:00 PM MST**

**Questions/Responses:**

**Q1. What is the extent of existing FF&E inventory?**

**a.) Is there a preferred template for furniture inventory that can be shared?**

**A1.** There is no requirement to complete an existing FF&E inventory.

a.) N/a

**Q2. What is the extent of the Test Site(s) within the project space?**

**a) Are multiple Test Sites required?**

**b) Does the Test Site need to be operational (power, data, etc.)?**

**c) Are demountable walls (for focus rooms) required as part of the Test Site(s)?**

**d) Are working drawings and a building permit required for the Test Site(s)?**

**e) How are new furniture vendors to be engaged in relation to supplying and setting up the Test Sites, and what is the Prime Consultant's role with new furniture vendors?**

**A2.** The test site will be approx. 1000m<sup>2</sup>. Response to the questions 2b-2e cannot be defined without determining the results from the functional program. The test site potentially could have spaces that allow for the test site to work. Allow for a cash allowance based on 1000 m<sup>2</sup>.

a) No.

b) Yes.

c) Yes.

d) Potentially yes, the expectation is the test site is full implement GCWorkplace.

e) Prime consultant to identify type of furniture as determined from the various functional/information discovery sessions with the client. PSPC will procure the furniture from the governments Furniture Supply Arrangements.

**Q3. Engagement related to Indigenous culture:**

**a) Is specific engagement related to Indigenous principles, culture, and decision-making required?**

**b) If so, is it preferred that a specific Indigenous consultant be engaged above and beyond a proponent's experience in Indigenous engagement?**

**A3.**

a.) No

b.) No

**Q4. Engagement general:**

**a) Will stakeholder engagement be virtual or in-person?**

**b) What is ISC's decision-making process and structure?**

**A4.**

a) It could be both depending on reports and updates from Health agencies.

b) The final decision will be made by ISC executive team.

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**Q5. Referencing 1.4.2(4) is ABW (activity based workplace) or another specific government standard targeted as a final outcome? If so, can this standard be indicated by PSPC?**

**A5.** Reference 1.4.2(4) is referencing the consultant team maintaining key personal so information and project history is maintained throughout the life of the project. There is no reference to the question you are asking.

GC Workplace is the standard targeted as the final outcome.

**Q6. Work from home and “Information Gathering”:**

- a) **Is in-person ethnographic observation of the ISC space possible?**
- b) **What percentage of the ISC workforce is expected to continue to work from home (WFH) after the Covid-19 pandemic subsides?**
- c) **With a WFH policy be provided to the successful proponent to incorporate into functional planning?**
- d) **Is the successful proponent expected to co-create a WFH policy as part of the functional program?**

**A6.**

- a) This is only possible pending Health agencies decisions to allow for this access to ISC space.
- b) Expectation the Functional Program will assist in flushing out the number of FTE's that space should ultimately be acquired/designed.
- c) There is no WFH policy.
- d) No.

**Q7. Please confirm the number of electronic survey's required for this process (RFP used the word “survey” – singular)**

**A7.** One survey is being requested. It is expected the survey will be issued to all staff (approx. 580 FTE's) with the intent to have as close to 100% response.

**Q8. Referencing 1.5.1(1) – is a registered architect and a registered interior designer required, or will a registered architect and an NCIDQ-certified interior designer meet the project requirements?**

**A8.** Yes

**Q9. Referencing 3.8.2 Please clarify what a *reasonable* withdrawal for earlier acceptance might be related to project milestones (to aid in proponents assessing their risk of re-work).**

**A9.** PSPC's oversight team reviews submissions to ensure they meet the requirements of the RFP. The review will consist of Questions the consultant team is expected to respond and correct the items outlined in the Q&A at no extra cost.

**All other terms and conditions of the solicitation remain unchanged.**