

## QUESTIONS & ANSWERS #1

This document addresses nine (9) questions that Infrastructure Canada (INFC) has received regarding RFP # INFC-2020/21-PS2878.

**Note: Please review the revised version of the RFP posted on buyandsell**

Q1: Page 11, 1.0 and 2.0

It is stated in 1.0 that bidders must “complete the pricing schedule and include it in their financial bid”. In section 2.0 it is stated “all the amounts in both tables in the pricing schedule...” There is only 1 table in the pricing schedule. Please clarify if there is a missing table or if it references 3 columns of the table.

A1:

This is a typo, there is only one table.

Q2: Page 11, 3.0

It is stated in section 3.0 “...complete the two pricing schedules below.” Where is the second pricing schedule being referred to?

A2:

This is a typo, there is only one pricing schedule.

Q3: Page 11, Table

At the bottom of the table, it is stated “c through d. the sum of the total of period 1 + total of option period 1 + total of option period 2)...”. Is it the case that option period 3 is not factored into the evaluated price?

A3:

Option period 3 will be factored into the evaluated price.

Correction:

Evaluated Price (Applicable Taxes excluded): \$\_\_\_\_\_

(i.e., sum of: Total Period 1 + Total Optional Period 1 + Total Optional Period 2 + Total Optional Period 3)

Q4: Page 11, Table

Please confirm that the payment method of this project are the hourly rates indicated in a bid in Attachment 1 to Part 3 – Pricing Schedule multiplied by the number of hours actually required of the project.

A4:

Correct, the basis of payment will be based on hourly rates multiplied by the actual number of hours worked during the month and the contractor will invoice monthly.

Q5: Page 11, Table

If the answer to the previous question is affirmative, in the table you have asked bidders to indicate the “Volumetric data (estimated number of hours)” in column B to then calculate the total in column C. We find this method unusual since it is customary for the client to provide a hypothetical number of hours

(column B) for an RFP based on hourly rates. The client does this in order to prevent a bidder from indicating a number of hours that is not representative of the work to be done, thereby reducing their evaluated price and enabling them to win the contract while knowing that the real number of hours will be defined during subsequent specific work requests. Your proposal of calculating the total seems more like a fixed mandate, which is not the case according to our understanding. Please confirm whether or not INFC will provide the estimated number of hours for column B so all bidders start on equal footing and that only the hourly rates are taken into account for clauses 4.2.1 and 4.2.

A5:

We modified the grid on page 10 of the RFP to include hypothetical values in column B which are intended for evaluation purposes only. It is difficult to estimate the exact level of effort required. The contractor will be able to submit monthly invoices based on the hourly rate proposed to reflect the actual hours spent on the project.

Q6: Page 12

It is stated that "...the volumetric data in the pricing schedule are only for evaluation purposes. They are not a contractual guarantee..." What is the estimated level of effort? 130 projects per year? The time per project?

A6:

The estimated level of effort is 130 projects per year but this can certainly fluctuate. It is estimated that an average project could take anywhere between 1-6 hours to complete. A more complex project could take 8-16 hours to complete.

Q7: Page 17, 4.1.2

In this section you state "SACC manual clause A0220T..." This information is insufficient in letting us know the evaluation method for the financial portion of the bid. Reading A0220T shows there are multiple sub-sections. Do we need to refer to sub-section 5c – Price? Which document are you using in this sub-section (from C0001T to C9011C)? Please confirm the specific evaluation method to be used to assess and provide a score for the pricing schedule.

A7:

The financial bids will be evaluated as follows:

The total evaluated price will be taken from the pricing schedule. The pricing schedule must all be in Canadian dollars. The pricing schedule must indicate the currency of the bid. If the bid is not in Canadian dollars then the exchange rate will be the one offered by the Bank of Canada on the bid closure date. The financial bid will comprise 40% of the points. The section 4.2 was omitted by error and is included in the revised RFP (EN/FR).

Q8:

Re MT2 Project Experience and References - Does this require that experience gained in the last 5 years must be with "Canadian federal government departments?" If so, does that include any organization created by federal legislation under the Financial Administration Act, such as the following: Impact Assessment Agency of Canada, the Canadian Nuclear Safety Commission, and the Canada Energy Regulator?

A8:

Yes, the federal agencies/organizations listed (Impact Assessment Agency, Canadian Nuclear Safety Commission, Canada Energy Regulator) will count towards experience gained in the last 5 years.

Q9:

Given that the courts have been very clear on requirements for Aboriginal consultation, that they apply equally to provinces and territories, and that provinces and territories have adapted essentially the same methodology for the determination of the sufficiency of Aboriginal consultation similar to the above) I am requesting that the scope of experience outlined in MT2 be expanded to include that gained conducting Aboriginal Consultation and Environmental Assessment Determinations for provinces and territories, including utilities.

A9:

Infrastructure Canada is a federal government department that administers federal funding programs with federal money. The federal crown has the ultimate responsibility for ensuring that the duty to consult has been met. The federal crown can delegate procedural aspects of consultation (eg. to the provinces and territories) but cannot delegate substantive aspects of consultation. Fulfilling this contract requires work from a federal angle. Some provinces and territories may also have a different threshold of consultation than the federal government. Therefore, we cannot expand the scope of MT2 to include conducting determinations for provinces and territories, including utilities.

Q10:

Would it be possible to have an extension of the filing date of 2 weeks or more?

Due to the current health emergency in communities and their partners, office hours are reduced, not to mention that a large part of the filing deadline is in the holiday season, which leaves little time for put together a technical proposal.

A10:

A decision has been made to extend the end date of the solicitation by two weeks, please see the revised version of the RFP document.

Q11:

Required Security in 6.1: *“At the date of bid closing, the following conditions must be met:(a)the Bidder must hold a valid organization security clearance as indicated in Part 7 - Resulting Contract Clauses;(b)the Bidder's proposed individuals requiring access to classified or protected information, assets or sensitive work sites must meet the security requirements as indicated in Part 7 - Resulting Contract Clauses;(c)the Bidder must provide the name of all individuals who will require access to classified or protected information, assets or sensitive work sites;(d)the Bidder's proposed location of work performance and document safeguarding must meet the security requirements as indicated in Part 7 - Resulting Contract Clauses;(e)the Bidder must provide the addresses of proposed sites or premises of work performance and document safeguarding as indicated in Part 3 - Section IV Additional Information.”*

Can you clarify if the security clearances must be obtained by January 13 (or possible postponement date) or rather when submitting service offers as part of a subsequent call for tenders?

A11:

The security clearances must be valid by the closing date of the solicitation.



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Original Text	<u>Revised Text</u>

**ALL OTHER TERMS AND CONDITIONS OF THIS BID SOLICITATION REMAIN  
UNCHANGED**

Procurement Services – Services et Approvisionnement  
Infrastructure Canada  
Visit our – visitez-nous [INFRAnet sub-site](#)  
or contact us at – vous pouvez nous rejoindre:  
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