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Bid Receiving Public Works and Government  
Services Canada/Réception des soumissions\Travaux  
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See herein for bid submission  
instructions/

Voir la présente pour les  
instructions sur la présentation  
d'une soumission

NA  
Alberta

## Revision to a Request for a Standing Offer

## Révision à une demande d'offre à commandes

National Master Standing Offer (NMSO)

Offre à commandes principale et nationale (OCPN)

The referenced document is hereby revised; unless  
otherwise indicated, all other terms and conditions of  
the Offer remain the same.

Ce document est par la présente révisé; sauf  
indication contraire, les modalités de l'offre 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 / Travaux  
publics et services gouvernementaux  
Canada Place/Place du Canada  
Suite 1000  
10th Floor/10e étage  
9700 Jasper Ave/9700 ave Jasper  
Edmonton  
Alberta  
T5J 4C3

|                                                                                                                                                                                              |                                        |                                              |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------|----------------------------------------------|
| <b>Title - Sujet</b> School Bus Rentals<br>RENTAL OF SCHOOL/ACTIVITY BUSES WITH OPERATOR                                                                                                     |                                        |                                              |
| <b>Solicitation No. - N° de l'invitation</b><br>W0117-200036/A                                                                                                                               |                                        | <b>Date</b><br>2021-02-11                    |
| <b>Client Reference No. - N° de référence du client</b><br>W0117-200036                                                                                                                      |                                        | <b>Amendment No. - N° modif.</b><br>002      |
| <b>File No. - N° de dossier</b><br>EDM-0-43183 (607)                                                                                                                                         | <b>CCC No./N° CCC - FMS No./N° VME</b> |                                              |
| <b>GETS Reference No. - N° de référence de SEAG</b><br>PW-\$EDM-607-11984                                                                                                                    |                                        |                                              |
| <b>Date of Original Request for Standing Offer</b>                                                                                                                                           |                                        | 2021-01-28                                   |
| <b>Date de la demande de l'offre à commandes originale</b>                                                                                                                                   |                                        |                                              |
| <b>Solicitation Closes - L'invitation prend fin</b><br><b>at - à 02:00 PM</b> Mountain Standard Time MST<br><b>on - le 2021-02-16</b> Heure Normale des Rocheuses HNR                        |                                        |                                              |
| <b>Address Enquiries to: - Adresser toutes questions à:</b><br>Jenkinson, Lorraine                                                                                                           |                                        | <b>Buyer Id - Id de l'acheteur</b><br>edm607 |
| <b>Telephone No. - N° de téléphone</b><br>(587) 337-2458 ( )                                                                                                                                 |                                        | <b>FAX No. - N° de FAX</b><br>(418) 566-6167 |
| <b>Delivery Required - Livraison exigée</b>                                                                                                                                                  |                                        |                                              |
| <b>Destination - of Goods, Services, and Construction:</b><br><b>Destination - des biens, services et construction:</b>                                                                      |                                        |                                              |
| <b>Security - Sécurité</b><br>This revision does not change the security requirements of the Offer.<br>Cette révision ne change pas les besoins en matière de sécurité de la présente offre. |                                        |                                              |

Instructions: See Herein

Instructions: Voir aux présentes

|                                                                                                                                                                                                          |                          |                          |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------|--------------------------|
| <b>Acknowledgement copy required</b>                                                                                                                                                                     | <b>Yes - Oui</b>         | <b>No - Non</b>          |
| <b>Accusé de réception requis</b>                                                                                                                                                                        | <input type="checkbox"/> | <input type="checkbox"/> |
| <b>The Offeror hereby acknowledges this revision to its Offer.</b><br><b>Le proposant constate, par la présente, cette révision à son offre.</b>                                                         |                          |                          |
| <b>Signature</b>                                                                                                                                                                                         | <b>Date</b>              |                          |
| Name and title of person authorized to sign on behalf of offeror. (type or print)<br>Nom et titre de la personne autorisée à signer au nom du proposant.<br>(taper ou écrire en caractères d'imprimerie) |                          |                          |
| <b>For the Minister - Pour le Ministre</b>                                                                                                                                                               |                          |                          |

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**TITLE: RENTAL OF SCHOOL/ACTIVITY BUSES WITH OPERATOR**

This solicitation amendment is to provide for clarifications regarding the Request for Proposal (RFP).

**PART A: QUESTIONS/ANSWERS**

- Q1. Licensing: Will an Offeror be rejected if they do not have an extra provincial license if they can demonstrate a work around? See page 17 section 2.1. Alternatively would you consider an SO for trips within MB only?
- A1. An Offeror must have a Permanent Public Vehicle and Extra Provincial operating licence, issued by the Manitoba Highway Traffic Board (MHTB).  
No, a Standing Offer for trips within Manitoba only will not be considered.
- Q2. Pricing: Do all rates include a minimum number of kms or just the daily rate?  
Will prices for trips greater than the included kms be calculated at the applicable rate (hourly or daily) the km rate x the excess kms?  
The table indicates 1000 kms included for trips within Winnipeg. Should that be 100 kms for in town trips?
- A2. The Daily free kilometres pertain to all of the rates in Pricing Schedule A1. The prices for trips will be calculated at the hour or daily rate plus the rate per KM less the daily free KMs offered by the Offeror.  
The 1000 KMs in the calculation in item B. Pricing Schedule A2 is for evaluation purposes only. It sample length of trip used to calculate price for KMs for the evaluation.  
Example: A 3 day trip (at \$100/day) covering 4000 KMs if the Offeror offered 1000 daily free kilometers and \$0.10/km, will be calculated at:  
 $3 \text{ days} \times \$100/\text{day} = \$300.00 \text{ bus rental} + (4000 - (3 \times 1000)) = 1000 \times \$0.10/\text{km} = \$100.00 \text{ for KMs.}$   
 $\$300.00 + \$100.00 = \$400.00.$
- Q3. Cancellation : Please clarify cancellation terms. Is it 6 hours, page 17 2.3, page 19 and page 20? Page 18 3.2 states 3 hours.
- A3. The cancellation terms are:
- A minimum of four (4) hours notification will be given to provide services. No cancellation fee will be accepted if cancelled within six (6) hours prior to the required time.

**ANNEX "A" – STATEMENT OF WORK** has been revised.

DELETE: ANNEX "A" – STATEMENT OF WORK, in its entirety.  
INSERT: ANNEX "A" – STATEMENT OF WORK (Revised 2020-02-08).

**ANNEX "B" – BASIS OF PAYMENT** has been revised.

DELETE: ANNEX "B" – BASIS OF PAYMENT, in its entirety.  
INSERT: ANNEX "B" – BASIS OF PAYMENT, (Revised 2020-02-08).

Solicitation No. - N° de l'invitation  
W0117-200036/A  
Client Ref. No. - N° de réf. du client  
W0117-200236

Amd. No. - N° de la modif.  
002  
File No. - N° du dossier  
EDM-0-43183

Buyer ID - Id de l'acheteur  
EDM607  
CCC No./N° CCC - FMS No./N° VME

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If your bid has already been submitted, you may wish to revise it. Revisions to your bid can be submitted by ePost, in which the content is clearly identified. Please clearly indicate the content on the envelope, on the cover page or in the subject line, according to your method of presenting your amended proposal.

Any revisions to your bid must be received by the Bid Receiving Unit on or before the time and date stated on page 1 of this document. Any revisions to your bid received after the closing date and time will be considered late and will be returned unopened.

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**ANNEX A - STATEMENT OF WORK**  
(Revised 2021-02-11)

**RENTAL OF SCHOOL/ACTIVITY BUSES WITH OPERATOR**

**1. Requirement:**

A Regional Individual Standing Offer (RISO) for the provision of all labor, transportation, materials, tools, equipment and supervision necessary to provide School/Activity Buses with Operator, on an "as and when required" basis for the Department of National Defence (DND) Transport Section, 17 Wing Winnipeg site.

The buses are required to transport authorized DND and CAF members to/from Canadian Forces Bases (CFB):

- Within the Winnipeg Region; or
- From Winnipeg to:  
Thunder Bay, Kenora, Shilo, Brandon, Saskatoon, Regina, Ripley Mn; major cities in the provinces of Manitoba, Western United States or;
- other locations as specified by DND and;
- to Winnipeg from aforementioned locations.

A School/Activity Bus has a capacity minimum of forty-four (44) passengers. The Offerors must have a quantity of (10) or more School busses in their fleet.

**2. Offeror Responsibilities**

- 2.1 The Offeror must have a Permanent Public Vehicle and Extra Provincial operating licence, issued by the Manitoba Highway Traffic Board (MHTB) and will be responsible for providing quality service including vehicle safety and cleanliness, and must meet Provincial Safety Standards (a Vehicle Safety Certificate must be available at all times). Drivers must meet the standards of the profession, and display professionalism at all times.
- 2.2 The Offeror must have the required licenses in accordance with all provincial and federal government's industry related laws, regulations and standards.
- 2.3 The Offeror will conduct periodic checks to verify the quality of service rendered. A minimum of four (4) hours notification will be given to provide services. No cancellation fee will be accepted if cancelled within six (6) hours prior to the required time.
- 2.4 All unserviceable vehicles will be replaced within a reasonable time frame by an equivalent vehicle or better, at no extra charge to the Client. Any additional costs encountered due to vehicle breakdown, will be the responsibility of the Offeror.
- 2.5 The Offeror is to report to the pick-up point specified at the time of the call-up by the Identified User.
- 2.6 If the driver has to wait more than one hour for DND personnel to start the trip, the offeror will be reimbursed an hourly rate, which will be prorated into 15 minute intervals.
- 2.7 Buses offered must be clean, in good mechanical operating condition, and may be subject to inspection and acceptance by the Identified User. Cleanliness and mechanical soundness must be maintained by the operator during trips.
- 2.8 The Offeror is fully responsible for all maintenance on the school buses.

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- 2.9 School Buses are to be fully equipped with required safety devices (e.g., fire extinguishers and first aid kits).
- 2.10 The Offeror must provide snow tires, as required, and replacement tires when needed.
- 2.11 All fuel, maintenance and qualified drivers are to be provided by the Offeror. All operators must have a valid operator's license and will provide proof at the request of DND.
- 2.12 In the event of a vehicle breakdown, a substitute vehicle must be dispatched within two (2) hours of notification by the Identified User in the province of Alberta. The substitute vehicle is to be delivered to the location identified by DND Edmonton at no additional cost to Canada. Any additional costs encountered due to school bus breakdown, will be the responsibility of the Offeror.
- 2.13 In the event of an emergency (i.e. fires, floods, and national operational requirements) a reasonable short notice of one (1) to four (4) hours' notice will be provided to the Offeror for a call-up.
- 2.14 Within the Winnipeg area, the Contractor will be allowed to charge for the exact fee the kilometers from point of origin to point of destination only. No additional kilometers will be considered or accepted (i.e. from Contractor's site to point of origin and return). Dead head mileage fee for one way trips will not be accepted within the Winnipeg area.
- Out of town trips will be invoiced in accordance with rates provided. "Dead Head Mileage" fees for one way trips will be accepted for out of town trips.

### **3. NOTICE**

- 3.1 The Offeror must be able to provide as many as three (3) school buses with operator at any one time with 24 hours' notice.
- 3.2 *A minimum of four (4) hours notification will be given to provide services. In the event of a cancellation, if less than four (4) hours' notice has been provided and the unit(s) have been dispatched, the one-time cancellation fee per unit will apply.*

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## ANNEX "B" - BASIS OF PAYMENT

(Revised 2021-02-11)

Offerors must complete the Basis of Payment in accordance with the following:

1. Provide pricing for the Initial Period of the Standing Offer.
2. Provide pricing for each option period.
3. Pricing must be firm unit pricing, GST extra (if applicable), all-inclusive for the period of the Standing Offer. Rates must include all costs associated with providing the service in accordance with Annex "A" - Requirement specified herein.
4. Suppliers will be compensated for the distance travelled from the pickup location to the destination and return to the pickup location. No compensation will be paid for the distance the School Bus must travel to the pickup location and from pickup location back to the suppliers depot.
5. Applicable Taxes are not to be included in the prices shown but will be added to any invoices as a separate line item.
6. The estimated quantities specified below are provided for evaluation purposes only and do not represent a commitment on behalf of Canada.

### DEFINITIONS:

**Hourly Rate** – less than eight (8) consecutive hours (includes pick-up/wait/return and fuel). Minimum of 4 hours will be charged.

**Daily Rate** – a minimum of eight (8) hour period (pick-up/wait/return) included all fuel.

**Overnight Fee** – twenty-four (24) hour call-up period (pick-up/wait/return). The client who request the services will be responsible for payment of overnight for the driver accommodation. If the client advises the driver to make his own arrangements, he must follow the applicable hotel rates listed in the Accommodation and Car Rental Directory. Submitted invoices must be support by receipts. All other fees are the responsibility of the Contractor.

**Cancellation Fee** – *No cancellation fee applies if cancelled with four (4) hours prior to the required time.*

**Distance Computations** – All distance calculations shall be taken from the Canadian Automobile Association distance booklet.

| Item | Deliverables                                                                                                                                                                                                        | Estimated usage per year | Unit of Issue | Standing Offer Year 1:<br>2021-04-01 to 2022-03-31 |                         | Standing Offer Option Year 1: :<br>2022-04-01 to 2023-03-31 |                         | Standing Offer Option Year 2:<br>2023-04-01 to 2024-03-31 |                         |
|------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------|---------------|----------------------------------------------------|-------------------------|-------------------------------------------------------------|-------------------------|-----------------------------------------------------------|-------------------------|
|      |                                                                                                                                                                                                                     |                          |               | Firm Unit Price<br>(B)                             | Extended Price<br>(AxB) | Firm Unit Price<br>(C)                                      | Extended Price<br>(AxC) | Firm Unit Price<br>(D)                                    | Extended Price<br>(AxD) |
| A.   | Pricing Schedule A1:                                                                                                                                                                                                | (A)                      |               |                                                    |                         |                                                             |                         |                                                           |                         |
| 1.   | Hourly Rates<br>(minimum of 4 hours charged):                                                                                                                                                                       | 20                       | Hour          | \$ _____                                           | \$ _____                | \$ _____                                                    | \$ _____                | \$ _____                                                  | \$ _____                |
| 2.   | Daily Rate                                                                                                                                                                                                          | 20                       | Daily         | \$ _____                                           | \$ _____                | \$ _____                                                    | \$ _____                | \$ _____                                                  | \$ _____                |
| 3.   | Overnight Fees                                                                                                                                                                                                      | 20                       | Each          | \$ _____                                           | \$ _____                | \$ _____                                                    | \$ _____                | \$ _____                                                  | \$ _____                |
| 4.   | Cancellation fee with less than four (4) hours' notice.                                                                                                                                                             | 5                        | Each          | \$ _____                                           | \$ _____                | \$ _____                                                    | \$ _____                | \$ _____                                                  | \$ _____                |
| B.   | Pricing Schedule A2:<br>(1000 KMs - Daily Free Kilometers offered by the Offeror)<br>X (Price offered by the Offeror for Kilometers exceeding the Daily Free Kilometers limit) X 10 for each Standing Offer Period. |                          |               |                                                    |                         |                                                             |                         |                                                           |                         |
| 1.   | Daily Free Kilometers offer by the Offeror                                                                                                                                                                          |                          |               | _____ KM                                           |                         | _____ KM                                                    |                         | _____ KM                                                  |                         |
| 2.   | Price offered by the Offeror for Kilometers exceeding the Daily Free Kilometer limit.                                                                                                                               |                          |               | \$ _____ KM                                        | \$ _____                | \$ _____ KM                                                 | \$ _____                | \$ _____ KM                                               | \$ _____                |
|      | Subtotal:                                                                                                                                                                                                           |                          |               |                                                    | \$                      |                                                             | \$                      |                                                           | \$                      |

| Evaluation Summary                  |    |
|-------------------------------------|----|
| Evaluated Total for Year One        | \$ |
| Evaluated Total for Option Year One | \$ |
| Evaluated Total for Option Year Two | \$ |
| Total Evaluated Price:              | \$ |
| Goods & Services Tax (5%):          |    |

|                                                         |                                         |                                       |
|---------------------------------------------------------|-----------------------------------------|---------------------------------------|
| Solicitation No. - N° de l'invitation<br>W0117-200036/A | Amd. No. - N° de la modif.<br>002       | Buyer ID - Id de l'acheteur<br>EDM607 |
| Client Ref. No. - N° de réf. du client<br>W0117-200236  | File No. - N° du dossier<br>EDM-0-43183 | CCC No./N° CCC - FMS No./N° VME       |

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The BID EVALUATION TOTAL will be calculated by adding all the item values for the initial Standing Offer period and the option periods. The lowest responsive offer will be recommended for issuance of a Standing Offer.