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Ottawa

Ontario

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<b>Title - Sujet</b> A&E Consultant Request For Information (RFI)	
<b>Solicitation No. - N° de l'invitation</b> EP168-212740/A	<b>Date</b> 2021-06-04
<b>Client Reference No. - N° de référence du client</b> EP168-212740	<b>GETS Ref. No. - N° de réf. de SEAG</b> PW-\$\$FK-304-80091
<b>File No. - N° de dossier</b> fk304.EP168-212740	<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> Eastern Daylight Saving Time EDT <b>on - le 2021-06-25</b> Heure Avancée de l'Est HAE	
<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> Dallaire, Maxime	<b>Buyer Id - Id de l'acheteur</b> fk304
<b>Telephone No. - N° de téléphone</b> (613) 296-1437 ( )	<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 – Voir ci-inclus	<b>Delivery Offered - Livraison proposée</b>
<b>Vendor/Firm Name and Address</b> <b>Raison sociale et adresse du fournisseur/de l'entrepreneur</b>	
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<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>



## **Request for Information**

### **Professional Architecture and Engineering Support Services (PAESS)**

As part of its ongoing efforts to explore varying approaches to procuring professional and technical services, Public Services and Procurement Canada (PSPC) is proposing to put in place a new contracting vehicle that will allow the gaining of a wide array of profession and technical expertise on a when, and “as- needed” basis. This Request for Information (RFI) is a consultation initiative that seeks feedback from the industry on the introduction of a new tool that will provide a stable supply of professional, technical, and specialized expertise in the fields of architecture engineering, and building information and management. These resources will provide PSPC with the capacity to meet peaks in demand for professional and specialized expert services in relation to a variety of real property related requirements such as project planning, design review, quality assurance, technical support in project delivery, monitoring and reporting, and to a lesser extent, support program/ policy review.

Through this RFI, PSPC is additionally seeking information on how best to:

- achieve supplier diversity in terms of enterprise size and breadth of service;
- avoid potential conflicts of interest in the provision of those services; and,
- procure professional, technical and specialized services on a when and “as-need” supply basis.

#### **1. Background**

Public Services and Procurement Canada (PSPC) 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. Contracts for support services relating to real property project management are already well established and used by PSPC to augment capacity in the delivery of real property project planning and construction in the National Capital Area. These contracts support internal project delivery service lines, namely the Project Management Service Line (PMSL) and National Capital Area Project Delivery (NCAPD) and bolster PSPC’s capacity to meet work program demands in project planning, project coordination, and project construction and delivery. The type of projects that are typically supported through these contracts include those that are space-based (fit-ups), asset-based (base-building and building systems), and infrastructure related (bridges and dams). The scope of the work within these categories can range widely from renovations to comprehensive recapitalizations, and at times, to new builds.

Professional Architecture and Engineering Support Services have not been typically identified within the range of services sought through those project management contracts. This Request for Information is therefore unique as it seeks to gauge whether an “as needed” supply of professional and technical



expertise can be established through a stand-alone procurement vehicle for support services within a range of specializations in architecture, engineering and building operations, hereafter referred to as 'Professional Architecture and Engineering Support Services (PAESS). This contract would provide PSPC's Architecture & Engineering Directorate within the Technical Services Service Line (TSSL) with the capacity to meet increasing demands for professional and technical expertise in a context where the volume of projects, and the associated need for professional and technical support to projects, continues to grow.

The professional and technical expertise sought through an "as-needed" service contract would most notably be for the following types of functions:

- real property project planning, such as the review of feasibility reports, conceptual designs, and any relevant background studies, plans, or reports;
- architectural and engineering project quality assurance and code compliance reviews in the design development phases of real property projects;
- expert analysis and advice during project delivery;
- Building operations and management;
- information modelling guidance, modeling control and management, and quality assurance; and to a lesser extent,
- support policy/ program review and development.

It is important to note that in the execution of these functions, resources obtained through any future PAESS contract would, working under the exclusive direction of PSPC, have access to and be responsible for the review of deliverables submitted by external consultants contracted via standing offers, supply arrangements and project management support services.

## **2. Key Results Sought**

This Request for Information seeks to obtain ideas, knowledge and advice from the industry as to how a possible future Request for Proposals and contract for PAESS, might be structured to support real property projects, programs and support policy development as described above, to ensure namely:

- a. a stable and reliable supply of services, when and as required over time;
- b. a supply of resources based on recognized qualifications, experience, and designations/ accreditations (years, type of experience, professional/ technical associations);
- c. the prevention of potential conflicts of interest and competitive advantage situations in relation to other Government of Canada professional technical and project management service procurement vehicles, whether existing or future;
- d. the type of contracting mechanism most appropriate to obtain the services sought;



- e. the achievement of supplier diversity and varied representation in terms of enterprise size and range of services; and,
- f. the wholly independent and unbiased review of deliverables submitted by external consultants contracted via standing offers, supply arrangements and project management support services.

### **3. Conflict of Interest and Competitive Advantage**

Any resources contracted through a future PAESS procurement vehicle will, as internal consultants, form part of a team of professional and technical experts within the Architecture and Engineering Directorate of the Technical Services Service Line. As internal consultants, these PAESS resources may potentially encounter one or more of the following possible conflict of interest and/ or competitive advantage situations:

- access to project definition information such as scope, timelines, resource requirements, and detailed cost estimates;
- access to submitted designs from industry competitors, including potential proprietary innovations;
- responsibility for quality assurance reviews for designs submitted by colleagues within the same firm but under a different contract (i.e. standing offer, supply arrangement, project management support services);
- access to information about existing project contracts and/ or their value;
- knowledge about potential and future plans, projects and budgets as a result of involvement in project pipeline discussions; and
- access to enterprise systems such as GCDocs and shared drives, the intranet and departmental communiques.

PSPC is seeking to prevent these conflict of interest and competitive advantage situations and is requesting advice from the industry as to how best to meet this objective. Please refer to questions Q8, Q9 and Q10 in the table titled "Questions to the Industry" to provide your suggestions and insight. Potential risk to qualifying firms in the provision of PAESS is, in the absence of reliable solutions, may be preclusion from bidding on future tenders for work.

### **4. Specific Consultation Objectives**

- a. PSPC is seeking input into the following:
  - i. The industry's interest, openness, and capacity to participate in a PSPC Request for Proposals (RFP) to establish an on-going, when and as-needed, supply of Professional Architecture and Engineering Support Services (PAESS);



- ii. The industry's ability and willingness to meet PSPC PAESS capacity requirements during peaks and valleys in demand on a when and "as-needed" basis;
  - iii. The industry's capacity and willingness to provide expertise in the range of specializations listed in Annex 'A' to the RFI;
  - iv. The industry's perceived or real potential for increased or grave 'conflict-of-interest' or competitive advantages issues, given the functions and deliverables emanating from other external service providers noted above, in the provision of PAESS to TSSL; and,
  - v. Opportunities, risks or suggestions with respect to establishing a procurement vehicle for PAESS on a when and as-needed basis.
- b. PSPC is exploring the potential to establish a supply of professional technical services, including technologists and technicians, in the following general areas of expertise:
- i. Engineering
  - ii. Architecture
  - iii. Heritage Conservation
  - iv. Urban Planning
  - v. Landscape Architecture
  - vi. Building Operations
  - vii. Building Information Modelling (BIM)
- See Annex 'A' for a list of possible areas of specialization. Note – While Urban Planning and Landscape Architecture are grouped under Architecture, it is recognized that these professions include sub-specializations not listed within the table.
- c. PSPC is exploring the potential to establish a supply of professional and technical services at the following levels of competence in each area of expertise indicated above:
- i. Senior
  - ii. Intermediate
- d. PSPC is seeking feedback from the industry to better define basic criteria regarding prerequisites such as years of experience, educational requirements, professional designations/ accreditations and any other recognized attributes that would assist in defining relevant requirements.
- e. PSPC is seeking views on how to increase small and medium sized enterprise participation and supplier diversity in any future PAESS procurement opportunity, by removing existing barriers that impose undo restrictions.

All information collected in relation to any of these objectives will contribute to and improve the Request for Proposals process that may follow to establish one or more contracts for Professional Architecture and Engineering Support Services (PAESS) on an on-going, when and as-needed



basis. PSPC welcomes Industry feedback but does not commit to a response to any comments that may be received.

#### **4. Instructions to Respondents**

##### **a. 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. The issuance of this RFI is not to be considered in any way a commitment by the Government of Canada, nor as authority to potential respondents to undertake any work that could be charged to Canada. This RFI is not to be considered as 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), the Government of Canada may use the information provide pursuant to table found in Section 5, Questions to the Industry, to assist in refining the requirement (which is subject to change).

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 potential subsequent solicitation. Respondents will not be reimbursed for any cost incurred by participating in this RFI.

##### **b. Clarification Questions Prior to Response Submission**

Respondents are asked to submit their inquiries about any of questions included in the table under Section 5, Questions to the Industry, via email to:

Maxime Dallaire  
Acquisitions Branch  
Public Services and Procurement Canada  
Government of Canada  
E-mail Address: maxime.dallaire@tpsgc-pwgsc.gc.ca  
Telephone: 613-296-1437

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

##### **c. Format of Responses**

Respondents are requested to respond to the questions in the table found in Section 5, Questions to the Industry, 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, including their coordinates, should be included in the package.

Changes to this RFI may occur and will be advertised on the Government Electronic Tendering System. The Government of Canada asks respondents to visit [Buyandsell.gc.ca](http://Buyandsell.gc.ca) regularly to check for changes, if any.

#### **d. Response Cost**

The Government of Canada will not reimburse any respondent for expenses incurred in responding to this RFI.

#### **e. Treatment of Responses**

- i. Use of Response: Responses will not be evaluated. However, the responses received may be used by the Government of Canada to develop or modify procurement strategies.
- ii. Confidentiality: Respondents should mark any portion of their submissions that they consider proprietary or confidential. The responses will be handled in those instances in accordance with the Access to Information Act.
- iii. The Government of Canada reserves the right to meet with any or all respondents to this RFI to clarify their responses.

#### **f. Industry Consultations**

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

#### **g. Closing Date**

Responses to this RFI will be accepted until 02:00 PM Eastern Daylight Time (EDT) on June 25<sup>th</sup>, 2021. The Government of Canada may, at its discretion, review and consider responses received after the RFI closing date.

The Government of Canada may also, at its discretion, contact any respondents to follow up with additional questions or for clarification of any aspect of a response.



## 5. Table - Questions to Industry

#	Question	Response
<b>Responder/ Company Information and Experience</b>		
Q1	Please provide a brief description of your organization (maximum 200 words)	R1
Q2	Please provide an overview of your or your company's most recent and key clients (within the last three years) including the types of architectural and/ or engineering professional and technical services provided.	R2
Q3	<p>The Government of Canada would like to ensure responses received from the industry represents a full range of professional and technical service enterprises, namely, from:</p> <ul style="list-style-type: none"><li>(1) sole practitioners or micro local firms;</li><li>(2) small, often locally-based firms;</li><li>(3) moderately sized companies , locally or regionally based;</li><li>(4) large national I firms operating often in a multitude of geographic locations;</li><li>(5) National or multi-national companies typically operating in a multitude of domestic and foreign locations.</li></ul> <p>Based on those general descriptors, which of the five would best describe your organization? Please provide additional detail about number of employees, office locations, and range of technical services available.</p> <p>For guideline purposes we offer the following categories for your assistance:</p> <ul style="list-style-type: none"><li>a) Sole Practitioner or Micro enterprise - 1-9 employees,</li></ul>	R3



	<p>b) Small enterprise - 10-49 employees,</p> <p>c) Medium Enterprise - 50-149 employees,</p> <p>d) Large enterprise - 150-499 employees, or</p> <p>e) National or Multi-national - 500+ employees</p>	
Q4	<p>Would you or your company be interested in a possible one-on-one consultation through video or telephone conference in the future to discuss submitted comments?</p> <p>If so, please provide a contact name, position title, and their contact coordinates.</p>	R4
<b>Supplier Diversity (Representational and Enterprise Profile)</b>		
Q5	<p>PSPC is mandated with improving access to procurement and contracting opportunities to a societally representative diversity of suppliers.</p> <p>Definition of a diverse supplier:</p> <p>“businesses owned or led by Canadians from under-represented groups, such as women, Indigenous Peoples, persons with disabilities, and visible minorities”,</p> <p>Do you meet the criteria to qualify as a diverse supplier? If so, please describe how you or your company meets the above definition. Please also provide the name, mailing address, phone number, and email of a designated contact.</p>	R5
Q6	<p>With respect to increasing supplier diversity in terms of enterprise size and breadth, what measures would you propose PSPC consider to balance the probability of a successful selection result?</p>	R6
Q7	<p>Would a Professional Architecture and Engineering Support Services (PAESS)</p>	R7



	<p>contract, potentially have a negative impact on small and medium businesses in the real property field? If so, could elements be incorporated into the contract to support these businesses? Please provide descriptions for these elements as well as an explanation about how these would promote participation among small and medium sized enterprises.</p>	
<b>Conflict of Interest and Competitive Advantage</b>		
Q8	<p>PSPC recognizes that professional and technical services are already procured by the Government of Canada under Standing Offers, Supply Arrangements and other procurement vehicles and that potential conflicts of interest and competitive advantage situations may arise in relation to a stand-alone procurement vehicle for architecture and engineering professional and technical services.</p> <p>PSPC is seeking views as to how the potential for conflict of interest and competitive advantage can be minimized or eliminated while nonetheless ensuring supplier diversity, and a reliable supply of specialized resources.</p> <p>Further to the possible conflict of interest and competitive advantage possibilities described in Section 2 of the RFI,</p> <ul style="list-style-type: none"><li>• which situations would be the most likely to affect your business, please provide details;</li><li>• which of these situations do you think would be too problematic to mitigate and why?</li><li>• would the possibility of any of these situations and the impact on your business discourage you from bidding on an RFP? If yes, please describe which conflict or competitive</li></ul>	R8



	advantage situations would be of greatest dissuasion?	
Q9	Given the possible conflict of interest and competitive advantage situations possible, what safeguards would you suggest the GoC consider to prevent these situations?	R9
Q10	Further to the conflict of interest and the competitive situations described in Section 2 of the RFI, are there other situations that do not appear but that should be identified? If yes, please describe the situation.	R10
<b>Competencies, Qualifications and Characteristics</b>		
Q11	<p>PSPC seeks to ensure that procurement processes to obtain Professional Architecture and Engineering Support Services (PAESS) will result in a contract(s) that provides the necessary technical experience, capacity and organizational infrastructure to respond to PSPC architecture engineering, building operations, and building information modeling support service requirements on a continuous and reliable basis.</p> <p>What are the core corporate qualifications that should be considered and how should they be rated?</p> <p>What are the key asset corporate qualifications that might be identified to compliment the core qualifications? How would those asset qualifications be rated?</p>	R11
Q12	PSPC seeks to obtain Professional Architecture and Engineering Support Services (PAESS) will result in a contract(s) that provides access to services on a 'when' and 'as needed' basis. PAESS are intended to include technical expertise, competencies, and subject matter knowledge necessary to effectively respond to departmental requirements for technical advice in relation to real property programs and policies, and	R12



	<p>technical services in relation to client demands for project planning, design, and project delivery.</p> <p>To meet the above objectives:</p> <p>Please confirm typical industry educational and professional qualifications and technologist/ technician qualifications, for the technical disciplines listed below.</p> <p>Include any new emerging educational, professional, technical programs that should be considered, either today or in the future, as pertinent or equivalent qualifications:</p> <ul style="list-style-type: none"><li>i. Senior Engineer / Architect, Engineering/ Architectural Technologist/ Technician</li><li>ii. Intermediate Engineer/ Architect, Engineering /Architectural Technologist/Technician</li><li>iii. BIM Manager</li><li>iv. BIM Coordinator</li><li>v. BIM Technologist / Technician</li></ul>	
Q13	<p>PSPC is also seeking views on experience thresholds, in terms of number of years, to better define the following levels of competency. Please include any emerging trends or industry conditions that should be considered:</p> <ul style="list-style-type: none"><li>i. Senior Engineer, Architect, Urban Planner, Landscape Architect</li><li>ii. Intermediate Engineer, Architect, Urban Planner, Landscape Architect</li><li>iii. Senior Engineering / Architectural Technologist / Technician</li></ul>	R13



	<ul style="list-style-type: none"><li>iv. Intermediate Engineering /Architectural Technologist / Technician</li><li>v. BIM Manager</li><li>vi. BIM Coordinator</li><li>vii. BIM Technologist / Technician</li></ul>	
Q14	<p>Project management focused procurement documents typically identify “Required” resources and “Optional” resources. Do you have any comments with regards to the use of this approach? Does this approach create challenges for suppliers? Is there another approach the Government of Canada should consider?</p>	R14
Q15	<p>The volume of work for professional and technical services, and by extension the call-up against any future PAESS contracts, can be expected to be less than the volume of business typically associated with project management contracts. Are there thresholds, whether minimum business activity requirements or maximum business activity requirements, that would influence the industry’s interest and propensity to respond to a Request for Proposals?</p> <p>If so, what incentives would you suggest the Government of Canada consider to promote participation?</p>	R15
Q16	<p>The range of professional technical expertise sought by the Government of Canada through an PAESS contract(s) is categorized by three broad fields: architecture (including urban planning, landscape architecture, heritage conservation); engineering (mechanical, electrical, structural, civil, heritage conservation); and building information modeling (BIM). See Annex ‘A’ for list of possible areas of specialization by field.</p>	R16



	<p>PSPC would like to understand whether future Requests for Proposals ought to be single-focused for each of these broad areas of technical expertise (hence separate contracts for each respective technical service category), or alternatively, whether multi-disciplinary, full-range service RFPs, allowing for all three fields of expertise under one contract, would be preferable. Please state the reasons for your preference including any hybrid or other option that we have not recognized above.</p>	
Q17	<p>The Government of Canada has a number of over-arching goals for the benefit of all Canadians, such as sustainability and accessibility. Many of which are expected to be furthered through real property policies, programs, and projects. PSPC would like to understand the capacity of the industry to provide expertise in these areas as an added-value to the broad professional and technical areas of expertise identified in provision 3(b) of this RFI.</p> <p>Please provide your understanding of the existing capacity within the architectural and engineering sector to offer these specialized areas of knowledge on a when and as-needed basis.</p>	R17
Q18	<p>In your experience, would the use of professional association fee guidelines (such as those available for Engineering, Architectural, Urban Planning, Landscape Architectural, be appropriate to support service fees and price submissions? How would this ensure best value for taxpayers? Are there any supporting methods would you propose?</p> <p><u><a href="http://www.afg.quebec/uploads/AFG_Bareme_honoraires_2021.pdf">Association des firmes de génie-conseil du Québec</a></u> Schedule of Fees 2021 edition <a href="http://www.afg.quebec/uploads/AFG_Bareme_honoraires_2021.pdf">http://www.afg.quebec/uploads/AFG_Bareme_honoraires_2021.pdf</a></p>	R18



	<p><u>Ontario Society of Professional Engineers (OSPE)</u> Fee Guideline 2015 <a href="https://www.ospe.on.ca/public/documents/general/2015-fee-guideline.pdf">https://www.ospe.on.ca/public/documents/general/2015-fee-guideline.pdf</a></p> <p><u>The Royal Architectural Institute of Canada © 2009</u> A Guide to Determining Appropriate Fees for the Services of an Architect <a href="https://www.mbarchitects.org/docs/guide_architectservicefees(e).pdf">https://www.mbarchitects.org/docs/guide_architectservicefees(e).pdf</a></p> <p>CanBIM Certification Levels and any associated guideline remuneration.</p>	
Q19	<p>PSPC has a variety of ways in which to procure services such as Standing Offers, Supply Arrangements, and stand-alone contracts. Which type of procurement tool do you think should be used to procure Professional Architecture and Engineering Support Services (PAESS)? What do you see as the advantages? Disadvantages?</p>	R19
Q20	<p>Please describe any concerns, risks and opportunities relating to any future possible Request for Proposals for Professional Architecture and Engineering Support Services (PAESS) not already addressed by the above questions.</p>	R20
Q21	<p>With respect to the specializations listed in Annex 'A', titled <u>List of Possible Areas of Specialization by Field of Expertise</u>, are there any additional areas of specialization related to real property related functions described within the Background section and repeated below that ought to be added?</p> <p><i>Types of real property related functions: architectural and engineering project quality assurance reviews; expert analysis and advice within project delivery; building information modelling, control and management; and to a limited extent, research and support policy/</i></p>	R21



	<i>directives/ standards development and updates.</i>	
Q22	Please provide what you consider to be the three most important points provided in your submission.	R22



**ANNEX 'A'**

**List of Possible Areas of Specialization by Field of Expertise**

Expertise	Sub-Expertise/ Specialization
<b>Engineering</b>	Electrical Mechanical Commissioning Structural Municipal Geotechnical Heritage Conservation Transportation Sustainable Design Building Envelope Fire Protection Code Compliance
<b>Architecture</b>	Architecture Universal Accessibility Landscape Architecture Heritage Conservation Urban Planning Urban Design Sustainable Design Interior/ Exterior Lighting Building Envelope Code Compliance
<b>Optional Services</b> <b>Building Information Modelling</b> Lifecycle management Cost management Construction management Facility operations Sustainability/ green buildings System architecture Modelling	

**THANK YOU**