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Core 0B2 / Noyau 0B2  
Gatineau, Québec K1A 0S5  
Bid Fax: (819) 997-9776

**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**

THIS DOCUMENT CONTAINS A SECURITY  
REQUIREMENT / DOCUMENT CONTIENT DES  
EXIGENCES RELATIVES À LA SÉCURITÉ

**Vendor/Firm Name and Address**

Raison sociale et adresse du  
fournisseur/de l'entrepreneur

**Issuing Office - Bureau de distribution**

Consultant Services Division/Division des services  
d'experts-conseils  
L'Esplanade Laurier  
4th floor, East Tower  
140 O'Connor Street  
Ottawa  
Ontario  
K1A 0S5

<b>Title - Sujet</b> TSTS Architectural and Engineering Services	
<b>Solicitation No. - N° de l'invitation</b> EP938-212564/A	<b>Amendment No. - N° modif.</b> 001
<b>Client Reference No. - N° de référence du client</b> 20212564	<b>Date</b> 2021-10-27
<b>GETS Reference No. - N° de référence de SEAG</b> PW-\$\$FE-178-80481	
<b>File No. - N° de dossier</b> fe178.EP938-212564	<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 Standard Time EST <b>on - le 2021-11-29</b> Heure Normale de l'Est HNE	
<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> Matende, Robinah	<b>Buyer Id - Id de l'acheteur</b> fe178
<b>Telephone No. - N° de téléphone</b> (873) 353-8472 ( )	<b>FAX No. - N° de FAX</b> ( ) -
<b>Destination - of Goods, Services, and Construction:</b> <b>Destination - des biens, services et construction:</b> PSPC PARLIAMENTARY PRECINCT BRANCH DIRECTION GENERALE DE LA CITE O CONNOR ST OTTAWA-ON K1A 0R5 CANADA	

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</b> <b>Raison sociale et adresse du fournisseur/de l'entrepreneur</b>	
<b>Telephone No. - N° de téléphone</b> <b>Facsimile No. - N° de télécopieur</b>	
<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>

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**AMENDMENT 001**

This amendment is issued to make changes to the Project Brief and to provide Appendix I – TSTS Detailed Functional Programming Report to the Project Brief.

**1. Changes to the Project Brief:**

**At section 1.4.6 Functional Program, 1<sup>st</sup> paragraph**

Delete:

“LC’s FRAMEWORK consultant completed a TSTS occupant pre-design functional program, which the DR will provide to the Design Team.”

Replace with:

“LC’s FRAMEWORK consultant completed a TSTS occupant pre-design functional program, **which is included in Appendix I of this Project Brief.**”

**At section 1.4.6 Functional Program, 4<sup>th</sup> paragraph**

Delete:

“Within the functional program development, core programmatic decisions and LC’s threat and risk assessment information that affect the design.. The Design Team is required to clearly identify what these core programmatic decisions are and security information necessary to the DR early in the functional program and SD stage.”

Replace with:

“Within the functional program development, core programmatic decisions and LC’s threat and risk assessment information that affect the design. The Design Team is required to clearly identify what these core programmatic decisions are and security information necessary to the DR early in the functional program and SD stage.”

**At section 10.1.8.1 Authorities Having Jurisdiction – Federal**

Delete:

National Capital Commission (NCC)	Real property Project approval within NCA; and Federal Land Use and Design Approval (FLUDA)
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Replace with:

National Capital Commission (NCC)	Real property Project approval within NCA; and <b>Federal Land Use, Design and Transaction Approval (FLUDTA)</b>
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**At section 10.1.8.5.3 National Capital Commission, 1<sup>st</sup> paragraph**

Delete: “The Project will require a detailed internal review by the NCC and presentation for approval to the NCC’s ACPDR before being submitted to the NCC’s Board of Directors for FLUDA approval.”

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Replace with: "The Project will require a detailed internal review by the NCC and presentation for approval to the NCC's ACPDR before being submitted to the NCC's Board of Directors for **FLUDTA** approval."

**At section 10.1.8.5.3 National Capital Commission, 3<sup>rd</sup> paragraph**

Delete:

"In additional, as prescribed in the [Impact Assessment Act](#), an environmental effects determination concluding that the Project is not likely to cause significant adverse environmental effects must be signed by PWGSC and the NCC before FLUDA approval by the NCC"

Replace with:

"In additional, as prescribed in the [Impact Assessment Act](#), an environmental effects determination concluding that the Project is not likely to cause significant adverse environmental effects must be signed by PWGSC and the NCC before **FLUDTA** approval by the NCC"

**At section 10.1.8.5.3 National Capital Commission**

Delete:

"d) Plan in advance the timing of FLUDA submissions as ACPDR meets only four times per year: March, May, September and December;"

Replace with:

"d) Plan in advance the timing of **FLUDTA** submissions as ACPDR meets only four times per year: March, May, September and December;"

Delete:

"e) Consider and integrate recommendations that require design changes in subsequent FLUDA presentations. Accordingly, through the DR, liaise with NCC personnel periodically throughout the design process to obtain consensus on the Project design and confirm NCC concerns are appropriated addressed. ACPDR presentations will be scheduled after ACPDR concerns have been addressed. Refer to the NCC Federal Land Use, Design and Transaction Approval Process"

Replace with:

"e) Consider and integrate recommendations that require design changes in subsequent **FLUDTA** presentations. Accordingly, through the DR, liaise with NCC personnel periodically throughout the design process to obtain consensus on the Project design and confirm NCC concerns are appropriated addressed. ACPDR presentations will be scheduled after ACPDR concerns have been addressed. Refer to the NCC Federal Land Use, Design and Transaction Approval Process;"

**At section 12.5 Approvals**

Delete:

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“d) With DR’s support, prepare and submit NCC FLUDA documentation and obtain NCC FLUDA approval; and”

Replace with:

“d) With DR’s support, prepare and submit NCC **FLUDTA** documentation and obtain NCC **FLUDTA** approval; and”

**At section 12.6 Schematic Design Deliverables**

Delete:

“h) Update NCC FLUDA documentation and obtain NCC FLUDA approval, or approval in principle;”

Replace with:

“h) Update NCC **FLUDTA** documentation and obtain NCC **FLUDTA** approval, or approval in principle;”

**At section 13.4 Approvals**

Delete:

“b) With DR’s support, if required, update NCC FLUDA documentation and obtain NCC FLUDA approval; and”

Replace with:

“b) With DR’s support, if required, update NCC **FLUDTA** documentation and obtain NCC **FLUDTA** approval; and”

**At section 13.5 Design Development Deliverables**

Delete:

“h) Update NCC FLUDA documentation and obtain NCC FLUDA approval;”

Replace with:

“h) Update NCC **FLUDTA** documentation and obtain NCC **FLUDTA** approval;”

**At APPENDIX C - ACORNYMS**

Delete:

FLUDA	Federal Land Use and Design Approval
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Replace with:

<b>FLUDTA</b>	<b>Federal Land Use, Design and Transactions Approval</b>
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**At APPENDIX H – DELIVERABLES SUMMARY**

At Appendix H – Deliverables Summary, FLUDA has been removed from the table and replaced FLUDTA. Table in Appendix H has been deleted and replaced with:

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	Deliverables	Timeline	Project Brief Reference
ADMINISTRATION AND DESIGN SERVICES	Project Meetings; agenda, notice to invitees, minutes, database; top five risks from this database with the final minutes of each meeting	Monthly; issue final meeting minutes within 2 Working Days of meeting	Section 10.1.1.1
	Design Meetings; agenda, notice to invitees, minutes, database; top five risks from this database with the final minutes of each meeting	Weekly; issue final meeting minutes within 2 Working Days of meeting	Section 10.1.1.2
	Submission Presentations	Required at 50% and 100% SD, DD, as required during Project implementation	Section 10.1.1.4
	Subject Matter Workshops	required at 50% SD, 90% SD, 50% DD, 90% DD, and at other stages of Projects, as required	Section 10.1.1.5
	Subject Matter Workshops final workshop minutes	Within 2 working days of workshop	Section 10.1.1.5
	Functional Program Workshops	During Pre-Design, SD and DD	Section 10.1.1.5
	Functional Program Workshops final workshop minutes	Within 2 Working Days of workshop	Section 10.1.1.5
	FF&E Workshops	During the SD, DD, and DP phases	Section 10.1.1.5
	FF&E Workshops final workshop minutes	Within 2 Working Days of workshop	Section 10.1.1.5
	Value Engineering (or target value) Workshops; agenda, notice to invitees and issue workshop minutes	1 per SD and DD stage; within 2 Working Days of each workshop	Section 10.1.1.5
	Monthly Reports; decision log; issues log; CMP and BXP sections; quarterly IBP section	Monthly; revise the reporting structure within 5 Working Days of receipt of the DR's comments	Section 10.1.6
	Formal Presentations	As described in Project Brief Appendix D—PROCESS MAPS	Section 10.1.8.5

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	Deliverables	Timeline	Project Brief Reference
	National Capital Commission; reports, Model generated Drawings, sample boards, Power Point presentations, and oral presentations	50% and 100% SD and 50% and 100% DD stages	Section 10.1.8.5.3
	Submit a refined and sufficiently detailed IPP for review and comment. Revise; resubmit the refined IPP	Within 60 Working Days of Contract award; within 5 Working Days of receipt of PWGSC's comments	Section 10.1.11
	Submit a IPP report for review and comment. Revise and resubmit the refined IPP	Quarterly, within 10 Working Days of each quarterly anniversary of the Contract award date, as agreed by the DR and Contracting Authority; Resubmit within 5 Working Days of receipt of PWGSC's comments	Section 10.1.11
	Contract Management Plan; Prepare, submit, maintain/update and implement - includes six distinct plans - Design management plan; Quality management plan; Cost management plan; Time management plan; HR management plan; and Risk management plan	Submit to the DR for approval within 30 Working Days of Contract award, or as indicated later in this section	Section 10.2.1
	Design management plan; Quality management plan; Cost management plan; Time management plan; and Risk management plan; develop, update, and implement	Review by DR Within 30 Working Days of Contract award; A draft addressing all issues raised by the DR on the initial layout and format for review by the DR within 20 Working Days of the acceptance of the plan layout and format; and; A final for acceptance by the DR within 20 Working Days after receiving DR's review comments on the draft	Section 10.2.1.1; Section 10.2.1.2; Section 10.2.1.3; Section 10.2.1.4; Section 10.2.1.5 Section 10.2.1.7
	HR management plan	Update, resubmit to DR every three months, or more often if requested.	Section 10.2.1.7

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	Deliverables	Timeline	Project Brief Reference
	BIM Execution Plan; submit a draft BXP to the DR for review	Within 60 working days of the Contract award	Section 10.2.2.3
	Re-evaluate the BXP	Monthly; summary of proposed changes within 10 Working Days	Section 10.2.2.3
	CMP updates and, if necessary, updates to individual plans	With the Consultant's monthly report, including: a Critical Path Method design production schedule within 3 Working Days of the last Working Day of each month; a monthly and a 3-month design production look-ahead schedule; related time management analysis; an HR plan update, etc.	Section 10.3.1
	BIM Services; clash detection reports as defined in the BXP	Weekly	Section 10.3.2.3
	Submit the up-to-date Model to the DR for review and interrogation	At 50%, 90% and 100% SD and DD, and again during the DP and construction stages as requested	Section 10.3.2.3
	BIM Services; develop Model in as prescribed in the BXP	Ongoing	Section 10.3.2.3
	Reporting of Design Team resources progress percentage complete against each WBS element, integrated with the Consultant's monthly schedule submission	Monthly	Section
PRE-DESIGN SERVICES	Preliminary Gap Analysis report based on Design Teams review of the Project Brief section 8—REFERENCE INFORMATION and information from interviews	Monthly update	Section 11.2.1; Section 11.15
	Prioritized listing of investigations necessary, per discipline	Within 60 Working Days of Contract award	Section 11.3.1

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	Deliverables	Timeline	Project Brief Reference
	Update the prioritized investigation list to reflect new or evolving requirements and resubmit to the DR	Monthly, or more often if requested	Section 11.3.1
	Detailed investigation summary	Within 10 Working Days of each investigation	Section 11.16
	Structural Modelling framework	Within 7 months of Contract award.	Section 11.11
	Summary of the reference documentation reviewed and an initial gap analysis per discipline	Within 60 Working Days of Contract award	Section 11.16
	PD report template complete with table of contents and subsections identified	Within 60 Working Days of Contract award. Revise the PD report template and resubmit the template within 20 Working Days of receiving the DR's comments	Section 11.16
	Gap analysis update, incorporating additional investigation findings and ongoing research and analysis. Include an overall gap analysis summary in the Pre-Design Report	Monthly until the end of the PD stage	Section 11.16
	Investigations program update, of prioritized investigations which reflect new or evolving requirements	Monthly; or more frequently if warranted	Section 11.16
	PD report which consolidates completed investigations findings, progress of on-going investigations and discipline-specific deliverables identified in Project Brief section 11	Written response to the DR within 20 Working Days to all the submission comments	Section 11.16
	Reporting of Design Team resources progress percentage complete against each WBS element, integrated with the Consultant's monthly schedule submission	Monthly	Section 11.16

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	Deliverables	Timeline	Project Brief Reference
	Prepare and submit a written response to the DR	Within 20 Working Days to all the submission comments	Section 11.17
SCHEMATIC DESIGN SERVICES	Confirm enabling projects design interferences within the Model are identified and resolved	Weekly, or as defined in the up-to-date BXP	Section 12.2
	Adapt and optimize the individual work flow of each Design Team member to meet enabling projects design production requirements and, if possible, shorten durations, as agreed by the DR	Ongoing	Section 12.2
	Schematic Design report	50%, 90% and 100% unless otherwise indicated	Section 12.6
	Coordinate and integrate all Services of the Design Team and with the input of the GEICs	Ongoing	Section 12.6
	Through ongoing investigation findings, ongoing research and analysis, update the PD gap analysis quarterly until the end of the SD stage and integrate findings, within each SD sub-phase	Ongoing	Section 12.6
	Develop SD options, sub-options, analysis and recommendations	Ongoing	Section 12.6
	Submit 50%, 90%, and 100% SD submissions and Cost estimates per option, per SD submission, as well as the including the completed, federated Model and all supporting information according to requirements described in this Project Brief section 12	As per key intermediate dates defined in Project Brief section 1.3.3–Milestones	Section 12.6
	Draft Project-specific benefits register and benefits plan	Submit with the 90% SD submission	Section 12.6

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	Deliverables	Timeline	Project Brief Reference
	Detailed Project-specific benefits register and benefits plan based on the recommended SD option	Submit with the 100% SD submission	Section 12.6
	Prepare and deliver SD presentations	Described in Project Brief section 10.1.1.4–Design Submission Presentations and subsection c) of APPENDIX D–PROCESS MAPS	Section 12.6
	Update NCC <b>FLUDTA</b> documentation and obtain NCC <b>FLUDTA</b> approval	Ongoing	Section 12.6
	Prepare and submit presentation materials associated with approval processes	Presentation-specific	Section 12.6
	Update the final design review response of the compiled review comments and submit a final submission to the DR for acceptance	Within 20 Working Days, in accordance with subsection b) of APPENDIX D–PROCESS MAPS	Section 12.6
	Prepare and submit concise SD report chapters for each design discipline, consolidating information gathered, to illustrate an integrated analysis of the Design Team's SD options	50%, 90% and 100% unless otherwise indicated	Section 12.6
	Review and analyse all the comments provided by the Project Team	After each SD submission	Section 12.6
	Prepare and submit a written response to the DR	Within 20 Working Days to all the submission comments	Section 12.6
	Reporting of Design Team resources progress percentage complete against each WBS element, integrated with the Consultant's monthly schedule submission	Monthly	Section 12.6
	Integrate comments into the subsequent submissions as directed by the DR	Ongoing	Section 12.6

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	Deliverables	Timeline	Project Brief Reference
DESIGN DEVELOPMENT SERVICES	Coordinate and integrate all Services of the Design Team and with the input of the CM	Ongoing	Section 13.5
	Develop the approved SD and sustainability sub-options, complete with analysis and recommendations	Ongoing	Section 13.5
	Integrate findings within the design and itemize in each DD sub-phase report	Ongoing	Section 13.5
	Submit 50%, 90%, and 100% DD submissions and Cost estimates per DD submission according to requirements described in this Project Brief section 13, as well as the including the completed, federated Model and all supporting information	As per key intermediate dates defined in Project Brief section 1.3.3–Milestones	Section 13.5
	Submit an up-to-date benefit register and benefits plan including rationale for changes	With the 90% DD submission	Section 13.5
	Prepare and deliver DD presentations	Described in Project Brief section 10.1.1.4–Design Submission Presentations and subsection c) of APPENDIX D–PROCESS MAPS	Section 13.5
	Update NCC <b>FLUDTA</b> documentation and obtain NCC <b>FLUDTA</b> approval	Ongoing	Section 13.5
	Confirm draft and final reports contain integrated and coordinated designs	With each DD submission	Section 13.5
	Update the final design review response of the compiled review comments and submit a final submission to the DR for acceptance	Within 20 Working Days of receipt of comments	Section 13.5

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	Deliverables	Timeline	Project Brief Reference
	Based on the prioritized construction planning and scheduling by the CM, proceed with DP stage activities and the preparation of identified DPs before acceptance of the 100% DD submission, as approved by the DR	Ongoing	Section 13.5
	Prepare and submit concise reports for each discipline consolidating information gathered to illustrate an integrated analysis of the Design Team's design. Include commissioning and property management requirements and Cost estimates. Place supporting information and reports (e.g., investigations, etc.) as appendices	With each DD submission	Section 13.5
	Response to Design Development reports	Within 20 working days to all the submission comments	Section 13.6
	Reporting of Design Team resources progress percentage complete against each WBS element, integrated with the Consultant's monthly schedule submission	Monthly	Section 13.5
	Integrate comments into the subsequent submissions as directed by the DR	Ongoing	Section 13.6
<b>DESIGN PACKAGE SERVICES</b>	Submit 50%, 90%, and 100% DP submissions, class A estimates, and Cost analysis according to requirements described in this Project Brief section 14, with the scope and according to the schedule provided by the CM	50%, 90% and 100% per DP as agreed with DR and CM, unless otherwise indicated	Section 14.3.13 Section 14.4; Section 14.6

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	Deliverables	Timeline	Project Brief Reference
	Submit to the DR a complete listing of all sustainability performance requirements and updated sustainability budget for each Design Team discipline, whole-building energy Model, if required whole building LCCA, and related sustainability information	After completion of all DPs	Section 14.6
	Reporting of Design Team resources progress percentage complete against each WBS element, integrated with the Consultant's monthly schedule submission	Monthly	Section 14.6
	Prepare and submit a written response to the DR to all the submission comments, taking into account the submission and review processes	within 20 working days, as defined in subsection b) of Project Brief APPENDIX D– PROCESS MAPS	Section 14.7
	Integrate comments into the subsequent submissions as directed by the DR	After each DP submission	Section 14.7
TENDERING SERVICES	Prepare pre-qualification requirements in collaboration with and as required by the CM and DR	As required, ongoing	Section 15.1 Section 15.5
	Attend bidders' briefing meetings for pre-qualification	As required by CM	Section 15.1
	Analyze and respond to questions during the pre-qualification of suppliers and during DP tendering. Provide the DR and CM with responses	Within two Working Days of receipt of the question, or as agreed by the DR	Section 15.1 Section 15.5
	Update the Model, Drawings, and Specifications based on bidders' questions. Provide the DR and CM with addenda inclusive of all information required by bidders to fully interpret the tender documents	Within two Working Days of receipt of the question, or as agreed by the DR	Section 15.1 Section 15.5

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	Deliverables	Timeline	Project Brief Reference
	Maintain a record of all inquiries directed to DR and CM during the bidding period and submit the record to the DR and CM for future audit	Per DP, at the close of bidding	Section 15.1 Section 15.5
	Assist in the evaluation of tenders by providing advice, as specified	Per DP	Section 15.1 Section 15.5
	Provide a summary of follow-up meetings with municipal officials regarding the status of building permit applications	As applicable per DP	Section 15.1 Section 15.5
	Redesign and reissue DP, updating the Model and Specifications as necessary to bring the Cost within the stipulated limits	As required and approved by the DR	Section 15.2 Section 15.5
	Prepare and submit a detailed narrative of the implications for retendering, including Cost impacts and the risk implications and proposed mitigations	If required, in coordination with the CM	Section 15.2 Section 15.5
	Issued-for-Construction Drawings and Specifications. Provide one reproducible copy of the complete DP (or tender documents as applicable); an update the Construction Cost Estimate reflective of the accepted DP bid price	Per DP, within 5 Working Days of the issuance of the last addendum	Section 15.1 Section 15.3 Section 15.5
	Update the BCM and the Model with the final make, model, and description of all awarded FF&E and Connectivity goods	Within 10 Working Days of each FF&E and Connectivity contract award	Section 15.4 Section 15.5
	Reporting of Design Team resources progress percentage complete against each WBS element, integrated with the Consultant's monthly schedule submission	Monthly	Section 15.5

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	Deliverables	Timeline	Project Brief Reference
SITE SERVICES	Coordinating and validating all Site investigation findings to confirm accuracy and completeness of information, relaying the findings to the Design Team, the CM, and the DR	Within 36 hours of each investigation	Section 16.2
	Managing, coordinating and controlling all design production documentation to and from the Site for accuracy and completeness	Ongoing	Section 16.2
	Responding to all RFIs or submittals	Within 5 working days, but never longer than 15 working days, accordance with section d) and e) of Project Brief Appendix D—PROCESS MAPS	Section 16.2
	Provide field clarifications	Within 2 Working Days of issue identification, or when required by the CM in accordance with section f) of Project Brief Appendix D—PROCESS MAPS	Section 16.2
	Prepare and issue in a timely manner to the CM accurate and coordinated DPs, supplementary instructions, notices, contemplated change notices, change order	Within 2 Working Days of issue identification, or when required by the CM in accordance with section g) of Project Brief Appendix D—PROCESS MAPS	Section 16.2
	Update the Model and reissue the Issued-for-Construction DPs	Every 3 months or more frequently if requested by the DR	Section 16.2
	Analyze all activities of the construction and construction schedule for viability, including the status of all design activities relative to the construction schedule. Confirm ongoing design production is fully coordinated with tendering schedules. Report potential design production gaps and mitigation measures	Monthly, within 5 Working Days of the end of each month	Section 16.2

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	Deliverables	Timeline	Project Brief Reference
	Analyze and report on the CM's proposed sub-contractor productivity measurement methodology. Make suggestions to the CM and DR for productivity measurement improvements. Confirm productivity measurement methodology is included within each sub-contractor tender before tender. Advise the CM and DR of each sub-trade productivity measurement methodology	Before tender	Section 16.2
	Report on any proposed blasting procedures, if any. Inform the CM and the DR in writing immediately of any conditions that require immediate remedial measures	Monthly or more frequently if warranted	Section 16.2
	Review and confirm the completeness of the CM's estimate for each Site instruction that attracts Cost, contemplated change notice, and change order; Review and assess potential impact to the Project scope, time, Cost, and risks	Ongoing	Section 16.2
	Reconcile each construction change/instruction that attracts Cost against the Construction Cost Estimate to present a report to the DR a running total of contingency use, balance, and projection of the estimated Cost at Project completion. Code changes to the detailed WBS for each scope element, sub-element and Work activity; Develop and keep current a construction Cost trend analysis with discussion of factors influencing future forecasts	Ongoing, report Monthly	Section 16.2

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	<b>Deliverables</b>	<b>Timeline</b>	<b>Project Brief Reference</b>
	Review and recommend to the DR for payment the CM's progress payment; Confirm that applications for progress payment are complete and only reflect the work that has progressed to the date of the invoice	Within 5 Working Days of receipt	Section 16.2
	Developing and updating a commissioning issues log	At the commencement of the Consultant's Site Services; for each commissioning meeting thereafter	Section 16.7
	Provide reporting of all Design Team activities, as separate sections, as specified	Monthly	Section 16.9
	Provide written comments for all CM constructability feedback	Ongoing	Section 16.9
	Provide a full Cost accounting of all DPs with changes/adjustments	Timing as agreed with DR	Section 16.9
	Finalize the Design Team's design intent brief, SDB, AVDB, and ITDB to reflect each as-commissioned building system	Within six months of Substantial Performance of the CM's contract	Section 16.9
	Confirm compliance with the owners Project requirements (OPR)	Before substantial performance and again before handover to Canada	Section 16.9
	Undertake seasonal commissioning activities and corrective work	As described in Project Brief section 17-POST-CONSTRUCTION SERVICES	Section 16.9
	Provide an up-to-date benefit register and benefit plan	At substantial performance	Section 16.9
	Provide signed documentation for Substantial Performance and Completion	At substantial performance	Section 16.9
	Provide an as-built Drawings, as-built Specifications, and an as-built Model of the built work	Prior to occupancy	Section 16.9

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	Deliverables	Timeline	Project Brief Reference
	Reporting of Design Team resources progress percentage complete against each WBS element, integrated with the Consultant's monthly schedule submission	Monthly	Section 16.9
POST CONSTRUCTION SERVICES	Revised Commissioning Plan	Revise, resubmit as required and agreed by DR and CM	Section 17.1
	Testing reports	Within 5 Working Days of each activity	Section 17.1
	Deficiency inspection; as-built (record) Model update	Inspection prior to concealment or within 5 Working Days of repair completion; Model update within 14 Working Days of deficiency correction	Section 17.1
	Rerun energy models, LCA and LCCA. Confirm energy consumption meets the DD and DP defined requirements	11 months after substantial performance	Section 17.1 Section 17.5
	Obtain sustainability certification(s)	Within 18-24 months of Substantial Performance and submit said certification documents to the DR	Section 17.1
	Participate in a lessons-learned workshop with the CM, DR and NRC and TSB	At a time approved by the DR	Section 17.1
	Performance verification reports, infra-red and building envelope thermographic scanning	Timing as agreed with DR and CM	Section 17.5
	A final Cost account of all DPs with changes/adjustments	Timing as agreed by the DR	Section 17.5
	Training reports for all training sessions	After each session	Section 17.5
	A final benefit register and benefit plan at or just before handover to Canada	At or just before handover to Canada	Section 17.5
	Verification that the CM O&M manuals are complete and accepted	Before CM-led training sessions	Section 17.5

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	Deliverables	Timeline	Project Brief Reference
	Standard Operating Procedures for each building system	At or just before handover to Canada	Section 17.5
	Final design intent brief	At or just before handover to Canada	Section 17.5
	Post-construction evaluation and lessons learned reports.	Timing as agreed with DR and CM	Section 17.5
	Reporting of Design Team resources progress percentage complete against each WBS element, integrated with the Consultant's monthly schedule submission	Monthly	Section 17.5

**2. Addition of Appendix I – TSTS Detailed Functional Programming Report to the Project Brief**

See next page for details.

**ALL OTHER TERMS AND CONDITIONS REMAIN THE SAME.**

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**APPENDIX H – Project Brief**

**Laboratories Canada - Transportation Safety and Technology Science Hub Project**

**APPENDIX I – TSTS DETAILED FUNCTIONAL PROGRAMMING REPORT**