



TENDER ADDENDUM

Professional Services in Environmental Engineering – Contaminated Sites

SS005

March 14, 2022

ADDENDUM No. 2

The present addendum is raised to answer the questions below.
This shall be read in conjunction with and shall form an integral part of the Tender / Proposal and Agreement Documents:

Question 11:

Can the NCC confirm if there is a page count/page limit requirement for the response to this RFSO?

Answer 11:

In addition to the information provided in section 5.2.12, the technical proposal should not exceed a maximum of

- I. 30 single-faced sheets of letter (8.5”x11”) size, or
- II. 15 single-faced sheets of executive (11”x17”) size

Any Technical Proposals exceeding these limits will have as many pages as required removed from the end of the proposal to comply with the page-count limits of the Technical Proposal.

The following will not be included in the page count for the Technical Proposal:

- a) Any tender solicitation forms to be submitted to the NCC.
- b) ‘Letters of introduction’, CVs and Table of Contents
- c) Blank sheets, clear transparencies, and/or tab sheets used as separators

Question 12:

Section 5.1, Contents of the Proposal specifies that two separate emails are to be submitted – one for the technical proposal and one for the financial proposal. Can you advise if the header/title of the email should contain any information other than contents, company submitting and reference to NCC tender file SS005?

Answer 12:

No additional information is required in the subject line of the emails other than the

tender number SS005, name of company submitting and content (i.e technical proposal of financial proposal)

Question 13:

Section 6.2.2.3 Rated Requirement 3 – Example projects. Does the NCC have an example template they can provide? If not can we reuse the example project format specified in the NCC 2018 RFSO (AL1748)?

Answer 13:

A template will not be provided. It is up to the proponent to provide the information requested in Rated Requirement 3 of Section 6.2.2.3 in a clear and concise manner.

Question 14:

Would NCC consider evaluating proposals in 2 stream (1 English, 1 bilingual/French) with separate requirements concerning licensure (M2), in consideration of the fact that the majority of work is likely to be carried out in Ontario, and with a roster of 8 firms NCC will be able to meet its needs for work in Quebec using bilingual/French firms?

Answer 14:

Given the NCC's diverse land portfolio in both Ontario and Quebec, bidders must be able to work in both Provinces, often simultaneously. As per Mandatory Requirement 2, if the proponent is only licensed in one of the Provinces, then they must be eligible and willing to be licensed in the province in which they are not licensed.

Question 15:

In accordance to Section 6.2.2.3 Rated Requirements 3 – Example Projects, “The Proponent should demonstrate that over at least the past three (3) years...”. Can you please confirm if example projects need to have been started AND completed within the last 3 years? Or can example projects be started/continued within the last 10 years (i.e. as may be the case for larger, complex projects) but at least completed within the last 3 years?

Answer 15:

The example projects do not need to be started AND completed within the last three years. As per Rated Requirement 3 of Section 6.2.2.3, where a submitted project example is ongoing, the services accomplished to date by the proponent should be clearly delineated from the services anticipated to occur in the future. Services that have not been rendered will not be considered.

Question 16:

Section 6.2.2.3 Rated Requirement 3 – Example Projects – Could NCC please confirm if the bidder can repeat the same project to meet multiple components (i.e., ECS 1, ECS 2, etc.)?

Answer 16:

The bidder can repeat the same project to meet multiple components. However, the bidder must ensure the information provided and scope of work for each example project meets the requirements of Rated Requirement 3 of Section 6.2.2.3.

Question 17:

About Tender File # Ss005, would you please confirm if the mandatory requirement table on RFSO pages 30-31 and evaluation criteria tables for rated requirements 1 to 4 must be included in the submission?

Answer 17:

No, the Mandatory Requirement Table and Rated Requirement Tables (Section 6) do not have to be included in the submission. However, the bidder must ensure the required information is presented in a clear and concise manner such that the evaluation committee can easily find reference to the requirements.

Question 18:

Understanding that the proposal can be submitted in either of Canada's official languages, must submissions be submitted entirely within one language or the other (i.e., if submitting the Technical Proposal in English, would bidders be able to also submit a selection of staff curricula vitae in French)?

Answer 18:

The proposal can be submitted using one, or a combination of both of Canada's Official Languages in this context.

Question 19:

Would the NCC consider adding a "Senior Risk Assessor" classification to the fee schedule (RFSO Appendix 6).

Answer 19:

The "Senior Risk Assessor" may be considered a "Senior Scientist / Engineer / Geoscientist" if they meet the number of years' experience as stated in Rated Requirement 4, Section 6.2.2.4.

Question 20:

Regarding the 8 required example projects (section 6.2.2.3), must individual projects be submitted directly within each of the breakdown areas (i.e., 2 projects that speak primarily to environmental site assessment, 1 project that speak primarily to risk assessment, 2 projects that speak primarily to remediation, etc.) or can 8 projects that each meet multiple criteria be submitted as long as all of the minimum requirements are met (i.e., at least 2 of the projects show environmental site assessment, at least 1 project shows risk assessment, at least 2 projects show remediation, etc.)?

Answer 20:

Individual projects must be submitted directly within each of the breakdown areas (i.e., 2 projects that speak primarily to environmental site assessment, 1 project that speak primarily to risk assessment, 2 projects that speak primarily to remediation, etc..).

Question 21:

The Technical Proposal (Item 5.2.1), there is a reference to “The following will not be included in the page count for the Technical Proposal...” as well as other page number comments, but I don’t see a Maximum Number of Pages indicated for the technical proposal? Please confirm and will the “individual example projects should be limited to no more than 3 pages” be part of Maximum Number of Pages?

Answer 21:

The NCC expects the information presented in the technical proposals to be clear and concise. Refer to question and answer no. 11 for page limits. The individual example projects will not be included in the page counts.

Question 22:

Section 2.8 Insurance - Could NCC please confirm if the insurance certificate is required for the submission?

Answer 22:

Insurance is required following issuance of the Standing Offer.

Question 23:

Section 6.2.2.3 Rated Requirement 3 – Example Projects – "The Proponent should demonstrate that over at least the past three (3) years, at a minimum the senior and intermediate personnel proposed for this work..."
Could NCC please increase three (3) years restriction to five (5) years?

Answer 23:

No, the restriction will remain at three (3) years.

All other terms and conditions remain the same.

Stacy Semé
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