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Revision to a Request for a Standing Offer

Révision à une demande d'offre à commandes

Regional Individual Standing Offer (RISO)

Offre à commandes individuelle régionale (OCIR)

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

Ce document comporte des exigences relatives à la sécurité.

Vendor/Firm Name and Address

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Title - Sujet Conformité enviro et évaluation env.	
Solicitation No. - N° de l'invitation T3033-220003/A	Date 2022-05-06
Client Reference No. - N° de référence du client T3033-22-0003	Amendment No. - N° modif. 003
File No. - N° de dossier QCL-1-44095 (058)	CCC No./N° CCC - FMS No./N° VME
GETS Reference No. - N° de référence de SEAG PW-\$QCL-058-18312	
Date of Original Request for Standing Offer 2022-04-11	
Date de la demande de l'offre à commandes originale	
Solicitation Closes - L'invitation prend fin at - à 02:00 PM Eastern Daylight Saving Time EDT on - le 2022-05-31 Heure Avancée de l'Est HAE	
Address Enquiries to: - Adresser toutes questions à: Parent, Alexandra	Buyer Id - Id de l'acheteur qcl058
Telephone No. - N° de téléphone (418) 563-8334 ()	FAX No. - N° de FAX () -
Delivery Required - Livraison exigée	
Destination - of Goods, Services, and Construction: Destination - des biens, services et construction:	
Security - Sécurité This revision does not change the security requirements of the Offer. Cette révision ne change pas les besoins en matière de sécurité de la présente offre.	

Instructions: See Herein

Instructions: Voir aux présentes

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

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AMENDMENT 003

Project Title

Environmental compliance, contaminated sites and Environmental assessments.

The purpose of the amendment 003 **is to answer questions #12 to #17** and modify **ATTACHMENT 1 TO PART 4 – MANDATORY AND POINT RATED TECHNICAL CRITERIA.**

DELETE

ATTACHMENT 1 TO PART 4 – MANDATORY AND POINT RATED TECHNICAL CRITERIA.

INSERT

ATTACHMENT 1 TO PART 4 – MANDATORY AND POINT RATED TECHNICAL CRITERIA.

QUESTIONS

Question #12

For parts 1 and 2, can you confirm that you want a project director with 10 years of experience in project management (therefore a total of 15-20 years of experience) or that you are looking for a project director with 10 years of relevant experience?

Question #13

For project managers and project directors, it is required to hold a university degree in a field related to environmental sciences without a description of what environmental sciences are. Is it possible to describe better?

a. For part 1, several university programs lead to applicable expertise without being described as "environmental science". Would it be possible to replace this requirement by being a member of a professional order allowing the work described to be carried out and/or having a designation of the type Certified Environmental Site Assessor (CESA) from AQVE?

Question #14

In the description of the services required for Part 2, on page 22 in point 6, it is stipulated as follows: "Identification of sites and/or projects with potential for compensation and determination of the development potential based on environmental study results and implementation of surveillance and monitoring programs regarding compensation projects". Can you confirm if in the underlined text "and implemented" is indeed an "and" and not an "or"? It seems to us that the "and" makes this criterion extremely complex to meet.

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Question #15

In the context of Solicitation T3033-220003/A, we have a question regarding the mandatory technical criteria for Parts 1 and 2 (p. 23). It is mentioned that the person who will act as project director, project manager or technician must have a certain number of years of experience based on projects meeting criteria 1.1.3 and 2.1.3. According to your wording, we understand that, for a project director for example, he must have accumulated at least 10 years or **120 months of experience** over the past 15 years **for all the services required.** It is possible, even frequent, that a professional can lead more than one project simultaneously. In the situation where, for example, the project director is involved in three different projects, in the same year, which meet criteria 1.1.3 of Part 1 (including elements 3 and 7 of the services required) or 2.1.3 of Part 2 (comprising element 1 of the services required) but which overlap in time, for example, project A which runs from January to June (6 months), project B which runs from March to September (6 months) and a project C which runs from July to December, **how should the accumulated experience be calculated in number of months? Can we consider that he has accumulated the equivalent of 18 months of experience in a single year?**

Question #16

For element 1 of the services required "Impact Assessment (Impact Assessment Act – IAA) in Part 2, do the projects carried out under the CEAA (2012), before the application of the IAA in 2019, are accepted as part of this call for tenders?

Question #17

Among the mandatory criteria for the Part 2 project director (Table 2, starting on page 29), the minimum experience must cover item 1 (Impact Assessment [Impact Assessment Act – IAA]) of the services required under Part 2. Given the low number of projects under the IAA in Quebec, is it possible to present projects that have been completed within the federal regulatory framework (Canadian Environmental Assessment Act [CEAA 2012])?

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ANSWERS

Answer #12

The project director must have the required experience as a project director. However, in order to facilitate the achievement of this criterion, we will lighten this requirement as follows: The offered resource must have seven (7) years of experience over the last ten (10) years in carrying out environmental projects as a project director.

Answer #13

Environmental sciences refer to the physical and biological sciences related to the environment, such as, but not limited to, chemistry, biology, geography, geology, ecology or certain engineering disciplines. Being a member of a professional order without holding an appropriate university degree does not met the mandatory technical criterion on education.

Answer #14

We confirm the use of the conjunction "and" in the text "and implementation". Although this service required has several requirements, these requirements can be achieved by different projects

Answer #15

The experience must be calculated in number of years (start and end dates; MM/YYYY format) and not by superimposing months.

Answer #16

Yes, projects carried out under the Canadian Environmental Assessment Act (2012) will be accepted as part of this standing offer.

Answer #17

Yes, projects carried out under the Canadian Environmental Assessment Act (2012) will be accepted as part of this standing offer.

ATTACHMENT 1 TO PART 4 – MANDATORY AND POINT RATED TECHNICAL CRITERIA

1. Services required

Any reference to “services required” in the technical and rated requirements refers to section 2 of the statement of work in Appendix A.

PART 1: Environmental compliance and management of contaminated sites

The services required presented in Part 1 should include:

1. Phase I Environmental site assessment (ESA);
2. Phase II Environmental site assessment (ESA);
3. Phase III Environmental site assessment (ESA);
4. Drafting and/or implementation of a detailed environmental characterization program or a detailed environmental monitoring protocol (short or long term) for all media types¹;
5. Environmental compliance audit (ECA) studies including oil tank audits; commercial or industrial site;
6. Drafting or update of environmental emergency measures plans (EEMP);
7. Contaminated sites management plan; environmental remediation;
8. Risk analyses study for human health and the environment.

PART 2: Impact assessment and natural environment management

The services required presented in part 2 should include:

1. **Impact assessment (*Impact Assessment Act – IAA or Quebec Environmental Quality Act (EQA)*);**
2. Environmental monitoring of the application of environmental impact mitigation measures related to projects;
3. Monitoring of the efficiency of environmental impact mitigation measures;
4. Authorizations, approvals, permits and certificates of an environmental nature;
5. Characterization, sampling and/or inventory studies aimed at describing one or several biological or biophysical component(s) of various environments;
6. Identification of sites and/or projects with a potential for compensation and determination of the potential for development based on environmental study results, as well as implementation of surveillance and monitoring programs regarding compensation projects;
7. Conduct of related environmental studies and development of general application tools for natural environment protection, such as fauna or flora management plans.

2. Mandatory technical requirements

At the closing date and time of the call for tenders, the offeror must meet the mandatory technical requirements presented hereafter in Tables 1 and 2, and provide the documents needed to show it complies with these requirements. The offer must comply with all mandatory requirements. If this is the case, the technical offer will be considered admissible and will be assessed in accordance with rated requirements (technical requirement first, followed by financial requirements). Failure to comply with mandatory requirements will render the offer inadmissible. Each of the requirements should be addressed separately.

¹ Throughout the document, the term “media” refers to: soil, residual material, sediment, ground water, surface water, waste water, non-miscible phase product (floating or dense), air, etc.

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In the *Reference* column of Tables 1 and 2, the offeror should indicate on which page(s) of its offer the requested information and documents are presented. The Met (Y/N) column will be completed by the assessment team.

The offeror must submit the names of key members of the team involved in this standing offer, who must meet the requested years of relevant² experience. Directors, project managers and technicians must be company employees. Other persons can be either employed or subcontracted. Therefore, the offeror must identify a distinct person for each of the key persons defined below

Part 1- Environmental compliance and management of contaminated sites

- One (1) project director with at least ten (10) years of relevant experience over the last fifteen (15) years
- Two (2) project managers with at least five (5) years of relevant experience over the last seven (7) years: **one (1) in contaminated terrestrial sites and one (1) in contaminated aquatic sites management**
- Two (2) technicians with at least five (5) years of relevant experience over the last seven (7) years.

Part 2- Impact assessment and management of the natural environment

- One (1) project director with at least ten (10) years of relevant experience over the last fifteen (15) years
- Two (2) project managers with at least five (5) years of relevant experience over the last seven (7) years: **one (1) in impact assessment and one (1) in the natural environment**
- Two (2) technicians with at least five (5) years of relevant experience over the last seven (7) years

Only offered resources meeting the mandatory requirements will be considered for obtaining a standing offer. The *resumes* (CV) of these resources (maximum of two pages per CV) must also be provided in the proposal.

The project director's tasks should include, but not be limited to:

- Coordinating TC call-ups by dedicating a qualified team to carry out the request;
- Managing potential conflicts between the project manager and TC;
- Ensure quality control and signing off on deliverables;
- Representing the consultant regarding changes, extensions, or other negotiations related to the project.

² Relevant experience refers to experience in the services presented in Appendix A.

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A project manager's tasks should include, but not be limited to:

Under the supervision of the project director, the project manager's responsibilities include, among others:

- Completing the call-ups assigned in accordance with its description and the standing offer;
- Being responsible for all decisions to be made pursuant to the project;
- Ensuring the smooth progress of the project down to the last details;
- Ensuring the efficient management, coordination and monitoring of the project (accomplishment of tasks, adherence to budgets, meeting the schedule and deadlines);
- Ensuring the economic and technical feasibility of the project in accordance with the established budget and methods;
- Developing and validating project objectives as well as the implementation plan;
- Approving the activities program and the detailed work plan;
- Supervising and coordinating the project completion team, including environmental professionals, technicians and subcontractors for the entire duration of the project;
- Managing issues and being involved in the resolution of conflicts;
- Producing the documents needed to complete the field work (e.g., permit requests, health and safety plans, etc.);
- Ensuring quality control;
- Reviewing and signing off on deliverables;
- Ensuring compliance with the various applicable requirements, such as those related to occupational health and safety;
- Participating in management and/or technical meetings, among others, between the consultant and TC;
- Acting as the primary contact with TC.

A technician's tasks should include, but not be limited to:

Under the supervision of the project manager, the technician's responsibilities include, among others:

- Ensuring that the various technical tasks assigned are carried out in order to complete the project;
- Assuming responsibilities related to aspects of the planning, organization, coordination and supervision of field work;
- Preparing the material required to conduct studies;
- Performing field work required during completion of the contract;
- Acting as the consultant's representative in the field, in particular with subcontractors;
- Ensuring compliance with health and safety requirements in the field;
- Compiling, organizing and processing collected data.

Other resources can also be useful to carry out these mandates, such as draftspersons and cartographers, other types of professionals, or any other resource considered useful to perform the services required.

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PART 1 Environmental compliance and management of contaminated sites

TABLE 1

1. Mandatory technical requirements related to staff – PART 1		Reference	Met (Y/N)
1.1 Project director			
The technical proposal regarding the project director must meet mandatory requirements 1.1.1 to 1.1.4			
1.1.1	Provide the name of the offered resource		
1.1.2	<p><u>Education:</u> The offered resource must have, as a minimum, a Bachelor's degree specializing in a field related to environmental sciences, conferred by a university recognized* by the Government of Canada.</p> <p>* The list of recognized organizations is published on the website of The Canadian Information Centre for International Credentials, at the following address: http://cicic.ca.</p>		
1.1.3	<p><u>Minimum experience:</u> The offered resource must have seven (7) years* of experience over the last ten (10) years* in carrying out environmental projects as a project director.</p> <p>The experience must cover elements 3 and 7 of the services required under part 1.</p> <p>* (start and end dates; MM/YYYY format)</p>		
<u>Instructions for requirement 1.1.4</u>			
To show that requirement 1.1.4 is met, the offeror must provide project technical specifications (maximum of one page per project). The projects proposed to show acquired experience must be completed by the closing date of the call for tenders. For each project proposed, the offeror must include the information indicated in section 3.3 of this document.			
1.1.4	<p><u>Minimum experience:</u> The offered resource must have completed at least four (4) environmental projects over the last ten (10) years* as project director, of which at least two (2) projects have been presented by the firm (section 3.3).</p> <p>* (start and end dates; MM/YYYY format)</p>		

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TABLE 1 (continued)		Reference	Met (Y/N)
1. Mandatory technical requirements related to staff – PART 1			
1.2 Project manager – Management of terrestrial contaminated sites			
The technical proposal regarding the project manager must meet mandatory requirements 1.2.1 to 1.2.4			
1.2.1	Provide the name of the offered resource		
1.2.2	<p>Education: The offered resource must have, as a minimum, a Bachelor's degree specializing in a field related to environmental sciences, conferred by a university recognized* by the Government of Canada.</p> <p>* The list of recognized organizations is published on the website of The Canadian Information Centre for International Credentials, at the following address: http://cicic.ca.</p>		
1.2.3	<p>Minimum experience: The offered resource must have five (5) years* of experience over the last seven (7) years* in carrying out environmental projects as a project manager.</p> <p>The experience must cover elements 1-2-3-4 and 7 of the services required under part 1.</p> <p>* (start and end dates; MM/YYYY format)</p>		
Instructions for requirement 1.2.4			
To show that requirement 1.2.4 is met, the offeror must provide project technical specifications (maximum of one page per project). The projects proposed to show acquired experience must be completed by the closing date of the call for tenders. For each project proposed, the offeror must include the information indicated in section 3.3 of this document.			
1.2.4	<p>Minimum experience: The offered resource must have completed at least three (3) environmental projects over the last seven (7) years* as project manager, of which at least one (1) project has been presented by the firm (section 3.3).</p> <p>* (start and end dates; MM/YYYY format)</p>		

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TABLE 1 (continued)		Reference	Met (Y/N)
1. Mandatory technical requirements related to staff – PART 1			
1.3 Project manager – Management of aquatic contaminated sites			
The technical proposal regarding the project manager must meet mandatory requirements 1.3.1 to 1.3.4			
1.3.1	Provide the name of the offered resource		
1.3.2	<p><u>Education:</u> The offered resource must have, as a minimum, a Bachelor's degree specializing in a field related to environmental sciences, conferred by a university recognized* by the Government of Canada.</p> <p>* The list of recognized organizations is published on the website of The Canadian Information Centre for International Credentials, at the following address: http://cicic.ca.</p>		
1.3.3	<p><u>Minimum experience:</u> The offered resource must have five (5) years* of experience over the last seven (7) years* in carrying out environmental projects as a project manager.</p> <p>The experience must cover elements 1-2-3-4 and 7 of the services required under part 1.</p> <p>* (start and end dates; MM/YYYY format)</p>		
Instructions for requirement 1.3.4			
To show that requirement 1.3.4 is met, the offeror must provide project technical specifications (maximum of one page per project). The projects proposed to show acquired experience must be completed by the closing date of the call for tenders. For each project proposed, the offeror must include the information indicated in section 3.3 of this document.			
1.3.4	<p><u>Minimum experience:</u> The offered resource must have completed at least three (3) environmental projects over the last seven (7) years* as project manager, of which at least one (1) project has been presented by the firm (section 3.3).</p> <p>* (start and end dates; MM/YYYY format)</p>		

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TABLE 1 (continued)		Reference	Met (Y/N)
1. Mandatory technical requirements related to staff – PART 1			
1.4 Technician #1			
The technical proposal regarding the technician must meet mandatory requirements 1.4.1 to 1.4.4			
1.4.1	Provide the name of the offered resource		
1.4.2	<u>Education:</u> The offered resource must have, as a minimum, a college diploma specializing in a field related to environmental sciences.		
1.4.3	<u>Minimum experience:</u> The offered resource must have five (5) years of experience* over the last seven (7) years* in carrying out environmental projects as a technician. The experience must cover elements 1-2-3-4 and 7 of the services required under part 1. * (start and end dates; MM/YYYY format)		
1.4.4	<u>Minimum experience:</u> The offered resource must have completed at least three (3) environmental projects over the last seven (7) years* as a technician. * (start and end dates; MM/YYYY format)		

TABLE 1 (continued)		Reference	Met (Y/N)
1. Mandatory technical requirements related to staff – PART 1			
1.5 Technician #2			
The technical proposal regarding the technician must meet mandatory requirements 1.5.1 to 1.5.4			
1.5.1	Provide the name of the offered resource		
1.5.2	<u>Education:</u> The offered resource must have, as a minimum, a college diploma specializing in a field related to environmental sciences.		
1.5.3	<u>Minimum experience:</u> The offered resource must have five (5) years of experience* over the last seven (7) years* in carrying out environmental projects as a technician. The experience must cover elements 1-2-3-4 and 7 of the services required under part 1. * (start and end dates; MM/YYYY format)		

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1.5.4	<p><u>Minimum experience:</u> The offered resource must have completed at least three (3) environmental projects over the last seven (7) years* as a technician.</p> <p>* (start and end dates; MM/YYYY format)</p>		
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PART 2 Impact assessment and management of the natural environmentTABLE 2

2. Mandatory technical requirements related to staff – PART 2	Reference	Met (Y/N)	
2.1 Project director			
The technical proposal regarding the project director must meet mandatory requirements 2.1.1 to 2.1.4			
2.1.1	Provide the name of the offered resource		
2.1.2	<p><u>Education:</u> The offered resource must have, as a minimum, a Bachelor's degree specializing in a field related to environmental sciences, conferred by a university recognized* by the Government of Canada.</p> <p>* The list of recognized organizations is published on the website of The Canadian Information Centre for International Credentials, at the following address: http://cicic.ca.</p>		
2.1.3	<p><u>Minimum experience:</u> The offered resource must have seven (7) years* of experience over the last ten (10) years* in carrying out environmental projects as a project director.</p> <p>The experience must cover element 1, 5 or 6 of the services required under part 2.</p> <p>* (start and end dates; MM/YYYY format)</p>		
<p>Instructions for requirement 2.1.4 To show that requirement 2.1.4 is met, the offeror must provide project technical specifications (maximum of one page per project). The projects proposed to show acquired experience must be completed by the closing date of the call for tenders. For each project proposed, the offeror must include the information indicated in section 3.3 of this document.</p>			
2.1.4	<p><u>Minimum experience:</u> The offered resource must have completed at least four (4) environmental projects over the last ten (10) years* as project director, of which at least two (2) projects have been presented by the firm (section 3.3).</p> <p>* (start and end dates; MM/YYYY format)</p>		

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TABLE 2 (continued)		Reference	Met (Y/N)
2. Mandatory technical requirements related to staff – PART 2			
2.2 Project manager #1 – Impact assessment			
The technical proposal regarding the project manager must meet mandatory requirements 2.2.1 to 2.2.5			
2.2.1	Provide the name of the offered resource		
2.2.2	<p><u>Education</u>: The offered resource must have, as a minimum, a Bachelor's degree specializing in a field related to environmental sciences, conferred by a university recognized* by the Government of Canada.</p> <p>* The list of recognized organizations is published on the website of The Canadian Information Centre for International Credentials, at the following address: http://cicic.ca.</p>		
2.2.3	<p><u>Minimum experience</u>: The offered resource must have five (5) years of experience* over the last seven (7) years* in carrying out environmental projects as a project manager.</p> <p>The experience must cover at least elements 1 to 4 of the services required under part 2.</p> <p>*(start and end dates; MM/YYYY format)</p>		
Instructions for requirements 2.2.4 and 2.2.5			
To show that requirements 2.2.4 and 2.2.5 are met, the offeror must provide project technical specifications (maximum of one page per project). The projects proposed to show experience must be completed by the closing date of the call for tenders. For each project proposed, the offeror must include the information indicated in section 3.3 of this document.			
2.2.4	<p><u>Minimum experience</u>: The offered resource must have participated, as project manager, in carrying out at least two (2) environmental projects presented by the firm (section 3.3).</p>		
2.2.5	<p><u>Minimum experience</u>: The offered resource must, have conducted at least three (3) environmental assessments of projects, over the last seven (7) years.*</p> <p>*(start and end dates; MM/YYYY format)</p>		

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TABLE 2 (continued)		Reference	Met (Y/N)
2. Mandatory technical requirements related to staff – PART 2			
2.3 Project manager #2 – Management of the natural environment			
The technical proposal regarding the project manager must meet mandatory requirements 2.3.1 to 2.3.5			
2.3.1	Provide the name of the offered resource		
2.3.2	<p><u>Education</u>: The offered resource must have, as a minimum, a Bachelor's degree specializing in a field related to environmental sciences, conferred by a university recognized* by the Government of Canada.</p> <p>* The list of recognized organizations is published on the website of The Canadian Information Centre for International Credentials, at the following address: http://cicic.ca.</p>		
2.3.3	<p><u>Minimum experience</u>: The offered resource must have five (5) years of experience* over the last seven (7) years* in carrying out environmental projects as a project manager.</p> <p>The experience must cover at least elements 5 to 7 of the services required under part 2.</p> <p>* (start and end dates; MM/YYYY format)</p>		
Instructions for requirements 2.3.4 and 2.3.5			
To show that requirements 2.3.4 and 2.3.5 are met, the offeror must provide project technical specifications (maximum of one page per project). The projects proposed to show experience must be completed by the closing date of the call for tenders. For each project proposed, the offeror must include the information indicated in section 3.3 of this document.			
2.3.4	<u>Minimum experience</u> : The offered resource must have participated, as project manager, in carrying out at least two (2) environmental projects presented by the firm (section 3.3).		
2.3.5	<p><u>Minimum experience</u>: Over the last seven (7) years, the offered resource must have completed at least three (3) characterization study projects of various biological or biophysical components as a project manager, that include the preparation of a study plan/protocol as well as data analysis and interpretation.*</p> <p>* (start and end dates; MM/YYYY format)</p>		

TABLE 2 (continued)		Reference	Met (Y/N)
2. Mandatory technical requirements related to staff – PART 2			
2.4 Technician #1			
The technical proposal regarding the technician must meet mandatory requirements 2.4.1 to 2.4.4			
2.4.1	Provide the name of the offered resource		
2.4.2	<u>Education:</u> The offered resource must have, as a minimum, a college diploma specializing in a field related to environmental sciences.		
2.4.3	<u>Minimum experience:</u> The offered resource must have five (5) years of experience* over the last seven (7) years* in carrying out biological or biophysical characterization projects as a technician. The experience must cover at least element 5 of the services required under part 2. * (start and end dates; MM/YYYY format)		
2.4.4	<u>Minimum experience:</u> Over the last seven (7) years, the offered resource must have completed, as a technician, at least three (3) characterization study projects of various biological or biophysical, which includes the application of a study plan/protocol as well as data analysis and interpretation.* * (start and end dates; MM/YYYY format)		

TABLE 2 (continued)		Reference	Met (Y/N)
2. Mandatory technical requirements related to staff – PART 2			
2.5 Technician #2			
The technical proposal regarding the technician must meet mandatory requirements 2.5.1 to 2.5.4			
2.5.1	Provide the name of the offered resource		
2.5.2	<u>Education:</u> The offered resource must have, as a minimum, a college diploma specializing in a field related to environmental sciences.		
2.5.3	<u>Minimum experience:</u> The offered resource must have five (5) years of experience* over the last seven (7) years* in carrying out biological or biophysical characterization projects as a technician. The experience must cover at least element 5 of the services required under part 2. * (start and end dates; MM/YYYY format)		
2.5.4	<u>Minimum experience:</u> Over the last seven (7) years, the offered resource must have completed, as a technician, at least three (3) characterization study projects of various biological or biophysical, which includes the application of a study plan/protocol as well as data analysis and interpretation.* * (start and end dates; MM/YYYY format)		

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3. Rated technical requirements

Each offer meeting all above-mentioned mandatory requirements will be assessed and scored in accordance with the following rated technical requirements (items 3.1 to 3.3).

Table 3 indicates the maximum possible score as well as the pass mark to be obtained for the rated technical requirements described in the following sections. Table 3 should be completed to support the technical offer, for each of the parts for which the firm wishes to qualify.

Regarding requirements 3.2 and 3.3 of Table 3, the offeror should indicate in the *Reference* column on which page or pages of its offer the information and documents supporting the assessment of rated technical requirements are provided.

When applicable, a generic assessment grid will be used to determine the score for requirements. The score in this grid, presented in Table 4 at the end of this document, provides a maximum of 10 points for each identified requirement. The score obtained will then be weighted on the basis of the points presented in Table 3.

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TABLE 3: Score associated with the rated technical requirements

RATED TECHNICAL REQUIREMENTS	MAXIMUM	REQUIRED PASS MARK	REFERENCE
3.1 CLARITY OF THE PROPOSAL	10	-	
3.1.1 Presentation and structure of the proposal	10	-	N/A
3.2 UNDERSTANDING OF THE MANDATE AND PLANNING	30	16	
3.2.1 Understanding of the scope of services	10	-	
3.2.2 Breakdown of tasks and operational structure	10	-	
3.2.3 Methods and tools associated with work execution	10	-	
3.3 PROJECTS BY THE FIRM	40	24	
3.3.1 Relevance (15 points)			
3.3.1.1 <i>Project 1</i>	1.5	-	
3.3.1.2 <i>Project 2</i>	1.5	-	
3.3.1.3 <i>Project 3</i>	1.5	-	
3.3.1.4 <i>Project 4</i>	1.5	-	
3.3.1.5 <i>Project 5</i>	1.5	-	
3.3.1.6 <i>Project 6</i>	1.5	-	
3.3.1.7 <i>Project 7</i>	1.5	-	
3.3.1.8 <i>Project 8</i>	1.5	-	
3.3.1.9 <i>Project 9</i>	1.5	-	
3.3.1.10 <i>Project 10</i>	1.5	-	
3.3.2 Diversity (15 points)			
3.3.2.1 <i>Diversity of services required</i>	10	-	
3.3.2.2 <i>Diversity of the nature of projects</i>	5	-	
3.3.3 Complexity (10 points)			
3.3.3.1 <i>Project 1</i>	1.0	-	
3.3.3.2 <i>Project 2</i>	1.0	-	
3.3.3.3 <i>Project 3</i>	1.0	-	
3.3.3.4 <i>Project 4</i>	1.0	-	
3.3.3.5 <i>Project 5</i>	1.0	-	
3.3.3.6 <i>Project 6</i>	1.0	-	
3.3.3.7 <i>Project 7</i>	1.0	-	
3.3.3.8 <i>Project 8</i>	1.0	-	
3.3.3.9 <i>Project 9</i>	1.0	-	
3.3.3.10 <i>Project 10</i>	1.0	-	
3.4 ASSETS	2	-	
Various aspects (0.5 pts. per aspect)	2	-	
TOTAL	82	48 *	

*The total does not correspond to the minimum required.

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3.1 Clarity of the proposal

3.1.1 Presentation and structure of the proposal (10 points)

The submitted technical offer should contain all of the information requested in this document without containing any extra or irrelevant information. The presentation and structure of the technical offer document must be meticulous to allow for easy identification of chapters, sections and information. The quality of the offeror's proposal must meet the standards normally required for reports and studies produced in the field of environmental sciences. The structure of the offer should follow the order of mandatory and rated assessment requirements. Particular attention will also be given to the quality of the language used in terms of spelling, grammar and syntax.

This criterion will be evaluated using the generic grid provided in Table 4.

3.2 Understanding of the mandate and planning

3.2.1 Understanding of the scope of services (10 points)

The offeror should clearly show that it has understood the entire scope and breadth of the services required, to which may be associated methods, techniques, criteria, regulatory requirements, etc., that will impact the services to be performed and the deliverables to be produced.

This criterion will be evaluated using the generic grid provided in Table 4.

3.2.2 Breakdown of tasks and operational structure (10 points)

The offeror should clearly present how its work team will be structured to complete the various mandates that may be given and comply with constraints. It must explain how it will make sure to assign the best resources to the best location. In particular, in addition to the explanations that should be presented, an organizational chart should be provided to illustrate the structure and breakdown of tasks.

The operational structure should include, but not be limited to, key roles, roles and responsibilities, communication links, coordination features, monitoring, etc., within the framework of carrying out a mandate.

This criterion will be evaluated using the generic grid provided in Table 4.

3.2.3 Methods and tools associated with work execution (10 points)

The offeror should show that it understands the breadth of the services requested (Statement of Work) and the way in which they should be provided. The offeror should clearly describe the methods and tools that will be used to perform each step of a mandate. The methods and tools used can be associated with, but are not limited to, work planning, identification of issues and priorities, workload assessment, monitoring of tasks and activities, monitoring of budgets, the schedule and deadlines, etc.

This criterion will be evaluated using the generic grid provided in Table 4.

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3.3 Projects by the firm

Through the description of ten (10) projects per part, the offerors should show the services provided during previous mandates, for a minimum of one project per required services type. The projects presented should have been carried out as principal expert (prime contractor) and successfully completed by the closing date of the standing offer request. The relevance, diversity and complexity of the projects presented will be assessed.

The proposed projects should meet the following conditions:

- Have been carried out over the last five (5) years* (final report delivery must have occurred between 2017 and the closing date of this standing offer request);
- The projects must have been carried out in Canada.

* (start and end dates; MM/YYYY format)

For each proposed project, presented on one page (max.), the offeror should include at least the following information:

- a) Title
- b) Objectives
- c) Project team
- d) Scope of work/services provided
- e) Description and specific characteristics of projects
- f) Location of the project
- g) Start and end dates of the project (day/month/year)
- h) The client (organization, client, person, responsible officer and contact information)

The information contained in the technical proposal should provide the data required to assess the relevance of projects (section 3.3.1), their diversity (section 3.3.2), and their complexity (section 3.3.3).

If more than ten (10) projects are presented, TC will only assess the first ten (10).

3.3.1 Relevance (15 points)

The relevance of the ten (10) projects submitted will be assessed according to how well they align with elements of the services required for each of the parts for which the projects are presented. A project will be considered relevant if it aligns directly with at least one element of the required services.

The score associated with relevance will be assessed as follows:

Relevant project = 1.5 points
Irrelevant project = 0 points

3.3.2 Diversity (15 points)

3.3.2.1 Diversity of services required (10 points)

Diversity will be assessed according to the number of elements in the services required covered by the services provided in the projects proposed by the firm. The score is determined according to the number of components covered in all ten (10) projects proposed for each part:

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Part 1:

8 components = 10 points
7 components = 9 points
6 components = 8 points
5 components = 6 points
4 components = 4 points
3 components = 3 points
2 components = 2 points
1 component = 1 point

Part 2:

7 components = 10 points
6 components = 8 points
5 components = 6 points
4 components = 4 points
3 components = 3 points
2 components = 2 points
1 component = 1 point

3.3.2.2 Diversity of the nature of projects (5 points)

Diversity relative to the type of project for each part.

Part 1:

Diversity relative to the type of project will be assessed according to the following categories:

- a) Project carried out in an aquatic environment (sedimentary)
- b) Project carried out in a terrestrial environment
- c) Project carried out on port sites
- d) Project carried out on airport sites

The score will be determined according to the number of project types handled among the projects proposed by the firm:

4 types of projects = 5 points
3 types of projects = 4 points
2 types of projects = 2 points
1 type of project = 1 point

Part 2:

Diversity relative to the type of project will be assessed according to the following categories:

- a) Construction, rehabilitation, repair, demolition of port infrastructure (dock structures, breakwaters, etc.) or other water works;
- b) Dredging, disposal of sediments at sea;
- c) Compensation project in a marine environment;
- d) Construction / deconstruction of various infrastructure in an airport environment;
- e) Development of a fauna, flora or wetland management plan.

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The score will be determined according to the number of project types handled among the projects proposed by the firm:

5 types of projects = 5 points
4 types of projects = 4 points
3 types of projects = 3 points
2 types of projects = 2 points
1 type of project = 1 point

3.3.3 Complexity (10 points)

The complexity of proposed projects will be assessed according to the features likely to impart a more complex character. The list below presents the features used to assess complexity:

Part 1:

- a) Technical or environmental project with a high level of difficulty
(e.g., infrastructure demolition or construction, environmental reclamation, large scope of project, emerging contamination, innovative work method)
- b) Project with a complex level of logistics
(e.g., remote regions, multidisciplinary, Indigenous components, multi-year projects, several stakeholders, public consultation, project garnering media attention)

The project complexity score will be determined as follows:

Project including item a) = 0.5 points
Project including item b) = 0.5 points
Project not including an item = 0 points

Scores will be added (item a + item b = 1 point)

Part 2:

- a) Presence of sensitive components, such as threatened, vulnerable or at-risk species, heritage components, protected areas, wetlands, requiring the application of special protection measures;
- b) Project including characterization or inventory work aimed at several biological components AND including a complex level of logistics (e.g., remote regions, use of innovative techniques, Indigenous components, etc.).

The project complexity score will be determined as follows:

Project including item a) = 0.5 points
Project including item b) = 0.5 points
Project not including an item = 0 points

Scores will be added (item a + item b = 1 point)

3.4 ASSETS (2 points)

The offeror should show to what extent it can integrate the aspects listed below in call-ups. Thus, the offeror must show that the firm has deployed one or more of the following items in its own operations/studies/projects, for 0.5 points per asset.

- Implementation of a “zero waste” method during projects;
- Substantial reduction in greenhouse gases (GHG) during projects;
- Ability to evaluate and integrate the impact of climate change in projects;
- Partnership with members of local Indigenous communities in developing or carrying out projects.

Table 4 – Generic grid

Rated requirement	Inadmissible	Unsatisfactory	Weak	Satisfactory	Good	Excellent
	0 point	2 points	4 points	6 points	8 points	10 points
3.1.1 Presentation and structure	Did not provide assessable information	The presentation and structure are unsatisfactory	The presentation and structure are weak	The presentation and structure are satisfactory	The presentation and structure are good	The presentation and structure are excellent
3.2.1 Understanding of the scope of services	Did not provide assessable information	The understanding of the scope of services is virtually nonexistent	Weak understanding of the scope of services	Satisfactory understanding of the scope of services	Good understanding of the scope of services	Excellent understanding of the scope of services
3.2.2 Breakdown of tasks and operational structure	Did not provide assessable information	The breakdown of tasks and the operational structure are unsatisfactory	The breakdown of tasks and the operational structure are weak	The breakdown of tasks and the operational structure are satisfactory	Good breakdown of tasks and operational structure	Excellent breakdown of tasks and operational structure
3.2.3 Methods and tools associated with work execution	Did not provide assessable information	The choice and description of methods and tools associated with work execution are unsatisfactory	Methods and tools associated with work execution are weak	Methods and tools associated with work execution are satisfactory	Good methods and tools associated with work execution	Excellent methods and tools associated with work execution

ALL OTHER TERMS REMAIN UNCHANGED