



November 24, 2022

ADDENDUM No. 005

RFP No: SEN-034 22/23

Title: Senate of Canada Net Zero 2030 Project

The following shall be read in conjunction with and shall form an integral part of the Bid and resulting Contract documents. All other terms and conditions remain the same.

Amendment 2 and Questions and Answers:

Amendment 2:

The Senate of Canada will extend the close date from **December 9, 2022, at 11:00 AM (EST)** to **December 16, 2022, at 11:00 AM (EST)**.

Questions and Answers

Q5: The mandatory requirements of possessing an Advanced level in both official languages (M2) are set for the Resource Lead and Assigned Back-up, who are also required to possess the minimum three years of relevant experience (M3). Is it possible to form a "Resource Lead Team" (and an "Assigned Back-up Team"), where each team is comprised of two individuals that together meet the language and experience requirements? In other words, is it possible to propose teams where one individual meets the language (M2) and another meets the project experience (M3) requirements?

A5: The Senate will not modify the requirements for M2 or M3.

Q6: Will the Senate provide a two week extension to the close date of December 9, 2022, at 11am EST?

A6: See Amendment 2.



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Q7: Does the Senate of Canada have a Smart Building strategy? If so, could it share the strategy/architecture?

A7: There have been preliminary discussions on Smart Building strategy from a planning perspective, however nothing has been implemented to date. PSPC, who are responsible for the buildings we occupy, is working to evolve operational technology to a smart campus approach for the future. No documentation is available to share at this time.

Q8: Does the Senate of Canada have a Digital Twin of each of its facilities/buildings?

A8: In the buildings currently occupied by the Senate and owned or leased by PSPC, there are no Digital Twin systems.

Q9: Does the Senate of Canada have Internet of Things (IoT) sensors and central IoT hub connected to its Facilities/buildings?

A9: In the buildings currently occupied by the Senate and owned or leased by PSPC, there are no Internet of Things (IoT) sensors and central IoT hub.

Q10: With respect to the RFP entitled Senate of Canada Net Zero 2030 Project RFP No. SEN-034 22/23, one of the stated requirements is that the final deliverables listed under Phase 3 must be delivered as a bilingual report.

- a. Would it be possible to account for costs associated with translation for this report as a disbursement?
- b. If that is not possible, would the Senate be able to provide guidance for the approximate length of this report?



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A10:

- a. All pricing needs to be provided as requested under Annex "B" – All Inclusive Pricing and Basis of Payment and no additional cost will be accepted.
- b. The length of the report will be for the consultant to determine.

Q11: File 1. mandatory criteria, Table A, criterion M3. - Resource Lead and Assigned Back-Up: Experience; Is there a page limit for resumes?

A11: There is no page limit for the resumes.

Q12: File 2. Rated Evaluation Criteria, Table B, Criterion R1. Technical Expertise and Experience. We understand that resumes will be provided in File I, under criterion M3, and we are wondering what information is required in File II under criterion R1 which will be evaluated by score. Since the detailed information is in the CVs provided in File I, can you please clarify what is expected here in order to be able to award points? Do we need to provide the CVs in File II as well, or should we indicate the reference to File I in the "Cross Reference Section" column?

A12: The bidder can reference the location of the information relating to the answer and there is no need to supply the information twice. In your response to Criterion R1, please insert the relevant sections of your CVs in the cross-reference section, along with other information you consider appropriate. This section will serve as a more detailed assessment of the technical expertise and experience of the resource manager and alternate.

Q13. Mandatory criteria M4 (File 1.) and rated criteria R3 (File 2). References. This question is similar to the one above. We understand that detailed references will be provided in the Mandatory Criteria File I. We are wondering what information should be provided in File II under criterion R3 which will be evaluated by score. Do we simply list the names and contact details for the individuals mentioned in the detailed information presented in File



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I, or do we repeat all the details from M4 in File II? Should we list the reference to File I in the "Cross Reference Section" column instead?

A13: The bidder can reference the location of the information relating to the answer and there is no need to supply the information twice. In your response to Criterion R3, please insert the relevant sections of the response for M4 in the cross-reference section, along with other information you consider appropriate. This section will serve as a more detailed assessment of the references, including potentially direct communication with the individuals mentioned.

Q14: Page 14 of the RFP document, under item 3. Rated Evaluation Criteria (Step 2), sub item III. The bidder must include the table of rated technical criteria in their bid and ensure that the page and paragraph numbers of the appendix are entered in the "Cross Reference Section" column for all information requested. Can you please explain what the word "annex" refers to?

A14: The bidder must include (annexed or attached) the table entitled "Table B – Technical Evaluation Criteria" in File 2 of their bid reply.

Q15: We see that the only resource profiles requested and that will be evaluated are the proposed resource leader and alternate. So there is no need to present the other team members that we would assign to the mandate?

A15: It is the bidder's decision to include relevant information that they deem important to their proposed plan.

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