



NATIONAL CAPITAL COMMISSION COMMISSION DE LA CAPITALE NATIONALE

TENDER ADDENDUM

REQUEST FOR STANDING OFFER AGREEMENT - PROFESSIONAL SERVICES IN STRUCTURAL ENGINEERING

NCC Tender File # AL1842

Date: November 29, 2022

ADDENDA À LA SOUMISSION

DEMANDE D'OFFRE A COMMANDES - SERVICES PROFESSIONNELS EN INGÉNIERIE STRUCTURALE

Numéro de demande de soumission de la CCN no.
AL1842

Date : 29 novembre 2022

ADDENDUM #: 1

The following shall be read in conjunction with and shall form an integral part of the Tender / Proposal and Contract Documents:

1. The bid closing date is extended to Tuesday, January 10, 2023 at 3:00pm EST.
2. Item 1.1 Instructions to Bidders, 2nd sentence is revised to read:
 - 1.1 ... Enquiries must be received no later than December 16, 2022 at noon to allow enough time to provide a response.
3. Question: If example projects have not reached substantial completion at the time of submission, will points be deducted in evaluation, or will the project be awarded no points?

There will be zero points assigned to that project. However, see next item below on completion period revision.
4. Item 6.2.2.3 Rated Requirement 3 – Example Projects, first sentence is revised to read:

The Bidder must provide the following, having achieved substantial completion (substantial completion in construction is the point when work is nearly complete, and the building or

ADDENDA n° : 1

Ce qui suit doit être interprété comme faisant partie intégrante de la proposition/appels d'offres et des documents relatifs au contrat :

- 1- La date de clôture des soumissions est prolongée jusqu'au mardi le 10 janvier 2023 à 15h00 HNE.
- 2- Item 1.1 Instructions aux soumissionnaires, 2^e phrase est révisée à lire :
 - 1.1 Toutes les demandes de renseignements doivent être reçues avant le 16 décembre 2022 à 12h00 afin de laisser suffisamment de temps pour y répondre. ...
- 3- Question : Si des exemples de projets n'ont pas atteint le stade de l'achèvement substantiel au moment de la soumission, des points seront-ils déduits lors de l'évaluation, ou le projet ne recevra-t-il aucun point ?

Aucun point ne sera attribué à ce projet. Cependant, voir le point suivant sur la révision sur la période d'achèvement.
- 4- Exigence cotée 3 — Exemples de projets, première phrase est révisée à lire :

Le soumissionnaire doit fournir les éléments suivants, après avoir atteint l'achèvement substantiel (l'achèvement substantiel en construction est le moment où les travaux sont presque terminés et où le bâtiment ou l'actif d'ingénierie peut être occupé ou utilisé comme prévu) au

engineering asset can be occupied or used as intended) within the past ten (10) years prior to bid closing.

5. Item e. of 2.7.1 Mandatory SOA holder service requirements is revised to read:

e. The SOA Consultant in stream 2 (S2) must be familiar with the Federal Heritage Buildings Review Office (FHBRO) <https://www.pc.gc.ca/en/culture/beefp-fhbro/> , the Federal Land Use and Design Transaction Approval (FLUDTA) process <https://ncc-ccn.gc.ca/business/federal-land-use-design-and-transaction-approvals> , land access permit and the implications of their work with respect to the Canadian Environmental Protection Act.

6. Appendix 7 Fee Schedule is revised to reflect appropriate weightings on estimated hours (for bid evaluation and bidder ranking purposes only). Note that the previous Fee Schedule form has been superseded and is no longer valid.

cours des dix (10) dernières années avant la clôture d'offre.

- 5- Item e. de l'item 2.7.1 Exigences obligatoires de service des détenteurs de convention, est révisé à lire :

e. Le consultant dans le volet 2 (V2) doit connaître le Bureau d'examen des édifices fédéraux du patrimoine [Bureau d'examen des édifices fédéraux du patrimoine - Culture et histoire \(pc.gc.ca\)](http://www.pc.gc.ca/culture-et-histoire) (BEEFP), le processus d'approbation fédérale de l'utilisation du sol, du design et des transactions immobilières [Approbation de la CCN pour les projets dans la capitale - Commission de la capitale nationale \(ccn-ncc.gc.ca\)](http://www.ncc-ccn.gc.ca/business/federal-land-use-design-and-transaction-approvals) (AFUSDTI ou FLUDTA, en anglais), le permis d'accès au terrain et les implications de son travail par rapport à la Loi canadienne sur la protection de l'environnement.

- 6- L'annexe 7 Grille tarifaire est révisée afin de refléter une pondération appropriée des heures estimés (pour but d'évaluer et classer le soumissionnaire seulement). Veuillez noter que la grille tarifaire émise auparavant a été remplacée et n'est plus valide.

Allan Lapensée
Senior Procurement Advisor
Procurement Services
Corporate Services Branch

Allan Lapensée
Conseiller principal à l'approvisionnement
Services de l'approvisionnement
Direction des services généraux

APPENDIX 7 FEE SCHEDULE (REVISED BY ADDENDUM #1)

CLASSIFICATION OF PERSONNEL, AND, TRANSLATION SERVICES	UNIT RATES FOR YEAR 1 (\$/HOUR) (A)	WEIGHT FACTOR (HOURS) (B)	TOTAL (\$) (A x B)
Principal Engineer Level F	\$ / hr	40	
Senior Engineer Level E	\$ / hr	100	
Intermediate Engineer Level D	\$ / hr	250	
Junior Engineer	\$ / hr	250	
Technologist Level D	\$ / hr	300	
Draftsman/CAD Operator	\$ / hr	400	
Construction Supervisor	\$ / hr	150	
Bid Total excluding taxes:			

Failure to include an appropriate unit rate for each item of the Fee Schedule outlined above will lead to the disqualification of the proposal

Firm Name _____

Submitted by / Signature _____

Date _____

Note: by signing this form, this individual confirms they have the authority to legally bind the firm.

Hourly/unit rates must be stated in Canadian dollars.

- The following costs shall be included in the hourly rates, and shall not be reimbursed separately:
 - Travel and travel-related expenses within the National Capital Region (e.g. Gatineau, Ottawa and surrounding areas), including:
 - I. travel time
 - II. travel fare
 - III. mileage
 - IV. parking fees
 - V. taxi charges
 - Reproduction and delivery costs of drawings, CADD files, specifications and other technical documentation specified in the TOR;
 - Standard office expenses: Photocopying, computers, internet, cellular phones, long-distance telephone calls and faxing (including that between the Consultant's main office and branch offices and between the Consultant's offices and other team members' offices).
 - Courier and delivery charges for deliverables specified in the TOR;
 - In-house computer work station;
 - Plotting charges;
 - Presentation materials;
 - Rental of office space; and
 - Any other expense identified in the TOR that the NCC will not pay for.

- The following disbursements are not to be included in the hourly rates. When pre-approved by the NCC Design Lead they will be reimbursed to the consultant at actual cost or as described below:
 - Extraordinary reproduction and delivery costs of drawings, documents, presentation material, CADD files, specifications and other Technical Documentation, to comply with NCC requests;
 - Extraordinary transportation costs for material samples and models additional to that specified in the Terms of Reference;
 - Fees for approvals and permits to conduct field investigations and material testing;
 - Extraordinary travel and accommodation requirements requested by the NCC shall be reimbursed in accordance with the current Treasury Board Travel Policy;
 - Other extraordinary disbursements provided they are:
 - reasonably incurred by the Consultant
 - related to the services required for a call-up

In all such cases, extraordinary requirements should be described and estimated in the Terms of Reference for the call-up, or, if their need is only identified during the call-up, formalized and approved in writing in advance by the NCC Design Lead.

- All payable disbursements must be itemized and supported by receipts where possible.