


RETURN PROPOSALS TO:

Parks Canada Agency Bid Receiving Unit
National Contracting Services

Bid Fax: 1-855-983-1808

Bid Email: soumissionsami-bidsrpc@pc.gc.ca

This is the only acceptable email address for responses to the proposal solicitation. Proposals submitted by email directly to the Contracting Authority or to any other email address will not be accepted.

The maximum email file size is 15 megabytes. The Parks Canada Agency (PCA) is not responsible for any transmission errors. Emails with links to proposal documents will not be accepted.

REVISION 002 TO A REQUEST FOR PROPOSAL

The referenced document is hereby revised; unless otherwise indicated, all other terms and conditions remain the same.

Issuing Office:

Parks Canada Agency
National Contracting Services
Calgary, AB

Title: Staff Housing Assessment & Design - Southwest Northwest Territories Field Unit	
Solicitation No.: 5P468-22-0220/A	Date: January 18, 2023
Amendment No.: 002	
Client Reference No.: 2335	
GETS Reference No.: PW-22-01018000	

Solicitation Closes: At: 2:00 PM On: January 31, 2023	Time Zone: MST
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F.O.B.: Plant: <input type="checkbox"/> Destination: <input checked="" type="checkbox"/> Other: <input type="checkbox"/>	
Address Enquiries to: Jen Maheu	
Telephone No.: 587-432-8458	Fax No.: 1-855-983-1808
Email Address: jennifer.maheu@pc.gc.ca	
Destination of Goods, Services, and Construction: See Herein	

TO BE COMPLETED BY THE BIDDER

Vendor/ Firm Name:	
Address:	
Telephone No.:	Fax No.:
Name of person authorized to sign on behalf of the Vendor/ Firm (type or print):	
Signature:	Date:

Amendment 002

This amendment is raised to extend the solicitation closing date, distribute the participants list, minutes and questions and answers from the bidders' conference on January 9, 2023, replace the Appendix D- Statement of Work and replace the Appendix C – Price Proposal Form.

A. SOLICITATION CLOSING DATE

The closing date for solicitation 5P468-22-0192/A is extended from January 24, 2023 to **January 31, 2023 at 2:00PM Mountain Standard Time (MST)**.

B. BIDDERS' CONFERENCE PARTICIPANTS

Vendor	Representative's Name(s)
Williams Engineering	Neil Paddock
EXP	Sohini Sarvaiya Amir Hassan
Stantec Consulting Ltd.	Tanya Doran Brandon Morris
Entuitive	Stephen Cohos Andrew Van Bakel
Read Jones Christoffersen Ltd. (RJC)	Jamie Murphy
Sustainable Projects Group	Adam Trovato

C. MINUTES

Proposal documents to be submitted to bid receiving email or fax on cover page of RFP only

Submission 1 – Technical Evaluation

- Team Identification - Appendix A
- Declaration/Certifications Form - completed and signed - form provided in Appendix B
- Integrity Provisions – link to documentation to be submitted is located in Appendix E -SRE 3
- Proposal - one (1) electronic copy
- Front page of RFP
- Front page(s) of any solicitation amendment

Proponents should also note the following:

- There is a page limit of 20 pages for the Rated Requirements
- Submission Requirements and Evaluation (SRE) section in Appendix E outlines the mandatory requirements and rated requirements
- Rated requirements include: Achievements of Proponent on Projects, Design Philosophy / Approach / Methodology
- Please review the SRE section for further details
- Proponents **must** achieve a minimum Technical Rating of fifty (50) points out of the hundred (100) points in order to have their price proposal submission evaluated

Submission 2 – Price

THE ATTACHED PRICE PROPOSAL FORM MUST BE USED IN ORDER FOR A PROPOSAL TO BE DEEMED RESPONSIVE. ANY PROPOSALS SUBMITTED USING THE PREVIOUS APPENDIX C - PRICE PROPOSAL FORM WILL NOT BE ACCEPTED.

D. QUESTIONS & ANSWERS

Q1. Are there requirements for the LCC template or demonstration calculations? For example, a specific calculation tool? There is an appendix B mentioned in the statement of work.

A1. Appendix B was issued as part of Amendment 1.

Q2. Were the missing documents available elsewhere on the RFP website? For example, building photos, maps, plans, and inspection report, mentioned in the statement of work.

A2. Building photos and basic information was included in Amendment 01; In lieu of maps, we provided addresses; "plans" were not listed as part of the additional information that was going to be provided, and we do not have any floor plans; and, Inspection reports will be provided to the successful consultant. A list of those reports are included here for reference:

- **Appraisals** (Fort Chipewyan): 113A McDermott, 113B McDermott, & 105 Evans Cres
- **Inspections** (Fort Chipewyan): 113A & 113B McDermott, 105 Evans Cres, & 124 McKenzie Dr
- **Appraisals** (Fort Simpson): 9602 102 Street, 9701A 101 Street, 10102 95 Street
- **Inspections** (Fort Simpson): 9710A & 9710B 101 Street, 10102 95 Street
- **Appraisals** (Fort Smith): 13 & 18 McDougall Rd
- **Inspections** (Fort Smith): 13, 14, 15, 18, & 30 McDougall Rd

Q3. What will be the basis for regular meeting through design? Monthly? Bi-monthly?

A3. Typically, meetings are virtual and bi-weekly, though they will be adjusted as needed.

Q4. Are the sustainability requirements for diverting materials from landfill applicable in the communities named? Can this requirement be removed from the statement of work to make way for more practical and effective sustainability measures adapted to the community?

A4. The specific requirement to divert 75% can be removed, but a requirement to divert waste from the landfill should still be included, as there are some opportunities (Eg. Reuse of windows by others, or materials that can be salvaged for re-use on this project, etc.). Additionally, as the construction & repair work will likely take place over a number of years, the availability of diversion opportunities may increase. It would be useful during investigation & design, to discuss & consider what options are possible for each community.

Q5. Need drawings, photos and areas (floor plan areas and number of floors) for each house to price this.

A5. Photos, floor areas, and number of floors were provided in Amendment 1. We do not have drawings for these houses, and that is why the successful consultant is required to do a site visit to each house.

Q6. As part of the building condition assessment and assembly confirmation, is the design team required to engage with a local contractor for any exploratory openings & repair or will a contractor be provided by Parks? We believe exploratory openings will be required unless there are any drawings available of the existing houses. Openings will be required to confirm structure, insulation type/thickness, air vapour barrier materials/conditions. Will there be someone available to assist with making openings as required.

A6. Parks will coordinate a contractor or PCA employee to do this work.

Q7. Do they want us to include for confirmation testing during construction, or are they asking us to include that requirement in the design?

A7. At this time, Construction Administration is not part of the consultant's contract, so we want to discuss our best options for testing requirements by the contractor during construction. What is practical for a contractor to do in these communities to show that the work has been done as required.

Q8. Civil engineer assessment needs to be completed when there isn't snow on the ground. Exterior grading will be hard to review in February/March if snow covered. Do we have recent good quality pictures of the grading conditions?

A8. We will review our files to see what information or photographs we already have. Some information may be included in the inspections that we have for some houses. We acknowledge that some information and assessments may be difficult to complete before the end of March, and we can discuss options during the investigation & design phases.

Q9. Appendix D – Statement of Work, Section 9 Schedule: Looking to extend of work and scope requirements, March 31,2023 is a very tight deadline to achieve, is it possible to extend this timeline? If not, is there any particular reason to complete the scope by March 31, 2023?

A9. March 31st is the Federal Government's fiscal year end, and the funding we have been provided for the design work on this project has to be spent by then. We recognize that all of the required & optional services cannot be completed by March 31st, but we will work with the successful proponent to get as much done as we can. The Required and Optional services have been revised to better reflect the amount of work that can be completed prior to March 31st.

Q10. The scope notes dimensions of house, windows, doors, etc. Is the intention to have this outlined via drawings in the condition reports?

A10. We would like to have as much detail as possible for ordering material such as windows and doors. It can be outlined in whatever manner makes the most sense, such as a window & door schedule.

Q11. What is the current construction budget for the full scope of work – retrofit of the 14 houses

A11. There is no current budget for construction. We are uncertain of the full scope of work that may be required for each house, and the intent is that this will help us budget for what is needed rather than trying to fit the work with a particular budget. Additionally, we imagine the work being done over multiple years.

Q12. Appendix A - Team Identification only includes prime + mechanical. We are looking at a larger grouping of sub consultants: hazardous assessment, electrical, cost consultant, architect. What is the appropriate way to include these in the bid form/proposal?

A12. Any additional sub-consultants can be included in your proposal and do not need to be included on the Appendix A – Team Identification Form

Q13. Is hazard assessment provided by Parks or does the Prime need to source and provide pricing to engage a hazardous material consultant?

A13. This work is the responsibility of the consultant. We have a report from an Environmental Site Assessment for the following 6 houses in Fort Smith. Other than the asbestos containing flooring noted below no other hazardous materials were reported. Please note the original scope of work document stated we had reports for 7 houses this was incorrect.

- i. 13 McDougal Road – Asbestos in flooring and adhesive in 2 rooms
- ii. 14 McDougal Road – Asbestos in flooring and adhesive in 2 rooms
- iii. 15 McDougal Road – Asbestos in flooring and adhesive in 4 rooms
- iv. 18 McDougal Road – Asbestos in flooring and adhesive in 2 rooms
- v. 30 McDougal Road – Asbestos in flooring and adhesive in 3 rooms
- vi. 34 Polar Crescent – Asbestos in flooring and adhesive in 3 rooms

Q14. Were the original assessments non-destructive and therefore the insulation was not likely included? Do you have any sense about whether there would be vermiculite in these houses?

A14. That is correct, the insulation has not been inspected. It is unknown whether vermiculite could be found in these houses.

Q15. Is there any possibility that we would be considering additional requirements from the Parks Canada Green Building Directive, Part 6 in the retrofit options exercise?

A15. No, while the Green Building Directive has not yet been rescinded, please refer to the Greening Government Strategy which is available online at <https://www.canada.ca/en/treasury-board-secretariat/services/innovation/greening-government/strategy.html>

Q16. How should the construction documents be provided? You don't want a full set of drawings & specifications?

A16. Parks is open to suggestions about the best way to present this information. There may need to be floor plans, elevations, and/or building sections to present the required information, but it can also be provided in a less formal manner as long as it is clear what materials and equipment are required, and how they must be installed in order to achieve the project goals.

Q17. If a full set of drawings is not required, applying for permits may be challenging since they usually require that a floor plan be included.

A17. Reviewing the bylaws for each of the communities, development permits for renovations are required only for structural alterations, additions, or change of use. Parks Canada does not intend to include any additions or change of use. The consultant shall determine whether any of the houses require structural alterations, and then generate the appropriate documentation required for the Development Permit(s).

Q18. Can you confirm if bidding and/or construction phases are included as part of this project?

A18. They are not included

Q19. Without a consultant during construction, alternate materials and products could be chosen that will not meet the energy requirements as designed, how will this be addressed?

A19. When materials and product requirements are listed, they will need to include the required details for comparison such as U Value, size, R value, etc... as well as an example(s) of products that meet those requirements.

Q20. Without a consultant during construction, how will things like installation details be confirmed?

A20. At this point, we haven't considered what the construction phase will look like, but it is likely to be completed in pieces. Once the construction documents and estimate are completed, it will provide Parks with the opportunity to determine how best to move forward.

Q21. What is the budget for construction?

A21. We do not currently have a budget for construction, this design project will help inform our budget.

Q22. Are these buildings Part 9?

A22. They are Part 9 as they are single family homes

Q23. To what extent are you considering mechanical & electrical upgrades? Will things stay basically the same but improved, or are you considering things like solar power ready or geothermal heating?

A23. At this point, there is no intent to look at systems such as solar power or geothermal, or to switch out existing furnaces and boilers to higher efficiency units at this time. The scope of work does however include the addition of HRV or ERVs as the airtightness of the houses is expected to be improved dramatically. Whatever is considered must be low maintenance and should be able to be repaired and maintained by local contractors. Fort Smith is a hydro power community and if heating requirements can be reduced sufficiently to make electric heat practical this can be considered.

Q24. Net Zero and net zero ready may be a challenge to achieve in these communities.

A24. It is understood that achieving net zero or even net zero ready will be a challenge, our goal is to optimize the energy efficiency gains with life cycle cost.

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Contracting Authority:
Jen Maheu

Ver.02.08.21

Client Reference No.:
2335

Title:
Staff Housing Assessment & Design - Southwest Northwest Territories Field Unit

Q25. What happens on March 31st if the work is not completed?

A25. During the call, it was stated that work would be put on hold if we reached March 31st with no additional funding, that answer is rescinded. We have revised our Required and Optional Services in order to better reflect the amount of work that can be completed by March 31st. We anticipate knowing before March 31st if additional funding is available and at that point we will be able to confirm if any optional services will be exercised.

Q26. What level of air tightness testing (ASTM E779)

A26. Parks does not currently have a requirement related to the standard implemented, though ASTM E779 is an appropriate option. CAN/CGSB-149.10-2019 is also a good option. The goal is to know the ACH at 50Pa value and the natural infiltration of the envelope.

Q27. "Analysis" for the options – Does the client require an Energy Audit or Utility Analysis of each house for the purpose of this scope of work?

A27. Energy Audits or Utility Analysis are not required per se, other than what may be required to complete the LCCA.

E. APPENDIX D – STATEMENT OF WORK

Delete: *Appendix D - Statement of Work EN.pdf* in its entirety

Replace with: *Appendix D - Statement of Work EN R1.pdf* (in folder *Appendices3_22-0220.zip*)

Changes are shown in red.

F. REQUEST FOR PROPOSAL, APPENDIX C – PRICE PROPOSAL FORM (SEE FOLLOWING PAGE)

THE ATTACHED PRICE PROPOSAL FORM MUST BE USED IN ORDER FOR A PROPOSAL TO BE DEEMED RESPONSIVE. ANY PROPOSALS SUBMITTED USING THE PREVIOUS APPENDIX C - PRICE PROPOSAL FORM WILL NOT BE ACCEPTED.

CHANGES ARE SHOWN IN RED.

Delete: *Appendix C – Price Proposal Form* in its entirety

Replace with:

(See next page)

ALL OTHER TERMS & CONDITIONS REMAIN UNCHANGED.

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APPENDIX C - PRICE PROPOSAL FORM

INSTRUCTIONS: Complete this Price Proposal Form and submit to the bid fax or email designated on the Front Page "Request for Proposal" for the receipt of the proposals with the Name of Proponent, Name of Project, PCA Solicitation Number, and the words "PRICE PROPOSAL FORM" typed on the fax cover page or email subject line. Price Proposals are not to include Applicable Taxes.

PROPOSERS SHALL NOT ALTER THIS FORM

Project Title: Staff Housing Assessment & Design - Southwest Northwest Territories Field Unit

Name of Proponent:

The following will form part of the evaluation process:

1. REQUIRED SERVICES

Fixed Fee ([R1230D](#) (2018-06-21), GC 5 - Terms of Payment)

Required Services including all related costs, services and deliverables to complete the services specified in the Project Brief and in the RFP documents:

SERVICES	FIXED FEE
RS 1 Housing Condition Assessment, Options Analysis & Report - Fort Chipewyan	\$.....
RS 2 Life Cycle Cost Analysis – Fort Chipewyan	\$.....
RS 3 Development of Retrofit Construction Documents & Final Construction Package – Fort Chipewyan	\$.....
TOTAL FEE FOR REQUIRED SERVICES	\$.....

2. OPTIONAL SERVICES

Optional Services including all related costs, services and deliverables to complete the services specified in the Project Brief and in the RFP documents:

OS 1 Baseline Air Tightness Testing and Thermal scans for air leaks as part of the Housing Condition Assessment - Fort Chipewyan	\$.....
OS 2 Housing Condition Assessment, Options Analysis & Report – Fort Smith & Fort Simpson	\$.....
OS 3 Baseline Air Tightness Testing and Thermal scans for air leaks as part of the Housing Condition Assessment - Fort Smith & Fort Simpson	\$.....

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OS 4 Life Cycle Cost Analysis – Fort Smith & Fort Simpson	\$.....
OS 5 Development of Retrofit Construction Documents & Final Construction Package – Fort Smith & Fort Simpson	\$.....
TOTAL FEE FOR OPTIONAL SERVICES	\$.....

TOTAL COST OF SERVICES FOR PROPOSAL EVALUATION PURPOSES

TOTAL FEE FOR REQUIRED SERVICES	\$.....
TOTAL FEE FOR OPTIONAL SERVICES	\$.....

TOTAL EVALUATED FEE \$.....