



RETURN ARRANGEMENTS TO:

Parks Canada Agency

Bid E-mail Address:

archeologie-archaeology@pc.gc.ca

This is the only acceptable email address for responses to the Request for Supply Arrangement. Arrangements submitted by email directly to the Supply Arrangement Authority or to any other email address will not be accepted.

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**REVISION 004 TO A
REQUEST FOR SUPPLY
ARRANGEMENT**

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
Cornwall, ON

Title: Terrestrial Archaeology Services – Supply Arrangement	
Solicitation No.: 5P300-23-0054/A	Date: May 23, 2024
Amendment No.: 004	
Client Reference No.: n/a	

Solicitation Closes: At: 2:00 PM On: December 31, 2100	Time Zone: EST
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F.O.B.: Plant: <input type="checkbox"/> Destination: <input checked="" type="checkbox"/> Other: <input type="checkbox"/>
Address Enquiries to: Nicholas Moïse
Telephone No.: 343-585-4589
Email Address: nicholas.moise@pc.gc.ca
Destination of Goods, Services, and Construction: See herein

TO BE COMPLETED BY THE BIDDER

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

Solicitation No.:
5P300-23-0054/A

Amendment No.:
004

Contracting Authority:
Nicholas Moïse

Client Reference No.:
n/a

Title:
Terrestrial Archaeology Services – Supply Arrangement

Amendment 004

This amendment is raised to:

- A. Distribute information from the Suppliers' Conference held on April 4, 2024.

A. Supplier's Conference

1. Supplier's Conference Attendees

Supplier	Representative's Name
Ember Archaeology	Corey Cookson
Truelle et Cie Inc.	Désirée-Emmanuelle Duchaine
Archer CRM Corp.	Mark Locicero
Archer CRM Corp.	Robin Elson
Davis MacIntyre & Associates	April MacIntyre
Artefactuel	Louis Gilbert
Cultural Resource Management Group Ltd.	Kyle Cigolotti
Cultural Resource Management Group Ltd.	Shannon Stevenson
WSP Canada Inc.	Henry Cary
WSP Canada Inc.	Natalya Guttin
WSP Canada Inc.	Michael Teal
WSP Canada Inc.	Darryl Kelman
WSP Canada Inc.	Patrick Young
Matrix Heritage	Ben Mortimer
ATL Group	Mike Markowski
Artefacturbain	Marie-Anne Paradis
Artefacturbain	Joey Leblanc
Stantec Consulting	Leslie J (Butch) Amundson
Stantec Consulting	Michael Rooney
Stantec Consulting	Sean McKnight
Stantec Consulting	Murray Lobb
Stantec Consulting	Mariann Vincze
Stantec Consulting	David Laroche
Stantec Consulting	Alicia Chang
ARCH Airworks Inc.	Nick Kuncewicz
Ecoarc Consulting Ltd	Paul Ewonus
Colbr Consulting Inc.	Chelsea Colwell-Pasch
Synergy Land and Environmental Services	Trevor Peck
Irvin Heritage	Thomas Irvin

Contact information for the attendees are available upon request and approval from the vendors.

2. Questions and Answers

Q10. Can you please confirm what forms are required as part of the submission?

A10. Completed and signed cover page of the Request for Supply Arrangement (RFSA), and any associated amendment.

Information as outlined in Annex B – Technical Evaluation and Submission Requirements; Specifically, Sections 2. Supplier Identification and 2.1 Region Selection.

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Checklists are provided under 3.1.3, 3.2.2, and 4.3 for what is required (e.g., Appendices 1 and 2) for key personnel (i.e., Principal Investigator, Lab Supervisor) and Supplier experience (e.g., historical research example, archaeological report examples).

Annex C – Former Public Servant
Annex D – List of Names for Integrity Verification Form

Once the evaluation of the above information is completed, we will request additional information to ensure that security requirements are met as outlined in Sections 1.2.1 Security, 1.3 Security Requirements, and 6.2 Security Requirements.

- Q11.** Should we be submitting signed cover pages from amendments that have been issued after a Supply Arrangement submission, to acknowledge receipt of the amendments?
- A11.** Not necessarily. If additional information is required after a submission and during the evaluation, we would reach out to Suppliers requesting the additional information.
- Q12.** What is the anticipated turn-around for review of our submission, requests for any additional documentation/information, and the implementation of a Supply Arrangement?
- A12.** There are many components to completing an evaluation and awarding a Supply Arrangement. There are no set timelines or due dates.
- Q13.** The submission of CVs is required for Principal Investigators and Lab Supervisors. Do you require a full CV or would you prefer a two (2) page CV.
- A13.** We are asking for the most recent and applicable CVs. Additional pages beyond two (2) is acceptable, as long as it demonstrates applicable, recent and transferable work experience. CVs need to support experience and relate to Appendix 1 and 2.
- Q14.** If a person has experience in multiple regions do you want to see their resumes in each region separately or just once?
- A14.** We would accept either one (1) CV covering multiple regions, or separate CVs for each region.
- Q15.** For Appendix 2 (individual work experience), do we submit one (1) Excel sheet with tabs for each individuals, or multiple Excel sheets ?
- A15.** Yes, one (1) excel sheet with tabs at the bottom is sufficient.
- Q16.** In Section 4. Supplier Experience of Annex B – Technical Evaluation & Submission Requirements, must we submit four (4) full reports, or just project summaries?
- A16.** Full reports are required for the three (3) archaeological reports. A maximum of three (3) pages must be submitted for the historical research in primary documents example.
- Q17.** In Section 4. Supplier Experience of Annex B – Technical Evaluation & Submission Requirements, must we submit four (4) reports and three (3) references by region separately, or by Supplier ?
- A17.** No. That is not our expectation. We would require (1) historical research and (3) archaeological reports per submission, but not necessarily for each region.
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- Q18.** Can non-archaeological personnel be added (for example Geographic Information System (GIS) support)? Especially if the need is demonstrated on a particular project during a solicitation process?
- A18.** Yes, they can be included. For the RFSA, we are assessing and qualifying Principal Investigators and Lab Supervisors only. If a particular project needs other areas of support or specialties, it will be indicated for that specific project.

ALL OTHER TERMS & CONDITIONS REMAIN UNCHANGED.