



**RETURN BID TO:**  
**RETOURNER LES SOUMISSIONS A:**  
RCMP / GRC  
Procurement & Contracting Services  
c/o Commissionaires, F Division  
6101 Dewdney Avenue  
Regina, SK S4P 3K7

or

Facsimile: 306-780-5232

**REQUEST FOR QUALIFICATIONS**  
**DEMANDE DE QUALIFICATION**

**Comments – Commentaries**

THIS PROCESS HAS A SECURITY REQUIREMENT

LE PRÉSENT DOCUMENT COMPORTE UNE EXIGENCE EN  
MATIÈRE DE SÉCURITÉ

<b>Title-Sujet:</b> Upgrade Exterior Drainage System, Onion Lake, SK		<b>Date</b> 24 April 2024
<b>Solicitation No. – N° de l'invitation</b> M5000-22-5046/C		
<b>Client Reference No. - No. De Référence du Client</b> 202205046		
<b>Solicitation Closes –L'invitation prend fin</b>		
<b>At/à:</b>	2:00 pm	Central Standard Time
<b>On/le:</b>	<b>09 May 2024</b>	
<b>Destination of Goods and Services – Destinations des biens et services</b> Two Government of Canada Buildings Onion Lake, SK		
<b>Instructions</b> See herein — Voir aux présentes		
<b>Address Enquiries to - Adresser toute demande de renseignements à</b> Teresa Hengen teresa.hengen@rcmp-grc.gc.ca		
<b>Telephone No. – No. de téléphone</b> 639-625-3449	<b>Facsimile No. – No. de télécopieur:</b> 306-780-5232	
<b>Delivery Required - Livraison exigée:</b> See herein — Voir aux présentes	<b>Delivery Offered - Livraison proposée</b>	
<b>Vendor/Firm Name, Address and Representative – Raison sociale, adresse et représentant du fournisseur/de l'entrepreneur:</b>		
<b>E-mail-Courriel</b>		
<b>Telephone No. – No. de téléphone</b>	<b>Facsimile No. – No. de télécopieur</b>	
<b>Name and title of person authorized to sign on behalf of Vendor/Firm (type or print) – Nom et titre de la personne autorisée à signer au nom du fournisseur/de l'entrepreneur (taper ou écrire en caractères d'imprimerie)</b>		
<b>Signature</b>	<b>Date</b>	



## IMPORTANT NOTICE TO BIDDERS

This bid solicitation cancels and supersedes previous bid solicitation number M5000-22-5046/B dated 01 June 2023 with a closing of 15 June 2023 at 2:00 PM CST. A debriefing or feedback session will be provided upon request to bidders/offerors/suppliers who bid on the previous solicitation.

## TWO PHASE SELECTION PROCESS

This is the first phase (Phase one) of a two-phase competition: the first phase will evaluate the qualifications of all bidders; second phase (Phase two) will invite the qualified bidders to provide a financial bid on the project based on the specifications and drawings. Upon award of contract in Phase Two the pre-qualification list will be terminated, no additional contracts will be awarded.

### Terms of use for interested businesses lists

Learn more about the terms of use for a list of businesses that are interested in partnering on an active tender opportunity. CanadaBuys provides a way for businesses to let others know if they are interested in partnering on an active tender opportunity. Businesses do this by adding their contact information to a list of interested businesses. Their contact information is published and publicly available on the CanadaBuys website. Consult the guide on [how to signal your interest in partnering for an active tender](#) to learn more.

This service is only available on CanadaBuys. It only includes businesses that have viewed tender opportunities and expressed their interest on this website and not businesses that may have done so through a third-party service provider (such as MERX or biddingo). A list of interested businesses is not part of the official tender solicitation package and is not available in the open tenders data file.

The list of interested businesses for a specific tender opportunity does not replace or affect the processes in place for that opportunity. Businesses must still respond to bid solicitations and compete based on established bid criteria.

### Participating in a list of interested businesses

Public Services and Procurement Canada (PSPC), on behalf of the Government of Canada, manages the lists of interested businesses. The self-identified businesses acknowledge and agree that PSPC reserves the right, at its sole discretion and without notice, to remove or exclude businesses from the lists that:

- provide or are likely to provide sexually exploitative or sexually explicit entertainment, products or services
- market products or services that are illegal or restrained by court order (e.g., court order on the right of a company to use a trademark)
- misrepresent the company name or first and last name fields and/or include superfluous marketing material
- may be, or whose activities may be, inconsistent or not compliant with federal or provincial legislation, policies or programs

### Removing or editing a business listing

Businesses can only edit or remove their business name and contact information from the list of interested businesses while the associated tender is active. When the tender closing date has passed, the list remains visible but cannot be changed. No contacts can be added or removed. The list will be unpublished once the tender is awarded, cancelled or expired and the tender notice is archived. Archived information cannot be altered or updated according to Government of Canada standards.

Businesses complete an online form to submit their information to join the list of interested businesses for a specific tender. After the form is submitted businesses receive a confirmation email with a link to they can use to view, edit or remove their interested business listing. Businesses should keep this email so they can edit or delete their listing at a later date.

[Learn more about how to edit a business listing.](#)



Businesses that no longer have the original confirmation email can contact the [Service Desk](#).

### **Accuracy of information**

Businesses provide information on a voluntary basis and are responsible for ensuring it is accurate and reliable. PSPC is not responsible for the accuracy or the reliability of the contents in any of the lists of interested businesses.

### **No endorsement**

Businesses voluntarily add their contact and social media information on a list of interested businesses. The list is provided solely for the convenience of businesses. PSPC does not:

- offer any guarantee in that regard, or any other regards and is not responsible for the information found through these links
- endorse businesses that are found on any lists
- take any responsibility for the re-use of the information by any organization or entity

### **Accepting these terms of use**

Businesses access to, and use of, the list of interested businesses associated to any active tender notice is subject to their acceptance of the above terms of use.

PSPC may, at its sole discretion, change, add, or remove all or any part of the terms of use from time to time. These changes shall become part of the terms of use and shall be effective as soon as the revised version is published on CanadaBuys.

PSPC will inform businesses when a revised terms of use is published by posting a news article and sending an email notification.

### **DEBRIEFING**

Should a bidder desire a debriefing, the bidder should contact the person identified on the front page of the RFP within 15 working days of the notification of the results of the solicitation. The debriefing will include an outline of the strengths and weaknesses of the submission, referring to the evaluation criteria. The confidentiality of information relating to other submissions will be protected. The debriefing may be provided in writing, by telephone or in person.

### **LIST OF PRE-QUALIFIED BIDDERS**

A list of pre-qualified bidders from Phase One will not be released. Contract award notice of the successful bidder of Phase Two will be posted on <https://canadabuys.canada.ca>



## INSTRUCTIONS TO BIDDERS

1. This is a two phase selection process. Bidders responding to this selection process are requested to submit a bid in two phases. Phase One bid covers only the qualifications and experience of the Bidder. Following the evaluation of the submissions, Bidders will be advised of their standings. Phase Two Bidders will be provided an Invitation to Tender (ITT) for the financial evaluation in relation to the specifications and drawings. Please refer to sample ITT attached.

2. ENQUIRIES: All enquiries are to be submitted to the Contracting Authority:

Teresa Hengen, Telephone: (639) 625-3449, Facsimile: (306) 780-5232  
or by email at [teresa.hengen@rcmp-grc.gc.ca](mailto:teresa.hengen@rcmp-grc.gc.ca)

Enquiries are to be made in writing and should be received no less than seven (7) working days prior to the closing date to allow sufficient time to respond.

3. Appendix 1 – Phase One Qualification Form must be submitted ONLY to the RCMP Bid Receiving Unit by the date, time and place indicated on page 1 of the Request for Qualifications. The RCMP will not assume responsibility for submissions directed to any other location.

Submissions received by fax will be accepted as official and must meet the following requirements:

- a. Must be completed on Appendix 1 - Phase One Qualification Form and sent along with the completed front page of the Request for Qualifications.
  - b. Must indicate:
    - Solicitation number; and
    - Name of Bidder.
4. Appendix 1 – Phase One Qualification Form, front page of the Request for Qualifications and any required associated document(s) submitted by courier, shall be enclosed and sealed in an envelope with the following information clearly printed or typed on the face of the envelope:
    - Phase One Qualification Form;
    - Solicitation Number; and
    - Name of Bidder.

Due to the nature of the Request for Qualifications, ORIGINAL submissions transmitted by e-mail to the RCMP will not be accepted.

The first page of all amendment(s) that have been duly signed/initialed verifying proof of receipt or written acknowledgement of receipt of amendments should be submitted with the bid but may be submitted afterwards. If any amendment(s) are not acknowledged as requested, the Contracting Authority will inform the Bidder of a time frame within which to provide the information. Failure to provide the documentation within the time frame specified will render the bid non-responsive.



## APPENDIX 1 – PHASE ONE QUALIFICATION FORM

**Description:** This project involves but not limited to:

- o Set up as site start up meeting with all the parties involved which includes the site authority, Asset Management. A work schedule will need to be provided by the contractor for the parties review.
- o Remove exterior structures that will limit the access to the buildings foundations area this includes but is not limited to fences, sidewalk blocks, air conditioning units and deck structures. These structures will be required to be put back in place upon completion. (Temporary access to residence will be required while the work is being complete)
- o This includes requesting locates prior to digging and following the guidelines provided by the service providers.
- o Dig ditch around the foundation placing fill in designated area. Site authority and Senior Asset Manager to approve.
- o Remove existing gravel, weeping tile and any other material to gain access to the buildings foundation and dispose of all products should be done as outlined by current federal and provincial regulations. Items should be recycled or recaptured whenever possible.
- o Wash and prepare exterior wall for sealant. This includes filling any cracks in the foundation with the appropriate fillers and caulking. Compact the soil in the base of the trench prior to installation of new product.
- o Apply Adhesive and secure the waterproofing membrane to the exterior of the basement foundation as outlined by the manufacture of the product.
- o Place down landscaping material (to be wrapped around rock) to act as break between the clean rock material (less than 1" in diameter) and existing dirt.
- o Weeping tile shall be laid on undisturbed or well compacted soil so that the top of the tile is below the bottom of the floor slab and proper grade established.
- o Place socked weeping tile (no less than 4" in diameter) in the existing clean rock bed around the perimeter and ensure proper grading is in place. Connect weeping system to the sump pit inside and ensure all connections are secure and working properly.
- o Inspection of the membrane and weeping system to be completed at this time by the Senior Asset Manager prior to the contractor wrapping the weeping system and back filling. The Senior Asset Manager will plan to be on site for this inspection, based on schedule provide by contractor, to sign off on the work completed.
- o After sign off finalized and the Senior Asset Manager is assured things have been completed as outlined back filling can be initiated.
- o Place more clean rock (minimum 3" on top of the tile) covering the weeping material and then fold the landscape material to ensure the clean rock stays free from small particles such as dirt.
- o Place fill and ensure that care is taken to compact the product every 12" by machine. Ensure proper grading from the foundation is in place for a minimum of 5 feet sloping away from the existing structure to assure proper drainage.
- o Replace/ reinstall any product that was removed to gain access to the residence or that was disrupted to install the weeping system. This includes reinstall decks and stairs to gain access to the interior residence.
- o Ensure downspouts are installed to certify water is dispensed a minimum of 5' from the foundation.

Bidder Instructions: The Bidder is requested to respond to the Phase One Evaluation Criteria using the table below.

### MANDATORY REQUIREMENTS

At Phase One bid closing time, the Bidder must:

- a) comply with the following Mandatory Requirements; and
- b) provide the necessary documentation to support compliance.

Phase One – Qualification Form mandatory requirements, as described below, all mandatories **MUST** be included with the bidder's submission at time of bid closing. Failure by the bidder to provide the required evidence will result in the bidder being disqualified and no further consideration will be given to the bidder and the submission will be deemed non responsive.

Select a maximum of two (2) reference projects undertaken by the Bidder within the last 5 years for each mandatory requirement. A response to each mandatory requirement is required. Only the first two (2) projects listed for each, in sequence, will receive consideration and any others will not receive consideration.

The same projects can be used for multiple mandatory requirements providing each response is relevant to the requirement.



The evidence provided by the bidder may be verified. RCMP reserves the right to verify information for completeness and accuracy and to confirm reference satisfaction with services provided.



#	Mandatory Requirements	MET (Yes/No)
<b>M1</b>	All bid submissions will require the bidder to submit proof of incorporation (Federal or provincial certificate of Incorporation), that includes dates of incorporation. If there was a legal name change during the time frame of the project(s) listed, bidders must also provide supporting documentation.	

#	Mandatory Requirements	MET (Yes/No)
<b>M2</b>	<p>By the closing date of this pre-qualification, the Bidder must have completed two construction projects in the last five years. The two projects put forward must be either:</p> <ul style="list-style-type: none"> <li>a) Two commercial projects;</li> <li>b) Two residential projects, or;</li> <li>c) One residential and one commercial project.</li> </ul> <p>Commercial construction is defined as any construction of an exclusively non-residential nature, where the final purpose of the structure is for either:</p> <ul style="list-style-type: none"> <li>a) commerce - whether public or private; or</li> <li>b) service - whether public or private.</li> </ul> <p>Service is defined as a system, program or method satisfying a public or private need, and which complies with the definition of commercial construction above.</p> <p>Commercial construction includes all structures sub-defined under the definition of an institutional structure.</p> <p>Residential will be defined as any structure whose design intent is for the exclusive purpose of providing accommodations for any array of individuals or families, whether for rent, work tenancy or ownership. This may refer to single detached dwellings, duplexes, condominiums or apartment buildings.</p> <p><u>Note: Bidder to provide substantiation of above Mandatory Requirement using Project 1 and Project 2 Tables below.</u></p>	







<b>PROJECT 2:</b>	
<b>Project Start Date(YYYY/MM/DD):</b>	<b>Project 100% Completion Date(YYYY/MM/DD):</b>
<b>Project Location:</b>	
<b>Project Title:</b>	
<b>Was this project 100% completed in the past 5 years?</b> _____ <b>Yes</b> _____ <b>No</b>	
<b>Was this a commercial/residential construction project?</b> _____ <b>Yes</b> _____ <b>No</b>	
<b>Provide an Owner's or Owner's Representative's name, email and phone number for authentication/verification of information presented.</b> <b>Name:</b>  <b>Email:</b>  <b>Phone #:</b>	
<b>Briefly describe the project (ie: cost, scope, size, distinguishing characteristics, etc.)</b>	



APPENDIX 2 – Sample ITT  
(attached separately)