



**RETURN BIDS TO:  
RETOURNER LES SOUMISSIONS À :**

Bid Receiving/Réception des soumissions

Procurement Hub | Centre  
d'approvisionnement  
Fisheries and Oceans Canada | Pêches et  
Océans Canada

**Email / Courriel :**

[DFOtenders-soumissionsMPO@dfo-mpo.gc.ca](mailto:DFOtenders-soumissionsMPO@dfo-mpo.gc.ca)

**REQUEST FOR QUALIFICATIONS /  
DEMANDE DE QUALIFICATION**

Comments: - Commentaires :

|   |  |   |
|---|--|---|
| <b>Title / Titre</b><br>Neebing Trap Project  |  | <b>Date</b><br>May 30th, 2023                       |
| <b>Solicitation No. / N° de l'invitation</b><br>30004137  |  |   |
| <b>Client Reference No. / No. de référence du client(e)</b><br>3004137  |  |   |
| <b>Solicitation Closes / L'invitation prend fin</b><br><b>At / à :</b> 2 :00 PM<br>ADT (Atlantic Daylight Time) / HAA (Heure Avancée de l'Atlantique)<br><b>On / le :</b> June 14th, 2023   |  |   |
| <b>F.O.B. / F.A.B.</b><br>Destination   | <b>Taxes</b><br>See herein — Voir<br>ci-inclus | <b>Duty / Droits</b><br>See herein — Voir ci-inclus |
| <b>Destination of Goods and Services / Destinations des biens et services</b><br>See herein — Voir ci-inclus  |  |   |
| <b>Instructions</b><br>See herein — Voir ci-inclus  |  |   |
| <b>Address Inquiries to : /<br/>Adresser toute demande de renseignements à :</b><br><br>Cal LaKing – Contracting Specialist<br><br><b>Email / Courriel:</b><br><a href="mailto:DFOtenders-soumissionsMPO@dfo-mpo.gc.ca">DFOtenders-soumissionsMPO@dfo-mpo.gc.ca</a> |  |   |
| <b>Vendor Name, Address and Representative / Nom du vendeur,<br/>adresse et représentant du fournisseur/de l'entrepreneur</b>   |  |   |
| <b>Telephone No. / No. de<br/>téléphone</b>   |  | <b>Facsimile No. / No. de télécopieur</b>           |
| <b>Name and title of person authorized to sign on behalf of Vendor<br/>(type or print) / Nom et titre de la personne autorisée à signer au<br/>nom du fournisseur (taper ou écrire en caractères d'imprimerie)</b>  |  |   |
| <b>Signature</b>  |  | <b>Date</b>   |



## **IMPORTANT NOTICE TO BIDDERS**

### **TWO PHASE SELECTION PROCESS**

This is the first phase (Phase 1) of a two-phase competition: the first phase will evaluate the qualifications of all bidders; second phase (Phase 2) 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.

### **DEBRIEFING**

Should a bidder desire a debriefing, the bidder should contact the person identified on the front page of the Request for Qualifications 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 1 will not be released. Contract award notice of the successful bidder of Phase Two will be posted on [buyandsell.gc.ca](http://buyandsell.gc.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 1 bid covers only the qualifications and experience of the Bidder. Following the evaluation of the submissions, Bidders will be advised of their standings. Pre-Qualified Bidder(s) will advance to Phase Two. Bidders will be sent via email an Invitation to Tender (ITT) including the specification and drawings for the financial evaluation in relation to the requirement.

2. **ENQUIRIES:** All enquiries are to be submitted in writing to the Contracting Authority at [DFOTenders-soumissionsMPO@dfo-mpo.gc.ca](mailto:DFOTenders-soumissionsMPO@dfo-mpo.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. **Qualification Submittal** - Appendix 2 – Phase 1 Qualification Form must be submitted **ONLY** to the Fisheries and Oceans Canada by the date, time and place indicated on page 1 of the Request for Qualifications. Fisheries and Oceans Canada will not assume responsibility for submissions directed to any other location.

The maximum size per email (including attachments) is limited to 10MB. If the limit is exceeded, your email might not be received by Fisheries and Oceans Canada. It is suggested that you compress the email size to ensure delivery. Bidders are responsible to send their proposal and to allow enough time for Fisheries and Oceans Canada to receive the proposal by the closing period indicated in the Phase 1 – Request for Qualifications. Emails with links to bid documents will **not** be accepted.

For bids transmitted by email, Fisheries and Oceans Canada will not be responsible for any failure attributable to the transmission or receipt of the email bid.

Bids transmitted by facsimile to Fisheries and Oceans Canada will not be accepted.

4. Appendix 2 – Phase 1 Qualification Form, **front page of the Request for Qualifications** and any required associated document(s) shall be submitted by email as a pdf attachment with the following information clearly typed in the subject line:

- Phase 1 Qualification Form; and
- Solicitation Number.

Any clarifications or changes to the Phase 1 – Request for Qualifications will result in an addendum being posted on the buy and sell will be included as an amendment to the Request for Qualifications to the bid solicitation. The first page of all addendum(s) that have been duly signed/initialed verifying proof of receipt or written acknowledgement of receipt of addendum(s) should be submitted with the bid but may be submitted afterwards. If any addendum(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 - DESCRIPTION OF PROJECT – STATEMENT OF WORK

### **Neebing River Weir Permanent Sea Lamprey Trap Installation (SLC-IP-003)**

The Sea Lamprey Control Centre, part of Fisheries and Oceans Canada (DFO-SLCC), requires construction services to install a prefabricated sea lamprey trap and peripheral components at the Neebing River Weir, located in Thunder Bay, Ontario. The project objective is to install the prefabricated permanent sea lamprey trap at the Neebing River Weir along with its appurtenant components (access stairway, hand railings, water intake screen, water intake valve, locking trap lid) as shown in the construction drawings such that the trap is fully operational and ready for use by the trap operator. DFO-SLCC operates traps around the Great Lakes during the summer that are used to help study and ultimately control an extremely invasive species called the sea lamprey that infest the Great Lakes. DFO-SLCC identified the need for a permanent trap at the north end of the weir to address issues related to safety, equipment setup, and effectiveness associated with temporary traps.

The Neebing River weir is owned and operated by the Lakehead Region Conservation Authority (LRCA) and the weir is located west of Edward St N between Parkway Dr. and Riverview Dr. at approximately 48°23'15.4"N 89°16'48.6"W. This overflow weir (constructed around 1967) is used for water level control and consists of a sheet pile embedded in the stream (15.5 m wide) bed.

The construction dates are:

- Preconstruction: Contract Award to August 29<sup>th</sup>, 2023
- Construction: 30 August, 2023 to 19 September, 2023
- Closeout and delivery: 20 September, 2023 to 25 September, 2023
- The Contractor must perform and complete the Work by 25 September, 2023

The DFO-SLCC has already built a new permanent trap that will be used for this project. This trap is made of reinforced concrete, weighs approximately 10 tons, and includes openings for a water intake and lamprey entrance. The trap is currently stored in Thunder Bay.

In order to avoid and mitigate the potential for prohibited effects to fish and fish habitat and species at risk, the following measures must be implemented as listed below:

- Plan in-water works, undertakings and activities to respect timing windows to protect fish, including their eggs, juveniles, spawning adults and/or the organisms upon which they feed and migrate;
- Limit the duration of in-water works, undertakings and activities so that it does not diminish the ability of fish to carry out one or more of their life processes (spawning, rearing, feeding, migrating);
- Conduct in-water undertakings and activities during periods of low flow;
- Capture, relocate and monitor for fish trapped within isolated, enclosed, or dewatered areas;



- Limit impacts on riparian vegetation to those approved for the work, undertaking or activity;
  - Limit access to banks or areas adjacent to waterbodies;
  - Construct access points and approaches perpendicular to the watercourse or waterbody;
  - Re-vegetate the disturbed area with native species suitable for the site;
- Replace/restore any other disturbed habitat features and remediate any areas impacted by the work, undertaking or activity;
- Develop and implement an erosion and sediment control plan to avoid the introduction of sediment into any waterbody during all phases of the work, undertaking or activity;
  - Conduct all in-water works, undertakings or activities in isolation of open or flowing water to reduce the introduction of sediment into the watercourse;
  - Schedule work to avoid wet, windy and rainy periods (and heed weather advisories) that may result in high flow volumes and/ or increase erosion and sedimentation;
  - Regularly monitor the watercourse for signs of sedimentation during all phases of the work, undertaking or activity and take corrective action;
  - Operate machinery on land in stable dry areas; and,
- Develop and implement a response plan to avoid a spill of deleterious substances.



**APPENDIX 2 – PHASE 1 QUALIFICATION FORM**

The Contractor's Representative for the Contract is:

Name: \_\_\_\_\_  
 Title: \_\_\_\_\_  
 Organization: \_\_\_\_\_  
 Address: \_\_\_\_\_  
 Telephone: \_\_\_\_\_  
 Facsimile: \_\_\_\_\_  
 E-mail address: \_\_\_\_\_

Bidder Instructions: The Bidder is requested to respond to the Phase 1 Evaluation Criteria using the table below.

**MANDATORY REQUIREMENTS**

At Phase 1 bid closing time, the Bidder must:

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

Phase 1 – 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.

Proposals will be evaluated in accordance with the mandatory evaluation criteria as detailed herein. Bidders' Proposals must clearly demonstrate that they meet all Mandatory Requirements for the proposal to be considered for further evaluation. Proposals not meeting the mandatory criteria will be excluded from further consideration.

| No.       | Mandatory Criteria  | Meets Criteria (✓) |
|-----------|---|--------------------|
| <b>M1</b> | <p>The Bidder must demonstrate they have at least 36 months' experience in Commercial Construction in the past 60 months.</p> <p>Bidder to provide</p> <ul style="list-style-type: none"> <li>• Project Title</li> <li>• Project Location</li> <li>• Project start and end date (month and year)</li> <li>• Brief description of the 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:<br/>           a) commerce - whether public or private; or<br/>           b) ***service – whether public or private; or</p> <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> |                    |



| <b>Mandatory 1:</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>  |  |
| Was this project 100% completed in the past 5 years? _____ Yes or<br>_____ No                |  |
| Was this project a **commercial construction project? _____ Yes or<br>_____ No               |  |
| Briefly describe the project (i.e.: cost, scope, size, distinguishing characteristics, etc.) |  |



### **APPENDIX 3 - BID SUBMISSION CHECK LIST**

#### **Submission of Bid:**

- Front page of the Request for Qualifications:** completed and signed
- Appendix 2 – Phase One Qualification Form:** completed
- Front page of Addendum(s) (if applicable):** signed or initialed

**To be submitted by the date, time and place indicated on page 1 of the bid solicitation.**