



**RETURN BIDS TO /
RETOURNER LES SOUMISSIONS Á:**

**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 bid solicitation. Bids 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. Parks Canada Agency (PCA) is not responsible for any transmission errors. Emails with links to bid documents will not be accepted.

INVITATION TO QUALIFY

Proposal to: Parks Canada Agency

Vendor/Firm Name and Address
Raison sociale et adresse du fournisseur/de l'entrepreneur

Issuing Office :

Parks Canada Agency
National Contracting Services
Cornwall, Ontario, K6H 6S2

Title-Sujet Stage 1 - Fortress of Louisbourg - Replacement of the Kennington Cove Bridge		
Solicitation No. - No. de l'invitation 5P468-23-0104/A		Date: June 22, 2023
GETS Reference No. – No de référence de SEAG n/a		Client Ref. No. – No. de réf du client. 2398
Solicitation Closes – L'invitation prend fin :		
at – à 2:00 PM	on – le July 04, 2023	Time Zone - Fuseau horaire HAA - ADT
F.O.B. - F.A.B. Plant-Usine: <input type="checkbox"/> Destination: <input checked="" type="checkbox"/> Other-Autre: <input type="checkbox"/>		
Address Inquiries to: - Adresser toute demande de renseignements à : Sheldon Lalonde sheldon.lalonde@pc.gc.ca		
Telephone No. - No de téléphone 343-585-3836		Fax No. – No de FAX: 1-855-983-1808
Destination of Goods, Services, and Construction: Destinations des biens, services et construction :		
See Herein – Voir aux présentes		

**TO BE COMPLETED BY THE BIDDER
À ÊTRE COMPLÉTÉ PAR LE SOUMISSIONNAIRE**

Vendor/Firm Name – Nom du fournisseur/de l'entrepreneur	
Address - Adresse	
Name of person authorized to sign on behalf of the Vendor/Firm Nom de la personne autorisée à signer au nom du fournisseur/ de l'entrepreneur	
Titale - Titre	
Telephone No. - N° de téléphone: _____	
Facsimile No. - N° de télécopieur: _____	
Signature	Date

2 STAGE SELECTION PROCESS

IMPORTANT NOTICE TO BIDDERS

TWO STAGE SELECTION PROCESS

This is the first stage (Stage one) of a two-stage competition: the first stage will evaluate the qualifications of all bidders; second stage (Stage two) will invite the qualified bidders to provide financial bid on the project based on the specifications and drawings. Upon award of contract in Stage Two the pre-qualification list will expire and will not be used in any other solicitation. The qualification list will expire within 180 days or upon award of a contract in Stage Two, whichever is earlier, and the prequalification list will not be used in any other solicitation.

LIST OF PRE-QUALIFIED BIDDERS:

A list of pre-qualified bidders from Stage One will not be released. Contract award notice of the successful bidder of Stage Two will be posted on canadabuys.canada.ca

BIDS RECEIVED BY FAX AND EMAIL WILL BE ACCEPTED AS OFFICIAL.

BIDS RECEIVED IN-PERSON OR BY COURIER WILL NOT BE ACCEPTED.

The only acceptable email address for responses to bid solicitations is soumissionsami-bidsrpc@pc.gc.ca. Bids submitted by email directly to the Contracting Authority or to any email address other than soumissionsami-bidsrpc@pc.gc.ca will not be accepted.

The only acceptable facsimile for responses to bid solicitations is 1-855-983-1808.

The maximum email file size that Parks Canada is capable of receiving is 15 megabytes. The Bidder is responsible for any failure attributable to the transmission or receipt of the emailed bid due to file size.

The Bidder should be cognisant of the size of the email as a whole, and not only the attachments. Please take into consideration that some attachments, when sent, may be resized during the email transfer. If the email size is too large, the Bidder should send the bid in multiple emails properly labeled with the solicitation number, project name, and indicate how many emails are included (ex. 1 of 2).

Emails with links to bid documents will not be accepted. Bid documents must be sent as email attachments.

DIRECT DEPOSIT

The Government of Canada has replaced cheques with direct deposit payment(s), an electronic transfer of funds deposited directly into a bank account. New vendors who are awarded a contract will be required to register their direct deposit information with Parks Canada to receive payment.

Additional information on this Government of Canada initiative is available at:
<http://www.directdeposit.gc.ca>

SPECIAL INSTRUCTIONS TO BIDDERS (SI)

TWO STAGE SELECTION PROCESS

This is a two-stage selection process. Bidders responding to this selection process are requested to submit a bid in two stages. Stage One bid covers only the qualifications and experience of the Bidder.

Following the evaluation of the submissions, Bidders will be advised of their qualification result and the status of the tender. Stage 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 (Appendix 2). Please note that the ITT used in Stage 2 of this process will be a Single Envelope ITT with a Low Price Basis of Selection. The attached sample is only being provided for bidders to reference the General Conditions.

ENQUIRIES DURING THE SOLICITATION PERIOD

1. Enquiries regarding this bid must be submitted in writing to the Contracting Officer named on the Invitation to Tender - Page 1 at e-mail address sheldon.lalonde@pc.gc.ca. Enquiries should be received no later than five (5) business days prior to the date set for solicitation closing to allow sufficient time to provide a response. Enquiries received after that time may result in an answer NOT being provided.
2. To ensure consistency and quality of the information provided to Bidders, PCA will examine the content of the enquiry and will decide whether or not to issue an amendment.
3. All enquiries and other communications related to this bid sent throughout the solicitation period must be directed **ONLY** to the Contracting Authority named in paragraph 1. above. Failure to comply with this requirement may result in the bid being declared non-compliant.

STAGE 1

Appendix 1 – Stage One Qualification Requirements must be submitted **ONLY** to the PCA Bid Receiving Unit by the date, time and place indicated on page 1 of the Invitation to Qualify. The PCA will not assume responsibility for submissions directed to any other location.

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

- a. Must satisfy Appendix 1 - Stage One Qualification Requirements and should include the completed front page of the Request for Qualifications.
- b. Must indicate:
 - Solicitation number
 - Name of Bidder

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.

COMPLETION OF SUBMISSION

The Bidder shall base the submission on the applicable documents listed in the Special Instructions to Bidders. It is the responsibility of the Bidder to obtain clarification on any terms, conditions or technical requirements contained in this document.

Solicitation No. - N° de l'invitation
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Client Ref. No. - N° de réf. du client
2398

Amd. No. - N° de la modif.
000
File Name - Nom du dossier
Stage 1 - Fortress of Louisbourg - Replacement of the Kennington Cove Bridge

Contracting Authority - Autorité contractante
Sheldon Lalonde

DEBRIEFINGS

After contract award, bidders may request a debriefing on the results of the bid solicitation process. Bidders should make the request to the Contracting Authority within fifteen (15) working days of receipt of the results of the bid solicitation process. The debriefing may be in writing or by telephone.

APPENDIX 1 – STAGE ONE QUALIFICATION REQUIREMENTS

DESCRIPTION:

Parks Canada requires a contractor to provide construction services related to the replacement of the Kennington Cove Freshwater Brook Bridge, a triple barrel timber culvert with a concrete slab bottom. The structure will be replaced with a precast concrete rigid frame bridge with concrete footings. Work also includes, but is not limited to, raising the grade of the existing road and constructing precast retaining block wingwalls.

- .1 The site is located along Kennington Cove Road, approximately 2 km east of the intersection with the Park's service road, at the Fortress of Louisbourg, NS. The existing bridge crosses over a freshwater brook and consists of a single-lane structure, constructed upon two abutments and two intermediate foundations, and measuring approximately 4 m long. Kennington Cove Road is a two-lane unpaved road.
- .2 The work of this contract will include the supply of all materials, labour, equipment, and ancillaries, all as necessary for the completion of the work.
- .3 The Work is expected to start on or before September 5, 2023 and achieve Substantial Performance of the Work by November 3, 2023.
- .4 All work to be carried out in accordance with applicable federal and provincial regulations for those agencies having jurisdiction for the work. The work is subject to the National Park Act and Regulations, Canadian Environmental Protection Act, Canada Labour Code and the NS Occupational Health and Safety Act and Regulations.

Bidder Instructions: The Bidder is requested to respond to the Stage One Evaluation Criteria using the tables below.

BASIS OF SELECTION:

A submission must comply with the mandatory requirements to be declared responsive in Stage One.

MANDATORY REQUIREMENTS:

At Stage One bid closing time, the Bidder must:

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

All Mandatory requirements should be completed and submitted prior to closing with sufficient detail to demonstrate compliance. Failure to demonstrate compliance with all mandatory requirements via the original submission, may result in the submission being deemed non-responsive. At any time in the evaluation stage should PCA officials identify any minor irregularities or omissions the Contract Authority may inform the proponent of a time frame within which to provide a clarification or missing information. Failure to comply with the request of the Contracting Authority within the time frame provided will render the submission non-responsive.

MANDATORY REQUIREMENTS:

M1: Phase One – Qualification Form

Achievements of Bidder and identified Key Sub contractors on Projects involving Roads and Municipal Infrastructure Construction.

Select two (2) reference projects undertaken by the Bidder within the last 10 years that demonstrate substantial completion within the civil engineering, municipal infrastructure and roads construction sector on high visitor traffic, pedestrian, or tourist areas. The projects preferably but need not necessarily have been in the public sector (i.e. work completed for a federal, provincial/territorial or municipal government client).

A response to each **mandatory requirement** is required.

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

Bidders are requested to indicate (Yes/No) in the right column below, however simply stating Yes is not sufficient. The Bidder must provide substantiation as outlined in the mandatory requirements.

#	Mandatory Requirements	Met (Yes/No)
M1	<p>By the closing date and time of this pre-qualification, the Bidder must have substantially completed two (2) construction projects within the last 10 years that demonstrate similar size and scope to the subject project including bridge and/or road construction projects in high volume visitor, pedestrian or tourist area in North America, at a value of \$1.0M or greater.</p> <p>The projects preferably have been in the public sector (i.e. work completed for a federal, provincial/territorial or municipal government client).</p> <p>Of the Two (2) projects required, a minimum of one (1) project must demonstrate the following experience:</p> <ul style="list-style-type: none"> - Replacement of a bridge with a precast concrete rigid frame with concrete footings. Work also includes, but is not limited to, raising the grade of the existing road and constructing precast retaining block wingwalls. <p>Bidders must demonstrate they have met all of the below mandatory experience criteria. This can be demonstrated amongst the breadth of experience in the two (2) reference projects provided.</p> <ul style="list-style-type: none"> - Management of construction sites with visitors and facility operations that are open to the public during construction. - Experience working with and coordination of multi-disciplinary teams along with successful supply chain management. <p>The bidder must provide a client reference (name of client, name of client representative and their position, contact information) for each project. The client references will be used for factverification only.</p> <p>Note: The Bidder must provide substantiation of above Mandatory Requirement using Project 1 and Project 2 Tables below (use extra pages if necessary).</p>	

FORM – PROJECT 1

PROJECT 1:		Met (Yes/No)
Project Title:		
Project Location:		
Client (Owner):		
Project Start Date (YYYY/MM/DD):	Project Substantial Completion Date (YYYY/MM/DD):	
Was this project substantially completed in the past 10 years? _____ Yes or _____ No		
<p>Did this project include bridge and road construction project in high volume visitor, pedestrian or tourist area in North America, at a value of \$1.0M or greater?</p> <p>_____ Yes or _____ No If Yes, please describe with sufficient detail to demonstrate compliance.</p> <p>Did this project include replacement of a bridge with a precast concrete rigid frame with concrete footings. Work also includes, but is not limited to, raising the grade of the existing road and constructing precast retaining block wingwalls?</p> <p>_____ Yes or _____ No</p> <p>In the project description be sure to identify and describe with sufficient detail which of the following elements were included in the example project.</p> <ul style="list-style-type: none"> - Management of construction sites with visitors and facility operations that are open to the public during construction. - Experience working with and coordination of multi-disciplinary teams along with successful supply chain management. 		
<p>Provide a client reference. This can be an Owner's or Owner's Representative's name, email and phone number for authentication/verification of information presented. Where the work was done under sub-contract, the contact information for the General (Prime) Contractor is acceptable.</p> <p>Name :</p> <p>Email :</p> <p>Phone #:</p>		
Total Value of Project \$ _____ (must be at least \$1,000,000)		
Briefly describe the project (i.e.: cost, scope, size, distinguishing characteristics, and relevance as defined by the scope elements listed herein, etc.)		

(use extra pages if necessary)

FORM – PROJECT 2

PROJECT 1:		Met (Yes/No)
Project Title:		
Project Location:		
Client (Owner):		
Project Start Date (YYYY/MM/DD):	Project Substantial Completion Date (YYYY/MM/DD):	
Was this project substantially completed in the past 10 years? <input type="checkbox"/> Yes or <input type="checkbox"/> No		
<p>Did this project include bridge and road construction project in high volume visitor, pedestrian or tourist area in North America, at a value of \$1.0M or greater?</p> <p><input type="checkbox"/> Yes or <input type="checkbox"/> No If Yes, please describe with sufficient detail to demonstrate compliance.</p> <p>Did this project include replacement of a bridge with a precast concrete rigid frame with concrete footings. Work also includes, but is not limited to, raising the grade of the existing road and constructing precast retaining block wingwalls?</p> <p><input type="checkbox"/> Yes or <input type="checkbox"/> No</p> <p>In the project description be sure to identify and describe with sufficient detail which of the following elements were included in the example project.</p> <ul style="list-style-type: none"> - Management of construction sites with visitors and facility operations that are open to the public during construction. - Experience working with and coordination of multi-disciplinary teams along with successful supply chain management. 		
<p>Provide a client reference. This can be an Owner's or Owner's Representative's name, email and phone number for authentication/verification of information presented. Where the work was done under sub-contract, the contact information for the General (Prime) Contractor is acceptable.</p> <p>Name :</p> <p>Email :</p> <p>Phone #:</p>		
Total Value of Project \$ _____ (must be at least \$1,000,000)		
Briefly describe the project (i.e.: cost, scope, size, distinguishing characteristics, and relevance as defined by the scope elements listed herein, etc.)		

(use extra pages if necessary)

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APPENDIX 2 – EXAMPLE INVITATION TO TENDER (ITT)

(ATTACHED SEPARATELY)