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**REVISION 004 TO A
REQUEST FOR PROPOSAL (RFP)**

Proposal To: Parks Canada Agency

We hereby offer to sell to His Majesty the King in right of Canada, in accordance with the terms and conditions set out herein, referred to herein or attached hereto, the goods, services, and construction listed herein and on any attached sheets at the price(s) set out therefor.

Proposition à: l'Agence Parcs Canada

Nous offrons par la présente de vendre à Sa Majesté le Roi du Chef du Canada, aux conditions énoncées ou incluses par référence dans la présente at aux annexes ci-jointes, les biens, services et travaux de construction énumérés ici et sur toute feuille ci-annexée, au(x) prix indiqué(s).

Comments - Commentaires

Issuing Office - Bureau de distribution

**Parks Canada Agency
Cornwall, Ontario K6H 6S2**

Title-Sujet Landons Bay Learn-to-Hub Project, Thousand Islands National Park, ON		
Solicitation No. - N° de l'invitation 5P468-23-0088/A		Date: November 01, 2023
Amendment No. - N° de modification : 004		
Client Ref. No. – N° de réf du client 2324		
Solicitation Closes – L'invitation prend fin :		
at – à 2:00 PM	on – le November 09, 2023	Time Zone - Fuseau horaire EST - HNE
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. - N° de téléphone (343) 585-3836		Fax No. – N° de FAX 1-855-983-1808
Destination of Goods, Services, and Construction: Destination des biens, services et construction: See Herein – Voir aux présentes		
TO BE COMPLETED BY THE BIDDER À COMPLÉTER PAR LE SOUMISSIONNAIRE		
<hr/> Vendor/Firm Name – Nom du fournisseur/de l'entrepreneur <hr/>		
<hr/> Address - Adresse <hr/>		
<hr/> 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 <hr/>		
<hr/> Title - Titre <hr/>		
Telephone No. - N° de téléphone: _____		
E-mail Address – Adresse E-mail:: _____		
<hr/> Signature		<hr/> Date

Amendment 004

This amendment is raised to provide the following:

- A. Questions and Answers;
- B. Table 1 - Summary of Proposal Requirements - Team Identification Format and Specialists
- C. Appendix A -Team Identification Format (rev.110123)

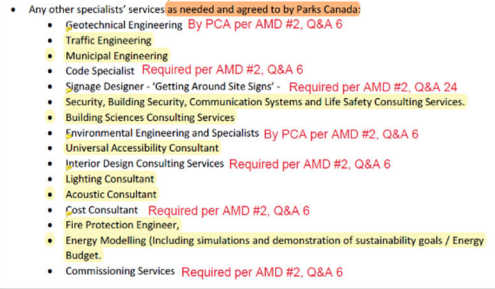
A. Questions and Answers

Questions	Responses
2-1 Proposed schedule, section 1.8: Would it be possible to obtain a revised proposed schedule reflecting the current anticipated contract award date. Additionally, please clarify anticipated completion date. The first sentence of section 1.8 notes anticipated date as spring 2028, however milestone schedule notes date as May 2027.	See 1-3.
2-2 Appendix D, section 1.6.2 Consultant Requirements: Is it correct to assume services by the specialist consultants (pg. 20 of 57) listed as "other consultants" does not form part of the basic services fee proposal and will be engaged as additional services on an as needed basis?	See Table 1 - Summary of Proposal Requirements - Team Identification Format and Specialists.
2-3 RFP Appendix A – Team Identification: Please confirm that the Cost Consultant is not regarded as a 'Key Sub Consultant' even though cost estimates are listed throughout the RFP as deliverables.	See Table 1 - Summary of Proposal Requirements - Team Identification Format and Specialists.
2-4 Please confirm if all printing and presentation costs can be included as a disbursement. It is not, would Parks Canada consider including an allocation to ensure equity for all proponents.	The cost of printing is to be excluded from the proposal.
2-5 Please confirm if construction contract documents are required to be bilingual.	<p>Please refer to SC1 Language Requirements.</p> <p>3. The Consultant's services during construction shall be provided in the language of choice of the Contractor. The successful Contractor will be asked to commit to one or other of Canada's official languages upon award of the Construction Contract and, thereafter construction and contract administration services will be conducted in the language chosen by the Contractor.</p> <p>4. Other required services in both of Canada's official languages (such as construction documentation) are described in detail in the Project Brief.</p>
2-6 Please confirm if sample project sheets are required to be included for the Code/Regulatory Consultant. These consultants usually do not have project sheets for the work that they undertake.	Code/Regulatory Consultant to provide acknowledgement that specifications and drawings are in compliance with national codes requirements (i.e. National Building Code).

<p>2-7 Appendix D, section 3.2.4 requests discussion regarding cost however, we cannot find any cost information in the document package. Please provide preliminary cost information.</p>	<p>See 1-4.</p>
<p>2-8 Price Proposal Form, note 2: Please clarify this requirement. Is this intended to reference the cost estimates required as part of the deliverables?</p>	<p>Near the completion of the design, should the elected option vary greatly from the one identified in the conceptual plans, consideration for an amendment to task RS6 – Construction Administration Services will be given.</p>
<p>2-9 Price Proposal Form, note 3: Please clarify this requirement. Consultant billing is usually based on a percentage of project advancement. Is this requirement intended to imply that consultant timesheets will be required with every invoice submission?</p>	<p>See 1-1.</p>
<p>2-10 Will Parks Canada accept ongoing projects as project experience?</p>	<p>Yes, provided they have reached the design completion stage.</p>
<p>2-11 It was mentioned during the site walkthrough that signage on the main site (not including the trail) falls within the consultant's scope for the project; however, 'Signage Designer' is listed as an 'other specialist service' under 1.6.2. <i>Consultant Requirements in Appendix D</i>. Please confirm that a Signage Designer is <i>required</i> for the project and is to be included in our Fixed Fee?</p>	<p>See 1-24 and Table 1 - Summary of Proposal Requirements - Team Identification Format and Specialists.</p>
<p>2-12 It was mentioned during the site walkthrough that design of the roofed accommodations is not part of the scope of the project, but that site preparation to prepare the site for future installation of oTENTiks (by Parks Canada) is required. Please confirm.</p>	<p>Correct.</p>
<p>2-13 It was mentioned during the site walkthrough that all existing structures on the site are to be demolished. Please confirm that the consultant team will be responsible for preparing demolition drawings for all buildings?</p>	<p>Existing buildings to be marked as 'to be demolished' on drawings.</p>
<p>2-14 It was mentioned during the site walkthrough that all existing roads on the site will need to be replaced, including the road to the maintenance shed (which is not currently shown on the concept plans). Please confirm.</p>	<p>Existing roads to be upgraded as required. Re-alignment may be necessary. Note that the maintenance shed road alignment can be seen on Appendix 5: Concept Plan Development Footprint for Landons Bay.</p>
<p>2-15 1.6.1. <i>Site Development in Appendix D, General</i> section indicates: "A lighting plan will be required for the site, considering vehicle routes, parking lot, pedestrian routes and the ecological (dark sky) impacts of lighting." However, 'Lighting Consultant' is listed as an 'other specialist service' under 1.6.2. <i>Consultant Requirements in Appendix D</i>. Please confirm that a Lighting Consultant is <i>required</i> for the project and is to be included in our Fixed Fee?</p>	<p>A lighting consultant is required. See Table 1 - Summary of Proposal Requirements - Team Identification Format and Specialists.</p>
<p>2-16 The concept plans provided indicate relocation of a septic field – as there is no work related to septic systems outlined in <i>Appendix D</i>, please confirm that this is <i>not</i> included in the scope of work of the Consultant Team?</p>	<p>See appendix D, 1.6.1 Site Development, Site Utilities</p>
<p>3-1 What is the construction budget for the project? What is the construction budget for the Visitor's Centre/Learn-To-Hub component? Do you have site vs. structure cost breakdown available?</p>	<p>See 1-4.</p>

3-2 Does the construction budget need to account for demolition costs for the existing structures to be removed?	Yes.
3-3 Does the construction budget need to account for any potential site remediation required?	To date, we have had no indications that there are contaminated soils. Should contaminated soils be discovered, an amendment to the consultant contract would be considered.
3-4 In the spirit of the design excellence principle, would there be an opportunity to review and/or revisit aspects of the conceptual plan once the project has been awarded, to ensure future success?	Much time and effort has been put into the conceptual plan and the intent is to build on what has been agreed upon idea. However, options (i.e. building layout) are to be proposed.
3-5 Is the Learn-To Hub programming part of this project scope (SD through CD), or is this already determined by Parks Canada? If the latter, could you please share these Learn-To programming details.	No, programming is not part of the scope of work of the proponent. Programming details are being created and will be shared after contract award.
3-6 Is the bike repair station intended as a DIY station or will there be someone there to provide repair services?	The bike repair station is intended as a DIY station.
3-7 Will the park trails be accessible to visitors year-round (ie snow shoeing) or seasonally between spring and fall?	Trails are accessible year-round but there is no service (i.e. trail maintenance, etc.) provided between October and May.
3-8 Will there be spaces to support rentals on site (bikes, canoes, etc)?	There is a storage space indicated on the conceptual report. Please refer to Conceptual Report - Architectural Plan, Item No.19.
3-9 Can PCA adjust the schedule in 1.8 of Appendix D to reflect the current RFP timeline?	See 3-3.
3-10 Do the selected reference projects need to be completed or can they be in progress?	See 2-10.
3-11 Please provide a direct link or documents for the General Conditions referenced on page 8 of the RFP document.	https://buyandsell.gc.ca/policy-and-guidelines/standard-acquisition-clauses-and-conditions-manual/all
3-12 Is there a topographic survey available?	See 1-12. Additionally, please note that Lidar data and Canada Land Survey 2020 boundary marking are available.
3-13 Is there a geotechnical report available?	See 1-6a.
3-14 Will the roofed accommodations each have their own washroom, or will all seven units share one facility? If the former, will these be outhouses with composting toilets? If the latter, please provide information on the facilities required (fixture count, type of fixtures, etc.)	See 1-23.
3-15 Is Parks Canada targeting any specific sustainability certifications for this project?	Yes, building(s) are to be net-zero.
3-16 Appendix C – Price Proposal Form; note #2 on the bottom of page 19. Please clarify what item this note refers to.	See 2-8.
3-17 Appendix D – 3.4 Deliverables; second bullet. Please confirm if “this proposal” is intended to be the implementation strategy report, or the RFP response.	This proposal is intended to be the implementation strategy/schedule deliverable.
3-18 Indigenous Partners and stakeholder review/consultation. Are you referring to rights holders (treaty and interest)? Are you	See 1-18.

including the local Indigenous community in the selection of partners and stakeholders?	
3-19 a. Schematic Design. Is the SD Report intended to be prepared only once the 2 SD options have been finalized? b. Please advise how many Public Information Sessions you anticipate. Currently the text suggests there may be more than 1.	a. See 3-5. b. See 1-18.
3-20 Program - roofed accommodations, the roofed accommodations note that electrical and water utility will be considered. Please confirm if this would be an additional scope/fee following contract award.	See 1-23 and 2-12.
3-21 Design Development, there is mention on page 36 of an "Experiential Design Content Package," but no mention or description elsewhere. Please clarify.	Experiential design is being created internally at Park and does not form part of the proponent scope of work. The intent is for site and building to be multi-purpose and meet multiple programming needs.
4-1. A cover page is not included in the list of items that are not part of the page limitation. Please confirm if a cover page counts as a page.	A cover page does not count as a page.
4-2. Due to the complexity of the project and the number of services required, an extension to the end of November 30th, 2023 is requested.	See 1-15.
4-3. Based on the response to question 6 in Addendum 2, there seems to still be some ambiguity with regard to which sub-consultants that are included on the list issued in Appendix D, section 1.6.2. To ensure fairness in the bidding process and to ensure all bidders are carrying fees for the same number of consultants, please confirm our understanding: a. Consultants and/or services to be engaged/provided by Parks Canada only: . Geotechnical engineer, i. Archeological investigations (not included in 'other specialists' list) b. Consultant and/or services to be engaged/provided by Proponent team: . Traffic Engineering, Municipal Engineering i. Code Specialist (listed ask Key Consultant in RFP) ii. Signage Designer iii. Building Sciences Consulting iv. Environmental Engineering and Specialists v. Universal Accessibility Consultant vi. Interior Design vii. Lighting Design viii. Acoustic consultant ix. Cost Consultant x. Fire Protection Engineer xi. Energy modelling xii. Commissioning	See Table 1 - Summary of Proposal Requirements - Team Identification Format and Specialists.
4-4. Please confirm if Parks Canada will provide/engage the Security, Building Security, Communications Systems and Life Safety Consulting Services. It is unclear which of these grouped services are to be provided as part of the consultant team and which will be provided by Parks Canada.	See Table 1 - Summary of Proposal Requirements - Team Identification Format and Specialists.
4-5. Based on the 30page maximum submission size, please confirm that project sample pages (2 each) are only required for the key consultants listed in section 1.6.2; ie: Structural Engineering, Mechanical Engineering, Electrical Engineering, Civil Engineering, Landscape Architecture and Playground Designer. This would be in addition to the sample project pages (qty 3) for the prime consultant (Architecture).	Project examples are to be provided for key consultants only.

<p>4-6. We would like to request a clarification to Amendment #2, Q&A #6f:</p> <p>a. While the first paragraph, last sentence of 1.6.2. Consultant Requirements reads: “The consultant team must provide expertise in a variety of disciplines including but not limited to the following specialties or key sub-consultants,” the last bullet then goes on to read “any other specialist services as needed and agreed to by Parks Canada” (see screenshot below). Please review the highlighted disciplines under this category in the screenshot below and clearly define which of these consultants are needed and agreed to by Parks Canada to be included in our Fixed Fee, so that all Proponents can provide the same services in their proposals for equality.</p>  <p>b. For any of the specialist services that Parks Canada deems ‘as needed and agreed to,’ please clearly outline the scope of work so that the specialist consultant can price accordingly.</p> <p>c. Given the significant list of specialist services remaining to be confirmed, the 1-week extension provided is insufficient to receive the final response from PCA, reach out to all required disciplines, obtain pricing, and incorporate into our response. We would like to request a reconsideration of the 3-week extension requested, to November 23rd, 2023.</p>	<p>See Table 1 - Summary of Proposal Requirements - Team Identification Format and Specialists.</p>
<p>4-7. In response to Amendment #2, Q&A #5a which notes that “It is unlikely that permits will be required”: Please confirm that assistance/submissions for permits is to be excluded from the Fixed Fee, to facilitate fairness of Fixed Fee proposals?</p>	<p>The cost of assistance/submission with permits are to be excluded from the proposal.</p>
<p>4-8. In response to Amendment #2, Q&A #9 “it is unlikely that hardcopies will be requested”: please confirm that printing of hard copies is to be excluded from the Fixed Fee, to facilitate fairness of Fixed Fee proposals?</p>	<p>See 2-4.</p>
<p>4-9. In response to Amendment #2, Q&A #10: please confirm that assistance with re-tendering is to be excluded from the Fixed Fee, to facilitate fairness of Fixed Fee proposals?</p>	<p>Assistance with re-tendering is to be excluded from the proposal.</p>
<p>4-10. In response to Amendment #2, Q&A #12: ‘Final Survey Drawing and Real Property Report’ is a Construction Close Out deliverable as part of the As-Built Record in Section 8.18, it is not ‘for the purpose of producing design deliverables,’ which the response suggests. Please confirm that Parks Canada will engage a surveyor to complete the Final Survey Drawing and Real Property Report that is to form part of the As-Built Record?</p>	<p>The contractor will provide services of a surveyor for purposes of recording info.</p>
<p>4-11. In response to Amendment #2, Q&A #14: Given that little site information and CAD is available for the site, please confirm that Proponents are required to include for site measuring/surveying as part of the RS1 Fixed Fees?</p>	<p>The proposal is to include site measuring/surveying as part of RS1. Additionally, please note that a Lidar survey and park boundaries survey is available.</p>

<p>4-12. In response to Amendment #2, Q&A #6e, please provide Appendix A in editable (Word) format so that Proponents may 'copy from above for other required disciplines' as suggested.</p>	
<p>5-1 Regarding Appendix D, Section 6.3.2, bullet #9 which notes the requirement to 'submit all architectural and engineering calculations:' for all calculations to be submitted, and in "a format that is legible, neat and easily understood" is a significant level of effort. Further, this is a very unusual requirement that we very rarely have provided for other projects. We would like to request a modification of the requirement so that calculations are only to be submitted as requested by PCA for items of concern or discussion.</p>	<p>Calculations to be submitted as requested by PCA and for items of concerns and/or for discussion purposes.</p>
<p>5-2 Should the project schedule to be provided with section 3.2.4 Understanding of the Project only include tasks and milestones for RS2 (required) or should the project schedule also Optional Services RS3-RS7.</p>	<p>Yes, the project schedule in Section 3.2.4 – Understanding of the Project goes along with the required tasks (RS1 and RS2). A tentative schedule for provisional tasks (RS3 and beyond) may be provided but is not mandatory.</p>
<p>5-3 There is a discrepancy in the range of building area indication on the Architectural program and the building footprint noted on the page 15 of appendix D. Could you please clarify the anticipated building footprint? A. The total building footprint proposed for the Learn-to Hub has been estimated at approximately 550 to 600 sq.m. and may consist of one or more buildings. The exact building area and space allocations for individual building components are outlined in the Concept Plan for Landons Bay. a. The total building area included in the concept plan is 705 sq m</p>	<p>Exact building footprint area to be decided during the design process. Please see Landons Bay Visitor Centre Architectural Program Drawing which is part of the Conceptual Plans.</p>
<p>5-4 What program is to be accommodated in the Gatehouse? What is the approximate footprint of the building?</p>	<p>The gatehouse will be used to for orienteering visitors, payment of entry fees, check in, etc.</p>
<p>5-5 What is the approximate size of the lookout platform? How many people should it be capable of accommodating? Will it be used to host any special events or gatherings?</p>	<p>Roughly 350 sq. m rock outcrop will contain the lookout, dimensions to be refined after further discussion with consultant. Size will reflect these discussions.</p>
<p>5-6 What is the approximate size of the outdoor camping and outdoor storage workshop? Are these open air or enclosed structures?</p>	<p>These are enclosed structures, for security reasons, which are roughly 10m by 10m but exact dimensions is to be confirmed through discussion with consultant.</p>
<p>5-7 Is there an opportunity for some proportion of the site meetings to be remote? Would it be acceptable to propose that 25% be held remotely?</p>	<p>Yes, some site meetings may take place remotely. The exact percentage will be determined after contract award.</p>
<p>5-8 ADDM #2 notes that the services of a professional surveyor, for the purpose of producing design deliverables, are to be procured by the consultant. Per OAA best practices, the architect cannot accept responsibility for the accuracy or completeness of the client's specialist consultants which include land surveyors, and geo-technical or hazardous materials specialist consultants. Typically, they provide information relating to the client's/owner's facility or property. The information they provide should be available to all</p>	<p>A Boundary survey is available on the Canada Lands Survey Website. Lidar-derived Topographic data is available at 1m resolution, which can facilitate topographic surveying."</p>

potential consultants at the start of the procurement process. The existing condition of the site and facility makes a difference to the scope and cost of the consultants' services.	
5-9 Can Parks Canada please provide further details regarding past Indigenous engagement completed on site with the Mohawk Council of Akwesasne and other Nations, including any site blessings or ceremony? We kindly request this information to ensure we begin the design process in a good way and are respectful of Parks Canada relations with the Mohawk Council of Akwesasne and other regional First Nations and the Metis Nation.	Information on engagement processes with indigenous communities will be provided after contract award.
5-10 During the optional site visit on October 17, Parks Canada advised that all existing structures would be demolished. ADDM #2 indicates that "most existing buildings are to be demolished". Can you please clarify which is the case?	It is intended that all existing building be demolished. Should a particular building need to remain, we will advise after the contract award.
5-11 We are requesting a two-week extension to accommodate consideration of forthcoming responses to questions that have been submitted. Please advise if this can be provided.	See 1-15.

ALL OTHER TERMS & CONDITIONS REMAIN UNCHANGED

B. Table 1 - Summary of Proposal Requirements - Team Identification Format and Specialists

	Minimum Team Identification requirements as per Appendix A of RFP. Format, see below example.	Cost to be included in RFP Appendix C – Price Proposal Form
RFP Appendix A – Team Identification Format		
Building Architect	Yes	Yes
Landscape Architect	Yes	Yes
Structural Engineer	Yes	Yes
Mechanical Engineer	Yes	Yes
Electrical Engineer	Yes	Yes
Civil Engineer	Yes	Yes
Playground Designer	Yes	Yes
National and Provincial Codes and Regulatory Analyst	Yes	Yes
Specialists – SOW – Appendix D – Consultant Requirements 1.6.2		
• Geotechnical Engineering	No, As per 1-6a. PCA will procure the services of a geotechnical firm and will ask the consultant for guidance when drafting the Terms of Reference.	No, As per 1-6a. PCA will procure the services of a geotechnical firm and will ask the consultant for guidance when drafting the Terms of Reference.
• Traffic Engineering	No, resource to be proposed after contract award	Yes
• Municipal Engineering	No, resource to be proposed after contract award	Yes
• Code Specialist	No, resource to be proposed after contract award	Yes
• Signage Designer - 'Getting Around Site Signs' -	No, resource to be proposed after contract award	Yes
• Security, Building Security, Communication Systems and Life Safety Consulting Services.	No, resource to be proposed after contract award	Yes
• Building Sciences Consulting Services	No, resource to be proposed after contract award	Yes
• Environmental Engineering and Specialists	No, resource to be proposed after contract award	Yes
• Universal Accessibility Consultant	No, resource to be proposed after contract award	Yes
• Interior Design Consulting Services	No, resource to be proposed after contract award	Yes
• Lighting Consultant	No, resource to be proposed after contract award	Yes
• Acoustic Consultant	No, resource to be proposed after contract award	Yes
• Cost Consultant	No, resource to be proposed after contract award	Yes

• Fire Protection Engineer,	No, resource to be proposed after contract award	Yes
• Energy Modelling (Including simulations and demonstration of sustainability goals / Energy Budget	No, resource to be proposed after contract award	Yes
• Commissioning Services	No, resource to be proposed after contract award	Yes

Note: As per 1-6a. PCA will procure the services of a geotechnical firm and will ask the consultant for guidance when drafting the Terms of Reference.

Proponent to incorporate above cost to applicable respective RS tasks.

APPENDIX A - TEAM IDENTIFICATION FORMAT (rev.110123)

For details on this format, please see Appendix E - SRE in the Request For Proposal.

The prime consultant and other members of the Consultant Team shall be, or eligible to be, licensed, certified or otherwise authorized to provide the necessary professional services to the full extent that may be required by provincial or territorial law.

I. Prime Consultant (Proponent – Building Architect):

Firm or Joint Venture Name:

Key Individuals and provincial professional licensing status and/or professional accreditation:

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II. Key Sub Consultants / Specialists:

Landscape Architect

Firm Name:

Key Individuals and provincial professional licensing status and/or professional accreditation:

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III. Key Sub Consultants / Specialists:

Structural Engineer

Firm Name:

Key Individuals and provincial professional licensing status and/or professional accreditation:

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IV. Key Sub Consultants / Specialists:

Mechanical Engineer

Firm Name:
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Key Individuals and provincial professional licensing status and/or professional accreditation:

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V. Key Sub Consultants / Specialists:

Electrical Engineer

Firm Name:
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Key Individuals and provincial professional licensing status and/or professional accreditation:

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VI. Key Sub Consultants / Specialists:

Civil Engineer

Firm Name:
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Key Individuals and provincial professional licensing status and/or professional accreditation:

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VII. Key Sub Consultants / Specialists:

Playground Designer

Firm Name:
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Key Individuals and provincial professional licensing status and/or professional accreditation:

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VIII. Key Sub Consultants / Specialists:

National and Provincial Codes and Regulatory Analyst

Firm Name:
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Key Individuals and provincial professional licensing status and/or professional accreditation:

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VIV. Resources to be proposed after contract award.

a) Traffic Engineering

Firm Name:

b) Municipal Engineering

Firm Name:

c) Code Specialist

Firm Name:

d) Signage Designer - 'Getting Around Site Signs'

Firm Name:

e) Security, Building Security, Communication Systems and Life Safety Consulting Services

Firm Name:

f) Building Sciences Consulting Services

Firm Name:

g) Environmental Engineering and Specialists

Firm Name:

h) Universal Accessibility Consultant

Firm Name:

i) Interior Design Consulting Services

Firm Name:

j) Lighting Consultant

Firm Name:

k) Acoustic Consultant

Firm Name:

l) Cost Consultant

Firm Name:

m) Fire Protection Engineer

Firm Name:

n) Energy Modelling (Including simulations and demonstration of sustainability goals / Energy Budget

Firm Name:

o) Commissioning Services

Firm Name: