



<p><b>RETOURNER LES SOUMISSIONS À :</b> <b>/RETURN RESPONSES TO:</b> <b>Réception des soumissions –</b> <b>Environnement Canada/Bid</b> <b>Receiving – Environment Canada</b> <b>Copie électronique :</b> soumissionsbids@ec.gc.ca</p> <p><b>DEMANDE DE SOUMISSIONS –</b> <b>INVITATION À SE QUALIFIER BID</b> <b>SOLICITATION – INVITATION TO QUALIFY</b></p> <p><b>SOUMISSION À :</b> <b>ENVIRONNEMENT CANADA</b> Nous offrons d’effectuer ou de fournir au Canada, aux conditions énoncées ou incluses par référence dans le document incluant toutes pièces jointes et annexes, les services détaillés dans le document, au(x) prix indiqué(s).</p> <p><b>PROPOSAL TO: ENVIRONMENT CANADA</b> We offer to perform or provide to Canada the services detailed in the document including any attachments and annexes, in accordance with the terms and conditions set out or referred to in the document, at the price(s) provided.</p>	<p><b>Titre – Title</b> Replacement of 30-meter section of the Break Wall at St.Clair National Wildlife Area</p>	
	<p><b>N° de la demande de soumissions EC/N° SAP – EC Bid Solicitation No. /SAP No.</b> 5000075630</p>	
	<p><b>Date de la demande de soumissions (AAAA-MM-JJ) – Date of Bid Solicitation (YYYY-MM-DD)</b> 2023-11-10</p>	
	<p><b>La demande de soumissions prend fin (AAAA-MM-JJ) – Bid Solicitation Closes (YEAR-MM-DD)</b> à – at 15h00 on – le 2023-11-27</p>	<p><b>Time Zone – Fuseau horaire</b> <i>Eastern Standard Time</i></p>
	<p><b>F.O.B – F.A.B</b></p>	
	<p><b>Adresser toute question à : – Address Enquiries to:</b> Shawn Davis shawn.davis@ec.gc.ca</p>	
	<p><b>N° de téléphone – Telephone N°.</b> N/A</p>	<p><b>N° de télécopieur – Fax N°.</b> N/A</p>
	<p><b>Livraison exigée (AAAA-MM-JJ) – Delivery Required (YEAR-MM-DD)</b> 2024-07-31</p>	
	<p><b>Destination des services/Destination of Services</b> Ontario</p>	
	<p><b>Raison sociale et adresse du fournisseur/de l’entrepreneur – Vendor/firm Name and Address</b></p>	
<p><b>N° de téléphone – Telephone N°.</b></p>	<p><b>N° de télécopieur – Fax N°.</b></p>	
<p><b>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>Name and title of person authorized to sign on behalf of Vendor/firm (type or print) /</b> <b>Signature</b> <span style="float: right;"><b>Date</b></span></p>		



## INVITATION TO QUALIFY (ITQ)

### IMPORTANT NOTICE

#### TWO PHASE SELECTION PROCESS

This is the first phase (Phase One) of a two-phase process: the first phase will invite bidders to qualify for Phase Two based on their relevant experience; the second phase (Phase Two) will invite the qualified respondents from Phase One to demonstrate qualifications and experience and provide a financial bid on the project based on the specifications and drawings. The qualification list will expire upon award of a contract in Phase Two and the prequalification list will not be used in any other solicitation.

#### DEBRIEFING:

Should a respondent desire a debriefing, the respondent should contact the person identified as the Contracting Authority below within 15 working days of the notification of the results of the qualification process. 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 QUALIFIED RESPONDENTS:

A list of qualified respondents from Phase One will be released in Phase Two to all qualified respondents at time of solicitation. Contract award notice of the successful bidder of Phase Two will be posted on [buyandsell.gc.ca](http://buyandsell.gc.ca)



## INSTRUCTIONS TO RESPONDENTS

### 1. TWO PHASE SELECTION PROCESS

Respondents responding to this selection process are requested to submit in two phases. Respondents who qualify in Phase One will be invited to submit bids in Phase Two. Following the evaluation of the Phase One responses, respondents will be advised of their qualification result and the status of the Phase Two tender. Phase Two respondents will be asked to provide evidence of their compliance with the qualifications and experience outlined in Phase One and will be provided an Invitation to Tender (ITT)/ to for the financial evaluation in relation to the specifications and drawings.

Documents may be submitted in either official language of Canada.

### 2. ENQUIRIES:

All enquiries are to be submitted to the Contracting Authority:

Name: Shawn Davis

Email: [shawn.davis@ec.gc.ca](mailto:shawn.davis@ec.gc.ca)

Enquiries are to be made in writing and should be received no less than five (5) working days prior to the closing date to allow sufficient time to respond.

### 3. SUBMISSION OF QUALIFICATIONS

#### 3.1. Electronic Response Submission

In order to be considered, responses must be received by the date and time indicated on the cover page to herein as the "Closing Date." Responses received after the Closing Date will be considered non-responsive and will not be considered for contract award. Responses submitted by email must be submitted ONLY to the following email address:

Email Address: [soumissionsbids@ec.gc.ca](mailto:soumissionsbids@ec.gc.ca)

Attention: *Shawn Davis*

Solicitation Number: 5000075630

Respondents should ensure that their name, address, Closing Date of the solicitation and Solicitation Number are clearly indicated in the body of their email. Responses and supporting information may be submitted in either English or French.

The total size of the email, including all attachments, must be less than 15 megabytes (MB). It is each Respondent's responsibility to ensure that the total size of the email does not exceed this limit.

Responses sent by fax will not be accepted.

It is important to note that emails systems can experience systematic delays and, at times, large attachments may cause systems to hold or delay transmission of emails. It is solely the Respondent's responsibility to ensure that the Contracting Authority receives a response on time, in the mailbox that has been identified for response receipt purposes. Date stamps for this form of transmission are not acceptable.



#### 4. RESPONDENT'S CONTACT INFORMATION

Legal Name: \_\_\_\_\_

Operating Name (if any): \_\_\_\_\_

Address: \_\_\_\_\_

Telephone: \_\_\_\_\_ Fax: \_\_\_\_\_ PBN: \_\_\_\_\_

E-mail address: \_\_\_\_\_

Name and title of person authorized to sign on behalf of  
respondent: \_\_\_\_\_

Signature: \_\_\_\_\_

#### 5. LANGUAGE PREFERENCE

If qualified to participate in the next step of the solicitation process, the respondent would prefer to receive correspondence and associated procurement documentation in the following language:

English  French

#### 6. JOINT VENTURES

1. A joint venture is an association of two or more parties who combine their money, property, knowledge, expertise or other resources in a single joint business enterprise, sometimes referred as a consortium, to bid together on a requirement. Respondents who bid as a joint venture must indicate clearly that it is a joint venture and provide the following information:
  - a. the name of each member of the joint venture;
  - b. the Procurement Business Number of each member of the joint venture, if applicable;
  - c. the name of the representative of the joint venture, i.e. the member chosen by the other members to act on their behalf, if applicable;
  - d. the name of the joint venture, if applicable.
2. If the information is not clearly provided in the bid, the respondent must provide the information on request from the Contracting Authority.
3. The bid and any resulting contract must be signed by all the members of the joint venture unless one member has been appointed to act on behalf of all members of the joint venture. The Contracting Authority may, at any time, require each member of the joint venture to confirm that the representative has been appointed with full authority to act as its representative for the purposes of the bid solicitation and any resulting contract. If a contract is awarded to a joint venture, all members of the joint venture will be jointly and severally or solidarily liable for the performance of any resulting contract.

#### 7. LIMITATION OF SUBMISSIONS



1. A respondent may not submit more than one bid. This limitation also applies to the persons or entities in the case of a joint venture. If more than one bid is received from a respondent (or, in the case of a joint venture, from the persons or entities), all such bids shall be rejected and no further consideration shall be given.
2. A joint venture is defined as an association of two or more parties which combine their money, property, knowledge, skills, time or other resources in a joint business enterprise agreeing to share the profits and the losses and each having some degree of control over the enterprise.
3. An arrangement whereby Canada contracts directly with a Contractor who may retain subcontractors to perform portions of the services is not a joint venture arrangement. A Subcontractor may, therefore, be proposed as part of the bidder team by more than one respondent. The respondent warrants that it has written permission from such Subcontractors to propose their services in relation to the services to be performed.
4. Notwithstanding paragraph 3. above, in order to avoid any conflict of interest, or any perception of conflict of interest, a respondent shall not include in its submission another respondent as a member of its team, as a Subcontractor.
5. Any joint venture entered into for the provision of professional services or other services must be in full compliance with the requirements of any provincial or territorial law pertaining thereto in the Province or Territory in which the project is located.



## PHASE ONE QUALIFICATION FORM

### PROJECT DESCRIPTION:

### PURPOSE

Replacement of 30-meter section of the metal sheet piling Break Wall at St. Clair National Wildlife Area (SCNWA) located on federal land and subject to federal regulations.

### OBJECTIVE:

Environment and Climate Change Canada has a requirement to replace a 30-meter section of the metal sheet piling break wall. The work will require:

1. obtaining a permit under the Canada Wildlife Act(CWA) <https://www.canada.ca/en/environment-climate-change/services/national-wildlife-areas/permits-activities/protected-areas/application-permit-under-wildlife-area-regulations.html>
2. obtaining a permit under the Species at Risk Act(SARA) <https://splep-saraps.az.ec.gc.ca/>;
3. completing a Department of Fisheries and Oceans (DFO) Request for Review and obtaining authorization to move forward with proposed work <https://www.dfo-mpo.gc.ca/pnw-ppe/reviews-revues/request-review-demande-d-examen-003-eng.html> , etc.) ; and
4. providing all necessary labour, materials, and equipment, and appropriate environmental mitigation measures required to complete the replacement of a 30 meter section of the break wall at the St. Clair Unit of the St Clair National Wildlife Area, located in Pain Court, Ontario N0P 1Z0.
5. a biologist to assist with permit preparation and to be on site during construction to ensure that mitigation measures are implemented as outlined in permits.

Environment Canada will lend support/guidance to contractor on permit applications

### CONDITIONS TO QUALIFY:

At Phase One closing, the respondent must:

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

Mandatory Requirements:

1. Complete the Bidder's Contact Information
2. Complete the Qualification Form

Failure by the respondent to provide the required documentation in Phase One will result in the respondent being disqualified and no further consideration will be given to the respondent and the submission will be deemed non-responsive.

### BASIS OF QUALIFICATION:

A qualification submission must comply with the mandatory requirements to be declared responsive in Phase One. Responding "no" to any of the mandatory requirements below will render your bid non-compliant and no further consideration will be given to the bid.

### QUALIFICATION FORM

All fields must be completed in the qualification form or the response will be deemed non-compliant and no further consideration will be given.



Mandatory Requirements:

Mandatory	Qualification	Confirmation	
		YES	NO
1	<p>The Respondent has worked on 2 or more similar projects including (demolition and excavation, metal work, structural work and backfilling in an environmentally sensitive area using appropriate environmental mitigation measures) valued at \$100K or greater within the past 5 years.</p> <p>To demonstrate they meet this, the respondent must respond yes in the right hand column</p>	YES	NO
2	<p>The Respondent has a minimum of 5 years' experience leading multi-disciplinary construction projects, coordinating multiple sub-contractors, and has a successful record of managing schedules.</p> <p>To demonstrate they meet this, the respondent must respond yes in the right hand column</p>	YES	NO
3	<p>The Respondent has 3 years of experience working in construction settings in environmentally sensitive areas with federally-listed aquatic and terrestrial species at risk present and securing all relevant permits (CWA, SARA and DFO) to complete work on federally owned land.</p> <p>To demonstrate they meet this, the respondent must respond yes in the right hand column</p>	YES	NO

Failure by the respondent to provide the required documentation in Phase One will result in the respondent being disqualified and no further consideration will be given to the respondent and the submission will be deemed non-responsive.