



~~RFx002541~~ RFx002541-2

CANADA MORTGAGE AND HOUSING CORPORATION

ADDENDUM NO. 2

REQUEST FOR PROPOSAL

FOR

Landscaping Services for Granville Island

Request for Proposal No: ~~002541~~ 002541-2

Date Addendum Issued: 26 January 2024

Submission Deadline: February 15, 2024 – 12:00 p.m. Pacific Time

Bid Submission Email: EBID@cmhc-schl.gc.ca

Address Inquiries to:

Sara Brady, Sr. Procurement Advisor, Procurement Services

Email: sbrady@cmhc-schl.gc.ca

General Procurement Services Email: procurementsourcingteam@cmhc-schl.gc.ca

When submitting your proposal, please indicate "Landscaping Services for Granville Island **002541-2**" in the email subject line. You must include the number **002541-2** in the subject line to ensure that your bid will be received.

1. Changes to the RFP

Section 1.5.2 PROPOSALS TO BE SUBMITTED AT THE PRESCRIBED LOCATION IN PRESCRIBED MANNER of the main RFP document has been updated as follows.

Deletions have been ~~struck out~~. Additions are in **bold**.

1.5.2 PROPOSALS TO BE SUBMITTED AT THE PRESCRIBED LOCATION IN PRESCRIBED MANNER

Proposal submissions must be emailed to CMHC's electronic bid submission system ("EBID") to the address indicated below:

Email Address: EBID@cmhc-schl.gc.ca ("Submission Location")

The email subject line must read: Landscaping Services for Granville Island ~~002541~~
002541-2. You must include the number ~~002541~~ **002541-2** in the subject line to ensure that your bid will be received.

Proposals sent to any other e-mail address will not be considered.

Please be advised that EBID has a size limitation of 10 MB. Proponents may submit their proposal in multiple smaller files indicating the number of emails submitted (for example: email 1/3, 2/3, 3/3) in the body of the email. Individual files are to be submitted in Microsoft Word, Excel, or pdf format.

Note: Rich Text formatted or compressed (zipped) documents cannot be opened by CMHC.

Upon receipt of proposals, an automated confirmation will be issued by EBID to the sender's e-mail address. It is strongly recommended that proponents follow up with the RFP Contact should they not receive said confirmation within thirty (30) minutes of their submission.

2. Questions and Answers

Question (Q) 1: Do staff need to have a security clearance?

Answer (A) 1: Please refer to Appendix C RFP Specifications, section 5. Security.

Q2: Does the business need to have a designated organization screening (DOS)?

A2: Please refer to Appendix C RFP Specifications, section 5. Security.

Q3: Are there any restrictions for the tools used besides those mentioned: aerator (core) aerator and "low noise" leaf blower?

A3: Please refer to Appendix C RFP Specifications, section 2 The Deliverables, C. Tools and Equipment.

Q4: What is the surface area that needs to be mulched?

A4: Please refer to Addendum 1, A1.

Q5: What is the surface area of the annual flower beds located on Anderson Street?

A5: Please refer to Addendum 1, A1.

Q6: Can the previously awarded amount for this solicitation be shared?

A6: The value of awarded contracts over \$10,000 can be found on CMHC's website: [Disclosure of contracts over \\$10,000 | CMHC \(cmhc-schl.gc.ca\)](#)

Q7: Does the contractor need to supply a different costing for the flowers that need to be planted?

A7: Please refer to Appendix C RFP Specifications, section 2 The Deliverables, V. Annual Plantings, Containers and Hanging Baskets.

Q8: When the contractor submits the pictures of the floral arrangement for the hanging baskets, barrels, and bedding plants is it to seek approval before planting?

A8: Please refer to Appendix C RFP Specifications, section 2 The Deliverables, V. Annual Plantings, Containers and Hanging Baskets, subsection vi).

Q9: What is the size in gallons or liters of the watering bags that are used for the 50 trees?

A9: Each tree bag is approximately 15 gallons.

Q10: Does the thatched lawn need to be removed from the property, or disposed of in the local garbage bins?

A10: Please refer to Appendix C RFP Specifications, section 2 The Deliverables, G. Litter Pickup, Cleaning of Work Areas, and Debris Disposal.

Q11: Are there local storage areas from CMHC that can be used in Granville Island to store equipment, and products for weekly maintenance, and if so, are there any monthly costs?

A11: Please refer to Appendix C RFP Specifications, section 2 The Deliverables, F. Delivery and Storage of the Successful Proponent's Materials.

Q12: In the RFP it is mentioned that CMHC received approval for \$2,500,000.00 for 5 years. If the costing is above \$2,500,000.00 what options does CMHC have?

A12: Please refer to Part 1 – Submission Instructions, section 1.1 Objective of this RFP: “The anticipated value of the service is estimated to be up to \$2,500,000.00 including taxes for the five-year term.”

Q13: Is a costing needed to be submitted and approved for the replacement of dead or damaged annual plants growing in planter barrels, hanging baskets, and in-ground bedding plant display beds? or is this that needs to be also taken into consideration in the initial costing?

A13: Please refer to Appendix C RFP Specifications, section 2 The Deliverables, V. Annual Plantings, Containers and Hanging Baskets, and S. Tree and Shrub Maintenance, subsection xi).

Q14: Do you have any other open contracts in the Vancouver area as well?

A14: Per our Procurement Policy, CMHC posts procurement opportunities valued at CAD \$600,000 and above on CanadaBuys: [Homepage](#) | [CanadaBuys](#).

Q15: Appendix B pricing form: What pricing does it need to be put in in tab 1. Monthly Rates for Evaluation? Is this the proposed average monthly operational cost per year for the overall contract?

A15: Please refer to Appendix B Pricing Form, Tab 1: “Monthly Price, inclusive of all labour, equipment and materials.” Items that are to be included and not included are detailed in Appendix C RFP Specifications, section 2 The Deliverables. Some examples can be found in N. Pesticides, P. Weed Control, S. Tree and Shrub Maintenance, and X. Pond Maintenance.

Q16: Appendix B pricing form: In tab 3. Other Charges Table 2, is the cost for the procurement of plants and flowers to be added here? watering truck?

A16: Please refer to Appendix B Pricing Form, Tab 3: “The following are rows for the Proponent to list ALL additional applicable items that may be necessary to deliver the services. The successful proponent may not charge for items not quoted in this Pricing Form without CMHC's prior written approval.”