



RETURN BIDS TO:
RETOURNER LES SOUMISSIONS À:
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 INVITATION À SE QUALIFIER

Proposal to: Parks Canada Agency

Issuing Office :

Parks Canada Agency
Québec QC

Title-Sujet Stage 1 - Joseph Gavey House Preservation, Forillon National Park		
Solicitation No. - No. de l'invitation 5P468-24-0007/A	Date: April 25, 2024	
Client Ref. No. – No. de réf du client. PRO1686		
Solicitation Closes – L'invitation prend fin :		
at – à 2:00 PM	on – le May 14, 2024	Time Zone - Fuseau horaire EDT - HAE
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 : Cloë Pelland Tessier cloe.pelland-tessier@pc.gc.ca		
Telephone No. - No de téléphone 418 928-7252	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	
Title - Titre	
Telephone No. - N° de téléphone: _____	
Email Address – Courriel : _____	
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 further qualifications and a 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.

Parks Canada reserves the right to re-issue Stage One via a /B solicitation if it is determined there is insufficient competition to proceed with Stage Two. Bidders that have qualified in Stage One /A will not be required to resubmit on the Stage One /B. Bidders that failed to demonstrate compliance on the Stage One /A may resubmit and will be considered in Stage One /B.

Stage Two Bidders will be provided an INVITATION TO TENDER (ITT) for further qualifications and the financial evaluation in relation to the specifications and drawings. Please note that the ITT used in Stage 2 of this process will be a Two-Envelope ITT with a technical evaluation component and a price evaluation component. The attached sample is only being provided for bidders to reference the General Conditions.

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.

SPECIAL INSTRUCTIONS TO BIDDERS (SI)

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 cloe.pelland-tessier@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.

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:

5P468-24-0007/A Stage 1 - Joseph Gavey House Preservation, Forillon National Park

This project involves the conservation of a recognized heritage house, the Joseph Gavey residence, located in Forillon National Park, Gaspé, QC. The house will serve as tourist accommodation. Built between 1881 and 1891, the house is a one-and-a-half-storey wood structure with a crawlspace and concrete foundations. The total floor area is 156 square meters (ground and upper floor).

Description of work

The general contractor and subcontractors must possess the necessary skills, resources, and experience to conserve a recognized heritage building. The scope of work includes but is not limited to:

1. Exterior envelope upgrade: The exterior existing envelope will be modified to an insulated assembly. Conservation of the exterior wood cladding, installation of new wood siding and cedar shingles, a new roof metal finish, installation of new gutters and downspouts are included.
2. Building code compliance and accessibility: Compliance with current federal building codes and accessibility standards.
3. Electrical and mechanical systems: Installation of new electrical and mechanical systems, including heating (electrical), ventilation systems, lighting, electrical wiring and outlets, thermostats, and lighting fixtures. All plumbing systems and fixtures will be new installations.
4. Conservation and repair of architectural interior finishes (wood). Architectural interior finishes include surface treatments on floors, walls and ceilings.
5. Elements to be integrated and/or restored:
 - Conservation of significant elements, including conservation of brick fireplaces (2) and of the central wood staircase.
 - Reinstallation of existing restored windows, including storm windows and screens. Restoration (including painting) of windows, storm windows and screens were completed by Parks Canada.
 - Supply and installation of new millwork in kitchens and bathrooms.
6. Site Drainage: Repairs and upgrades to the existing perimeter drainage system
7. Septic system: Installation of the septic system may be added to the scope of work.
8. Hazardous materials management: Decontamination and removal of designated materials (such as lead paint, fungal contamination, organic debris, and minor amounts of asbestos) from interior and exterior surfaces (including floors, walls and ceilings).
9. Structural work
 - Concrete repairs to existing column footings.
 - Construction of a new (wood) balcony with new pier foundations.

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 substantiate 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.

Select **three (3) reference** projects undertaken by the Bidder within the last **10 years** that demonstrate their knowledge, skill, experience and resources on heritage conservation projects, particularly those involving 19th c. Canadian wood residential or small-scale structures in Canada in similar scope and scale to this project, identified in the attached project description, at a value of **\$750K** or greater.

Examples:

- I. Conservation of a heritage residential building, or similar scale, constructed predominantly of wood, that involves upgrades to the exterior wall and roof assemblies, structural upgrades and installation of restored wood windows, storm windows and screens.
- II. Conservation of a heritage building, which involves the management and removal of designated substances (including lead paint and organic debris) from exterior cladding and interior finishes and in coordination with the conservation of the heritage architectural elements.
- III. Conservation of a heritage building that involves contemporary upgrades (kitchens, washrooms), including the integration of new mechanical and electrical systems and the restoration and/or rehabilitation of interior surfaces and interior elements such as woodwork, trim, moldings, floors, ceilings and a stairwell (wood construction).

A response to each **mandatory requirement** is required. Only the first three (3) projects listed will receive consideration and any others will not receive consideration.

The documents provided by the bidder may be verified.

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	(Yes/No)
M1	<p>By the closing date and time of this pre-qualification, the Bidder must have substantially completed three (3) construction projects within the last 10 years that demonstrate their knowledge, skill, experience and resources on heritage conservation projects, particularly those involving 19th c. Canadian wood residential or small-scale structures in Canada in similar scope and scale to this project, identified in the attached project description, at a value of \$750K or greater.</p> <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 three (3) reference projects provided.</p> <ol style="list-style-type: none"> 1. Dismantle, repair and reinstallation of the exterior heritage wood cladding of a heritage building to improve thermal performance (including the addition of insulation with vapor barrier, air barrier); 2. Installation of a new metal roofing finish on a heritage building; installation of new gutters and downspouts; 3. Conservation of interior wood finishes, including floors, walls, doors, mouldings, ceilings, central staircase; 4. Decontamination and removal of designated materials (such as lead paint, fungal contamination, organic debris and minor amounts of asbestos) from interior and exterior surfaces of a heritage building (including floors, walls and ceilings); 5. Reinstallation of restored wood frames and windows, including storm windows and screens; 6. Installation of new electrical and mechanical systems into a heritage building; 7. Repairs and upgrades to the wood structure of a heritage building. <p>Note:</p> <ul style="list-style-type: none"> • Each task must have been executed at least once in one of the three projects • In at least two (2) projects, the site superintendent is the same person. 	

	<p>For each project, 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 fact verification only.</p> <p>Note: The Bidder must provide substantiation of above Mandatory Requirement using Project 1, Project 2 and Project 3 tables below (use extra pages if necessary).</p>	
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PROJECT 1		
Project Title:		
Project Location:		
Client (Owner or General Contractor if sub-contract):		
Project Start Date (YYYY/MM/DD):	Project Substantial Completion Date (YYYY/MM/DD):	
		Yes/No
Was the Bidder the Prime Contractor for this project?		
Does your enterprise hold an RBQ license?		
Was this project substantially completed in the past 10 years?		
Did this involve the preservation and /or rehabilitation and/or restoration of a heritage building constructed of wood, 19th c. or early 20th c. Canadian residential or similar scale structures, where the original structure is constructed of traditional wood construction techniques. If yes, please describe with sufficient detail to demonstrate compliance.		
Is the site manager (foreman/superintendent) a Journeyman Carpenter (Québec-CCQ) with at least eight (8) years' experience in the overall management, organization and implementation of wood heritage restoration projects?		
Does the project involve the dismantle, repair and reinstallation of the exterior wood cladding of a heritage building to improve thermal performance? (Mandatory for at least one of the projects)		
Does the project involve the installation addition of insulation, vapor barrier and air barrier to the exterior envelope of a heritage building? (Mandatory for at least one of the projects)		
Does the project involve the installation of a new galvanized steel roofing finish on a designated heritage building including the installation of new gutters and downspouts? (Mandatory for at least one of the projects)		
Does the project involve the conservation and/or repair of interior wood finishes, including floors, walls, doors, moldings, ceilings, central staircase? (Mandatory for at least one of the projects)		
Does the project involve the decontamination and removal of designated materials (such as lead paint, fungal contamination, organic debris and minor amounts of asbestos) from interior and exterior surfaces of a heritage building? (Mandatory for at least one of the projects)		
Does the project involve the installation of restored wood windows into existing openings, including installation of storm windows and screens? (Mandatory for at least one of the projects)		
Does the project involve the installation of new electrical and mechanical systems in a heritage building? (Mandatory for at least one of the projects)		

Does the project involve repairs to the wood structure of heritage building? (Mandatory for at least one of the projects)	
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. Name: Email: Phone #:	
Total Value of Project \$ _____ (Must be at least \$750,000.00 excluding taxes).	
Briefly describe the project (i.e.: cost, scope, size, distinguishing characteristics) - Indicate in sufficient detail whether the above work was carried out in the project	

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Amd. No. - N° de la modif.
-

Contracting Authority - Autorité contractante
Cloë Pelland Tessier

Client Ref. No. - N° de réf. du client
PRO1686

File Name - Nom du dossier
Stage 1 - Joseph Gavey House Preservation, Forillon National Park

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PROJECT 2		
Project Title:		
Project Location:		
Client (Owner or General Contractor if sub-contract):		
Project Start Date (YYYY/MM/DD):	Project Substantial Completion Date (YYYY/MM/DD):	
		Yes/No
Was the Bidder the Prime Contractor for this project?		
Does your enterprise hold an RBQ license?		
Was this project substantially completed in the past 10 years?		
Did this involve the preservation and /or rehabilitation and/or restoration of a heritage building constructed of wood, 19th c. or early 20th c. Canadian residential or similar scale structures, where the original structure is constructed of traditional wood construction techniques. If yes, please describe with sufficient detail to demonstrate compliance.		
Is the site manager (foreman/superintendent) a Journeyman Carpenter (Québec-CCQ) with at least eight (8) years' experience in the overall management, organization and implementation of wood heritage restoration projects?		
Does the project involve the dismantle, repair and reinstallation of the exterior wood cladding of a heritage building to improve thermal performance? (Mandatory for at least one of the projects)		
Does the project involve the installation addition of insulation, vapor barrier and air barrier to the exterior envelope of a heritage building? (Mandatory for at least one of the projects)		
Does the project involve the installation of a new galvanized steel roofing finish on a designated heritage building including the installation of new gutters and downspouts? (Mandatory for at least one of the projects)		
Does the project involve the conservation and/or repair of interior wood finishes, including floors, walls, doors, moldings, ceilings, central staircase? (Mandatory for at least one of the projects)		
Does the project involve the decontamination and removal of designated materials (such as lead paint, fungal contamination, organic debris and minor amounts of asbestos) from interior and exterior surfaces of a heritage building? (Mandatory for at least one of the projects)		
Does the project involve the installation of restored wood windows into existing openings, including installation of storm windows and screens? (Mandatory for at least one of the projects)		
Does the project involve the installation of new electrical and mechanical systems in a heritage building? (Mandatory for at least one of the projects)		

<p>Does the project involve repairs to the wood structure of heritage building? (Mandatory for at least one of the projects)</p>	
<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: Email: Phone #:</p>	
<p>Total Value of Project \$ _____ (Must be at least \$750,000.00 excluding taxes).</p>	
<p>Briefly describe the project (i.e.: cost, scope, size, distinguishing characteristics) - Indicate in sufficient detail whether the above work was carried out in the project</p>	

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PROJECT 3		
Project Title:		
Project Location:		
Client (Owner or General Contractor if sub-contract):		
Project Start Date (YYYY/MM/DD):	Project Substantial Completion Date (YYYY/MM/DD):	
		Yes/No
Was the Bidder the Prime Contractor for this project?		
Does your enterprise hold an RBQ license?		
Was this project substantially completed in the past 10 years?		
Did this involve the preservation and /or rehabilitation and/or restoration of a heritage building constructed of wood, 19th c. or early 20th c. Canadian residential or similar scale structures, where the original structure is constructed of traditional wood construction techniques. If yes, please describe with sufficient detail to demonstrate compliance.		
Is the site manager (foreman/superintendent) a Journeyman Carpenter (Québec-CCQ) with at least eight (8) years' experience in the overall management, organization and implementation of wood heritage restoration projects?		
Does the project involve the dismantle, repair and reinstallation of the exterior wood cladding of a heritage building to improve thermal performance? (Mandatory for at least one of the projects)		
Does the project involve the installation addition of insulation, vapor barrier and air barrier to the exterior envelope of a heritage building? (Mandatory for at least one of the projects)		
Does the project involve the installation of a new galvanized steel roofing finish on a designated heritage building including the installation of new gutters and downspouts? (Mandatory for at least one of the projects)		
Does the project involve the conservation and/or repair of interior wood finishes, including floors, walls, doors, moldings, ceilings, central staircase? (Mandatory for at least one of the projects)		
Does the project involve the decontamination and removal of designated materials (such as lead paint, fungal contamination, organic debris and minor amounts of asbestos) from interior and exterior surfaces of a heritage building? (Mandatory for at least one of the projects)		
Does the project involve the installation of restored wood windows into existing openings, including installation of storm windows and screens? (Mandatory for at least one of the projects)		

Does the project involve the installation of new electrical and mechanical systems in a heritage building? (Mandatory for at least one of the projects)	
Does the project involve repairs to the wood structure of heritage building? (Mandatory for at least one of the projects)	
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. Name: Email: Phone #:	
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APPENDIX 2 – EXAMPLE INVITATION TO TENDER (ITT)

(ATTACHED SEPARATELY)