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National Contracting Services

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**REVISION 001 TO
REQUEST FOR STANDING
OFFER**

The referenced document is hereby revised; unless otherwise indicated, all other terms and conditions remain the same.

Issuing Office:

Parks Canada Agency
National Contracting Services

Title: Multi-Disciplinary Engineering Services – Alberta and British Columbia Mountain National Parks	
Solicitation No.: 5P468-23-0001/A	Date: August 2, 2023
Amendment No.: 001	
Client Reference No.: N/A	

Solicitation Closes: At: 2:00 pm On: August 29, 2023	Time Zone: MDT - HAR
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F.O.B.: Plant: <input type="checkbox"/> Destination: <input checked="" type="checkbox"/> Other: <input type="checkbox"/>
Address Enquiries to: Rebecca Chen
Telephone No.: 587-439-3529
Email Address: rebecca.chen@pc.gc.ca
Destination of Goods, Services, and Construction: See Herein – Voir aux présentes

TO BE COMPLETED BY THE BIDDER

Vendor/ Firm Name:	
Address:	
Telephone No.:	Email Address:
Name of person authorized to sign on behalf of the Vendor/ Firm (type or print):	
Signature:	Date:

Amendment 001

This amendment is raised to:

- A. Extend the solicitation closing date
- B. Distribute information from the Site Visit/Bidders' Conference held on July 20, 2023.
- C. Answer questions from bidders
- D. Make changes to the tender documents

A. Solicitation Closing Date

The closing date for solicitation 5P468-23-0001/A, titled Multi-Disciplinary Engineering Services – Alberta and British Columbia Mountain Parks, is extended from August 15, 2025 until August 29, 2023.

If you have already submitted your proposal, you are invited to send us your revisions, where necessary, by email to soumissionsami-bidsrpc@pc.gc.ca. Please indicate the solicitation number on all correspondence.

B. Bidders' Conference Information

1. Bidders' Conference Attendees

Vendor	Representative's Name
AECOM	Holly Clayton Shawn Lapain Michael Magnan Robert Labonte Colin MacLeod
Lex3 Engineering	Kris Jackson Parker Jorgensen
Associated Engineering	Carma Holmes Chris Skowronski
McElhanney	Stacey Lee
Tetra Tech	Shawn Bernard Andrew Horwood Damian Liebeknecht
WSP	James Scott Aamir Ahmad Kanish Mathur Rob Bauer Kathryn Thompson Mario Winkle Darryl Furey Sonia Rivas-Polo Sandra Bosma Sharon Walsh Kanish Mathur
Parsons	Andrew Kwiatkowski Marek Hanel
Dillon Consulting Limited	Howard Trofantenko

C. Meeting Notes

SOSA Overview

- SOSA – Standing Offer Supply Arrangement Hybrid tool
- SP 5 CALL-UP PROCEDURE
- 3. Call-Up Tiers
 - a. For requirements up to \$100,000 (including applicable taxes), PCA may either:
 - i. issue the call-up to the next firm on the rotation (rotational call-ups),
 - ii. select the Offeror of their choice (selective call-ups)
 - b. For requirements above \$100,000 (including applicable taxes), PCA may either:
 - i. issue the call-up to the next firm on the rotation (rotational call-ups),
 - ii. direct a call-up to a firm with 'best-fit' justification ('best fit' call-ups), or
 - iii. compete the call-up on the basis of a work plan, level of effort, cost of disbursements and/or travel or Indigenous commitments (competitive call-ups).
- Offerors may submit an Offer for any or all Discipline Streams, however a separate AND complete offer is required for each Discipline Stream:

Discipline Stream	Description	Number of Estimated DISOs
1	Civil	2
2	Structural	2
3	Heritage	2
4	Building Sciences	2
5	Electrical	2
6	Mechanical	2
7	Geotechnical	2
8	Multi-Disciplinary Engineering	3

- If applying to the Multidiscipline stream, a proposal must be submitted and address evaluation criteria for all discipline streams including the evaluation criteria in the Multidiscipline stream.
- An offeror who is successful in the multidiscipline stream can also be awarded an individual discipline stream.
- For all of Alberta and British Columbia Mountain Parks (does not include Coastal BC National Parks)
- Duration: date of issuance to Sept 30, 2026, with two (2) two (2) year options
- Indigenous Benefits Framework requirement
- Send bids to: soumissionsami-bidsrpc@pc.gc.ca. Due to the nature of the solicitation, offers transmitted by facsimile will not be accepted.

SOSA Highlights:

- GI 9.1 PHASED BID COMPLIANCE PROCESS
 - o Phase 1 – check for all documents are included
 - o Phase 2 – Technical offer phased bid compliance on mandatory requirements
 - o Phase 3 – Final evaluation of the offer
- GI 13 LIMITATION OF SUBMISSIONS

- GC 23 CHANGES IN THE CONSULTANT TEAM
 - 6. If the Consultant fails to provide a replacement equally qualified and experienced as the individual originally proposed, Canada may apply a reduction up to 10% of the progress payment that the replacement provided has been demonstrated as equivalent or superior to the original individual identified in the contractor submission. Canada will have the right to hold back, drawback, deduct or set off from and against the amounts of any monies owing at any time by Canada to the Consultant, any penalties owing and unpaid under this section.
- GC 25 PERFORMANCE EVALUATION – CONTRACT
 - o The performance of the Consultant during and upon completion of the services will be evaluated by Canada
 - o Poor ratings may result in Corrective Measures which reduce the ideal business volume distribution percentage of an Offeror
- SC2 LANGUAGE REQUIREMENTS

1. Communication between *Canada* and the *Consultant* shall be in English.
2. The Consultant's *services* during construction tender call (such as addenda preparation, tenderers' briefing meetings, technical answers to questions by bidders, including translation of bidder's questions) shall be provided expeditiously in both languages, as necessary.
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*.
4. Other required services in both of Canada's official languages (such as construction documentation) are described in detail in the Standing Offer Brief.
5. The *Consultant* team, including the *Prime Consultant*, Sub-Consultants and Specialists Consultants shall ensure that the *services* being provided in either language shall be to a professional standard.

Overview of SOW

Overview of Submission Requirements and Evaluation (SRE)

- Technical Rating
- Indigenous Benefits Framework
- Price Rating

D. Questions and Answers

- Q1.** Multi-Discipline stream clarification: are you looking for project management specifically?
A1. Yes, looking for one company to bring all relevant technical specialties together, and coordinate them effectively.
- Q2.** What will count as a Multi-discipline project at the call up stage?
A2. Typically, whenever PCA has a project requiring the skills of 2 or more disciplines, this will be called up under the multi-discipline standing offer. PCA will have the flexibility to call up individual disciplines or multiple disciplines as seems most beneficial to any given project.

Q3. To receive Multi-Discipline standing offer, bidder must apply to all individual disciplines?

A3. Yes, correct.

Q4. Is it ok to bring subs for some of the disciplines?

A4. Yes, however Management and Corporate experience must be in house to the Offeror and cannot be subbed out.

Q5. Can subs be on multiple teams?

A5. Yes, however Canada's goal is to have a robust pool of resources available under these agreements to ensure surge capacity and redundancy is available as needed. Therefore, a discipline stream specific agreement may not be secured by the same resources retained by different Primes. Canada reserves the right to bypass the 2nd ranked offer and issue an agreement to the 3rd ranked Offeror as needed to ensure this capacity is available. Consideration will be given to the specific individual resources offered via sub consultants and the degree to which they overlap.

Q6. Does PCA have a Subconsultant Vs. Joint Venture preference?

A6. No Preference.

Q7. For a change in personnel during the duration of the SOSA - will there be a notification process?

A7. Yes, formal notification by email will be required, and the switch must be approved in writing by PCA

Q8. Resumes and personnel: is only the Senior Professional evaluated or are all personnel evaluated and given points?

A8. Points will be awarded for the Resumes of the Senior Professional and the Intermediate Professional. See page 88 of the RFSO

Q9. Project descriptions: number of projects limitation?

A9. The Offeror should select projects and present them in a way to highlight requested experience within the allotted page quantity limits.

Resumes: The Offeror is requested to provide at least two (2) descriptions within each resume of completed projects demonstrating each resource's experience under each project category. Project descriptions should be for projects that have been actively worked on within the last ten (10) years.

Q10. Is the submission the project experience of subconsultants permitted?

A10. Yes

Q11. There is currently no personnel required to be evaluated in section 8 for multi-discipline. Can you comment further?

A11. A resume of the senior personnel will be included into the evaluation for the multidiscipline scoring. See below revisions.

Q12. Is one submission inclusive of all individual discipline streams 1-7 and stream 8: multi-discipline acceptable to cover all individual disciplines, no need for multiple submissions of each stream?

A12. Correct

Q13. Will there be different or the same evaluators for each discipline?

A13. PCA plans to have single set of evaluators across all submissions.

Q14. Any inclusion of Archaeology?

A14. Not directly required. See Page 62 of Part 9 - Statement of Work

Q15. Number of documents? Can they be combined?

- A15.** Yes, documents can be combined into a single technical submission - Financial Submission should be a separate document.
- Q16.** Is there an end date on addenda issuance so bidders can know they're working with the final version?
- A16.** There is a cut-of date for questions (will change with any extensions given), and PCA will aim to have all answers shortly thereafter. Unfortunately, PCA is unable to identify a note on the last amendment as impactful questions may come in late.
- Q17.** Regarding Archaeology coordination, will consultants be forced to contract an archaeologist of PCA choice?
- A17.** No, PCA will either have an Archaeologist hired under our own contract, or may request the Engineer to bring in a sub-consultant Archaeologist of their choosing.
- Q18.** Is there a Capital Plan we can see to know upcoming work?
- A18.** No, that is not shareable. However, the anticipated dollar value spending per discipline noted in the RFSO is based on the draft capital plan PCA has in the works.
- Q19.** Can you confirm that during the submission process, if a proponent denotes submittals on streams 1-8, that the evaluation is conducted both on an individual discipline level and for those projects deemed to be multidisciplinary?
- A19.** That is correct. By submitting for all disciplines 1-7 and multidiscipline #8, your proposal will be evaluated for the multi discipline and each individual discipline stream.
- Q20.** In the instruction under Part B: Technical Evaluation "Resource Resume Requirements", offerors are requested to provide "two resources" for each project category, these being a Senior and Intermediate resource, however the evaluation tables provide (pages 82 through 86) only acknowledge an evaluation criterion for the Senior Professional. Is it PCA intention to evaluate both the Senior and Intermediate Personnel resumes? If so, how will this evaluation be split?
- Furthermore, on page 64, it is noted that, "If the offeror considers it necessary to include up to three individuals in a particular personnel category in order to demonstrate all the relevant experience on any given discipline stream, this is acceptable". How would an additional resume per each resource category be evaluated?
- A20.** See Q8. For additional clarification: the Evaluation Table requests the name of Sr. Personnel be listed for cross-reference purposes. The points to be awarded in the "Resource Resumes" category will be evenly distributed between the 2 (or 3) resumes submitted for Sr/Intermediate Personnel.
- Q21.** In the evaluation table for the Multi-Discipline Stream (page 86), it appears that PCA is not requesting Offerors to provide Resumes. This conflicts with the instructions provide under "Resource Resume Requirements". Please confirm if resumes are to be included under the project categories for this Discipline Stream.
- A21.** See Q11 and revision to "Resource Resume Requirements" below.
- Q22.** In Section 2.4 "Requirement for Offer Format", the minimum font size requested is to be, "11 point Times or equal". Is Arial 10 equal to Times 11?
- A22.** Yes
- Q23.** Detailed Project Descriptions have been requested for each Project Category, under each Discipline Stream. How many Project Descriptions are required per each Project Category? Will Offerors receive stronger scores if they include more than one project description? This question acknowledges that there is either a 6 or 5 page limit to the response per Discipline Stream.

- A23.** There is no minimum or maximum number of project descriptions to be included. Offerors will receive scoring to reflect the extents and relevance of their experience and should select projects that highlight these.
- Q24.** Under the Civil Engineering Discipline Stream (Section 3), the title and description for Project Category 3.4 conflict with that given in the Civil Engineering Evaluation Table (Page 82). In Section 3.4 it is called, "Hydraulic Engineering and Climate Risk Management", while within the evaluation table it is called, "Surface Water/Precipitation Management". Please confirm which is correct.
- A24.** "Hydraulic Engineering and Climate Risk Management" is the correct Project Category Description. The evaluation table will be updated to reflect this.
- Q25.** Within Table 1: Management and Corporate Evaluation Total Points Available and Criteria (page 78), item 4 appears to be incorrectly labelled "PROGRAM MANAGEMENT". This section appears to be called "Understanding the Call-Up Process" in the Overview provided under Part A: Management and Corporate Evaluation (Page 77). Please confirm which is correct.
- A25.** "Understanding the Call-Up Process" is the correct heading. The evaluation table will be updated to reflect this.
- Q26.** It appears that the RFSO responses instructions does not call for Offerors to include an Organizational Chart as part of their response, is this correct?
- A26.** Please include an Organizational Chart, see revisions below.

E. Tender Package/ Solicitation Revisions

In: **RFSO 23-0001, SP 5 CALL-UP PROCEDURE**
Delete: **3. Call-Up Tiers**
Replace with:

3. Call-Up Tiers

- a. For requirements up to \$100,000 (including applicable taxes), PCA may either:
- i. issue the call-up to the next firm on the rotation (rotational call-ups),
 - ii. select the Offeror of their choice (selective call-ups)
 - iii. ~~compete the call-up on the basis of a work plan, level of effort, cost of disbursements and/or travel or Indigenous commitments (competitive call-ups).~~
- b. For requirements above \$100,000 (including applicable taxes), PCA may either:
- iv. issue the call-up to the next firm on the rotation (rotational call-ups),
 - v. direct a call-up to a firm with 'best-fit' justification ('best fit' call-ups), or
 - vi. compete the call-up on the basis of a work plan, level of effort, cost of disbursements and/or travel or Indigenous commitments (competitive call-ups).

In: **RFSO 23-0001, SRE 2 OFFER REQUIREMENTS**
Delete: **2.1 Offer by Email**
Replace with:

2.1 Offer by Email

The only acceptable email address for responses to offer solicitations is soumissionsami-bidsrpc@pc.gc.ca. Offers 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 offer solicitations is 1-855-983-1808.~~

The maximum email file size that Parks Canada is capable of receiving is **15 megabytes**.

The Offeror is responsible for any failure attributable to the transmission or receipt of the emailed offer due to file size.

The Offeror 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 Offeror should send the offer 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 offer documents will not be accepted. Offer documents must be sent as email attachments.

Canada requests that the offer be gathered per separate electronic document (attachment) as follows:

Section I: Technical Offer;

Section II: Indigenous Benefits Framework

Section III: Price Offer

The electronic attachment should be labelled with the name of the section and the Solicitation Number.

In: **RFSO 23-0001, GI 13 LIMITATIONS OF SUBMISSIONS**
Delete: **3. & 4.**
Replace with:

3. An arrangement whereby Canada contracts directly with a **prime** consultant who may retain sub-consultants or specialist consultants to perform portions of the services is not a joint venture arrangement. A sub-consultant or specialist consultant may, therefore, be proposed as part of the consultant team by more than one Offeror. ~~Canada's goal is to have a robust pool of resources available under these agreements to ensure surge capacity and redundancy is available as needed. Therefore, a discipline stream specific agreement may not be secured by the same resources retained by different Primes. Canada reserves the right to bypass the 2nd ranked offer and issue an agreement to the 3rd ranked Offeror as needed to ensure this capacity is available. Consideration will be given to the specific individual resources offered via sub consultants and the degree to which they overlap.~~ The Offeror warrants that it has written permission from such sub-consultant or specialist consultant 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, an Offeror shall not include in its submission another Offeror as a member of its consultant team, as a sub-consultant or specialist consultant.~~

In: **RFSO 23-0001, Part B: Technical Evaluation, Table 2**
Delete: **Table 8. MULTI-DISCIPLINE SCORING**
Replace with:

8. MULTI-DISCIPLINE SCORING										
Project Category	i) Detailed Project Descriptions			ii) Resource Resumes			Name of Senior Professional Personnel	Minimum Pass Mark	Total Points Available	Cross Reference to Proposal
	Weight Factor	Rating	Weighted Rating	Weight Factor	Rating	Weighted Rating				
1. Civil Engineering	10.0	0-10	0-100	10.0	0-10	0-100	(Use above tables)	120^{PB} (60%)	200	(Use above tables)
2. Structural Engineering	10.0	0-10	0-100	10.0	0-10	0-100		120^{PB} (60%)	200	
3. Heritage Structures	10.0	0-10	0-100	10.0	0-10	0-100		120^{PB} (60%)	200	
4. Building Sciences	10.0	0-10	0-100	10.0	0-10	0-100		120^{PB} (60%)	200	
5. Electrical Engineering	10.0	0-10	0-100	10.0	0-10	0-100		120^{PB} (60%)	200	
6. Mechanical Engineering	10.0	0-10	0-100	10.0	0-10	0-100		120^{PB} (60%)	200	
7. Geotechnical Engineering	10.0	0-10	0-100	10.0	0-10	0-100		120^{PB} (60%)	200	
8.1 Integration of Disciplines	1.5	0-10	0-15	1.0	0-10	0-10		35^{PB} (70%)	25	
8.2 Quality Control/ Assurance	1.5	0-10	0-15						15	
8.3 Efficiencies/ Value Added Services	1.0	0-10	0-10						10	

In: **RFSO 23-0001, Part B: Technical Evaluation**
Revise as follows in red:

Resource Resume Requirements

The Offeror must provide resource resumes for each of the **Individual Discipline** project categories. The same individual resource may be put forth to present experience in multiple project categories. For each project category two resources will need to be proposed as follows:

- One will be a Senior Professional with a minimum of 10 years of recent and relevant experience in the project category.
- A second resource will be an Intermediate Professional with a minimum of 5 years of recent and relevant experience in the project category.

Additionally, if the Offeror is submitting for the Multi-Discipline Standing Offer, they must submit the resume of one Senior Professional, presenting their experience in the category of Integration of Disciplines. This Senior Professional must be within the Offeror's own forces and cannot be subbed out.

Resumes must clearly identify what project categories the resource is demonstrating experience in and also adequately describe their recent and relevant experience in order to get points. Resumes must include specific details including:

In: **RFSO 23-0001, Part B: Technical Evaluation**
Table 2: Technical Evaluation Maximum Points and Minimum Technical Pass Scores for Detailed Project Descriptions and Resource Resumes per Discipline Stream (page 82)
Delete: "1.4 Surface Water/Precipitation Management"
Replace with:

1.4 Engineering and Climate Risk Management

In: **RFSO 23-0001, Part A: Management and Corporate Evaluation**
Table 1: Management and Corporate Evaluation Total Points Available and Criteria (page 78)
Delete: "4. PROGRAM MANAGEMENT"
Replace with:

4. UNDERSTANDING THE CALL-UP PROCESS

In: **RFSO 23-0001, Part A: Management and Corporate Evaluation**
Add:

Management and Corporate experience must be in house to the Offeror and cannot be subbed out.

Solicitation No.:
5P468-23-0001/A

Amendment No.:
001

Contracting Authority:
Rebecca Chen

Ver.08.22.2022

Client Reference No.:

Title:
Multi-Disciplinary Engineering Services – Alberta and British Columbia Mountain Parks

In: **RFSO 23-0001, Part A: Management and Corporate Evaluation**
Table 1: Management and Corporate Evaluation Total Points Available and Criteria (page 78)
3. CAPACITY & RESOURCE MANAGEMENT
Add:

Offeror to provide an organizational chart

ALL OTHER TERMS & CONDITIONS REMAIN UNCHANGED.