

RETURN BIDS TO:
RETOURNER LES SOUMISSIONS À:
Bid Receiving Public Works and Government
Services Canada/Réception des soumissions Travaux
publics et Services gouvernementaux Canada
Pacific Region
401 - 1230 Government Street
Victoria, B.C.
V8W 3X4
Bid Fax: (250) 363-3344

SOLICITATION AMENDMENT
MODIFICATION DE L'INVITATION

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

Ce document est par la présente révisé; sauf indication contraire,
les modalités de l'invitation demeurent les mêmes.

Comments - Commentaires

Vendor/Firm Name and Address
Raison sociale et adresse du
fournisseur/de l'entrepreneur

Issuing Office - Bureau de distribution
Public Works and Government Services Canada -
Pacific Region
401 - 1230 Government Street
Victoria, B. C.
V8W 3X4

Title - Sujet RISO LABORATORY ANALYTICAL SERVICES	
Solicitation No. - N° de l'invitation W0103-115061/A	Amendment No. - N° modif. 003
Client Reference No. - N° de référence du client W0103-115061	Date 2012-08-03
GETS Reference No. - N° de référence de SEAG PW-\$VIC-249-5973	
File No. - N° de dossier VIC-1-34021 (249)	CCC No./N° CCC - FMS No./N° VME
Solicitation Closes - L'invitation prend fin at - à 02:00 PM on - le 2012-08-21	Time Zone Fuseau horaire Pacific Daylight Saving Time PDT
F.O.B. - F.A.B. Plant-Usine: <input type="checkbox"/> Destination: <input checked="" type="checkbox"/> Other-Autre: <input type="checkbox"/>	
Address Enquiries to: - Adresser toutes questions à: Cress, Christine	Buyer Id - Id de l'acheteur vic249
Telephone No. - N° de téléphone (250) 363-8442 ()	FAX No. - N° de FAX (250) 363-0395
Destination - of Goods, Services, and Construction: Destination - des biens, services et construction: as per individual call-up against the Standing Offer	

Instructions: See Herein

Instructions: Voir aux présentes

Delivery Required - Livraison exigée	Delivery Offered - Livraison proposée
Vendor/Firm Name and Address Raison sociale et adresse du fournisseur/de l'entrepreneur	
Telephone No. - N° de téléphone Facsimile No. - N° de télécopieur	
Name and title of person authorized to sign on behalf of Vendor/Firm (type or print) Nom et titre de la personne autorisée à signer au nom du fournisseur/ de l'entrepreneur (taper ou écrire en caractères d'imprimerie)	
Signature	Date

AMENDMENT 003 IS RAISED TO MAKE THE FOLLOWING CHANGES TO THE SOLICITATION DOCUMENT:

On Page 17 of 18 under Part 6B:

DELETE: 3.1 Delivery IN ITS ENTIRETY.

INSERT:

3.1 DELIVERY

3.1.1 All analyses shall be completed within:

- a. a 10 working day period (or a longer period if acceptable to the Call-up Authority) from receipt of samples by the Laboratory, except for Drinking Water samples which require a maximum 7 calendar day delivery. If there is a hit for Total Coliforms and/or ecoli the BCEO Water, Fuel and Environment Lead Hand and the BCEO Water, Fuel and Environment Supervisor must be notified immediately via phone and email.
- b. "Standard Holding Times" for analyses as prescribed in the specific standard methods.

Late samples will result in a 5% discount for every 5 work days they are late

3.1.2 Delivery of Results/Data:

- a. All results/data must be received by the person requesting the analyses within 10 working days from receipt of samples by the Laboratory via the electronic format.
- b. For analyses subject to Standard Holding Times, all results/data must be received within one week from completion of the analyses as described above.

Failure to meet the above turnaround times will result in a 5% discount being levied unless the sample generator has agreed to an extension. These extensions must be requested by the laboratory and replied to by the sample generator in a written format, either by email or by fax.

DELETE: 4.1 Basis of Payment - Firm Lot Price(s) IN ITS ENTIRETY.

INSERT:

4.1 BASIS OF PAYMENT

4.1.1 The Basis of Payment attached hereto as Annex "B" must be used to price any call-up made pursuant to this Standing Offer.

4.1.2 Depending on the type of Call-up, the following will apply:

1) For the specified suites of tests listed:

In consideration of the Contractor satisfactorily completing all of its obligations under the Call-up, the Contractor will be paid a firm lot price(s), as specified in Annex "B", Goods and Services Tax or Harmonized Sales Tax extra, if applicable.

The Contractor shall be paid:
The firm Lot Price for the specified test group/suite,

Plus:

the applicable surcharge for Urgent Tests, if applicable.

2) For single tests under each of the specified test groups listed above:

In consideration of the Contractor satisfactorily completing all of its obligations under the Call-up, the Contractor will be paid a firm price, as specified in Annex "B", Goods and Services Tax or Harmonized Sales Tax extra, if applicable.

The Contractor shall paid:
A firm price as listed in Offeror's current Analysis Price Catalogue and/or current published price lists in effect at time of call-up less the specified discount percentage;

Plus:

the applicable surcharge for Urgent Tests if applicable.

3) For the Hazardous Materials and Miscellaneous Non-specified test groups listed:

In consideration of the Contractor satisfactorily completing all of its obligations under the Call-up, the Contractor will be paid a firm price, as specified in Annex "B", Goods and Services Tax or Harmonized Sales Tax extra, if applicable.

The Contractor shall be paid:
A firm price as listed in Offeror's current Analysis Price Catalogue and/or current published price lists in effect at time of call-up, less the specified discount percentage;

Plus:

the applicable surcharge for Urgent Tests if applicable.

4.1.3 Canada shall not be liable for any costs above and beyond those explicitly detailed in Annex B. Any invoice submitted that includes any costs not in strict accordance with those allowable costs in Annex B shall be immediately rejected by Canada.

On Pages 19 to 41:

DELETE ANNEXES A TO F IN THEIR ENTIRETY.

INSERT THE FOLLOWING ANNEXES A TO F INCLUSIVE.

ALL OTHER TERMS AND CONDITIONS REMAIN UNCHANGED.

Solicitation No. - N° de l'invitation

W0103-115061/A

Amd. No. - N° de la modif.

003

Buyer ID - Id de l'acheteur

vic249

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

W0103-115061

File No. - N° du dossier

VIC-1-34021

CCC No./N° CCC - FMS No/ N° VME

ANNEX A - STATEMENT OF WORK

This request for a standing offer does not require the Offeror to provide on-site monitoring or sample collection services. DND personnel will collect and submit all samples directly to the Offeror's courier.

BACKGROUND:

The Base Construction Engineering Organization (BCEO) provides a variety of environmental services to the Department of National Defence (DND) at Canadian Forces Base (CFB) Esquimalt in Victoria, British Columbia. These services include sanitary discharges, management of drinking water facilities, and disposal of contaminated soil, wastewater, waste oil and hazardous materials. While each service may have specific parameters of concern, BCEO will typically request analyses of analyte groups (e.g., total metals or PAH compounds), with analytical results to be provided for specific parameters (e.g., lead or benzo[a]pyrene) within each group.

Samples will be submitted by, but not limited to, three (3) different Call-up Authorities within BCEO. These Call-up Authorities are:

- a) Yolanda Oleksyn
Safety and Environmental Inspector
BCEO Risk Management
CFB Esquimalt
Tel: 250 363 7606
Fax: 250 363 7609
Email: Yolanda.Oleksyn@forces.gc.ca
- b) Ron Barnhart
BCEO Water, Fuel and Environment Lead Hand
CFB Esquimalt
Tel: 250 363 2084
Cell: 250 818 6614
Email: Ronald.Barnhart@forces.gc.ca
- c) Dave Allen
BCEO Water, Fuel and Environment Supervisor
CFB Esquimalt
Tel: 250 363 2951
Cell: 250 507 9423
Email: David.Allen3@forces.gc.ca

BCEO develops its own set of environmental standards by taking the most stringent applicable standards available from a variety of sources. These sources are:

1. CCME Canadian Environmental Quality Guidelines for soil, sediment, drinking water and aquatic life (marine and fresh water).
2. CCME Interim Canadian Quality Criteria for Contaminated Sites 2010
3. Federal Facilities Effluent Standards 1976.
4. British Columbia Approved Water Quality Guidelines 1998 Criteria for sediment and aquatic life (marine and fresh water).
5. British Columbia Contaminated Sites Regulations.

6. Hazardous Waste Regulation, July 8, 2004 pertaining to Disposal of Oil, Storm and Sanitary Sewer Discharges from Special Waste Facilities and the US EPA method #131.1 for Toxic Characteristic Leaching Procedure (TCLP Metals).
7. Capital Regional District By-law 2922: A Bylaw to Regulate the Discharge of Waste Into Sewers Connected to a Sewage Facility Operated by the Capital Regional District
8. Capital Regional District Stormwater Quality Program

The assessment objectives for BCEO projects require analytical method detection limits which meet the most stringent of these criteria.

DELIVERY

In accordance with the individual Call-up against the Standing Offer .

DATA REPORTING

1. Data reports shall include:
 - a. The date of sample receipt,
 - b. Date of analysis,
 - c. Sample ID,
 - d. Chain of Custody number,
 - e. A copy of the chain of custody (hard copy only),
 - f. DND work order number,
 - g. Units of measurement,
 - h. Analytical method description,
 - i. A description and rationale any special handling or analytical procedures
 - j. An explanation for any difficulties experienced in analyte recovery or analytical QA/QC.
2. Procedural/Method Blanks must not be subtracted from the instrumental results and must be reported along with sample data.
3. Calculated results must not be corrected based on control sample recoveries.
4. The use of the acronym N/D for non-detectable is not acceptable; the analytical report must show the non-detectable result in relation to the method detection limit; e.g., where the method detection limit for a parameter is 0.002 mg/kg, the non-detectable result shall be shown as c0.002 mg/kg.
5. Units used for reporting analytical results shall be:
 - a. Mg/kg for soils and sediment
 - b. Mg/l for inorganic, routine and nutrient analytes in water samples
 - c. ug/l for organic analytes in water samples with the exception of ng/l for Tributyl Tin

NOTE: For bid submission all units listed must be as cited above, once a Standing Offer Agreement has been issued if requested an agreement may be reached.

DATA FORMAT

The data shall be reported to BCEO by electronic (email) copy as a Microsoft Excel spreadsheet.

COMMUNICATION

The laboratories are obligated to provide free consultation on matters pertaining to samples, methods, results, or anything else covered in the Standard Offer Agreement, for work that is being planned, has been submitted or has been completed and follow-up discussions are required.

All communications between DND and the laboratory can be done over the phone, but should also be followed by an email to confirm what was discussed over the phone.

REMAINING SAMPLE

The Laboratory must store the remaining sample until the data report is completed and accepted by the person requesting the analyses. Upon acceptance of the data report, the Laboratory may, at its option,

- a. retain the remaining sample for a standard retention period (to be identified in the proposal)
- b. disposed of by the Laboratory.

All costs and responsibilities associated with the disposal of remaining sample rests with the Laboratory.

SUBCONTRACTING ANALYSES

A list of sub-contracted laboratories to be used by the primary laboratory must be submitted as part of the offer. The sub-contractor's qualifications, certificates and company contacts must accompany this list. Only those sub-contracted labs approved by BCEO may be used for the period of the SO unless authorized by the administrative authority.

Sub-contracted reports must be submitted along with reports from the primary laboratory. These reports must include the same information required by the primary laboratory plus any client id used to identify the primary laboratory.

Affiliated labs shall require SCC/CAEAL certification if analysis identifies as required.

SCIENTIFIC REVIEW/DOCUMENT STORAGE

The Technical Authority can request and review documents related to any analysis (including instrumental printouts, calculations, log records, etc.) at any time between the start of the analysis up to 6 months after the agreement expires.

DATA REVIEW PERIOD

The Call-up Authority requesting the analyses will review data within 1 week of receipt and either accepts the data or request reanalysis.

REANALYSIS

The Call-up Authority requesting the analyses has the right to request reanalysis and/or rework if the analyses were not performed in accordance with the agreement.

CHANGES TO THE WORK

Any changes to the Work identified in a call up must be made in writing/email by the Call-up Authority.

QUALITY CONTROL (Laboratory)

DND may exercise the option of visiting the lab and/or its affiliates at any time during the lifetime of the SO with not fewer than 3 business days notice.

DND reserves the right to request instrument calibration data for any instrument used to analyze DND samples.

QUALITY CONTROL (Samples)

Samples shall be analyzed in batches of no more than 8 to 10 for organic substances and no more than 15 to 18 samples for inorganic elements.

Where SRM/CRM is available it shall be analyzed at a rate of one per batch of samples. Where SRM/CRM is not available, House Standard Materials must be used.

Procedural or method blank shall be prepared at a rate of one per batch. Blanks with excessively higher values than the method detection limit may subject the batch to reanalysis.

Duplicate analysis shall be performed at a minimum frequency of one per batch, or 10% of the time. The total number of quality control samples must not be less than the square root of the total number of samples in the batch.

Quality control samples may encompass blank, duplicate, spike and SRM/CRM.

Maintenance of Control Charts must include as a minimum the following:

- Standard Reference Materials
- House Standard Materials
- Method blanks
- Range charts for duplicate/replicate analysis.

SHIPPING AND RECEIVING SAMPLES

All shipping and courier costs for supplies and samples will be born by the laboratory including the micro biological samples that will require overnight shipment with the laboratory receiving the samples by 0900. Samples will be submitted with sample analyses request/chain of custody forms supplied by the Laboratory. The sample analyses request/chain of custody forms shall provide space for the following information as a minimum:

- a. Name, phone and fax numbers of the Laboratory
- b. Field sample ID, sample matrix, date and time of sampling, and field preservation method
- c. Sampler's name, organization, and phone and fax numbers
- d. Client project number
- e. Sequential page numbering
- f. Analyses requested
- g. Notes/comments
- h. Sample transfer record (chain of custody information), including name and affiliations of sample relinquisher and sample acceptor and the date(s) and time(s) of transfer(s) and a unique chain of custody tracking number on all copies.

The laboratory will supply completed return stickers for the coolers. These stickers should include:

- a. The complete address of the receiving laboratory
- b. The complete address of the sample generator for each sample generator.

The laboratory will supply partially completed courier waybills which shall have the following information pre-printed on them:

- a. the address of the Call-up Authority in the From box
- b. the address of the laboratory in the To box
- c. the account number for the laboratory
- d. the phone numbers of both the lab and the Call-up Authority
- e. a marking that signifies that the shipment will be sent collect
- f. a marking to signify if the samples will go ground or air (this will be determined by the geographic location of the lab to DND)

PROVISION OF SUPPLIES

The Laboratory shall provide coolers, ice packs, sample preservatives and Laboratory sample jars, vials, and bottles with appropriate labels and protective packing materials by courier or best alternate means to the applicable sections of BCEO. Delivery of these materials should be received by BCEO personnel within (at maximum) 3 working days of verbal request from BCEO personnel, unless delivery in that time frame is not possible due to transportation or other factors as approved by the BCEO personnel.

Costs for:

- a. provision of sample preservatives and laboratory cleaned sample jars, vials, and bottles with appropriate labels and protective packing materials,
- b. delivery to BCEO shall be borne by the laboratory.

Replenishment of supplies is dependent on user preferences and schedules should be set up with individual users of the services.

The addition of preservatives in sample jars is not accepted except for microbiological samples and samples that require zero head-space (i.e.; BTEX/VPH) unless specifically requested by a user group. Preservatives should be packaged separately in proper aliquots for the various analyses and transported following Transportation of Dangerous Goods regulations. Material Safety Data Sheets for all preservative must be provided prior to initiation of the agreement.

START UP OF STANDING OFFER (SO)

Initiation of the SO will involve the following:

1. Laboratory will provide 2 copies of their service catalogues.
2. The Lab will provide all coolers, ice packs sample containers, preservatives, etc. as outlined in the SO. The quality will be determined upon consultation with the call-up authorities.
3. The lab will provide a list of all codes for analyses and any updates as they may occur.
4. The lab will provide a list defining which analyses require which bottles (i.e. glass vs. plastic, sample size) and what preservatives are required and their holding times
5. The lab will provide 100 copies of the COC (Chain of Custody) for weekly drinking water, 50 copies for annual drinking water, 50 copies sanitary, 120 copies recreation water and 50 copies for waste oil and fuel containing:
 - a. company name & address,
 - b. Standing Offer No.
 - c. Client Call-up No.
 - d. Sender contact information
 - e. Quote No.
 - f. Period for which services rendered
 - g. Task description/analysis performed per sample,
6. The lab will provide 100 copies of completed courier waybills to DND consignee.
7. Matsqui Effluent-testing 25 COC. Aldergrove/Matsqui Bi-Weekly Drinking Water testing 25 COC to be provided to the onsite contractor. More information to be provided by call up authorities.

ANNEX A1 - LIST OF DETECTION LIMITS

The following is the list of detection limits that all labs (and/or affiliates) must meet or exceed in order to be considered for the SO.

Analytes	Standard (soil/sediment) mg/kg	Standard (water) mg/l
Metals*		
Aluminum		0.005
Antimony	20	0.02
Arsenic	5.9	0.005
Barium	500	0.05
Beryllium	4	0.053
Boron	2	5
Cadmium	0.6	0.000017
Chromium	37.3	0.015
Cobalt	40	0.01
Copper	18.7	0.002
Iron		0.05
Lead	30.2	0.001
Manganese		0.1
Mercury	0.13	0.0001
Molybdenum	5	0.073
Nickel	50	0.0083
Selenium	2	0.001
Silver	20	0.001
Thallium	1	0.0008
Tin	5	0.01
Uranium		0.1
Vanadium	130	0.01
Zinc	124	0.01
Organics		
BTEX		mg/l
Benzene	0.05	0.1#
Toluene	0.1	0.025#
Ethyl benzene	0.1	0.002#
Xylene (o, m, p)	0.1	0.0005#
Extractable Petroleum Hydrocarbons (EPH)*		mg/l
LEPH	1000	0.5
HEPH	100	0.5
Polynuclear Aromatic Hydrocarbons (PAH)*	mg/kg	mg/l
Acenaphthene	0.15	0.0058
Acenaphthylene		

Acridine	1	0.0005
Anthracene	0.6	0.000012
Benzo(a)anthracene	0.1	0.000018
Benzo(a)pyrene	0.06	0.00001
Benzo(b)fluoranthene	0.1	0.00001
Benzo(k)fluoranthene	0.1	0.00001
Chrysene	0.2	0.0001
Dibenz(a,h)anthracene	0.1	0.00001
Fluoranthene	2	0.00004
Fluorene	0.2	0.003
Indeno(1, 2, 3-cd)pyrene	0.1	
Naphthalene	0.1	0.001
2-Methylnaphthalene	20.2	
Phenanthrene	0.04	0.0002
Pyrene	0.1	0.000025
Quinoline		0.0034
Volatile Petroleum Hydrocarbons (VPH)		
VHw 6-10	200	15
VPHw 6-10	200	1.5
Volatile Organic Compounds (VOC)		ug/l
Carbon Tetrachloride	5	0.1
Chlorobenzene		0.1
Chloroform	5	0.1
1,2-Dichlorobenzene		0.2
1,3-Dichlorobenzene		0.2
1,4-Dichlorebenzene		0.2
1,1-Dichloroethane	5	0.1
1,2-Dichloroethane	5	0.1
1,1-Dichloroethene	5	0.1
1,2-Dichloropropane		0.1
Hexachlorobutadiene		1.3
Methylene Chloride	5	98.1
1,1,2,2-Tetrachloroethane	5	0.1
Tetrachloroethene		0.1
1,2,3-Trichlorobenzene		8
1,2,4-Trichlorobenzene		5.4
1,1,1-Trichloroethane	5	0.1
1,1,2-Trichloroethane		
Trichloroethene		21
Other Oranics		mg/l
Organic Halogens		1

Phenols	3.8	0.2#
Chlorinated Phenols		0.006
Pentachlorophenol	7.6	
Total Oil and Grease		10#
Mineral Oil and Grease		15#
Polychlorinated Biphenyls (PCB)	0.02	0.0000001#
Tributyl Tin (TBT)		0.000001#
Routine/Nutrients		mg/l
Ammonia		2
Biochemical Oxygen Demand (BOD)		20#
Chemical Oxygen Demand (COD)		1000#
Chloride		1500
Chlorine		0.5
Cyanide (SAD)		1#
pH		5.0-11.0#
Sulphate		1000
Sulphide		0.02#
Total Suspended Solids		10#
Microbiological		
Fecal Coliform		1#
Total Coliform		1#
Heterotrophic Plate Count		100#

* - must have SCC-CAEL certification for both soil/sediment and water.

- must have SCC-CAEL certification for a water matrix.

The work offered meets or exceeds the specifications stated above.	
<p>-----</p> <p>Signature of Authorized Representative for Compliance</p>	<p>-----</p> <p>Date</p>

ANNEX B - BASIS OF PAYMENT

Basis of Pricing:

- 1) The Offeror is required to submit firm prices, rates or both that will apply for the entire period of the Standing Offer:

For the specified test groups listed, firm all-inclusive lot prices are to be entered in the applicable category in Annex B below.

For any items not priced as a package above, including Hazardous Materials and Miscellaneous categories, provide a basis of payment by completing the specified clauses, as/if applicable. Any percentage discounts must be clearly indicated, reference to "special pricing available on request" or other like terminology will not be considered.

- 2) Customs duties are included and Goods and Services Tax or Harmonized Sales Tax is extra, if applicable.
- 3) GST/HST is not to be included in the Standing Offer prices, however, if applicable, the amount of GST/HST will be added as a separate item to any invoice issued as a result of a call-up.
- 4) Delivery at Destination
Units must be delivered Delivery Duty Paid (DDP – Incoterms 2010) and consigned to the destination address specified in the Call-up, pickup and delivery charges included.
- 5) The services detailed below shall include all labour, tools, materials, manuals, travel and living costs, transportation charges, supervision necessary and parts required to do the work. Any such costs must be incorporated into the firm bid prices.

All rates shall include coverage for travel time both to and from the site of work including supervision and overhead. There will be no allowance for any travel and living costs associated with this requirement.

Canada shall not be liable for any costs above and beyond those explicitly detailed in the solicitation document. Any invoice submitted that includes any costs not in strict accordance with allowable costs shall be immediately rejected by Canada.

Soil/Sediment Samples

Soil

Analyses of inorganic and organic parameters presented in the most current versions of the:

- a) CCME Canadian Soil Quality Guidelines for the Protection of Environmental and Human Health;
- b) British Columbia Contaminated Sites Regulations (BC CSR) for Generic Numerical Soil Standards;
- c) Hazardous Waste Regulation and the US EPA method #131.1 for Toxic Characteristic Leaching Procedure (TCLP- Metals).

Analytical methods specified in the price proposal must have detection limits for specific parameters below the lesser of CCME or the BC CSR for Agricultural land uses.

Sediment

Analyses of inorganic and organic parameters presented in the most current versions of the a) CCME Canadian Sediment Quality Guidelines for the Protection of Aquatic Life -Fresh Water and Marine; b) British Columbia Approved Water Quality Guidelines 1998 for Sediments -Fresh Water and Marine; and c) Capital Regional District Storm water Quality Survey Core Area for Sediments -75% of Marine Sediment Quality Guidelines.

Analytical methods specified in the price proposal must have detection limits for specific parameters below the most stringent of the above standards/guidelines.

A common suite of analyses for soil/sediment samples is:

BC Hazardous Waste "TCLP" Test (Metals);
Extractable Petroleum Hydrocarbons (EPH);
Polynuclear Aromatic Hydrocarbons (PAH);
Trace Metals in Soils Analysis including Mercury ;
B TEX;
VOC.

The Call-up authority may request a single test identified above and not necessarily the full suite. The Offeror will provide a price as listed in Offeror's current Analysis Price Catalogue and/or current published price lists in effect at time of call-up, less a discount of _____ PERCENT, plus any applicable surcharge for Urgent Tests specified below.

Soil/Sediment Suite:

Your firm Lot Price for the above Soil/Sediment Analytical Test Suite, for the period from date of issuance of Standing Offer to 31 December 2013 @ \$_____/ SUITE .

Your firm Lot Price for the above Soil/Sediment Analytical Test Suite, for the period from 01 January 2014 to 31 December 2014 @ \$_____/ SUITE.

Your firm Lot Price for the above Soil/Sediment Analytical Test Suite, for the period from 01 January 2015 to 31 December 2015 @ \$_____/SUITE .

Urgent Analyses: Firm percentage surcharge for Soil/Sediment Analytical Test Suite:

Response within 5 business days	_____ PERCENT (in addition to above pricing)
Response within 1 business day	_____ PERCENT (in addition to above pricing)

THE ANNUAL ESTIMATED USAGE THAT WILL BE USED FOR EVALUATION PURPOSES ONLY FOR THE ABOVE Soil/Sediment Suite IS 15 per year.

Water Samples

Sanitary Sewer Discharge

Analyses of inorganic and organic parameters presented in the most current version of the:

- a. Capital Regional District By-law 2922: A Bylaw to Regulate the Discharge of Waste Into Sewers Connected to a Sewage Facility Operated by the Capital Regional District

Sanitary Sewer discharges will always be sampled for the same analyses. For the sake of simplicity, pricing for sanitary samples should be done as a package deal, where all analyses are packaged into one price with one analysis code (e.g. SAN1)

List of analytes required for Sanitary sampling along with standards:

SANITARY SEWER DISCHARGE (San 1)	
Analyte	Standard
Metals	mg/l
Arsenic	0.4
Cadmium	4
Cobalt	5
Copper	1
Iron	50
Lead	0.1
Mercury	0.02
Molybdenum	5
Nickel	3
Selenium	0.3
Silver	0.5
Zinc	3
Organics	ug/l
Benzene	100
Toluene	200
Ethyl Benzene	200
Xylene	200
PAH (Total)*	50
Phenols	1000
Total Oil and Grease	100000
Mineral Oil and Grease	15000
Nutrients and Others	mg/l
BOD	500
COD	1000

Chloride	1500
Cyanide (SAD)	1
pH	5.5-11.0
Sulphate	1500
Sulphide	1
Suspended Solids (total)	350

- Metals are all Total

- PAH compounds include: acenaphthene; acenaphthylene; anthracene; benzo(a)anthracene; benzo(a)pyrene; benzo(b)fluoranthene; benzo(k)fluoranthene; benzo(g,h,i)perylene; chrysene; dibenzo(a,h)anthracene; fluoranthene; fluorene; indeno(1,2,3-cd)pyrene; naphthalene; phenanthrene; pyrene.

Surface Receiving Water discharges will always be sampled for the same analyses. For the sake of simplicity, pricing for sanitary samples should be done as a package deal, where all analyses are packaged into one price with one analysis code (e.g Matsqui Effluent).

MATSQUI EFFLUENT
Total Phenols
TOG
E. Coli
Fecal Coliform
Enterococcus
pH
CBOD
BOD
TSS
COD
Total Nitrogen
Total Phosphorus
Ammonia (NH4)
Total Kjeldahl Nitrogen (TKN)
NO2 & NO3

Some samples may contain high concentrations of sea-water. Sea-water is known to cause interferences in certain analytical procedures. Alternate analytical methods may be required.

Analytical Test Group, Sanitary Sewer Discharge (San 1):

Your firm Lot Price for the above Analytical Test Group, Sanitary Sewer Discharge (San 1) for the period from date of issuance of Standing Offer to 31 December 2013 @ \$_____/GROUP.

Your firm Lot Price for the above Analytical Test Group, Sanitary Sewer Discharge (San 1) for the period from 01 January 2014 to 31 December 2014 @ \$_____/GROUP.

Your firm Lot Price for the above Analytical Test Group, Sanitary Sewer Discharge (San 1) for the period 01 January 2015 to 31 December 2015 @ \$_____/GROUP.

Urgent Analyses: Firm percentage surcharge for Sanitary Sewer Discharge (San 1) Analytical Test Group:

Response within 5 business days _____ PERCENT (in addition to above pricing)
Response within 1 business day _____ PERCENT (in addition to above pricing)

THE ANNUAL ESTIMATED USAGE THAT WILL BE USED FOR EVALUATION PURPOSES ONLY FOR THE ABOVE ANALYTICAL TEST GROUP (San 1) IS 40 per year.

Analytical Test Group, Sanitary Sewer Discharge (Matsqui Effluent):

Your firm Lot Price for the above Analytical Test Group, Matsqui Effluent (Mat Eff) for the period from date of issuance of Standing Offer to 31 December 2013 @ \$ _____/GROUP.

Your firm Lot Price for the above Analytical Test Group, Matsqui Effluent (Mat Eff) for the period from 01 January 2014 to 31 December 2014 @ \$ _____/GROUP.

Your firm Lot Price for the above Analytical Test Group, Matsqui Effluent (Mat Eff) for the period from 01 January 2015 to 31 December 2015 @ \$ _____/GROUP.

Urgent Analyses: Firm percentage surcharge for Matsqui Effluent (Mat Eff) Test Group:

Response within 5 business days _____ PERCENT (in addition to above pricing)
Response within 1 business day _____ PERCENT (in addition to above pricing)

THE ANNUAL ESTIMATED USAGE THAT WILL BE USED FOR EVALUATION PURPOSES ONLY FOR THE ABOVE ANALYTICAL TEST GROUP (MATSQUI EFFLUENT) IS 24 per year.

Recreation Water

Community/Recreational Water

Analyses of inorganic, organic and microbiological parameters presented in the most current version of the:

- a) CCME Canadian Environmental Quality Guidelines for Community Water and Recreational Water.

Examples of such parameters Required for Recreation Water are Total Coliform, Total Escherichia Coliforms (E-Coli), Heterotrophic Plate Count (HPC) and Pseudomonas Aeruginosa. Laboratories must be able to count at least > 20000 MPN/100 ml.

Analytical methods included in the price proposal must have detection limits for specific parameters below the most stringent criteria for protection of Community and Recreational Water.

Additional tests may be requested on an annual basis and will encompass a wider spectrum of analytes such as metal, pH, nutrients, cyanide, and sulphide.

Analytical Test Group, Community/Recreational Water:

Your firm Lot Price for the above Analytical Test Group, Community/Recreational Water for the period from date of issuance of Standing Offer to 31 December 2013@ \$_____/GROUP.

Your firm Lot Price for the above Analytical Test Group, Community/Recreational Water for the period from 01 January 2014 to 31 December 2014 @ \$_____/GROUP.

Your firm Lot Price for the above Analytical Test Group, Community/Recreational Water for the period from 01 January 2015 to 31 December 2015 @ \$_____/GROUP.

Urgent Analyses: Firm percentage surcharge for Community/Recreational Water Analytical Test Group:

Response within 5 business days _____ PERCENT (in addition to above pricing)

Response within 1 business day _____ PERCENT (in addition to above pricing)

THE ANNUAL ESTIMATED USAGE THAT WILL BE USED FOR EVALUATION PURPOSES ONLY FOR THE ABOVE ANALYTICAL TEST GROUP (Community/Recreational Water IS 104 per year.

Drinking Water

Analyses of inorganic, organic and microbiological parameters presented in the most current version of the:

a) Guidelines for Canadian Drinking Water Quality

Any exceedances WFE Lead Hand and supervisor must be notified within 24 hours via phone and results are expected within 5 working days

Weekly Drinking Water Tests require the following analysis:

Weekly Drinking Water	
Coliform Coliform Bacteria - Total (MPN/100mL)	Coliform Coliform Bacteria - Total (MPN/100mL) with background
HPC (CFU/1mL)	HPC (CFU/1mL) with background

Analytical Test Group, Drinking Water. Weekly:

Your firm Lot Price for the above Analytical Test Group, Drinking Water Weekly for the period from date of issuance of Standing Offer to 31 December 2013@ \$_____/GROUP.

Your firm Lot Price for the above Analytical Test Group, Drinking Water Weekly for the period from 01 January 2014 to 31 December 2014@ \$_____/GROUP.

Your firm Lot Price for the above Analytical Test Group, Drinking Water Weekly for the period from 01 January 2015 to 31 December 2015@ \$_____/GROUP.

THE ANNUAL ESTIMATED USAGE THAT WILL BE USED FOR EVALUATION PURPOSES ONLY FOR THE ABOVE ANALYTICAL TEST GROUP (Drinking Water Weekly) IS 806 per year.

Annual Drinking Water Tests require the following analysis as referenced in the Canadian Water Quality Guidelines Table 1 below.

Drinking Water Annual – Canadian Drinking Water Table 1.

Table 1. New and revised guidelines

Parameter	Guideline (mg/L)	Previous guideline (mg/L)	CHE approval
^a Refer to section on Guidelines for microbiological parameters.			
^b Based on conventional treatment/slow sand or diatomaceous earth filtration/membrane filtration.			
^c This is an operational guidance value, designed to apply only to drinking water treatment plants using aluminum-based coagulants. The operational guidance values of 0.1 mg/L applies to conventional treatment plants, and 0.2 mg/L applies to other types of treatment systems.			
^d The separate guideline for BDCM was rescinded based on new science. See addendum to the THM document. In certain situations, the Federal-Provincial-Territorial Committee on Drinking Water may choose to develop guidance documents: for contaminants that do not meet the criteria for guideline development, and for specific issues for which operational or management guidance is warranted.			
Microbiological parameters			
Bacteriological		0 coliforms/100 mL	
<i>E. coli</i>	0 per 100 mL		2006
Total coliforms	0 per 100 mL		2006
Heterotrophic plate count	No numerical guideline required		2006
Emerging pathogens	No numerical guideline required		2006
Protozoa	No numerical guideline required	None	2004
Enteric viruses	No numerical guideline required	None	2004
Turbidity	0.3/1.0/0.1 NTU ^b	1.0 NTU	2004
Chemical and physical parameters			
Aluminum	0.1/0.2 ^c	None	1999
Antimony	0.006	None	1997
Arsenic	0.010	0.025	2006
Benzene	0.005	0.005	2009
Bromate	0.01	None	1999
Chlorate	1.0	None	2008
Chlorine	No numerical guideline required	None	2009
Chlorite	1.0	None	2008
Cyanobacterial toxins--microcystin-LR	0.0015	None	2002
Fluoride	1.5	1.5	1996
Formaldehyde	No numerical guideline required	None	1998

Table 1. New and revised guidelines

Parameter	Guideline (mg/L)	Previous guideline (mg/L)	CHE approval
Haloacetic Acids--Total (HAAs)	0.080	None	2008
2-Methyl-4-chlorophenoxyacetic acid (MCPA)	0.1	None	2010
Methyl <i>tertiary</i> -butyl ether (MTBE)	0.015	None	2006
Trichloroethylene (TCE)	0.005	0.05	2005
Trihalomethanes--Total (THMs) ^d	0.100	0.100	2006
Uranium	0.02	0.1	2000
Radiological parameters			
Cesium-137 (¹³⁷ Cs)	10 Bq/L	10 Bq/L	2009
Iodine-131 (¹³¹ I)	6 Bq/L	6 Bq/L	2009
Lead-210 (²¹⁰ Pb)	0.2 Bq/L	0.1 Bq/L	2009
Radium-226 (²²⁶ Ra)	0.5 Bq/L	0.6 Bq/L	2009
Strontium-90 (⁹⁰ Sr)	5 Bq/L	5 Bq/L	2009
Tritium (³ H)	7000 Bq/L	70	

Analytical Test Group, Drinking Water. Annual:

Your firm Lot Price for the above Analytical Test Group, Drinking Water Annual for the period from date of issuance of Standing Offer to 31 December 2013@ \$_____/GROUP.

Your firm Lot Price for the above Analytical Test Group, Drinking Water Annual for the period from 01 January 2014 to 31 December 2014@ \$_____/GROUP.

Your firm Lot Price for the above Analytical Test Group, Drinking Water Annual for the period from 01 January 2015 to 31 December 2015@ \$_____/GROUP.

THE ANNUAL ESTIMATED USAGE THAT WILL BE USED FOR EVALUATION PURPOSES ONLY FOR THE ABOVE ANALYTICAL TEST GROUP (Drinking Water Annual) IS 12 per year.

Waste Oil and Fuel (WO/FI)

Analyses of inorganic and organic parameters presented in the most current version of the:

- British Columbia Hazardous Waste Regulation for the disposal of waste oils and fuels; as well as additional analysis identified below.

Waste Oil and fuels will always be sampled for the same analyses. For the sake of simplicity, pricing for waste oil and fuel samples should be done as a package deal, where all analyses are packaged into one price with one analysis code (e.g. WO/FI)

Waste Oil and Fuel Analysis	
Metals#	
Arsenic	
Cadmium	

Chromium	
Lead	
Organics	
Organic Halogens (as Cl) Extractable Halogens (as Cl)	Inorganic Halogens (as CL)
PCB's	
Additional Tests	
Relatives Density (kg/m3)	Absolute Density (Kg/m3)
Flash Point deg C	Kinematic Viscosity max at 40C (mm2/sec)
Heating Value (kJ/kg)	
Sulfur content (%)	
Water and Sediment Content (%)	

- metals are Total

Analytical Test Group, Waste Oil/Fuel (WO/FI):

Your firm Lot Price for the above Analytical Test Group, Waste Oil/Fuel (WO/FI) for the period from date of issuance of Standing Offer to 31 December 2013 @ \$_____/GROUP.

Your firm Lot Price for the above Analytical Test Group, Waste Oil/Fuel (WO/FI) for the period from 01 January 2014 to 31 December 2014 @ \$_____/GROUP.

Your firm Lot Price for the above Analytical Test Group, Waste Oil/Fuel (WO/FI) for the period from 01 January 2015 to 31 December 2015 @ \$_____/GROUP.

Urgent Analyses: Firm percentage surcharge for Waste Oil/Fuel Analytical Test Group:

Response within 5 business days : _____ PERCENT (in addition to above pricing)

Response within 1 business day: _____ PERCENT (in addition to above pricing)

THE ANNUAL ESTIMATED USAGE THAT WILL BE USED FOR EVALUATION PURPOSES ONLY FOR THE ABOVE ANALYTICAL TEST GROUP (WO/F1) IS 24 per year.

Hazardous Materials and Miscellaneous (Unspecified) Tests (THE FOLLOWING SECTION WILL NOT BE USED FOR EVALUATION PURPOSES.)

Hazardous Materials

Occasionally samples of unknown composition that are thought to contain hazardous materials as identified in the Transportation of Dangerous Goods Act will require characterization. These samples may be compared against any of the afore-mentioned standards, but will be labelled as potentially hazardous materials. All samples shall be processed and shipped in accordance with the Transportation of Dangerous Goods Act 1.19.

Miscellaneous (Unspecified) Tests

The Basis of Payment for standard tests not listed in any of the above test groups in Annex "B" shall be at the Offeror's current Analysis Price Catalogue and/or current published price lists, less a discount of _____ PERCENT , plus any applicable surcharge for Urgent Tests.

*Standard Test Price for analyses:

- a) A 10 working day period (or a longer period if acceptable to the Call-up Authority) from receipt of samples by the Laboratory
- b) "Standard Holding Times" for analyses as prescribed in the specific standard methods.

Urgent Test Price for analyses: (excluding weekends and statutory holidays)

Response within 1 business day: Standard Test Price* (Offeror's current Analysis Price Catalogue and/or current published price lists less a discount of _____ PERCENT) + a surcharge of _____PERCENT.

Response within 5 business days: Standard Test Price* (Offeror's current Analysis Price Catalogue and/or current published price lists less a discount of _____ PERCENT) + a surcharge of _____ PERCENT.

NOTE: It is understood that not all analytical tests can be provided on an urgent basis. For those analyses that can not be done on an urgent basis the standard response time is acceptable.

ANNEX C – INSURANCE REQUIREMENTS

Commercial General Liability Insurance

1. The Contractor must obtain Commercial General Liability Insurance, and maintain it in force throughout the duration of the Contract, in an amount usual for a contract of this nature, but for not less than \$2,000,000 per accident or occurrence and in the annual aggregate.
2. The Commercial General Liability policy must include the following:
 - a. Additional Insured: Canada is added as an additional insured, but only with respect to liability arising out of the Contractor's performance of the Contract. The interest of Canada should read as follows: Canada, as represented by Public Works and Government Services Canada.
 - b. Bodily Injury and Property Damage to third parties arising out of the operations of the Contractor.
 - c. Products and Completed Operations: Coverage for bodily injury or property damage arising out of goods or products manufactured, sold, handled, or distributed by the Contractor and/or arising out of operations that have been completed by the Contractor.
 - d. Personal Injury: While not limited to, the coverage must include Violation of Privacy, Libel and Slander, False Arrest, Detention or Imprisonment and Defamation of Character.
 - e. Cross Liability/Separation of Insureds: Without increasing the limit of liability, the policy must protect all insured parties to the full extent of coverage provided. Further, the policy must apply to each Insured in the same manner and to the same extent as if a separate policy had been issued to each.
 - f. Blanket Contractual Liability: The policy must, on a blanket basis or by specific reference to the Contract, extend to assumed liabilities with respect to contractual provisions.
 - g. Employees and, if applicable, Volunteers must be included as Additional Insured.
 - h. Employers' Liability (or confirmation that all employees are covered by Worker's compensation (WSIB) or similar program)
 - i. Broad Form Property Damage including Completed Operations: Expands the Property Damage coverage to include certain losses that would otherwise be excluded by the standard care, custody or control exclusion found in a standard policy.
 - j. Notice of Cancellation: The Insurer will endeavour to provide the Contracting Authority thirty (30) days written notice of policy cancellation.
 - k. If the policy is written on a claims-made basis, coverage must be in place for a period of at least 12 months after the completion or termination of the Contract.

- l. Owners' or Contractors' Protective Liability: Covers the damages that the Contractor becomes legally obligated to pay arising out of the operations of a subcontractor.
- m. Non-Owned Automobile Liability - Coverage for suits against the Contractor resulting from the use of hired or non-owned vehicles.
- n. Litigation Rights: Pursuant to subsection 5(d) of the *Department of Justice Act*, S.C. 1993, c. J-2, s.1, if a suit is instituted for or against Canada which the Insurer would, but for this clause, have the right to pursue or defend on behalf of Canada as an Additional Named Insured under the insurance policy, the Insurer must promptly contact the Attorney General of Canada to agree on the legal strategies by sending a letter, by registered mail or by courier, with an acknowledgement of receipt.

For the province of Quebec, send to:

Director Business Law Directorate,
Quebec Regional Office (Ottawa),
Department of Justice,
284 Wellington Street, Room SAT-6042,
Ottawa, Ontario, K1A 0H8

For other provinces and territories, send to:

Senior General Counsel,
Civil Litigation Section,
Department of Justice
234 Wellington Street, East Tower
Ottawa, Ontario K1A 0H8

A copy of the letter must be sent to the Contracting Authority. Canada reserves the right to co-defend any action brought against Canada. All expenses incurred by Canada to co-defend such actions will be at Canada's expense. If Canada decides to co-defend any action brought against it, and Canada does not agree to a proposed settlement agreed to by the Contractor's insurer and the plaintiff(s) that would result in the settlement or dismissal of the action against Canada, then Canada will be responsible to the Contractor's insurer for any difference between the proposed settlement amount and the amount finally awarded or paid to the plaintiffs (inclusive of costs and interest) on behalf of Canada.

ANNEX D - STANDING OFFER REPORTING FORM

RETURN TO:

ATTN.: CHRISTINE CRESS
 Public Works and Government Services Canada
 Acquisitions Branch - Pacific Region
 Facsimile: 250-363-8442
 Telephone: 250-363-0395
 Email: christine.cress@pwgsc-tpsgc.gc.ca

Quarterly Usage Report Submission Schedule:

QUARTER	START DATE	END DATE	REPORT DUE
Q1	01 April	30 June	15 July
Q2	01 July	30 September	15 October
Q3	01 October	31 December	15 January
Q4	01 January	31 March	15 April

REPORT ON THE VOLUME OF BUSINESS

SUPPLIER NAME: _____

STANDING OFFER NO.: W0103-115061/xxx/VIC

REPORTING PERIOD: From _____ to _____.

FIRST QUARTER			
#	Analysis Description	Quantity of tests, per category	Cost for 1st Quarter
1	Soil/Sediment Samples		
2	Water (Sanitary Sewer)		
3	Water (Community-Recreational)		
4	Water (Drinking)		
5	Waste Oil and Fuel		
6	Hazardous Materials		
7	Miscellaneous Tests (unspecified in Standing Offer)		
SECOND QUARTER			
#	Analysis Description	Quantity of tests, per category	Cost for 2nd Quarter
1	Soil/Sediment Samples		
2	Water (Sanitary Sewer)		
3	Water (Community-Recreational)		
4	Water (Drinking)		

5	Waste Oil and Fuel		
6	Hazardous Materials		
7	Miscellaneous Tests (unspecified in Standing Offer)		
THIRD QUARTER			
#	Analysis Description	Quantity of tests, per category	Cost for 3rd Quarter
1	Soil/Sediment Samples		
2	Water (Sanitary Sewer)		
3	Water (Community-Recreational)		
4	Water (Drinking)		
5	Waste Oil and Fuel		
6	Hazardous Materials		
7	Miscellaneous Tests (unspecified in Standing Offer)		
FOURTH QUARTER			
#	Analysis Description	Quantity of tests, per category	Cost for 4th Quarter
1	Soil/Sediment Samples		
2	Water (Sanitary Sewer)		
3	Water (Community-Recreational)		
4	Water (Drinking)		
5	Waste Oil and Fuel		
6	Hazardous Materials		
7	Miscellaneous Tests (unspecified in Standing Offer)		

NOTE: Contractor shall provide the type of analysis for all call-ups that fall under Items 6 and 7.