

RETURN BIDS TO:
RETOURNER LES SOUMISSIONS À:
Public Works and Government Services Canada
Telus Plaza North/Plaza Telus Nord
10025 Jasper Ave./10025 ave. Jaspe
5th floor/5e étage
Edmonton
Alberta
T5J 1S6
Bid Fax: (780) 497-3510

REQUEST FOR PROPOSAL
DEMANDE DE PROPOSITION

**Proposal To: Public Works and Government
Services Canada**

We hereby offer to sell to Her Majesty the Queen in right of Canada, in accordance with the terms and conditions set out herein, referred to herein or attached hereto, the goods, services, and construction listed herein and on any attached sheets at the price(s) set out therefor.

**Proposition aux: Travaux Publics et Services
Gouvernementaux Canada**

Nous offrons par la présente de vendre à Sa Majesté la Reine du chef du Canada, aux conditions énoncées ou incluses par référence dans la présente et aux annexes ci-jointes, les biens, services et construction énumérés ici sur toute feuille ci-annexée, au(x) prix indiqué(s).

Comments - Commentaires

Title - Sujet Commercial Security Cameras	
Solicitation No. - N° de l'invitation 47700-130533/A	Date 2013-01-09
Client Reference No. - N° de référence du client CBSA	
GETS Reference No. - N° de référence de SEAG PW-\$EDM-023-9674	
File No. - N° de dossier EDM-2-35316 (023)	CCC No./N° CCC - FMS No./N° VME
Solicitation Closes - L'invitation prend fin at - à 02:00 PM on - le 2013-02-04	Time Zone Fuseau horaire Mountain Standard Time MST
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: Taylor, Ian	Buyer Id - Id de l'acheteur edm023
Telephone No. - N° de téléphone (780) 497-3621 ()	FAX No. - N° de FAX (780) 497-3510
Destination - of Goods, Services, and Construction: Destination - des biens, services et construction: CANADA BORDER SERVICES AGENCY 2588-27TH ST N.E. CALGARY Alberta T1Y7G1 Canada	

Instructions: See Herein

Instructions: Voir aux présentes

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
Telus Plaza North/Plaza Telus Nord
10025 Jasper Ave./10025 ave Jasper
5th floor/5e étage
Edmonton
Alberta
T5J 1S6

Delivery Required - Livraison exigée See Herein	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

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PART 1 - GENERAL INFORMATION

1. Introduction

The bid solicitation is divided into seven parts plus attachments and annexes, as follows:

- Part 1 General Information: provides a general description of the requirement;
- Part 2 Bidder Instructions: provides the instructions, clauses and conditions applicable to the bid solicitation;
- Part 3 Bid Preparation Instructions: provides bidders with instructions on how to prepare their bid;
- Part 4 Evaluation Procedures and Basis of Selection: indicates how the evaluation will be conducted, the evaluation criteria that must be addressed in the bid, and the basis of selection;
- Part 5 Certifications: includes the certifications to be provided;
- Part 6 Security Requirements
- Part 7 Resulting Contract Clauses: includes the clauses and conditions that will apply to any resulting contract.

The Annexes include the Statement of Work, the Basis of Payment, the Security Requirements, the Insurance Requirements, and any other annexes.

2. Summary

The Canada Border Services Agency (CBSA) has a requirement for the supply and installation of a fully operational video monitoring system (VMS) for two locations in Alberta. The two locations are at:

1. The Edmonton Commercial space at the Edmonton International Airport (EIA).
2. The Calgary Commercial space at the Calgary International Airport (CIA).

In light of the new construction of the Edmonton Commercial building at the EIA and the Calgary Commercial building at the CIA, twenty-six (26) cameras in Edmonton and twenty-three (23) cameras in Calgary are required in order to provide safety and security to CBSA employees. The work consists of supplying and installing a complete, high quality VMS, which includes all necessary components (hardware and software) for a fully operational system at the Edmonton Commercial and Calgary Commercial builds.

All hardware and software must be supported by the Milestone XProtect Video Management Software.

This requirement must be complete no later than March 31, 2013.

A maximum of two contracts may be awarded for this requirement. Bidders are invited to submit a bid on one or both locations. Each location will be evaluated separately.

Prior to contract award, the bidder must hold a valid CBSA Reliability Security Clearance.

The requirement is subject to the provisions of the Agreement on Internal Trade (AIT). The requirement is exempt from the North American Free Trade Agreement (NAFTA) under Annex 1001.1b-1. ; World Trade Organization - Agreement on Government Procurement, Appendix I, article 1(d).

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The requirement is subject to a preference for Canadian goods and/or services.

3. 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 15 working days of receipt of the results of the bid solicitation process. The debriefing may be in writing, by telephone or in person.

PART 2 - BIDDER INSTRUCTIONS

1. Standard Instructions, Clauses and Conditions

All instructions, clauses and conditions identified in the bid solicitation by number, date and title are set out in the *Standard Acquisition Clauses and Conditions Manual* (<https://buyandsell.gc.ca/policy-and-guidelines/standard-acquisition-clauses-and-conditions-manual>) issued by Public Works and Government Services Canada.

Bidders who submit a bid agree to be bound by the instructions, clauses and conditions of the bid solicitation and accept the clauses and conditions of the resulting contract.

The 2003 (2012-11-19) Standard Instructions - Goods or Services - Competitive Requirements, are incorporated by reference into and form part of the bid solicitation.

1.1 *Manual SACC Clauses*

B4024T (2006-08-15), No Substitute Products

2. Submission of Bids

Bids must be submitted only to Public Works and Government Services Canada (PWGSC) Bid Receiving Unit by the date, time and place indicated on page 1 of the bid solicitation.

3. Enquiries - Bid Solicitation

All enquiries must be submitted in writing to the Contracting Authority no later than five (5) calendar days before the bid closing date. Enquiries received after that time may not be answered.

Bidders should reference as accurately as possible the numbered item of the bid solicitation to which the enquiry relates. Care should be taken by bidders to explain each question in sufficient detail in order to enable Canada to provide an accurate answer. Technical enquiries that are of a proprietary nature must be clearly marked "proprietary" at each relevant item. Items identified as "proprietary" will be treated as such except where Canada determines that the enquiry is not of a proprietary nature. Canada may edit the questions or may request that the Bidder do so, so that the proprietary nature of the question is eliminated, and the enquiry can be answered with copies to all bidders. Enquiries not submitted in a form that can be distributed to all bidders may not be answered by Canada.

4. Applicable Laws

Any resulting contract must be interpreted and governed, and the relations between the parties determined, by the laws in force in Alberta.

Bidders may, at their discretion, substitute the applicable laws of a Canadian province or territory of their choice without affecting the validity of their bid, by deleting the name of the Canadian province or territory specified and inserting the name of the Canadian province or territory of their choice. If no change is made, it acknowledges that the applicable laws specified are acceptable to the bidders.

5. Mandatory Site Visit

5.1 Edmonton Commercial

It is mandatory that the Bidder or a representative of the Bidder visit the work site. Arrangements have been made for site visit to be held on Tuesday January 22, 2013 at 1:30 pm at 1727 35 Ave East, Edmonton International Airport. Bidders must communicate with the Contracting Authority no later than one (1) day before the scheduled visit to confirm attendance and provide the names of the person(s) who will attend. Bidders will be required to sign an attendance form. Bidders should confirm in their bids that they have attended the site visit. Bidders who do not attend or send a representative will not be given an alternative appointment and their bids will be rejected as non-compliant. Any clarifications or changes to the bid solicitation resulting from the site visit will be included as an amendment to the bid solicitation.

5.2 Calgary Commercial

It is mandatory that the Bidder or a representative of the Bidder visit the work site. Arrangements have been made for site visit to be held on Monday January 21, 2013, at 11:00 am at Unit 162, 175 Aero Way NE, Calgary International Airport. Bidders must communicate with the Contracting Authority no later than one (1) day before the scheduled visit to confirm attendance and provide the names of the person(s) who will attend. Bidders will be required to sign an attendance form. Bidders should confirm in their bids that they have attended the site visit. Bidders who do not attend or send a representative will not be given an alternative appointment and their bids will be rejected as non-compliant. Any clarifications or changes to the bid solicitation resulting from the site visit will be included as an amendment to the bid solicitation.

PART 3 - BID PREPARATION INSTRUCTIONS

1. Bid Preparation Instructions

Canada requests that bidders provide their bid in separately bound sections as follows:

Section I:	Technical Bid	(1 hard copy)
Section II:	Financial Bid	(1 hard copy)
Section III:	Certifications	(1 hard copy)

Each location is to be bid on separately.

Prices must appear in the financial bid only. No prices must be indicated in any other section of the bid.

Canada requests that bidders follow the format instructions described below in the preparation of their bid:

- (a) use 8.5 x 11 inch (216 mm x 279 mm) paper;
- (b) use a numbering system that corresponds to the bid solicitation.

In April 2006, Canada issued a policy directing federal departments and agencies to take the necessary steps to incorporate environmental considerations into the procurement process Policy on Green Procurement

(<http://www.tpsgc-pwgsc.gc.ca/ecologisation-greening/achats-procurement/politique-policy-eng.html>). To assist Canada in reaching its objectives, bidders should:

- 1) use 8.5 x 11 inch (216 mm x 279 mm) paper containing fibre certified as originating from a sustainably-managed forest and containing minimum 30% recycled content; and
- 2) use an environmentally-preferable format including black and white printing instead of colour printing, printing double sided/duplex, using staples or clips instead of cerlox, duotangs or binders.

Section I: Technical Bid

In their technical bid, bidders should demonstrate their understanding of the requirements contained in the bid solicitation and explain how they will meet these requirements. Bidders should demonstrate their capability in a thorough, concise and clear manner for carrying out the work.

The technical bid should address clearly and in sufficient depth the points that are subject to the evaluation criteria against which the bid will be evaluated. Simply repeating the statement contained in the bid solicitation is not sufficient. In order to facilitate the evaluation of the bid, Canada requests that bidders address and present topics in the order of the evaluation criteria under the same headings. To avoid duplication, bidders may refer to different sections of their bids by identifying the specific paragraph and page number where the subject topic has already been addressed.

Section II: Financial Bid

- 1.1 Bidders must submit their financial bid in accordance with the Basis of Payment in Annex B. The total amount of Goods and Services Tax or Harmonized Sales Tax must be shown separately, if applicable.

Section III: Certifications

Bidders must submit the certifications required under Part 5.

PART 4 - EVALUATION PROCEDURES AND BASIS OF SELECTION

1. Evaluation Procedures

- (a) Bids will be assessed in accordance with the entire requirement of the bid solicitation including the technical and financial evaluation criteria.
- (b) An evaluation team composed of representatives of Canada will evaluate the bids.
- (c) The evaluation team will determine first if there are three (3) or more bids with a valid Canadian Content certification. In that event, the evaluation process will be limited to the bids with the certification; otherwise, all bids will be evaluated. If some of the bids with a valid certification are declared non-responsive, or are withdrawn, and less than three responsive bids with a valid certification remain, the evaluation will continue among those bids with a valid certification. If all bids with a valid certification are subsequently declared non-responsive, or are withdrawn, then all the other bids received will be evaluated.

1.1 Technical Evaluation

Failure to meet any of the following mandatory criteria at solicitation closing will render your submission non-compliant and given no further consideration.

- 1.1.1 Each location is to be evaluated separately.
- 1.1.2 Bidders are required to complete Tables 1 through 7 by checking off each criterion as being "meet" or "does not meet" and provide documentary proof as required. Bidders must "meet" all of the criteria. Any "does not meet" will result in the bid being found non-compliant.

1.2 Financial Evaluation

- 1.2.1 The financial evaluation will be as per ANNEX B - BASIS OF PAYMENT for each location.

SACC Manual Clause A0220T (2007-05-25), Evaluation of Price

2. Basis of Selection

A maximum of two contracts may be awarded for this requirement. Each location will be evaluated separately.

A bid must comply with all requirements of the bid solicitation to be declared responsive. The responsive bid with the lowest evaluated price will be recommended for award of a contract for that location.

PART 5 - CERTIFICATIONS

Bidders must provide the required certifications and related documentation to be awarded a contract. Canada will declare a bid non-responsive if the required certifications and related documentation are not completed and submitted as requested.

Compliance with the certifications bidders provide to Canada is subject to verification by Canada during the bid evaluation period (before award of a contract) and after award of a contract. The Contracting Authority will have the right to ask for additional information to verify bidders' compliance with the certifications before award of a contract. The bid will be declared non-responsive if any certification made by the Bidder is untrue, whether made knowingly or unknowingly. Failure to comply with the certifications, to provide the related documentation or to comply with the request of the Contracting Authority for additional information will also render the bid non-responsive.

1. Mandatory Certifications Required Precedent to Contract Award

1.1 Code of Conduct and Certifications - Related documentation

- 1.1.1** By submitting a bid, the Bidder certifies, for himself and his affiliates, to be in compliance with the Code of Conduct and Certifications clause of the Standard instructions. The related documentation hereinafter mentioned will help Canada in confirming that the certifications are true. By submitting a bid, the Bidder certifies that it is aware, and that its affiliates are aware, that Canada may request additional information, certifications, consent forms and other evidentiary elements proving identity or eligibility. Canada may also verify the information provided by the Bidder, including the information relating to the acts or convictions specified herein, through independent research, use of any government resources or by contacting third parties. Canada will declare non-responsive any bid in respect of which the information requested is missing or inaccurate, or in respect of which the information contained in the certifications is found to be untrue, in any respect, by Canada. The Bidder and any of the Bidder's affiliates, will also be required to remain free and clear of any acts or convictions specified herein during the period of any contract arising from this bid solicitation.

Bidders who are incorporated, including those bidding as a joint venture, must provide with their bid or promptly thereafter a complete list of names of all individuals who are currently directors of the Bidder. Bidders bidding as sole proprietorship, including those bidding as a joint venture, must provide the name of the owner with their bid or promptly thereafter. Bidders bidding as societies, firms, partnerships or associations of persons do not need to provide lists of names. If the required names have not been received by the time the evaluation of bids is completed, Canada will inform the Bidder of a time frame within which to provide the information. Failure to comply will render the bid non-responsive. Providing the required names is a mandatory requirement for contract award.

Canada may, at any time, request that a Bidder provide properly completed and Signed Consent Forms (Consent to a Criminal Record Verification form- PWGSC-TPSGC 229) (<http://www.tpsgc-pwgsc.gc.ca/app-acq/forms/formulaires-forms-eng.html>) for any or all individuals aforementioned within the time specified. Failure to provide such Consent Forms within the time period provided will result in the bid being declared non-responsive.

2. Additional Certifications Precedent to Contract Award and Certifications Required with the Bid

Bidders must submit the certifications as provided below:

2.1 Additional Certifications Precedent to Contract Award

The certifications listed below should be completed and submitted with the bid but may be submitted afterwards. If any of these required certifications is not completed and submitted as requested, the Contracting Authority will so inform the Bidder and provide the Bidder with a time frame within which to meet the requirement. Failure to comply with the request of the Contracting Authority and meet the requirement within that time period will render the bid-non responsive.

2.1.1 Federal Contractors Program - Certification - \$200,000 or more

1. The Federal Contractors Program (FCP) requires that some suppliers, including a supplier who is a member of a joint venture, bidding for federal government contracts, valued at \$200,000 or more (including all applicable taxes), make a formal commitment to implement employment equity. This is a condition precedent to contract award. If the Bidder, or, if the Bidder is a joint venture and if any member of the joint venture, is subject to the FCP, evidence of its commitment must be provided before the award of the Contract.

Suppliers who have been declared ineligible contractors by Human Resources and Skills Development Canada (HRSDC) are no longer eligible to receive government contracts over the threshold for solicitation of bids as set out in the Government Contracts Regulations. Suppliers may be declared ineligible contractors either as a result of a finding of non-compliance by HRSDC, or following their voluntary withdrawal from the FCP for a reason other than the reduction of their workforce to less than 100 employees. Any bids from ineligible contractors, including a bid from a joint venture that has a member who is an ineligible contractor, will be declared non-responsive.

2. If the Bidder does not fall within the exceptions enumerated in 3.(a) or (b) below, or does not have a valid certificate number confirming its adherence to the FCP, the Bidder must fax (819-953-8768) a copy of the signed form LAB 1168, <http://www.servicecanada.gc.ca/cgi-bin/search/eforms/index.cgi?app=profile&form=lab1168&dept=sc&lang=e> Certificate of Commitment to Implement Employment Equity, to the Labour Branch of HRSDC.
3. The Bidder, or, if the Bidder is a joint venture the member of the joint venture, certifies its status with the FCP, as follows:

The Bidder or the member of the joint venture

- a. () is not subject to the FCP, having a workforce of less than 100 full-time or part-time permanent employees, and/or temporary employees having worked 12 weeks or more in Canada;
- b. () is not subject to the FCP, being a regulated employer under the Employment Equity Act, <http://laws-lois.justice.gc.ca/eng/acts/E-5.401/index.html> S.C. 1995, c. 44;
- c. () is subject to the requirements of the FCP, having a workforce of 100 or more full-time or part-time permanent employees, and/or temporary employees having worked 12 weeks or more in Canada, but has not previously obtained a certificate number from HRSDC (having

not bid on requirements of \$200,000 or more), in which case a duly signed certificate of commitment is attached;

- d. () is subject to the FCP, and has a valid certificate number as follows: _____ (e.g. has not been declared an ineligible contractor by HRSDC.)

Further information on the FCP is available on the HRSDC Web site. [Http://www.hrsdc.gc.ca/eng/labour/equality/fcp/index.shtml](http://www.hrsdc.gc.ca/eng/labour/equality/fcp/index.shtml)

2.2 Additional Certifications Required with the Bid

Bidders must submit the following duly completed certifications with their bid.

2.2.1 Canadian Content Certification

2.2.1.1. *SACC Manual* clause A3050T (2010-01-11) Canadian Content Definition.

2.2.1.2 This procurement is conditionally limited to Canadian goods and Canadian services.

Subject to the evaluation procedures contained in the bid solicitation, bidders acknowledge that only bids with a certification that the goods and services offered are Canadian goods and Canadian services, as defined in clause A3050T, may be considered.

Failure to provide this certification completed with the bid will result in the goods and services offered being treated as non-Canadian goods and non-Canadian services.

The Bidder certifies that:

- () a minimum of 80 percent of the total bid price consist of Canadian goods and Canadian services as defined in paragraph 5 of clause A3050T.

For more information on how to determine the Canadian content for a mix of goods, a mix of services or a mix of goods and services, consult Annex 3.6.(9), Example 2, of the Supply Manual.

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PART 6 - SECURITY REQUIREMENTS

1. Security Requirements

See ANNEX C - SECURITY REQUIREMENTS

PART 7 - RESULTING CONTRACT CLAUSES

The following clauses and conditions apply to and form part of any contract resulting from the bid solicitation.

1. Statement of Work

The Contractor must perform the Work in accordance with the Statement of Work at Annex A.

2. Standard Clauses and Conditions

All clauses and conditions identified in the Contract by number, date and title are set out in the Standard Acquisition Clauses and Conditions Manual (<https://buyandsell.gc.ca/policy-and-guidelines/standard-acquisition-clauses-and-conditions-manual>) issued by Public Works and Government Services Canada.

2.1 General Conditions

2030 (2012-11-19), General Conditions - Higher Complexity - Goods, apply to and form part of the Contract.

2.2 Supplemental General Conditions

4001 (2010-08-16), *Hardware Purchase, Lease and Maintenance* and 4003 (2010-08-16) *Licensed Software* apply to and form part of the Contract.

3. Security Requirements

See Annex C - Security Requirements

4. Term of Contract

4.1 Period of the Contract

All the deliverables must be received on or before March 31, 2013.

5. Authorities

5.1 Contracting Authority

The Contracting Authority for the Contract is:

Name: Ian Taylor
Title: Supply Specialist
Public Works and Government Services Canada
Acquisitions Branch
Directorate: Western Region
Address: 5th Floor, Telus Plaza North, 10025 Jasper Avenue, Edmonton, AB T5J 1S6
Telephone: 780-497-3621
Facsimile: 780-497-3510
E-mail address: Ian.Taylor@pwgsc-tpsgc.gc.ca

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The Contracting Authority is responsible for the management of the Contract and any changes to the Contract must be authorized in writing by the Contracting Authority. The Contractor must not perform work in excess of or outside the scope of the Contract based on verbal or written requests or instructions from anybody other than the Contracting Authority.

5.2 Project Authority

The Project Authority for the Contract is: (will be released at contract award)

Name: _____
Title: _____
Organization: _____
Address: _____

Telephone : _____
Facsimile: _____
E-mail address: _____

The Project Authority is the representative of the department or agency for whom the Work is being carried out under the Contract and is responsible for all matters concerning the technical content of the Work under the Contract. Technical matters may be discussed with the Project Authority; however, the Project Authority has no authority to authorize changes to the scope of the Work. Changes to the scope of the Work can only be made through a contract amendment issued by the Contracting Authority.

5.3 Contractor's Representative (To be completed by the contractor and submitted at time of bid.)

Name: _____
Organization: _____
Address: _____

Telephone : _____
Facsimile: _____
E-mail address: _____

6. Payment

6.1 Basis of Payment

In consideration of the Contractor satisfactorily completing all of its obligations under the Contract, the Contractor will be paid a firm lot price as specified in Annex B for a cost of \$ _____ (insert the amount at contract award). Customs duties are included and Goods and Services Tax or Harmonized Sales Tax is extra, if applicable.

Canada will not pay the Contractor for any design changes, modifications or interpretations of the Work, unless they have been approved, in writing, by the Contracting Authority before their incorporation into the Work.

6.2 Limitation of Expenditure

1. Canada's total liability to the Contractor under the Contract must not exceed \$ _____. Customs duties are included and Goods and Services Tax or Harmonized Sales Tax is extra, if applicable.
2. No increase in the total liability of Canada or in the price of the Work resulting from any design changes, modifications or interpretations of the Work, will be authorized or paid to the Contractor unless these design changes, modifications or interpretations have been approved, in writing, by the Contracting Authority before their incorporation into the Work. The Contractor must not perform any work or provide any service that would result in Canada's total liability being exceeded before obtaining the written approval of the Contracting Authority. The Contractor must notify the Contracting Authority in writing as to the adequacy of this sum:
 - a. when it is 75 percent committed, or
 - b. four (4) months before the contract expiry date, or
 - c. as soon as the Contractor considers that the contract funds provided are inadequate for the completion of the Work,whichever comes first.
3. If the notification is for inadequate contract funds, the Contractor must provide to the Contracting Authority a written estimate for the additional funds required. Provision of such information by the Contractor does not increase Canada's liability.

6.3 Single Payment

SACC Manual clause H1000C (2008-05-12) Single Payment

6.4 SACC Manual Clauses

A9117C (2007-11-30), T1204 - Direct Request by Customer Department

6.5 Discretionary Audit

C0705C (2010-01-11), Discretionary Audit

7. Invoicing Instructions

The Contractor must submit invoices in accordance with the section entitled "Invoice Submission" of the general conditions. Invoices cannot be submitted until all work identified in the invoice is completed.

8. Certifications

8.1 Compliance

Compliance with the certifications and related documentation provided by the Contractor in its bid is a condition of the Contract and subject to verification by Canada during the term of the Contract. If the Contractor does not comply with any certification, provide the related documentation or if it is determined that any certification made by the Contractor in its bid is untrue, whether made knowingly or unknowingly, Canada has the right, pursuant to the default provision of the Contract, to terminate the Contract for default.

8.2 **SACC Manual Clauses**

A3060 (2008-05-12), Canadian Content Certification

9. **Applicable Laws**

The Contract must be interpreted and governed, and the relations between the parties determined, by the laws in force in Alberta.

10. **Priority of Documents**

If there is a discrepancy between the wording of any documents that appear on the list, the wording of the document that first appears on the list has priority over the wording of any document that subsequently appears on the list.

- (a) the Articles of Agreement;
- (b) the supplemental general conditions 4001 (2010-08-16), Hardware Purchase, Lease and Maintenance;
- (c) the supplemental general conditions 4003 (2010-08-16) Licensed Software;
- (d) the general conditions 2030 (2012-11-19), General Conditions - Higher Complexity - Goods;
- (e) Annex A, Statement of Work;
- (f) Annex B, Basis of Payment;
- (g) Annex C, Security Requirements;
- (h) Annex D, Insurance Requirements;
- (i) the Contractor's bid dated _____, (*insert date of bid*)

11. **SACC Manual clauses**

A9068C (2010-01-11), Site Regulations
B1501C (2006-06-16), Electrical Equipment

12. **Foreign Nationals (Canadian Contractor)**

SACC Manual clause A2000C (2006-06-16), Foreign Nationals (Canadian Contractor)

OR

12. **Foreign Nationals (Foreign Contractor)**

SACC Manual clause A2001C (2006-06-16), Foreign Nationals (Foreign Contractor)

13. **Insurance Requirements**

The Contractor must comply with the insurance requirements specified in Annex D. The Contractor must maintain the required insurance coverage for the duration of the Contract. Compliance with the insurance requirements does not release the Contractor from or reduce its liability under the Contract.

The Contractor is responsible for deciding if additional insurance coverage is necessary to fulfill its obligation under the Contract and to ensure compliance with any applicable law. Any additional insurance coverage is at the Contractor's expense, and for its own benefit and protection.

The Contractor must forward to the Contracting Authority within ten (10) days after the date of award of the Contract, a Certificate of Insurance evidencing the insurance coverage and confirming that the

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insurance policy complying with the requirements is in force. Coverage must be placed with an Insurer licensed to carry out business in Canada. The Contractor must, if requested by the Contracting Authority, forward to Canada a certified true copy of all applicable insurance policies.

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Section 1 – Video Monitoring System

Objective

This requirement is for the supply and installation of a fully operational video monitoring system (VMS) for two locations in Alberta. The two locations are at:

1. The Edmonton Commercial space at the Edmonton International Airport (EIA).
2. The Calgary Commercial space at the Calgary International Airport (CIA).

Background

In light of the new construction of the Edmonton Commercial building at the EIA and the Calgary Commercial building at the CIA, a total of forty-nine (49) cameras are required: twenty-six (26) cameras for Edmonton and twenty-three (23) for Calgary are required in order to provide safety and security to CBSA employees.

Scope

The work consists of supplying and installing a complete, high quality VMS, which includes all necessary components (hardware and software) for a fully operational system at the Edmonton Commercial and the Calgary Commercial.

Notice

All hardware and software must be supported by the Milestone XProtect® Video Management Software.

Tasks

1. Provide and install a functional system in compliance with each specific manufacturer's installation guidelines, whether or not all required parts, components, systems, software or accessories are specified in the project's documents.
2. Installation, connection, programming and verification of all new devices in accordance to CBSA's technical and operational requirements.
3. The VMS must meet or exceed all criteria and specifications as stated in *Section 2 - Technical Requirements*.

Cameras

1. Edmonton

1. All cameras must be in accordance with *Table 1 – General Requirements* as well as with their respective tables indicated in *Table 2.1 – Camera Locations and Types*.
2. Twenty six (26) cameras must be supplied. Twenty three (23) must be installed in the work areas to be identified at the mandatory site visit and on the Floor Plan, Annex E.
 - 2.1. Two (2) camera must be supplied as spare cameras as per *Table 2 – Camera Locations and Type*.
 - 2.2. One (1) camera must be supplied as a spare camera as per *Table 2 – Camera Locations and Type*.

3. The exterior cameras must be protected from temperature extremes, precipitation, dust, damage, and tampering.
4. All interior cameras must be recessed into the ceiling for better concealment using a ceiling mount bracket. (The cameras need to be recessed within the ceiling so only the dome portion of the camera can be seen. This is to provide better concealment).
5. All cameras must use the latest firmware for that device.

2. Calgary

1. All cameras must be in accordance with *Table 1 - General Requirements* as well as with their respective tables indicated in *Table 2.2 - Camera Locations and Types*.
2. Twenty three (23) cameras must be supplied. Twenty one (21) must be installed in the work areas to be identified at the mandatory site visit and on the Floor Plan, Annex E.
 - 2.1. Two (2) cameras must be supplied as spare cameras as per *Table 2 - Camera Locations and Type*.
3. The exterior cameras must be protected from temperature extremes, precipitation, dust, damage, and tampering.
4. All interior cameras, where applicable, must be recessed into the ceiling for better concealment using a ceiling mount bracket. (The cameras need to be recessed within the ceiling so only the dome portion of the camera can be seen. This is to provide better concealment).
5. All cameras must use the latest firmware for that device.

Workstations

1. Edmonton

1. All workstations must meet or exceed the requirements identified in *Table 8 – Workstations* unless otherwise mentioned.
2. One (1) workstation with monitor must be installed in Room 467A (Superintendent's Office).
3. One (1) workstation with monitor must be installed in Room 467B (Superintendent's Office).
4. One (1) workstation with monitor must be installed in Room 408A (Chief's office).
5. In addition to the workstation and monitor in Room 408A, one (1) additional 40" HD widescreen flat panel monitor with hardware that allows the monitor to tilt and swivel must be installed on the wall.
 - 5.1. The location of 40" monitor in Room 408A will be determined onsite by the Chief of Operations.
 - 5.2. The connection between the 40" monitor and the workstation must be done through HDMI media. All cabling must be concealed (covered or placed behind the wall).
6. One (1) workstation with monitor will be supplied and installed in Room 471B to act as the local management server for the system.
 - 6.1. The workstation supplied must meet or exceed the Milestone system requirements.

2. Calgary

1. All workstations must meet or exceed the requirements identified in *Table 8 - Workstations* unless otherwise mentioned.
2. One (1) workstation with monitor must be installed in Room 467 2nd Floor (Supervisors Office).

3. One (1) workstation with monitor must be installed in Room 480 (Chief of Operations).
4. One (1) workstation with monitor must be installed in Room 467 1st Floor (Superintendents Office).
5. In addition to the workstation and monitor in Room 480, one (1) additional 40" HD widescreen flat panel monitor with hardware that allows the monitor to tilt and swivel must be installed on the wall.
 - 5.1. The location of 40 monitor in Room 480 will be determined onsite by the Chief of Operations.
 - 5.2. The connection between the 40 monitor and the workstation must be done through HDMI media. All cabling must be concealed. (covered or placed behind the wall).
6. One (1) workstation with monitor will be supplied and installed in the CCTV Room.
 - 6.1. The workstation supplied must meet or exceed the Milestone system requirements.

Storage Server

1. Edmonton

1. The storage server must meet or exceed the requirements in *Table 7 – Storage Server* and must ensure optimal performance for twenty-six (26) cameras which includes but is not limited to live video and playback.
2. One (1) HDD provided for the supplied storage media must be supplied as a spare.

2. Calgary

1. The storage server must meet or exceed the requirements in *Table 7 - Storage Server* and must ensure optimal performance for twenty-three (23) cameras which includes but is not limited to live video and playback.
2. One (1) HDD provided for the supplied storage media must be supplied as a spare.

Network, Wiring and Cabling

1. The supply and installation of camera cabling has been completed under another scope of work. All materials required to connect to the camera cabling must be provided under this RFP. For detailed cabling specifications, please refer to document:
 1. Edmonton Commercial: *Agency Telecommunications Cabling Specification Document for: AGENCY New Building Fit-Up, May 4th 2012.*
 2. Calgary Commercial: *Agency Telecommunications Cabling Specification Document for: Calgary Commercial New Building Fit-Up, June 25th 2012.*
2. The supply and installation of the required cabling, including low voltage power cable where required and electrical source to all designated equipment must be completed by the contractor if not already provided by the CBSA.
3. The network must be optimized to provide high quality, smooth, clear video images to the server and monitoring stations simultaneously.
4. The network must be able to operate without interruption using the H.264 codec at 30 frames per seconds.
5. All cabling to connect network devices (computers, Internet protocol (IP) cameras, power over Ethernet (PoE) switches, etc.) must be Category 6 UTP-4 pair cabling unless otherwise mentioned.

-
6. All Category 6 UTP-4 cables for cameras have been terminated with RJ45 connectors at both end.
 7. The PoE switches provided must meet the following:
 - 7.1. PoE switches must be Gigabit speed.
 - 7.2. PoE switches must be able to support additional connections including additional PTZ cameras.
 8. A Fortigate 80-C unit must be supplied and installed in the server cabinet to enable remote viewing capability.
 9. The Fortigate 80-C configuration will be done by the CBSA.
 10. An uninterruptable power supply (UPS) must be supplied and installed in the server cabinet which provides a minimum of 60 minutes power backup for the main switch and server.
 11. The exterior cameras electrical power has been terminated outside within a junction box. The contractor will be responsible in supplying and installing a 120/24 volt AC transformer which will be used to provide adequate heating and cooling for the exterior cameras in order to protect against the regional climate variations.

Video Management Software

1. The VMS must use the most recent version of Milestone XProtect® Corporate.
2. The contractor must supply the most recent license for Milestone XProtect® Corporate including a five (5) year Product Maintenance Agreement (PMA)
3. Provide:
 - 3.1 For Edmonton: twenty six (26) Milestone XProtect® Corporate camera channels. (Device Licence Keys).
 - 3.2 For Calgary: twenty three (23) Milestone XProtect® Corporate camera channels. (Device Licence Keys).

Deliverables

1. At commissioning, the contractor will provide two (2) hard and two (2) soft copies of the Operations and Maintenance (O & M) manuals in English and French for each system provided under this contract. This includes data for each type of product and features and operating sequences, both automatic and manual.
2. The operational manual should include all manufacturer recommended equipment maintenance requirements, with a complete description of all maintenance procedures required on all installed equipment including time intervals (hour usage), required inspection, periodic maintenance, fault diagnosis and repair/replacement of components.
3. Installation guide, system documentation, system structure and setup information must be made available to the CBSA.
4. The contractor will provide a spreadsheet which will display each component (physical or virtual), its IP address and its location within the site.
 - 4.1 The camera IP addresses must reflect the camera numbers identified in the drawings in order to keep consistency and for ease of reference.
5. System operation must be made available to the CBSA.
6. User documentation clearly defines procedures for all processes.
7. Documentation can be copied and distributed within the CBSA without restriction.

8. **Note:** All documentation and training material provided (hard and soft copy) must be in an MS Office format.

Constraints

1. The contractor must adhere to CBSA requirements for the installation of the video network and power cabling infrastructure.
2. The contractor must provide knowledge, labor, materials, tools, equipment and services to install equipment, devices and components required for a complete operational audio/video system.
3. All software updates must be completed onsite by the contractor, as remote connection will not be permitted.
4. The configuration of the VMS must be done by someone with a valid Milestone certification card on the Milestone XProtect Corporate platform.
5. The Contractor and Contractor Personnel must, at all times during the performance of the Contract, hold a valid Security Clearance issued by the Canada Border Services Agency (CBSA) at the level of Reliability. Reliability Status, which requires a criminal records name check and a credit check, is required when the CBSA provides the Contractor and Contractor Personnel access to personal or confidential information or where the Contractor will use their status as a contractor for the CBSA to gain access to personal or confidential information held by third parties. "Reliability Status" and "Protected Information" are defined in the Government of Canada Policy on Government Security.
5.1 Refer to Annex C - Security Requirements.

Compliance Verification Testing

1. The Contractor must perform compliance verification tests with the project authority, prior to final delivery and acceptance of the system. The contractor must provide personnel, equipment, instruments and other supplies to perform the test. The compliance test shall demonstrate that the installed VMS components function and comply with the project technical expectation and specifications.
2. All physical and functional system requirements must be demonstrated as operable.
3. Camera positioning and performance are to CBSA's satisfaction. Field of view and system performance will be approved by technical authority.
4. Contractor must provide a weekly report on the installation status of the VMS to the project authority.

Client Support

1. All CAT 6 cabling has been provided for each camera and workstation.
2. A server rack has been provided. Please refer to *Appendix 1 – CCTV Rack Specifications*.

Training

1. Training sessions must be provided using the installed system within one month after the installation acceptance of the completed system.
2. The training must be done by a certified Milestone user.

3. Training must be provided at customer site. It will take place during week-days, between 7am and 5pm. The contractor will establish a training schedule with CBSA prior to the training sessions.
4. The training will consist but is not limited to the following aspects:
 - 4.1. System overview.
 - 4.2. Smart Client – video extraction, bookmarking, playback, view creation, etc.
5. Documentation must be specific to the target audience and must provide functional descriptions for each component. Target audience will be the administrator and the staff.
6. The training must be:
 - 6.1. Computer based with practical examples. (Ex: video extraction of cameras).
 - 6.2. Customized to meet customer requirements to specific target audience.
7. Training documentation must be available to all trainees in both English and French.

Section 2 Technical Requirements

Table 1 General Requirements

Mandatory Criteria	Meets	Does not Meet
<p>1. Open Architecture – Camera must provide an application programming interface (API) for system integration:</p> <p>1.1. <u>Direct access</u> to video stream using a URL.</p> <p>1.2. Software Development Kit (SDK) to control, and change camera settings remotely. It must be possible to change all of the following settings remotely: Resolution, Video Compression, Network settings, Frame rate.</p>		
<p>2. Video – Camera must support the following video settings:</p> <p>2.1. Multiple compression formats, not limited to, but supporting MJPEG and H.264.</p> <p>2.2. Resolution and frame rate must be controllable for each stream, and camera must support at least dual stream video and support simultaneous streaming of different formats.</p>		
<p>3. Power – Camera must be Power over Ethernet compatible. Camera may have additional power sources (i.e. High PoE) for PTZ functionality, cooling or heating units.</p>		
<p>4. Video Management Software – Camera must be supported by Milestone Systems XProtect® Corporate Video Management Software.</p>		
<p>5. Cabling – Must meet all applicable fire and building codes. Includes the use of plenum rated cabling where required by code.</p>		
<p>6. Testing – All cameras must be thoroughly tested prior to installation.</p>		
<p>7. Specification sheets – Detailed specification sheets must be provided to contracting authority with bid/proposal, and also provided upon installation of system to CBSA.</p>		
<p>8. Wide Dynamic Range – Must support wide dynamic range for bright or backlit scenes.</p>		
<p>9. Environment – The cameras must be able to function in the environment they reside. (Ex: Exterior enclosures must be able to provide heating and cooling to the cameras in order to function during temperature changes.)</p>		

Table 2 Camera Location and Type

Table 2.1 - Edmonton Commercial

Camera Number	Location (Room Number)	Table Type Description (Cameras are also subject to Table 1)	Meets	Does not Meet
1	Commercial Entrance Lobby (460)	Table 3 – Fixed Small Dome Camera		
2	Commercial Waiting Area West (462)	Table 3 – Fixed Small Dome Camera		
3	Commercial Waiting Area East (462)	Table 6 – PTZ Indoor Camera		
4	Client Meeting Room (464)	Table 3 – Fixed Small Dome Camera		
5	Cash Station (466)	Table 3 – Fixed Small Dome Camera		
6	Counter (34)	Table 3 – Fixed Small Dome Camera		
7	Counter (33)	Table 3 – Fixed Small Dome Camera		
8	Counter (32)	Table 3 – Fixed Small Dome Camera		
9	Counter (31)	Table 3 – Fixed Small Dome Camera		
10	Counter (30)	Table 3 – Fixed Small Dome Camera		
11	East Side Exit	Table 3 – Fixed Small Dome Camera		
12	Arming Room (507)	Table 3 – Fixed Small Dome Camera		
13	Queen's Warehouse (478)	Table 3 – Fixed Small Dome Camera		
14	Hold Goods Room (477)	Table 3 – Fixed Small Dome Camera		
15	Warehouse (479)	Table 3 – Fixed Small Dome Camera		
16	Warehouse (479)	Table 6 – PTZ Indoor Camera		
17	Lobby 2 nd Floor (200)	Table 3 – Fixed Small Dome Camera		
18	Exterior – Commercial Entrance	Table 4 – Fixed Wide-Angle Outdoor Camera		
19	Exterior – North East Corner	Table 5 – PTZ Outdoor Camera		
20	Exterior – East Side South Corner	Table 4 – Fixed Wide-Angle Outdoor Camera		
21	Exterior – East Side North Corner	Table 4 – Fixed Wide-Angle Outdoor Camera		
22	Exterior – Back East Corner	Table 4 – Fixed Wide-Angle Outdoor Camera		
23	Exterior – Back West	Table 4 – Fixed Wide-Angle Outdoor Camera		
24	SPARE	Table 3 – Fixed Small Dome Camera		
25	SPARE	Table 3 – Fixed Small Dome Camera		
26	SPARE	Table 4 – Fixed Wide-Angle Outdoor Camera		

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Table 2.2 - Calgary Commercial

Camera Number	Location (Room Number)	Table Type Description <i>(Cameras are also subject to Table 1)</i>	Meets	Does not Meet
1	Commercial Entry Lobby (460)	Table 3 - Fixed Small Dome Camera		
2	Commercial Waiting Area (462)	Table 3 - Fixed Small Dome Camera		
3	Cashiers Station (466)	Table 3 - Fixed Small Dome Camera		
4	Document Preparation (461)	Table 3 - Fixed Small Dome Camera		
5	Client Meeting Room (464)	Table 3 - Fixed Small Dome Camera		
6	Commercial Counter Area (463)	Table 3 - Fixed Small Dome Camera		
7	Commercial Counter Area (463)	Table 3 - Fixed Small Dome Camera		
8	Commercial Counter Area (463)	Table 3 - Fixed Small Dome Camera		
9	Commercial Counter Area (463)	Table 3 - Fixed Small Dome Camera		
10	B/F Counter	Table 3 - Fixed Small Dome Camera		
11	Queens Warehouse Room (478)	Table 3 - Fixed Small Dome Camera		
12	Hold Goods Room (477)	Table 3 - Fixed Small Dome Camera		
13	Examination Warehouse & Outdoor Equipment Storage (479)	Table 3 - Fixed Small Dome Camera		
14	Examination Warehouse & Outdoor Equipment Storage (479)	Table 3 - Fixed Small Dome Camera		
15	Outdoor	Table 4 PTZ Outdoor Camera		
16	Outdoor	Table 4 PTZ Outdoor Camera		
17	Outdoor	Table 4 PTZ Outdoor Camera		
18	Outdoor	Table 4 PTZ Outdoor Camera		
19	Outdoor	Table 4 PTZ Outdoor Camera		
20	2 nd Floor, Fire Exit Door	Table 3 - Fixed Small Dome Camera		
21	Arming Room	Table 3 - Fixed Small Dome Camera		
22	SPARE	Table 3 - Fixed Small Dome Camera		
23	SPARE	Table 4 PTZ Outdoor Camera		

Table 3 – Fixed Small Dome Camera

Mandatory Criteria	Meets	Does not Meet
1. Form – Must be a dome camera with the option of being recessed		
2. Size – Must be not larger 10 cm in height. The height is calculated from the top of the dome to the surface upon which the camera is mounted when the camera is recessed.		
3. Resolution – Must have at least High-definition television (HDTV) 720p image resolution with all required compression formats		
4. Lens/Focus/Zoom – Must have auto focus or auto back focus. The lens must provide between 55 to 65 degrees horizontal field of view.		
5. Audio Must have at least one audio input port that uses a standard 3.5mm plug, so that a microphone may be connected to the camera to receive audio.		

Table 4 - Fixed Wide-Angle Outdoor Camera

Mandatory Criteria	Meets	Does not Meet
1. Resolution - Camera must have at least High-definition television (HDTV) 1080p image resolution.		
2. Night capability - The camera must be a true Day/Night camera with a mechanical IR cut filter.		
3. Lens/Focus/Zoom - Camera must be compatible with CS mount lenses. Must have auto focus or auto back focus. The lens used must be varifocal and provide at least an 84 degree horizontal field of view and no more than 100 degree horizontal field of view.		
4. Frames Per Second (FPS) – Camera must support at least 12 frames per second at the minimum resolution specified above.		

Table 5 - PTZ Outdoor Camera

Mandatory Criteria	Meets	Does not Meet
1. PTZ – Camera must be a Pan-Tilt-Zoom (PTZ) camera. This means that the camera can be made to move left and right, move up and down and zoom in and out.		
2. Resolution – Must have at least High-definition television (HDTV) 720p image resolution with all required compression formats		
3. Lens/Focus/Zoom – The camera must support digital zoom and the lens support at least 18X optical zoom. Must have auto focus or auto back focus. Must provide at least a 55 horizontal degree field of view.		
4. Night Vision – The camera must be a true Day/Night camera, with a mechanical IR cut filter.		

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5. Environment – Camera assembly must be waterproof and have an operating temperature range of -30 C to +40 C. Rated IP65 or better.		
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Table 6 - PTZ Indoor Camera

Mandatory Criteria	Meets	Does not Meet
1. PTZ – Camera must be a Pan-Tilt-Zoom (PTZ) camera. This means that the camera can be made to move left and right, move up and down and zoom in and out.		
2. Resolution – Must have at least High-definition television (HDTV) 720p image resolution with all required compression formats		
3. Lens/Focus/Zoom – The camera must support digital zoom and the lens support at least 15X optical zoom. Must have auto focus or auto back focus. Must provide at least a 50 degree horizontal field of view.		

Table 7 - Storage Server

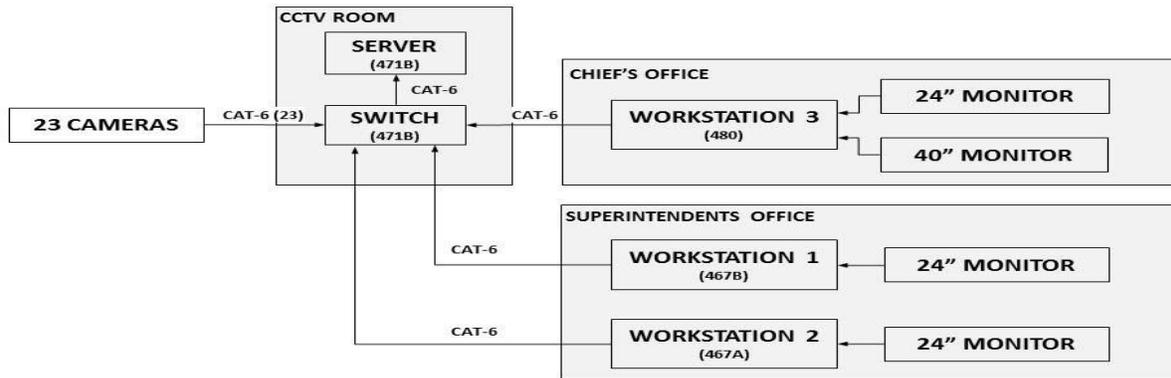
Mandatory Criteria	Meets	Does not Meet
STORAGE FUNCTION REQUIREMENTS		
1. The storage server must have a minimum capacity to record 30 days of video storage and must have a minimum of 24TB available for storage.		
2. The server must provide redundancy features to ensure access to all live and archived data at all times. (ex: failover servers)		
3. The server must be scalable without migration to another platform.		
4. The storage server must have the redundancy capability of RAID-6.		
5. The storage disks must be “hot swappable”		
6. The Live database will record at thirty (30) frames per second (FPS) and the Archive database at ten (10) FPS.		
OS CONTROL FUNCTION REQUIREMENTS		
1. The storage server must be built on the Microsoft Windows platform.		

Table 8 - Workstations

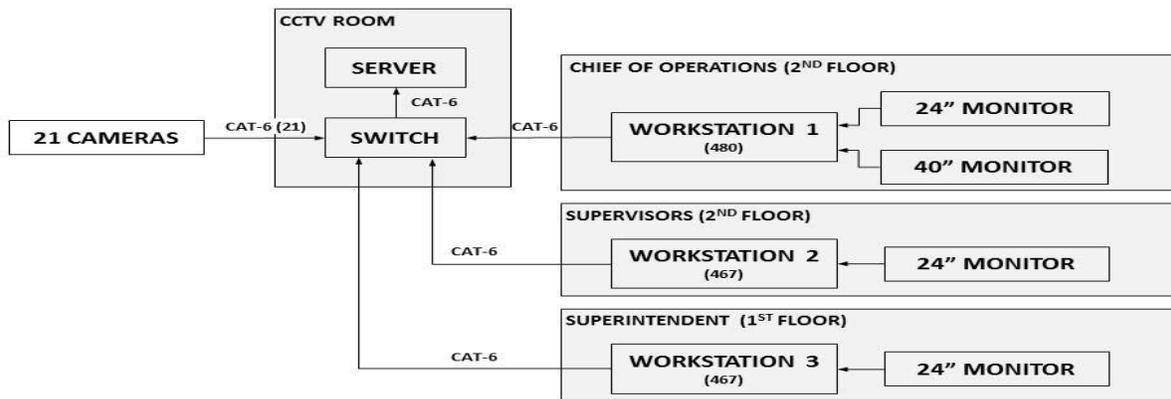
Mandatory Criteria	Meets	Does not Meet
1. The operating system must be Windows 7 Professional (32 bit or 64 bit*), Windows 7 Enterprise (32 bit or 64 bit*) or Windows 7 Ultimate (32 bit or 64 bit*). * Running as a 32 bit application.		
2. The CPU must be Intel Core-i7, 4 cores.		
3. A minimum of 8GB of RAM (2x4GB 1333 MHz DDR3 SDRAM) must be installed. (Must be able to run a high number of cameras and multiple views and displays simultaneously.)		
4. The graphics adapter must be able to support dual display monitors and a recommended resolution of 1920 x 1200. 4.1. DVI connection from monitor to workstation is required. 4.2. HDMI connection between 40" monitor and workstation in Room 408A (Chief's Office) is required.		
5. Minimum of 1TB SATA HDD partitioned as follow – 250GB for Operating System and 750GB for Exported Video Storage		
6. SATA Super Multi DVD writer		
7. 24" HD LCD monitors for all workstations.		
8. Software: Microsoft .NET 4.0 Framework, DirectX 9.0		

Section 3 Component Distribution Diagram

1. Edmonton



2. Calgary



Appendix 1 - CCTV Rack Specifications

1. Edmonton

Extract from: *Agency Telecommunications Cabling Specification Document for: AGENCY – New Building Fit-Up, May 4th 2012, p.10*

- (1) 2-post open communication rack (already provided for under another scope of work). Each 2-post rack must have:
 - o Vertical CMS both sides and front and rear.
 - o Power bar, reference section for details.
 - o Extension Cable, reference section for details.
 - o Horizontal CMS, reference section for details.
 - o Two full bags of mounting screws and/or cage nuts, typical of the mounting rails.
- Refer to the project drawings within this package for room orientation.
- (1) 4-post open communication rack (already provided for under another scope of work). Each 4-post rack must have:
 - o 4-post racks must be capable of a 42" depth
 - o Vertical CMS both sides and front and rear.
 - o Adjustable mounting rails
 - o Power bar, reference section for details.
 - o Extension Cable, reference section for details.
 - o Horizontal CMS, reference section for details.
 - o (5) Shelves (4/2U and 1/3U)
 - 3U shelves must be capable of holding up to 75 pounds.
 - Shelves must be adjustable and fixed on all four corners.
- (1) Keyboard tray

2. Calgary

Extract from: *Agency Telecommunications Cabling Specification Document for: Calgary Commercial New Building Fit-Up, June 25th 2012, p.10.*

- (1) 4-post open communication rack (already provided for under another scope of work). Each 4-post rack must have;
1. 4-post racks must be capable of a 42 depth
 2. Vertical CMS both sides and front and rear.
 3. Adjustable mounting rails
 4. Power bar, reference section for details.
 5. Extension Cable, reference section for details.
 6. Horizontal CMS, reference section for details.
 7. (4) Shelves (2/1U, 2/2U and 1/3U)
 - 7.1. 3U shelves must be capable of holding up to 75 pounds.
 - 7.2. Shelves must be adjustable and fixed on all four corners.

ANNEX B - BASIS OF PAYMENT

The bidder is requested to provide the cost of a commercial security camera system that meets with requirements listed in Annex A for either or both locations.

- Firm Price is FOB Destination and includes all delivery and installation charges to the location below. This includes, but is not limited to packaging, labelling and brokerage fees.
- Firm Price do not include GST. GST will be added as a separate line item to any invoice issued as a result of a Contract.
- Firm Price is in Canadian Dollars.

1. Edmonton Commercial Building

Delivery and installation to: Edmonton Commercial Building
Edmonton International Airport

Item	Description	Cost
1	Commercial security camera system • Including but not limited to supply, installation, and training	\$ _____/lot
Total Evaluated Price		\$ _____

2. Calgary Commercial Building

Delivery and installation to: Calgary Commercial Building
Calgary International Airport

Item	Description	Cost
1	Commercial security camera system • Including but not limited to supply, installation, and training	\$ _____/lot
Total Evaluated Price		\$ _____

Summary of Costs (to be included with the above)

It is requested of the bidder to provide a breakdown of their costs to meet the entire requirement.

The bidder is to include but is not limited to include the following:

- All the items/goods that are required.
- Total labour costs.
- Licensing details.

ANNEX C - SECURITY REQUIREMENTS

1. Before award of a contract, the following condition must be met:
 - (a) The Bidder must hold valid CBSA Reliability security clearance.
 - (b) The Bidder must complete form TBS 330-23 Personnel Screening Consent and Authorization (and present a valid drivers licence or other government issued photograph identification to support identity) at the time of the site visit for all of the individuals who will require access to classified or protected information, assets or sensitive work sites.
- 1.1 Bidders are advised that a CBSA Security Specialist will be present at the site visit to assist with completion of the forms and to answers any questions. Any delay in the award of a contract to allow the successful bidder to obtain the required clearance will be at the entire discretion of the Contracting Authority.
- 1.2 For additional information on the security requirements, please see the CBSA Security Specialist present onsite during the site visit.
2. The Contractor/Offeror personnel requiring access to PROTECTED B information, assets or sensitive work site(s) must EACH hold a valid RELIABILITY STATUS, granted or approved by CBSA. Until the security screening of the Contractor/Offeror personnel required by the Contract/Standing Offer has been completed satisfactorily by CBSA, the Contractor/Offeror personnel MAY NOT HAVE ACCESS to PROTECTED information or assets, and MAY NOT ENTER sites where such information or assets are kept, without an escort.
3. Subcontracts which contain security requirements are NOT to be awarded without the prior written permissions of CBSA.

ANNEX D - INSURANCE REQUIREMENTS

A) 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 \$2,000,000.00 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. (if applicable)

- (n) Sudden and Accidental Pollution Liability (minimum 120 hours): To protect the Contractor for liabilities arising from damages caused by accidental pollution incidents.
- (o) 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.

B) Automobile Liability Insurance

1. The Contractor must obtain Automobile 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 \$2,000,000.00 per accident or occurrence.
2. The policy must include the following:
 - (a) Third Party Liability - \$2,000,000 Minimum Limit per Accident or Occurrence
 - (b) Accident Benefits - all jurisdictional statutes
 - (c) Uninsured Motorist Protection
 - (d) Notice of Cancellation: The Insurer will endeavour to provide the Contracting Authority thirty (30) days written notice of cancellation.

Solicitation No. - N° de l'invitation

47700-130533/A

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

CBSA

Amd. No. - N° de la modif.

File No. - N° du dossier

EDM-2-35316

Buyer ID - Id de l'acheteur

edm023

CCC No./N° CCC - FMS No/ N° VME

ANNEX E - FLOOR PLANS

A copy of the floor plans may be available to those bidders who:

- Attend the mandatory site visit, and;
- Complete form TBS 330-23 Personnel Screening Consent and Authorization as indicated in Annex C - Security Requirement.

Edmonton International Airport

CBSA Facility Location

