

**RETURN BIDS TO:
RETOURNER LES SOUMISSIONS À:**
**Bid Receiving Public Works and Government
Services Canada/Réception des soumissions
Travaux publics et Services gouvernementaux
Canada**
**800 Burrard Street, 2nd Floor
800, rue Burrard, 2e étage
Vancouver, BC V6Z 2V8
Bid Fax: (604) 775-7526**

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 Marine Sediment Consult. & Remedtn	
Solicitation No. - N° de l'invitation E0276-131364/A	Date 2013-03-27
Client Reference No. - N° de référence du client E0276-131364	
GETS Reference No. - N° de référence de SEAG PW-\$VAN-524-6969	
File No. - N° de dossier VAN-2-35275 (524)	CCC No./N° CCC - FMS No./N° VME
Solicitation Closes - L'invitation prend fin at - à 02:00 PM on - le 2013-05-07	Time Zone Fuseau horaire Pacific Daylight Saving Time PDT
F.O.B. - F.A.B. Plant-Usine: <input type="checkbox"/> Destination: <input type="checkbox"/> Other-Autre: <input type="checkbox"/>	
Address Enquiries to: - Adresser toutes questions à: Yamamoto, Albert	Buyer Id - Id de l'acheteur van524
Telephone No. - N° de téléphone (604) 775-7549 ()	FAX No. - N° de FAX (604) 775-7526
Destination - of Goods, Services, and Construction: Destination - des biens, services et construction: DEPARTMENT OF PUBLIC WORKS AND GOVERNMENT SERVICES CANADA 641-800 BURRARD ST VANCOUVER British Columbia V6Z2V8 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 - Pacific
Region
800 Burrard Street, 12th Floor
800, rue Burrard, 12e étage
Vancouver, BC V6Z 2V8

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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Solicitation No. - N° de l'invitation

E0276-131364/A

Amd. No. - N° de la modif.

Buyer ID - Id de l'acheteur

van524

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

E0276-131364

File No. - N° du dossier

VAN-2-35275

CCC No./N° CCC - FMS No/ N° VME

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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, Financial and Other Requirements: includes specific requirements that must be addressed by bidders; and
- 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 Checklist, the Insurance Requirements, the Task Authorization Form, List of Authorized Clients, and Point Rated Evaluation Criteria and Basis of Selection.

2. Summary

Public Works and Government Services Canada (PWGSC)/Environmental Services, Pacific Region, has a requirement for Contaminated Marine Sediment Consulting and Remediation Services, including:

Studies and Modelling: marine contaminated sediment data review and gap analysis assessments, sediment investigations, sediment geochemistry and contaminant fate / transport studies, surface water investigations, recontamination and source control investigations, toxicological and biological characterization, oceanography, hydrology, bathymetric and coastal studies, hydrodynamic and sediment transport modeling, and data management.

Planning, Evaluation, and Design: Marine sediment remedial options analysis, project permitting and regulatory support, sustainable remediation design, coastal engineering for contaminated sediment projects, marine geotechnical engineering for contaminated sediment projects, dredging design for contaminated sediments, cap design for contaminated sediments, and structural engineering of marine structures for sediment remediation.

Remediation Supervision: Preparation of project management documentation, constructability review and quality assurance of design documents, construction contract administration, materials testing, construction surveys and characterization, record drawings, compliance monitoring, post-remediation sediment / water / tissue monitoring, preparation of site closure reports.

Canada intends to issue two Task Authorization Contracts for a total of \$15,000,000. The period of the Task Authorization Contracts will be three years from Contract award.

There is a security requirement associated with this requirement. For additional information, consult Part 6 - Security, Financial and Other Requirements, and Part 7 - Resulting Contract Clauses. Bidders should consult the "Security Requirements for PWGSC Bid Solicitations - Instructions for Bidders" (<http://www.tpsgc-pwgsc.gc.ca/app-acq/lc-pl/lc-pl-eng.html#a31>) document on the Departmental Standard Procurement Documents Web site.

Bidders must provide a list of names or other related information as needed, pursuant to section 01 of Standard Instructions 2003 and 2004.

The requirement is subject to the provisions of the World Trade Organization Agreement on Government Procurement (WTO-AGP), the North American Free Trade Agreement (NAFTA), and the Agreement on Internal Trade (AIT).

Comprehensive Land Claims Agreements

As final delivery locations will only be determined when individual requirements are known, and may include deliveries within Yukon, the following Comprehensive Land Claims Agreements apply to this procurement.

Inuvialuit Final Agreement
Umbrella Final Agreement - Council for Yukon Indians

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.

Subsection 5.4 of 2003, Standard Instructions - Goods or Services - Competitive Requirements, is amended as follows:

Delete: sixty (60) days
Insert: one hundred and twenty (120) days

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.

Due to the nature of the bid solicitation, bids transmitted by facsimile to PWGSC will not be accepted.

3. Enquiries - Bid Solicitation

All enquiries must be submitted in writing to the Contracting Authority no later than fourteen (14) 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 British Columbia.

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. Bidders' Conference

A bidders' conference will be held at Public Works and Government Services Canada, 800 Burrard Street, Vancouver, B.C., on April 17th, 2013. The conference will begin at 1:00 pm, in room 1902. The scope of the requirement outlined in the bid solicitation will be reviewed during the conference and questions will be answered. It is recommended that bidders who intend to submit a bid attend or send a representative.

Bidders are requested to communicate with the Contracting Authority before the conference to confirm attendance. Bidders should provide, in writing, to the Contracting Authority, the names of the person(s) who will be attending and a list of issues they wish to table at least 2 working days before the scheduled conference.

Any clarifications or changes to the bid solicitation resulting from the bidders' conference will be included as an amendment to the bid solicitation. Bidders who do not attend will not be precluded from submitting a bid.

6. Basis for Canada's Ownership of Intellectual Property

The Public Works and Government Services Canada has determined that any intellectual property rights arising from the performance of the Work under the resulting contract will belong to Canada, on the following grounds:

- 6.1 where the material developed or produced consists of material subject to copyright, with the exception of computer software and all documentation pertaining to that software.

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 (3 hard copies)

Section II: Financial Bid (1 hard copy)

Section III: Certifications (1 hard copy)

Section IV: Additional Information (1hard copy)

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 and describe their approach 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.

1.2 Exchange Rate Fluctuation

The requirement does not provide for exchange rate fluctuation protection. Any request for exchange rate fluctuation protection will not be considered and will render the bid non-responsive.

Section III: Certifications

Bidders must submit the certifications required under Part 5.

Section IV: Additional Information

Former Public Servant - Competitive Requirements

Contracts with former public servants (FPS) in receipt of a pension or of a lump sum payment must bear the closest public scrutiny, and reflect fairness in the spending of public funds. In order to comply with Treasury Board policies and directives on contracts with FPS, bidders must provide the information required below.

Definitions

For the purposes of this clause, *"former public servant"* is any former member of a department as defined in the *Financial Administration Act*, R.S., 1985, c. F-11, a former member of the Canadian Armed Forces or a former member of the Royal Canadian Mounted Police. A former public servant may be:

- a. an individual;
- b. an individual who has incorporated;
- c. a partnership made of former public servants; or
- d. a sole proprietorship or entity where the affected individual has a controlling or major interest in the entity.

"lump sum payment period" means the period measured in weeks of salary, for which payment has been made to facilitate the transition to retirement or to other employment as a result of the implementation of various programs to reduce the size of the Public Service. The lump sum payment period does not include the period of severance pay, which is measured in a like manner.

"pension" means, a pension or annual allowance paid under the *Public Service Superannuation Act* (PSSA), R.S., 1985, c.P-36, and any increases paid pursuant to the *Supplementary Retirement Benefits Act*, R.S., 1985, c.S-24 as it affects the PSSA. It does not include pensions payable pursuant to the *Canadian Forces Superannuation Act*, R.S., 1985, c.C-17, the *Defence Services Pension Continuation Act*, 1970, c.D-3, the *Royal Canadian Mounted Police Pension Continuation Act*, 1970, c.R-10, and the *Royal Canadian Mounted Police Superannuation Act*, R.S., 1985, c.R-11, the *Members of Parliament Retiring Allowances Act*, R.S., 1985, c.M-5, and that portion of pension payable to the *Canada Pension Plan Act*, R.S., 1985, c.C-8.

Former Public Servant in Receipt of a Pension

As per the above definitions, is the Bidder a FPS in receipt of a pension? Yes () No ()

If so, the Bidder must provide the following information, for all FPS in receipt of a pension, as applicable:

- a. name of former public servant;
- b. date of termination of employment or retirement from the Public Service.

By providing this information, Bidders agree that the successful Bidder's status, with respect to being a former public servant in receipt of a pension, will be reported on departmental websites as part of the published proactive disclosure reports in accordance with Contracting Policy Notice: 2012-2 and the Guidelines on the Proactive Disclosure of Contracts.

Work Force Reduction Program

Is the Bidder a FPS who received a lump sum payment pursuant to the terms of a work force reduction program? Yes () No ()

If so, the Bidder must provide the following information:

- a. name of former public servant;
- b. conditions of the lump sum payment incentive;
- c. date of termination of employment;
- d. amount of lump sum payment;
- e. rate of pay on which lump sum payment is based;
- f. period of lump sum payment including start date, end date and number of weeks;
- g. number and amount (professional fees) of other contracts subject to the restrictions of a work force reduction program.

For all contracts awarded during the lump sum payment period, the total amount of fees that may be paid to a FPS who received a lump sum payment is \$5,000, including the Goods and Services Tax or Harmonized Sales Tax.

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.

1.1 Technical Evaluation

Mandatory and point rated technical evaluation criteria are included in Annex G.

1.2 Financial Evaluation

Financial evaluation criteria are included in Annex G.

1.3 Evaluation of Price

The price of the bid will be evaluated in Canadian dollars, the Goods and Services Tax or the Harmonized Sales Tax excluded, FOB destination, Canadian customs duties and excise taxes included.

2. Basis of Selection

Basis of Selection is included in Annex G.

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

By submitting a bid, the Bidder certifies as per section 01 of Standard Instructions 2003, for himself and his affiliates, to be in compliance with the Code of Conduct and Certifications clause of the Standard instructions. The related documentation therein required will help Canada in confirming that the certifications are true.

2. 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 Federal Contractors Program - Certification

Federal Contractors Program - \$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, 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, 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.

2.2 Status and Availability of Resources

The Bidder certifies that, should it be awarded a contract as a result of the bid solicitation, every individual proposed in its bid will be available to perform the Work as required by Canada's representatives and at the time specified in the bid solicitation or agreed to with Canada's representatives. If for reasons beyond its control, the Bidder is unable to provide the services of an individual named in its bid, the Bidder may propose a substitute with similar qualifications and experience. The Bidder must advise the Contracting Authority of the reason for the substitution and provide the name, qualifications and experience of the proposed replacement. For the purposes of this clause, only the following reasons will be considered as beyond the control of the Bidder: death, sickness, maternity and parental leave, retirement, resignation, dismissal for cause or termination of an agreement for default.

If the Bidder has proposed any individual who is not an employee of the Bidder, the Bidder certifies that it has the permission from that individual to propose his/her services in relation to the Work to be performed and to submit his/her résumé to Canada. The Bidder must, upon request from the Contracting Authority, provide a written confirmation, signed by the individual, of the permission given to the Bidder and of his/her availability. Failure to comply with the request may result in the bid being declared non-responsive.

2.3 Education and Experience

The Bidder certifies that all the information provided in the résumés and supporting material submitted with its bid, particularly the information pertaining to education, achievements, experience and work history, has been verified by the Bidder to be true and accurate. Furthermore, the Bidder warrants that every individual proposed by the Bidder for the requirement is capable of performing the Work described in the resulting contract.

PART 6 - SECURITY, FINANCIAL AND OTHER REQUIREMENTS

1. Security Requirement

1. Before award of a contract, the following conditions must be met:
 - (a) the Bidder must hold a valid organization security clearance as indicated in Part 7-Resulting Contract Clauses;
 - (b) the Bidder's proposed individuals requiring access to classified or protected information, assets or sensitive work site(s) must meet the security requirement as indicated in Part 7- Resulting Contract Clauses;
 - (c) the Bidder must provide the name of all individuals who will require access to classified or protected information, assets or sensitive work sites.
2. Bidders are reminded to obtain the required security clearance promptly. 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.
3. For additional information on security requirements, bidders should consult the "Security Requirements for PWGSC Bid Solicitations - Instructions for Bidders" (<http://www.tpsgc-pwgsc.gc.ca/app-acq/lc-pl/lc-pl-eng.html#a31>) document on the Departmental Standard Procurement Documents Web site.

2. Financial Capability

1. Financial Capability Requirement: The Bidder must have the financial capability to fulfill this requirement. To determine the Bidder's financial capability, the Contracting Authority may, by written notice to the Bidder, require the submission of some or all of the financial information detailed below during the evaluation of bids. The Bidder must provide the following information to the Contracting Authority within fifteen (15) working days of the request or as specified by the Contracting Authority in the notice:

- a. Audited financial statements, if available, or the unaudited financial statements (prepared by the Bidder's outside accounting firm, if available, or prepared in-house if no external statements have been prepared) for the Bidder's last three fiscal years, or for the years that the Bidder has been in business if

this is less than three years (including, as a minimum, the Balance Sheet, the Statement of Retained Earnings, the Income Statement and any notes to the statements).

b. If the date of the financial statements in (a) above is more than five months before the date of the request for information by the Contracting Authority, the Bidder must also provide, unless this is prohibited by legislation for public companies, the last quarterly financial statements (consisting of a Balance Sheet and a year-to-date Income Statement), as of two months before the date on which the Contracting Authority requests this information.

c. If the Bidder has not been in business for at least one full fiscal year, the following must be provided:

i. the opening Balance Sheet on commencement of business (in the case of a corporation, the date of incorporation); and

ii. the last quarterly financial statements (consisting of a Balance Sheet and a year-to-date Income Statement) as of two months before the date on which the Contracting Authority requests this information.

d. A certification from the Chief Financial Officer or an authorized signing officer of the Bidder that the financial information provided is complete and accurate.

e. A confirmation letter from all of the financial institution(s) that have provided short-term financing to the Bidder outlining the total of lines of credit granted to the Bidder and the amount of credit that remains available and not drawn upon as of one month prior to the date on which the Contracting Authority requests this information.

f. A detailed monthly Cash Flow Statement covering all the Bidder's activities (including the requirement) for the first two years of the requirement that is the subject of the bid solicitation, unless this is prohibited by legislation. This statement must detail the Bidder's major sources and amounts of cash and the major items of cash expenditures on a monthly basis, for all the Bidder's activities. All assumptions made should be explained as well as details of how cash shortfalls will be financed.

g. A detailed monthly Project Cash Flow Statement covering the first two years of the requirement that is the subject of the bid solicitation, unless this is prohibited by legislation. This statement must detail the Bidder's major sources and amounts of cash and the major items of cash expenditures, for the requirement, on a monthly basis. All assumptions made should be explained as well as details of how cash shortfalls will be financed.

2. If the Bidder is a joint venture, the financial information required by the Contracting Authority must be provided by each member of the joint venture.

3. If the Bidder is a subsidiary of another company, then any financial information in 1. (a) to (f) above required by the Contracting Authority must be provided by the ultimate parent company. Provision of parent company financial information does not by itself satisfy the requirement for the provision of the financial information of the Bidder, and the financial capability of a parent cannot be substituted for the financial capability of the Bidder itself unless an agreement by the parent company to sign a Parental Guarantee, as drawn up by Public Works and Government Services Canada (PWGSC), is provided with the required information.

4. Financial Information Already Provided to PWGSC: The Bidder is not required to resubmit any financial information requested by the Contracting Authority that is already on file at PWGSC with the

Contract Cost Analysis, Audit and Policy Directorate of the Policy, Risk, Integrity and Strategic Management Sector, provided that within the above-noted time frame:

- a. the Bidder identifies to the Contracting Authority in writing the specific information that is on file and the requirement for which this information was provided; and
- b. the Bidder authorizes the use of the information for this requirement. It is the Bidder's responsibility to confirm with the Contracting Authority that this information is still on file with PWGSC.

5. Other Information: Canada reserves the right to request from the Bidder any other information that Canada requires to conduct a complete financial capability assessment of the Bidder.

6. Confidentiality: If the Bidder provides the information required above to Canada in confidence while indicating that the disclosed information is confidential, then Canada will treat the information in a confidential manner as permitted by the Access to Information Act, R.S., 1985, c.c. A-1, Section 20(1) (b) and (c).

7. Security: In determining the Bidder's financial capability to fulfill this requirement, Canada may consider any security the Bidder is capable of providing, at the Bidder's sole expense (for example, an irrevocable letter of credit from a registered financial institution drawn in favour of Canada, a performance guarantee from a third party or some other form of security, as determined by Canada).

3. Insurance Requirements

Insurance Requirements are included in Annex D.

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

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

1.2 Task Authorization

The Work or a portion of the Work to be performed under the Contract will be on an "as and when requested basis" using a Task Authorization (TA). The Work described in the TA must be in accordance with the scope of the Contract.

1.2.1 Task Authorization Allocation

Up to two Task Authorization Contracts may be awarded on a proportional basis (70% and 30%). The intent is to create a primary TA Contract and a backup TA Contract. The PWGSC Environmental Services Authorized Client (see Annex F), generally should go to the best value, primary TA Contractor first before going to the backup TA Contractor. However, there may be instances where it would be more suitable to have work performed by the backup TA Contractor, while respecting the award proportions and minimum work guarantees

If two Task Authorization Contracts are awarded, where additional needs arise and new requirements for a previous task become necessary, Canada may revise the task, within the Task Authorization limits, rather than create a new task.

During the period of the Contract, PWGSC Environmental Services Project Authority will ensure that the minimum work guaranteed under the TA Contract is fully met. Work will not be competed between the primary and backup Contractors.

If no contractor can perform the task, Canada reserves the right to acquire the required Work by other means. A contractor may advise the Project Authority and the Contracting Authority in writing that it is unable to carry out additional tasks as a result of previous commitments under a TA and no request to perform a task will be sent to that contractor until that contractor has given notice in writing to the Project Authority and the Contracting Authority that it is available to perform additional tasks.

1.2.2 Task Authorization Process:

1. The Authorized Client will provide the Contractor with a description of the task using the Task Authorization" form specified in Annex E.
2. The Task Authorization (TA) will contain the details of the activities to be performed, a description of the deliverables, and a schedule indicating completion dates for the major activities or submission dates for the deliverables. The TA will also include the applicable basis (bases) and methods of payment as specified in the Contract.
3. The Contractor must provide the Authorized Client, within two working days of its receipt, the proposed total estimated cost for performing the task and a breakdown of that cost, established in accordance with the Basis of Payment specified in the Contract.
4. The Contractor must not commence work until a TA authorized by the Authorized Client has been received by the Contractor. The Contractor acknowledges that any work performed before a TA has been received will be done at the Contractor's own risk.

1.2.3 Task Authorization Limit

The Authorized Client may authorize individual task authorizations up to a limit of \$200,000.00, Goods and Services Tax or Harmonized Sales Tax included, inclusive of any revisions.

Any task authorization to be issued in excess of that limit must be authorized by the Contracting Authority before issuance.

1.2.4 Task Authorization - Order of Ranking

(Number to be inserted at Contract award) contracts were awarded as a result of Public Works and Government Services Canada bid solicitation number: _____ (insert number). The contractors' order of ranking is as follows:

Ranked first: To be completed at Contract award. _____

Ranked second: To be completed at Contract award. _____

1.2.5 Minimum Work Guarantee - All the Work - Task Authorizations

1. In this clause, "Maximum Contract Value" means the amount specified in the "Limitation of Expenditure" clause set out in the Contract; and "Minimum Contract Value" means 5% of the Maximum Contract Value.

2. Canada's obligation under the Contract is to request Work in the amount of the Minimum Contract Value or, at Canada's option, to pay the Contractor at the end of the Contract in accordance with paragraph 3. In consideration of such obligation, the Contractor agrees to stand in readiness throughout the Contract period to perform the Work described in the Contract. Canada's maximum liability for work performed under the Contract must not exceed the Maximum Contract Value, unless an increase is authorized in writing by the Contracting Authority.

3. In the event that Canada does not request work in the amount of the Minimum Contract Value during the period of the Contract, Canada must pay the Contractor the difference between the Minimum Contract Value and the total cost of the Work requested.

4. Canada will have no obligation to the Contractor under this clause if Canada terminates the Contract in whole or in part for default.

1.2.6 Periodic Usage Reports - Contracts with Task Authorizations

The Contractor must compile and maintain records on its provision of services to the federal government under authorized Task Authorizations issued under the Contract.

The Contractor must provide this data in accordance with the reporting requirements detailed below. If some data is not available, the reason must be indicated. If services are not provided during a given period, the Contractor must still provide a "nil" report.

The data must be submitted on a quarterly basis to the Contracting Authority.

The quarterly periods are defined as follows:

1st quarter: April 1 to June 30;

2nd quarter: July 1 to September 30;

3rd quarter: October 1 to December 31; and

4th quarter: January 1 to March 31.

The data must be submitted to the Contracting Authority no later than fifteen (15) calendar days after the end of the reporting period.

Reporting Requirement- Details

A detailed and current record of all authorized tasks must be kept for each contract with a task authorization process. This record must contain:

For each authorized task:

- i. the authorized task number or task revision number(s);

- ii. a title or a brief description of each authorized task;
- iii. the total estimated cost specified in the authorized Task Authorization (TA) of each task, GST or HST extra;
- iv. the total amount, GST or HST extra, expended to date against each authorized task;
- v. the start and completion date for each authorized task; and
- vi. the active status of each authorized task, as applicable.

For all authorized tasks:

- i. the amount (GST or HST extra) specified in the contract (as last amended, as applicable) as Canada's total liability to the contractor for all authorized TAs; and
- ii. the total amount, GST or HST extra, expended to date against all authorized TAs.

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

2035 (2013-03-21), General Conditions - Higher Complexity - Services, apply to and form part of the Contract.

2.2 Supplemental General Conditions

4007 (2010-08-16) Canada to Own Intellectual Property Rights in Foreground Information, apply to and form part of the Contract.

3. Security Requirement

SECURITY REQUIREMENT FOR CANADIAN SUPPLIER:

1. The Contractor must, at all times during the performance of the Contract, hold a valid Designated Organization Screening (DOS), issued by the Canadian Industrial Security Directorate (CISD), Public Works and Government Services Canada (PWGSC).
2. The Contractor personnel requiring access to PROTECTED information, assets or sensitive work site(s) must EACH hold a valid RELIABILITY STATUS, granted or approved by CISD/PWGSC.
3. The Contractor MUST NOT remove any PROTECTED information or assets from the identified work site(s), and the Contractor must ensure that its personnel are made aware of and comply with this restriction.
4. Subcontracts which contain security requirements are NOT to be awarded without the prior written permission of CISD/PWGSC.

5. The Contractor must comply with the provisions of the:

- C;
- (a) Security Requirements Check List and security guide (if applicable), attached at Annex
 - (b) Industrial Security Manual (Latest Edition).

4. Term of Contract

4.1 Period of the Contract

The period of the Contract is from date of Contract to (three year period to be inserted at Contract award) inclusive.

5. Authorities

5.1 Contracting Authority

The Contracting Authority for the Contract is:

Albert Yamamoto, Supply Specialist
Public Works and Government Services Canada
Acquisitions, Vancouver
800 Burrard Street, Room 641
Vancouver, British Columbia V6Z 2V8
Canada

Telephone : 604-775-7549

Fax : 604-775-7526

E-mail : albert.yamamoto@pwgsc-tpsgc.gc.ca

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:

(to be inserted 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.

5.2.1 Authorized Clients

Specific Work requirements for each Task Authorization (TA) will be detailed in that TA as issued by the Authorized Client. The Authorized Client is the PWGSC Environmental Services Project Manager authorized by the Contracting Authority in writing to issue TA's. The list of Authorized Client is found at Annex F.

5.3 Contractor's Representative

(to be inserted at Contract award)

Name: _____

Title: _____

Organization: _____

Address: _____

Telephone: ____-____-____

Facsimile: ____-____-____

E-mail address: _____

6. Payment

6.1 Basis of Payment

Basis of Payment - Limitation of Expenditure - Task Authorizations

The Contractor will be reimbursed for the costs reasonably and properly incurred in the performance of the Work specified in the authorized Task Authorization (TA), as determined in accordance with the Basis of Payment in Annex B, to the limitation of expenditure specified in the authorized TA.

Canada's liability to the Contractor under the authorized TA must not exceed the limitation of expenditure specified in the authorized TA. Customs duties are included, and Goods and Services Tax or Harmonized Sales Tax is extra, if applicable.

No increase in the liability of Canada or in the price of the Work specified in the authorized TA 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 authorized, in writing, by the Contracting Authority before their incorporation into the Work.

6.2 Limitation of Expenditure - Cumulative Total of all Task Authorizations

1. Canada's total liability to the Contractor under the Contract for all authorized Task Authorizations (TAs), inclusive of any revisions, must not exceed the sum of (Amount to be inserted at Contract award) \$ _____. Customs duties are included, and the Goods and Services Tax or Harmonized Sales Tax is extra, if applicable.

2. No increase in the total liability of Canada will be authorized or paid to the Contractor unless an increase has been approved, in writing, by the Contracting Authority.

3. 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 sum is inadequate for the completion of the Work required in all authorized TAs, inclusive of any revisions, whichever comes first.

4. 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 Method of Payment - Monthly Payment

Canada will pay the Contractor on a monthly basis for work performed during the month covered by the invoice in accordance with the payment provisions of the Contract if:

a. an accurate and complete invoice and any other documents required by the Contract have been submitted in accordance with the invoicing instructions provided in the Contract;

b. all such documents have been verified by Canada;

c. the Work performed has been accepted by Canada.

6.4 SACC Manual Clauses

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

6.5 Time Verification

Time charged and the accuracy of the Contractor's time recording system are subject to verification by Canada, before or after payment is made to the Contractor. If verification is done after payment, the Contractor must repay any overpayment, at Canada's request.

7. Invoicing Instructions

1. 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.

Each invoice must be supported by:

(a) invoice date (corrected for amendments);

(b) invoice number;

(c) period invoice covers;

-
- (d) Contract number ***(number to be inserted at Contract Award)***;
 - (e) task number;
 - (f) project number;
 - (g) total task amount (corrected for amendments);
 - (h) amount previously invoiced;
 - (i) current invoice amount;
 - (j) amount remaining on task;
 - (k) itemized list of fees, identifying category, resource, rate, hours, and extension. Categories, rates, resources and disbursements must be pre-approved by the Authorized Client. Canada reserves the right to not pay for categories, rates, resources or disbursements submitted on invoices that have not been pre-approved. ;
 - (l) itemized list of travel expenses, identifying resource, dates of travel, location of travel, rates;
 - (m) itemized list of disbursements, cross-referenced to included back-up receipts.
 - (n) the final invoice must be indicated as such.

2. Invoices must be distributed as follows:

The invoices must be forwarded to the Authorized Client named on the Task Authorization form for certification and payment.

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.

9. Applicable Laws

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

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 4007 (2010-08-16) Canada to Own Intellectual Property Rights in Foreground Information);
 - (c) the general conditions 2035 (2013-03-21), General Conditions - Higher Complexity - Services;
 - (d) Annex A, Statement of Work;
 - (e) Annex B, Basis of Payment;
 - (f) Annex C, Security Requirements Check List;
 - (g) Annex D, Insurance Requirements;
 - (h) the signed Task Authorizations (including all of its annexes, if any);
 - (i) Annex F, List of Authorized Clients
 - (j) the Contractor's bid dated _____, *(insert date of bid) (If the bid was clarified or amended, insert at the time of contract award.)*, as clarified on _____ " **or** ", as amended on _____ " *and insert date(s) of clarification(s) or amendment(s)*).

11. Foreign Nationals (Canadian Contractor)

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

OR

11. Foreign Nationals (Foreign Contractor)

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

12. 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 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.

13. Comprehensive Land Claims Agreements

As final delivery locations will only be determined when individual requirements are known, and may include deliveries within Yukon, the following Comprehensive Land Claims Agreements apply to this procurement.

Inuvialuit Final Agreement

Umbrella Final Agreement - Council for Yukon Indians

Solicitation No. - N° de l'invitation

E0276-131364/A

Amd. No. - N° de la modif.

Buyer ID - Id de l'acheteur

van524

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

E0276-131364

File No. - N° du dossier

VAN-2-35275

CCC No./N° CCC - FMS No/ N° VME

ANNEX A

STATEMENT OF WORK

This Statement of Work (SOW) describes the various types of Work which the Contractor may be requested to perform during the Contract. Specific Work requirements for each Task Authorization (TA) will be detailed in that TA as issued by the Authorized Client (i.e. the PWGSC Environmental Services Project Manager authorized by the Contracting Authority in writing to issue TAs).

A.1 Background and Contractor Responsibilities

A.1.1 PWGSC Environmental Services ("PWGSC") remediates, risk assesses and risk manages federal contaminated sites. PWGSC may perform this work on marine sediment sites owned by PWGSC, or PWGSC may perform this work on behalf of Other Government Departments (OGD). These marine sites may include, but not limited to: marine harbours, waterlots, ship repair facilities, and military bases. Contaminated media may include sediment, surface water, or tissue, and soil, groundwater, tissue and vapour relating to associated upland sites.

A.1.2 The Contractor is responsible for performing or reviewing all activities as required to ensure the contaminated marine sediment risk assessment or risk management / remediation objectives for individual projects are met.

A.2 Scope of Services

A.2.1 The Contractor will complete the following services as requested by the Authorized Client:

A.2.2 Studies and Modelling:

The Contractor will be asked to complete scientific studies involving one or more of the following aspects and prepare detailed reports as per A.6 and A.7.

A.2.2.1 Sediment Investigations:

- a) Data review and gap analysis
- b) Preparation of sampling and analysis plans (including permitting, if required)
- c) Surface and subsurface sediment sampling for grain size, contaminants, organic content, contaminants, radioisotope (geochronology analysis) dating via grab sampling, coring, vibracore, freeze coring etc.
- d) Pore water testing
- e) Sediment stability
- f) Sediment profile imaging
- g) Ground – water flux measuring
- h) Sediment traps
- i) Groundwater tidal studies
- j) Development of site-specific sediment criteria

A.2.2.2 Sediment Geochemistry and Contaminant Fate / Transport Studies

- a) Marine geochemistry
- b) Contaminant fate and transport modelling
- c) Sediment treatability testing
- d) Carbon amendment and active cap testing
- e) Analysis of nearshore groundwater / surface water interactions
- f) Non-Aqueous Phase Liquid (NAPL) mobility assessment in nearshore areas

A.2.2.3 Surface Water Investigations:

- a) Data review and gap analysis
- b) Preparation of sampling and analysis plans (including permitting, if required)
- c) Surface / stormwater sampling and analysis
- d) Surface water contaminant transport modelling
- e) Point source and non-source inputs
- f) Water quality standards review, development of site-specific surface water criteria
- g) Stormwater pollution prevention and monitoring

A.2.2.4 Recontamination and Source Control Investigations:

- a) Data review and gap analysis
- b) Preparation of sampling and analysis plans (including permitting, if required)
- c) Soil, groundwater, surface water, and vapour sampling and analysis
- d) Contaminant fingerprinting and source identification
- e) Atmospheric deposition studies
- f) Groundwater source control assessments
- g) Sediment recontamination predictions
- h) Recontamination monitoring
- i) Estimate of natural recovery rates

A.2.2.5 Toxicological and Biological Characterization/ Studies:

- a) Data review and gap analysis
- b) Preparation of sampling and analysis plans (including permitting, if required)
- c) Food web modelling and sampling
- d) Tissue sampling and analysis
- e) Toxicological and benthic communities studies
- f) Bioaccumulation testing and analysis
- g) Toxicity Identification Evaluations
- h) Preparation or review of Human Health and Ecological Risk Assessments
- i) Development of site-specific tissue or community criteria
- j) Habitat assessment, mitigation and compensation
- k) Species at Risk Assessment
- l) Fish habitat assessment
- m) Habitat restoration

A.2.2.6 Oceanography, Hydrology, Bathymetric and Coastal Studies:

- a) Wave, swell, tidal, freshwater plume, and validation of oceanographic data
- b) Physiochemical characteristics of water
- c) Analysis of risk of coastal erosion and coastal habitats
- d) Current Profiles and transects, velocity and turbidity measurements, ADCP and SPMD deployment, turbidity measurement
- e) High precision bathymetry and flow characterization
- f) Suspended sediment monitoring and transport modelling

A.2.2.7 Hydrodynamic and Sediment Transport Modelling

- a) Hydrodynamic modelling of marine and estuarine systems
- b) Sediment transport modelling
- c) Contaminant fate and transport modelling
- d) Modelling of remedial options

A.2.2.8 Data Management

- a) Conducting QA/QC of laboratory or field data
- b) Management of sediment data sets

A.2.3 Planning, Evaluation & Design:

A.2.3.1 Sediment Remedial Options Analysis

- a) Development of site-specific sediment cleanup levels and targets
- b) Development of strategic remediation / risk management plans
- c) Identification of feasible and preferred sediment remedial / risk management options and evaluation criteria
- d) Feasibility studies or bench scale testing of specific remediation options
- e) Substantive cost estimation and preparation of detailed liability cost estimates
- f) Preparation of detailed remedial action plan / risk management plan based on preferred option
- g) Development of institutional control plans

A.2.3.2 Project Permitting and Regulatory Support

- a) Support for administrative agreements and regulatory approvals
- b) CEAA, SARA, Navigable Waters, and Fisheries Acts assessments and mitigation plans
- c) Habitat compensation design
- d) Public / First Nations stakeholder engagement

A.2.3.3 Sustainable Sediment Remediation Design

- a) Sediment beneficial reuse analysis
- b) Shoreline restoration plans
- c) Sustainability and environmental impact evaluation and mitigation

A.2.3.4 Coastal Engineering for Contaminated Sediment Projects

- a) Wind / wave modeling
- b) Prop-wash analysis
- c) Design of shoreline structures (jetties, beaches etc)
- d) Armoring design for caps and marine structures
- e) Sediment stability analysis

A.2.3.5 Marine Geotechnical Engineering for Contaminated Sediment Projects

- a) Slope stability for dredging
- b) Slope stability for capping design
- c) Bank stability analysis
- d) Seismic analysis
- e) Deformation analysis
- f) Cap consolidation
- g) Foundation engineering for marine structures

A.2.3.6 Dredging Design for Contaminated Sediments

- a) Dredge prism development
- b) Dredging design for mechanical dredging projects
- c) Dredging design for hydraulic dredging projects
- d) Development of sediment offloading and staging areas
- e) Sediment dewatering
- f) Ex-situ sediment treatment, solidification / stabilisation
- g) Sediment transload, transportation, disposal and permitting logistics

- h) Dredging beneath marine structures
- i) Analysis of dredging residuals
- j) Design of confined nearshore and / or aquatic disposal facilities
- k) Design and specifications in National Master Specification format for dredging projects

A.2.3.7 Cap Design Engineering for Contaminated Sediments

- a) Design and Construction of Marine Caps
- b) Design and placement of thin-layer caps
- c) Design and implementation of enhanced natural recovery
- d) Contaminant mobility modeling for sediment caps
- e) Design of active caps and/ or in-situ treatment
- f) Design and specifications in National Master Specification format for capping projects

A.2.3.8 Structural Engineering of Marine Structure for Sediment Remediation

- a) Inspection of existing marine structures
- b) Impacts of dredging, capping or other remediation techniques on marine structures
- c) Shoring and slope stabilization
- d) Cofferdam design and construction
- e) Design and specifications in National Master Specification format

A.2.4 Consultant for Marine Sediment Remediation:

The contractor must provide consultant services to PWGSC Environment Services in relation to marine sediment remediation projects for which PWGSC Environmental Services retains third party sediment remediation contractors to perform remediation work. The Contractor will not direct the remediation contractor nor alter the remediation contract specifications, but will be responsible for requirements pertaining to remedial contracts as detailed in specific TAs.

A.2.4.1 Preparation of project management documentation

- a) Development or review of final conceptual remediation plan, including site description, health and safety, engineering, remediation (access, mobilization, site preparation, facilities construction, sloping, infrastructure protection, dredging, capping, containment, treatment, water management, onsite material handling, offsite transportation, backfilling, site restoration, demobilization), material disposal, environmental management, sealed drawings summarizing contamination as compared to appropriate quality standards, and sealed drawings showing conceptual design components
- b) Development or review of final conceptual remediation schedule, including Gantt Chart, duration, and logical relationships / dependences
- c) Preparation of sampling and analysis plans
- d) Preparation of Environmental Protection plans
- e) Preparation of Health and Safety Plans

A.2.4.2 Constructability review and quality assurance of design documents

- a) Inconsistencies between plans and specifications
- b) Limitations of access for work to be conducted
- c) Compatibility of materials
- d) Coordination of third party contractors and subcontractors
- e) Sequencing and project scheduling
- f) Quality assurance of dredging, capping, confined disposal, off-site disposal, treatment, and enhanced natural recovery designs and specifications

A.2.4.3 Construction contract administration

- a) Reviewing remediation contractor's submissions for regulatory compliance, contractual compliance, technical soundness, and accuracy, including: Health and Safety Plan, Environmental Protection Plan, Remediation Plan, Remediation Schedule, Engineering designs, Import material (geotechnical and environmental quality), transportation manifests, certificates of destruction, treatment, and disposal, daily Record Sheets, and other submissions as required
- b) Monitoring the remediation contractor's work with respect to the following: compliance with all contractual terms and conditions, performance of all work in a satisfactory manner, quantities of items identified in a schedule of quantities and rates (eg. quality control of weigh scale slips, counting truck boxes, detailed surveying of excavations.), quality assurance of costs by independently tracking quantities and maintaining a schedule of quantities and rates, recommending (but not approving) changes to scope, cost, or schedule, preparing (but not issuing) changes to scope, cost, or schedule, documentation (including meeting minutes, record decisions, and field notes)
- c) Verifying the third party remediation contractors' compliance of: Health and Safety Plan, Environmental Protection Plan, remediation plan, and remediation schedule
- d) Reviewing third party remediation contractors' invoices for payment using the following procedure:
 - 1. The remediation contractor will forward a copy of the schedule of quantities and rates, showing daily subtotals and extended prices as it will appear on the invoice, to the Contractor.
 - 2. Review the schedule of quantities and rates to ensure items are within scope (based on specifications and any accepted amendments) and match field observations.
 - 3. Review the schedule of quantities and rates to ensure contractual compliance.
 - 4. Review the schedule of quantities and rates to ensure the quantities are accurate and are consistent with the Contractor's daily reports.
 - 5. Forward an email to the Authorized Client attesting that the schedule of quantities and rates has been reviewed, that it complies with contract terms and conditions, that the work was completed satisfactorily, that the quantities are accurate, and that the invoice is recommended for payment.

A.2.4.4 Materials testing

- a) Stability testing
- b) Vibration testing and monitoring
- c) Noise & dust testing and monitoring
- d) Density testing
- e) Compaction testing

A.2.4.5 Construction surveys and characterization

- a) Ensuring designs are implemented as described in contract specifications
- b) Determining dredge limits, cap placement, enhanced natural recovery implementation, sediment treatment, confined and offsite disposal surveys
- c) Conducting marine structure surveys during and after remediation
- d) Characterizing insitu and exsitu materials, including surveying, field observations, and collecting/analyzing/assessing samples
- e) Identifying the appropriate destination of material to offsite facilities (eg for destruction and disposal, treatment and disposal, or disposal).

A.2.4.6 Preparation of record drawings

- a) Preparation or review of as-built drawings
- b) Preparation of pre and post remediation site figures or plans (dredge volumes, sediment caps, upland landfills etc.)

A.2.4.7 Compliance monitoring

- a) Preparation of sampling and analysis plans
- b) Turbidity, sediment, surface water, tissue sampling and analysis to verify compliance with regulatory requirements, permits, and environmental protection plans
- c) Preparation of compliance monitoring reports.

A.2.4.8 Post-remediation sediment / water / tissue monitoring

- a) Preparation of post-remediation / confirmation of remediation plan
- b) Preparation of sampling and analysis plans
- c) Field sampling and analysis of sediment, surface water, tissue, habitat etc as required
- d) Completion of monitoring reports as per section A.6 and A.7 of the Statement of Work

A.2.4.9 Preparation of site closure reports

- a) Completion of site closure reports as per section A.6 and A.7 of this Statement of Work
- b) Completion of the Federal Contaminated Sites Action Plan Site Closure Tool

A.3 Environmental Quality Standards

A.3.1 Applicable Environmental Quality Standards (standards for comparison) will be established by the Authorized Client for each specific TA in consultation with the Contractor. The Contractor must apply the established Environmental Quality Standards.

A.3.2 The Environmental Quality Standards may include the following:

1. Canadian Council of Ministers of the Environment (CCME) Canadian Environmental Quality Guidelines (CEQG).
2. CCME Canada-wide Standard for Petroleum Hydrocarbons in Soil (CWS PHC).
3. Health Canada Guidelines for Canadian Drinking Water Quality.
4. Environment Canada Guidance Document on Federal Interim Groundwater Quality Guidelines for Federal Contaminated Sites.
5. BC Contaminated Sites Regulation (CSR).
6. BC Hazardous Waste Regulation (HWR).
7. Yukon Contaminated Sites Regulation (YCSR).
8. Yukon Special Waste Regulation (YSWR).

A.3.3 The Executive Summary, Introduction, Environmental Quality Standards, and Conclusions sections to the Environmental Quality Standards report, as well as footnotes to all appropriate drawings and tables, must include the following or similar wording: "Generally, provincial and territorial laws and municipal by-laws do not apply on federal lands and to federal undertakings. Environmental standards, guidelines and objectives established by provincial, territorial or municipal departments, ministries, and agencies will be considered for the purposes of establishing investigation and remediation environmental quality standards."

A.3.4 The Environmental Quality Standards section of the report will include the following or similar wording as appropriate: All applicable federal, provincial, territorial, and municipal Acts, regulations, and policies must be adhered to.

The Treasury Board of Canada Secretariat Policy on Management of Real Property under Section 6.1.12 requires "Management activities (including remediation) must be undertaken to the extent required for current or intended federal use. These activities must be guided by standards endorsed by the Canadian Council of Ministers of the Environment (CCME) or similar standards or requirements that may be applicable abroad."

Generally, provincial and territorial laws and municipal by-laws do not apply on federal lands and to federal undertakings. Environmental standards, guidelines and objectives established by provincial, territorial or municipal departments, ministries, and agencies will be considered for the purposes of establishing investigation and remediation environmental quality standards. Provincial or territorial standards and requirements are used on the Site only as guidelines for remediation objectives. Material removed from federal jurisdiction to a location under provincial, territorial or municipal jurisdiction may become subject to these standards.

The term "standards" is used here to maintain consistency in terminology, and does not imply that provincial or territorial standards are applicable to federal property.

A "contaminated site" is defined by the Treasury Board of Canada Secretariat as "one at which substances occur at concentrations (1) above background (normally occurring) levels and pose or are likely to pose an immediate or long term hazard to human health or the environment, or (2) exceeding levels specified in policies and regulations". The term "contamination" is used here to mean the presence of substances above the Environmental Quality Standards, which may use provincial or territorial standards as a guideline.

A.4 Pre-Work Requirements

A.4.1 After receiving a draft TA and prior to commencing Work, the Contractor must confirm with Canada the following:

1. That it understands the Scope of Work;
2. That it understands the roles and responsibilities of all persons involved in the Task, including Contractor personnel and Employees of Canada;
3. That all permits, approvals, and agreements are in place;
4. That all Health and Safety and Environmental Protection requirements are in place;
5. The potential risks to completion of the Work

A.4.2 The performance expectations for Workplans submitted in response to a TA and their execution, subject to changes in scope (including unforeseeable changes in ground conditions), are:

1. The proposed methods and means is appropriate and complete to meet the Work general intent, identified objectives and PWGSC requirements. A description of the consultant's overall approach and program design, including rationale for the selected risk assessment method. The assessment approach and design must be cost-efficient and ensure that the stated objectives of the project will be achieved. The Consultant must communicate with the PWGSC Project Manager as necessary to obtain a clear understanding of project requirements and objectives prior to submission of a work plan and cost estimate;
2. A description of the QA/QC objectives and procedures, including data quality objectives.
3. The proposed schedule (including milestones and deliverables) is reasonable and able to be completed within the time set by the TA. All deliverables must be completed unless otherwise specified in the TA.
4. The proposed Cost Estimate must not be exceeded without a revision signed by the Authorized Client or Contracting Authority. The Cost Estimate must accurately reflect the anticipated costs. Contingencies are not allowed. A detailed tabulation of estimated fees

and disbursements must be provided, broken down on a per-task basis, with a summary of fees and disbursements for each primary task.

A.4.3 Changes in scope, schedule, or cost to an authorized TA will require a TA revision.

A.5 Communication Requirements

A.5.1 All Work is subject to the Confidentiality requirements of General Conditions 2035 22. The Contractor must direct all public or media enquiries to the Authorized Client.

A.5.2 Any item of a significant or urgent nature must immediately be communicated directly (typically by cell phone) to the Authorized Client. If additional work is necessary due to a change in field conditions or requirements, the Contractor must notify the PWGSC Project Manager immediately by telephone and/or in writing. Work or activities which are additional or supplemental to or in substitution of the work and budget specified must not be undertaken without the approval of the PWGSC Project Manager. Under certain and very limited circumstances (e.g., work in a remote location, where instantaneous communication with the PWGSC Project Manager or the ability to obtain verbal or written approval may be problematic), the PWGSC Project Manager may, in advance, authorize fieldwork additional to that specified in the work plan if it may be required to complete the field data acquisition. In these cases, the Contractor is expected to exercise good field judgement, bearing in mind potential constraints to budget and the overall objectives of the project. Where additional work of this nature is deemed necessary, the Contractor must provide a full description of and rationale for this work to the PWGSC Project Manager at the earliest opportunity.

A.5.3. The Contractor must attend in person any kick-off and project closure meetings identified by the Authorized Client.

A.5.4 The status of Field Work must be documented in Daily Progress Reports, which will include:

1. Health and Safety
2. Environmental compliance
3. Work completed
4. Other items

A.5.5 Regular Progress Meetings, in person or by teleconference, will be at the discretion of the Authorized Client.

A.5.6 The status of the project Work must be documented in Progress Reports, which will include:

1. Health and Safety (for Work at the site)
2. Environmental compliance (for Work at the site)
3. Work completed since last Progress Report
4. Work anticipated to next Progress Report
5. Schedule (original, actual, expected, variance)
6. Budget (original, expended to date, remaining, forecast, variance)
7. Revisions (actual and potential)
8. Risks (identify, analyze (prioritize), and plan for, including newly arising risks)
9. Other items
10. Action items

A.5.7 Progress Reports frequency will be at the discretion of the Authorized Client.

A.5.8 Progress Reports will be drafted by the Contractor and reviewed by the Authorized Client.

A.5.9 The Contractor may be required to establish a web site to store and share information, including meeting notes, Progress Reports, other reports, photographs, and other data.

A.6 General Reporting Requirements

A.6.1 Contractor reports must conform to any TA specific requirements. General guidelines for reports include:

- A.6.1.1 The Contractor must submit a draft outline or table of contents of a report to the Authorized Client which are subject to acceptance by Canada prior to finalization of the report.
- A.6.1.2 A site plan should be included showing the location of property limits, improvements and structures, significant topographical features, sample locations and locations of all contaminated areas (actual or suspected). The report must provide all relevant documentation, including references, analytical results, borehole logs, photographs, survey information, database searches and any other information to support the findings and conclusions of the risk assessment or risk management plan. Applicable legislation or guidance at the federal, provincial/territorial and local levels, and published guidelines used as a basis for findings or conclusions, must be referenced.
- A.6.1.3 Substandard reports may be returned for complete rewrite at the Contractor's expense. Errors to avoid include:
1. non-compliance with Work plan requirements
 2. use of incorrect Environmental Quality Standards
 3. incorrect screening of analytical results against Environmental Quality Standards
 4. reports not meeting regulatory requirements, guidelines, PWGSC protocols, or industry practice.
- A.6.1.4 Unless otherwise specified in the TA, 3 hardcopies of the draft and final report are required.
- A.6.1.5 In addition to the specified number of paper copies requested, draft and final reports must also be submitted in electronic format. A complete, stand-alone version of the report must be submitted as a single scanned (.pdf) file. The file must include all information (eg figures, drawings, tables, graphs, photos, appendices) which has been included in the paper copy of the report. Any signature pages with signatures and professional stamps that are present in the paper copy of the report must be scanned and included in the electronic copy. All figures, drawings, tables, graphs and photos must also be submitted separately in their native software format (eg, as .dwg, .xls, or .jpg file formats) compatible with PWGSC software; the Contractor must enquire as to the current version of compatible software. PWGSC software includes Microsoft Word, Microsoft Excel, Adobe Acrobat, and Autodesk AutoCAD.
- A.6.1.6 Specific wording regarding Environmental Quality Standards is required, as described below. Other specific wording may be required on a TA-specific basis.
- A.6.1.7 Where appropriate, reports and drawings should have the following or similar wording "For planning purposes only, not to be used for engineering design or construction."
- A.6.1.8 Any statement of limitations or similar clauses in the report must comply with all contract terms and conditions. Reports must state "Liability is specified in the Contract with Public Works and Government Services Canada. Copyright in the Material belongs to Canada."
- A.6.1.9 All final reports are subject to acceptance by Canada and must be signed by all authors, and sealed as appropriate.

A.7 Federal Reporting Requirements

- A.7.1 The Contractor is responsible for completing or updating the Federal Contaminates Sites Action Plan (FCSAP) Aquatic Sites Classification System (ASCS) for each identified Area of Potential Environmental Concern or Area of Environmental Concern.(AVAILABLE UPON REQUEST).
- A.7.2 The Contractor is responsible for completing or updating the Federal Contaminated Sites Inventory (FCSI) input form (AVAILABLE UPON REQUEST)
- A.7.3 The Contractor is responsible for developing or updating an indicative estimate of liability or contingent liability for all sites on the property if required by the Authorized Client. These liability estimates must use the following:

1. Remediation Liabilities Related to Contaminated Sites: A Supplement to the Financial Information Strategy (FIS) Manual

<http://www.tbs-sct.gc.ca/pol/doc-eng.aspx?id=20888§ion=text>

2. Reporting Standard on Real Property

<http://www.tbs-sct.gc.ca/pol/doc-eng.aspx?id=12047§ion=text#cha8>

3. Directive on Contingencies

http://www.tbs-sct.gc.ca/pol/doc-eng.aspx?id=15786§ion=text#Contaminated_site

4. Accounting Standard 3.6 - Treasury Board- Contingencies

<http://www.tbs-sct.gc.ca/pol/doc-eng.aspx?id=12181§ion=text>

A detailed breakdown of the liability estimates must be provided: all key activities and costs required for implementation and completion of the RAP/RMP must be identified. This should include, but not be limited to, the following components, as applicable:

- a) Producing detailed remediation/work plans and specifications
- b) Conducting CEAA Screenings
- c) Securing permits and approvals
- d) Preparing health & safety plans & Job hazard analysis, conducting utility locates
- e) Site preparation, including demolition of structures and/or concrete
- f) Geotechnical, surveying and other fees
- g) Administration, project management and reporting fees
- h) Assessment costs if further assessment will be required to prepare detailed remediation plans, work plans or specifications.
- i) Laboratory, drilling and other disbursements
- j) Excavation, trucking and disposal costs
- k) Backfill material, and equipment and trucking for placement
- l) Site restoration costs, i.e. re-paving, concrete, etc.
- m) Final reporting, including the completed site closure documentation
- n) Contingencies

A.7.4 The Contractor is responsible for completing or updating the FCSAP Site Closure Tool document and associated Tool for Risk Assessment Validation, if requested by Authorized Client (AVAILABLE UPON REQUEST).

A.8 Health and Safety Requirements

A.8.1 The Contractor must comply with all applicable and relevant regulations including, as applicable:

- 1. the federal Canada Labour Code
- 2. the federal Canada Occupation Health and Safety Regulations
- 3. the BC Worker's Compensation Act
- 4. the BC Occupational Health and Safety Regulations
- 5. the Yukon Worker's Occupational Health and Safety Act
- 6. the Yukon Occupational Health and Safety Regulations

A.8.2 The Contractor is solely responsible for utility clearance. Drawings or other information provided with utility locations is not to be relied upon.

A.8.3 The Contractor must:

- 1. Comply fully with the Workers' Compensation Act, regulations and orders made pursuant thereto, and any amendments up to the completion of the Work.

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2. Maintain Workers' Compensation Board coverage during the term of the Contract, until and including the date that the Certificate of Completion is issued.
 3. Ensure that its employees are qualified, competent and certified to perform the Work as required by the Workers' Compensation Act or the Occupational Health and Safety Regulations.
- A.8.4 Submittals:
- A.8.4.1 Work affected by submittal must not proceed until review is complete.
 - A.8.4.2 Where applicable, the Contractor must not proceed with Work prior to submitting to the Authorized Client the following documentation:
 1. Health and Safety Plan.
 2. Copies of reports or directions issued by federal and provincial health and safety inspectors.
 3. Copies of incident and accident reports.
 4. Complete set of Material Safety Data Sheets (MSDS), and all other documentation required by Workplace Hazardous Materials Information System (WHMIS) requirements.
 5. Emergency procedures.
 - A.8.4.3 PWGSC may review the Contractor's site-specific project Health and Safety Plan and emergency procedures, and provide comments to the Contractor. The Contractor must revise the plan as appropriate and resubmit to Authorized Client for review upon request.
 - A.8.4.4 Medical surveillance: where prescribed by legislation, regulation or safety program, the Contractor must submit certification of medical surveillance for site personnel prior to commencement of Work, and must submit additional certifications for any new site personnel to Authorized Client.
 - A.8.4.5 Submission of the Health and Safety Plan, and any revised version, to the Authorized Client is for information and reference purposes only.
- A.8.5 Additional Health and Safety Responsibilities:
- as
1. For a multiple-employer workplace, the Contractor is engaged as the Prime Contractor described in the Workers Compensation Act, unless another party has been engaged in writing by the Authorized Client.
 2. The Contractor is responsible for health and safety of persons on site, safety of property on site and for protection of persons adjacent to site and environment to extent that they may be affected by conduct of Work.
 3. The Contractor must comply with and enforce compliance by employees with safety requirements of contract documents, applicable Federal, Provincial, Territorial and local statutes, regulations, and ordinances, and with site-specific Health and Safety Plan.
 4. The Prime Contractor must ensure that when working from heights, fall protection requirements are 2.4m as per Canada Labour Code Occupational Health and Safety Regulations.
- A.8.6 Health and Safety Coordinator:
- A.8.6.1 The Health and Safety Coordinator may be required to be a Registered Occupational Hygienist or Certified Industrial Specified Hygienist, as appropriate, and must:
 1. Be responsible for completing all health and safety training, and ensuring that personnel that do not successfully complete the required training are not permitted to enter the site to perform Work.
 2. Be responsible for implementing, daily enforcing, and monitoring the site-specific Health and Safety Plan.
 3. Be on site during execution of Work.
- A.8.7 General Conditions:
- A.8.7.1 The Contractor must provide safety barricades and lights around Work site as required to and provide a safe working environment for workers and protection for pedestrian and vehicular traffic.

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- A.8.7.2 The Contractor must ensure that non-authorized persons are not allowed to circulate in designated construction areas of the Work site and must:
1. Provide appropriate means by use of barricades, fences, warning signs, traffic control personnel, and temporary lighting as required;
 2. Secure site at night time or provide security guard as deemed necessary to protect site against entry.
- A.8.8 Project/Site Conditions
- A.8.8.1 The Contractor must refer to site characterization data in various agency submittals and site condition/assessment reports to determine site-specific hazards that the Work at site will involve contact with.
- A.8.9 Regulatory Requirements:
1. The Contractor must comply with specified codes, acts, bylaws, standards and regulations to ensure safe operations at site.
 2. In event of conflict between any provision of the above authorities, the most stringent provision will apply. Should a dispute arise in determining the most stringent requirement, the Authorized Client will advise on the course of action to be followed.
- A.8.10 Work Permits:
1. The Contractor must obtain specialty permit(s) related to project before start of Work.
- A.8.11 Filing of Notice:
1. The Contractor is to complete and submit a Notice of Project as required by provincial or territorial authorities or by the Authorized Client.
 2. The Contractor must provide copies of all notices to the Authorized Client.
- A.8.12 Health and Safety Plan:
- A.8.12.1. Conduct a site-specific hazard assessment based on review of contract documents, required Work, and project site. Identify any known and potential health risks and safety hazards.
- A.8.12.2. Prepare and comply with a site-specific project Health and Safety Plan based on hazard assessment, including, but not limited to, the following:
1. Primary requirements:
 - Contractor's safety policy.
 - Identification of applicable compliance obligations.
 - Definition of responsibilities for project safety/organization chart for project.
 - General safety rules for project.
 - Job-specific safe work procedures.
 - Inspection policy and procedures.
 - Incident reporting and investigation policy and procedures.
 - Occupational Health and Safety Committee/Representative procedures.
 - Occupational Health and Safety meetings.
 - Occupational Health and Safety communications and recordkeeping procedures.
 2. Summary of health risks and safety hazards resulting from analysis of hazard assessment, with respect to site tasks and operations which must be performed as part of the Work.
 3. List hazardous materials to be brought on site as required by Work.
 4. Indicate engineering and administrative control measures to be implemented at the site for managing identified risks and hazards.
 5. Identify personal protective equipment (PPE) to be used by workers.
 6. Identify personnel and alternates responsible for site safety and health.
 7. Identify personnel training requirements and training plan, including site orientation for new workers.

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- A.8.12.3 Develop the plan in collaboration with all subcontractors. Ensure that work/activities of subcontractors are included in the hazard assessment and are reflected in the plan.
- A.8.12.4 Revise and update Health and Safety Plan as required, and resubmit to the Authorized Client.
- A.8.12.5 The review of Health and Safety Plan by PWGSC will not relieve the Contractor of responsibility for errors or omissions in final Health and Safety Plan.
- A.8.13 Emergency Procedures:
- A.8.13.1 List standard operating procedures and measures to be taken in emergency situations. Include an evacuation plan and emergency contacts (i.e. Names/telephone numbers) of:
1. Designated personnel from own company.
 2. Regulatory agencies applicable to Work and as per legislated regulations.
 3. Local emergency resources.
 4. Authorized Client.
- A.8.13.2 Include the following provisions in the emergency procedures:
1. Notify workers and the first-aid attendant of the nature and location of the emergency.
 2. Evacuate all workers safely.
 3. Check and confirm the safe evacuation of all workers.
 4. Notify the fire department or other emergency responders.
 5. Notify adjacent workplaces or residences which may be affected if the risk extends beyond the workplace.
 6. Notify Authorized Client and site staff.
- A.8.13.3 Provide written rescue/evacuation procedures as required for, but not limited to:
1. Work at high angles.
 2. Work in confined spaces or where there is a risk of entrapment.
 3. Work with hazardous substances.
 4. Underground work.
 5. Work on, over, under and adjacent to water.
 6. Workplaces where there are persons who require physical assistance to be moved
- A.8.13.4 Design and mark emergency exit routes to provide quick and unimpeded exit.
- A.8.13.5 Revise and update emergency procedures as required, and resubmit to the Authorized Client.
- A.8.14 Hazardous Products:
1. Comply with requirements of Workplace Hazardous Materials Information System (WHMIS) regarding use, handling, storage and disposal of hazardous materials, and regarding labeling and provision of Material Safety Data Sheets (MSDS) acceptable to the Authorized Client and in accordance with the Canada Labour Code.
- A.8.15 Ammonia Gas Hazard:
- A.8.15.1 Excavation activities in areas adjacent to aprons and taxiways of certain airports have resulted in encounters with ammonia gas.
1. Ammonia gas results from decomposition of urea, used for de-icing purposes, which seeps through surface pavement joints and cracks to become trapped in sometimes heavily concentrated pockets in underlying and adjacent soil.
 2. Advise all workers, before any such excavation work, that should the smell of ammonia be detected at any time when working in excavations, then the workers must immediately leave the excavation area until such time as the ammonia can be measured and appropriate safety measures are taken.

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3. Ensure that all workers are aware that, at certain levels of concentration, unprotected exposure to ammonia can result in nose and throat irritation, breathing difficulty, and eye and skin irritation. Prolonged exposure without adequate protection could result in serious and permanent damage to personal health.
4. Notify Authorized Client immediately upon detection of ammonia.
5. The Authorized Client will act to have the ammonia gas concentration measured immediately and, depending upon the results, will direct procedures to be adopted for the safety of all personnel in adjacent areas.
- A.8.16 Fire Safety Requirements:
The Contractor must:
1. Store oily/paint-soaked rags, waste products, empty containers and materials subject to spontaneous combustion in ULC approved, sealed containers and remove from site on a daily basis.
 2. Handle, store, use and dispose of flammable and combustible materials in accordance with the National Fire Code of Canada.
- A.8.17 Unforeseen Hazards:
1. Should any unforeseen or peculiar safety-related factor, hazard or condition become evident during performance of the Work, immediately stop Work and advise the Authorized Client verbally and in writing.
- A.8.18 Posted Documents:
- A.8.18.1. Post legible versions of the following documents on site:
1. Health and Safety Plan.
 2. Sequence of Work.
 3. Emergency procedures.
 4. Site drawing showing project layout, locations of the first-aid station, evacuation route and marshalling station, and the emergency transportation provisions.
 5. Notice of Project.
 6. Notice as to where a copy of the Workers' Compensation Act and Regulations are available on the work site for review by employees and workers.
 7. Workplace Hazardous Materials Information System (WHMIS) documents.
 8. Material Safety Data Sheets (MSDS).
 9. List of names of Joint Health and Safety Committee members, or Health and Safety Representative, as applicable.
- A.8.18.2. Post all Material Safety Data Sheets (MSDS) on site, in a common area, visible to all workers and in locations accessible to tenants when Work of this Contract includes construction activities adjacent to occupied areas.
- A.8.19 Meetings:
- A.8.19.1. Attend health and safety pre-construction meeting and all subsequent meetings called by the Authorized Client.
- A.8.19.2. Ensure all site personnel attend a daily health and safety "tailgate" or "toolbox" meeting, which will include:
1. Sign-in of all attendees.
 2. Planned Work activities and environmental considerations for that shift.
 3. Hazards associated with these Work activities, including environmental hazards (eg potential for hypothermia, heat exhaustion, heat stroke).
 4. Appropriate job-specific safe work procedures.
 5. Required personal protective equipment (PPE).
 6. Appropriate emergency procedures.
- A.8.19.3. Retain records of all health and safety meetings on site during Work, and retain as corporate records for a minimum of 7 years after Work is completed.
- A.8.20 Correction of Non-Compliance:

1. Immediately address health and safety non-compliance issues identified by the Authorized Client or other party.
2. Provide Authorized Client with written report of action taken to correct non-compliance with health and safety issues identified.
3. The Authorized Client may issue a "stop work order" if non-compliance of health and safety regulations is not corrected immediately or within posted time. The Contractor will be responsible for any costs arising from such a "stop work

order".

A.8.21 Diving

1. Diving Operations must comply with all aspects of the B.C. Workers Compensation Act and B.C. Occupational Health and Safety Regulations inclusive. Special attention must be made in complying with Regulation Part 24 - Diving, Fishing, and Other Marine Operations, Policy 24 - Diving, Fishing, and Other Marine Operations, and Guidelines Part 24 - Diving, Fishing, and Other Marine Operations (as amended) and the Canada Labour Code Part XVIII - Diving Operations inclusive. Where applicable, the Maritime Occupational Health and Safety Regulations (SOR/2010-120) as amended, must be reviewed and complied with. In event of conflict between any provision of the above authorities, the most stringent provision will apply. Should a dispute arise in determining the most stringent requirement, the Authorized Client will advise on the course of action to be followed.

A.9 Environmental Management Plan

A.9.1 The Contractor is responsible for preparing or reviewing an Environmental Management Plan, which will include:

1. Introduction (Purpose, Objectives, Scope, Remedial Objectives, Permits and Approvals)
2. Site Description (site location, site history, archaeological concerns, infrastructure description)
3. Project Description (include project history, remediation plan and activities, equipment requirements, schedule)
4. Identification of resources to protect including: public, infrastructure, historical, archaeological, terrestrial ecological, aquatic ecological, valued ecosystem components
5. Assessment of potential impacts of project activities to resources
6. Describe mitigation measures
7. Describe requirements of the Environmental Protection Plan, including:
8. Identification of any environmental emergency that can reasonably be expected to occur as part of the Work that would likely cause harm to the environment or constitute a danger to human life or health.
9. Description of measures to prepare for, respond to, and recover from any environmental emergency identified.
10. List of individuals who are to carry into effect the plan and a description of their roles and responsibilities.
11. List of emergency response equipment and the equipment's location.
12. List of contact and notification numbers (including emergency agencies, Contractor Project Manager, the Authorized Client, and Other Government Department Project Leader).
13. Describe environmental monitoring requirements and responsibilities.

A.9.2 The Contractor is responsible for ensuring all environmental permits and screenings integral to the project (including future work) are in place. This may include preparing or amending either

(a) a Screening Level Assessment as per the requirements in the Canadian Environmental Assessment Act (CEAA), or (b) a Environmental and Socio-economic Assessment (including a Project Proposal) as per the requirements of the Yukon Environmental and Socio-Economic Assessment Act (YESAA), as appropriate, or (c) an Authorization for Works or Undertakings Affecting Fish Habitat and Destruction of Fish (S.35(2) of the Fisheries Act).

- A.9.3 The Contractor is responsible for ensuring the Environmental Management Plan is consistent with requirements and any commitments made by PWGSC or Other Government Departments, including those resulting from: CEAA assessment requirements, YESAA assessment requirements, Fisheries Act Authorizations, any other permits, and operational requirements of site users.
- A.9.4 The Environmental Management Plan is to assist with the CEAA and technical specifications for the remediation contract. The Environmental Management Plan is the basis for the Environmental Protection Plan, which describes the specific procedures, individuals, equipment, and contacts for a particular work activity. The remediation contractor is responsible for the final Environmental Protection Plan.

A.10 Categories of Work

Typical responsibilities of Specializations are as follows:

1. **Expert Environmental Scientist:** A Scientist that provides expert technical, project management, or other subject matter advice. Typically has limited involvement, and only on complex projects as requested in specific TAs.
2. **Expert Environmental Engineer:** An Engineer that projects expert technical, project management, or other subject matter advice. Typically has limited involvement, and only on complex projects as requested in specific TAs.
3. **Senior Program Coordinator:** Coordinates a program of work for a single client organization, the program consisting of multiple contaminated sediment projects. Acts as project manager or senior project manager for major or high-profile projects.
4. **Senior Environmental Engineer/ Scientist (General):** An engineer or scientist responsible for project management including, integration, scope, time, cost, quality, human resources, communications, project risk, and procurement as well as provides technical advice, and senior review. Responsible for ensuring that site/client project management (non-technical) objectives are defined and met (i.e. scope, schedule, cost).
5. **Intermediate Environmental Engineer / Scientist/ Field Supervisor (General):** An Engineer or Scientist that provides field supervision for investigation, Project Manager for simple projects, consultant for major projects.
6. **Junior Environmental Engineer / Scientist (General):** An Engineer or Scientist that provides field sampling, data compilation and data review.
7. **Senior Scientist (Specialty: Sediment / Surface / Stormwater / Groundwater Studies):** A scientist that designs or conducts sediment investigations or modeling, surface / stormwater / groundwater investigations and modelling. Supervises and reviews Intermediate or Junior Environmental Engineer / Scientists as required.
8. **Intermediate Scientist (Specialty: Sediment / Surface / Stormwater / Groundwater Studies):** A scientist that conducts sediment field investigations, surface / stormwater/ groundwater investigations. Assists Senior Scientist in modeling sediment / surface water/ stormwater and groundwater studies.
9. **Senior Scientist (Specialty: Geochemical, Contaminant Fate/ Transport):** A scientist that designs or conducts sediment geochemistry, fate and transport modeling, treatability, cap testing, and nearshore interactions. Supervises and reviews Intermediate or Junior Environmental Engineer / Scientists as required.

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- 10. Senior Scientist (Specialty: Recontamination & Source Control Studies):** A scientist that designs or conducts nearshore studies, fingerprinting and source identification, atmospheric deposition, recontamination predications / monitoring, groundwater source control assessments, and natural recovery estimates. Supervises and reviews Intermediate or Junior Environmental Engineer / Scientists as required.
- 11. Senior Scientist /Engineer (Specialty: Hydrodynamic & Sediment Transport Modeling):** A scientist or engineer that designs conducts hydrodynamic and sediment transport modeling, sediment transport modeling, contaminant fate and transport modeling, remedial option modeling. Supervises and reviews Intermediate or Junior Environmental Engineer / Scientist as required.
- 12. Senior Oceanographer / Hydrologist:** A scientist that designs or conducts physiochemical studies or water (wave, current, swell, tidal flux), coastal erosion, bathymetry, suspended sediment monitoring. Supervises and reviews work of Intermediate Oceanographer / Hydrologist as required.
- 13. Intermediate Oceanographer/ Hydrologist:** A scientist that conducts physiochemical studies or water (wave, current, swell, tidal flux), coastal erosion, bathymetry, suspended sediment monitoring.
- 14. Senior Toxicologist / Risk Assessor:** Provides senior technical advice (technical lead) and senior review on human health and ecological risk assessment and related studies, including risk management plans. Primary responsibility for ensuring site management/risk assessment objectives are defined and met. Plans, designs, and conducts risk assessments and related studies. Develops internal and/or external standards of practice for risk assessment and related studies.
- 15. Intermediate Toxicologist / Risk Assessor:** Conducts human health and ecological risk assessment studies and related studies, including development of risk management plans. Acts as a field supervisor for site investigations and sampling programs to support risk assessment or related studies.
- 16. Senior Biologist:** A biologist that designs and implements aquatic/marine ecological sampling, analysis, and environmental monitoring programs. Identifying assessment and measurement endpoints. Ecological receptor assessments including: identification, screening, characterization.
- 17. Intermediate Biologist:** A biologist that assists senior biologists. Conduct terrestrial/wildlife field surveys, environmental monitoring, ecological inventories and habitat and population assessments. Conduct species-at-risk (i.e. SARA, COSEWIC, and BC CDC) assessments.
- 18. Senior Coastal Engineer:** An engineer that conducts wind/ wave/ and propwash analysis, design of shoreline structures, armoring design, and sediment stability analysis.
- 19. Senior Marine Geotechnical Engineer:** An engineer that conducts slope stability for dredging or capping, bank stability, seismic or deformation analysis, and foundation engineering for marine structures.
- 20. Intermediate Marine Geotechnical Engineer:** An engineer that assists senior marine geotechnical engineer in conducting slope stability for dredging or capping, bank stability, seismic or deformation analysis, and foundation engineering for marine structures.
- 21. Senior Remedial Design Engineer:** An engineer that designs dredge prisms, dredging design for mechanical or hydraulic dredge projects, development of sediment treatment options, development of sediment offloading / staging/ transportation/ disposal and dewatering, thin layer or active sediment caps, enhanced natural recovery systems, or in-situ treatment systems. Also conducts inspection and impact assessment of existing structures in light of sediment remediation projects, design shoring and slope stabilization, and coffer dam design and construction.
- 22. Intermediate Remedial Design Engineer:** An engineer that assists a senior remedial technologies engineer or for low complexity projects designs dredge prisms, dredging design for mechanical or hydraulic dredge projects, development of sediment treatment options,

development of sediment offloading / staging/ transportation/ disposal and dewatering, thin layer or active sediment caps, enhanced natural recovery systems, or in-situ treatment systems. Also conducts inspection and impact assessment of existing structures in light of sediment remediation projects, design shoring and slope stabilization, and coffer dam design and construction.

- 23. Senior Construction Engineer:** An engineer that oversees remediation contractor during major or complex sediment remediation projects. May act as Client representative on site for major sediment remediation projects.
- 24. Intermediate Construction Engineer:** An engineer that assists the senior construction engineer for complex sediment remediation projects, or directly oversees contractors for minor or simple sediment remediation projects. May act as Client representative on site for sediment remediation projects.
- 25. Senior CADD/GIS/Data Manager:** Conducts complex computer-aided design and drafting, and complex Geographical Information System tasks. Oversees and conducts senior review of work conducted by Junior personnel.
- 26. Junior CADD/GIS:** Conducts simple computer-aided design and drafting and routine Geographical Information System work.
- 27. Senior Health and Safety Coordinator:** Provides senior review of Health and Safety Plans by Contractor or submitted by remediation contractors for remediation work. Monitors work for health and safety. Also provides site inspections.

ANNEX B**BASIS OF PAYMENT****B.1 Labour Rates**

The Contractor will be paid firm hourly rates as follows, for work performed in accordance with the Contract. Customs duties are included and Goods and Services Tax or Harmonized Sales Tax (GST/HST) is extra, if applicable.

Line	Resource Category	Names of Resources Identified for this Category	Hourly Rate
B.1.1	Expert	<i>Name(s), applicable Categories from Annex G, and rates to be inserted at Contract Award</i>	\$_____ Cdn /hr
B.1.2	Senior	<i>Name(s), applicable Categories from Annex G, and rates to be inserted at Contract Award</i>	\$_____ Cdn //hr
B.1.3	Intermediate	<i>Name(s), applicable Categories from Annex G, and rates to be inserted at Contract Award</i>	\$_____ Cdn /hr
B.1.4	Junior	<i>Name(s), applicable Categories from Annex G, and rates to be inserted at Contract Award</i>	\$_____ Cdn /hr

Hourly rates will remain firm for the full period of the Contract. The hourly rates for each person in a specific category of personnel must be the same.

The hourly rates quoted must include all overhead, including administrative time, non-allowable field supplies as described in B.3 Other Direct Expenses, internal equipment charges (including equipment charges considered to be internal although they may be rented), clerical support and other indirect support such as report printing costs for three hard copies. Extraordinary printing costs (eg high quality photograph reproduction not possible on standard laser printers or plotters) may be charged only if specific prior approval from the Authorized Client is obtained.

Time worked which is more or less than an hour must be prorated to reflect actual time worked.

The following Resources (Expert, Senior, Intermediate) may work at a lower category description for a particular project; however, basis of payment will be made on the category at which the work is performed.

B.2 Travel and Living Expenses

The Contractor will be reimbursed for the authorized travel and living expenses reasonably and properly incurred in the performance of the Work, at cost, without any allowance for overhead or profit, in accordance with the meal, private vehicle and incidental expense allowances specified in Appendices B, C and D of the National Joint Council Travel Directive, and with the other provisions of the directive referring to "travelers", rather than those referring to "employees".

All travel must have the prior authorization of the Authorized Client. The maximum travel costs to be paid must not exceed the estimated costs of such travel from the Greater Vancouver/Victoria Area (including any charges for travel time) to the site. Travel between Vancouver and Victoria will not be reimbursed.

B.3 Other Direct Expenses

The Contractor will be reimbursed for the direct expenses reasonably and properly incurred in the performance of the Work. These expenses will be paid at actual cost without mark-up, upon submission of an itemized statement supported by receipt vouchers.

Direct expenses, for sample analyses, if approved in advance by the Authorized Client, will be paid at actual cost incurred without mark up.

The Authorized Client may approve additional items if the Contractor receives pre-approval from the Authorized Client.

Extraordinary field supplies and internal equipment charges will be paid for actual costs incurred with no mark-up. If the extraordinary field supplies or internal equipment charge is Contractor - owned, proof that Contractor rates are industry competitive must be provided. Extraordinary field supplies and internal equipment charges must be specifically identified in the work plan and prior approval from Authorized Client is required. All extraordinary field supplies purchased for Work under the Contract becomes the property of Canada.

Non-allowable field supplies and internal equipment charges include the following:

- (a) Health and safety equipment and supplies (eg Personal Protective Equipment) including: hard hats, protective goggles, safety footwear, gloves, disposable gloves, coveralls, disposable coveralls, respirators, cartridges, disposable respirators, life jackets, survival suits, first aid kits.
- (b) General sampling equipment and supplies including: gastechtor, Photo Ionization Detector, sample containers, preservatives, coolers, ice.
- (c) Water monitoring equipment and supplies including: pH meters, conductivity meters, turbidity meters, dissolved oxygen meters, water level meters, and interface probes.
- (d) Water sampling equipment and supplies including: bailers, watterra tubing, peristaltic pumps, pump tubing, filters.
- (e) Vapour sampling equipment and supplies including: pumps, tubing, leak detection system.
- (f) Sediment sampling equipment including: Ponar and Eckman grab samplers
- (g) Tissue Dissection equipment including: scalpels, dissecting trays, scales
- (h) Surveying equipment and supplies including: measuring wheel, GPS unit (non-differential), tapes, stakes, spray paint.
- (i) Miscellaneous equipment and supplies including: telephone charges, cell phone, fax charges, computer, software, plotter, camera, common hand tools, batteries, stationary, printing charges.

Extraordinary field supplies and internal equipment charges may be allowed on a case by case basis with prior approval from the Authorized Client.

B.4 Addition of Resources and Categories

B.4.1 Addition of Resources to a Category

The Contractor may propose a new resource for specific Tasks. The Contractor must follow the procedures and requirements detailed in General Conditions 2035 at paragraph 08.

The resource will be approved for a specific Task only. If the Contractor wants the resource to work on a different Task, the Contractor must obtain the approval from the Authorized Client for that Task.

B.4.2 Addition of a Category for a Specific Task

The Contractor may propose a new Category of work for a specific Task. The Contractor must provide the Project Authority and Contract Authority with:

- (a) a description of that new category of work and rationale for addition;
- (b) the name(s), qualifications and experience of the proposed resource(s);
- (c) the title, education minimums, experience minimums, and hourly rate of the proposed Category; and
- (d) Price support (if requested).

If Canada approves the proposed Category and the proposed resource(s), the Contract Authority will issue an amendment to the Contract to include the Category and resource(s), if appropriate, for the specific Task. If the Contractor wants to propose the same Category and the same or other resource(s) to work on a different Task, the Contractor must obtain the approval from the Authorized Client for that Task.

If Canada determines that the Category would improve the TA Contract, the Contracting Authority will request that all Contract holders in the series provide a resource for this new Category. The new Category will be established only if all Contractors can provide a resource meeting the established qualifications, and the Contract Authority will issue an amendment to the Contract to include the Category and resource(s).

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ANNEX C

SECURITY REQUIREMENTS CHECK LIST

Attached

ANNEX D

INSURANCE REQUIREMENTS

D.1 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, and Slander, False Arrest, Detention or Imprisonment and Defamation of
 - (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 must apply to each Insured in the same manner and to the same extent as if a 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
 - (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.

D.2 Errors and Omissions Liability Insurance

1. The Contractor must obtain Errors and Omissions Liability (a.k.a. Professional 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 \$1,000,000 per loss and in the annual aggregate, inclusive of defence costs.
2. 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.
3. The following endorsement must be included:
Notice of Cancellation: The Insurer will endeavour to provide the Contracting Authority thirty (30) days written notice of cancellation.

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Annex E Task Authorization Form

E.1 Contract

Contract Number	E0276-131364/00_/VAN (to be inserted at Contract Award)
Contractor's Name and Address	(to be inserted at Contract Award)

E.2 Task Authorization

Task Authorization Number	
Title of Task	
Security Requirements	This task includes security requirements () No () Yes If Yes, refer to the Security Requirements Checklist (SRCL) included in the Contract.

E.3 Revision

For Revision only:

TA Revision Number	
Total Estimated Cost of Task (GST/HST Extra) before the revision	\$
Increase or Decrease (GST/HST Extra) as applicable	\$
Total Estimated Cost of Task (GST/HST Extra) after the revision	\$
GST/HST	\$
Total Estimated Cost of Task	\$

E.4 Required Work

Task Description of the Work Required	____ see attached																				
Basis of Payment	Annex B, Basis of Payment of Contract																				
Cost of Task	B.1 Labour Rates <table border="1" style="width: 100%; border-collapse: collapse; margin-top: 5px;"> <thead> <tr> <th style="width: 20%;">Category</th> <th style="width: 20%;">Specialization</th> <th style="width: 20%;">Name</th> <th style="width: 20%;">Rate</th> <th style="width: 20%;">Hours</th> </tr> </thead> <tbody> <tr><td> </td><td> </td><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td><td> </td><td> </td></tr> </tbody> </table> <div style="margin-top: 5px;">Subtotal: \$ _____</div> <div style="margin-top: 10px;"> B.2 Travel and Living _____ </div>	Category	Specialization	Name	Rate	Hours															
Category	Specialization	Name	Rate	Hours																	

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	Subtotal: \$ _____
	B.3 Other Direct Expenses

	Subtotal: \$ _____
	B.1 + B.2 + B.3 (GST/HST extra): \$ _____
	GST/HST: \$ _____
	Total Estimated Cost of Task: \$ _____
Method of Payment	Monthly Payments

E.5 Authorizations

By signing this TA, the Authorized Client and (or) the PWGSC Contracting Authority certify(ies) that the content of this TA is in accordance with the conditions of the Contract. The Authorized Client's authorization limit is identified in the Contract. When the value of a TA and its revisions is in excess of this limit, the TA must be forwarded to the PWGSC Contracting Authority for authorization.

Name and title of Authorized Client

Signature

Date

PWGSC Contracting Authority

Signature

Date

E.6 Contractor's Signature

Name and title of individual authorized to sign for the Contractor

Signature

Date

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ANNEX F

LIST OF AUTHORIZED CLIENTS

The following representatives of Public Works and Government Services Canada, Environmental Services, have been authorized to issue Task Authorizations under Contract E0276-131364/00_/VAN:

(to be inserted at Contract Award)

ANNEX G

Point Rated Evaluation Criteria and Basis of Selection

G.0 Definitions:

The following definitions are to be applied to the submission and evaluation

Involvement: regular or significant contribution or consultation to the project

Marine: salt water or brackish environments such as estuaries or rivers with strong tidal influences

Dredging: use of various machines with scooping or suction devices to remove contaminated sediment

Capping: placement of an underwater covering or cap of clean material over contaminated sediment

Enhanced Natural Recovery: placement or broadcasting of a thin layer of material or reactive amendments to accelerate natural recovery processes

Monitored Natural Recovery: utilizing of natural processes to reduce risks posed by contaminated sediments through site investigation, development of conceptual site models, contaminant source control, and long term monitoring.

Treatment: remediation of dredged contaminated sediment via physical, biological, or chemical means.

Beneficial reuse: specific utilization of dredged contaminated sediment or by-product as a resource that constitutes reuse rather than disposal.

Confined disposal: engineered structure, either in-water or upland, for containment of dredged contaminated sediment

Off-site disposal: disposal of dredged contaminated sediment at off-site landfills or other facilities, or open water disposal of contaminated sediment.

G.1 Technical Submission

G.1.1 Technical Submission Part 1: Corporate Capacity

The intent is for the Bidder to demonstrate it has the Corporate Capacity to provide appropriate service to PWGSC Environmental Services for the diverse types of anticipated sediment remediation projects. A breadth of Specializations (ie job responsibilities) and depth of numbers of individuals within each Specialization are required to provide proper service to PWGSC.

Bidders must complete the Corporate Capacity Table **G.1.1.1**, providing details as described below.

- (a) **Name of Individual:** Individuals must only be listed under one Specialization (ie only listed once in table). List maximum number of individuals for each Specialization as follows:

-
- (i) Maximum of 4 individuals for each of the following Specializations: Intermediate Environmental Engineer / Scientist (General), Junior Environmental Engineer / Scientist (General)
- (ii) Maximum of 3 individuals for each of the following Specializations: Senior Environmental Engineer / Scientist (General)
- (iii) Maximum of 2 individuals for each of the following Specializations: Senior Scientist (Specialty: Sediment / Surface/ Stormwater/ Groundwater Studies), Intermediate Scientist (Specialist: Sediment / Surface/ Stormwater/ Groundwater Studies), Senior Remedial Technologies Engineer, Senior Remedial Engineer, Intermediate Remedial Design Engineer, Junior CADD/ GIS, Construction Engineer, Intermediate Construction Engineer
- Design
Senior (iv) Maximum of 1 individual for each of the following Specializations: Expert Environmental Scientist, Expert Environmental Engineer, Senior Program Coordinator, Senior Scientist (Specialty: Geochemical, Contaminant Fate/ Transport), Senior Scientist (Specialty: Recontamination & Source Control Studies), Senior Scientist /Engineer (Specialty: Hydrodynamic & Sediment Transport Modeling), Senior Oceanographer / Hydrologist, Intermediate Oceanographer / Hydrologist, Senior Toxicologist / Risk Assessor, Intermediate Toxicologist / Risk Assessor, Senior Biologist, Intermediate Biologist, Engineer, Senior Coastal Engineer, Senior Marine Geotechnical Engineer, Intermediate Marine Geotechnical Engineer, Senior CADD/ GIS/ Data Manager, and Senior Health and Safety Coordinator.
- (b) **Years Experience:** Experience refers to the number of years the individual has worked in the discipline relevant to the Specialization, and does not include time at school or time working in a different discipline. To be considered for a Specialization, the individual must have the following minimum years of experience:
- (i) **Expert:** Personnel must have a minimum of twenty (20) years experience and includes all Specializations with the adjective "Expert".
 - (ii) **Senior:** Personnel must have a minimum of ten (10) years experience and includes all Specializations with the adjective "Senior".
 - (iii) **Intermediate:** Personnel must have a minimum of five (5) years experience and includes all Specializations with the adjective "Intermediate"
 - (iv) **Junior:** Personnel must have a minimum of one (1) year experience and includes all Specializations with the adjective "Junior".
- (c) **Education:** Listed only for specializations starting with adjective Expert, Senior and Intermediate. Highest level of certificates, diplomas, or degrees.
- (d) **Accreditation:** Listed only for specializations starting with adjectives Expert, Senior (excluding Senior CADD/ GIS/ Data Manager), and Intermediate. List professional associations, for example (but not limited to) PGeo, PEng, PAg, RPBio, PMP. Full accreditation is necessary (staff identified as "In Training" will not receive points).

Include resumes for all individuals identified in the Corporate Capability Table. Resumes must be a maximum of 2 pages. Resumes for each individual must include details of all information summarized in the Corporate Capability Table, including:

- (a) Accreditation organization, date accreditation obtained, current status.
- (b) All post-secondary education institutes, dates attended, credentials obtained.
- (c) Work history with employer's names, dates employed, job title, responsibilities

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Annex G - G.1.1.1 Corporate Capacity Table is attached. .

G.1.2 Technical Submission Part 2: Contaminated Marine Sediment Project Experience

Bidder must demonstrate that the company, who is responsible for implementing marine sediment projects on behalf of PWGSC Environmental Services, has the necessary experience to provide appropriate service to PWGSC Environmental Services

Description:

The Bidder must describe three marine contaminated sediment projects completed by the company (one Study and Modeling project, one Planning, Evaluation and Design project, and one Sediment Remediation project).

Due to the lengthy (multi-year) and complex nature of sediment remediation projects, the Bidder may submit projects or information from contracts that are not "complete"; however, the Bidder may only submit those aspects of the project completed to date. The Bidder may submit different aspects of the same project for each submission.

Marine is defined as work conducted in salt water or brackish environments such as estuaries or rivers with strong tidal influences

Submissions:

Complete the Project Experience Tables (G.1.2.1, G.1.2.2, and G.1.2.3) and have it signed by the client reference for the project, with one table for each of the three projects being submitted. Provide details on each table for one project as described below:

Studies and Modeling Project:

Complete Project Experience Table G.1.2.1

1. **Project Name:** Project name including a description of the type of water body (harbour, port etc.)
2. **Client:** Entity that directly contracted the work. Use one of the following: (i) PWGSC, (ii) other government or public entity, and (iii) other.
3. **Location:** Province, territory or country of project. Use one of the following: (i) British Columbia / Yukon Territory, (ii) Other Canadian Province/ Territory, (iii) International.
4. **Value:** Total value of consulting charges for the project, including consulting fees and disbursements, but not including other work contracted separately by the entity listed in (2). Use one of the following: (i) greater than \$500,000, (ii) \$500,000 to \$125,000, or (iii) <\$125,000 to \$25,000 iv) less than \$25,000.
5. **Sediment Contaminant Types:** select one or more sediment contaminant groups including: nutrients, bulk organics (oil, grease, etc.), halogenated hydrocarbons or persistent organics, polycyclic aromatic hydrocarbons (PAHs), metal / inorganics.
6. **Regulatory Jurisdiction or Involvement:** select one or more level of regulatory involvement in the project including Environment Canada, Fisheries and Oceans Canada, Health Canada, Transport Canada (Navigable Waters Act), British Columbia Ministry of Environment/ Yukon Environment, Municipality, First Nations. Involvement is defined as regular or significant contribution or consultation to the project.
7. **Services Provided:** describe the services provided by the Bidder as part of the project. The Bidder may only claim services where they were the lead for that service. The Bidder may only claim a service if they completed a scope of work similar to the tasks described in the Statement of Work. Applicable services include:

Studies: Preparation of sampling and analysis plans, Sediment investigations, Sediment geochemistry and contaminant fate / transport studies, Surface / ground water investigations, Tissue collection and analysis, Bioaccumulation testing and analysis, Recontamination and source control investigations, Natural recovery studies, Toxicological and biological characterization studies, Oceanography / hydrology/ bathymetric / coastal studies, Food web modeling, Hydrodynamic Modeling, Sediment Transport Modeling, Data management

8. **Personnel Involvement:** Provide the names of individuals from the Corporate Capacity Table G.1.1.1 that were involved in the project.
9. **Client Reference (signed by Reference):** Table must be signed by an appropriate client reference for the project. Provide contact information for the reference.

Planning, Evaluation and Design Project:

Complete Project Experience Table G.1.2.2

1. **Project Name:** Project name including a description of the type of water body (harbour, port etc.)
2. **Client:** Entity that directly contracted the work. Use of the following: (i) PWGSC, (ii) other government or public entity, and (iii) other.
3. **Location:** Province, territory or country of project. Use one of the following: (i) British Columbia / Yukon Territory, (ii) Other Canadian Province/ Territory, (iii) International.
4. **Value:** Total value of consulting charges for the project, including consulting fees and disbursements, but not including other work contracted separately by the entity listed in (2). Use one of the following: (i) greater than \$500,000, (ii) \$500,000 to \$125,000, or (iii) <\$125,000 to \$25,000 iv) less than \$25,000.
5. **Sediment Contaminant Types:** select one or more sediment contaminant groups including: nutrients, bulk organics (oil, grease, etc.), halogenated hydrocarbons or persistent organics, polycyclic aromatic hydrocarbons (PAHs), metal / inorganics.
6. **Regulatory Jurisdiction or Involvement:** select one or more level of regulatory involvement in the project including Environment Canada, Fisheries and Oceans Canada, Health Canada, Transport Canada (Navigable Waters Act), British Columbia Ministry of Environment/ Yukon Environment, Municipality, First Nations. Involvement is defined as regular or significant contribution and consultation to the project.
7. **Remediation Techniques Evaluated:** select the remedial techniques evaluated as part of the remedial options analysis, including Dredging, Capping, Enhanced Natural Recovery, Monitored Natural Recovery, Treatment, Beneficial Reuse, Confined Disposal, Off-Site Disposal.
8. **Services Provided:** describe the services provided by the Bidder as part of the project. The Bidder may only claim services where they were the lead for that service. The Bidder may only claim a service if they completed a scope of work similar to the tasks described in the Statement of Work. Applicable services include:
 - **Planning, Evaluation & Design:** Sediment remedial options analysis, liability cost estimation, detailed remedial action plan / risk management plan based on preferred option, project permitting and regulatory support, sustainable remediation design, coastal engineering for contaminated sediment projects, marine geotechnical engineering for contaminated sediment projects, dredging design for contaminated sediments, cap design engineering for contaminated sediments, and structural engineering of marine structures for contaminated sediment remediation.
9. **Personnel Involvement:** Provide the names of individuals from the Corporate Capacity Table G.1.1.1 that were involved in the project.
10. **Client Reference (signed by Reference):** Table must be signed by an appropriate client reference for the project. Provide contact information for the reference.

Consultant for Marine Sediment Remediation Project:**Complete Project Experience Table G.1.2.3**

1. **Project Name:** Project name including a description of the type of water body (harbour, port etc.)
2. **Client:** Entity that directly contracted the work. Use of the following: (i) PWGSC, (ii) other government or public entity, and (iii) other.
3. **Location:** Province, territory or country of project. Use one of the following: (i) British Columbia / Yukon Territory, (ii) Other Canadian Province/ Territory, (iii) International.
4. **Value:** Total value of consulting charges for the project, including consulting fees and disbursements, but not including other work contracted separately by the entity listed in (2). Use one of the following: (i) greater than \$500,000, (ii) \$500,000 to \$125,000, or (iii) <\$125,000 to \$25,000 iv) less than \$25,000.
5. **Project Involvement:** select one or more technical involvement in the project including: investigations, remedial options analysis, remedial option selection, design and permitting, construction management, and post construction monitoring.
6. **Sediment Contaminant Types:** select one or more sediment contaminant groups including: nutrients, bulk organics (oil, grease, etc.), halogenated hydrocarbons or persistent organics, polycyclic aromatic hydrocarbons (PAHs), metal / inorganics.
7. **Regulatory Jurisdiction or Involvement:** select one or more level of regulatory involvement in the project including Environment Canada, Fisheries and Oceans Canada, Health Canada, Transport Canada (Navigable Waters Act), British Columbia Ministry of Environment/ Yukon Environment, Municipality, First Nations. Involvement is defined as regular or significant contribution and consultation to the project.
8. **Remediation Techniques Used:** Select the remedial techniques used during the project, including Dredging, Capping, Enhanced Natural Recovery, Monitored Natural Recovery, Treatment, Beneficial Reuse, Confined Disposal, Off-Site Disposal.
9. **Services Provided:** describe the services provided by the Bidder as part of the project. The Bidder may only claim services where they were the lead for that service. The Bidder may only claim a service if they completed a scope of work similar to the tasks described in the Statement of Work. Applicable services include:
 - **Sediment Remediation:** Preparation of project management documents, constructability review and quality assurance of design documents, construction contract administration, materials testing, construction surveys and characterization, preparation of record drawings, compliance monitoring, post remediation sediment / water / tissue monitoring, preparation of site closure reports.
10. **Personnel Involvement:** Provide the names of individuals from the Corporate Capacity Table G.1.1.1 that were involved in the project.
11. **Client Reference (signed by Reference):** Table must be signed by an appropriate client reference for the project. Provide contact information for the reference.

G.1.2.1 Project Experience Table Project #1 (Studies and Modeling)

		Notes
Project Name		Include marine water body type in project name (eg. harbour, port etc.)
Client	<input type="checkbox"/> PWGSC (2 points) <input type="checkbox"/> Government or public entity (1 point) <input type="checkbox"/> Other (0 points)	Select the type client that contracted work. Select ONE of the three options.
Location	<input type="checkbox"/> British Columbia / Yukon Territory (3 points) <input type="checkbox"/> Other Canadian Province/ Territory (1 point) <input type="checkbox"/> International (0 points)	Province / territory, country of project. Select ONE of the three options
Value	<input type="checkbox"/> >\$500,000 (3 points) <input type="checkbox"/> \$125,000 – 500,000 (2 points) <input type="checkbox"/> \$25,000 - \$125,000 (1 point) <input type="checkbox"/> <\$25,000 (0 points)	Select the project value range. Select ONE of the four options.
Sediment Contaminant Types	<input type="checkbox"/> Nutrients (0.2 point) <input type="checkbox"/> Bulk organics (oil, grease etc.) (0.2 point) <input type="checkbox"/> Halogenated hydrocarbons or persistent organics (0.2 point) <input type="checkbox"/> Polycyclic aromatic hydrocarbons (0.2 point) <input type="checkbox"/> Metals / inorganics (0.2 point)	Select all applicable sediment contaminants types involved in the project.
Regulatory Oversight or Involvement	<input type="checkbox"/> Environment Canada (0.5 point) <input type="checkbox"/> Fisheries and Oceans Canada (0.5 point) <input type="checkbox"/> Health Canada (0.5 point) <input type="checkbox"/> Transport Canada (Navigable Waters Act) (0.5 point) <input type="checkbox"/> British Columbia Ministry of Environment / Yukon Environment (0.5 point) <input type="checkbox"/> Municipality (0.25 point) <input type="checkbox"/> First Nations (0.25 point)	Select all applicable jurisdictions or regulatory involvement in the project. Involvement is defined as regular or significant contribution and consultation to the project.
Services Provided	<input type="checkbox"/> Preparation of sampling and analysis plans (0.25 points) <input type="checkbox"/> Sediment investigations (0.25 points) <input type="checkbox"/> Sediment geochemistry and contaminant fate / transport studies (1 point) <input type="checkbox"/> Surface / ground water investigations (0.25 point) <input type="checkbox"/> Tissue collection and analysis (0.5 point) <input type="checkbox"/> Bioaccumulation testing and analysis (0.5 point) <input type="checkbox"/> Recontamination and source control investigations (1 points) <input type="checkbox"/> Natural recovery studies (1 points) <input type="checkbox"/> Toxicological and biological characterization studies (0.5 point) <input type="checkbox"/> Oceanography / hydrology/ bathymetric / coastal studies (0.5 point) <input type="checkbox"/> Food web modeling (1 points) <input type="checkbox"/> Hydrodynamic Modeling (1 points) <input type="checkbox"/> Sediment Transport Modeling (1 points) <input type="checkbox"/> Data management (0.25 point)	Select all applicable services provided by the Bidder during the project. The Bidder may only claim services where they were the lead for that service.
Personnel Involvement	1 _____ (0 point) 2 _____ (0 point) 3 _____ (0 point) 4 _____ (0.5 point) 5 _____ (0.5 point)	List all personnel from table G.1.1.1 Corporate Capacity that were involved in the project. A minimum of three individuals must be submitted.

Reference Name: _____

Reference Title: _____

Reference Company / Organization: _____

Signature: _____

Date: _____

G.1.2.2 Project Experience Table Project #2 (Planning, Evaluation, and Design)

		Notes
Project Name		Include marine water body type in project name (eg. harbour, port etc.)
Client	<input type="checkbox"/> PWGSC (3 points) <input type="checkbox"/> Government or public entity (1 point) <input type="checkbox"/> Other (0 points)	Select the type client that contracted work. Select ONE of the three options.
Location	<input type="checkbox"/> British Columbia / Yukon Territory (3 points) <input type="checkbox"/> Other Canadian Province/ Territory (1 point) <input type="checkbox"/> International (0 points)	Province / territory, country of project. Select ONE of the three options
Value	<input type="checkbox"/> >\$500,000 (3 points) <input type="checkbox"/> \$125,000 – 500,000 (2 points) <input type="checkbox"/> \$25,000 - \$125,000 (1 point) <input type="checkbox"/> <\$25,000 (0 points)	Select the project value range. Select ONE of the four options.
Sediment Contaminant Types	<input type="checkbox"/> Nutrients (0.2 point) <input type="checkbox"/> Bulk organics (oil, grease etc.) (0.2 point) <input type="checkbox"/> Halogenated hydrocarbons or persistent organics (0.2 point) <input type="checkbox"/> Polycyclic aromatic hydrocarbons (0.2 point) <input type="checkbox"/> Metals / inorganics (0.2 point)	Select all applicable sediment contaminants types involved in the project.
Regulatory Oversight or Involvement	<input type="checkbox"/> Environment Canada (0.5 point) <input type="checkbox"/> Fisheries and Oceans Canada (0.5 point) <input type="checkbox"/> Health Canada (0.5 point) <input type="checkbox"/> Transport Canada (Navigable Waters Act) (0.5 point) <input type="checkbox"/> British Columbia Ministry of Environment / Yukon Environment (0.5 point) <input type="checkbox"/> Municipality (0.25 point) <input type="checkbox"/> First Nations (0.25 point)	Select all applicable jurisdictions or regulatory involvement in the project. Involvement is defined as regular or significant contribution and consultation to the project.
Remediation Techniques Evaluated	<input type="checkbox"/> Dredging (0.25 point) <input type="checkbox"/> Capping (0.25 point) <input type="checkbox"/> Enhanced Natural Recovery (0.25 point) <input type="checkbox"/> Monitored Natural Recovery (0.25 point) <input type="checkbox"/> Treatment (0.25 point) <input type="checkbox"/> Beneficial Reuse (0.25 point) <input type="checkbox"/> Confined Disposal (0.25 point) <input type="checkbox"/> Off-Site Disposal (0.25 point)	Select all remediation techniques that were evaluated as part of the remedial options analysis.
Services Provided	<input type="checkbox"/> Marine sediment remedial options analysis (1 point) <input type="checkbox"/> Liability cost estimation (1 point) <input type="checkbox"/> Detailed remedial action plan / risk management plan based on preferred option (1 point) <input type="checkbox"/> Project permitting and regulatory support (0.5 point) <input type="checkbox"/> Sustainable remediation design (0.5 point) <input type="checkbox"/> Coastal engineering for contaminated marine sediment projects (1 point) <input type="checkbox"/> Marine geotechnical engineering for contaminated sediment projects (0.5 point) <input type="checkbox"/> Dredging design for contaminated sediments (1 point) <input type="checkbox"/> Cap design engineering for contaminated marine sediments (1 point) <input type="checkbox"/> Structural engineering of marine structures for contaminated sediment remediation. (0.5 point)	Select all applicable services provided by the Bidder during the project. The Bidder may only claim services where they were the lead for that service.

Personnel Involvement	1 _____ (0 point)	List all personnel from table G.1.1.1 Corporate Capacity that were involved in the project. A minimum of three individuals must be submitted.
	2 _____ (0 point)	
	3 _____ (0 point)	
	4 _____ (0.5 point)	
	5 _____ (0.5 point)	

Reference Name: _____

Reference Title: _____

Reference Company / Organization: _____

Signature: _____

Date: _____

G.1.2.3 Project Experience Table Project #3 (Consultant for Marine Sediment Remediation)

		Notes
Project Name		Include marine water body type in project name (eg. harbour, port etc.)
Client	<input type="checkbox"/> PWGSC (3 points) <input type="checkbox"/> Government or public entity (1 point) <input type="checkbox"/> Other (0 points)	Select the type client that contracted work. Select ONE of the three options.
Location	<input type="checkbox"/> British Columbia / Yukon Territory (3 points) <input type="checkbox"/> Other Canadian Province/ Territory (1 point) <input type="checkbox"/> International (0 points)	Province / territory, country of project. Select ONE of the three options
Value	<input type="checkbox"/> >\$500,000 (3 points) <input type="checkbox"/> \$125,000 – 500,000 (2 points) <input type="checkbox"/> \$25,000 - \$125,000 (1 point) <input type="checkbox"/> <\$25,000 (0 points)	Select the project value range. Select ONE of the four options.
Sediment Contaminant Types	<input type="checkbox"/> Nutrients (0.2 point) <input type="checkbox"/> Bulk organics (oil, grease etc.) (0.2 point) <input type="checkbox"/> Halogenated hydrocarbons or persistent organics (0.2 point) <input type="checkbox"/> Polycyclic aromatic hydrocarbons (0.2 point) <input type="checkbox"/> Metals / inorganics (0.2 point)	Select all applicable sediment contaminants types involved in the project.
Regulatory Oversight or Involvement	<input type="checkbox"/> Environment Canada (0.5 point) <input type="checkbox"/> Fisheries and Oceans Canada (0.5 point) <input type="checkbox"/> Health Canada (0.5 point) <input type="checkbox"/> Transport Canada (Navigable Waters Act) (0.5 point) <input type="checkbox"/> British Columbia Ministry of Environment / Yukon Environment (0.5 point) <input type="checkbox"/> Municipality (0.25 point) <input type="checkbox"/> First Nations (0.25 point)	Select all applicable jurisdictions or regulatory involvement in the project. Involvement is defined as regular or significant contribution and consultation to the project.
Remediation Techniques Used	<input type="checkbox"/> Dredging (0.25 point) <input type="checkbox"/> Capping (0.25 point) <input type="checkbox"/> Enhanced Natural Recovery (0.25 point) <input type="checkbox"/> Monitored Natural Recovery (0.25 point) <input type="checkbox"/> Treatment (0.25 point) <input type="checkbox"/> Beneficial Reuse (0.25 point) <input type="checkbox"/> Confined Disposal (0.25 point) <input type="checkbox"/> Off-Site Disposal (0.25 point)	Select all remediation techniques that were implemented during the project.
Services Provided	<input type="checkbox"/> Preparation of project management documents (1 point) <input type="checkbox"/> Constructability review and quality assurance of design documents (1 points) <input type="checkbox"/> Construction contract administration (1 points) <input type="checkbox"/> Materials testing (1 points)	Select all applicable services provided by the Bidder during the project. The Bidder may only claim services where they were the lead for that service.

	<input type="checkbox"/> Construction surveys and characterization (1 points) <input type="checkbox"/> Preparation of record drawings (0.5 point) <input type="checkbox"/> Compliance monitoring (0.5 point) <input type="checkbox"/> Post remediation sediment / water / tissue monitoring (1 point) <input type="checkbox"/> Preparation of site closure reports (1 point)	
Personnel Involvement	1 _____ (0 point) 2 _____ (0 point) 3 _____ (0 point) 4 _____ (0.5 point) 5 _____ (0.5 point)	List all personnel from table G.1.1.1 Corporate Capacity that were involved in the project. A minimum of three individuals must be submitted.

Reference Name: _____

Reference Title: _____

Reference Company / Organization: _____

Signature: _____

Date: _____

G.1.3 Technical Submission Part 3: Depth of Experience Table

Bidder must demonstrate that the company, who is responsible for implementing marine sediment projects on behalf of PWGSC Environmental Services, has the necessary depth of experience to provide appropriate service to PWGSC Environmental Services.

Description:

The Bidder must list up to five different contaminated marine sediment remediation projects completed by the company for each Remediation Technique and each Dredgate Fate category. The Bidder may only submit projects where they were the lead company for either the design or implementation of the Remediation Technique or Dredgate Fate.

A project can span multiple years and contracts.

A project may be submitted once under Remediation Technique but multiple times under Dredgate Fate. Projects submitted multiple times under Remediation Techniques will only be scored once.

Marine is defined as work conducted in salt water or brackish environments such as estuaries or rivers with strong tidal influences

Submissions:

Complete the Depth of Experience Table **G.1.3.1** by submitting the name of up to 5 difference different marine sediment remediation projects for which the Bidder was the lead in either the design or implementation of the Remediation Technique or Dredgate Fate.

1. Project Name: Project name including a description of the type of water body (harbour, port etc.) and volume of contaminated sediment for each Remediation Technique and Dredgate Fate. A project may be submitted once under Remediation Technique but multiple times under Dredgate Fate. Applicable Remediation Techniques and Dredgate Fates are defined as:

Remediation Techniques:

a) Dredging: use of various machines with scooping or suction devices to remove contaminated sediment

b) Capping: placement of an underwater covering of cap of clean material over contaminated sediment

c) Enhanced Natural Recovery: placement or broadcasting of a thin layer of material or reactive amendments to accelerate natural recovery processes

d) Monitored Natural Recovery: utilizing of natural processes to reduce risks posed by contaminated sediments through site investigation, development of conceptual site models, contaminant source control, and long term monitoring.

Dredgate Fate:

e) Treatment: remediation of dredged contaminated sediment via physical, biological, or chemical means.

f) Beneficial reuse: specific utilization of dredged contaminated sediment or by-product as a resource that constitutes reuse rather than disposal.

g) Confined disposal: engineered structure, either in-water or upland, for containment of dredged contaminated sediment

h) Off-site disposal: disposal of dredged contaminated sediment at off-site landfills or other facility, or open water disposal of contaminated sediment.

G.1.3.1 Depth of Experience Table

		Project Name
Remediation Technique	Dredging	
	Example 1	Project Name: Water Body: Volume Dredged: (0.5 point)
	Example 2	Project Name: Water Body: Volume Dredged: (0.5 point)
	Example 3	Project Name: Water Body: Volume Dredged: (0.5 point)
	Example 4	Project Name: Water Body: Volume Dredged: (0.5 point)
	Example 5	Project Name: Water Body: Volume Dredged: (0.5 point)
	Capping	
	Example 6	Project Name: Water Body: Volume Capped: (0.5 point)
	Example 7	Project Name: Water Body: Volume Capped: (0.5 point)
	Example 8	Project Name: Water Body: Volume Capped: (0.5 point)
	Example 9	Project Name: Water Body: Volume Capped: (0.5 point)
	Example 10	Project Name: Water Body: Volume Capped: (0.5 point)
	Enhanced Natural Recovery	
	Example 11	Project Name: Water Body: Volume ENR: (0.5 point)
	Example 12	Project Name: Water Body: Volume ENR: (0.5 point)
	Example 13	Project Name: Water Body: Volume ENR: (0.5 point)
	Example 14	Project Name: Water Body:

		Volume ENR:	(0.5 point)
	Example 15	Project Name: Water Body: Volume ENR:	(0.5 point)
	Monitored Natural Recovery		
	Example 16	Project Name: Water Body: Volume MNR:	(0.5 point)
	Example 17	Project Name: Water Body: Volume MNR:	(0.5 point)
	Example 18	Project Name: Water Body: Volume MNR:	(0.5 point)
	Example 19	Project Name: Water Body: Volume MNR:	(0.5 point)
	Example 20	Project Name: Water Body: Volume MNR:	(0.5 point)
Dredgate Fate	Treatment		
	Example 21	Project Name: Water Body: Volume Treated:	(0.5 point)
	Example 22	Project Name: Water Body: Volume Treated:	(0.5 point)
	Example 23	Project Name: Water Body: Volume Treated:	(0.5 point)
	Example 24	Project Name: Water Body: Volume Treated:	(0.5 point)
	Example 25	Project Name: Water Body: Volume Treated:	(0.5 point)
	Beneficial Reuse		
	Example 26	Project Name: Water Body: Volume re-used:	(0.5 point)
	Example 27	Project Name: Water Body: Volume re-used:	(0.5 point)
	Example 28	Project Name: Water Body: Volume re-used:	(0.5 point)

	Example 29	Project Name: Water Body: Volume re-used: (0.5 point)
	Example 30	Project Name: Water Body: Volume re-used: (0.5 point)
	Confined Disposal	
	Example 31	Project Name: Water Body: Volume disposed: (0.5 point)
	Example 32	Project Name: Water Body: Volume disposed: (0.5 point)
	Example 33	Project Name: Water Body: Volume disposed: (0.5 point)
	Example 34	Project Name: Water Body: Volume disposed: (0.5 point)
	Example 35	Project Name: Water Body: Volume disposed: (0.5 point)
	Off-site Disposal	
	Example 36	Project Name: Water Body: Volume disposed: (0.5 point)
	Example 37	Project Name: Water Body: Volume disposed: (0.5 point)
	Example 38	Project Name: Water Body: Volume disposed: (0.5 point)
	Example 39	Project Name: Water Body: Volume disposed: (0.5 point)
	Example 40	Project Name: Water Body: Volume disposed: (0.5 point)

G.2 Technical Evaluation

G.2.1 Technical Evaluation Part 1: Corporate Capacity

Scoring will be based on the ability of the company to provide services for various Specializations of sediment projects, the number of personnel available to work on PWGSC Environmental Services projects, and the qualifications of the personnel available to work on PWGSC Environmental Services projects. Specific criteria will be evaluated as follows:

(a) **Name of Individual:**

Not scored directly. Only qualified individuals will be scored. If more than the maximum number of individuals are provided for each Specialization, only up to the maximum number will be scored. Providing less than the maximum number of individuals for each Specialization will result in a lower score. Scoring will be based on the maximum number of individuals listed for each Specialization to a maximum as follows:

- (i) Maximum of 4 individuals for each of the following Specializations: Intermediate Environmental Engineer / Scientist (General), Junior Environmental Engineer / Scientist (General)
- (ii) Maximum of 3 individuals for each of the following Specializations: Senior Environmental Engineer / Scientist (General)
- (iii) Maximum of 2 individuals for each of the following Specializations: Senior Scientist (Specialty: Sediment / Surface/ Stormwater/ Groundwater Studies), Intermediate Scientist (Specialist: Sediment / Surface/ Stormwater/ Groundwater Studies), Senior Remedial Technologies Engineer, Senior Remedial Design Engineer, Intermediate Remedial Design Engineer, Junior CADD/ GIS, Senior Construction Engineer, Intermediate Construction Engineer
- (iv) Maximum of 1 individual for each of the following Specializations: Expert Environmental Scientist, Expert Environmental Engineer, Senior Program Coordinator, Senior Scientist (Specialty: Geochemical, Contaminant Fate/ Transport), Senior Scientist (Specialty: Recontamination & Source Control Studies), Senior Scientist /Engineer (Specialty: Hydrodynamic & Sediment Transport Modeling), Senior Oceanographer / Hydrologist, Intermediate Oceanographer / Hydrologist, Senior Toxicologist / Risk Assessor, Intermediate Toxicologist / Risk Assessor, Senior Biologist, Intermediate Biologist, Engineer, Senior Coastal Engineer, Senior Marine Geotechnical Engineer, Intermediate Marine Geotechnical Engineer, Senior CADD/ GIS/ Data Manager, and Senior Health and Safety Coordinator.

(b) **Years experience:** Value: 1 point

Scoring will be based for all specializations (Expert, Senior, Intermediate, and Junior) on number of years of relevant experience. Resumes will not be evaluated, but resumes may be used to verify information provided in the Corporate Capacity Table. Resumes must clearly verify that personnel proposed are qualified for the relevant categories. Information presented in the table but not supported by the resume may not be considered. Experience refers to the number of years the individual has worked in the discipline relevant to the specialization, and does not include time at school or time working in a different discipline. To be considered for a specialization, the individual must have the following minimum years of experience:

- (i) **Expert:** Personnel must have a minimum of twenty (20) years experience and includes all Specializations with the adjective "Expert".
- (ii) **Senior:** Personnel must have a minimum of ten (10) years experience and includes all Specializations with the adjective "Senior".

- (iii) **Intermediate:** Personnel must have a minimum of five (5) years experience and includes all Specializations with the adjective "Intermediate"
- (iv) **Junior:** Personnel must have a minimum of one (1) year experience and includes all Specializations with the adjective "Junior".

If the individual proposed for the specialization has experience less than the minimum number of years as outlined above, a mark of zero (0) will be assigned for experience and the individual will not be considered in the evaluation – the individual will be disqualified.

If the individual proposed for the specialization has relevant experience equaling the minimum number of years of as outlined above, a score of 10% will be given for their experience. Each subsequent year of relevant experience will receive a linearly proportional increase (rounded down to the nearest year) to their score up to a maximum of a 100%. For example, an individual proposed as a senior with 12 years experience would receive a score of 28%. Experts will receive full marks provided they have a minimum of 20 years experience.

- (c) **Education:** Value: 1 point.
Only specializations with the adjectives Expert, Senior (excluding Senior CADD/ GIS/ Data Manager) and Intermediate will be scored. Scoring will be based on the highest level of education completed. Full points (100%) will be awarded to an individual with a Doctor of Philosophy, 75% of the maximum score will be awarded to an individual with a Master's Degree, 50% of the maximum score will be awarded to an individual with a Bachelor's Degree, and 25% of the maximum score will be awarded to an individual with a certificate or diploma. Education levels are defined as follows:
Doctor of Philosophy (PhD)
Masters (MAsc, MEng, MSc)
Bachelor (BAsc, BEng, BSc, BA)
Certificate or Diploma
or equivalent
- (d) **Accreditation:** Value: 1 point.
Only specializations with the adjectives Expert, Senior (excluding Senior CADD/ GIS/ Data Manager) and Intermediate will be scored. Scoring will be based on whether the individual has relevant professional accreditation or not. Full points (100%) will be awarded to an individual with recognized accreditation. Relevant professional accreditations include, but not limited to:
Professional Geoscientist (PGeo, GeoL,
Professional Engineer (PEng, , P.E., EngL)
Professional Agrologist (PAg)
Registered Professional Biologist (RPBio)
Professional Chemist (PChem)
Technician (RBTech, PTech, ASCT, CTech)
Environmental Professional (EP)
Diplomate of the American Board of Toxicology (DABT)
Environmental Professional (EP)
Project Management Professional (PMP)
or equivalent.

G.2.2 Technical Evaluation Part 2: Contaminated Marine Sediment Project Experience

Bidders must submit three (3) projects to be considered compliant.

Scoring for each individual will be based on the complexity of the project, and it's relevancy to PWGSC work. Relevant projects include contaminated marine sediment projects. Only relevant projects will be scored. As points are allocated to each project, a project must be provided to potentially obtain maximum points. The Bidder may submit different aspects of the same project.

Studies and Modeling Project:

Scoring is based on information provided in Table G.1.2.1

1. **Project Name:** Not scored directly. Project must have occurred in a marine water body, or project will not be scored.
2. **Client:** Scoring will be based as listed (i) PWGSC- 2 points, (ii) other government or public entity- 1 point, and (iii) other – 0 points.
3. **Location:** Scoring will be based as listed (i) British Columbia- 3 points, (ii) Other Canadian Province/ Territory- 1 point, (iii) International – 0 points.
4. **Value:** Scoring will be based as listed (i) greater than \$500,000- 3 points, (ii) \$500,000 to \$125,000 – 2 points (iii) <\$125,000 to \$25,000 – 1 point iv) less than \$25,000 – 0 points.
5. **Sediment Contaminant Types:** Scoring will be based on the number of contaminant groups involved in the project. Each group is worth 0.2 points, up to a maximum of 1 point if all the following sediment groups were involved: nutrients, bulk organics (oil, grease, etc.), halogenated hydrocarbons or persistent organics, polycyclic aromatic hydrocarbons (PAHs), metal / inorganics.
6. **Regulatory Jurisdiction or Involvement:** Scoring will be based on the number of regulatory entities involved in the project as follows: Environment Canada (0.5 point), Fisheries and Oceans Canada (0.5 point), Health Canada (0.5 point), Transport Canada (Navigable Waters Act) (0.5 point), British Columbia Ministry of Environment/ Yukon Environment (0.5 point), Municipality (0.25 point), First Nations (0.25 point). Involvement is defined as regular or significant contribution and consultation to the project.
7. **Services Provided:** Score will be based on the number of services provided, as follows: Preparation of sampling and analysis plans (0.25 points), Sediment investigations (0.25 points), Sediment geochemistry and contaminant fate / transport studies (1 point), Surface / ground water investigations (0.25 point), Tissue collection and analysis (0.5 point), Bioaccumulation testing and analysis (0.5 point), Recontamination and source control investigations (1 points), Natural recovery studies (1 points), Toxicological and biological characterization studies (0.5 point), Oceanography / hydrology/ bathymetric / coastal studies (0.5 point), Food web modeling (1 points), Hydrodynamic Modeling (1 points), Sediment Transport Modeling (1 points), Data management (0.25 point)
8. **Personnel Involvement:** A minimum of three individuals from the corporate capacity table must have been involved in the project, or the project will not be scored. 0.5 points are given for individuals beyond 3 up to a maximum of 5 (1 point maximum score).
9. **Client Reference (signed by Reference):** Not scored, but table must be signed by an appropriate client reference for the project. If the table is not signed by a reference, a score of zero will be given for Table G.1.2.1.

Planning, Evaluation and Design Project:

Scoring is based on information provided in Table G.1.2.2

1. **Project Name:** Not scored directly. Project must have occurred in a marine water body, or project will not be scored.
2. **Client:** Scoring will be based as listed (i) PWGSC- 3 points, (ii) other government or public entity- 1 point, and (iii) other – 0 points.
3. **Location:** Scoring will be based as listed (i) British Columbia- 3 points, (ii) Other Canadian Province/ Territory- 1 point, (iii) International – 0 points.
4. **Value:** Scoring will be based as listed (i) greater than \$500,000- 3 points, (ii) \$500,000 to \$125,000 – 2 points (iii) <\$125,000 to \$25,000 – 1 point iv) less than \$25,000 – 0 points.
5. **Sediment Contaminant Types:** Scoring will be based on the number of contaminant groups involved in the project. Each group is worth 0.2 points, up to a maximum of 1 point if all the following sediment groups were involved: nutrients, bulk organics (oil, grease, etc.), halogenated hydrocarbons or persistent organics, polycyclic aromatic hydrocarbons (PAHs), metal / inorganics.
6. **Regulatory Jurisdiction or Involvement:** Scoring will be based on the number of regulatory entities involved in the project as follows: Environment Canada (0.5 point), Fisheries and Oceans Canada (0.5 point), Health Canada (0.5 point), Transport Canada (Navigable Waters Act) (0.5 point), British Columbia Ministry of Environment/ Yukon Environment (0.5 point), Municipality (0.25 point), First Nations (0.25 point). Involvement is defined as regular or significant contribution and consultation to the project.
7. **Remediation Techniques Evaluated:** Scoring will be based on the number of remediation techniques evaluated as follows: Dredging (0.25 point), Capping (0.25 point), Enhanced Natural Recovery (0.25 point), Monitored Natural Recovery (0.25 point), Treatment (0.25 point), Beneficial Reuse (0.25 point), Confined Disposal (0.25 point), Off-Site Disposal (0.25 point)
8. **Services Provided:** Scoring will be based on the number of services provided, as follows: Marine sediment remedial options analysis (1 point), Liability cost estimation (1 point), Detailed remedial action plan / risk management plan based on preferred option (1 point), Project permitting and regulatory support (0.5 point), Sustainable remediation design (0.5 point), Coastal engineering for contaminated marine sediment projects (1 point), Marine geotechnical engineering for contaminated sediment projects (0.5 point), Dredging design for contaminated sediments (1 point), Cap design engineering for contaminated marine sediments (1 point), Structural engineering of marine structures for contaminated sediment remediation. (0.5 point)
9. **Personnel Involvement:** A minimum of three individuals from the corporate capacity table must have been involved in the project, or the project will not be scored. 0.5 points are given for individuals beyond 3 up to a maximum of 5 (1 point maximum score).
10. **Client Reference (signed by Reference):** Not scored, but table must be signed by an appropriate client reference for the project. If the table is not signed by a reference, a score of zero will be given for Table G.1.2.2.

Consultant for Marine Sediment Remediation Project:

Scoring is based on information provided in Table G.1.2.3

1. **Project Name:** Not scored directly. Project must have occurred in a marine water body, or project will not be scored.
2. **Client:** Scoring will be based as listed (i) PWGSC- 3 points, (ii) other government or public entity- 1 point, and (iii) other – 0 points.
3. **Location:** Scoring will be based as listed (i) British Columbia- 3 points, (ii) Other Canadian Province/ Territory- 1 point, (iii) International – 0 points.

4. **Value:** Scoring will be based as listed (i) greater than \$500,000- 3 points, (ii) \$500,000 to \$125,000 – 2 points (iii) <\$125,000 to \$25,000 – 1 point iv) less than \$25,000 – 0 points.
5. **Sediment Contaminant Types:** Scoring will be based on the number of contaminant groups involved in the project. Each group is worth 0.2 points, up to a maximum of 1 point if all the following sediment groups were involved: nutrients, bulk organics (oil, grease, etc.), halogenated hydrocarbons or persistent organics, polycyclic aromatic hydrocarbons (PAHs), metal / inorganics.
6. **Regulatory Jurisdiction or Involvement:** Scoring will be based on the number of regulatory entities involved in the project as follows: Environment Canada (0.5 point), Fisheries and Oceans Canada (0.5 point), Health Canada (0.5 point), Transport Canada (Navigable Waters Act) (0.5 point), British Columbia Ministry of Environment/ Yukon Environment (0.5 point), Municipality (0.25 point), First Nations (0.25 point). Involvement is defined as regular or significant contribution and consultation to the project.
7. **Remediation Techniques Used:** Scoring will be based on the number of remediation techniques used during the project, as follows: Dredging (0.25 point), Capping (0.25 point), Enhanced Natural Recovery (0.25 point), Monitored Natural Recovery (0.25 point), Treatment (0.25 point), Beneficial Reuse (0.25 point), Confined Disposal (0.25 point), Off-Site Disposal (0.25 point)
8. **Services Provided:** Scoring will be based on the number of services provided, as follows: Preparation of project management documents (1 point), Constructability review and quality assurance of design documents (1 points), Construction contract administration (1 points), Materials testing (1 points), Construction surveys and characterization (1 points), Preparation of record drawings (0.5 point), Compliance monitoring (0.5 point), Post remediation sediment / water / tissue monitoring (1 point), Preparation of site closure reports (1 point).
9. **Personnel Involvement:** A minimum of three individuals from the corporate capacity table must have been involved in the project, or the project will not be scored. 0.5 points are given for individuals beyond 3 up to a maximum of 5 (1 point maximum score).
10. **Client Reference (signed by Reference):** Not scored, but table must be signed by an appropriate client reference for the project. If the table is not signed by a reference, a score of zero will be given for Table G.1.2.3.

G.2.3 Technical Evaluation Part 3: Depth of Experience Table

Scoring will be based on the depth of experience the Bidder has in implementing a variety of marine sediment remediation techniques and dredgate fate options. Specific criteria will be evaluated as follows:

1. **Project Name:** Scoring will be based on the number of projects submitted for each remediation technique (0.5 point per project named) and dredgate fate (0.5 point per project name). Up to five projects may be submitted for each remediation technique and dredgate fate in Table G.1.3.1. A project may be submitted once under Remediation Technique but multiple times under Dredgate Fate. Projects submitted multiple times under Remediation Techniques will only be scored once.

G.2.4 Summary of Technical Evaluation

Bidders must submit their Technical Bid in the format described above. Failure to do so will result in the bid being considered non-responsive and not considered for Contract Award.

For the technical evaluation, only those submissions which receive a minimum score of **75 weighted points** will be considered technically responsive.

Line	Description	Raw Points	Weighting	Weighted Points
G.1.1 .1	Corporate Capacity Table	____/ 112	20%	____/ 20
G.1.2	Project Experience Table Project #1 (Studies and Modeling), Project Experience Table Project #2 (Planning, Evaluation and Design), Project Experience Table Project #3 (Consultant for Marine Sediment Remediation)	____/ 70	40%	____/ 40
G.1.3	Depth of Experience Table	____/ 20	40%	____/ 40
	Total Technical Score (TTS)	____/ 202	100%	____/ 100

G.3 Financial Evaluation

Bidders must submit their price/rate proposal as outlined in Annex B. Failure to do so will result in the bid being considered non-responsive and not considered for Contract award.

For rate evaluation purposes only these percentages are fixed and will apply in the evaluation to determine a blended hourly rate.

Line	Resource Category	G.3.1 Hourly Rate	G.3.2 Weighting	G.3.3 Evaluated Price = G.3.1 x G.3.2
B.1.1	Expert	\$____/hr	10%	\$_____
B.1.2	Senior	\$____/hr	30%	\$_____
B.1.3	Intermediate	\$____/hr	40%	\$_____
B.1.4	Junior	\$____/hr	20%	\$_____
Total Evaluated Rate (TER)				\$_____

G.3.1 Total Financial Score

The Total Financial Score (TFS) will be based on the lowest Total Evaluated Rate (TER) from section G.3. The lowest TER from all technically responsive bids will score 100 points for the TFS. The TFS for the other technically responsive bids will be calculated as follows:

Bid's TFS = (lowest TER from all technically responsive bids) / (bid's TER) x 100 points

G.4 Basis of Selection - Highest Combined Rating of Technical Merit and Price

1. To be declared responsive, a bid must:

a. comply with all the requirements of the bid solicitation; and

b. meet all mandatory criteria; and

c.obtain the required minimum of 75 percent overall for the technical evaluation criteria which are subject to point rating.

The rating is performed on a scale of 202 Points.

2.Bids not meeting (a) or (b) or (c) will be declared non-responsive.

3.The selection will be based on the highest responsive combined rating of technical merit and price. The ratio will be 75% for the technical merit and 25% (insert the percentage for price) for the price.

4.To establish the technical merit score, the overall technical score for each responsive bid will be determined as follows: total number of points obtained / maximum number of points available multiplied by the ratio of 75%.

5.To establish the pricing score, each responsive bid will be prorated against the lowest evaluated price and the ratio of 25%.

6.For each responsive bid, the technical merit score and the pricing score will be added to determine its combined rating.

7.Neither the responsive bid obtaining the highest technical score nor the one with the lowest evaluated price will necessarily be accepted. The responsive bid with the highest combined rating of technical merit and price will be recommended for award of a contract.

The table below illustrates an example where all three bids are responsive and the selection of the contractor is determined by a 75/25 ratio of technical merit and price, respectively. The total available points equals 135 and the lowest evaluated price is \$45,000 (45).

Basis of Selection - Highest Combined Rating Technical Merit (75%) and Price (25%)

	Bidder 1	Bidder 2	Bidder 3
Overall Technical Score	115/135	89/135	92/135
Bid Evaluated Price	\$55,000.00	\$50,000.00	\$45,000.00
Calculations Technical Merit Score	$115/135 \times 75 = 63.89$	$89/135 \times 75 = 49.44$	$92/135 \times 75 = 51.11$
Pricing Score	$45/55 \times 25 = 20.45$	$45/50 \times 25 = 22.50$	$45/45 \times 25 = 25.00$
Combined Rating	84.34	71.94	76.11
Overall Rating	1st	3rd	2nd

NOTE TO BIDDERS: Please use **ONE** of the two mailing labels below and affix it securely to the outside of the envelope or package containing your bid submitted by mail or courier. For bids submitted by facsimile (Bid receiving fax (604) 775-7526), use this sheet as the cover sheet. Always ensure your company name, return address, open bidding solicitation number and closing date appear legibly on the outside of your bid submission.

AVIS AUX FOURNISSEURS: Pour le retour par la poste ou par messenger, veuillez utiliser **UNE** des étiquettes d'envoi ci-dessous et apposez-la à l'extérieur de votre enveloppe ou du colis contenant votre offre. Pour les offres soumises par télécopieur (n° du télécopieur pour la réception des offres: (604) 775-7526), utilisez cette page comme bordereau de télécopie. Assurez-vous que le nom de votre compagnie, l'adresse de retour, le numéro de l'invitation ouverte à soumissionner et la date de clôture soient lisibles à l'extérieur de votre offre.

Bid Receiving
Public Works & Government Services Canada
12TH FLOOR - 800 BURRARD STREET
VANCOUVER BC V6Z 2V8

Solicitation No. : E0276-131364/A SD U000

Solicitation Closes at : 2:00 PM Pacific Time
on : 2013-05-07

Réception des soumissions
Travaux publics et services gouvernementaux Canada
800 rue Burrard, 12^e étage
Vancouver (C.-B) V6Z 2Z8

N° de l'invitation : E0276-131364/A SD U000

La réception des soumissions prend fin le : 2013-05-07
à : 14h HP

Annex(e) - C



Government of Canada
Gouvernement du Canada

Contract Number / Numéro du contrat

E0276-131384

Security Classification / Classification de sécurité

UNCLASSIFIED

SECURITY REQUIREMENTS CHECK LIST (SRCL) LISTE DE VÉRIFICATION DES EXIGENCES RELATIVES À LA SÉCURITÉ (LVERS)

PART I: CONTRACT INFORMATION / PARTIE I: INFORMATION CONTRACTUELLE		
1. Originating Government Department or Organization Ministère ou organisme gouvernemental d'origine Public Works and Government Services Canada	2. Branch or Directorate / Direction générale ou Direction RPS-PTS Environmental Services	
3. a) Subcontract Number / Numéro du contrat de sous-traitance	3. b) Name and Address of Subcontractor / Nom et adresse du sous-traitant	
4. Brief Description of Work - Brève description du travail Task Authorization- Marine Sediment Consulting and Remediation		
5. a) Will the supplier require access to Controlled Goods? Le fournisseur aura-t-il accès à des marchandises contrôlées? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes Non Oui		
5. b) Will the supplier require access to unclassified military technical data subject to the provisions of the Technical Data Control Regulations? Le fournisseur aura-t-il accès à des données techniques militaires non classifiées qui sont assujetties aux dispositions du Règlement sur le contrôle des données techniques? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes Non Oui		
6. Indicate the type of access required - Indiquer le type d'accès requis		
6. a) Will the supplier and its employees require access to PROTECTED and/or CLASSIFIED information or assets? Le fournisseur ainsi que les employés auront-ils accès à des renseignements ou à des biens PROTÉGÉS et/ou CLASSIFIÉS? (Specify the level of access using the chart in Question 7. c) (Préciser le niveau d'accès en utilisant le tableau qui se trouve à la question 7. c) <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes Non Oui		
6. b) Will the supplier and its employees (e.g. cleaners, maintenance personnel) require access to restricted access areas? No access to PROTECTED and/or CLASSIFIED information or assets is permitted. Le fournisseur et ses employés (p.ex. nettoyeurs, personnel d'entretien) auront-ils accès à des zones d'accès restreintes? L'accès à des renseignements ou à des biens PROTÉGÉS et/ou CLASSIFIÉS n'est pas autorisé. <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes Non Oui		
6. c) Is this a commercial courier or delivery requirement with no overnight storage? S'agit-il d'un contrat de messagerie ou de livraison commerciale sans entreposage de nuit? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes Non Oui		
7. a) Indicate the type of information that the supplier will be required to access / Indiquer le type d'information auquel le fournisseur devra avoir accès		
Canada <input checked="" type="checkbox"/>	NATO / OTAN <input type="checkbox"/>	
Foreign / Étranger <input type="checkbox"/>		
7. b) Release restrictions / Restrictions relatives à la diffusion		
No release restrictions Aucune restriction relative à la diffusion <input checked="" type="checkbox"/>	All NATO countries Tous les pays de l'OTAN <input type="checkbox"/>	
Not releasable À ne pas diffuser <input type="checkbox"/>	Restricted to: / Limité à: <input type="checkbox"/>	
Restricted to: / Limité à: <input type="checkbox"/>	Specify country(ies): / Préciser le(s) pays: <input type="checkbox"/>	
7. c) Level of Information / Niveau d'information		
PROTECTED A PROTÉGÉ A <input type="checkbox"/>	NATO UNCLASSIFIED NATO NON CLASSIFIÉ <input type="checkbox"/>	PROTECTED A PROTÉGÉ A <input type="checkbox"/>
PROTECTED B PROTÉGÉ B <input checked="" type="checkbox"/>	NATO RESTRICTED NATO DIFFUSION RESTREINTE <input type="checkbox"/>	PROTECTED B PROTÉGÉ B <input type="checkbox"/>
PROTECTED C PROTÉGÉ C <input type="checkbox"/>	NATO CONFIDENTIAL NATO CONFIDENTIEL <input type="checkbox"/>	PROTECTED C PROTÉGÉ C <input type="checkbox"/>
CONFIDENTIAL CONFIDENTIEL <input type="checkbox"/>	NATO SECRET NATO SECRET <input type="checkbox"/>	CONFIDENTIAL CONFIDENTIEL <input type="checkbox"/>
SECRET SECRET <input type="checkbox"/>	COSMIC TOP SECRET COSMIC TRÈS SECRET <input type="checkbox"/>	SECRET SECRET <input type="checkbox"/>
TOP SECRET TRÈS SECRET <input type="checkbox"/>		TOP SECRET TRÈS SECRET <input type="checkbox"/>
TOP SECRET (SIGINT) TRÈS SECRET (SIGINT) <input type="checkbox"/>		TOP SECRET (SIGINT) TRÈS SECRET (SIGINT) <input type="checkbox"/>

Security Classification / Classification de sécurité

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PART A - Continued / PARTIE A - suite

8. Will the supplier require access to PROTECTED and/or CLASSIFIED COMSEC information or groups? (If Yes, indicate the level of sensitivity. Dans l'affirmative, indiquer le niveau de sensibilité : Le fournisseur aura-t-il accès à des renseignements ou à des biens COMSEC désignés PROTÉGÉS ou CLASSIFIÉS?)
☒ No / Non ☐ Yes / Oui

9. Will the supplier require access to extremely sensitive INFOSEC information or assets? (Le fournisseur aura-t-il accès à des renseignements ou à des biens INFOSEC de nature extrêmement délicate?)
Short Title(s) of material / Titre(s) et/ou du matériel :
☒ No / Non ☐ Yes / Oui

Document Number / Numéro du document :

PART B - PERSONNEL - PARTIE B - PERSONNEL / ÉDUCATION

10. a) Personnel security screening level required / Niveau de contrôle de sécurité requis ou personnel requis
Special comments / Commentaires spéciaux :
NOTE: If multiple levels of screening are identified, a Security Classification Guide must be provided. REMARQUE : Si plusieurs niveaux de contrôle de sécurité sont requis, un guide de classification de la sécurité doit être fourni.

10. b) May unsecured personnel be used for portions of the work? (Du personnel sans autorisation sécuritaire peut-il se voir confier des parties du travail?)
If Yes, will unsecured personnel be escorted: Dans l'affirmative, le personnel sera-t-il escorté?
☒ No / Non ☐ Yes / Oui

7.4.1.1.3 - SAFETY / SÉCURITÉ / PARTIE 3 - MESURES DE PROTECTION (GÉNÉRALISÉES)

INFORMATION / ASSETS / BIENS

11. a) Will the supplier be required to receive and store PROTECTED and/or CLASSIFIED information or assets on the site or premises? (Le fournisseur sera-t-il tenu de recevoir et d'entreposer sur place des renseignements ou des biens PROTÉGÉS ou CLASSIFIÉS?)
☒ No / Non ☐ Yes / Oui

11. b) Will the supplier be required to safeguard COMSEC information or assets? (Le fournisseur sera-t-il tenu de protéger des renseignements ou des biens COMSEC?)
☒ No / Non ☐ Yes / Oui

PRODUCTION

11. c) Will the production (manufacture, and/or repair and/or modification) of material or equipment occur at the supplier's site or premises? (Les installations du fournisseur seront-elles à la production (fabrication et/ou réparation et/ou modification) de matériel PROTÉGÉ ou CLASSIFIÉ?)
☒ No / Non ☐ Yes / Oui

INFORMATION TECHNOLOGY (IT) MEDIA / SUPPORT RELATIF À LA TECHNOLOGIE DE L'INFORMATION (TI)

11. d) Will the supplier be required to use its IT systems to electronically process, produce or store PROTECTED and/or CLASSIFIED information or data? (Le fournisseur sera-t-il tenu d'utiliser ses propres systèmes informatiques pour traiter, produire ou stocker électriquement des renseignements ou des données PROTÉGÉS ou CLASSIFIÉS?)
☒ No / Non ☐ Yes / Oui

11. e) Will there be an electronic link between the supplier's IT systems and the government department or agency? (Disposera-t-on d'un lien électronique entre le système informatique du fournisseur et celui du ministère ou de l'agence gouvernementale?)
☒ No / Non ☐ Yes / Oui



Government
of Canada

Gouvernement
du Canada

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PAR CONTINGENT L'ARTICLE 38

For users completing the form manually use the summary chart below to indicate the category(ies) and level(s) of safeguarding required at the supplier's site(s) or premises.

Les utilisateurs qui remplissent le formulaire manuellement doivent utiliser le tableau récapitulatif ci-dessous pour indiquer, pour chaque catégorie, les niveaux de sauvegarde requis aux installations du fournisseur.

For users completing the form online (via the Internet), the summary chart is automatically populated by your responses to previous questions.

Dans le cas des utilisateurs qui remplissent le formulaire en ligne (par Internet), les réponses aux questions précédentes sont automatiquement saisies dans le tableau récapitulatif.

SUMMARY CHART / TABLEAU RÉCAPITULATIF

Category Catégorie	PROTECTED PROTÉGÉ			CLASSIFIED CLASSIFIÉ			NATO				COMSEC					
	A	B	C	Confidential Confidentiel	Secret	Top Secret Très Secret	NATO Restricted NATO Diffusion Restreinte	NATO Confidential NATO Confidentiel	NATO Secret	COSMIC Top Secret COSMIC Très Secret	Protected Protégé			Confidential Confidentiel	Secret	Top Secret Très Secret
											A	B	C			
Information / Assets Renseignements / Biens																
Production																
IT Media Support TI																
IT Link Lien électronique																

12. a) Is the description of the work contained within this SRCL PROTECTED and/or CLASSIFIED?

La description du travail visé par la présente LVERS est-elle de nature PROTÉGÉE et/ou CLASSIFIÉE?

☒ No
Non

☐ Yes
Oui

If Yes, classify this form by annotating the top and bottom in the area entitled "Security Classification".

Dans l'affirmative, classifiez le présent formulaire en indiquant le niveau de sécurité dans la case intitulée « Classification de sécurité ».

12. b) Will the document attached to this SRCL be PROTECTED and/or CLASSIFIED?

La documentation associée à la présente LVERS sera-t-elle PROTÉGÉE et/ou CLASSIFIÉE?

☒ No
Non

☐ Yes
Oui

If Yes, classify this form by annotating the top and bottom in the area entitled "Security Classification" and indicate with attachments (e.g. SECRET with Attachments).

Dans l'affirmative, classifiez le présent formulaire en indiquant le niveau de sécurité dans la case intitulée « Classification de sécurité » au haut et au bas du formulaire et indiquez qu'il y a des pièces jointes (p. ex. SECRET avec des pièces jointes).

Security Classification / Classification de sécurité

UNCLASSIFIED

13. Organization Project Authority / Comité de projet de l'organisme		Erin Shanide		Title - Titre Environmental Specialist		Signature	
Telephone no. - N° de téléphone (604) 666-0193		Facsimile - Télécopieur (604) 775-6645		E-mail address - Adresse courriel erin.shanide@pwgsc.gc.ca		Date 2012 Aug 22	
14. Organization Security Authority / Responsable de la sécurité de l'organisme		Carm Brown		Title - Titre SO		Signature	
Telephone no. - N° de téléphone (604) 775-6639		Facsimile - Télécopieur () -		E-mail address - Adresse courriel cameron.brown@pwgsc.gc.ca		Date Aug 22/2012	
15. Are there additional instructions (e.g. Security Guide, Security Classification Guide) attached? (p. ex. Guide de sécurité, Guide de classification de la sécurité) sont-elles jointes? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Nil							
16. Procurement Officer / Agent d'approvisionnement		Albert Yamamoto		Title - Titre Supply Specialist		Signature	
Telephone no. - N° de téléphone (604) 775-7519		Facsimile - Télécopieur (604) 775-7526		E-mail address - Adresse courriel albert.yamamoto@pwgsc.gc.ca		Date 2012-12-05	
17. Contracting Security Authority / Autorité contractante en matière de sécurité		Anna Kulyckaya		Title - Titre Contract Security Specialist		Signature	
Telephone no. - N° de téléphone (613) 952-1258		Facsimile - Télécopieur (613) 954-4171		E-mail address - Adresse courriel anna.kulyckaya@pwgsc.gc.ca		Date Dec 10/2012	

ANNEX G - G.1.1.1 Corporate Capacity Table

Specialization	A Name of Individual	B Years Experience	C Education	D Accreditation
1. Expert Environmental Scientist	1	1	1	1
2. Expert Environmental Engineer	1	1	1	1
3. Senior Program Coordinator	1	1	1	1
4. Senior Environmental Engineer / Scientist (General)	1 2 3	1 2 3	1 2 3	1 2 3
5. Intermediate Environmental Engineer / Scientist / Field Supervisor (General)	1 2 3 4	1 2 3 4	1 2 3 4	1 2 3 4
6. Junior Environmental Engineer / Scientist (General)	1 2 3 4	1 2 3 4		
7. Senior Scientist (Specialty: Sediment / Surface / Stormwater/ Groundwater Studies)	1 2	1 2	1 2	1 2
8. Intermediate Scientist (Specialty: Sediment/ Surface / Stormwater / Groundwater Studies)	1 2	1 2	1 2	1 2
9. Senior Scientist (Specialty: Geochemical, Contaminant Fate/ Transport)	1	1	1	1
10. Senior Scientist (Specialty: Recontamination & Source Control Studies)	1	1	1	1
11. Senior Scientist/ Engineer (Specialty: Hydrodynamic & Sediment Transport Modeling)	1	1	1	1
12. Senior Oceanographer / Hydrologist	1	1	1	1
13. Intermediate Oceanographer / Hydrologist	1	1	1	1
14. Senior Toxicologist / Risk Assessor	1	1	1	1
15. Intermediate Toxicologist / Risk Assessor	1	1	1	1
16. Senior Biologist	1	1	1	1
17. Intermediate Biologist	1	1	1	1
18. Senior Coastal Engineer	1	1	1	1
19. Senior Marine Geotechnical Engineer	1	1	1	1
20. Intermediate Marine Geotechnical Engineer	1	1	1	1
21. Senior Remedial Technologies Engineer	1 2	1 2	1 2	1 2
22. Intermediate Remedial Technologies Engineer	1 2	1 2	1 2	1 2
23. Senior Construction Engineer	1 2	1 2	1 2	1 2
24. Intermediate Construction Engineer	1 2	1 2	1 2	1 2
25. Senior CADD / GIS/ Data Manager	1	1		
26. Junior CADD/ GIS	1 2	1 2		
27. Senior Health and Safety Coordinator	1	1	1	1