

RETURN BIDS TO:
RETOURNER LES SOUMISSIONS À:

**Bid Receiving Public Works & Government
Services Canada/Réception des soumissions Travaux
publics et Services gouvernementaux Canada
1713 Bedford Row
Halifax, N.S./Halifax,(N.E.)
B3J 1T3
Halifax
Bid Fax: (902) 496-5016**

Request For a Standing Offer Demande d'offre à commandes

Regional Individual Standing Offer (RISO)

Offre à commandes individuelle régionale (OCIR)

Canada, as represented by the Minister of Public Works and Government Services Canada, hereby requests a Standing Offer on behalf of the Identified Users herein.

Le Canada, représenté par le ministre des Travaux Publics et Services Gouvernementaux Canada, autorise par la présente, une offre à commandes au nom des utilisateurs identifiés énumérés ci-après.

Comments - Commentaires

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

Issuing Office - Bureau de distribution

Real Property Contracting
1713 Bedford Row
P.O. Box 2247/C.P.2247
Halifax, N.S./Halifax, (N.E.)
B3J 3C9
Halifax

Title - Sujet RISO - MOBILE WELDING SERVICES	
Solicitation No. - N° de l'invitation W0102-12J425/A	Date 2012-05-11
Client Reference No. - N° de référence du client W0102-12-J425	GETS Ref. No. - N° de réf. de SEAG PW-\$PWA-123-4885
File No. - N° de dossier PWA-2-68001 (123)	CCC No./N° CCC - FMS No./N° VME
Solicitation Closes - L'invitation prend fin at - à 02:00 PM on - le 2012-05-29	Time Zone Fuseau horaire Atlantic Daylight Saving Time ADT
Delivery Required - Livraison exigée See Herein	
Address Enquiries to: - Adresser toutes questions à: Lockyer, Jeff	Buyer Id - Id de l'acheteur pwa123
Telephone No. - N° de téléphone (902)496-5636 ()	FAX No. - N° de FAX (902)496-5016
Destination - of Goods, Services, and Construction: Destination - des biens, services et construction: DEPARTMENT OF NATIONAL DEFENCE AS PER CALL UP Canada	
Security - Sécurité This request for a Standing Offer does not include provisions for security. Cette Demande d'offre à commandes ne comprend pas des dispositions en matière de sécurité.	

Instructions: See Herein

Instructions: Voir aux présentes

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

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PART 1 - GENERAL INFORMATION

1. Introduction

The Request for Standing Offers (RFSO) is divided into seven parts plus attachments and annexes, as follows:

Part 1 General Information: provides a general description of the requirement;

Part 2 Offeror Instructions: provides the instructions applicable to the clauses and conditions of the RFSO;

Part 3 Offer Preparation Instructions: provides offerors with instructions on how to prepare their offer to address the evaluation criteria specified;

Part 4 Evaluation Procedures and Basis of Selection: indicates how the evaluation will be conducted, the evaluation criteria which must be addressed in the offer, if applicable, and the basis of selection;

Part 5 Certifications: includes the certifications to be provided;

Part 6 6A, Standing Offer, and 6B, Resulting Contract Clauses:

6A, includes the Standing Offer containing the offer from the Offeror and the applicable clauses and conditions;

6B, includes the clauses and conditions which will apply to any contract resulting from a call-up made pursuant to the Standing Offer.

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

2. Summary

Public Works and Government Services Canada on behalf of Department of National Defence has a requirement for a Regional Individual Standing Offer to provide all labour, material, tools, equipment and supervision necessary to provide mobile welding service on an as and when requested basis at 14 Wing Greenwood, NS and satellite sites at Camp Aldershot, Kentville NS, Granville Range, Granville NS, and Middleton Armouries, NS.

The requirement is subject to the provisions of the Agreement on Internal Trade (AIT).

3. Debriefings

After issuance of a standing offer, offerors may request a debriefing on the results of the request for standing offers process. Offerors should make the request to the Standing Offer Authority within 15 working days of receipt of the results of the request for standing offers process. The debriefing may be in writing, by telephone or in person.

PART 2 - OFFEROR INSTRUCTIONS**1. Standard Instructions, Clauses and Conditions**

All instructions, clauses and conditions identified in the Request for Standing Offers (RFSO) by number, date and title are set out in the Standard Acquisition Clauses and Conditions (<http://ccua-sacc.tpsgc-pwgsc.gc.ca/pub/acho-eng.jsp>) Manual issued by Public Works and Government Services Canada.

Offerors who submit an offer agree to be bound by the instructions, clauses and conditions of the RFSO and accept the clauses and conditions of the Standing Offer and resulting contract(s).

The 2006 (2012-03-02) Standard Instructions - Request for Standing Offers - Goods or Services - Competitive Requirements, are incorporated by reference into and form part of the RFSO.

Subsection 5.4 of 2006, Standard Instructions - Request for Standing Offers
- Goods or Services - Competitive Requirements, is amended as follows:

Delete: sixty (60) days
Insert: ninety (90) days

1.1 Firm Price and/or Rates

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

2. Submission of Offers

Offers 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 Request for Standing Offers.

3. Enquiries - Request for Standing Offers

All enquiries must be submitted in writing to the Standing Offer Authority no later than five (5) calendar days before the Request for Standing Offers (RFSO) closing date. Enquiries received after that time may not be answered.

4. Applicable Laws

The Standing Offer and any contract resulting from the Standing Offer must be interpreted and governed, and the relations between the parties determined, by the laws in force in Nova Scotia.

Offerors may, at their discretion, substitute the applicable laws of a Canadian province or territory of their choice without affecting the validity of their offer, 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 offerors.

PART 3 - OFFER PREPARATION INSTRUCTIONS

1. Offer Preparation Instructions

Canada requests that offerors provide their offer in separately bound sections as follows:

Section I: Technical Offer (1 hard copy)

Section II: Financial Offer (1 hard copy)**Section III: Certifications (1 hard copy)**

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

Canada requests that offerors follow the format instructions described below in the preparation of their offer.

- (a) use 8.5 x 11 inch (216 mm x 279 mm) paper;
- (b) use a numbering system that corresponds to that of the Request for Standing Offers.

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, offerors are encouraged to:

- 1) use paper containing fibre certified as originating from a sustainably-managed forest and/or 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 Offer

In their technical offer, offerors should explain and demonstrate how they propose to meet the requirements and how they will carry out the Work.

Section II: Financial Offer

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

Payment by Credit Card

Canada requests that offerors complete one of the following:

- (a) ☐ Government of Canada Acquisition Cards (credit cards) will be accepted for payment of call-ups against the standing offer.

The following credit card(s) are accepted:

VISA _____

Master Card _____

- (b) ☐ Government of Canada Acquisition Cards (credit cards) will not be accepted for payment of call-ups against the standing offer.

The Offeror is not obligated to accept payment by credit card.

Acceptance of credit cards for payment of call-ups will not be considered as an evaluation criterion.

Section III: Certifications

Offerors must submit the certifications required under Part 5.

PART 4 - EVALUATION PROCEDURES AND BASIS OF SELECTION

1. Evaluation Procedures

Offers will be assessed in accordance with the entire requirement of the Request for Standing Offers including the technical and financial evaluation criteria.

1.1. Technical Evaluation

It is mandatory that bidders submit firm prices/rates for ALL items in the cost form, including no cost items.

1.2 Financial Evaluation

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

An offer must comply with the requirements of the Request for Standing Offers and meet all mandatory technical evaluation criteria to be declared responsive. The responsive offer with the lowest evaluated price will be recommended for issuance of a standing offer.

PART 5 - CERTIFICATIONS

Offerors must provide the required certifications to be issued a standing offer. Canada will declare an offer non-responsive if the required certifications are not completed and submitted as requested.

Compliance with the certifications offerors provide to Canada is subject to verification by Canada during the offer evaluation period (before issuance of a standing offer) and after issuance of a standing offer. The Standing Offer Authority will have the right to ask for additional information to verify offerors' compliance with the certifications before issuance of a standing offer. The offer will be declared non-responsive if any certification made by the Offeror is untrue, whether made knowingly or unknowingly. Failure to comply with the certifications or to comply with the request of the Standing Offer Authority for additional information will also render the offer non-responsive.

1. Certifications Precedent to Issuance of a Standing Offer

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

1.1 Federal Contractors Program - Certification

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 the issuance of a standing offer. If the Offeror, or, if the Offeror 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 issuance of a standing offer.

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 offers from ineligible contractors, including an offer from a joint venture that has a member who is an ineligible contractor, will be declared non-responsive.

2. If the Offeror 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 Offeror 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 Offeror, or, if the Offeror is a joint venture the member of the joint venture, certifies its status with the FCP, as follows:

The Offeror 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 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.

1.2 Former Public Servant Certification

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, offerors 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, in the context of the fee abatement formula, 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

Is the Offeror a FPS in receipt of a pension as defined above? YES ()
NO ()

If so, the Offeror must provide the following information:

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

Work Force Reduction Program

Is the Offeror a FPS who received a lump sum payment pursuant to the terms of a work force reduction program? YES () NO ()

If so, the Offeror 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.

Certification

By submitting an offer, the Offeror certifies that the information submitted by the Offeror in response to the above requirements is accurate and complete.

1.3 Workers Compensation

The Contractor must maintain its account in good standing with the applicable provincial or territorial Workers' Compensation Board for the duration of the Contract.

1.4 Certifications

Before issuance of the Standing Offer the Contractor must submit all welder identification with the Nova Scotia Department of Labour.

PART 6 - STANDING OFFER AND RESULTING CONTRACT CLAUSES

A. STANDING OFFER

1. Offer

- 1.1** The Offeror offers to fulfill the requirement in accordance with the Statement of Work at Annex "A".

2. Standard Clauses and Conditions

All clauses and conditions identified in the Standing Offer and resulting contract(s) by number, date and title are set out in the Standard Acquisition Clauses and Conditions (<http://ccua-sacc.tpsgc-pwgsc.gc.ca/pub/acho-eng.jsp>) Manual issued by Public Works and Government Services Canada.

2.1 General Conditions

2005 (2012-03-02) General Conditions - Standing Offers - Goods or Services, apply to and form part of the Standing Offer.

2.2 Standing Offers Reporting

The Offeror must compile and maintain records on its provision of goods, services or both to the federal government under contracts resulting from the Standing Offer. This data must include all purchases paid for by a Government of Canada Acquisition Card.

The Offeror must provide this data in accordance with the reporting requirements detailed in Annex "C". If some data is not available, the reason must be indicated. If no goods or services are provided during a given period, the Offeror must still provide a "NIL" report.

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

(If an alternate reporting period is required, delete the quarterly periods provided below and define the alternate reporting period.)

The quarterly reporting 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;
- 4th quarter: January 1 to March 31.

The data must be submitted to the Standing Offer Authority no later than 30 calendar days after the end of the reporting period.

3. Term of Standing Offer

3.1 Period of the Standing Offer

The period for making call-ups against the Standing Offer is from **June 1, 2012 up to and including May 31, 2013.**

3.2 Extension of Standing Offer

If the Standing Offer is authorized for use beyond the initial period, the Offeror offers to extend its offer **for an additional two, 12 month periods**, from under the same conditions and at the rates or prices specified in the Standing Offer, or at the rates or prices calculated in accordance with the formula specified in the Standing Offer.

The Offeror will be advised of the decision to authorize the use of the Standing Offer for an extended period by the Standing Offer Authority 30 days before the expiry date of the Standing Offer. A revision to the Standing Offer will be issued by the Standing Offer Authority.

4. Authorities

4.1 Standing Offer Authority

The Standing Offer Authority is:

Name: Jeff Lockyer

Title: Supply Officer

Public Works and Government Services Canada

Real Property Contracting

Address: 1713 Bedford Row, Halifax, NS B3J 3C9

Telephone: 902-496-5636

Facsimile: 902-496-5016

E-mail address: jeffrey.lockyer@pwgsc.gc.ca

The Standing Offer Authority is responsible for the establishment of the Standing Offer, its administration and its revision, if applicable. Upon the making of a call-up, as Contracting Authority, he is responsible for any contractual issues relating to individual call-ups made against the Standing Offer by any Identified User.

4.2 Project Authority - (To be determined at award)

The Project Authority for the Standing Offer is:

Name: _____

Title: _____

Organization: _____

Address: _____

Solicitation No. - N° de l'invitation

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Amd. No. - N° de la modif.

Buyer ID - Id de l'acheteur

pwa123

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

File No. - N° du dossier

CCC No./N° CCC - FMS No/ N° VME

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Telephone: ____ - ____ - ____

Facsimile: ____ - ____ - ____

E-mail address: _____

The Project Authority is the representative of the department or agency for whom the Work will be carried out pursuant to a call-up under the Standing Offer and is responsible for all the technical content of the Work under the resulting Contract.

4.3 Offeror's Representative

General Inquiries

Name: _____

Title: _____

Organization: _____

Address: _____

Telephone: ____ - ____ - ____

Facsimile: ____ - ____ - ____

E-mail address: _____

5. Identified Users

The Identified User authorized to make call-ups against the Standing Offer is: Department of National Defence.

6. Call-up Instrument

The Work will be authorized or confirmed by the Identified User(s) using form PWGSC-TPSGC 942, Call-up Against a Standing Offer.

7. Limitation of Call-ups

Individual call-ups against the Standing Offer must not exceed \$**46,000.00**(Goods and Services Tax or Harmonized Sales Tax included).

8. Financial Limitation - (To be determined at award)

The total cost to Canada resulting from call ups against the Standing Offer must not exceed the sum of \$_____ (Goods and Services Tax or Harmonized Sales Tax excluded) unless otherwise authorized in writing by the Standing Offer Authority. The Offeror must not perform any work or

services or supply any articles in response to call ups which would cause the total cost to Canada to exceed the said sum, unless an increase is so authorized.

The Offeror must notify the Standing Offer Authority as to the adequacy of this sum when 75 percent of this amount has been committed, or before the expiry date of the Standing Offer, whichever comes first. However, if at any time, the Offeror considers that the said sum may be exceeded, the Offeror must promptly notify the Standing Offer Authority.

9. 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 call up against the Standing Offer, including any annexes;
- b) the articles of the Standing Offer;
- c) the general conditions 2005 (2012-03-02), General Conditions - Standing Offers - Goods or Services
- d) the general conditions 2010C (2012-03-02), General Conditions - Services (Medium Complexity)
- e) Annex A, Statement of Work;
- f) Annex B, Basis of Payment;
- g) Annex C, Reporting Requirements Check List;
- h) Annex D, Insurance Requirements;
- i) the Offeror's offer _____ (insert date of offer).

10. Certifications

10.1 Compliance

Compliance with the certifications provided by the Offeror is a condition of authorization of the Standing Offer and subject to verification by Canada during the term of the Standing Offer and of any resulting contract that would continue beyond the period of the Standing Offer. In the event that the Offeror does not comply with any certification or it is determined that any certification made by the Offeror in its offer is untrue, whether made knowingly or unknowingly, Canada has the right to terminate any resulting contract for default and set aside the Standing Offer.

10.2 Estimates

Where an estimate of the cost of performing specific work is required, the Identified User will provide the Offeror with a statement of the work required and the Offeror must provide the Identified User with an estimate of the cost of performing the specified work in accordance with

the pricing provision of the Standing Offer. The Offeror must not undertake any of the specified work unless and until a call-up is issued by the Identified User. The estimated cost stated in the call-up must not be exceeded without the specific written authorization of the Identified User.

11. Applicable Laws

The Standing Offer and any contract resulting from the Standing Offer must be interpreted and governed, and the relations between the parties determined, by the laws in force in Nova Scotia.

B. RESULTING CONTRACT CLAUSES

The following clauses and conditions apply to and form part of any contract resulting from a call-up against the Standing Offer.

1. Statement of Work

The Contractor must perform the Work described in the call-up against the Standing Offer.

2. Standard Clauses and Conditions

2.1 General Conditions

2010C (2012-03-02), General Conditions - Services (Medium Complexity) apply to and form part of the Contract.

Section 13 Interest on Overdue Accounts, of 2010C (2012-03-02), General Conditions - Services (Medium Complexity) will not apply to payments made by credit cards at point of sale.

2.2 Canadian Forces Site Regulations

The Contractor must comply with all standing orders or other regulations, instructions and directives in force on the site where the Work is performed.

3. Term of Contract

3.1 Period of the Contract

The Work must be completed in accordance with the call-up against the Standing Offer.

4. Payment

4.1 Basis of Payment

In consideration of the Contractor satisfactorily completing all of its obligations under the Contract, the Contractor will be paid firm prices, as specified in Annex B for a cost of \$ _____ (determined at time of call-up). Customs duties are excluded and Goods and Services Tax or Harmonized Sales Tax is extra, if applicable.

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

4.2 Limitation of Expenditure

1. Canada's total liability to the Contractor under the Contract must not exceed \$ _____. Customs duties are excluded and Goods and Services Tax or Harmonized Sales Tax is extra, if applicable.

2. No increase in the total liability of Canada or in the price of the Work resulting from any design changes, modifications or interpretations of the Work, will be authorized or paid to the Contractor unless these design changes, modifications or interpretations have been approved, in writing, by the Contracting Authority before their incorporation into the Work. The Contractor must not perform any work or provide any service that would result in Canada's total liability being exceeded before obtaining the written approval of the Contracting Authority. The Contractor must notify the Contracting Authority in writing as to the adequacy of this sum:

- (a) when it is 75 percent committed, or
- (b) four (4) months before the contract expiry date, or
- (c) as soon as the Contractor considers that the contract funds provided are inadequate for the completion of the Work,

whichever comes first.

3. If the notification is for inadequate contract funds, the Contractor must provide to the Contracting Authority a written estimate for the additional funds required. Provision of such information by the Contractor does not increase Canada's liability.

4.3 Single Payment

Canada will pay the Contractor upon completion and delivery of the Work 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 delivered has been accepted by Canada.

4.4 Payment by Credit Card

The following credit cards are accepted: _____ and _____.

5. Invoicing Instructions

1. The Contractor must submit invoices in accordance with the section entitled "Invoice Submission" of the general conditions along with the maintenance report described in the Statement of Work of the Contract.

Invoices cannot be submitted until all work identified in the invoice has been completed and that all maintenance service call reports related to the Work identified in the invoice have been received by the Project Authority.

2. The Contractor must distribute the invoices and reports as follows:

(a) The original and two (2) copies of the invoices and maintenance reports must be forwarded to the address shown on page 1 of the Contract for certification and payment.

6. Discretionary Audit

1. The following are subject to government audit before or after payment is made:

- (a) The amount claimed under the Contract, as computed in accordance with the Basis of Payment, including time charged.
- (b) The accuracy of the Contractor's time recording system.
- (c) The estimated amount of profit in any firm-priced element, firm time rate, firm overhead rate, or firm salary multiplier, for which the Contractor has provided the appropriate certification. The purpose of the audit is to determine whether the actual profit earned on a single contract if only one exists, or the aggregate of actual profit earned by the Contractor on a series of negotiated contracts containing one or more of the prices, time rates or multipliers mentioned above, during a particular period selected, is reasonable and justifiable based on the estimated amount of profit included in earlier price or rate certification(s).

- (d) Any firm-priced element, firm time rate, firm overhead rate, or firm salary multiplier for which the Contractor has provided a "most favoured customer" certification. The purpose of such audit is to determine whether the Contractor has charged anyone else, including the Contractor's most favoured customer, lower prices, rates or multipliers, for like quality and quantity of goods or services.

2. Any payments made pending completion of the audit must be regarded as interim payments only and must be adjusted to the extent necessary to reflect the results of the said audit. If there has been any overpayment, the Contractor must repay Canada the amount found to be in excess.

7. 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.

Solicitation No. - N° de l'invitation

W0102-12J425/A

Amd. No. - N° de la modif.

File No. - N° du dossier

PWA-2-68001

Buyer ID - Id de l'acheteur

pwa123

CCC No./N° CCC - FMS No/ N° VME

W0102-12-J425

ANNEX "A"

STATEMENT OF WORK

See document titled "Specification - Mobile Welding Repairs, 14 Wing Greenwood, Greenwood, NS" (Attached Herein)

ANNEX B**BASIS OF PAYMENT****PRICING:****YEAR ONE****Pricing to cover the period from June 01, 2012 to May 31, 2013****Table 1**

Item Description	Unit Price	Estimated Quantity	Extended Price
A. Rates per hour			
During Regular Working Hours			
1. Journeyman welder	\$_____/hour	900 hours	\$
2. Apprentice welder	\$_____/hour	400 hours	\$
3. Labourer	\$_____/hour	400 hours	\$
B. Other than Regular Working Hours including weekends and Holiday Work			
4. Journeyman welder	\$_____/hour	75 hours	\$
5. Apprentice welder	\$_____/hour	125 hours	\$
6. Labourer	\$_____/hour	125 hours	\$
C. Materials			
Materials and shop stock, net cost plus a markup of 10%.			
Total Extended price (1+2+3+4+5+6)			\$
(For Evaluation Only)			

OPTION YEAR ONE**Pricing for the period from June 01, 2013 to May 31, 2014****Table 2**

Item Description	Unit Price	Estimated Quantity	Extended Price
A. Rates per hour			
During Regular Working Hours			
1. Journeyman welder	\$____/hour	900 hours	\$
2. Apprentice welder	\$____/hour	400 hours	\$
3. Labourer	\$____/hour	400 hours	\$
B. Other than Regular Working Hours including weekends and Holiday Work			
4. Journeyman welder	\$____/hour	75 hours	\$
5. Apprentice welder	\$____/hour	125 hours	\$
6. Labourer	\$____/hour	125 hours	\$
C. Materials			
Materials and shop stock, net cost plus a markup of 10%.			
Total Extended price (1+2+3+4+5+6) (For Evaluation Only)			\$

OPTION YEAR TWO**Pricing for the period from June 01, 2014 to May 31, 2015****Table 3**

Item Description	Unit Price	Estimated Quantity	Extended Price
A. Rates per hour			
During Regular Working Hours			
1. Journeyman welder	\$____/hour	900 hours	\$
2. Apprentice welder	\$____/hour	400 hours	\$
3. Labourer	\$____/hour	400 hours	\$
B. Other than Regular Working Hours including weekends and Holiday Work			
4. Journeyman welder	\$____/hour	75 hours	\$
5. Apprentice welder	\$____/hour	125 hours	\$
6. Labourer	\$____/hour	125 hours	\$
C. Materials			
Materials and shop stock, net cost plus a markup of 10%.			
Total Extended price (1+2+3+4+5+6) (For Evaluation Only)			\$

For evaluation purposes a total of unit price tables 1+2+3 will form your pricing as follows:

Tables 1+2+3 and totaled numbers only

ANNEX "C"

REPORTING REQUIREMENTS

Periodic Usage Report Form

As a requirement of this Request for Standing Offer, a report shall be submitted as follows: (***)The final report is to provide a list showing items requisitioned that represent approximately the total value of call-ups.***). **The Offeror understands that it is there responsibility to implement a system for tracking call-ups against this standing offer in order to provide usage reports and ensure that the financial limitation is not exceeded. Failure to comply may result in the setting aside of the Standing offer.**

Return to:

Public Works and Government Services Canada
Acquisitions
Real Property Contracting (NS)
1713 Bedford Row / PO Box 2247
Halifax, Nova Scotia B3J 3C9
ATTN: Jeff Lockyer
jeffrey.lockyer@pwgsc.gc.ca

Standing Offer Description:		Standing Offer Number:			Start Date of SO (DD/MM/YYYY)		End Date of SO (DD/MM/YYYY)	
Total Value to Date \$		Total Value for Reporting Period \$			Start Reporting Period (DD/MM/YYYY)		End Reporting Period (DD/MM/YYYY)	
Department requesting	Order Number on call-up	Item Description		Item Quantity	Unit of Measure (each, litre, etc.)	Date of Order of call-up	Date of Delivery Start/ completion	Value of Order (not including HST/GST)

ANNEX "D"

INSURANCE REQUIREMENTS

Commercial General Liability Insurance

1. The Contractor must obtain Commercial General Liability Insurance, and maintain it in force throughout the duration of the Contract, in an amount usual for a contract of this nature, but for not less than \$2,000,000 per accident or occurrence and in the annual aggregate.
2. The Commercial General Liability policy must include the following:
 - (a) Additional Insured: Canada is added as an additional insured, but only with respect to liability arising out of the Contractor's performance of the Contract. The interest of Canada should read as follows: Canada, as represented by Public Works and Government Services Canada.
 - (b) Bodily Injury and Property Damage to third parties arising out of the operations of the Contractor.
 - (c) Products and Completed Operations: Coverage for bodily injury or property damage arising out of goods or products manufactured, sold, handled, or distributed by the Contractor and/or arising out of operations that have been completed by the Contractor.
 - (d) Personal Injury: While not limited to, the coverage must include Violation of Privacy, Libel and Slander, False Arrest, Detention or Imprisonment and Defamation of Character.
 - (e) Cross Liability/Separation of Insureds: Without increasing the limit of liability, the policy must protect all insured parties to the full extent of coverage provided. Further, the policy must apply to each Insured in the same manner and to the same extent as if a separate policy had been issued to each.
 - (f) Blanket Contractual Liability: The policy must, on a blanket basis or by specific reference to the Contract, extend to assumed liabilities with respect to contractual provisions.
 - (g) Employees and, if applicable, Volunteers must be included as

Additional Insured.

- (h) Employers' Liability (or confirmation that all employees are covered by Worker's compensation (WSIB) or similar program)
- (i) Broad Form Property Damage including Completed Operations: Expands the Property Damage coverage to include certain losses that would otherwise be excluded by the standard care, custody or control exclusion found in a standard policy.
- (j) Notice of Cancellation: The Insurer will endeavour to provide the Contracting Authority thirty (30) days written notice of policy cancellation.
- (k) If the policy is written on a claims-made basis, coverage must be in place for a period of at least 12 months after the completion or termination of the Contract.
- (l) Owners' or Contractors' Protective Liability: Covers the damages that the Contractor becomes legally obligated to pay arising out of the operations of a subcontractor.
- (m) Non-Owned Automobile Liability - Coverage for suits against the Contractor resulting from the use of hired or non-owned vehicles.
- (n) Advertising Injury: While not limited to, the endorsement must include coverage piracy or misappropriation of ideas, or infringement of copyright, trademark, title or slogan.
- (o) All Risks Tenants Legal Liability - to protect the Contractor for liabilities arising out of its occupancy of leased premises.
- (p) Amendment to the Watercraft Exclusion to extend to incidental repair operations on board watercraft.
- (q) Sudden and Accidental Pollution Liability (minimum 120 hours): To protect the Contractor for liabilities arising from damages caused by accidental pollution incidents.
- (r) Litigation Rights: Pursuant to subsection 5(d) of the Department of Justice Act, S.C. 1993, c. J-2, s.1, if a suit

is instituted for or against Canada which the Insurer would, but for this clause, have the right to pursue or defend on behalf of Canada as an Additional Named Insured under the insurance policy, the Insurer must promptly contact the Attorney General of Canada to agree on the legal strategies by sending a letter, by registered mail or by courier, with an acknowledgement of receipt.

For the province of Quebec, send to:

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

For other provinces and territories, send to:

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

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

Automobile Liability Insurance

1. The Contractor must obtain Automobile Liability Insurance, and maintain it in force throughout the duration of the Contract, in an amount usual for a contract of this nature, but for not less than \$2,000,000 per accident or occurrence.
2. The policy must include the following:
 - (a) Third Party Liability - \$2,000,000 Minimum Limit per Accident or Occurrence

- (b) Accident Benefits - all jurisdictional statutes
- (c) Uninsured Motorist Protection
- (d) Notice of Cancellation: The Insurer will endeavour to provide the Contracting Authority thirty (30) days written notice of cancellation.
- (e) OPCF/SEF/QEF #3 - Drive Government Automobiles Endorsement

DEPARTMENT OF NATIONAL DEFENCE



SPECIFICATION

MOBILE WELDING REPAIRS

14 WING GREENWOOD,

GREENWOOD, NS

PROJECT MANAGER:
Mr. J McMaster
Tel: 902-765-1494 Ext 1531

JOB NO. L-G111-9900/1006
J # 425

2012-02-23

<u>Section</u>	<u>Title</u>	<u>Pages</u>
	<u>Division 01 - General Requirements</u>	
01001	Summary of Work	1
01005	General Instructions	4
01500	Temporary Facilities	2
01545	Safety Requirements	3
01546	Fire Safety Requirements	4
01547	Hazardous Material	3
01560	Environmental Protection	3
01600	Material and Equipment	3
01710	Cleaning	2
	<u>Division 05 - Metals</u>	
05450	Welding	3

- 1 Site Visit .1 Before submitting a Tender, the Contractor may visit the site and acquaint himself with all ascertainable conditions that may affect his work.
- .2 Consult with Engineer or his representative regarding services available, material accommodations the Contractor may require, access to the site and obtain any and all information that may affect the Contractor's Tender.
- 2 Location of Site .1 14 Wing Greenwood is located 150 km west of Halifax and 4 km south of Highway 101 near Kingston, Kings County, NS.
- 3 Description of Work .1 Work under this SOA comprises the provision of all labour, material and equipment required to complete the work in accordance with the specifications and drawings for this project.
- .2 Specified work is to be carried out at the following locations:
- .1 14 Wing Greenwood, Greenwood NS.
 - .2 Camp aldershot, Kentville NS.
 - .3 Granville Range, Granville NS.
 - .4 Middleton Armouries, Middleton NS.
- .3 Work of this SOA is located in an area where normal working hours are:
- .1 0730 to 1600 hours, Monday to Friday inclusive.
- .4 In general terms, the work includes the following:
- .1 The furnishing of all labour, materials equipment and transportation required to carry out miscellaneous welding services for minor construction and maintenance fabrications or repairs to buildings, building equipment and systems at 14 Wing Greenwood as and when requested.
 - .2 Clean-up.

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| <u>1 References</u> | <ul style="list-style-type: none">.1 National Building Code of Canada (NBC) 1995 including all amendments up to tender closing date..2 National Fire Code of Canada (NFC) 1995 including all amendments up to tender closing date. |
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 | |
| <u>2 Codes and Standards</u> | <ul style="list-style-type: none">.1 Workmanship to be of a uniformly high quality and in strict accordance with the best trade practice as interpreted by the Engineer..2 Perform work in accordance with the National Building Code (NBC) and National Fire Code (NFC) and/or any other code of provincial or local application provided that in any case of conflict or discrepancy, the more stringent requirements will govern..3 Meet or exceed requirements of:<ul style="list-style-type: none">.1 SOA documents..2 Specified standards, codes and referenced documents..4 References made to Domestic, National and International Standards in this specification are to be considered and integral part thereof and to be read in conjunction with these specifications..5 Mediocre or inferior workmanship to be replaced by work of first class quality without cost to DND when so ordered by the Engineer or his representative..6 In event of conflict between standards, the most stringent shall apply. |
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| <u>3 Contractor Qualifications</u> | <ul style="list-style-type: none">.1 The Contractor shall satisfy the Engineer that he has adequate and qualified staff to perform the service expected. This includes processing all service calls within an acceptable time and having adequate parts on hand to meet requirements of the job, both during silent and normal working hours..2 The Contractor shall provide evidence that the firm is duly registered to carry out work of this type and may be required to provide evidence of past services and contracts of this nature. |
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| <u>3 Contractor Qualifications (Cont'd)</u> | <p>.3 Present proof of the following:</p> <ul style="list-style-type: none">.1 Company registration with CWB to 47.1..2 Welder identification with NS Department of Labour. <p>.4 The Contractor shall be prepared to work from formally prepared specifications and drawings when these documents are available.</p> <p>.5 The Contractor's service representative shall be cable of working from verbal direction and free hand sketches when on smaller projects and quick response work.</p> |
| <u>4 Documents Required</u> | <p>.1 Maintain at job site, one copy each of following:</p> <ul style="list-style-type: none">.1 SOA drawings..2 Specifications..3 Addenda..4 Reviewed shop drawings..5 Change orders..6 Other modifications to SOA..7 Copy of approved work schedule..8 Manufacturers' installation and application instructions..9 Standards listed in Part 1 of Specification Sections under Reference Standards. |
| <u>5 Work Schedule</u> | <p>.1 Prior to work commencement, the Contractor to arrange for an on-site meeting with the Engineer immediately following SOA award to program starting dates, work schedules and to receive briefing on contract procedures.</p> <p>.2 When schedule has been approved by the Engineer take necessary measures to complete work within scheduled time.</p> <p>.3 Do not change schedule without Engineer's approval.</p> <p>.4 The Engineer shall issue a Requisition under this Standing Offer providing a statement of work or service required (DSS 942).</p> |
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| <u>6 Service Calls</u> | <ul style="list-style-type: none">.1 Perform service calls when requested by the Engineer..2 Perform work to equipment manufacturer's specifications..3 Obtain Engineer's written authorization for any work being performed which requires design modifications to equipment and/or systems..4 Defective parts shall be the property of the Contractor unless otherwise directed..5 Provide estimate of repair when requested by the Engineer prior to performing work. Estimates are to include a breakdown of all labour and parts..6 Advise Engineer immediately following contract award of the phone number at which the Contractor or his representative may be reached at any time..7 Carry out the work with minimum delay..8 The Contractor shall arrange for 24 hour emergency call-out service during the period covered by the SOA..9 The Contractor shall not refuse any call from the Engineer or his authorized representative and shall commence urgent service within 2 hours of notification. |
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| <u>7 Briefing Requirements</u> | <ul style="list-style-type: none">.1 Receive briefing from Wing Fire Chief regarding Wing fire safety regulations and restrictions..2 Briefing to be arranged by Engineer. |
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 | |
| <u>8 Contractor's Use of Site</u> | <ul style="list-style-type: none">.1 Contractor shall be briefed by the Engineer on use of site..2 Do not unreasonably encumber site with material or equipment..3 Arrange work in a manner that will cause the least inconvenience to building occupants..4 Internal combustion engines shall be equipped with radio interference suppressors. |
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- 9 Project Meetings .1 A pre-job meeting will be scheduled by the Engineer at the work site prior to commencement of the contract.
- .2 Hold regular meetings at times and locations arranged by the Engineer.
- 10 Hours of Work .1 Comply with hours of work at 14 Wing Greenwood.
- 11 Setting Out of Work .1 Assume full responsibility for and execute work with least inconvenience to Base operations.
- 12 Building Smoking Environment .1 Comply with smoking regulations and restrictions.

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| <u>1 Access</u> | .1 | Provide and maintain adequate access to project site. |
| <u>2 Storage Sheds</u> | .1 | Provide adequate weathertight sheds with raised floors, for storage of materials, tools and equipment which are subject to damage by weather when deemed necessary by the Engineer. |
| | .2 | Locate storage sheds where directed by Engineer. |
| <u>3 Parking</u> | .1 | Parking space will be made available on site. Maintain and administer this space as directed |
| <u>4 Power and Water Supply</u> | .1 | DND can provide, free of charge, temporary electric power and water for construction purposes in some locations. Contractor to arrange for and provide sources for power and water where existing facilities do not permit. |
| | .2 | Engineer will determine delivery points and quantitative limits. Engineer's written permission is required before any connection is made. Connect to existing power supply in accordance with Canadian Electrical Code. |
| | .3 | Provide, at no cost to DND, all equipment and temporary lines to bring these services to project site. |
| | .4 | Supply of temporary services by DND is subject to DND requirements and may be discontinued by DND site representative at any time without notice, without acceptance of any liability for damage or delay caused by such withdrawal of temporary services. |
| <u>5 Sanitary Facilities</u> | .1 | DND is under no obligation to provide sanitary facilities for contractor's work-force. |
| <u>6 Protection</u> | .1 | Use warning signs and barriers. Maintain in good order until completion of work. |
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| 6 | <u>Protection
(Cont'd)</u> | .2 | At end of each day's work provide protection for completed work and materials out of storage. |
| 7 | <u>Site Signs and
Notices</u> | .1 | Safety and Instruction Signs and Notices:
.1 Signs and notices for safety and instruction shall be in both official languages Graphic symbols shall conform to Z321-96. |
| | | .2 | Maintenance and Disposal of Site Signs:
.1 Maintain approved signs and notices in good condition for duration of project, and dispose of off site on completion of project or earlier if directed by Engineer. |
| | | .3 | Provide signs when directed by Engineer. |
| 8 | <u>Removal of
Temporary
Facilities</u> | .1 | Remove temporary facilities from site when directed by Engineer. |

1 Construction
Safety Measures

- .1 Observe construction safety measures required by Canadian Labour Code, Provincial Government Regulations, Workers' Compensation Board and municipal statutes and authorities.
- .2 In event of conflict or discrepancy between any provisions of above authorities, Engineer will approve direction as to which requirements shall govern.
- .3 The Contractor to comply with all standing orders or other regulations in force on the site where work is to performed.
- .4 Contractor created hazards to be marked with warning signs and barriers.
- .5 All protective devices, barriers, boarding and the like to be maintained in good order until completion of the work under this contract, or until removal is ordered by the Engineer.
- .6 Supply and erect signs and warning devices as specified in Part D, Signs and Devices of manual titled Uniform Traffic Control Guide of Canada distributed by Roads and Transportation Association of Canada.
- .7 Place signs and other devices in locations as recommended by said manual and/or where directed by Engineer.
- .8 Meet with Engineer prior to commencement of Work to prepare list of signs and other devices required to perform Work.
- .9 Continually maintain traffic control devices in use by:
 - .1 Checking signs daily for legibility, damage, suitability and location installed. Clean, repair or replace to ensure clarity and reflectance are maintained.
 - .2 Remove or cover signs which do not apply to conditions existing from day to day.

2. Protection

- .1 Prevent damage to buildings, landscaping, curbs, sidewalks, trees, fences and adjacent property.
 - .2 Work areas to be cleaned up daily.
 - .3 Removed materials to be disposed of daily.
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<u>2. Protection</u> (Cont'd)	.4	Comply with requirements of Acts, Regulations
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and By-laws in force for regulation of traffic or use of any roadway upon or over which it is necessary to carry out work or haul materials or equipment.

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| | .5 | When working on a travelled way: |
| | .1 | Place equipment in such a position as to prevent a minimum of interference and hazard to travelling public. |
| | .2 | Keep equipment units as close together as working conditions permit and preferably on same side of travelled way.as possible |
| | .3 | Do not leave equipment on travelled way overnight. |
| | .4 | Contractor is responsible for the security of Equipment and is at no times to leave the vehicle while the equipment is operating or engine running. |
| | .6 | Do not close any lanes of traffic without approval of Engineer. Prior to re-routing traffic erect suitable signs and devices to Engineer's approval. |
| | .7 | Provide means of temporary detours around construction work in a manner authorized and approved by Engineer. Surfaces to be maintained to ensure a smooth riding surface. |

<u>3 Overloading</u>	.1	Ensure no part of Work is subjected to loading that will endanger its safety or will cause permanent deformation.
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<u>4 Falsework</u>	.1	Design and construct falsework in accordance with CSA S269.1-1975.
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<u>5 Scaffolding</u>	.1	Design and construct scaffolding in accordance with CSA S269.2-M87.
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<u>6 Confined Spaces</u>	.1	Definitions:
	.1	CE: Construction Engineering.
	.2	SOP: Standard Operating Procedure.

- 6 Confined Spaces .2 Follow CE SOP 04 for safe entering and
 (Cont'd) working in Hazardous Confined Spaces.
- .3 Engineer to provide Contractor with a copy of
 SOP 04 and to brief Contractor on its use.
 Prior to working in a location the Contractor
 to confirm with Engineer and building
 occupants if the work location contains any
 Base identified hazardous confined spaces.

PART 1 - GENERAL

- 1.1 Fire Department Briefing .1 Engineer will coordinate arrangements for the contractor to be briefed on Fire Safety at their pre-work conference by Fire Chief before any work is commenced.
- 1.2 Reporting Fires .1 Know the location of nearest fire alarm box and telephone, including the emergency phone number.
- .2 Report immediately all fire incidents to the Fire Department as follows:
- .1 activate nearest fire alarm box; or
- .2 telephone.
- .3 Person activating fire alarm box will remain at the box to direct Fire Department to scene of fire.
- .4 When reporting a fire by telephone, give location of fire, name or number of building and be prepared to verify the location.
- 1.3 Fire Extinguishers .1 Supply fire extinguishers, as scaled by Fire Chief, necessary to protect, the work in progress and the contractors physical plant on site.
- 1.4 Blockage of Roadways .1 Advise Fire Chief of any work that would impede fire apparatus response. This includes violation of minimum overhead clearance, as prescribed by fire chief, erecting of barricades and the digging of trenches.
- 1.5 Smoking Precautions .1 Observe at all times smoking regulations.
- 1.6 Rubbish and Waste Materials .1 Rubbish and waste materials are to be kept to a minimum.
- .2 The burning of rubbish is prohibited.
-

1.6 Rubbish and
Waste Materials
(Cont'd)

- .3 Removal:
 - .1 Remove all rubbish from the work site at the end of the work day or shift or as directed.
- .4 Storage:
 - .1 Store oily waste in approved receptacles to ensure maximum cleanliness and safety.
 - .2 Deposit greasy or oily rags and materials subject to spontaneous combustion in an approved receptacles and remove as required in 1.6.3.1.

1.7 Flammable and
Combustible Liquids

- .1 The handling, storage and use of flammable and combustible liquids are to be governed by the current National Fire Code of Canada.
- .2 Flammable and combustible liquids such as gasoline, kerosene and naphtha will be kept for ready use in quantities not exceeding 45 litres provided they are stored in approved safety cans bearing the Underwriter's Laboratory of Canada or Factory Mutual seal of approval. Storage of quantities of flammable and combustible liquids exceeding 45 litres for work purposes, requires the permission of the Fire Chief.
- .3 Transfer of flammable and combustible liquids is prohibited within buildings or jetties.
- .4 Transfer of flammable and combustible liquids will not be carried out in the vicinity of open flames or any type of heat-producing devices.
- .5 Flammable liquids having a flash point below 38°C such as naphtha or gasoline will not be used as solvents or cleaning agents.
- .6 Flammable and combustible waste liquids, for disposal, will be stored in approved containers located in a safe ventilated area. Quantities are to be kept to a minimum and the Fire Department is to be notified when disposal is required.

1.8 Hazardous Substances

- .1 If the work entails the use of any toxic or hazardous materials, chemicals and/or explosives, or otherwise creates a hazard to life, safety or health, work shall be in accordance with the National Fire Code of Canada.
- .2 The Fire Chief is to be advised, and a "Hot Work" permit issued in all cases involving welding, burning or the use of blow torches and salamanders, in buildings or facilities. Special precautions are necessary to safeguard life and property from damage by fire or explosives.
- .3 Wherever work is being carried out in dangerous or hazardous areas involving the use of heat, fire watchers, equipped with sufficient fire extinguishers shall be provided. The determination of dangerous or hazardous areas along with the level of precaution areas for Fire Watch shall be at the discretion of the Fire Chief. Contractors are responsible for providing fire watch service for their work on a scale established and in conjunction with the Fire Chief at the pre-work conference.
- .4 Where flammable liquids, such as lacquers or urethanes are to be used, proper ventilation shall be assured and all sources of ignition are to be eliminated. The Fire Chief is to be informed prior to and at the cessation of such work.

1.9 Questions and/or Clarification

- .1 Direct any questions or clarification on Fire Safety in addition to above requirements to Fire Chief.

1.10 Fire Inspection

- .1 Site inspections by Fire Chief will be coordinated through Engineer.
 - .2 Allow Fire Chief unrestricted access to the work site.
 - .3 Co-operate with the Fire Chief during routine fire safety inspection of the work site.
 - .4 Immediately remedy all unsafe fire situations observed by the Fire Chief.
-

- 1 General
- .1 Contractors and their personnel to read and be familiar with this section and its requirements.
 - .2 Contractor to post, in a noticeable location on job site, the following names and emergency telephone numbers:
 - .1 14 Wing Greenwood:
 - .1 Wing Fire Chief (WFC) - Local 5473.
 - .2 Engineer - Local 1531.
 - .3 911.
 - .3 Work with hazardous materials to be done by workers who are thoroughly educated to the risks and handling procedures involved with the material and are trained in safe work practices.
 - .4 Encounters with material suspected of being hazardous and not previously identified are to be reported to Engineer immediately, and work in this area of project halted until direction is received from Engineer.
 - .5 Contractors are to comply with regulations and procedures or Federal, Provincial and local area environmental protection agency when dealing with hazardous materials.
 - .6 Inquiries regarding Hazardous Materials can be directed to Engineer.
- 2 Reference Standards
- .1 NFC-2010 - National Fire Code of Canada 2010.
 - .2 CLC-Part IV - Canada Labour Code.
 - .3 WHMIS - Work place Hazardous Materials Information System (Federal Legislated Bill C-70).
 - .4 Hazardous Products Act.
 - .5 Hazardous Materials Information Review Act.
 - .6 Occupational Health and Safety Regulations.
 - .7 Regulations and standards currently in force for products not covered under WHMIS legislation, designed for the regulation of specific categories of products such as but not limited to:
 - .1 Explosives Act.
 - .2 Atomic Energy Control Act.
-

2 Reference Standards (Cont'd) .7 (Cont'd)
.3 Pest Control Products Act.

3 Documentation .1 Where Contractor supplied materials or chemicals are of a hazardous nature, provide Engineer with two copies of Material Safety Data Sheet (MSDS) for each hazardous product.
.1 Hazardous products that do not have a Material Safety Data Sheet are not permitted on DND property.
.2 Information (MSDS) on known or suspected hazardous materials on site can be obtained through Engineer from the Hazardous Materials Coordinator.

4 Signs and Notices .1 Contractor to make available a copy of the Material Safety Data Sheet for each product on site, for the information of site workers and visitors to the site.
.1 Site workers to familiarize themselves with the Material Safety Data Sheet for each product.
.2 Signs and/or notices for safety and instruction to be in both official languages, or commonly understood WHMIS symbols, and to be posted in prominent locations around area of work.

5 Worker Safety .1 Workers involved with hazardous materials on job site to be equipped with all necessary personal protective equipment (PPE) required by Labour Canada and/or Provincial Labour Department.

6 Indemnity .1 Contractor accepts liability and indemnifies the Department of National Defence and its employees in the event of injury or damage resulting from the use of or exposure to hazardous materials.

- 7 Compliance .1 In event of conflict between the requirements referred to throughout this section and in paragraph 2 - Reference Standards, the more stringent requirement to govern.
- 8 Delivery and Storage .1 In addition to requirements of Section 01005 - General Instructions, deliver and store hazardous materials to the following:
.1 Incompatible substances and chemicals to be kept segregated at all times.
.2 Contractor can obtain clarification and identification of subject substances and chemicals through Engineer from Base Hazardous Materials Coordinator.
- 9 Spills and Leaks .1 Notify Wing Fire Department and Engineer at 14 Wing CFB Greenwood immediately in the event of a spill or leak. Wing Fire Chief will coordinate and direct clean-up.
.2 Prevent injury to personnel until responsible authorities arrive and implement procedures necessary to contain and secure spill area.
.3 Spills and leaks resulting from Contractor neglect or mishandling to be cleaned up at Contractor's expense.
- 10 Clean-up .1 Additional requirements to Section 01710 - Cleaning are listed below:
.1 All hazardous material waste to be stored in containers as recommended by manufacturer of hazardous material and removed from site at end of each work day.
.2 Disposal of waste material to be in accordance with the Department of the Environment regulations and to be off DND property at approved dump sites for materials to be disposed off.

- 1 Fires .1 Fires and burning of rubbish on site not permitted.
- 2 Disposal of Wastes .1 Do not bury rubbish and waste materials on site.
- .2 Do not dispose of waste or volatile materials, such as mineral spirits, oil or paint thinner into waterways, storm or sanitary sewers.
- .3 Disposal of wastes to be at approved dump sites for intended materials.
- 3 Pollution Control .1 Maintain temporary erosion and pollution control features installed under this contract.
- .2 Control emissions from equipment and plant to local authorities emission requirements.
- .3 Prevent sandblasting and other extraneous materials from contaminating air beyond application area, by providing temporary enclosures when directed by Engineer.
- .4 Cover or wet down dry materials and rubbish to prevent blowing dust.
- .5 Remove rubbish from site daily to prevent blowing debris.
- .6 Provide dust control for temporary and permanent access and haul routes, located near airfield, within base, or near residential areas.
- .7 Prevent silt from entering watercourses and/or drainage structures. Provide silt screens when directed by Engineer.
- .8 Provide silt and erosion control devices in accordance with Nova Scotia Department of Environments "Handbook for Construction Sites" and as directed in the Environmental screening for this project.
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4. Equipment &
Fueling

- .1 All Equipment to be used on site to be inspected by Engineer to ascertain condition of equipment in regards to petroleum product leakage. Equipment not in good repair to be refused on site until leaks have been repaired to the satisfaction of Engineer.
- .2 Refueling of equipment to be performed in a location approved by Engineer, and to be a minimum of 30 metres from a watercourse or storm drainage inlet such as a catch basin grating.
- .3 Refueling to be performed on a hardstand where possible and on ground that is uniformly level in grade.
- .4 Contractor to report all petroleum spills regardless of size to Engineer. Spills exceeding 75 litres to be reported to the Provincial Department of Environment through Engineer.
- .5 Contractor to maintain on site a spill control kit being a minimum of a shovel, a 45 gallon container, and absorbent materials of sufficient quantities for the petroleum products being used by the equipment on site. Quantities to be determined by Wing Hazmat Co-ordinator Mr A Pearson at Ext 5792.
- .6 Contractor to receive briefing by Wing Hazmat Co-ordinator in regards to spills on work sites.
- .7 Contractor is responsible to pay costs for spill clean-ups.
- .8 Contractor to perform clean-ups soonest and as directed by Engineer.
- .9 Equipment parked overnight or on DND property to to be parked in location as directed by Engineer and to have metal drip pans placed beneath equipment to protect against petroleum products contaminating the soils. Protection provided to be to Engineer's approval.
- .10 Contractor storage of petroleum products to be in location and manner as approved by Wing Hazmat Co-ordinator containers properly marked in accordance with WHMIS legislation. Wing Hazmat Co-ordinator to provide direction in briefing to Contractor.

4. Equipment & Fueling <u>(Cont'd)</u>	.11 Petroleum products stored on DND property to be removed immediately on completion of the Work of a Project.
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| <u>1 General</u> | .1 | Use new material and equipment unless otherwise specified. |
| | .2 | Within 7 days of written request by Engineer, submit following information for materials and equipment proposed for supply:
.1 name and address of manufacturer,
.2 trade name, model and catalogue number,
.3 performance, descriptive and test data,
.4 manufacturer's installation or application instructions,
.5 evidence of arrangements to procure. |
| | .3 | Use products of one manufacturer for material and equipment of same type or classification unless otherwise specified. |
| <u>2 Manufacturers Instructions</u> | .1 | Unless otherwise specified, comply with manufacturer's latest printed instructions for materials and installation methods. |
| | .2 | Notify Engineer in writing of any conflict between these specifications and manufacturers instructions. Engineer will designate which document is to be followed. |
| <u>3 Fastenings - General</u> | .1 | Provide metal fastenings and accessories in same texture, colour and finish as base metal in which they occur. Prevent electrolytic action between dissimilar metals. Use non-corrosive fasteners, anchors and spacers for securing exterior work. |
| | .2 | Space anchors within limits of load bearing or shear capacity and ensure that they provide positive permanent anchorage. Wood plugs not acceptable. |
| | .3 | Conceal fasteners where indicated. Space evenly and lay out neatly. |
| | .4 | Fastenings which cause spalling or cracking are not acceptable. |
| | .5 | Obtain Engineer's approval before using explosive actuated fastening devices. If approval is obtained comply with CSA Z166-1975. |
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| 4 | <u>Delivery and Storage</u> | .1 | Deliver, store and maintain packaged material and equipment with manufacturer's seals and labels intact. |
| | | .2 | Prevent damage, adulteration and soiling of material and equipment during delivery, handling and storage. Immediately remove rejected material and equipment from site. |
| | | .3 | Store material and equipment in accordance with suppliers instructions. |
| | | .4 | Touch-up damaged factory finished surfaces to Engineer's satisfaction. Use primer or enamel to match original. Do not paint over name plates. |
| 5 | <u>Conformance</u> | .1 | When material or equipment is specified by standard or performance specifications, upon request of Engineer, obtain from manufacturer an independent testing laboratory report, stating that material or equipment meets or exceeds specified requirements. |
| 6 | <u>Compatibility</u> | .1 | Compatibility between components of roofing system is essential. Provide written declaration to Engineer stating that materials and components, as assembled in system, meet this requirement. |
| 7 | <u>Plant and Equipment</u> | .1 | Do not use direct fired equipment. |
| | | .2 | Use only kettles equipped with thermometers or gauges in good working order. |
| | | .3 | Locate kettles in safe place outside of building or, if approved by Engineer, on noncombustible roof at location to avoid danger of igniting combustible material below. When locating kettles, give consideration to direction of prevailing winds, building fans and air handling units to minimize possibility of smoke and fumes entering surrounding occupied buildings. If wind direction causes smoke and fume problems, relocate kettles on daily basis when directed by Engineer. |
| | | .4 | Maintain supervision while kettles are in operation and provide metal covers for kettles |
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| 7 Plant and
Equipment
<u>(Cont'd)</u> | .4 (Cont'd)
to smother flames in case of fire. Provide
suitable fire extinguishers as approved by
the Wing Fire Chief. |
| | .5 Maintain efficiency of kettles and equipment
by frequent cleaning. Remove all carbonized
bitumen. |
| | .6 Use only fibreglass roofing mops. |

- 1 General
- .1 Conduct cleaning and disposal operations to comply with local ordinances and anti-pollution laws.
 - .2 Effect a daily clean-up of debris resulting from work and ensure all hazardous impediments are removed from site or stored or protected at the end of each day's work.
 - .3 At all times be extremely cautious to ensure that no debris or other hazardous impediments are left lying in locations that will cause unsafe conditions.
 - .4 Disposal of debris to be the Contractor's responsibility and to be off DND property at approved dump site for material to be disposed of.
- 2 Definitions
- .1 FOD(Foreign Object Damage): any and/or all materials and/or debris that could cause damage to aircraft. This terminology is used in airport environments of which 14 Wing Greenwood is considered as.
- 3 Materials
- .1 Use only cleaning materials recommended by manufacturer of surface to be cleaned, and as recommended by cleaning material manufacturer.
- 4 Cleaning During Construction
- .1 Provide on-site containers for collection of waste materials, and debris.
 - .1 On-site containers to be equipped with secure lids to prevent debris from being blown out by wind.
 - .2 Contractor to be responsible for preventing FOD (Foreign Object Damage) resulting from work of this contract.
 - .3 Schedule cleaning operations so that resulting dust, debris and other contaminants will not fall on wet, newly painted surfaces nor contaminate building systems.
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- 5 Final Cleaning .1 Broom clean paved surfaces; rake clean other surfaces of grounds.
- .2 Effect a daily clean-up of debris resulting from work and ensure that all hazardous impediments are removed from the site or adequately stored or protected at the end of each day's work.
- .3 On completion of the work under this contract, all materials declared surplus by DND, equipment and debris shall be removed from the job site.
- .4 Final cleaning of work site to be to the Engineer's approval.

PART 1 - GENERAL

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| 1.1 Workmanship
and Codes | .1 | All work shall be performed by journeyman tradesperson qualified and licensed by the Province of Nova Scotia. All work to be performed to provincial codes and regulations. |
| | .2 | Provide verification of welder's qualification and license on request by the Engineer. |
| 1.2 Work Included | .1 | Oxy-acetylene burning and welding, arc welding, blacksmith work, machine shop work, steam fitting, mechanical fitting, plate work, structural steel work and any other associated mechanical trades as required. |
| | .2 | Welding on low and high pressure steam piping and equipment. |
| 1.3 Reference
Standards | .1 | All work shall conform to the following CSA standards, as required:
.1 CSA W47.1-92 Certification of Companies for Fusion Welding of Steel Structures.
.2 CSA W47.2-M1987 Certification of Companies for Fusion Welding of Aluminum.
.3 CSA W48.1-M1991 Carbon Steel Covered Electrodes for Shielded Metal Arc Welding.
.4 CSA W48.2-M1992 Chromium and Chromium-Nickel Steel Covered Electrodes for Shielded Metal Arc Welding.
.5 CSA W48.3-93 Low-Alloy Steel Covered Arc Welding Electrodes.
.6 CSA W48.4-95 Solid Mild Steel Filler Metals for Gas Shielded Arc Welding.
.7 CSA W48.5-M1990 Carbon Steel Electrodes for Flux-and Metal-Cored Arc Welding.
.8 CSA W48.6-96 Bare Mild Steel Electrodes and Fluxes for Submerged Arc Welding.
.9 CSA W48.7-M77 Diffusible Hydrogen in Mild Steel and Low-Alloy Steel Weld Metals: Test Method.
.10 CSA W59-M1989 Welded Steel Construction Metal Arc Welding).
.11 CSA W59.2-M1991 Welded Aluminum Construction.
.12 CAN/CSA-W117.2-94 M87 Safety in Welding, Cutting and Allied Processes. |
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- 1.3 Reference Standards (Cont'd)
- .1 (Cont'd)
- .13 CSA W178.1-1996 Certification of Welding Inspection Organizations.
 - .14 CSA W178.2-1996 Certification of Welding Inspectors.
 - .15 CSA W186-M1990 Welding of Reinforcing Bars in Reinforced Concrete Construction.
 - .16 CSA B51-M95 Boilers Pressure Vessel and Pressure Piping Code.
 - .17 MSS Standards:
 - .1 SP-58-1979 - Pipe Hangers and Supports Materials and Design.
 - .2 SP-69-1976 - Pipe Hangers and Supports Section and Application.
- .2 The Contractor will be required to provide proof of Certification before starting any work as follows:
- .1 Structural work, authorized by Canadian Welding Bureau to Standards CSA W47.1-92 Division 1 and Division 2 and CSA W47.2-M1987 is desirable but not mandatory.
 - .2 Pressure work, to ASME, Section VII and Section IX and B51-M-1991, Province of Nova Scotia.
 - .3 It is the responsibility of the Contractor to obtain copies of above mentioned standards, as required in para 3.1.1.
- 1.4 Tests
- .1 Pressure vessels/piping:
- .1 Provide test fittings when so directed.
 - .2 Hydrostatic testing to be carried out at 1 1/2 times rated working pressure or 860 KPa, whichever is greater.
 - .3 The Engineer is responsible to obtain authority from the Province of Nova Scotia to proceed with any pressure vessel/piping work.
- .2 All work:
- .1 Work to be subjected to recognized testing procedures such as visual inspection, hydrostatic, magnetic particle and/or X-ray testing at Engineer's discretion.
 - .2 All testing to be carried out to the satisfaction of the Engineer.
- .3 Testing to be carried out by the Engineer's representative, at Engineer's expense unless otherwise specified.
- .4 Interpretation of tests of any weld may be extended to all welds of a lot.
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| 1.4 Tests
(Cont'd) | .5 Inferior work to be replaced at Contractor's
expense, at the direction of the Engineer. |
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