

**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, 12th Floor  
800, rue Burrard, 12e 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

There is a security requirement associated with this requirement.

<b>Title - Sujet</b> Close Circuit Video Equip. (CCVE)	
<b>Solicitation No. - N° de l'invitation</b> M2989-105860/B	<b>Date</b> 2012-03-20
<b>Client Reference No. - N° de référence du client</b> M2989-105860	
<b>GETS Reference No. - N° de référence de SEAG</b> PW-\$VAN-532-6660	
<b>File No. - N° de dossier</b> VAN-0-32508 (532)	<b>CCC No./N° CCC - FMS No./N° VME</b>
<b>Solicitation Closes - L'invitation prend fin at - à 02:00 PM on - le 2012-05-01</b>	<b>Time Zone Fuseau horaire</b> Pacific Daylight Saving Time PDT
<b>F.O.B. - F.A.B.</b> <b>Plant-Usine:</b> <input type="checkbox"/> <b>Destination:</b> <input checked="" type="checkbox"/> <b>Other-Autre:</b> <input type="checkbox"/>	
<b>Address Enquiries to: - Adresser toutes questions à:</b> Takasaki, Alan H.	<b>Buyer Id - Id de l'acheteur</b> van532
<b>Telephone No. - N° de téléphone</b> (604) 775-7605 ( )	<b>FAX No. - N° de FAX</b> (604) 775-7526
<b>Destination - of Goods, Services, and Construction: Destination - des biens, services et construction:</b> ROYAL CANADIAN MOUNTED POLICE 4949 HEATHER ST VANCOUVER British Columbia V5Z1K6 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

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

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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, if applicable, 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 Requirement, the Basis of Payment, Security Requirement Check List and Insurance Requirement.

### **2. Summary**

Public Works and Government Services Canada (PWGSC) on behalf of the Royal Canadian Mounted Police (RCMP) proposes to establish an “as and when requested” Contract for the supply and delivery, to approximately 84 RCMP locations in British Columbia, of Closed Circuit Video Equipment (CCVE), and services related to on-site hardware installation, repair, programming and training.

The Contract will be for a period of one (1) year with two (2) one (1) year options, plus all applicable warranty periods.

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 document on the Departmental Standard Procurement Documents Web site; (<http://www.tpsgc-pwgsc.gc.ca/app-acq/lc-pl/lc-pl-eng.html#a31>).

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

### **3. Debriefings**

After contract award, bidders may request a debriefing on the results of the bid solicitation process. Bidders should make the request to the Contracting Authority within 15 working days of receipt of the results of the bid solicitation process. The debriefing may be in writing, by telephone or in person.

#### **4. Improvement of Requirement During Solicitation Period**

Should bidders consider that the specifications or Statement of Work contained in the bid solicitation could be improved technically or technologically, bidders are invited to make suggestions, in writing, to the Contracting Authority named in the bid solicitation. Bidders must clearly outline the suggested improvement as well as the reason for the suggestion. Suggestions that do not restrict the level of competition nor favour a particular bidder will be given consideration provided they are submitted to the Contracting Authority at least TEN(10) days before the bid closing date. Canada will have the right to accept or reject any or all suggestions.

## **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 (<http://ccua-sacc.tpsgc-pwgsc.gc.ca/pub/acho-eng.jsp>) 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 (2011-05-16) 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: ninety (90) days

Section 12 of 2003 Standard Instructions - Goods or Services - Competitive Requirements, entitled Rejection of Bid is amended as follows:

Replace subsection 1. (a) and (b) with the following:

1. Canada may reject a bid where any of the following circumstances is present:
  - a. the Bidder is subject to a Vendor Performance Corrective Measure, under the Vendor Performance Corrective Measure Policy, which renders the Bidder ineligible to bid on the requirement;
  - b. an employee, or subcontractor included as part of the bid, is subject to a Vendor Performance Corrective Measure, under the Vendor Performance Corrective Measure Policy, which would render that employee or subcontractor ineligible to bid on the requirement, or the portion of the requirement the employee or subcontractor is to perform;

## 1.1 Equivalent Products

1. Products that are equivalent in form, fit, function and quality to the item(s) specified in the bid solicitation will be considered where the Bidder:

- a) designates the brand name, model and/or part number of the substitute product;
- b) states that the substitute product is fully interchangeable with the item specified;
- c) provides complete specifications and descriptive literature for each substitute product;
- d) provides compliance statements that include technical specifics showing the substitute product meets all mandatory performance criteria that are specified in the bid solicitation; and
- e) clearly identifies those areas in the specifications and descriptive literature that support the substitute product's compliance with any mandatory performance criteria.

2. Products offered as equivalent in form, fit, function and quality will not be considered if:

- a) the bid fails to provide all the information requested to allow the Contracting Authority to fully evaluate the equivalency of each substitute product; or
- b) the substitute product fails to meet or exceed the mandatory performance criteria specified in the bid solicitation for that item.

3. In conducting its evaluation of the bids, Canada may, but will have no obligation to, request bidders offering a substitute product to demonstrate, at the sole cost of bidders, that the substitute product is equivalent to the item specified in the bid solicitation.

## 2. Submission of Bids

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

## 3. Enquiries - Bid Solicitation

All enquiries must be submitted in writing to the Contracting Authority no later than ten **(10) 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.*

## **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 (5 hard copies)
- Section II: Management Bid (5 hard copies)
- Section III: Financial Bid (3 hard copies.) and 1 soft copy on CD or USB Memory Stick
- Section IV: Certifications (1 hard copy)

If there is a discrepancy between the wording of the soft copy and the hard copy, the wording of the hard copy will have priority over the wording of the soft copy

When reading Annex A, Statement of Work, Part C, the Bidder will note whenever a manufacturer's brand name or part number is referenced, the Bidder can assume an equivalent product will be acceptable unless specifically noted as "no substitute".

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 (<http://www.tpsgc-pwgsc.gc.ca/ecologisation-greening/achats-procurement/politique-policy-eng.html>). To assist Canada in reaching its objectives, bidders 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 Bid - See Annex G
- Section II:** Management Bid - See Annex G
- Section III:** Financial Bid - See Annex G
- Section IV:** Certifications - See Annex G

## **PART 4 - EVALUATION PROCEDURES AND BASIS OF SELECTION**

### **1. Evaluation Procedures**

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

### **1.1 Technical Evaluation**

**1.1.1 Mandatory Technical Criteria** - In accordance with Annex **F**

**1.1.2 Point Rated Technical Criteria** - In accordance with Annex **F**

**1.1.3 Demonstration** - In accordance with Annex **H**

### **1.2 Management Evaluation**

**1.2.1 Mandatory Management Criteria** - In accordance with Annex **F**

**1.2.2 Point Rated Management Criteria** - In accordance with Annex **F**

### **1.3 Financial Evaluation**

**1.3.1 Mandatory Financial Criteria** - In accordance with Annex **F**

## **2. Basis of Selection**

### **2.1 Basis of Selection - Lowest Price per Point**

- 1. To be declared responsive, a bid must:
  - (a) comply with all the requirements of the bid solicitation;
  - (b) meet all mandatory technical and management evaluation criteria;
  - (c) obtain the required minimum points for each section as specified in Annex **F** for the technical evaluation;
  - (d) obtain the required minimum of 70 percent overall of the points for the technical evaluation criteria which are subject to point rating. The rating is performed on a scale of 480 points;
  - (e) obtain the required minimum of 70 percent overall of the points for the management evaluation criteria which are subject to point rating. The rating is performed on a scale of 60 points; and
  - (f) meet the demonstration criteria in Annex **H**.
- 2. Bids not meeting (a) or (b) or (c) or (d) or (e) or (f) will be declared non-responsive. Neither the responsive bid that receives the highest number of points nor the one that proposed the lowest



price will necessarily be accepted. The responsive bid with the lowest evaluated price per point will be recommended for award of a contract.

## **PART 5 - CERTIFICATIONS**

Bidders must provide the required certifications to be awarded a contract. Canada will declare a bid non-responsive if the required certifications 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 or to comply with the request of the Contracting Authority for additional information will also render the bid non-responsive.

### **1. Certifications Precedent to Contract Award and Certifications Required with the Bid**

Bidders must submit the certifications as provided below

#### **1.1 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.

##### **1.1.1 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 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.

## **1.2 Certifications Required with the Bid**

Bidders must submit the following duly completed certifications as part of their bid.

### **1.2.1 Canadian Content Certification**

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

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

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

The Bidder certifies that:

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

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

#### **1.2.1.1 SACC Manual clause A3050T (2010-01-11) Canadian Content Definition**

1.2.2 SACC Manual clause A3005T (2010-08-16) Status and Availability of Resources

1.2.3 SACC Manual clause A3010T(2010-08-16) Education and Experience

## **PART 6 - SECURITY, FINANCIAL AND OTHER REQUIREMENTS**

### **1. Security Requirement**

1.1 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.

1.2 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..

1.3 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 Departmental Standard Procurement Documents Web site

### **2. Financial Capability**

SACC Manual clause A9033T (2011-05-16) Financial Capability

### **3. Insurance Requirements**

The Bidder must provide a letter from an insurance broker or an insurance company licensed to operate in Canada stating that the Bidder, if awarded a contract as a result of the bid solicitation, can be insured in accordance with the Insurance Requirements specified in Annex "D"

If the information is not provided in the bid, 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.

## PART 7 - RESULTING CONTRACT CLAUSES

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

### 1. Requirement

The Contractor must supply and deliver on an "as and when requested" basis, to approximately 84 RCMP locations in British Columbia, CCVE (Closed Circuit Video Equipment) systems, hardware and services related to, on-site installation or repair, programming, commissioning, testing and training, in accordance with the Statement of Work at Annex "A".

### 1.2 Requisition on Contract (ROC)

- a. **Purpose of ROC:** Goods and services to be provided under the Contract on an-and-when-requested basis will be ordered by Canada using a Requisition on Contract ("ROC").
- b. **Process for Issuing a ROC:** If a requirement is identified, a draft ROC will be prepared by the Technical Authority in accordance with Annex I and sent to the Contractor. Once it receives the draft ROC, the Contractor must submit a quotation to the authority identified in the ROC detailing the cost and time to complete the task. The Contractor's quotation must be based on the rates set out in the Contract. The Contractor will not be paid for providing the quotation or for providing other information required to prepare and issue the ROC. The Contractor must provide any information requested by Canada in relation to the preparation of a ROC within 10 working days of the request.
- c. **Approval Process:** If Canada approves the Contractor's quotation, Canada (by its authorized representative, as described in this Article) will issue the ROC by forwarding a signed copy of the final ROC form to the Contractor. Whether or not to approve or issue a ROC is entirely within Canada's discretion.
- d. **Authority to Issue a ROC:** Any ROC with a value less than or equal to \$ 400,000.00 (including GST/HST) may be issued by the Technical Authority. Any ROC with a value greater than this amount must be issued directly by the Contracting Authority. By providing written notice to the Contractor, the Contracting Authority may suspend the Technical Authority's authority to issue ROCs at any time.
- e. **Contents of a ROC:** The ROC will contain the following information, if applicable:
  1. a ROC number;
  2. the details of any financial coding to be used;
  3. type, quantity and description of services/goods being ordered;
  4. a description of deliverables/reports to be submitted;
  5. a schedule indicating completion dates for major work activities (where applicable) and/or submission dates for deliverables/reports;
  6. the interval during which the Work is to be carried out (beginning and end dates) or delivery date(s);

7. milestone dates for deliverables and payments (if applicable);

8. the number of person-days of effort required;

9. the specific Work location or delivery location;

10. the price payable to the Contractor for performing the Work described in the ROC, with an indication of whether it is a firm price or a maximum ROC price (and, for maximum price ROC, the ROC must indicate how the final amount payable will be determined; where the ROC does not indicate how the final amount payable will be determined, the amount payable is the amount, up to the maximum, that the Contractor demonstrates was actually worked on the project, by submitting time sheets filled in at the time of the Work by the individual resources to support the charges); and

11. any other constraints that might affect the performance of the Work.

f. **Charges for Work under a ROC:** The Contractor must not charge Canada anything more than the price set out in the ROC unless Canada has issued a ROC revision authorizing the increased expenditure. 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 being incorporated into the Work.

g. **Consolidation of ROCs for Administrative Purposes:** The Contract may be amended from time to time to reflect all ROCs issued and approved by the Contracting Authority to date, to document the Work performed under those ROCs for administrative purposes.

### 1.2.1 Minimum Work Guarantee - All the Work - Requisition on Contract

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 10 % 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.

### **1.2.2 Periodic Usage Reports - Contracts with Requisitions on Contract**

The Contractor must compile and maintain records on its provision of goods and services to the federal government under authorized ROC 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 30 calendar days after the end of the reporting period.

#### **Reporting Requirement- Details**

A detailed and current record of all authorized ROC must be kept for each contract with a requisition on contract process. This record must contain:

For each authorized ROC:

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

For all authorized ROC:

- (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 ROCs; and
- (ii) the total amount, GST or HST extra, expended to date against all authorized ROCs.

## **2. Standard Clauses and Conditions**

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

## **2.1 General Conditions**

2030 (2011-05-16), General Conditions - Higher Complexity - Goods, apply to and form part of the Contract.

## **2.2 Supplemental General Conditions**

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

4003 (2010-08-16), Licensed Software, apply to and form part of the Contract.

4004 (2010-08-16), Maintenance and Support Services for Licensed Software, apply to and form part of the Contract.

## **3. Security Requirement**

3.1 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).

3.2 The Contractor personnel requiring access to sensitive work site(s) must EACH hold an appropriate RCMP clearance, granted or approved by RCMP. (NOTE: All security screenings undertaken by the RCMP on behalf of PWGSC for this contract will also be duplicated to CISD.)

In addition, Contractor personnel must submit to a local verification of identity / information by RCMP, prior to admittance to the facility / site. The RCMP reserves the right to deny access to any facility / site or part thereof to any Contractor personnel, at any time.

3.3 Subcontracts which contain security requirements are NOT to be awarded without the prior written permission of CISD/PWGSC.

3.4 The Contractor must comply with the provisions of the:

- (a) Security Requirements Check List and security guide (if applicable), attached at Annex C;
- (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 \_\_\_\_\_(1 year) inclusive

### **4.2 Option to Extend the Contract**

The Contractor grants to Canada the irrevocable option to extend the term of the Contract by up to two(2) additional 1 year period(s) under the same conditions. The Contractor agrees that, during the extended period of the Contract, it will be paid in accordance with the applicable provisions as set out in the Basis of Payment.

Canada may exercise this option at any time by sending a written notice to the Contractor at least 30 calendar days before the expiry date of the Contract. The option may only be exercised by the Contracting Authority, and will be evidenced for administrative purposes only, through a contract amendment.

#### 4.3 Delivery Date

Deliverables must be received on or before the delivery date for those deliverables indicated in each authorized ROC.

#### 4.4 Travel and Living Expenses

The Contractor will be reimbursed its authorized travel and living expenses reasonably and properly incurred in the performance of the Work, at cost, without any allowance for profit and/or administrative overhead, in accordance with the meal, private vehicle and incidental expenses provided in Appendices B, C and D of the Treasury Board Travel Directive, and with the other provisions of the directive referring to "travellers", rather than those referring to "employees".

All travel must have the prior authorization of the Technical Authority.

### 5. Authorities

#### 5.1 Contracting Authority

The Contracting Authority for the Contract is:

Name: Alan Takasaki  
 Title: Supply Specialist  
 Public Works and Government Services Canada  
 Acquisitions Branch Vancouver,  
 Address 641 - 800, 800 Burrard St  
 Vancouver, BC V6Z 2V8  
 Telephone: (604)775-7605 Facsimile: (604)775-7526  
 E-mail address: al.takasaki@pwgsc.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 Technical Authority (TBD)

The Technical Authority for the Contract is:

Name: \_\_\_\_\_  
 Title: \_\_\_\_\_  
 Organization: \_\_\_\_\_  
 Address: \_\_\_\_\_  
 Telephone: \_\_\_\_-\_\_\_\_-\_\_\_\_ Facsimile: \_\_\_\_-\_\_\_\_-\_\_\_\_  
 E-mail: \_\_\_\_\_.



The Technical Authority named above 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 Technical Authority, however the Technical Authority has no authority to authorize changes to the scope of the Work. Changes to the scope of the Work can only be made through a contract amendment issued by the Contracting Authority.

### 5.3 Contractor's Representative

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Organization: \_\_\_\_\_

Address: \_\_\_\_\_

Telephone: \_\_\_\_-\_\_\_\_-\_\_\_\_ Facsimile: \_\_\_\_-\_\_\_\_-\_\_\_\_

E-mail: \_\_\_\_\_.

## 6. Payment

### 6.1 Basis of Payment - Limitation of Expenditure - Requisitions on Contract (ROC)

The Contractor will be reimbursed for the costs reasonably and properly incurred in the performance of the Work specified in authorized ROCs, as determined in accordance with the Basis of Payment in Annex B, to the limitation of expenditure specified in each authorized ROC.

Canada's liability to the Contractor under each authorized ROC must not exceed the limitation of expenditure specified in that authorized ROC. 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 ROC 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 Requisitions on Contract (ROC)

1. Canada's total liability to the Contractor under the Contract for all authorized **Requisitions on Contract (ROC)**, inclusive of any revisions, must not exceed the sum of \$\_\_\_\_\_ (TBD 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 ROCs, 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**

#### **6.3.1 Multiple Payments**

Canada will pay the Contractor upon completion of the Work and in accordance with the payment provisions of the ROC 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

### **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. a copy of time sheets to support the time claimed;
- b. a copy of the release document and any other documents as specified in the Contract;
- c. a copy of the invoices, receipts, vouchers for all direct expenses, and all travel and living expenses;

2. Invoices must be distributed as follows:

- (a) The original and one (1) copy must be forwarded to the address shown on page 1 of the Contract for certification and payment.

### **8. Certifications**

**8.1** Compliance with the certifications 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 or it is determined that any certification made by the

Contractor in its bid is untrue, whether made knowingly or unknowingly, Canada has the right, pursuant to the default provision of the Contract, to terminate the Contract for default.

## 8.2 SACC Manual Clauses

A3060C (2008-05-12) Canadian Content Certification

## 9. Applicable Laws

The Contract must be interpreted and governed, and the relations between the parties determined, by the laws in force in 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 4001 (2010-08-16), Hardware Purchase, Lease and Maintenance,
- (c) the supplemental general conditions 4003 (2010-08-16), Licensed Software,
- (d) the supplemental general conditions 4004 (2010-08-16), Maintenance and Support Services for Licensed Software,
- (e) the general conditions 2030 (2011-05-16), General Conditions - Higher Complexity - Goods;
- (f) Annex A, Statement of Work;
- (g) Annex B, Basis of Payment;
- (h) Annex C, Security Requirements Check List;
- (i) Annex E, RCMP Locations and Camera Quantities;
- (j) the signed Requisition on Contract (ROC) (including all of its annexes, if any)
- (k) the Contractor's bid dated \_\_\_\_\_ *as clarified on* \_\_\_\_\_ *" or ", as amended on* \_\_\_\_\_.

## 11 SACC Clauses

A9068C (2010-01-11) Government Site Regulations

B1501C (2006-06-16) Electrical Equipment

B7500C (2006-06-16) Excess Goods

B9828C (2007-05-25) Access to Facilities and Equipment

## 12 Insurance

G1005C (2008-05-12) Insurance

## 13 Delivery-Specific Deliverable Substitutions of Hardware

If the Contractor is unable to provide a specific item of Hardware ordered under the Contract and wishes to offer a substitute in respect of that order, the Contractor must submit a request to the Contracting Authority together with a certificate that the proposed substitute item meets or exceeds the specification(s) of the existing product being substituted and the price for the substitute product must not exceed:

- a. the firm price (or ceiling price, if applicable) for the product originally offered in the Contractor's bid that resulted in the award of the Contract;

- b. the current published list price of the substitute product, minus any applicable Government discount; or
- c. the price at which the substitute product is generally available for purchase,

whichever is the lowest.

The substitute item must not be shipped until formally authorized by the Contracting Authority after the Technical Authority determines the substitution is acceptable. Whether or not to accept or reject a proposed substitution is entirely within the discretion of Canada.

The ability to propose a substitute for a specific delivery does not relieve the Contractor of its obligation to make delivery within the period set out in the Contract, regardless of whether or when the proposed substitution is approved.

#### **14 Extension of Existing Product Line - New Products**

During the Contract Period, if technological improvements have been made to the products available for purchase under the Contract, the Contractor may propose new products that are an extension of an existing product line or the "next generation" of an existing product line that meet or exceed the specification(s) of existing products under the Contract, if the price for the new product does not exceed:

- a. the firm price (or ceiling price, if applicable) for the product originally offered in the Contractor's bid that resulted in the award of the Contract plus 5%;
- b. the current published list price of the substitute product, minus any applicable Government discount; or
- c. the price at which the substitute product is generally available for purchase,

whichever is the lowest.

Whether or not to accept or reject a proposed new product is entirely within the discretion of Canada. If Canada does not accept a proposed new product that is proposed to replace an existing product, the Contractor must continue to deliver the original product. If accepted, the addition of the new product will be documented for the administrative purposes of Canada by a contract amendment, by adding the new product to the Contract.

No new products will be included in the Contract until one year after the Contract is awarded.

#### **15 Software License**

- (a) With respect to the provisions of Supplemental General Conditions 4003:

Type of License being Granted	Perpetual Device License
Number of Devices Licensed	Various quantities as per each ROC
Source Code Escrow Required	NO

#### **16 Warranty**

##### **16.1 Standard Warranty (Hardware and Installation)**

Notwithstanding General Conditions 2030 Higher Complexity - Goods, Section 22 - Warranty, the following must be included in the warranty period:

16.1.1 A written warranty agreeing to replace any defective parts or security components in the installed system for a minimum of one (1) year commencing from the filing date of the Notice of Completion. The warranty must include all costs for warranty service, including labour, parts, pick-up, transportation, and delivery.

#### 16.1.2 Advance Product Replacement

- The Warranty must include the advance replacement of hardware in the event of a hardware failure of any hardware component within a guaranteed time frame. At minimum this includes labour during the period of the standard warranty.
- Advance product replacement is defined as supplying a fully functional identical unit to replace defective or failed hardware. This fully functional identical unit must be configured with the same configurable settings as the defective or failed hardware. To minimize down time, this replacement must be left in operation.
- Advance replacement of hardware also includes all hardware and software provided by the Contractor
- All computing hardware replaced must be preconfigured as before with the operating system and all software re-installed or restored to its previous state.
- Advance replacement of hardware must be completed within two business days excluding travel time once notified of a hardware failure.
- If the advance replacement is utilized as a temporary replacement until the original defective or failed unit is repaired or replaced, the additional down time needed for the re-installation of the repaired equipment must be coordinated with the RCMP PTSS section.

### 16.2 Standard Warranty (Licensed Software)

Notwithstanding Supplemental General Condition 4003 (2008-05-12) Article 15 - Warranty, the following must be included in the warranty period:

- Any software issues encountered must be resolved as quickly as possible, with the manufacturer's involvement to expedite, if required. The RCMP PTSS section must be provided with status updates of any progress and/or lack thereof;
- The RCMP PTSS section must be registered with the manufacturer to ensure that the RCMP PTSS section has the ability to seek technical support directly with the manufacturer;
- The RCMP PTSS section must be notified of all technical service bulletins, updates, security patches, bug fixes and/or any other software updates that are recommended or supplied by the manufacturer. All manufacturer supplied hardware and software release notes made available must be supplied to the RCMP PTSS section for consideration;
- Updates, security patches, bug fixes and other software updates must be provided free of charge during the warranty period;
- Installation and updates to this software either embedded or installed on workstations, decoders and NVRs must be coordinated with the RCMP PTSS section.

### 16.3 Extended Warranty

Canada reserves the right to exercise the option to purchase the following extended Warranties

- Advance hardware replacement, software updates and support beyond minimum first year for an additional one, two, three and four years.
- Advance hardware replacement, labour, software updates and support beyond minimum first year for an additional one, two, three and four years.
- Advance hardware replacement, labour & travel costs, software updates, and support beyond minimum first year for an additional one, two, three and four years.

# **ANNEX A**

## **STATEMENT OF WORK**

### **RCMP CELLBLOCK CLOSE CIRCUIT VIDEO EQUIPMENT (CCVE)**

#### **PART A INTRODUCTION**

- 1. SCOPE**
- 2. BACKGROUND**
- 3. ABBREVIATIONS AND DEFINITIONS**

#### **PART B GENERAL REQUIREMENT**

- 1. SECURITY**
- 2. GENERAL**
- 3. TECHNICAL ENVIRONMENT**

#### **PART C SYSTEM and EQUIPMENT REQUIREMENT**

- |                   |                           |
|-------------------|---------------------------|
| <b>SECTION I</b>  | <b>SYSTEM DESCRIPTION</b> |
| <b>SECTION II</b> | <b>DETAILED EQUIPMENT</b> |

#### **PART D SERVICES REQUIREMENT**

- 1. GENERAL**
- 2. REQUIREMENT**
- 3. FINAL ACCEPTANCE TESTING**
- 4. DELIVERABLES**
- 5. NOTICE OF COMPLETION**

**Appendix A.1: NVR System Layout**

**Appendix A.2: Approved caulking Compounds**

**Appendix A.3: Approved enclosure for non-dome camera**

**Appendix A.4: Existing Cell Type Standards**

**Appendix A.5: Balun Connection to Cameras**

**Appendix A.6: CCVE Camera Type**

**Appendix A.7: Requisition on Contract (ROC) Acceptance Criteria**

**Appendix A.8: Approved List IP based digital & NTSC analog video cameras (Dome or corner style)**

**Appendix A.9: Notice of Completion Form**

## Part A INTRODUCTION

### Scope

The purpose of this cell block CCVE Statement of Work is to detail the technical specifications for cellblock CCVE systems to be installed throughout RCMP detachments in the Province of British Columbia. Hardware, software and performance requirements will be listed. Overall, these requirements should ensure that a reliable system is in place in order to:

1. Increase the safety of all individuals inside the cellblock;
2. Allow for the collection of best evidence; and
3. Act as a deterrent to violent behaviors by detained persons.

### Abbreviations and Definitions

The following are brief explanations on the terms and abbreviations used in this document:

<b>bps</b>	bits per second; quantifies the number of bits processed over time (“bits” meaning information composed of series of only two values)
<b>CCVE</b>	Closed Circuit Video Equipment
<b>FPS</b>	Frames Per Second; determines motion fluidity in video images, the higher the unit, the more fluid the video appears to the human eye
<b>H.264</b>	Block-oriented motion compensation based video compression standard
<b>IP</b>	Internet Protocol; numerical value that acts as identification to computers participating in a network
<b>IP66</b>	International Protection or Ingress Protection rating. International standard used to rate the level of environmental protection of electrical equipment and/or enclosures against dust and water penetration.
<b>Non-Dome Camera</b>	A camera not encased in a semi-sphere shaped vandal-proof protective enclosure
<b>NVR</b>	Network Video Recorder; records video streams encoded by video cameras
<b>PoE</b>	Power over Ethernet; allows electrical power and data to pass safely over Ethernet cabling
<b>RAID 6</b>	Redundant Array of Independent Disks with two parity blocks distributed across all member disks allowing for up to 2 simultaneous disk failures without loss of data.
<b>Transitory Records</b>	as defined by Library and Archives Canada, is a record required only for a limited time to ensure the completion of a routine action or the preparation of a subsequent record.
<b>UPS</b>	Uninterruptible Power Supply; provides emergency power supply in the event of a power failure
<b>PTSS</b>	Protective Technical Services Section
<b>VESA Mount</b>	VESA Mounting Interface Standard or Video Electronics Standards Association for mounting flat panel monitors, TVs and other displays to stands or wall mounts.
<b>Video Decoder</b>	Provides video from CCVE cameras to analog or digital monitors; allows camera view displays without the need for a WS

## Part B GENERAL REQUIREMENT

### 1.0 SECURITY



Facility access during system installation will be managed as a coordinated effort between the RCMP project manager, the site security function and the Contractor in such a way to minimize disruption to site business operations.

## **2.0 GENERAL**

The Contractor must provide the labour, materials and equipment required for the installation, configuration, testing, commissioning and putting into proper operation of a complete cell block CCVE system as shown in SOW Appendix A.1. The Contractor must provide knowledge transfer via training upon completion of the installation. The complete systems are to be left ready for continuous and efficient satisfactory operation.

A Requisition on Contract (ROC) will be issued for the supply and installation of these CCVE systems through the Contract on an 'as and when requested' basis for detachments across British Columbia

## **3.0 TECHNICAL ENVIRONMENT**

The Contractor must supervise the Work, including all subcontractors, from beginning to completion of the Contract.

### **3.1 Contractor's Representative**

The Contractor must provide and maintain accurate contact information for the Contractor's Representative who will be the main contact and who will be responsible for managing the work described in each ROC and who will represent the Contractor by signing each ROC.

### **3.2 On-Site Contractor Coordinator**

The Contractor must provide an On-Site Contractor Coordinator to interface with all of its subcontractors during the installation of the system.

The On-Site Contractor Coordinator must maintain continuous communication with the Technical Authority (or their designate), keeping them abreast of the progress and informing them of any problems that may develop.

### **3.3 Work Operations and Schedule**

After a ROC is issued, the Contractor must submit a complete plan and schedule to the Technical Authority for approval. The schedules of all subcontractors, transportation, storage and all other matters affecting the work must be accounted for on the Work schedule. The Work must be updated with any revisions and presented to the Technical Authority on a weekly basis.

The Contractor must submit weekly updates to the Technical Authority. The weekly update must include, but is not limited to: potential problems, current issues, progress, defective parts to be replaced, delays, etc.

## PART C SYSTEM AND EQUIPMENT REQUIREMENT

Section I SYSTEM DESCRIPTION	
1	<p><b>Network Video Recorder (NVR):</b> The NVR will be plugged into the PoE switches and must be configured to receive IP video streams and record data from all cameras. The NVR must record video 24/7 at 1 frame per second when motion is not detected and increase to a minimum of <b>7.5</b> frames per second when motion is detected with a maximum bit rate of 512 kbps. Pre-event and post-event recording must be configured for 5 seconds minimum.</p> <p>NVRs must be supplied with sufficient storage for 2 years online retention (compatible expansion bays can be added as required)</p> <p>The amount of storage required for two years of online retention will be based on a percentage estimate of motion detected in a 24 hour period for all cameras at a site. This estimate will be provided in the ROC.</p> <p>NVR software that can be run on the monitoring WS's</p> <p>NVR's selected must be the same model for all detachments in the contract.</p> <p>Compression is to be set to H.264</p>
2	<p><b>Type 1, 2, 3 and 4 CCVE IP Camera</b> The cameras must be connected to the PoE switches and backup DC Power. The cameras will be configured to run 24/7 and must be set to H.264 compression.</p>
3	<p><b>Type 5 Analog Secure Vandal Proof Dome Cameras</b> The cameras must be connected to the supplied video baluns at both ends of the data cable.</p>
4	<p><b>Camera Housings/Enclosures (for cells only)</b> In cells, the CCVE cameras which are housed within their own secure vandal proof dome enclosure do not require a separate camera enclosure from Appendix A.3. This should reduce the external surface which needs to be caulked and sealed. During servicing, this reduced need to re-caulk and re-seal after servicing will offer improved serviceability.</p> <p>The only approved caulking compounds are listed in Appendix A.2</p>
5	<p><b>Coverage Standards</b> <b>Coverage Standards for cell</b> The video coverage must provide an image of the occupant within the full cell area from the floor to a minimum vertical wall height of 2.25 metres (88.6 inches) on all walls. It must also include a vertical view of six feet above any object within the cell that a person could stand on, e.g. bunk, toilet, lavatory.</p> <p>The combination of camera and lens must fit into the proposed camera enclosure already approved or submitted for approval.</p> <p>SOW Appendix A.4 Cell Standards for cell standards, sample image and cell layout</p>

6	<b>Monitoring Workstation (WS)</b> The monitoring WS must be plugged into a network jack that is connected to the PoE switches. The monitoring WS must have the NVR viewing software installed, and have access to all camera streams. The WS must have the ability to select recorded data off the NVR and burn it to DVD±R optical media
7	<b>Switches that support Power over Ethernet (PoE)</b> These switches must route video traffic from the cameras to the NVRs, Video Decoder(s), monitoring WS.
8	<b>Video Decoder(s) to display a live view to the monitoring personnel</b> The Video Decoder(s) must plug into the PoE switches and be configured to accept live streams from all cell cameras. The live streams are sent to a dedicated monitor.
9	<b>UPS</b> must provide emergency power to the equipment in the CCVE room
10	<b>UPS</b> must provide emergency power to the monitoring WS system
11	<b>Rack mounted power supply</b> must be for Type 5, Analog cameras
<b>Section II DETAILED EQUIPMENT REQUIREMENTS</b>	
01	<b>NVR HARDWARE</b> - The device used for the recording and storage of video must support the following features without exception: <ul style="list-style-type: none"> <li>• Software required for startup and configuration (I.E. Operating system or System Firmware) must be fully self contained within non-volatile onboard memory and not rely on software coding stored on magnetic media;</li> <li>• The supplied hard drives must be approved or certified for use by NVR manufacturer.</li> <li>• Storage of system configuration data may not occur on magnetic media unless stored on a RAID 6 array;</li> <li>• In the event of a power failure, on power up, the NVR must immediately return to the previous recording state without requiring manual intervention.</li> <li>• The recording of Video must be stored on a collection of hard disks within a RAID 6 array. The archive of stored video must be fully retrievable and searchable, by date and time while continuing with recording;</li> <li>• The proposed combination of camera and NVR must support continued recording in the event of an NVR failure. The use of one or more NVRs if specified as a requirement during Requisition on Contract (ROC) may be used to accomplish this. (I.E. Dedicated Primary and Backup NVRs recording simultaneously or the use of multicast IP addresses to stream video to more than once recording device ensuring redundant recording).</li> </ul> <p>The NVR must meet or exceed the following performance capacity requirements:</p> <ol style="list-style-type: none"> <li>1. NVR Operating System Must operate on an autonomous embedded O/S</li> <li>2. Support for multiple Expansion Bays;</li> <li>3. RAID 6 NVR Storage Capacity with Expansion bays, minimum 120 TB of usable storage using 3TB hot swappable SATA drives. Total rack space used must not exceed 23 Rack Units in a 19 inch rack. One rack unit is 1.75 inches (44.5mm)high;</li> </ol>

	<ol style="list-style-type: none"> <li>4. H.264 Compression support;</li> <li>5. Minimum Supported Image Resolution VGA;</li> <li>6. Recording Mode Manual, Schedule including Pre-event and Post-event recording;</li> <li>7. Scheduled Recording Mode Programmable, Independent setup for each day of the week;</li> <li>8. Recording Frame Rate per Camera up to and including 30 fps;</li> <li>9. Search Mode Filtered search Time date, Event type, Camera number;</li> <li>10. Display Mode Spot/Quad / Spot Sequence / Quad Sequence;</li> <li>11. Image Download Recorded data of selected camera and time range can be downloaded to a WS; Viewer software can be downloaded separately;</li> <li>12. Camera Title display on web browser;</li> <li>13. Date and Time display on the browser. Time: 12 H/24 H;</li> <li>14. Client Supported OS Windows® XP Professional SP2 English or newer;</li> <li>15. Supported Browser Windows® Internet Explorer®;</li> <li>16. Network Interface 10Base-T / 100Base-TX / 1000Base-T (RJ-45);</li> <li>17. Security Method User authentication (ID and password), Host authentication (IP address);</li> <li>18. Power Source 110~120 VAC, 60 Hz;</li> <li>19. Ability to synchronize the NVR's internal clock to an NTP time source;</li> <li>20. Ability to act as a NTP time server for other NVRs and cameras;</li> <li>21. Alarm Outputs for interfacing to third party equipment and triggering external events either directly or through isolation relays;</li> <li>22. Alarm Outputs for indicating errors or warnings such as network errors, disk space warnings and hard disk failures;</li> <li>23. Alarm reset and alarm suspend inputs.</li> </ol>
<b>02</b>	<p><b>NVR SOFTWARE</b></p> <p>The NVR software must meet or exceed the following performance capacity requirements:</p> <ol style="list-style-type: none"> <li>1. Support management and control of a minimum of 4 NVR recorders;</li> <li>2. Support minimum of 256 direct camera connections;</li> <li>3. Support minimum of 3 monitor outputs for live display and map displays;</li> <li>4. Multi screen and split screen capable;</li> <li>5. Supported video formats: H.264 up to 30 fps/camera;</li> <li>6. Camera control from software;</li> <li>7. Support Time &amp; Date, Event and Video Motion Detection searches;</li> <li>8. Provide Alarm Monitoring functions;</li> <li>9. Ability to download recorded video by camera and time range;</li> <li>10. Provide User administration options;</li> <li>11. Provide alarm and event logs;</li> <li>12. Ability to record downloaded video with audio to optical CD and/or DVD media.</li> </ol>
<b>03</b>	<p><b>CAMERA</b></p> <p>Up to five (5) different types of cameras may be specified in a ROC depending on the required use for each detachment. The five types are defined in Appendix A.6 Camera Types</p> <p>All Type 1 and Type 5 cameras must be tested and approved by the RCMP. RCMP approved products for Type 1 and Type 5 cameras are listed in Appendix A.7.</p> <p><b>Type 3 and 4 CCVE</b> cameras must meet or exceed the following performance capacity</p>

## requirements:

1. Image Sensor 1/3 inch interline transfer CCD **or** 1/3 inch CMOS;
2. Scanning Mode Progressive scan;
3. Support Colour – Yes;
4. Supported Image Format H.264;
5. Electronic Sensitivity Supported;
6. Black and White Mode Supported;
7. Video Motion Detection Supported;
8. Camera Title (OSD) Up to 16 alphanumeric characters;
9. Back Focus Adjustment ABF and Manual Back Focus Adjustment;
10. Camera Control Brightness, AUX ON / OFF, Zoom (1x, 2x, 4x);
11. Digital Zoom 1x, 2x, 4x Controlled by browser GUI;
12. Lens mount CS Format;
13. Clock Display Time: 12H / 24H, Date;
14. Alarm Control Reset;
15. Supported OS Windows® XP Professional SP2 English or newer;
16. Supported Browser Windows® Internet Explorer® 7.0, 6.0 SP2;
17. Network Interface 10Base-T / 100Base-TX, RJ-45 connector;
18. 1.3 Megapixel Image Resolution:
  - a. H.264: VGA up to 30 fps;
19. SD Memory Card Manual REC / Alarm REC / Backup upon network failure;
20. Alarm Source Terminal inputs;
21. Analog Output or Service Monitor Output, 75  $\Omega$  BNC or RCA for connection to passive balun;
22. Passive Balun to be supplied with camera if specified as required in the ROC;
23. Alarm Actions SDHC/SD memory recording, E-mail notification, Alarm terminal output;
24. Power Source is PoE with backup external input of +12 VDC;
25. Camera to support manufacturer recommended and approved memory card.

Type 1 and 2 CCVE cameras must meet or exceed all of the requirements of Type 3 and type 4 cameras in addition must meet the following requirements:

1. Cameras and Lens combination providing the video coverage with an image of the occupant within the full cell area from the floor to a minimum vertical wall height of 2.25 metres (88.6 inches) on all walls. It must also include a vertical view of six feet above any object within the cell that a person could stand on, e.g. bunk, toilet, lavatory.

In situations where a CCVE camera is exposed to temperature extremes or poorly ventilated areas, additional requirements must be met. A Type 4 IP Secure Vandal Proof Dome must be used. In addition to the above requirement, the Type 4 CCVE Camera must further meet the following:

1. the IP66 standard;
2. heater and/or blower options must be installed to ensure internal moisture condensation does not occur;
3. Additional power should be considered if required for the heater/blower and may be required if to the PoE power supplied to the camera is insufficient;
4. Secured with Security or Tamper type screws.

**Type 5 Camera (Appendix A.8 for approved products)**

Only in cells, when a suitable IP camera cannot meet all the requirements, use of Type 5 analog secure vandal dome cameras will be considered. In these situations the analog camera must meet the same physical and optical lens requirements as an IP digital secure vandal proof dome camera with a minimum acceptable resolution of 480 TVL lines or better.

The analog secure vandal dome camera must meet or exceed the following specifications:

1. Image Sensor 1/3" CCD **or** 1/3"CMOS;
2. Signal-to-Noise Ratio 50 dB or better;
3. Dynamic Range of 52 dB or better;
4. Colour support;
5. Video Interface: 75Ω BNC or unshielded twisted pair with or without the use of a passive balun;
6. Video Output NTSC composite, 1.0 V p-p;
7. Cameras and Lens combination providing the video coverage with an image of the occupant within the full cell area from the floor to a minimum vertical wall height of 2.25 metres (88.6 inches) on all walls. It will also include a vertical view of six feet above any object within the cell that a person could stand on, e.g. bunk, toilet, lavatory;
8. Powered with 12 VDC;
9. Water resistant.

**Video Encoder for Type 5 Camera**

Use of Type 5 analog secure vandal domes must be supplied with a NVR compatible H.264 video encoder. Video encoders must meet or exceed the following specifications:

1. Full frame H.264 transmission;
2. Memory card slot for backup upon network failure;
3. Powered via PoE, IEEE 802.3af compliant or powered by a UPS backed power source;
4. Rack mount capability;
5. Ipv4/Ipv6 protocol supported 10 Base-T/100 Base-T, RJ-45 Connector;
6. Image Resolution Supported: VGA (640 x 480) and D1 (720 x 480);
7. Frame Rate support: minimum 7.5 frames per second;
8. Unicast and multicast support;

The number of encoder or encoders supplied for use with analog secure vandal proof dome cameras, when combined, must have an adequate number of inputs to handle the number of analog cameras used in the cell areas.

The type of CCVE camera to be installed within cells will be selected in the following order of preference:

1. Secure Vandal Proof Dome IP Camera;
2. In cells with ceiling heights below the minimum finished ceiling height of 2473 mm or 9', Non dome IP Cameras housed within an approved RCMP Camera Enclosure.

In the event an approved camera enclosure cannot be mounted in an ideal location, a secure

	<p>vandal proof dome IP camera can be used to meet the required coverage standards when the minimum finished ceiling height is below 2743 mm (9'). Examples of wall irregularities which prevent the use of a camera enclosure in cells are;</p> <ul style="list-style-type: none"> <li>• Protruding door frames.</li> <li>• Corners which are not at right angles.</li> <li>• Other obstructions within the cell restricting the required visual coverage.</li> <li>• The use of excessive chalking to fill voids.</li> </ul> <p>When an analog camera is specified, a suitable H.264 Video encoder must be supplied which is compatible with the NVR. The image resolution of the analog video once encoded must be VGA resolution (640 x 480) or better.</p> <p>When an analog secure vandal domes are used in cells, video output must be compatible with unshielded twisted pair with a matching passive balun to interface to the video encoder. The provided balun must completely fit within the surface mount base or completely sealed by other methods while still being serviceable.</p>
<b>04</b>	<p><b>NON DOME CAMERA LENS</b></p> <p>The non dome camera lens must achieve the CCVE video coverage to provide an image of the occupant within the full cell area from the floor to a minimum vertical wall height of 2.25 metres (88.6 inches) on all walls. It will also include a vertical view of six feet above any object within the cell that a person could stand on, e.g. bunk, toilet, lavatory.</p> <p>Subject to change based on approved National Video Systems Integration Section review.</p>
<b>05</b>	<p><b>CAMERA ENCLOSURE</b></p> <p>Camera enclosures must be mounted in corners for use in cells with ceiling heights less than 2743 mm or 9 feet. The camera enclosure must meet or exceed the following performance capacity requirements for non-dome cameras:</p> <ol style="list-style-type: none"> <li>1. Camera Mounting Adjustable tilt table;</li> <li>2. Maximum Camera and Lens Size Accepts camera and lens combinations (including connector);</li> <li>3. Enclosure Mounting on protected rear surface;</li> <li>4. Cable Entry Access through back and top;</li> <li>5. Security Tamper-resistant screw;</li> <li>6. Window – Polycarbonate, Lexan® or equivalent;</li> <li>7. Design - mounting in a 90° corner application.</li> </ol> <p>The camera enclosure must adequately protect the CCVE camera without compromising wired connections to the camera such as the data connection, the service monitor, or external power connections.</p> <p>Adequate clearances must be maintained between the camera lens and the window to ensure the camera lens can be properly focused at the required focal length for the coverage area. The camera lens once properly focused must not touch the transparent window.</p>
<b>06</b>	<p><b>MONITORING/DOWNLOAD WORKSTATION (WS)</b></p> <p>The Monitoring/Download workstation must have a video card with dual digital output interfaces, either DVI or HDMI. The display connector interfaces on the video card must be</p>

	<p>of the same type and be compatible with the display connectors of the supplied monitors. An optical CD/DVD±RW recording device must be included. The WS must meet or exceed the following requirements.</p> <ol style="list-style-type: none"> <li>1. Processor Minimum 2 Processor Cores at 2.4GHz</li> <li>2. Memory Minimum 2GB of RAM</li> <li>3. Hard Drive Minimum 250GB 7200RPM 3.5" SATA</li> </ol>
<b>07</b>	<p><b>DISPLAY MONITORS</b></p> <p>Monitors that are attached to the Video decoders must be at least 32" and support an HDMI connection unless a smaller sized monitor is required based on site specific conditions as noted at requisition on contract.</p> <p>Monitors must be attached to the Monitoring and Download WS. They must be at least 24" and support either a DVI or HDMI connection and be of the same type and be compatible with the supplied display connectors of the monitoring/downloading WS video card. Smaller sized monitors may be requested based on site specific conditions as noted in a ROC.</p> <p>The monitor must support a standard VESA Mount</p> <p>All supplied monitors must include a VESA mount with an articulating arm to attach the monitor to a wall or desk surface. The supplied articulating arm must support the weight of the monitor. The type of mount, wall or desk mount will be specified in a ROC.</p>
<b>08</b>	<p><b>NETWORK SWITCHES</b></p> <p>The network switch must meet or exceed the following performance capacity requirements:</p> <ol style="list-style-type: none"> <li>1. Ports RJ-45 connectors for 10BASE-T, 100BASE-TX, with a minimum of 2 1000BASE-T;</li> <li>2. Cabling Type Unshielded twisted pair (UTP) Category 5e or better for 10BASE-T/100BASE-TX, and Category 6 for 1000BASE-T connections if specified as required during Requisition on Contract;</li> <li>3. Switching capacity must be non-blocking;</li> <li>4. Web user interface Built-in web user interface for easy browser-based configuration (HTTP/HTTPS);</li> <li>5. Power over Ethernet IEEE 802.3af PoE delivered over any of the ports power budget allows for max power of 15.4W on up to 8 ports simultaneously. The PoE capabilities of the switch(es) supplied must exceed the full load output of the system by at least 150%;</li> <li>6. Storm control Broadcast, multicast, and unknown unicast;</li> <li>7. Minimum Requirements Web-based utility: Microsoft Internet Explorer version 6 or later, Category 6 Ethernet network cables, Operating system: Windows XP, or later;</li> <li>8. Standards 802.3 10BASE-T Ethernet, 802.3u 100BASE-TX Fast Ethernet, 802.3ab 1000BASE-T, Gigabit Ethernet, 802.3z Gigabit Ethernet, 802.3x flow control;</li> <li>9. The total number of PoE switch ports supplied must include an additional 20% capacity for future expansion.</li> </ol>
<b>09</b>	<p><b>VIDEO DECODERS</b></p> <p>The video decoders must meet or exceed the following performance capacity requirements:</p>



	<ol style="list-style-type: none"> <li>1. Supported Image Format H.264;</li> <li>2. Supported Image Resolution minimum VGA;</li> <li>3. Display Pattern minimum 4 display patterns: Single, 3-Screen, 6-Screen;</li> <li>4. Display ID on screen with alphanumeric characters;</li> <li>5. Camera Title on screen with alphanumeric characters;</li> <li>6. Time &amp; Date display on screen with options, to turn off, Time format, 12H or 24H;</li> <li>7. Information Display Alarm information, Error information;</li> <li>8. User Authentication support;</li> <li>9. Supported OS Windows® XP Professional SP2 English or newer;</li> <li>10. Supported Browser Windows® Internet Explorer® ;</li> <li>11. Alarm Action Alarm message, Alarm frame, Terminal output, Alarm LED;</li> <li>12. Alarm Reset Auto reset, Reset command, Reset terminal input;</li> <li>13. Network Interface 100Base-TX / 1000Base-T, RJ-45 Connector;</li> <li>14. Maintenance Port 10Base-T, RJ-45 Connector;</li> <li>15. Supported Protocol TCP/IP, UDP/IP, HTTP, RTP, NTP;</li> <li>16. Power Source/Consumption AC adapter for 100 ~ 240 VAC at 60 Hz.</li> </ol>
<b>10</b>	<p><b>RACK UNINTERRUPTIBLE POWER SUPPLY (UPS)</b></p> <p>The CCVE cellblock equipment requires a minimum of one Uninterruptible Power Supply, (UPS), in order to continuously provide high availability of the equipment during power brownouts/dropouts. If the detachment has a generator, the UPS must provide power to the cell block equipment whilst the generator kicks in. (Usually less than a minute). Rack uninterruptible power supplies must be 19” rack mountable within the CCVE rack. The following lists the additional minimal UPS requirements:</p> <p><b>Output:</b></p> <ol style="list-style-type: none"> <li>1. Output Volt Amp Capacity (VA) and Output Watt capacity (W) sufficient for equipment, providing a minimum 5 minutes of runtime at full load;</li> <li>2. Nominal Output Voltage(s) Supported 120V;</li> <li>3. Frequency compatibility 60 Hz;</li> <li>4. Built-in UPS output receptacles 5-15R outlet(s); 5-15/20R outlet(s).</li> </ol> <p><b>Input:</b></p> <ol style="list-style-type: none"> <li>1. Nominal Input Voltage(s) Supported 120V AC;</li> <li>2. UPS input connection type 5L-20P;</li> <li>3. Input circuit breaker 20A;</li> <li>4. Recommended Electrical Service 20A 120V.</li> </ol> <p><b>Battery:</b></p> <ol style="list-style-type: none"> <li>1. Full load runtime (minutes) 5 min;</li> <li>2. Battery recharge rate (included batteries) Less than 4.5 hours from 10% to 90%;</li> <li>3. Battery replacement description Hot-swappable, user replaceable batteries.</li> </ol> <p><b>Communications:</b></p> <ol style="list-style-type: none"> <li>1. Communications interface USB.</li> </ol>
<b>11</b>	<p><b>WS UPS</b></p> <p>The CCVE monitoring WS requires an Uninterruptible Power Supply, (UPS), in order to continuously provide high availability of the equipment during power brownouts/dropouts. If the detachment has a generator the UPS must provide power to the cell monitoring WS whilst the generator kicks in. (usually less than a minute).</p> <p>The following lists the minimal mandatory UPS requirements:</p>

	<p>Output:</p> <ol style="list-style-type: none"> <li>1. Output Volt Amp Capacity (VA) and Output Watt capacity (W) sufficient for equipment, providing a minimum 5 minutes of runtime at full load;</li> <li>2. Nominal Output Voltage(s) Supported 120V;</li> <li>3. Frequency compatibility 60 Hz;</li> <li>4. Built-in UPS output receptacles 3 5-15 outlet(s).</li> </ol> <p>Input:</p> <ol style="list-style-type: none"> <li>1. Recommended Electrical Service 15A 120V.</li> </ol> <p>Battery:</p> <ol style="list-style-type: none"> <li>1. Full load runtime (minutes) 5 min;</li> <li>2. Battery recharge rate (included batteries) Less than 4.5 hours from 10% to 90%;</li> <li>3. Battery replacement description Hot-swappable, user replaceable batteries.</li> </ol> <p>Communications:</p> <ol style="list-style-type: none"> <li>1. Communications interface USB.</li> </ol>
<b>12</b>	<p><b>RACK MOUNT POWER SUPPLY FOR ALL CCVE CAMERAS</b></p> <p>The CCVE cellblock equipment requires a rack mount +12 Volt DC Power supply, backed up by the Cabinet Uninterruptible Power Supply, (UPS), in order to continuously provide high availability of the equipment during power brownouts/dropouts. This power supply will be used for all CCVE Camera types.</p> <p>The following lists the minimal Rack mount Power Supply requirements:</p> <ul style="list-style-type: none"> <li>• Rack mounted;</li> <li>• Current rated for all equipment specified at requisition on contract with an additional 50% capacity margin;</li> <li>• Accept 16 gauge to 22 gauge wire on terminal strip or equivalent.</li> </ul> <p>Input:</p> <ul style="list-style-type: none"> <li>• Standard 15A, 110 ~ 120 VAC 60 Hz Service.</li> </ul> <p>Output:</p> <ul style="list-style-type: none"> <li>• Multiple 12 Volts DC outputs individually fused either individually or grouped.</li> </ul>
<b>13</b>	<p><b>BOOKING AND RECEPTION AREA MICROPHONES</b></p> <p>The microphones must meet or exceed the following requirements:</p> <ol style="list-style-type: none"> <li>1. Be an omni-directional, low impedance, electric condenser microphone with built-in preamp;</li> <li>2. The ability to block out background noise, such as HVAC;</li> <li>3. Able to be wired to a 3.5mm jack that can plug directly in to the booking and reception camera Mic/Line In port;</li> <li>4. Must be supplied with an appropriate power source and wiring connections as required;</li> <li>5. Mountable on a wall or ceiling;</li> <li>6. Booking/Reception area cameras do not need to support SD cards.</li> </ol>

## **PART D SERVICES REQUIREMENT**

### **1.0 GENERAL**

- The quantities of components must be delivered and installed by the Contractor based on the requirements to provide a fully operational Cellblock CCVE System, as per the specifications detailed in this Statement of Work and the specific ROC, and as shown on the detachment drawings.

### **2.0 REQUIREMENTS**

#### **2.1 Site Preparation and Installation**

- The Contractor must coordinate with the Technical Authority, the scheduled shutdown and removal of any existing CCVE equipment currently in use and designated for removal under the ROC. The Contractor must remove any existing cameras..
- The Contractor must coordinate with the Technical Authority, the return and safe transport of all existing CCVE equipment such as cameras, camera housings, displays, recording equipment and media to an on-site location designated by the Technical Authority in the ROC.
- The Contractor must furnish and install, at the specified locations, NVR's, cameras, etc. to provide a completely operational Cellblock CCVE system. The installation of cameras may involve coring and resealing the wall and/or ceiling. The installation of the cameras must include the termination and connection of wiring to the cameras. This includes CAT 5e data cabling connection, passive balun wiring as shown in Appendix A.5 if specified as required by the ROC, and LVT wiring supplying 12 Volts DC for backup power.
- The Contractor must ensure that cameras installed on exterior walls meet all local electrical and building codes. The Contractor must ensure that any penetration during the installation of an exterior camera or camera enclosure to the building envelope must be repaired using current best practices to ensure that the building envelope is left intact.
- The Contractor must install non-dome cameras inside approved enclosures, and these must be placed according to detachment diagrams specified by PTSS. Gaps and voids on the external surfaces of the enclosure must be caulked using an RCMP approved caulk. See Appendix A.2 for list of current approved caulks. The NVRs, Expansion Bays, Video Encoder(s), and PoE switches must be rack mounted and secured within the existing 19" equipment rack, or within a LAN room. The monitoring WS must be placed in the monitoring area where the system will be watched by the guards or matrons while on duty. Monitors connected to the Video Decoders must be placed in the same area as the monitoring WS.
- Type 5 analog secure vandal proof dome balun connections must be terminated on a BNC patch panel within the CCVE rack.
- Analog Video Encoder ports used with Type 5 Analog Secure Vandal proof domes must be terminated on a BNC patch panel within the CCVE rack and then cross connected via a RG59 BNC patch cable to the Type 5 analog secure vandal proof dome.
- The Contractor must install all devices with a basic configuration specified at ROC (e.g. IP address, frame rate, monitoring software)
- The Contractor must ensure all devices are supplied with or updated to the latest manufacturer released firmware at time of installation.
- Contractor must fully coordinate Work with that of others and existing conditions, and must advise the Technical Authority in writing of any conditions or work by others that would prevent compliance with the requirements as specified herein.

- The execution of all Work by the Contractor and subcontractors must be coordinated in advance with the Technical Authority. The Contractor must provide coordination as required to ensure the Work is not delayed by, or does not delay, the work of other trades.
- In Cell cameras and lens must be installed and adjusted to obtain the optimum view as shown in Appendix A.4 4.3 Single Camera View Coverage

## **2.2 Delivery, Storage, and Handling**

The Contractor must:

- deliver, receive, unload, unpack, handle, and store products at no extra cost to the RCMP;
- ship equipment components in manufacturer's original shipping containers;
- inspect products upon delivery for damage and replace damaged products;
- Store products in manufacturer's unopened packaging until ready for installation and;
- be responsible for the security of uninstalled products.

## **2.3 System Components Records**

- Contractor must record models and serial numbers of all security equipment and match against RCMP component number and show location matching RCMP drawing number, these reference numbers will be provided when ROC is issued.
- Contractor must provide a copy of the above equipment models and serial numbers list to the Technical Authority upon completion of each ROC.

## **2.4 Start-Up Responsibility**

- The Contractor must initiate system start-up. Competent personnel must be provided by the Contractor on each consecutive working day as required by site conditions to ensure that the Cellblock CCVE system is fully functional. If, in the RCMP's judgment, the Contractor is not demonstrating progress in solving any technical problems, the Contractor must coordinate with manufacturers' technical support at no cost to the RCMP, until resolution of those defined problems.
- Where appropriate, the Contractor must bring the system on-line in its basic state. The RCMP will provide the specific configuration information that will provide full, integrated system operation.

The Contractor must be responsible for the following:

- Preparation for Acceptance;
- All systems, equipment and devices be in full and proper adjustment and operation, and properly labeled and identified;
- All materials be neat, clean and unmarred and parts securely attached;
- Any broken structural elements, including glass, raised flooring and supports, ceiling tiles and supports, walls, doors, etc. be replaced or properly repaired, and debris cleaned up and discarded to a condition acceptable to the RCMP;
- All extra materials as specified be delivered and stored at the premises as directed;
- Test reports of each system and each system component, and As-Built project drawings must be complete and available for inspection and delivery as directed by the RCMP.

## **2.5 Commissioning**

- Contractor must demonstrate in the presence of the RCMP, the functionality of the system upon completion of installation, document the result of all tests and provide these results to the RCMP.
- Contractor must power down the system by simulating a power outage and re-boot the system back on line to test the functionality of the system in power outages/and glitches scenarios.

### **3.0 FINAL ACCEPTANCE TESTING**

- Upon completion of the system, installation tests must be conducted by the Contractor to determine conformity to the CCVE requirements. Tests must be conducted in the presence of a PTSS or detachment representative and the Appendix A.7 acceptance criteria table will be used by RCMP for the final acceptance test;
- All equipment, (provided by the system installer), that is proven to be defective or operating improperly must be corrected or replaced promptly at no additional cost;
- System must be tested for proper operation and configuration;
- Test all equipment. Examples of tests that should be performed are;
- Test monitors for proper resolution, stability and good signal termination;
- Test NVR and NVR software for proper operation, presets etc.;
- Upon completion of testing, the contractor must provide a complete test report as defined in Appendix A.7.

### **4.0 DELIVERABLES**

Before final acceptance of Work, the contractor must deliver two (2) copies to each location of each of the items in Sub-paragraph 4.1 through 4.3.

#### **4.1 Systems Operation Manuals.**

Upon completion and final acceptance of Work, Contractor must deliver a “Systems Operation Manual” in a three-ring binder, sized to hold the material below:

1. A Statement of Guarantee including date of termination and the name and phone number of the person to be called in the event of equipment failure. A set of operational procedures for the overall system that includes all required RCMP activities and that allows for the RCMP operation of all system capabilities. This procedure must fully address all RCMP established system operating objectives.
2. An individual factory issued manuals or vendor supplied documentation, containing all technical information on each piece of equipment installed. In the event such manuals cannot be obtained from a manufacturer, the Contractor must compile and include them. Advertising brochures or operational instructions must not be used in lieu of the required technical manuals and information.

#### **4.2 Maintenance Manuals**

Contractor must deliver a “Maintenance Manual” in a three-ring binder, sized to hold the material below:

1. **Record Drawings** - After completion of all ROC Acceptance tests, the Contractor must submit the complete summary of installed items that outlines serial numbers, IP addresses, MAC Addresses of network devices, model numbers, lens types, cable runs used, and any other site specific configuration information. These drawings must include locations for all major equipment components installed under this specification. This document may consist of legible hand written notes by the installer directly onto RCMP supplied hard copies of the site floor plan.
2. **Cabling** – Documentation indicating which cable runs where used for each device.
3. **Test Results** – Results of any testing performed.

#### **4.3 Training Materials**

- The Contractor must provide video based training on DVD format to ensure the RCMP's personnel are able, without assistance, to operate the system and perform functions which might reasonably be anticipated.
- DVD instructions and/or instruction manuals must be provided to detachment personnel, (Guards/Matrons/Regular Members etc), tasked with day to day system operation.
- Original copies of all manuals and/or other supplied documentation materials from the manufacturer must be provided to the RCMP PTSS representative.
- If, in the opinion of the RCMP, the Contractor fails or is unable to provide DVD video based training, the RCMP must arrange to obtain training through alternate means. All costs incurred in conjunction with such alternate means of training must be borne by the Contractor.

The DVD video based training must include, but is not limited to, are the following:

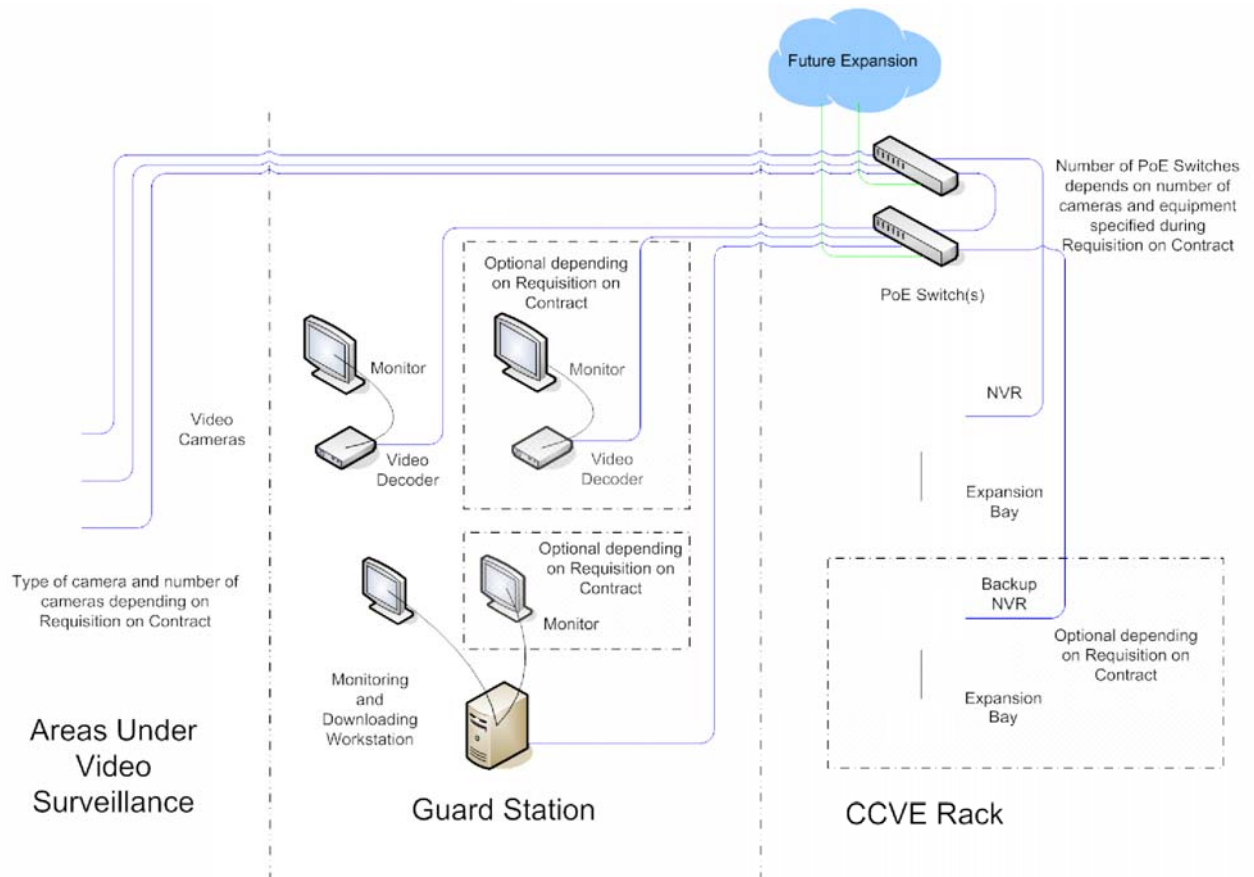
- Logging into the system.
- Restoring default views.
- Ensuring video recording is occurring at all times.
- Reviewing recorded video.
- Time searching recorded video.
- Exporting video to external media.
- Explanation of system generated alarms and errors.

## **5.0 NOTICE OF COMPLETION**

When the Final Acceptance Test described above has been completed to the satisfaction of the RCMP, the Contractor must issue a Notice of Completion, (Appendix A.9 Notice of Completion Form), to the Technical Authority indicating the date of such completion and the Technical Authority will approve and sign the Notice of Completion. The date of the Notice of Completion signed by Technical Authority will mark the start of the warranty period.

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## Appendix A.1: NVR System Layout



## **Appendix A.2: Approved caulking compounds.**

The following are the approved RCMP caulking compounds that are to be used on cell camera enclosures. These compounds are subject to change at the RCMP's discretion.

- Tremco Permaquick 2252
- Sika Anchor Fix 3
- Pecora Dynapoxy EP-430 Fast
- BASF Epolith G
- Pecora Dynapoxy EP 1200

Additional caulking compounds will be added to this list once approved by the RCMP's National Video Systems Integration Section.



### **Appendix A.3: Approved CCVE Enclosures for non-dome cameras**

- APW Model CCEH-200D
- Pelco HS1500
- Batko Model FB-13P1HS
- Batko Model FB-1303
- Silent Witness Model V28CC

Additional CCVE enclosures will be added to this list once approved by the RCMP's National Video Systems Integration Section.

## **Appendix A.4: Existing Cell Type Standards.**

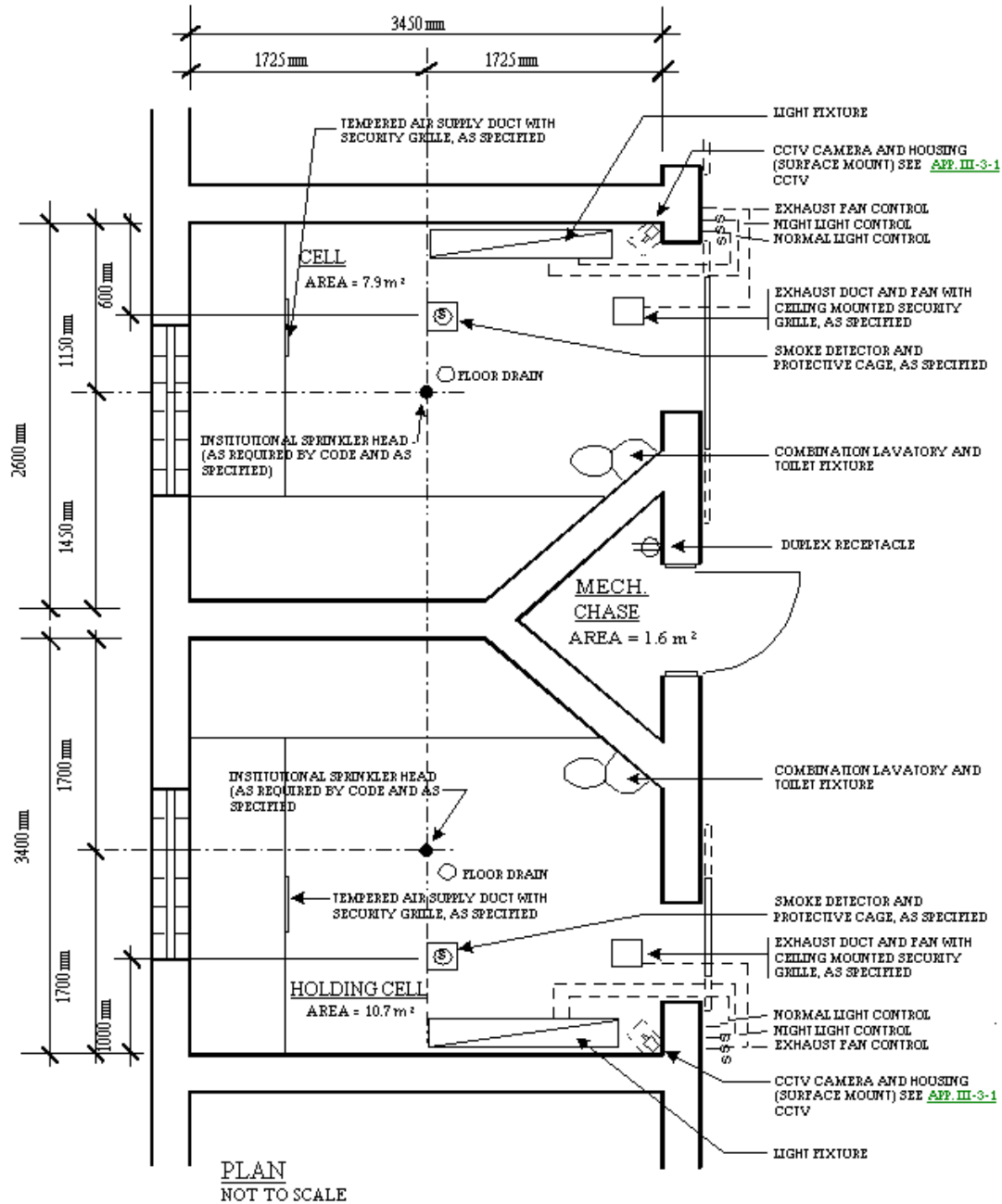
**4.1 Cell Type A:** Minimum 150 mm wide, hollow, 7.5 MPA, light or normal weight concrete block (Type D, C or B – reference CSA Standard A165.1-M) to underside of cell ceiling.

**4.2 Cell Type B:** Fire retardant plywood over waferboard/strandboard backer on studs spaced at 300 mm centers maximum

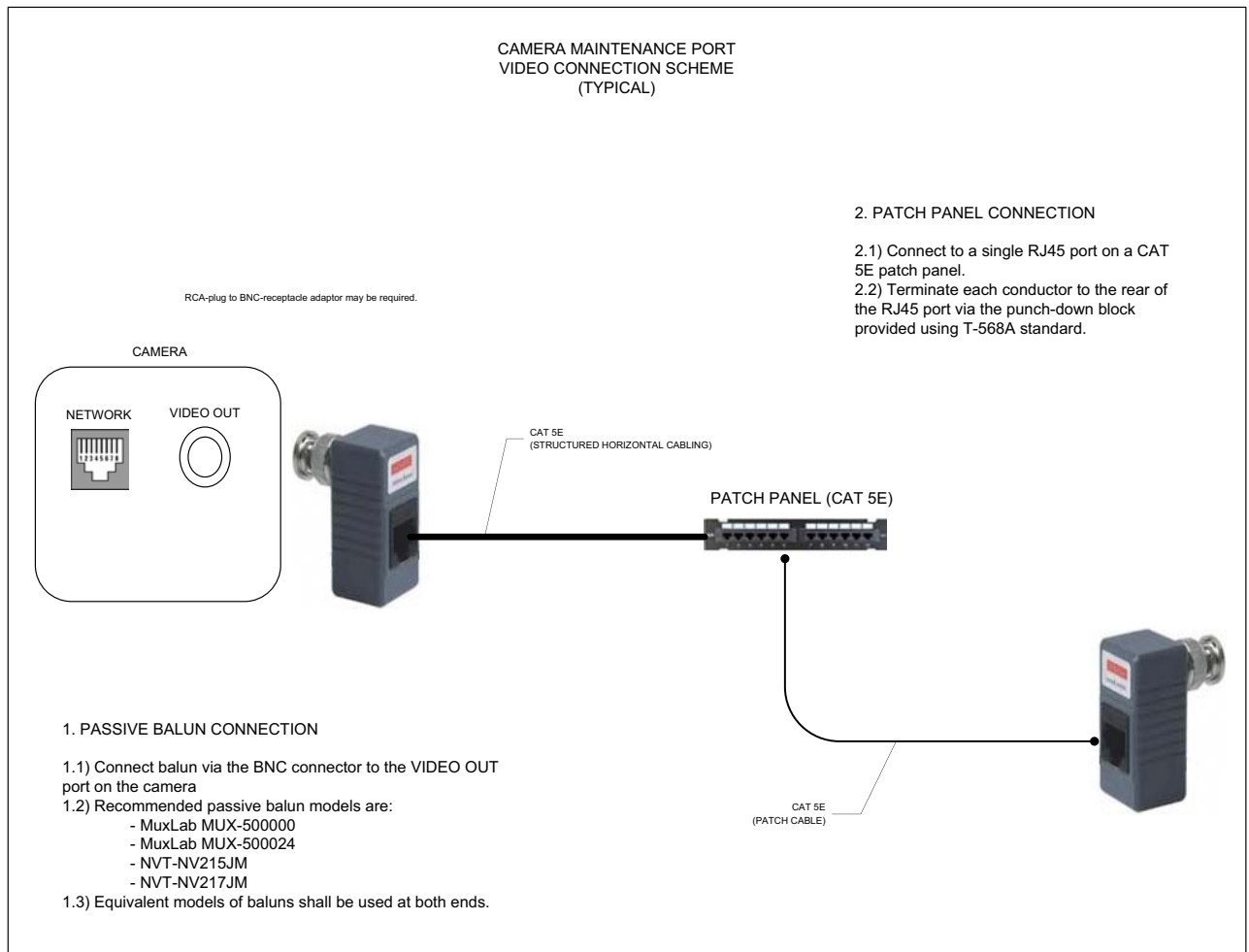
### **4.3 Single Camera View Coverage - Cell**



#### 4.4 Cell Floor Plan



## Appendix A.5: Balun Connection to Cameras



## Appendix A.6: CCVE Camera Types

Type	Description	Cell Use
1	<b>IP Secure Vandal Proof Dome</b>	Yes
2	<b>IP Camera, (non dome) with RCMP approved camera enclosure</b>	Yes
3	<b>IP Digital Dome Camera</b>	No
4	<b>IP Secure Vandal Proof Dome, IP66 rated for exterior use with heater and blower</b>	No
5	<b>Analog Secure Vandal Proof Dome</b>	Yes

## Appendix A.7: Requisition on Contract (ROC) Acceptance Criteria

Test	Description	Test Observed	Comment
<b>Data Cabling Acceptance Testing</b>			
1	Cable Runs properly labeled?	N/A. Tested previously.	Repeat for each cable run.
2	Cable properly terminated?	N/A. Tested previously.	Repeat for each cable run.
3	Cable run qualified to CAT 5e or CAT 6 if applicable?	N/A. Tested previously.	Repeat for each cable run.
<b>2 Conductor DC Power Cabling</b>			
1	DC Power Cabling labeled and colour coded?	N/A. Tested previously.	Repeat for each cable run.
2	Measured power = 12 Volts DC?		Repeat for each cable run.
<b>Individual Camera Acceptance Testing</b>			
1	Camera IP Address, MAC Address, Serial Number and Lens type recorded?		Repeat for each camera.
2	Cameras in cells are mounted in the correct location?		Repeat for each camera.
3	Camera is focused and lens is reasonably free of distortion with thumbscrews tightened?		Repeat for each camera.
4	Camera view and lens combination adequately covers the required viewing area?		Repeat for each camera.
5	With Camera powered from external DC power, confirm recording to memory card is functioning.		Repeat for each camera.
6	Exterior cameras are adequately rated or protected for outdoor use?		
<b>Switch Acceptance Testing</b>			
1	Record switch's management IP address and serial number.		Repeat if there is more than one switch.
2	Verify each switch port is functional including unused switch ports.		
3	PoE power with all cameras powered on is 80% or less than		

	switch capacity.		
<b>Workstation Acceptance Testing</b>			
1	IP address of workstation, serial number of workstation and serial number of displays recorded?		
2	Workstation displays are functional and secured to work area?		
3	Each display is reasonably free of defective, stuck or hot pixels?		
4	Default view on display shows all cells?		
<b>NVR Acceptance Testing</b>			
1	NVR IP address and serial numbers of NVR and expansion chassis if applicable recorded?		
2	Total storage available meets requirements based on number of cameras?		
3	NVR time is correct and synchronized to a NTP time source if available?		
4	NVR is free of alarms?		
5	Failover testing?		Test failover to backup NVR if specified at requisition on contract
6	Retrieve sample of archived video?		
<b>UPS Acceptance Testing</b>			
1	Turn off breaker to CCVE rack and confirm UPS is able to sustain load for a minimum of 5 minutes.		
2	Apply power to CCVE rack by running breaker back on and ensure UPS recharges batteries.		
<b>Training Material Requirements</b>			
1	Confirm DVD video-based training is playable and covers required topics.		
2	Confirm manufacturer supplied manuals and other documentation has been supplied.		
<b>Camera Enclosures Acceptance Testing</b>			

1	Securely fastened with only tamper resistant screws exposed?		
2	Caulked with approved compound and free of voids or other possible scenarios or opportunities to suspend foreign objects?		
<b>Other Tests</b>			
<b>Acceptance Testing Summary</b>			



**Appendix A.8 - Approved List - IP based digital & NTSC analog video cameras  
(Dome or corner style)**

1. Panasonic Model WV-CW484S or WV-CW244S, including either the Pelco 13VD1-3 1/3"F1.4/1.6-3.4 mm or Fujinon YV2.2x1.4A-SA2 1/3"F1.4/1.4-3.4 mm lenses
2. Bosh EX36
3. Pixford PD637

## Appendix A.9 - Notice of Completion Form

**This is to confirm the Contractor has completed the CCVE installation for the following location under Requisition On Contract No.:** \_\_\_\_\_

**Detachment:** \_\_\_\_\_

**Detachment Address:**

Acceptance Test and Deliverables	Accepted
Statement of Work Appendix 7 Acceptance Criteria	
Systems Operation Manuals	
Maintenance Manuals <ul style="list-style-type: none"><li>• Systems Operation Manuals</li><li>• Cablings</li><li>• Test Results</li></ul>	
Training Materials	

**Approved by**

\_\_\_\_\_  
**Mark Hennigar**  
**Technical Authority**

**Date:** \_\_\_\_\_

## **ANNEX B BASIS OF PAYMENT**

All prices, unless otherwise stated, will remain firm for the period of the Contract.

Year 1 will commence from the award date of the Contract. For example., if the award date of the Contract is April 1 2012, Year 1 period will be April 1, 2012 to March 31, 2013 inclusive.

The Basis of Payment includes the following four Pricing Appendices.

Appendix B.1 - Hardware, firm ceiling prices for all hardware.

Appendix B.2 - Types of personnel, firm billable onsite and travel hourly rates for all personnel required for the Work.

Appendix B.3 - For each location (Travel and Living expenses and extended level of effort ), firm ceiling costs related to billable travel and onsite hours, and costs related to travel and living expenses.

Appendix B.4 - For each grouping of locations (not on-site), firm ceiling costs related to billable travel hours, and costs related to travel and living expenses for each grouping. (Note to Bidders - See Annex G for grouping instructions)

### **Appendix B.1 Hardware Pricing**

All hardware prices are firm ceiling unit prices inclusive of all shipping, administration and handling costs to all the RCMP locations listed in Appendix B.3.

The firm ceiling unit prices must not exceed the Manufacturer's or the Contractor's Published Price List or Catalogue less the percentage discount (or plus the percentage markup). The Contract pricing will be the lower price.

From time to time the manufacturer or Contractor may offer sales, discounts, or upgrade special pricing for the requested goods. The Contractor must offer any reduced pricing as a result of these offers, to Canada, if it results in lower costs to Canada.

### **Appendix B.2 Service Rates**

The listed personnel are those that will be required to perform the Work. The hourly rates must remain firm for the entire period of the Contract.

The Billable On-site Hourly (BOH) rates are for actual work done at the RCMP location.

The Billable Travel Hour (BTH) rates are for time spent traveling to and from the locations listed in Appendix B.3. Any travel time going to and from the Contractor's accommodations( ie. hotel) and the RCMP site during the performance of the service must be included in I3 - IL3 of Appendix B.3 or in the firm BOH rates.

### **Appendix B.3 Costs related to System Installation and Travel for each Location.**

Appendix B.3 represent 83 RCMP Locations in British Columbia. This table represents any travel and living costs during the performance of the work.

Col #'s	Description
D - H	Estimated quantities of cameras required. These quantities may be adjusted due to operational requirements or changes in funding
I - N	List of personnel type(s) needed to complete the ROC

I.1 - N.1	Maximum BOH required to complete the installation, set-up and testing of the system respective to the individuals identified in items I - L. (ie "I" with "I.1", "J" with "J.1" etc).
O-Q	Firm Lot Ceiling Total Costs for the Installation, Set-up and Testing (IS&T) of the system, inclusive all BOH costs.
I.2 - N.2	Maximum BTH respective to the individuals identified in items I - L. (Ie "I" with "I.2", "J" with "J.2" etc) for each location. The BTH apply only to the travel time to and from the point of departure and the RCMP location. During travel there will be no billable overtime hours.
R-T	Firm Lot Ceiling Billable Travel Hours round trip for each location
I.3 - N.3	Firm lot ceiling cost for all living and incidental, travel and accommodations etc., respective to each individual identified in items I - L. (Ie "I" with "I.3", "J" with "J.3" etc). This cost applies for the period from the time of departure, (Contractor's site), during the system IS&T and return to the original point of departure.. BTH is not to be included.
U-W	Firm Lot Ceiling Total for costs related to T&L. This cost does not include BTH.

#### **Appendix B.4 -Travel Costs for Location Groupings**

Due to the proximity, some locations may be bundled into one "road trip" thus the travel cost and living expenses and the billable travel hours between locations will vary from the firm cost and billable travel hours listed in Appendix B.3. The maximum billable travel hours and travel costs may be reduced based on the actual travel time between locations.

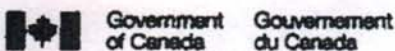
Prices for each grouping must be firm lot ceiling prices for all related travel and living expenses. Each "grouping" must include all travel plans and costs, inclusive but not limited to, billable travel hours, accommodations and living expenses, car rentals, flights, ferry rides, etc.

All transportation, accommodation and living expenses must be in accordance with or not exceed the meal, private vehicle and incidental expense allowances specified in Appendices B, C and D of the Treasury Board Travel Directive, and with the other provisions of the directive referring to "travellers", rather than those referring to "employees". These allowances are inclusive of HST/GST and any other applicable taxes.

The firm lot ceiling prices for all the groupings must remain for the **[As above.]** Contract period.

The successful bidder's groups will form Appendix B.4

LM



20111123221

DSS ID # 308

Contract Number / Numéro du contrat <b>M2989-0-5860</b>
Security Classification / Classification de sécurité

P

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

1. Originating Government Department or Organization / Ministère ou organisme gouvernemental d'origine <b>RCMP</b>		2. Branch or Directorate / Direction générale ou Direction <b>"E" Division Corporate Management Branch</b>	
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 Contractor is required to supply and install Closed Circuit Video Monitoring equipment inside approximately 85 RCMP detachment locations.			
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 <input checked="" type="checkbox"/> Non <input type="checkbox"/> 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 <input checked="" type="checkbox"/> Non <input type="checkbox"/> 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 checked="" type="checkbox"/> No <input type="checkbox"/> Yes <input checked="" type="checkbox"/> Non <input type="checkbox"/> 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 <input type="checkbox"/> Non <input checked="" type="checkbox"/> 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 <input checked="" type="checkbox"/> Non <input type="checkbox"/> 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 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 type="checkbox"/>	All NATO countries Tous les pays de l'OTAN <input type="checkbox"/>	No release restrictions Aucune restriction relative à la diffusion <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"/>	Restricted to: / Limité à: <input type="checkbox"/>	
Specify country(ies): / Préciser le(s) pays:	Specify country(ies): / Préciser le(s) pays:	Specify country(ies): / Préciser le(s) pays:	
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 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"/>	

TBS/SCT 350-103(2004/12)

Security Classification / Classification de sécurité

**Canada**





Government  
of Canada

Gouvernement  
du Canada

Contract Number / Numéro du contrat

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

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? ☒ No ☐ Yes

Short Title(s) of material / Titre(s) abrégé(s) du matériel:  
Document Number / Numéro du document:

10. a) Personnel security screening level required / Niveau de contrôle de la sécurité du personnel requis

- |   |   |   |  |
|---|---|---|--|
| <input checked="" type="checkbox"/> RELIABILITY STATUS<br>COTE DE FIABILITÉ | <input type="checkbox"/> CONFIDENTIAL<br>CONFIDENTIEL           | <input type="checkbox"/> SECRET<br>SECRET           | <input type="checkbox"/> TOP SECRET<br>TRÈS SECRET               |
| <input type="checkbox"/> TOP SECRET - SIGINT<br>TRÈS SECRET - SIGINT        | <input type="checkbox"/> NATO CONFIDENTIAL<br>NATO CONFIDENTIEL | <input type="checkbox"/> NATO SECRET<br>NATO SECRET | <input type="checkbox"/> COSMIC TOP SECRET<br>COSMIC TRÈS SECRET |
| <input type="checkbox"/> SITE ACCESS<br>ACCÈS AUX EMPLACEMENTS              |   |   |  |

Special comments:

Commentaires spéciaux: *As per MOW Between RCMP & PWGSC. Scenario's A & B will be utilized to cover FA 2 / FA 4 & RRS*

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 unscreened personnel be used for portions of the work?  
Du personnel sans autorisation sécuritaire peut-il se voir confier des parties du travail? ☒ No ☐ Yes  
If Yes, will unscreened personnel be escorted?  
Dans l'affirmative, le personnel en question sera-t-il escorté? ☐ No ☐ Yes

#### INFORMATION / ASSETS / RENSEIGNEMENTS / BIENS

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

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 ☐ Yes

#### PRODUCTION

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

#### 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 électroniquement des renseignements ou des données PROTÉGÉS et/ou CLASSIFIÉS? ☒ No ☐ Yes

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 ☐ Yes

TBS/SCT 350-103(2004/12)

Security Classification / Classification de sécurité

Canada





Government  
of Canada

Gouvernement  
du Canada

Contract Number / Numéro du contrat

M859-0-5860

Security Classification / Classification de sécurité

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	COMSEC TOP SECRET COMSEC TRÈS SECRET	PROTECTED PROTÉGÉ			CONFIDENTIAL	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 » au haut et au bas du formulaire.

12. b) Will the documentation 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).

## ANNEX **D**

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**Annex E - Locations and  
Camera Quantities**

Order	Detachment Name	Detachment Admin File ID	Number of Cells	Camera Estimate	type 1 camera dome	type 2 camera enclosure	type 3 camera in office camera	type 4 camera outside	Detachment Address	District
1	FORT ST JAMES	1314-0756	5	20	5	2	8	5	178 Stuart Drive	NORTH
2	WILLIAMS LAKE	1314-0508	14	35	12	5	13	5	575 Borland	NORTH
3	BURNS LAKE	1314-0006	6	31	8	0	18	5	201 HWY 35	NORTH
4	VANDERHOOF	1314-0596	5	20	5	2	8	5	181 W. Columbia	NORTH
5	SMITHERS	1314-0551	8	23	7	3	8	5	3351 Yellowhead HWY	NORTH
6	MASSET	1314-0866	3	16	3	1	7	5	2042 Collision Street	NORTH
7	QUEEN CHARLOTTE	1314-0219	3	16	5	0	6	5	3211 Wharf	NORTH
8	MERRITT	1314-0941	7	28	6	3	14	5	2999 Voght Street	SE
9	LYTTON	1314-0683	3	17	4	1	7	5	665 Main Street	SE
10	NELSON	1314-0066	6	22	6	2	9	5	1010 Second Street	SE
11	PORT HARDY	E1314-0786	6	22	6	2	9	5	7355 Columbia Street	ISLAND
12	UCLUELET	E1314-0153	2	14	3	2	4	5	1712 Cedar Street	ISLAND
13	FORT NELSON	1314-0087	7	24	6	3	10	5	4804 McLeod Road	NORTH
14	OLIVER	1314-0821	5	20	5	2	8	5	9525 346th Avenue	SE
15	BELLA BELLA	1314-0067	3	16	5	0	6	5	89 Waglisla	NORTH
16	BOSTON BAR	1314-0572	0	8	0	0	3	5	47864 Old Boston Bar Rd	LMD
17	BOWEN ISLAND	1314-0202	0	8	0	0	3	5	1007 Miller Rd	LMD
18	AGASSIZ	1314-0929	6	22	8	0	9	5	6869 Lougheed Hwy	LMD
19	PEMBERTON	1314-0221	3	16	3	2	6	5	7413 Prospect St	LMD
20	HOPE	1314-0691	6	22	6	2	9	5	690 Old Hope Princeton Hwy	LMD
21	TSAY KEH	1400-2084	3	25	3	4	12	6	BOX 9000, MacKenzie	NORTH
22	LILLOOET	1314-0861	5	20	5	2	8	5	317 Main Street	SE
23	PRINCETON	1314-0401	2	14	3	2	4	5	200 Highway 3, East	SE
24	CHASE	1314-0586	6	21	6	2	9	5	226 Shuswap Avenue	SE
25	SICAMOUS	1314-0322	3	17	5	0	7	5	1125 Paradise Avenue	SE

### Annex E - Locations and Camera Quantities

Order	Detachment Name	Detachment Admin File ID	Number of Cells	Camera Estimate	type 1 camera dome	type 2 camera enclosure	type 3 camera in office camera	type 4 camera outside	Detachment Address	District
26	ENDERBY	1314-0236	6	22	6	2	9	5	602 Granville Street	SE
27	GRAND FORKS	1314-0598	7	24	6	3	10	5	1608 Central Avenue	SE
28	COLUMBIA VALLEY (INVERMERE)	1314-0441	4	18	6	0	7	5	4936 Athlmer Road	SE
29	ARMSTRONG	1314-0687	3	16	3	2	6	5	3710 Pleasant Valley Rd	SE
30	BARRIERE	1314-0871	2	12	2	1	4	5	478 Barriere Town Road	SE
31	FALKLAND	1314-0661	0	8	0	1	2	5	5678 Highway 97	SE
32	LUMBY	1314-0151	0	8	0	1	2	5	2208 Shuswap Avenue	SE
33	Oceanside Parksville	E1314-0721	7	24	9	0	10	5	727 West Island Highway	ISLAND
34	SALMO	1314-0791	0	8	0	1	2	5	365 Main Street	SE
35	HORNBY ISLAND	1314-0844	1	10	1	1	3	5	Sollans Road	ISLAND
36	CHETWYND	1314-0118	5	20	7	6	8	5	5428 Hospital Road	NORTH
37	TUMBLER RIDGE	1314-0881	2	15	3	1	6	5	315 Founders Street	NORTH
38	MACKENZIE	1400-2501	4	18	4	2	7	5	64 Centennial Drive	NORTH
39	HUDSONS HOPE	1314-0126	3	16	5	0	6	5	10317 Gething Street	NORTH
40	ALEXIS CREEK	1314-0038	3	16	5	0	6	5	7716 HWY 20	NORTH
41	DEASE LAKE	1314-0651	2	13	3	1	4	5	Boulder Avenue	NORTH
42	Lisims Nass Valley	1314-0896	2	13	3	1	4	5	Nass Road	NORTH
43	NEW HAZELTON	1314-0239	4	18	6	0	7	5	4322 13th Avenue	NORTH
44	STEWART	1314-0011	4	18	4	2	7	5	707 Convooy	NORTH
45	TELEGRAPH CREEK	1314-0974	3	16	5	0	6	5	Stikine Avenue	NORTH
46	SPARWOOD	1314-0276	4	18	4	2	7	5	607 Douglas Fir Road	SE
47	SALT SPRING	E1314-0161	5	20	7	0	8	5	401 Lower Ganges Road	ISLAND
48	TAKLA LANDING	1400-2162	2	13	3	1	4	5	Lot 1, Plan 4562	NORTH
49	CLEARWATER	1314-0384	4	18	6	0	7	5	205 Dutch Lake Road	SE
50	CRESTON	1400-2016	8	26	10	0	11	5	421 16th Avenue South	SE

**Annex E - Locations and  
Camera Quantities**

Order	Detachment Name	Detachment Admin File ID	Number of Cells	Camera Estimate	type 1 camera dome	type 2 camera enclosure	type 3 camera in office camera	type 4 camera outside	Detachment Address	District
51	ALERT BAY	1314-0666	2	13	3	1	4	5	145 Fir Street	ISLAND
52	NAKUSP	1314-0809	3	16	5	0	6	5	931 Canyon Road	SE
53	VALEMOUNT	1314-0026	3	16	5	0	6	5	1435 5th Avenue	NORTH
54	ASHCROFT	1314-0574	7	24	6	3	10	5	720 Elm Street	SE
55	GABRIOLA	1314-0089	2	13	3	1	4	5	525 South Road	ISLAND
56	OUTER GULF ISLANDS	E1314-0626	2	13	3	1	4	5	4419 Bedwell Harbour	ISLAND
57	GALIANO ISLAND	1400-2517 or 1400-2538	0	8	0	1	2	5	Unit 8 - 33 Manzanita Bldg	ISLAND
58	MCBRIDE	1314-0241	3	16	5	0	6	5	1048 HWY 16 East	NORTH
59	TEXADA ISLAND	E1314-0853	3	16	4	1	6	5	2607 Gillies Bay Rd	ISLAND
60	CLINTON	1314-0073	4	18	4	2	7	5	1204 Kelly Lake Road	SE
61	PORT ALICE	E1314-0061	1	12	2	1	4	5	1092 MaQuinna Avenue	ISLAND
62	HARTLEY BAY	1400-2467	1	12	2	1	4	5	717 Wah Modum Blvd.	NORTH
63	KITKATLA	1400-0528	2	13	3	1	4	5	145 View Street	NORTH
64	PORT McNEILL	E1314-0751	3	16	3	2	6	5	2700 Haddington Crescent	ISLAND
65	LOGAN LAKE	1314-0906	2	12	3	1	3	5	2 Galena Road	SE
66	SAYWARD	E1400-2234	1	12	2	1	4	5	610 Kelsey Way	ISLAND
67	OSOYOOS	1314-0856	2	13	3	1	4	5	16 Eagle Court	SE
68	QUADRA ISLAND	E1314-0736	2	14	3	2	4	5	738 West Road, Box 399 Quathiasli Cove	ISLAND
69	LAKE COWICHAN	1314-0966	3	16	3	2	6	5	70 Stanley Road	ISLAND
70	SOOKE	E1314-0788	5	20	7	0	8	5	2076 Church Road	ISLAND
71	SHAWNIGAN LAKE	E1314-0306	0	8	0	0	3	5	2780 Shawnigan Lake	ISLAND
72	100 MILE HOUSE	1314-0796	5	20	5	2	8	5	726 Alpine	NORTH
73	ANAHIM LAKE	1314-0801	2	13	4	0	4	5	6661 Christensen Road	NORTH
74	ELKFORD	1314-0481	0	8	0	0	3	5	2302 Balmer Drive	SE

**Annex E - Locations and  
Camera Quantities**

Order	Detachment Name	Detachment Admin File ID	Number of Cells	Camera Estimate	type 1 camera dome	type 2 camera enclosure	type 3 camera in office camera	type 4 camera outside	Detachment Address	District
75	SLOCAN LAKE / NEW DENVER	1314-0201	0	8	0	0	3	5	407 Slocan Avenue	SE
76	MIDWAY	1314-0421	0	8	0	0	3	5	580 Florence Street	SE
77	FERNIE	1314-0436	0	8	0	0	3	5	496 13th Street	SE
78	FRASER LAKE	1314-0729	3	16	5	0	6	5	15 Carrier Cres	NORTH
79	ATLIN	1314-0323	3	16	5	0	6	5	180 Third Street	NORTH
80	WELLS	1314-0366	2	14	3	2	4	5	Barkerville HWY	NORTH
81	GRANISLE	1314-0826	2	14	3	2	4	5	22 McDonald Ave.	NORTH
82	TOFINO	E1314-0706	2	14	3	2	4	5	400 Campbell Street	ISLAND
83	COURTENAY/COMOX	1314-0781	8	26	7	3	11	5	800 Ryan Road	ISLAND
84	PORT SIMPSON	1314-0437	3	18	3	3	7	5	15 MunRoe Street	NORTH
			283	1389	340	106	529	421		

## Annex F

### Evaluation Criteria and Basis of Selection

<b>F.1 MANAGEMENT BID</b>			
<b>F.1.1 CORPORATE PROFILE</b>			
<p><b>Mandatory criteria:</b> The Bidder must have a minimum of 3 years experience in the installation of CCVE or similar system.</p> <p><b>Point rated criteria:</b></p> <p>(a) The Bidder should provide its company profile including (but not limited to) the legal name of the organization, the current and previous operating name(s) if different from legal name, legal structure (e.g. Corporation, partnership, privately-held etc.), as well as a description of the company's history, management team, services, product lines, annual sales volume (in dollars), location(s), head office, size, years in business and track record.</p> <p>(b) In addition, it is requested that the Bidder provide an organization chart showing the senior officials and indicating the escalation process to them from the proposed Work team.</p> <p>(c) The Bidder is requested to provide a description of its methodology in managing projects of this type and scope including the management control of operating costs, time and performance. It is requested that the Bidder include a description of its interaction with its clients during such project.</p>			
<b>CORPORATE PROFILE - MANDATORY CRITERIA</b>			
<b>Description</b>			<b>Location in bid supporting information</b>
M.01	Experience Bidder has a minimum of 3 years experience in the installation of CCVE or similar system	Y/N	
<b>CORPORATE PROFILE - POINT RATED CRITERIA</b>			
R.01	Additional Years of Experience in business – Company 2 points for each full year of experience up to 10 points	10	
R.02	Company's Management Team's: <ul style="list-style-type: none"> <li>• Experience in managing projects</li> <li>• Organization chart</li> <li>• Management control of operating costs, time and performance</li> </ul>	20	
<b>F.1.2 PAST PERFORMANCE RECORD</b>			
<p><b>a) Mandatory criteria:</b> The Bidder must have completed (or be close to completion of) a minimum of three (3) projects or contracts. In at least one (1) of the projects, the Bidder must have provided clients with the installation and servicing of large scale IP based CCVE systems at multiple locations (minimum 3 locations). The Bidder is requested to provide a short list of projects including for each, the client, the dollar amount of the Bidder's services and the work done by the Bidder.</p> <p><b>b) Point rated criteria:</b> In order to demonstrate its management capabilities, it is requested that the Bidder provide a detailed description of three (3) of the projects or contracts, one (1) of which must be similar in nature and size (minimum 3 install locations) that adequately describe the experience and qualifications of the</p>			

Bidder and of the proposed team. References may be contacted to confirm information provided in the bid. For each project, it is requested that the following information be provided, as a minimum:

- name of client organization;
- name, title, telephone number and fax number of client contact;
- the contract value of the project;
- the nature of the activities taking place;
- the number and nature of personnel involved;
- the project coordinator and team structure;
- the date and duration of the project;
- all associated services provided, including number of devices installed or maintained;
- Project Management - identification, planning and design, implementation and monitoring and closure, and evaluation stages;
- the problems encountered and workaround solutions;
- cost-saving initiatives proposed by the Contractor and accepted by the client;
- the quality control procedures which were in place; and an indication of the success of the project and the client satisfaction with the Bidder's performance in meeting the client's expectations.

#### PAST PERFORMANCE RECORD - MANDATORY CRITERIA

Description		Pts	Location in bid supporting information
The Bidder must have completed (or be close to completion of) a minimum of three (3) projects or contracts		Y/N	
PAST PERFORMANCE RECORD - POINT RATED CRITERIA			
R.03	a) Past Performance Record: (10 pts) Description as detailed in F.1.2 (a) of three (3) projects or contracts.  b) Detail of Selected Projects (10 pts): Description as detailed in F.1.2 (b) of two (2) projects or contracts.  c) Detail of Project Similar in Size and Nature (10 pts) Demonstrated relevant experience in providing clients with the installation and servicing of a large scale IP based CCVE systems at multiple locations (minimum 3 locations per project) and providing a full description as detailed in F.1.2 (b) above	30	
<b>F.1 Management Bid - Maximum Points</b>		<b>60</b>	<b>(Minimum score - 42 points)</b>

#### F.2 TECHNICAL BID

##### F2.1 HARDWARE REQUIREMENT [Mandatory criteria]

The Bidder must provide products that meet or exceed the specifications detailed in Annex A. Bidder must provide sufficient information or documentation to support the compliance with the mandatory requirements.

Description			Location in bid supporting information
M.02	Proposed Equipment meets or exceeds the mandatory specifications detailed in accordance with Annex A	Y/N	

**F.2.2 CCVE PROJECT PLAN****Mandatory criteria**

The Bidder must propose an experienced On-Site Contractor Coordinator (OCC)

Bidder must provide a Standard Service Warranty for all products for a minimum of one year. The Warranty must be in accordance with Article 17 of Part 7 – Resulting Contract Clauses

**Point rated criteria**

The Bidder should have a strategy for the completion of this CCVE project.

It is requested that the Bidder provide a detailed outline of its Work plan for the completion of this Contract , under the following headings

**a) General Strategy and Work Plan**

- Demonstrate how it intends to meet the requirements outlined in Annex A - Statement of Work;
- Provide a detailed description of each aspect of the proposed service delivery;
- Provide in detail how the Bidder proposes to manage Contract service delivery, quality assurance and change management procedures;

**b) Contract Management and Team**

- Describe in detail its plan to manage the CCVE Contract to support the proposed plan;
- Provide the experience, qualifications and the role of the proposed OCC. Must be a named person (or persons) and it is requested that a resume be provided;
- Describe the experience and qualifications of the proposed on-site team, including reference to their ability to work as a team;

**c) Training Materials**

- Provide a description of the contents of the training DVD. The Bidder will be evaluated on content, structure and the clarity of instruction.
- Provide a sample DVD that demonstrates the information and training in an understandable and user friendly structure.

**d) Warranty Period (Maintenance and Support) [Point rated]**

- Provide its strategy for the management of material, backup equipment and spare parts during the installation and during the standard warranty period.
- Provide the detail specifications of its standard warranty and the warranty service procedure
- Provide any offered extended warranty plans complete with but not limited to, the specifications of each plan, what items that may be covered, procedures, contact information, etc.

**CCVE PROJECT PLAN - MANDATORY CRITERIA**

Description			Location in bid supporting information
M.03	The Bidder must propose an experienced On-Site Contractor Coordinator (OCC).	Y/N	
M.04	Standard Warranty: The Bidder must provide a minimum one year Standard Warranty	Y/N	

**CCVE WORK PLAN - POINT RATED CRITERIA**

Description		Pts	Location in bid supporting information
<b>a) General Strategy and Work Plan (Maximum pts – 170, minimum required pts - 119 points)</b>			
R.04	The CCVE Work plan is well structured and addresses all	20	

	of the service requirements in PART D of Annex A		
R.05	The CCVE Work plan demonstrates the Bidder's ability to meet the requirements in its CCVE Work plan	20	
R.06	The proposed method and/solution is adequate for the CCVE Work	20	
R.07	The CCVE Work plan proposes a strategy for managing the workforce and installers across multiple locations.	20	
R.08	Provide a detailed Work strategy implementation plan that describes all aspects necessary for a successful implementation.	20	
R.9	Quality Assurance Plan that addresses aspects such as: <ul style="list-style-type: none"> <li>• method;</li> <li>• process;</li> <li>• performance and reliability of equipment;</li> <li>• installation and integration;</li> <li>• response time;</li> <li>• reporting.</li> </ul>	30	
R.10	Change Management control: Ability to handle changes that will occur during the Work period	30	
R.11	Proposed Time Frame for completing each location	10	
<b>b) Facilities and Equipment (Maximum pts – 40, minimum required pts - 28 points)</b>			
R.12	Availability of equipment Strategy for managing supply of materials across multiple locations	20	
R.13	Availability of back-up equipment or spare parts during the installation and standard warranty period	20	
<b>c) Work Management and Team (Maximum pts – 160, minimum required pts - 112 points)</b>			
R.14	Description of the on-site Work Team (the structure and functionality of team)	10	
R.15	Configuration Management Experience in installing proposed large scale IP based CCVE systems	20	
<b>Experience – On-Site Contractor Coordinator (OCC) with similar project</b>			
R.16	Description of the role of the OCC	20	
R.17	Years of experience as an OCC	20	
R.18	Qualifications of OCC	20	
R.19	List of similar projects where the proposed resource acted as the OCC. Bidder is to provide the name of the client, the dollar value of the project and a brief description of the role played by the OCC. Up to 2 points will be awarded for each project to a maximum of 10.	10	
R.20	Provide a detailed description of the scope and complexity of three (3) similar projects where the proposed resource acted as the OCC. Only the first three projects proposed will be evaluated.	30	
R.21	Provide a description of the experience of the OCC in completing similar large scale projects (number of systems/facilities installed - 3 or more locations for one	30	



	project).		
	Only the first three projects proposed will be evaluated.		
<b>d) Training Materials (Maximum pts – 20, minimum required pts - 14 points)</b> No classroom training is required under this Contract.			
R.22	Description: content, structure, and clarity of instruction on DVD format for End User	20	
<b>e) Warranty - Maintenance and Support (Maximum pts – 50, minimum required pts - 35 points)</b>			
R.23	Standard Warranty offers more than one year Up to 5 points for each additional full year of warranty to a maximum of 10 points.	10	
R.24	Standard Warranty Plan 1. Bidder has offered more than the minimum requirements stated in Article 16 of Part 7 Resulting Contract Clauses. (10 pts) 2. Bidder has clearly described the warranty service procedures during the standard warranty period. (10 pts)	20	
R.25	Extended Warranty Plan 1. Bidder has provided detailed plan including service items, procedures, contact...etc. 2. The proposed plan is feasible and easy to follow and can see the potential saving in terms of level of effort to be involved, efficiency of replacement activities	20	
<b>F.2 Technical Bid - Maximum Points</b>		<b>440</b>	

### **F.3 Evaluation Process is subdivided into FOUR (4) phases:**

#### **Phase 1: Confirmation of compliance with the Mandatory Requirements as identified in Annex F**

Bids will first be reviewed by the Evaluation Team for compliance to all the mandatory requirements of this RFP. Bids not complying with the mandatory requirements will receive no further consideration.

#### **Phase 2 Technical and Management Bid Evaluations**

A. Technical Bids will be evaluated solely on their content and bidders are encouraged to address all the requirements in sufficient depth and provide all the information necessary for a complete and accurate assessment. Bids should be concise, but need not be limited to the required information.

##### **Mandatory Criteria**

1. Bidders must demonstrate compliance with all the mandatory requirements listed in Annex A and F.
2. Bidders must provide all information and documentation to support the compliance of the proposed system.

##### **Point rated Criteria**

Items not addressed will be given a score of zero. The total point rated score of a Technical Bid must be 70% of the maximum points (\_\_\_[maximum number of points]\_\_\_) for each section of F.2 Technical Bid, for the bid to be given further consideration.

- A. Management Bids will be evaluated solely on their content and bidders are encouraged to address all the requirements in sufficient depth and provide all the information necessary for a complete and accurate assessment. Bids should be concise, but need not be limited to the required information.

**Mandatory Criteria**

Bidders must demonstrate compliance with all the mandatory requirements listed in Annex F.

**Point Rated Criteria**

The total point rated score of the Management Bid must be 70% of maximum points (\_\_\_[maximum number of points]\_\_\_) for each section of F.1, Management Bid for the bid to be given further consideration.

**Phase 3: Financial Evaluation**

**Mandatory Criteria**

The Bidder's Financial Bid will be verified for compliance with the mandatory requirements of the RFP. Any Bidder's Financial Proposal that does not meet the mandatory requirements of the RFP will receive no further consideration

**SACC Manual Clause A0220T (2007-05-25), 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.

**Total Evaluated Price Calculation**

The Total Evaluated Price will be calculated as follows;

50% of the total for Year 1 + 40% of the total for Year 2 + 10% of the total of Year 3

Formula to calculate total for each year is as follows:

Year total = B1 Goods Sum of (Estimate Quantities x Unit Price) +

B3 Installation and Travel Sum of (FIRM LOT CEILING COSTs (IS&T +BTH+T&L) +

B4 TRAVEL COSTS for GROUPINGS Sum of (FIRM LOT CEILING COSTs (BTH+T&L)

**Phase 4: Bidder's Demonstration**

The responsive bid with the lowest evaluated price per point must demonstrate its proposed system functionality in accordance with Annex H - Demonstration Criteria.

The demonstration must be conducted, at no cost to Canada, at a location in British Columbia agreed to by the Contracting Authority. The preferred location is:

RCMP  
4949 Heather Street  
Vancouver, BC V5K 1Z6,

Canada will provide no fewer than 10 working days of notice before the scheduled date for the demonstration. Once the demonstration has begun, it must be completed within 3 business days. Once the hardware and software of the responsive bid with the lowest evaluated price per point has been found to be compliant with all technical specifications, the bid will be recommended for contract award. Should the Bidder's hardware and software not be found technically compliant and compatible, the bid will be declared non-responsive and the responsive bid with the next lowest evaluated price per point will be subject to the same compliance and compatibility testing.

**Basis of Selection**

Selection is detailed in PART 4, Article 2 of this RFP.

## **Annex G**

### **BID PREPARATION INSTRUCTIONS**

#### **F.1 BID PREPARATION INSTRUCTIONS**

In order to facilitate bid evaluation, bidders should address requirements in the order presented in Annex A, Statement of Work, using the same numbering system and headings. If the bid is not provided in this way, evaluators may miss information pertinent to that section.

It is recommended that bidders address the mandatory and point rated criteria detailed in Annex F in sufficient depth so as to indicate a clear understanding of the requirements and the services to be provided..

The information should be detailed enough so as to allow a complete evaluation. It would assist in the evaluation if each section clearly indicates the specific criteria it is addressing.

#### **Title Page:**

The cover page of each of the Bidder's Management, Technical and Financial Bids should include the following:

The Solicitation Number

The name and address of the Bidder

The name, mailing address, email address and telephone number of the Bidder's contact for purposes of the evaluation;

The Bid Date

#### **Section I: TECHNICAL BID**

**In their technical bid**, bidders must provide a list of products that meet or exceed the specifications detailed in Annex A. Bidders must provide sufficient information or documentation to support the compliance with the mandatory requirements in Annex A and Annex F.

Any proposed in-cell cameras (Type 1 or Type 5) that have not been previously approved by the RCMP, must be submitted on or before the bid closing date and time. Further details regarding product testing and criteria are contained in Annex K, product testing Instruction and Criteria for IP and Analog 'in-cell' Vandal Secure Dome Cameras. If more than one camera is proposed, the Bidder must submit a separate bid for each camera and each separate bid must be clearly identified as Technical Bid "A", Technical Bid "B", etc.

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.

Further see Annex F – Evaluation Criteria and Basis of Selection

#### **Section II: MANAGEMENT BID**

**The Bidder must have the capability and capacity to successfully undertake the Contract requirements.**

This section will allow the Bidder to clearly demonstrate its capability and capacity to successfully undertake the Contract requirements. The Bidder should provide its corporate background and general company description, including an organization chart of the senior management,. If the Bidder wishes to include corporate brochures and other supporting documentation with their bid, then they should be attached as an appendix.

Further see Annex F – Evaluation Criteria and Basis of Selection

### **Section III: FINANCIAL BID**

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) Hardware Pricing (Appendix B.1)**

Bidders must provide the Make, Model and Part Number for all the proposed equipment.

If multiple Technical Bids are submitted, bidders must provide a separate Financial Bid for each Technical Bid. Each Financial Proposal should be identified as Financial Bid “A”, Financial Bid “B”, etc., to match the Technical Bid.

Estimated Quantity: This is the estimated amount of equipment that may be purchased over the contract period and will be used for evaluation purposes only.

Bidders must provide Firm Ceiling Unit Prices for all the described equipment for the [entire period of the contract] (3 years from Contract award), with Year One starting from the date of contract award. Unit prices must include all shipping, administrative and handling costs to all locations listed in Annex E, Harmonized Sales Tax (HST) extra.

#### **2) Service Rates (Appendix B.2)**

Bidders must provide a list of all personnel “types” required for this Contract and their respective billable onsite and travel hourly rates, Harmonized Sales Tax (HST) extra.

#### **3) Costs related to System Installation and Travel for each Location (Appendix B.3)**

For years 1, 2 and 3 of the Contract, bidders must provide for each identified location, an “all inclusive” Firm Lot Ceiling Price for the following: a) System Installation, Setup and Acceptance Testing (IS&T) Costs; b) Total Billable Travel Hours (BTH) costs for all personnel and c) Total Travel and Living (T&L) Costs for all personnel, as detailed below.

##### **a) System Installation, Setup & Acceptance Testing (IS&T) Costs**

Bidders must provide, for each location, an “all inclusive” firm lot ceiling cost for the system installation, setup and acceptance testing of equipment.

This ceiling lot cost must include billable working hours and must not include any travel costs. Bidders must break out how they achieved the firm ceiling lot cost, identifying: **Personnel Type #**: Bidders are to identify the Personnel Type # required to complete the installation and setup of the CCVE system and the creation of the DVD.

**Billable time:** This billable time is only for the installation and setup and acceptance testing of the system. Bidders are to provide, for each location, the number of days/hours and the respective per diem /hourly rate for each person, required. A working day would be considered a minimum of 7.5 hours. Hourly/per diem rates must be identified in Annex B – *Billable Hourly Rates*.

Bidders must provide bid prices based on this list and the quantities identified in Annex E – Locations and Camera Quantities and the specifications in Annex A.

##### **b) Billable Travel Hours (BTH) Costs**

For each year of the Contract and for each location listed in Appendix B.3, the Bidder must provide:

- i) The maximum billable travel hours for a round trip for each type of personnel;
- ii) firm lot ceiling cost for BTH.

**c) Travel and Living Costs for each Individual Location**

Bidders must provide an “all inclusive” firm ceiling lot cost for all travel and living expenses for the whole ROC journey from departure to return to the home location. Bidders must demonstrate how they achieved the firm ceiling lot cost.

When submitting a Financial Bid, bidders are to address, but not be limited to, the following considerations:

- i) **Mode of Travel expenses:** When applicable, the Bidder should consider, but not be limited to, costs for the following: travel costs to get to the location, i.e. airfare, ferry or vehicle rental as well as transportation costs during the performance of the Work.
- ii) **Living Expenses:** Meals and incidental costs.
- iii) **Accommodation:** lodging costs and the number of days required.

**4) Billable Travel Hours (BTH) Costs and Travel and Living Costs for Proposed Groupings (Appendix B.4)**

While the BTH costs and travel and living costs for all installation locations detailed in Annex E – *Locations and Camera Quantities*, must be priced individually in Appendix B.3, the Bidder is also invited to propose groupings of locations where equipment could be installed one location after another as part of a single trip, eliminating the need to return each time to the Bidder’s base of operations, thus permitting savings in cost and time.

To facilitate this grouping, the various RCMP locations have been listed in Annex E based on the order of installation priority. Bidders are requested to group a number of locations into “trips” based on priority or location that would be cost effective to Canada and provide a bid price including the BTH costs and Travel and Living costs for each of the trips. It will be assumed that the savings in this approach would be in the travel costs and that the System Installation, Setup & Acceptance Testing (IS&T) Costs would be the same. If the Bidder chooses to not propose groupings, the grouping part of the financial evaluation will be evaluated on the basis of the total cost for the Individual Locations as calculated in Appendix B.3

Bidders should provide an “all inclusive” firm lot ceiling cost for each proposed grouping. Bidders must demonstrate how they achieved the “all inclusive” firm lot ceiling cost.

**How to group?**

The RCMP installation locations have been separated in two parts:

- Part 1 - Locations # 1 to 45 inclusive and
- Part 2 - Locations # 46 to 84 inclusive

Bidders must not mix locations from Part One and Two in a proposed grouping. It is the intent of the RCMP to complete all locations in Part One prior to beginning Part Two.

Location #1 is considered the highest priority and # 45 the lowest. Location # 1 must be in the highest priority group. If a bidder bids Group A as location # 1, 2, 7, and 12, Location #3 must be included in the next group and so on, until all locations are assigned to a group.

Also note that due to operational needs or a matter of urgency, the RCMP may require some changes to a group or groups. Based on the bid price, changes to the travel costs should be achievable with only minimal modifications.

It is desirable that the Work Under the Contract be completed within 24 months from contract award.

**SACC Manual Clauses**

C3011T (2010-01-11), Exchange Rate Fluctuation

**Section IV: CERTIFICATIONS**

Bidders must submit the certifications required under Part 5 of this RFP

**Product Certifications:** If not already approved by the RCMP, bidders must submit any proposed IP based digital & NTSC analog Dome style video cameras to be evaluated and tested in accordance with Annex K, Product Testing Instruction and Criteria for IP and Analog “in-cell” Vandal Secure Dome Cameras.

## **Annex H**

### **Demonstration Criteria**

#### **Requirements for Demonstration**

Prior to Contract award, the following functional tests must be clearly demonstrated. These tests must be demonstrated by a Contractor individual with a technical background on the system.

#### **1) Camera Configuration**

The presenter must demonstrate the following:

- a) configure an IP address. Use Encoder for analog cameras;
- b) configure H.264 compression;
- c) configure video settings (VGA etc)
- d) configure Time/Date;
- e) synchronize with NTP server – if available;
- f) configure motion detection;
- g) SD card recording;
- h) Mounted in the corner of the room over the door, the camera and lens combination captures the full view of an average RCMP holding cell or greater. The dimension of an average holding cell is;
  - Width 11.2'
  - Depth 11.3'
  - Height 8.5'

Alternately, the Bidder may provide an actual live video demonstration or captured images that verify this mandatory requirement.

#### **2) Startup**

- a) Upon system start up, the NVR must not prompt for manual intervention. User authentication or login prompts are the exception.

#### **3) NVR Configuration**

The presenter must demonstrate the following:

- a) Configuration and addition of cameras through a graphical user interface;
- b) Configuration of 2 additional users with various levels of reduced permissions through a graphical user interface;
- c) Configuration of continuous scheduled recording on all cameras through a graphical user interface;
- d) Configuration of variable recording rates on all cameras through a graphical user interface;
- e) Error and event generation;
- f) Error and event logging;
- g) Simulate a camera failure by removing the data cable from a camera;
- h) While viewing live video, simulate a hard drive failure by removing a single drive from the hot swappable chassis. This is to demonstrate full functionality while the RAID6 array is in a degraded state with a failed or removed drive.
- i) While viewing live video, simulate a hard drive recovery by replacing a drive removed in point H. This is to demonstrate that a new video will continue to record while the replaced disk drive is rebuilding. This must be demonstrated last.



**4) NVR System - Recording Playback/Export**

The Presenter must demonstrate the following:

- a) how to switch from live view to recorded view;
- b) how to search for recordings;
- c) how to download recordings to a PC and a Optical drive.

**5) NVR Synchronization to NTP Time Server. (Only if NTP server available)**

The Presenter must demonstrate the following:

- a) offset the NVR internal clock by more than 5 minutes and allow the NVR to synchronize to an NTP time server;
- b) how the time shift or NTP synchronization is logged.

The following check sheet will be used by the RCMP during the Bidder's Demonstration

**Demonstration Check Sheet**

<b>Item</b>	<b>Description</b>	<b>C</b>	<b>Comment</b>
Camera	Camera and Lens combination catches full view of simulated cell.		
	Configure IP address		
	Configure compression (H.264) settings		
	Configure video settings (VGA etc)		
	Configure Time/Date		
	Synchronize with NTP server (If available)		
	Configure motion detection		
	Demonstrate SD Card recording		
NVR	NVR startup		
	Addition of Cameras		
	Addition of User accounts		
	Configure continuous recording		
	Configure variable recording rates		
	Error/Event generation		
	Error/Event logging		
	Simulate Camera failure		
	Demonstrate drive failure in RAID6		
	Demonstrate RAID6 recovery/rebuild		
	Demonstrate live and recorded view		
	Demonstrate searching for recordings		
	Demonstrate downloading recordings		
	Synchronize with NTP server (If available)		

## ANNEX I

### REQUISITION ON CONTRACT (ROC) FORM

Contractor's Name and Address – Nom et l'adresse de l'entrepreneur	Contract Number – Numéro du contrat
	Requisition on Contract (ROC) No.
Client Department – and Authorized Client Department Representative	ROC Title (Goods and/or Services) – Titre de la tâche, s'il y a lieu
	Total Estimated Cost of ROC(GST/HST extra) Cout total estimative de la tâche (TPS/TVH en sus)
Security Requirements: This ROC includes security requirements Exigences relatives à la sécurité : Cette tâche comprend des exigences relatives à la sécurité No – Non Yes – Oui If yes, refer to the Security Requirement Check list (SRCL) included in the Contract Si Oui, voir la Liste de vérification des exigences relative à la sécurité (LVERS) dans le contrat	

#### For Revision only – Aux fins de révision seulement

ROC Revision Number. If applicable Numéro de révision de l'ROC, s'il ya lieu	Total Estimate Cost of ROC (GST/HST extra) before the revision Coût total estimative de la tâche (TPS/TVH en suis) avant la révision  \$	Increase or decrease (GST/HST extra) if applicable. Augmentation ou réduction (TPS/TVH en sus), s'il ya lieu  \$
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**Start of the Work for the ROC: Work cannot commence until a ROC has been authorized in accordance with the conditions of the contract.**

**Début des travaux pour l'ROC: Les travaux ne peuvent pas commencer avant que l'ROC soit autorisée conformément au contrat.**

### **1. Required Work: - Travaux requis**

A. ROC Work Description – Description de tâche des travaux requis

See attached – Ci joint

B. Basis of Payment - Base de paiement

See attached – Ci joint

C. Cost of ROC– Coût de l'ROC

See attached – Ci joint

D, Method of Payment - Méthode de paiement

See attached – Ci joint

Contract Number – Numero du contrat

## 2. Authorization(s) – Autorisation(s)

By signing this ROC, the authorized client department and (or) the PWGSC Contracting Authority certify(ies) that the content of this ROC is in accordance with the conditions of the Contract

The client department's authorization limit is identified in the Contract. When the value of the ROC and its revisions is in excess of this limit, the ROC must be forwarded to the PWGSC Contracting Authority for authorization

En apposant sa signature sur l'ROC, le client autorisé et (ou) l'autorisé contractante de TPSGC atteste(nt) que le contenu de cette ROC respecte les conditions du contrat.

La limite d'autorisation du client est précisée dans le contrat. Lorsque la valeur de l'ROC ses révisions dépasse cette limite, l'ROC doit être transmise à l'autorité contractante de TPSGC pour autorisation.

\_\_\_\_\_  
Name and Title of authorized client department representative – Nom et titre du client autorisé à signer

\_\_\_\_\_  
Signature

\_\_\_\_\_  
date

\_\_\_\_\_  
PWGSC Contracting Authority – Autorité contractante de TPSGC

\_\_\_\_\_  
Signature

\_\_\_\_\_  
date

## 3. Contractor's Signature – Signature de l'entrepreneur

\_\_\_\_\_  
Name and Title of authorized Contractor Representative

Nom et titre de la personne autorisée à signer au nom de l'entrepreneur

\_\_\_\_\_  
Signature

\_\_\_\_\_  
date

**ANNEX J**  
**GENERAL CONTACT INFORMATION**

Bidders are requested to provide the following information

**Bidder's Key Contact during Bid Evaluation**

Name: \_\_\_\_\_  
Title: \_\_\_\_\_  
Organization: \_\_\_\_\_  
Address: \_\_\_\_\_  
\_\_\_\_\_  
  
Telephone: \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_ Facsimile: \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_  
  
E-mail: \_\_\_\_\_

**Bidder's Key Contact for Contract**

Name: \_\_\_\_\_  
Title: \_\_\_\_\_  
Organization: \_\_\_\_\_  
Address: \_\_\_\_\_  
\_\_\_\_\_  
  
Telephone: \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_ Facsimile: \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_  
  
E-mail: \_\_\_\_\_

**Bidder's Service Contact during and after warranty period**

Name: \_\_\_\_\_  
Title: \_\_\_\_\_  
Organization: \_\_\_\_\_  
Address: \_\_\_\_\_  
\_\_\_\_\_  
  
Telephone: \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_ Facsimile: \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_  
  
E-mail: \_\_\_\_\_

**ANNEX K**  
**PRODUCT TESTING INSTRUCTION AND CRITERIA FOR IP AND ANALOG “IN-CELL”**  
**VANDAL SECURE DOME (PREFERRED) VIDEO CAMERAS**

**1.0 Time and Place for the Product Package:** Bidder must deliver their products directly to the Bid Receiving Unit and on or before the bid closing time and date indicated on page 1 of this RFP. The packaging must clearly identify the name of the Bidder, solicitation number and the closing time and date.

**1.1 Product Package Content**

The Product Package should include, but not necessarily be limited to, the following:

- a) Company name, address, contact name and telephone number, facsimile number and email address;
- b) the dome camera, recommended lens that provides the wide angle view greater than 91 degrees in the vertical viewing plane and all necessary accessories;
- c) manufacturer and model number of the proposed product;
- d) detailed information, about the camera and lens, accessories and software to support compliance with RFP specifications;
- e) all specifications (data sheets);
- f) all documentation such as manuals and instructions;
- g) software, if necessary for evaluation and testing;
- h) list of all items included in the submission.

**1.2 Ownership of Products and Information**

A bidder will retain ownership of products and information submitted to Canada pursuant to this RFP unless it provides explicit written transfer of ownership to Canada with its submission.

At the completion of evaluation and testing, Canada will return products and information to bidders, at Canada's cost, subject to explicit written transfer of ownership from a bidder in its submission.

**1.3 Intellectual Property Rights and License to Use**

A bidder retains all intellectual property rights to products and information submitted to Canada pursuant to this RFP unless it provides explicit written transfer of such intellectual property rights to Canada with its submission.

In submitting products and information to Canada pursuant to this RFP, a bidder provides to Canada a license for Canada to use the products and information for evaluation and testing purposes.

**1.4 Product Package - Ship to Address**

All Product Packages and their contents will be verified by PWGSC and then forwarded to the RCMP for evaluation and testing.

**Ship-to address**

Bid Receiving - Public Works and Government Service Canada  
12th floor, 800 Burrard Street  
Vancouver, BC Canada  
V6Z 2V8

Bidder's Name:: \_\_\_\_\_

Solicitation #: \_\_\_\_\_

Closing time and date: \_\_\_\_\_

### **1.5 Product Submission Costs**

- a) Canada will not reimburse bidders for expenses incurred in responding to this RFP or for the products and information submitted to Canada for evaluation and testing.
- b) Canada will pay for the shipping cost to return products and information to bidders after evaluation and testing, unless ownership has transferred to Canada in accordance with Sub-article 1.2 of this Annex K.

### **1.6 Product Evaluation and Testing**

Product evaluation and testing will be performed by the RCMP.

Canada may seek clarification or verification from bidders regarding any product or information submitted by them.

The RCMP are under no obligation to test submitted products that, during evaluation, fail to meet the specifications detailed in Annex A.

### **1.7 Product Return Condition**

The products returned to bidders pursuant to Sub-article 3.3 may have undergone potentially destructive testing and therefore may not be returned in the same condition as submitted.

### **1.8 Product Testing Results**

- a) Products that have been approved will be added to the list of “Approved” products for in-cell use.
- b) RCMP may, but is under no obligation to, provide individual test results to bidders upon written request after contract award

## **2 PRODUCT SPECIFICATIONS:**

Canada requests submission of secure, vandal proof dome style cameras for evaluation and testing. Dome style IP based digital video cameras and dome style NTSC analog video cameras are preferred. however unique designs which are not dome style may be considered if they can be corner mounted and meet all other requirements.

2.1 Products submitted for evaluation and testing must meet or exceed the specifications detailed in Annex A - Statement of Work:

## **3. PRODUCT TESTING CRITERIA**

**3.1** Testing for in-cell use will include, but will not be limited to, the following: design criteria, material, performance criteria, life and safety and installation method.

Products must be designed to sustain abuse, prevent concealment, and to resist vandalism or other rough treatment.

### **3.2 Self-Harm Resistant Design**

Products must exhibit the following self-harm resistant design features:



- a) Design limits concealment of contraband and is free of hanging-points;
- b) No surface mount conduit;
- c) Camera is vandal and high-impact resistant;
- d) Camera is tamper resistant;
- e) Camera resists cracking, denting, or deforming upon impact;
- f) Design is flush with mounted surface to reduce the need for security sealants or caulk to prevent concealment of contraband.

**3.3 Hammer Test Standard**, (if necessary)

Bidders must provide the manufacturer's test result to the IEC 60068-2-75 or "equivalent".

If the above report is not provided or not satisfactory, the product will be subject to an impact test based on the IEC standard 60068-2-75, i.e. subject to energy of 50 Joules (by dropping a 10 kg ball on it from a height of 0.2 meters).

After such impact testing, the product must evidence:

- a) No effect on overall video quality;
- b) No visible safety issues;
- c) No visible cracks on the camera structure internally or externally;
- d) No impairment of movable parts;
- e) Easy manual restoration of aim and focus, if affected.

**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 company name, return address, open bidding solicitation number and closing date appear legibly on the outside of the 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.

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

**Solicitation No. : M2989-105860/A**

**Solicitation Closes at : 2:00 PM PT  
on : May 01, 2012**

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**Réception des soumissions  
Travaux publics et services gouvernementaux Canada  
800 rue Burrard, 12e étage  
Vancouver (C.-B) V6Z 2V8**

**N° de l'invitation : M2989-105860/A**

**La réception des soumissions prend fin le : mai 01, 2012  
à : 14:00 PT**

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