

**RETURN BIDS TO:**  
**RETOURNER LES SOUMISSIONS À:**

**Bid Receiving Public Works and Government  
Services Canada/Réception des soumissions  
Travaux publics et Services gouvernementaux  
Canada  
401-1230 Government St.  
Victoria  
BC  
V8W 3X4  
Bid Fax: (250) 363-3344**

## Request For a Standing Offer Demande d'offre à commandes

Regional Individual Standing Offer (RISO)

Offre à commandes individuelle régionale (OCIR)

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

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

## Comments - Commentaires

**Vendor/Firm Name and Address**

Raison sociale et adresse du fournisseur/de l'entrepreneur

**Issuing Office - Bureau de distribution**

Public Works and Government Services Canada - Pacific  
Region  
800 Burrard Street, 12th floor  
800, rue Burrard, 12e étage  
Vancouver  
British C  
V6Z 2V8

<b>Title - Sujet</b> Asphalt Paving SO	
<b>Solicitation No. - N° de l'invitation</b> EZ108-130342/A	<b>Date</b> 2012-06-15
<b>Client Reference No. - N° de référence du client</b>	<b>GETS Ref. No. - N° de réf. de SEAG</b> PW-\$PWY-011-6718
<b>File No. - N° de dossier</b> PWY-2-35041 (011)	<b>CCC No./N° CCC - FMS No./N° VME</b>
<b>Solicitation Closes - L'invitation prend fin</b> <b>at - à 02:00 PM</b> <b>on - le 2012-07-05</b>	<b>Time Zone</b> <b>Fuseau horaire</b> Pacific Daylight Saving Time PDT
<b>Delivery Required - Livraison exigée</b> See Herein	
<b>Address Enquiries to: - Adresser toutes questions à:</b> Anderson, Elaine PWY	<b>Buyer Id - Id de l'acheteur</b> pwy011
<b>Telephone No. - N° de téléphone</b> (250)363-3298 ( )	<b>FAX No. - N° de FAX</b> (250)363-0395
<b>Destination - of Goods, Services, and Construction:</b> <b>Destination - des biens, services et construction:</b> PWGSC - Esquimalt Graving Dock - Victoria, B.C.	
<b>Security - Sécurité</b> This request for a Standing Offer does not include provisions for security. Cette Demande d'offre à commandes ne comprend pas des dispositions en matière de sécurité.	

**Instructions: See Herein**

**Instructions: Voir aux présentes**

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

## **REQUEST FOR STANDING OFFER (RFSO)**

### **IMPORTANT NOTICE TO OFFERORS**

**CLAUSES REFERRED TO BY NUMBER (I.E. R2710T) CAN BE FOUND AT THE FOLLOWING WEB SITE**

<https://buyandsell.gc.ca/policy-and-guidelines/standard-acquisition-clauses-and-conditions-manual/5/R>

### **TABLE OF CONTENTS**

#### **SPECIAL INSTRUCTIONS TO OFFERORS (SI)**

- SI01 Introduction
- SI02 Enquiries During the Solicitation Period
- SI03 Contracting authority / Departemental representative
- SI04 Quantity
- SI05 PWGSC obligations
- SI06 Site Visit
- SI07 Revision of Offer
- SI08 Offer Validity Period
- SI10 Web Sites

#### **GENERAL INSTRUCTIONS TO OFFERORS (GI)**

- GI01 Code of Conduct and Certifications
- GI02 Completion of the Offer
- GI03 Identity or Legal Capacity of the Offeror
- GI04 Goods and Services Tax/Harmonized Sales Tax
- GI05 Capital Development and Redevelopment Charges
- GI06 Listing of Subcontractors and Suppliers
- GI07 Submission of Offer
- GI08 Revision of Offer
- GI09 Rejection of Offer
- GI10 Offer Costs
- GI11 Procurement Business Number
- GI12 Compliance With Applicable Laws
- GI13 Approval of Alternative Materials
- GI14 Performance Evaluation
- GI15 Conflict of Interest-Unfair Advantage

#### **STANDING OFFER PARTICULARS (SOP)**

- SOP01 General
- SOP02 Period of the Standing Offer
- SOP03 Call-Up Limitation
- SOP04 Call-Up Procedure

#### **CALL-UPS CLAUSES OR RESULTING CONTRACT DOCUMENTS (CD)**

Solicitation No. - N° de l'invitation

EZ108-130342/A

Amd. No. - N° de la modif.

Buyer ID - Id de l'acheteur

pw011

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

File No. - N° du dossier

CCC No./N° CCC - FMS No/ N° VME

PWY-2-35041

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**APPENDIX 1 - STATEMENT OF WORK**

**APPENDIX 2 - PRICE PROPOSAL FORM**

**APPENDIX 3 - PERIODIC REPORTS**

## **SPECIAL INSTRUCTIONS TO OFFERER'S (SI)**

### **SI01 INTRODUCTION**

1. Public Works and Government Services Canada (PWGSC) is inviting Offerors to submit proposals for Standing Offers. The selected offerors shall provide a range of services as identified in the Statement of Work section of this document.
2. It is PWGSC's intention to authorize one (1) Standing Offer, for a period of 3 years. The total dollar value of the Standing Offer is estimated to be \$840,000.00 (GST or HST included). Individual call-ups will vary, up to a maximum of \$100,000.00 (GST or HST included). Offerors should note that there is no guarantee that the full or any amount of the Standing Offers will be called-up; PWGSC will issue call-ups only when the specific services to be provided under the Standing Offer are needed. Please refer to Section SOP04, CALL-UP PROCEDURE.
3. This procurement is subject to the provisions of the Agreement on Internal Trade (AIT)

### **SI02 ENQUIRIES DURING THE SOLICITATION PERIOD**

- 1) Enquiries regarding this offer must be submitted in writing to the Contracting Officer named on the Request for Standing Offer (RFSO). Enquiries should be received no later than five [5] calendar days prior to the date set for solicitation closing to allow sufficient time to provide a response. Enquiries received after that time may not result in an answer being provided.
- 2) To ensure consistency and quality of the information provided to Offerors, the Contracting Officer shall examine the content of the enquiry and shall decide whether or not to issue an amendment.
- 3) All enquiries and other communications related to this offer sent throughout the solicitation period are to be directed ONLY to the Contracting Officer named on the RFSO - Page 1. Failure to comply with this requirement may result in the offer being declared non-responsive.

### **SI03 CONTRACTING AUTHORITY / DEPARTMENTAL REPRESENTATIVE**

1. The Contracting Authority for this Request for Standing Offer is:

Elaine Anderson  
Public Works and Government Services Canada  
Acquisitions, Real Property Contracting  
401-1230 Government St.  
Victoria, BC V8W 3X4  
Phone: (250)363-3298; Fax: (250)363-0395  
E-Mail: elaine.anderson@pwgsc-tpsgc.gc.ca

The Contracting Authority is responsible for the establishment of the Standing Offer, its administration, and any contractual issues relating to individual call-ups.

2. A Departmental Representative will be identified at time of each individual Call-Up. The Departmental Representative will be responsible for all matters concerning the technical content of the work under the Call-Up.

#### **SI04 QUANTITY**

The amount of work and estimated expenditure specified in the RFSO are only an approximation of requirements given in good faith. The making of an offer by the Offeror shall not constitute an agreement by Canada. Canada may make one or several call-ups against a standing offer.

#### **SI05 PWGSC OBLIGATION**

A RFSO does not commit PWGSC to authorize the utilization of a standing offer or to pay any cost incurred in the submission of offers, or cost incurred in making necessary studies for the preparation thereof, or to procure or contract for any services. PWGSC reserves the right to reject or authorize for utilization any offer in whole or in part, with or without further discussion or negotiation. Canada reserves the right to cancel or amend the RFSO at any time.

#### **SI06 SITE VISIT**

It is recommended that the Offeror or a representative of the Offeror visit the work site. Offerors who do not attend or send a representative will not be precluded from submitting a bid. Any clarifications or changes to the Request for Standing Offers resulting from the site visit will be included as an amendment to the RFSO.

Contact: Bob Desmarais (250)363-0274.

#### **SI07 REVISION OF OFFER**

An offer may be revised by letter or facsimile in accordance with "General Instructions to Offerors". The facsimile number for receipt of revisions is (250)363-3344.

#### **SI08 OFFER VALIDITY PERIOD**

- 1) The offer cannot be withdrawn for the period of [60] days following the RFSO closing date.
- 2) Canada reserves the right to seek an extension to the offer validity period. Upon notification in writing from Canada, Offerors shall have the option to either accept or reject the proposed extension.
- 3) If the extension referred to in paragraph 1) of SI08 is accepted, in writing, by all those who submitted bids, then Canada shall continue immediately with the evaluation of the bids and its approvals processes.
- 4) If the extension referred to in paragraph 1) of SI08 is not accepted in writing by all those who submitted bids then Canada shall, at its sole discretion, either
  - (a) continue to evaluate the bids of those who have accepted the proposed extension and seek the necessary approvals; or

(b) cancel the invitation to tender.

- 5) The provisions expressed herein do not in any manner limit Canada's rights in law or under GI09 "General Instructions to Offerors".

## **SI10 WEB SITES**

The connection to some of the Web sites in the solicitation documents is established by the use of hyperlinks. The following is a list of the addresses of the Web sites:

Contracts Canada (Buy and Sell) <https://www.achatsetventes-buyandsell.gc.ca/eng/welcome>

Canadian economic sanctions <http://www.international.gc.ca/sanctions/index.aspx?lang=eng>

Contractor Performance Evaluation Report (Form PWGSC-TPSGC 2913)\_\_\_\_\_

<http://www.tpsgc-pwgsc.gc.ca/app-acq/forms/documents/2913.pdf>

Certificate of Insurance (form PWGSC-TPSGC 357)\_

<http://www.tpsgc-pwgsc.gc.ca/app-acq/forms/documents/357.pdf>

SACC Manual

<https://buyandsell.gc.ca/policy-and-guidelines/standard-acquisition-clauses-and-conditions-manual>

Schedules of Wage Rates for Federal Construction Contracts\_\_\_\_\_

[http://www.rhdcc-hrsdc.gc.ca/eng/labour/employment\\_standards/contracts/schedule/index.shtml](http://www.rhdcc-hrsdc.gc.ca/eng/labour/employment_standards/contracts/schedule/index.shtml)

PWGSC, Industrial Security Services [Http://ssi-iss.tpsgc-pwgsc.gc.ca/index-eng.html](http://ssi-iss.tpsgc-pwgsc.gc.ca/index-eng.html) PWGSC, Code of Conduct and Certifications

<Http://www.tpsgc-pwgsc.gc.ca/app-acq/cndt-cndct/index-eng.html>

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## GENERAL INSTRUCTIONS TO OFFERORS (GI)

### GI01 CODE OF CONDUCT AND CERTIFICATIONS

1. Offerors must comply with the Code of Conduct for Procurement. Furthermore, in addition to the Code of Conduct for Procurement, offerors must respond to offer solicitations in an honest, fair and comprehensive manner, accurately reflect their capacity to satisfy the requirements stipulated in the offer solicitation and resulting contract, submit bids and enter into contracts only if they will fulfill all obligations of the Contract. To ensure fairness, openness and transparency in the procurement process, the following activities are prohibited:
  - (a) payment of a contingency fee to a person to whom the *Lobbying Act* (1985, c. 44 (4th Supp.)) applies;
  - (b) corruption, collusion, bid-rigging or any other anti-competitive activity in the procurement process.
2. By submitting an offer, the Offeror certifies that except for those offences where a criminal pardon has been obtained or leniency granted, neither the Offeror nor any of the Offeror's parent, subsidiaries or other affiliates has ever been convicted of a criminal offence in respect of the activities stated in (a) or (b) above or is the subject of outstanding criminal charges in respect of such activities filed subsequent to September 1, 2010.
3. Offerors further understand that the commission of certain offences will render them ineligible to be awarded a contract. By submitting an offer, the Offeror certifies that except for those offences where a criminal pardon has been obtained, neither the Offeror nor any of the Offeror's parent, subsidiaries or other affiliates has ever been convicted or is the subject of outstanding criminal charges in respect of an offence under any of the following provisions:

*section 121 (Frauds on the government and Contractor subscribing to election fund), section 124 (Selling or Purchasing Office), section 380 (Fraud committed against Her Majesty) or section 418 (Selling defective stores to Her Majesty) of the Criminal Code of Canada, or under paragraph 80(1)(d) (False entry, certificate or return), subsection 80(2) (Fraud against Her Majesty) or section 154.01 (Fraud against Her Majesty) of the Financial Administration Act.*
4. For the purpose of this section, business concerns, organizations or individuals are Offeror's affiliates if, directly or indirectly, 1) either one controls or has the power to control the other, or 2) a third party has the power to control both. Indicia of control, include, but are not limited to, interlocking management or ownership, identity of interests among family members, shared facilities and equipment, common use of employees, or a business entity created following the charges or convictions contemplated in this section which has the same or similar management, ownership, or principal employees as the Offeror that is charged or convicted, as the case may be.
5. The Contracting Authority will declare non-responsive any offer in respect of which the information contained in the certifications contemplated above is determined to be untrue in any respect by the Contracting Authority.

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6. In circumstances where a offeror or any of the Offeror's parent, subsidiaries or other affiliates has pled guilty of an offence contemplated in subsections 1 and 3, the Offeror must provide with its offer, a certified copy of confirming documentation from the Competition Bureau of Canada indicating that leniency has been granted , or a certified copy of confirming documentation from the National Parole Board indicating that a criminal pardon has been obtained, in relation to such offences.
  7. The Offeror or any of the Offeror's parent, subsidiaries or other affiliates must remain free and clear of any charges or convictions contemplated in subsections 1 and 3 during the period of any resulting contract arising from this offer solicitation.

## **GI02 COMPLETION OF OFFER**

- 1) The offer shall be
  - a) Submitted in accordance with the instructions contained in the RFSO;
  - b) correctly completed in all respects;
  - c) signed by a duly authorized representative of the Offeror; and
  - d) accompanied by any other document or documents specified elsewhere in the RFSO where it is stipulated that said documents are to accompany the offer.
- 2) Any alteration to the pre-printed or pre-typed sections of the Price Proposal Form, or any condition or qualification placed upon the offer shall be cause for disqualification. Alterations, corrections, changes or erasures made to statements or figures entered on the Price Proposal Form by the Offeror shall be initialled by the person or persons signing the offer. Initials shall be original(s). Alterations, corrections, changes or erasures that are not initialled shall be deemed void and without effect.
- 3) Unless otherwise noted elsewhere in the RFSO, facsimile copies of bids are not acceptable.

## **GI03 IDENTITY OR LEGAL CAPACITY OF THE OFFEROR**

In order to confirm the authority of the person or persons signing the offer or to establish the legal capacity under which the Offeror proposes to enter into Contract, any Offeror who carries on business in other than its own personal name shall, if requested by Canada, provide satisfactory proof of

- (a) such signing authority; and
- (b) the legal capacity under which it carries on business;

prior to contract award. Proof of signing authority may be in the form of a certified copy of a resolution naming the signatory(ies) that is (are) authorized to sign this offer on behalf of the corporation or partnership. Proof of legal capacity may be in the form of a copy of the articles of incorporation or the registration of the business name of a sole proprietor or partnership.



**GI04 GOODS AND SERVICES TAX/HARMONIZED SALES TAX**

Offerors are not to include any amounts for the Goods and Services Tax (GST) or Harmonized Sales Tax (HST), whichever is applicable, and the GST/HST shall not be included when calculating the amount of any offer security or contract security that may be required. Any amount levied in respect of the GST/HST shall be billed as a separate item in a progress claim submitted by the Offeror, and shall be paid to the Offeror in addition to the amount approved by Canada for work performed under the Contract. The Offeror shall be required to remit the appropriate amount to the Canada Revenue Agency in accordance with the applicable legislation.

**GI05 CAPITAL DEVELOPMENT AND REDEVELOPMENT CHARGES**

Building permits fees (if applicable) will be applied to call-ups. The Offeror shall not include any monies in the offer amount for special municipal development, redevelopment or other fees or charges which a municipal authority may seek as a prerequisite to the issuance of building permits.

**GI06 LISTING OF SUBCONTRACTORS AND SUPPLIERS**

Notwithstanding any list of Subcontractors that the Offeror may be required to submit as part of the offer, the Offeror shall, within forty-eight (48) hours of receipt of a notice to do so, submit all information requested in the said notice including the names of Subcontractors and Suppliers for the part or parts of the Work listed. Failure to do so shall result in the disqualification of its offer.

**GI07 SUBMISSION OF OFFER**

- 1) Canada requests that offerors provide their offer as follows:

Front Page of tender package

Appendix 2: Price Proposal form.

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

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

- 3) Offerors must submit their financial offer in accordance with Appendix 2 - Price Proposal Form. The total amount of GST or HST is to be shown separately, if applicable. The offer envelope shall be addressed and submitted to the office designated on the Front Page "Request for Standing Offer" for the receipt of the offers. The offer must be received on or before the date and time set for solicitation closing. Prior to submitting the offer, the Offeror shall ensure that the following information is clearly printed or typed on the face of the offer envelope:

- (a) Solicitation Number;
- (b) Name of Offeror;

- (c) Return address; and
- (d) Closing Date and Time.

The offer shall be in Canadian currency. Exchange rate fluctuation protection is not offered. Any request for exchange rate fluctuation protection shall not be considered.

- 4) Timely and correct delivery of offers is the sole responsibility of the Offeror.

#### **GI08 REVISION OF OFFER**

- 1) An offer submitted in accordance with these instructions may be revised by letter or facsimile provided the revision is received at the office designated for the receipt of offers, on or before the date and time set for the closing of the solicitation. The letter or facsimile shall on the Offeror's letterhead or bear a signature that identifies the Offeror.
- 2) A revision to an offer that includes unit prices must clearly identify the change(s) in the unit price(s) and the specific item(s) to which each change applies.
- 3) A letter or facsimile submitted to confirm an earlier revision shall be clearly identified as a confirmation.
- 4) Failure to comply with any of the above provisions shall result in the rejection of the non-compliant revision(s) only. The offer shall be evaluated based on the original offer submitted and all other compliant revision(s).

#### **GI09 REJECTION OF OFFER**

Canada may reject an offer where any of the following circumstances is present:

- (a) the Offeror is subject to a Vendor Performance Corrective Measure, under the Vendor Performance Corrective Measure Policy, which renders the Offeror ineligible to offer on the requirement;
- (b) an employee, or subcontractor included as part of the offer, is subject to a Vendor Performance Corrective Measure, under the Vendor Performance Corrective Measure Policy, which would render that employee or subcontractor ineligible to offer on the requirement, or the portion of the requirement the employee or subcontractor is to perform;
- (c) the Offeror is bankrupt or where, for whatever reason, its activities are rendered inoperable for an extended period;
- (d) evidence, satisfactory to Canada, of fraud, bribery, fraudulent misrepresentation or failure to comply with any law protecting individuals against any manner of discrimination, has been received with respect to the Offeror, any of its employees or any subcontractor included as part of the offer;

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- (e) evidence satisfactory to Canada that based on past conduct or behavior, the Offeror, a sub-contractor or a person who is to perform the Work is unsuitable or has conducted himself/herself improperly;
  - (f) with respect to current or prior transactions with the Government of Canada:
    - (i) Canada has exercised its contractual remedies of suspension or termination for default with respect to a contract with the Offeror, any of its employees or any subcontractor included as part of the offer;
    - (ii) Canada determines that the Offeror's performance on other contracts, including the efficiency and workmanship as well as the extent to which the Offeror performed the Work in accordance with contractual clauses and conditions, is sufficiently poor to jeopardize the successful completion of the requirement being offer on.
2. Where Canada intends to reject an offer pursuant to a provision of subsection 1. (f), the Contracting Authority will so inform the Offeror and provide the Offeror ten (10) days within which to make representations, before making a final decision on the offer rejection.
3. Canada reserves the right to apply additional scrutiny, in particular, when multiple bids are received in response to an offer solicitation from a single offeror or a joint venture. Canada reserves the right to:
- (i) reject any or all of the bids submitted by a single offeror or joint venture if their inclusion in the evaluation has the effect of prejudicing the integrity and fairness of the process, or;
  - (ii) reject any or all of the bids submitted by a single offeror or joint venture if their inclusion in the procurement process would distort the solicitation evaluation, and would cause a result that would not reasonably have been expected under prevailing market conditions and/or would not provide good value to Canada.

#### **GI10 OFFER COSTS**

No payment will be made for costs incurred in the preparation and submission of an offer in response to the offer solicitation. Costs associated with preparing and submitting an offer, as well as any costs incurred by the Offeror associated with the evaluation of the offer, are the sole responsibility of the Offeror.

#### **GI11 PROCUREMENT BUSINESS NUMBER**

Offerors are required to have a Procurement Business Number (PBN) before contract award. Offerors may register for a PBN in the Supplier Registration Information system on the Contracts Canada Web site. For non-Internet registration, Offerors may contact the nearest Supplier Registration Agent.

#### **GI12 COMPLIANCE WITH APPLICABLE LAWS**

- 1) By submission of an offer, the Offeror certifies that the Offeror has the legal capacity to enter into a contract and is in possession of all valid licences, permits, registrations, certificates, declarations, filings, or other authorizations necessary to comply with all federal, provincial and municipal laws and regulations applicable to the submission of the offer and entry into any ensuing call-up for the performance of the work.
- 2) For the purpose of validating the certification in paragraph 1) of GI12, a Offeror shall, if requested, provide a copy of every valid licence, permit, registration, certificate, declaration, filing or other authorization listed in the request, and shall provide such documentation within the time limit(s) set out in the request.
- 3) Failure to comply with the requirements of paragraph 2) of GI12 shall result in disqualification of the offer.

#### **GI13 APPROVAL OF ALTERNATIVE MATERIALS**

When materials are specified by trade names or trademarks, or by manufacturers' or suppliers' names, the offer shall be based on use of the named materials. During the solicitation period, alternative materials may be considered provided full technical data is received in writing by the Contracting Officer at least ten (10) calendar days prior to the solicitation closing date. If the alternative materials are approved for the purposes of the offer, an addendum to the offer documents shall be issued.

#### **GI14 PERFORMANCE EVALUATION**

- 1) Offerors shall take note that the performance of the Offeror during and upon completion of the work shall be evaluated by Canada. The evaluation shall be based on the quality of workmanship; timeliness of completion of the work; project management, contract management and management of health and safety. Should the Contractor's performance be considered unsatisfactory, the Contractor's bidding privileges on future work may be suspended indefinitely.
- 2) The form PWGSC-TPSGC 2913, SELECT - Contractor Performance Evaluation Report Form, is used to record the performance.

#### **GI15 CONFLICT OF INTEREST - UNFAIR ADVANTAGE**

- 1) In order to protect the integrity of the procurement process, offerors are advised that Canada may reject an offer in the following circumstances:
  - (a) if the Offeror, any of its subcontractors, any of their respective employees or former employees was involved in any manner in the preparation of the offer solicitation or in any situation of conflict of interest or appearance of conflict of interest;
  - (b) if the Offeror, any of its subcontractors, any of their respective employees or former employees had access to information related to the offer solicitation that was not available to other offerors and that would, in Canada's opinion, give or appear to give the Offeror an unfair advantage.

- 2) The experience acquired by a offeror who is providing or has provided the goods and services described in the offer solicitation (or similar goods or services) will not, in itself, be considered by Canada as conferring an unfair advantage or creating a conflict of interest. This offeror remains however subject to the criteria established above.
- 3) Where Canada intends to reject an offer under this section, the Contracting Authority will inform the Offeror and provide the Offeror an opportunity to make representations before making a final decision. Offerors who are in doubt about a particular situation should contact the Contracting Authority before offer closing. By submitting an offer, the Offeror represents that it does not consider itself to be in conflict of interest nor to have an unfair advantage. The Offeror acknowledges that it is within Canada's sole discretion to determine whether a conflict of interest, unfair advantage or an appearance of conflict of interest or unfair advantage exists.

## STANDING OFFER PARTICULARS

### SOP01 GENERAL

1. The Offeror acknowledges that a standing offer is not a contract and that the issuance of a Standing Offer and Call-up Authority does not oblige or commit Canada to procure or contract for any services listed in the Standing Offer.
2. The Offeror offers to provide and deliver to Canada the services described in the Standing Offer, in accordance with the pricing set out in the Request for Standing Offer if, and when the Contracting Authority may request such services, in accordance with the conditions listed at subsection 3 below.
3. The Offeror understands and agrees that:
  - a) a call-up against the Standing Offer will form a contract only for those services which have been called-up, provided that such call-up is made in accordance with the provisions of the Standing Offer;
  - b) Canada's liability is limited to that which arises from call-ups against the Standing Offer made within the period specified in the Standing Offer;
  - c) Canada has the right to procure the services specified in the Standing Offer by means of any other contract, standing offer or contracting method;
  - d) the Standing Offer cannot be assigned or transferred in whole or in part;
  - e) the Standing Offer may be set aside by Canada at any time.

### SOP02 PERIOD OF THE STANDING OFFER

The period for placing call-ups against the Standing Offer shall be from the start date identified on the Standing Offer to 30 June, 2015.

### SOP03 CALL-UP LIMITATION

Each call-up against the Standing Offer will have a maximum limitation of expenditure of \$100,000.00 (GST or HST included).

### SOP04 CALL-UP PROCEDURE

1. Services will be called-up as follows:
  - a) For each individual call-up the Offeror will be provided the scope of work and will submit an offer to the Departmental Representative in accordance with the unit rates established under the Standing Offer. The Contractor's offer shall include all of the work as specified including; mobilizing, sub-trades, materials, labour, tools, administration fees and supervision as offered in the RFSO including building permits as per local regulations.

2. The Offeror will be authorized in writing by the Contracting Authority to proceed with the work by issuance of a Call-up against the Standing Offer using form 942.
3. Any proposed changes to the scope of work are to be discussed with the Departmental Representative but any resulting changes can only be authorized by an amendment issued by the Contracting Authority.

## CALL-UPS CLAUSES OR RESULTING CONTRACT DOCUMENTS (CD)

- 1) The following are the call-up's contract documents:
  - (a) The call up against the Standing Offer, including any annexes;
  - (b) General Conditions and clauses :
 

GC1 General Provisions	R2810D	(2011-05-16);
<u>As amended by paragraph 5)</u>		
GC2 Administration of the Contract	R2820D	(2011-05-16);
GC3 Execution and Control of the Work	R2830D	(2010-01-11);
GC4 Protective Measures	R2840D	(2008-05-12);
GC5 Terms of Payment	R2550D	(2010-01-11);
GC6 Delays and Changes in the Work	R2860D	(2008-05-12);
GC7 Default, Suspension or Termination of Contract	R2870D	(2008-05-12);
GC8 Dispute Resolution	R2884D	(2008-05-12);
GC9 Insurance	R2590D	(2011-05-16);
Supplementary Conditions		
Fair Wages and Hours of Labour - Labour Conditions	R2940D	(2010-01-11);
Allowable Costs for Contract Changes Under GC6.4.1	R2950D	(2007-05-25);
Schedules of Wage Rates for Federal Construction Contracts;		
  - (c) Any amendment or variation of the contract documents that is made in accordance with the General Conditions.
- 2) The documents identified by title, number and date above are incorporated by reference and are set out in the Standard Acquisition Clauses and Conditions (SACC) Manual, issued by Public Works and Government Services Canada (PWGSC). The SACC Manual is available on the PWGSC Web site:  
<https://buyandsell.gc.ca/policy-and-guidelines/standard-acquisition-clauses-and-conditions-manual>
- 3) Schedules of Wage Rates for Federal Construction Contracts is included by reference and may be accessed from the Web site:  
[http://www.rhdcc-hrsdc.gc.ca/eng/labour/employment\\_standards/contracts/schedule/index.shtml](http://www.rhdcc-hrsdc.gc.ca/eng/labour/employment_standards/contracts/schedule/index.shtml).
- 4) The language of the contract documents is the language of the Price Proposal Form submitted.  
  
*Add to R2810D GC1 - General Provisions - New section GC1.20 "Code of Conduct and Certifications"*
- 5) GC1.20 Code of Conduct and Certifications
  1. The Contractor agrees to comply with the Code of Conduct for Procurement and to be bound by its terms. Furthermore, in addition to the Code of Conduct for Procurement, the Contractor must comply with the terms set out in this section.



2. The Contractor certifies that except for those offences where a criminal pardon has been obtained or leniency granted, neither the Contractor nor any of the Contractor's parent, subsidiaries or other affiliates has ever been convicted or is the subject of outstanding criminal charges subsequent to September 1, 2010 in respect of any of the following:

- (a) payment of a contingency fee to a person to whom the *Lobbying Act* (1985, c. 44 (4th Supp.)) applies;
- (b) corruption, collusion, bid-rigging or any other anti-competitive activity in the procurement process.

3. The Contractor certifies that except for those offences where a criminal pardon has been obtained, neither the Contractor nor any of the Contractor's parent, subsidiaries or other affiliates has ever been convicted or is the subject of outstanding criminal charges in respect of any of the following:

- (a) section 121 (*Frauds on the government and Contractor subscribing to election fund*), section 124 (*Selling or Purchasing Office*), section 380 (*Fraud committed against Her Majesty*) or section 418 (*Selling defective stores to Her Majesty*) of the Criminal Code of Canada, or
- (b) paragraph 80(1)(d) (*False entry, certificate or return*), subsection 80(2) (*Fraud against Her Majesty*) or section 154.01 (*Fraud against Her Majesty*) of the *Financial Administration Act*.

4. For the purpose of this section, business concerns, organizations or individuals are Contractor's affiliates if, directly or indirectly:

- (a) either one controls or has the power to control the other, or
- (b) a third party has the power to control both.

Indicia of control, include, but are not limited to, interlocking management or ownership, identity of interests among family members, shared facilities and equipment, common use of employees, or a business entity created following the charges or convictions contemplated in this section which has the same or similar management, ownership, or principal employees as the Contractor that is charged or convicted, as the case may be.

5. In circumstances pursuant to subsections 2 and 3, where the Contractor or any of the Contractor's parent, subsidiaries or other affiliates has obtained a criminal pardon or is granted leniency in relation to such offences, the Contractor must provide a certified copy of confirming documentation from the National Parole Board or the Competition Bureau of Canada.

6. If the Contractor or any of the Contractor's parent, subsidiaries or other affiliates does not remain free and clear of any charges or convictions mentioned at subsections 2 and 3 during the period of the Contract, Canada reserves the right, pursuant to the default provision of the Contract, to terminate the Contract for default.

## **APPENDIX 1 - SCOPE OF WORK**

No subcontracting except for the following:

- a. Sand Slurry Sea
- b. Crack filling and Sealing
- c. Concrete Curb

### **Section 01005 - General**

#### **1. Description of Work**

The work under this standing offer comprises the furnishing of all labour, materials, and equipment required for the supply and installation of hot bituminous asphalt and related materials, materials for paving, road repairs, and resurfacing as directed by the Departmental Representative or specified in the specifications. The work will be carried out within various areas of the Esquimalt Graving Dock, Victoria, BC.

#### **2. Work Included**

Work covered in this standing offer includes but is not necessarily confined to the following:

Asphalt concrete priming, paving, and road repairs;

Raising of existing manhole and valve box frames and covers as required; and

Site preparation, including excavation, scarifying, and grading

#### **3. Documents Required**

Maintain at job site one copy each of the following:

Drawings;

Specifications;

Addenda;

Change Orders;

Other modifications;

Field test reports;

Copy of approved work schedule

#### **4. Contractor's Use of Sites**

Obey posted speed limits.

Movement around the sites is subject to security as laid down by PWGSC. Ensure that all such regulations are strictly adhered to.

Observe and enforce construction safety measures required by Canadian Construction Safety Code, Provincial Government, Workers' Compensation Board, and municipal statutes and authorities.

In event of conflict between any provisions of above authorities, the most stringent provision will apply.

Supply to the Esquimalt Graving Dock Security Officer a list of employees on the job site, if requested.

Store materials and equipment where directed by the Departmental Representative.

Park vehicles where directed by the Departmental Representative.

Comply with the requirements of the Esquimalt Graving Dock Fire Service

Do not unreasonably encumber site with materials or equipment.

Maintain site in a tidy condition.

## **5. Codes and Standards**

Throughout the various sections and sub-sections of this specification, reference is made to domestic, national, and international standards. These standards shall be considered an integral part thereof and shall be read in conjunction with the drawings and specifications as if they were reproduced herein. The Contractor shall be fully familiar with their contents and requirements. The latest editions of all standards shall be applicable, unless a specifically dated edition is mentioned.

Master Municipal Construction Documents (MMCD) Volume 2, latest edition, shall be used where material and workmanship items are not covered within these specifications.

When reference is made to certain detailed drawings, catalogues, or similar related data as published by equipment suppliers, the Contractor shall be solely responsible for obtaining these from the described sources or equal products which fulfil the intent of the Contract.

## **6. Drawings and Specifications**

The documents are intended to complement each other. Any work or material shown on drawings or sketches provided even if not particularly described in the specifications, or vice versa, is to be done and/or supplied by the Contractor as if it were both shown and specified.

All parties will obtain for themselves any and all information necessary for the proper execution of the work covered by the plans and specifications, respecting all work required to be done before operations can be started. The Contractor will make allowance for work required to remove or relocate any obstruction in order to commence operations.

Departmental Representative may furnish additional drawings to assist proper execution of work. These drawings will be issued for clarification only. Such drawings shall have same meaning and intent as if they were included with plans referred to in Call up documents.

## **7. Power and Water Supply**

PWGSC can provide, free of charge, temporary electric power and water for construction purposes. Departmental Representative shall determine delivery points and quantitative limits. Departmental Representative's written permission is required before any connection is made. Connect to existing power supply in accordance with Canadian Electrical Code.

Provide, at no cost to PWGSC, all equipment and temporary lines to bring these services to project site.

Supply of temporary services by PWGSC is subject to PWGSC Site Representative any time without notice without acceptance of any liability for damage or delay caused by such withdrawal of temporary services.

## **8. Acceptability of Materials**

The acceptance of materials other than those specified shall be determined by the Esquimalt Graving Dock Departmental Representative.

Requests for acceptance of non-specified materials shall be submitted in writing to  
Esquimalt Graving Dock Departmental Representative  
Esquimalt Graving Dock  
825 Admirals Rd  
Esquimalt, BC, V9A 2P1

The request must be supported with sufficient product information to enable the Departmental Representative to make an assessment.

## **9. Co-ordination**

The Contractor shall be responsible for the satisfactory completion of each call-out and shall be responsible for the co-ordination of the work of all sub-contractors

## **10. Protection of Existing Works**

The Contractor will acquaint himself with the locations of all existing service lines, water, sewer, power, telephone, and building foundations, etc. He will be held responsible for and will make good any damage he may cause to them. Where required, adequate shoring or protection works to the approval of the Departmental Representative will be provided by the Contractor.

## **11. Existing Services**

Where unknown services are encountered, immediately advise Departmental Representative and confirm findings in writing.

## **12. Administration**

The Contractor will administer the project in a manner that will ensure at all times full compliance with the regulations of all applicable safety codes.

Do not unreasonably encumber site with material and equipment.

Do not close any lanes of road without approval of the Departmental Representative.

**13. Site Damage**

The Contractor will make good any damage to existing structures and facilities at the site, or adjacent sites, resulting from his operation under Contract.

**14. Setting Out of Work**

Assume full responsibility for and execute complete layout of work to locations, lines, and elevations indicated. Provide devices needed to lay out and construct work. Supply such devices as straight edges & templates required to facilitate Departmental Representative's inspection of work.

**15. Fire Safety Requirements**

Fires and burning of waste materials will not be permitted on site.

Blockage of Roadways: The Fire Chief shall be advised of any work that would impede fire apparatus response. This includes violation of minimum overhead clearance as prescribed by the Fire Chief, erecting of barricades, and the digging of trenches.

Reporting Fires: Know the location of the nearest fire alarm box and telephone, including the emergency telephone number. Report immediately all fire incidents to the fire department as follows: Activate nearest fire alarm box; or telephone 9-911 (Emergency only on EGD phones) or 911 (Emergency only on non-EGD phones). Person activating fire alarm box shall remain at the box to direct fire department to scene of fire. When reporting a fire by telephone, give location of fire, name or number of building, and be prepared to verify the location. Questions and/or Clarification: Any questions or clarification on fire safety in addition to the above requirements shall be directed to and cleared through the Fire Chief.

**16. Protection of Public Traffic**

Comply with requirements of Acts, Regulations, and By-laws in force for regulation of traffic and use of roadways upon or over which it is necessary to carry out work or haul materials or equipment.

When working on travelled way:

Place equipment in position to present minimum interference and hazard to travelling public.

Keep equipment units as close together as working conditions will permit and preferably on same side of travelled way.

Do not leave equipment on travelled way overnight

**17. Informational and Warning Devices**

Provide and maintain signs and other devices required to indicate construction activities or other temporary and unusual conditions resulting from project work which may require road user response.

Supply and erect signs, delineators, barricades, and miscellaneous warning devices as specified in Part D, Temporary Condition Signs and Devices, of Manual of Uniform Traffic Control Devices for Canada.

Continually maintain traffic control devices in use by:

Checking signs daily for legibility, damage, suitability, and location.

Clean, repair or replace to ensure clarity and reflectance.

Removing or covering signs which do not apply to conditions existing from day to day.

### **18. Control of Public Traffic**

Provide competent flag men, properly equipped as specified in Manual of Uniform Traffic Control Devices for Canada in following situations:

When public traffic is required to pass working vehicles or equipment which may block all or part of travelled roadway.

When it is necessary to institute one-way traffic system through construction area or other blockage where traffic volumes are heavy, approach speeds are high, and traffic signal system is not in use.

When workers or equipment are employed on travelled way over brow of hills, around sharp curves, or at other locations where oncoming traffic would not otherwise have adequate warning.

### **19. Measurement for Payment**

Notify Departmental Representative sufficiently in advance of operations to permit required measurements for payment.

### **20. Permits**

The Contractor shall obtain permits applicable to this project, pay all fees, therefore, and comply with all Provincial, Municipal, and other legal regulations and by-laws applicable to the work. The latest edition of the National Building Code shall be complied with except where the requirement is in variance with that of the local by-laws, in which case the stricter requirements shall govern.

### **21. Debris**

The Contractor shall remove all debris and waste materials from the premises as often as necessary to prevent accumulation of waste materials.

**22. Disposal of Surplus Material** All materials left over from work required in this standing offer, unless specifically detailed in the following operations, shall become the property of the Contractor who must promptly remove same from the premises.

### **23. Clean Up**

On completion of the work, the Contractor will remove all temporary buildings and offices, remove all debris, rubbish, and excess material from the PWGSC property, clean up the site, and leave same neat and tidy to the satisfaction of the Departmental Representative.

## **Section 01410 - Testing Laboratory Services**

### **1. Related Requirements Specified Elsewhere**

Particular requirements for inspection and testing to be carried out by testing laboratory designated by Departmental Representative are specified under various sections.

### **2. Appointment and Payment**

Departmental Representative will appoint and pay for services of testing laboratory except for the following: Inspection and testing required by-laws, ordinances, rules, regulations, or orders of public authorities; Inspection and testing performed exclusively for Contractor's convenience; Testing, adjustment & balancing of conveying systems, mechanical/electrical equipment, & services; Mill tests and certificates of compliance; Tests specified to be carried out by Contractor under the supervision of Departmental Representative. Where tests or inspections by designated testing laboratory reveal work or materials not in accordance with Contract requirements, Contractor shall pay costs for additional tests or inspections as Departmental Representative may require to verify acceptability of corrected work or materials.

### **3. Contractor's Responsibilities**

Furnish labour and facilities to:

Provide access to work to be inspected and tested;

Facilitate inspections and tests;

Make good work disturbed by inspection and test; and

Provide storage on site for laboratory's exclusive use to store equipment and cure test samples.

Notify Departmental Representative sufficiently in advance of operations to allow for assignment of laboratory personnel and scheduling of test.

Where materials are specified to be tested, deliver representative samples in required quantity to testing laboratory.

Pay costs for uncovering and making good work that is covered before required inspection or testing is completed and approved by Departmental Representative.

## **Section 02512 - Hot Mix Asphaltic Concrete Paving**

### **General 1. Related Work Specified Elsewhere**

Asphalt Prime and Overlay Fabric: Section 02546. Raising of Manholes and Valve Box Frames and Covers: Section 02726.

## 2. Inspection and Testing of Materials

The Departmental Representative may if he so desires, inspect any paving plant, crusher, gravel pit, or other facility that contributes to the manufacture and supply of materials used in this Contract to ensure that preparation and quality of material meet generally accepted standards of the industry and the requirement of this specification. Sampling and testing of any material used in this Contract shall be conducted at any time deemed necessary by the Departmental Representative. Any sampling and testing of material required by the Departmental Representative shall be carried out at the expense of Public Works and Government Services Canada (PWGSC).

## 3. Material Certification

Upon request, submit manufacturer's test data and certification that asphalt cement meets requirements of this section.

## 4. Protection

Keep vehicular traffic off newly paved areas until paving surface has cooled below 38o C.  
Do not permit stationary loads on pavement until twenty-four (24) hours after placement.  
Maintain access routes past construction areas on existing roadways and suitable protection of newly paved surfaces.

## 5. Work Included

Preparation of areas to be repaired and/or paved, including gravel base preparation, grading, milling existing pavement, and excavation.

Surfacing of areas with bituminous asphaltic materials.

Pavement crack filling.

## Products

### 1. Materials

All materials are to be "acceptable"; see paragraph 8 of Section 01005, General Instructions.

**Aggregates** Granular Base: crushed granular material to following requirements: Gradation to be within following limits when tested to ASTM C136-84 and ASTM C117-87 giving a smooth curve without sharp breaks when plotted on a semi-log chart.

ASTM Sieve Designation	% Passing	ASTM Sieve Designation	% Passing
19 mm	100	1.18	16 - 42
12.5	75 - 100	0.6	8 – 30
9.5	60 - 90	0.3	5 - 20
4.75	40 - 70	0.07	2 - 8





Solicitation No. - N° de l'invitation

EZ108-130342/A

Amd. No. - N° de la modif.

Buyer ID - Id de l'acheteur

pwy011

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

File No. - N° du dossier

CCC No./N° CCC - FMS No/ N° VME

PWY-2-35041

2.36	38 - 58	0.15	4 - 17
		0.07	3 - 8

#### Fine Mix

ASTM Sieve Designation	% Passing	ASTM Sieve Designation	% Passing
9.5 mm (3/8")	100	0.600 mm (No. 30)	32 - 60
4.75 mm (No. 4)	80 - 100	0.300 mm (No. 50)	16 - 42
2.36 mm (No. 8)	64 - 89	0.150 mm (No. 100)	6 - 23
1.18 mm (No. 16)	48 - 76	0.075 mm (No. 200)	4 - 10

#### Mix Design

Job mix formula to be approved prior to commencement of the work;  
 Design of mix: by Marshal method to requirements below and as directed;  
 Compaction blows on each face of test specimens: 75;

#### Mix physical requirements

Property	Minimum	Maximum
Marshall Stability @ 60°C kN min.	5.5	-
Flow Value, mm	2	4
Air Voids in Mixture, %	3	5
Voids in Mineral Aggregate, % min.	14	-
Index of Retained Stability, % min.	75	-

**Asphalt Curbs** Upper Course #2 mineral aggregate mix shall be used. Machine place where practical.  
 All work shall be in accordance with MMCD and these specifications.

**Paving Plant and Mixing Requirements** The plant used by the Contractor for the preparation of hot mix asphaltic concrete material shall conform to the requirements for Mixing Plants for Hot Mix, Hot-Laid Bituminous Paving Mixtures ASTM Specification D995 - latest edition. Mixing temperatures and times shall conform to the recommended procedures outlined in the Asphalt Institute's "Asphalt Plant Manual" (MS-3). The plant shall be so designed and co-ordinated as to produce a uniform mixture within the specifications.

#### Crack Filling Compound

Rubberized asphalt sealant conforming to ASTM D1190.  
 Standard of acceptance: "Bakor 590-13A".

#### Execution

**1. Compaction Requirements** Granular Base & Sub - Base material & existing gravel surfaces shall be compacted to a density of not less than 98% modified Proctor density in accordance with ASTM D1557. Asphaltic concrete pavement shall be compacted to a density of not less than 97% of the density obtained with Marshall specimens prepared from samples of the mix. Such samples may be taken at any time at the discretion of the Departmental Representative.

## **2. Preparation - General**

When indicated, remove existing pavement as indicated in Part 3.

Repair failed areas to Part 3 and/or Part 4

Adjust tops of manholes, catch-basins, valve boxes, etc. to suit finished grade to Section 02726.

Place levelling courses to correct depressions and other low areas.

Apply prime coat and overlay fabric where indicated in accordance with Section 02546 prior to paving.

Prior to laying mix, clean surfaces of loose and foreign material.

Cut out all broken edges of potholes and other areas of badly damaged asphalt requiring repairs prior to overlay to the extent indicated.

Cut existing asphalt with pneumatic spade or other devices that will provide a clean, true, smooth edge.

Remove pavement that overhangs excavated areas prior to placing granular base material and compacting.

## **3. Preparation of Paved Areas to be Overlaid or Repaired**

Areas which contain severe alligator cracking or unsatisfactory and rough cold patching shall be removed to the extent indicated and as directed by the Departmental Representative prior to new asphalt and replaced as follows:

Where the existing sub-grade material is both granular, satisfactory, and is 80 mm or less in depth, the Contractor shall fill the excavation completely with compacted asphalt, otherwise fill with compacted Granular Base to within 80 mm of the existing asphalt surface and the top 80 mm filled with compacted asphalt.

Where the existing sub-grade material is non-granular but satisfactory, the Contractor shall place and compact a minimum 100 mm layer of Granular Base followed by 80 mm (minimum) of asphalt.

Where the existing sub-grade material is unsatisfactory, the Contractor shall remove the unsatisfactory material until a solid base containing satisfactory material is reached. If the overall depth of excavation is 80 mm or less, the whole excavation shall be filled with compacted asphalt. If the depth of excavation exceeds 80 mm, the Contractor shall place and compact a minimum of 100 mm of Granular Base to within 80 mm of the existing asphalt surface. The top 80 mm of excavation shall be filled with compacted asphalt.

Areas to be repaired without an overlay shall be prepared as above and shall match adjacent grade. Edges shall be sealed with SS-1 (COLAs) primer to Section 02546.

#### **4. Preparation, Scarifying, and Grading of Unpaved Areas prior to Paving**

Where topsoil and grass are present in areas that are to be paved, the Contractor shall scarify and remove all vegetation and topsoil to a depth of 200 mm (minimum) below finished pavement elevation or until satisfactory sub-grade material is reached.

The Contractor shall then place and compact a 150 mm thick (minimum) layer of Granular Base over the entire area to be paved, to the satisfaction of the Departmental Representative. This surface shall be shaped, graded, and compacted prior to application of bituminous primer.

If the Contractor, while excavating material or preparing the sub-grade, bares any tree roots, he shall notify the Departmental Representative and proceed as directed.

#### **5. Preparation of Gravelled Areas prior to Paving**

Where, in the opinion of the Departmental Representative, existing gravelled areas to be paved are suitable for use as a base, the Contractor shall prepare the surface for paving by grading and sweeping all loose material from the surface, filling all voids with Granular Base material and compacting all soft areas to the required density.

Correct depressions, failed areas, and other irregularities to the approval of Departmental Representative before beginning paving operations.

#### **6. Milling of Asphalt Pavement**

Remove existing pavement surface in areas shown using a milling machine to the depth indicated and dispose off PWGSC property.

Remove asphalt pavement down to concrete surface in areas where concrete road base is present.

Ensure a minimum of 40 mm is removed at curb-line or at boundary of existing pavement.

Remove sufficient material (including high spots) to re-profile the road in order to achieve a 2% crown at centre line allowing for the required thickness of new asphalt paving.

Where a 2% crown is not practical, follow existing grades and remove sufficient material to accommodate the required thickness of new pavement.

Repair failed areas upon completion of pavement milling to Part 3.

#### **7. Equipment**

**Pavers** Mechanical grade controlled self-powered pavers for truck-towed pavers capable of spreading mix within specified tolerances, true to line, grade and crown indicated.

**Rollers** Sufficient number of rollers of type and weight to obtain specified density of compacted mix.

**Haul Trucks**

Of adequate size, speed & condition to ensure orderly and continuous operation as follows:

Boxes with tight metal bottoms;

Covers of sufficient size and weight to completely cover and protect mix when truck is fully loaded;

In cool weather or for long hauls, insulate entire contact area of each truck box;

Trucks which cannot be weighed in a single operation on scales supplied will not be accepted

**Hand Tools**

Lutes or rakes with covered teeth during spreading and finishing operations;

Tamping irons having mass not less than 12 kg and a bearing area not exceeding 310 cm<sup>2</sup> for compacting material along curbs, gutters, and other structures inaccessible to roller. Mechanical compaction equipment, when approved by Departmental Representative, may be used instead of tamping irons;

Straight edges 4.5 m in length, to test finished surface.

**8. Transportation of Mix**

Transport mix to job site in vehicles cleaned for foreign material.

Paint or spray truck-beds with light oil, lime water, soap, or detergent solution at least once a day as required. Elevate truck-bed and thoroughly drain. No excess solution will be permitted. Do not use gasoline or similar products.

Schedule delivery of material for placing in daylight, unless Departmental Representative approves artificial light. Deliver material to paver at a uniform rate and in an amount within capacity of paving and compacting equipment.

Deliver loads continuously in covered vehicles and immediately spread and compact. Deliver and place mixes at a temperature within range directed, but not less than 125° C.

**9. Placing Mix**

The mixtures shall only be laid upon a base and under weather conditions approved by the Departmental Representative; the surface of the base must be dry. Prior to the delivery of mixture on their work, the prepared base shall be cleaned of all loose or foreign material. Except by permission of the Departmental Representative, no mixture shall be laid down when the air temperature is below 5° C.

Spread and strike off mixture with self-propelled mechanical finisher.

Construct longitudinal joints and edges true to line markings. Lines for paver to follow will be established by Departmental Representative parallel to centreline of proposed pavement. Position and operate paver to follow established line closely.

If segregation occurs, immediately suspend spreading operation until cause is determined and corrected.

Correct irregularities in alignment left by paver by trimming directly behind machine.

Correct irregularities in surface of pavement course directly behind paver. Remove by shovel or lute excess material from high spots. Fill and smooth indented areas with hot mix. Do not broadcast material over such areas.

Do not throw surplus material over such areas.

Do not place hot-mix asphalt when pools of standing water exist on surface to be paved, during rain, or when surface is damp.

When hand spreading is used:

Wood or steel forms, approved, and rigidly supported to assure correct grade and cross-section may be used. Use measuring blocks and intermediate strips to aid in obtaining required cross-section.

Distribute material uniformly. Do not broadcast material.

During spreading operation, thoroughly loosen and uniformly distribute material by lutes or covered rakes. Reject material that has formed into lumps and does not break down readily.

Following placing and before rolling, check surface with templates and straightedges, and correct irregularities.

Provide heating equipment to keep hand tools free from asphalt. Avoid high temperatures which may burn material. Do not use tools at a greater temperature than temperature of mixing being placed.

Repair potholes, voids, and depressions by placing and compacting the prescribed Mineral Aggregate Mix as noted on the drawings or as directed by the Departmental Representative on site. The Contractor shall grade, shape, and compact the new asphalt to the lines and grades matching the surrounding and/or adjoining asphalt surfaces.

Skin patching on top of existing asphalt shall have a thickness of 25 mm (minimum) over the deteriorated asphalt and shall be feathered out beyond the limits of such deterioration's a minimum of 200 mm. Fine Mix shall be used for all skin patching.

Unless otherwise specified, Upper Course #2 Mineral Aggregate Mix shall be the normal paving mix for all overlays and surface courses where specified.

Upper Course #1 Mineral Aggregate Mix shall be used for heavy industrial applications and base courses where specified.

## **10. Compacting**

Roll asphalt continuously to a density not less than 97% of density obtained with Marshall specimens prepared from samples of mixture being used.

**General:**

Provide at least two rollers and as many additional rollers as necessary to achieve specified pavement density. When more than two rollers are required, one roller must be pneumatic-tired type.

Start rolling operations as soon as placed mixture can bear weight of roller without undue placement of material or cracking of surface.

Operate roller slowly initially to avoid displacement of material. For subsequent rolling do not exceed 5 km/h for steel-wheeled roller and 8 km/h for pneumatic-tired rollers.

Overlap successive trips of roller by at least one half width of roller and vary trip length.

Keep wheels of roller slightly moistened with water to prevent pickup of material but do not over water.

After longitudinal joints and edges have been compacted, start rolling longitudinally at low side and progress to high side.

Where rolling causes displacement of material, loosen effected areas at once with lutes or shovels and restore to original grade of loose material before re-rolling.

Do not permit heavy equipment or rollers to stand on finished surface before it has been compacted and has thoroughly cooled.

**Breakdown rolling:**

Commence breakdown rolling with steel wheel rollers immediately following rolling of longitudinal joint and edges.

Operate rollers as close to paver as necessary to obtain adequate density without causing undue displacement.

Operate breakdown roller with drive roll or wheel nearest finishing machine. Exceptions may be made when working on steep slopes or super-elevated sections.

Use only experienced roller operators for this work.

**Second Rolling:**

Use pneumatic-tired, steel wheel or vibratory rollers and follow breakdown rolling as closely as possible and while paving mix temperature allows maximum density from this operation. Rolling shall be continuous after initial rolling until mix placed has been thoroughly compacted.

**Finish Rolling:**

Accomplish finish rolling with two-axle or three-axle tandem steel wheel rollers while material is still warm enough for removal of roller marks. If necessary to obtain desired surface finish, Departmental

Representative will specify use of pneumatic-tired rollers. Conduct rolling operations in close sequence. When temperature of surface on which material is to be placed falls below 10o C, provide extra rollers as necessary to obtain required compaction before cooling.

## **11. Joints General**

Trim to vertical face to provide true surface and cross-section against which new pavement may be laid. Remove loose particles.

Paint joint face with thin coat of hot asphalt cement or preheat joint face with approved heater prior to placing fresh mixture.

Overlap previously laid strip with spreader by 100 mm.

Remove surplus material from surface of previously laid strip. Do not dispose on surface of freshly laid strip.

Paint contact surfaces of existing structures such as manholes, curbs, or gutters with bituminous material prior to placing adjacent pavement, if required.

### **Transverse Joints:**

Construct and thoroughly compact transverse joints to provide a smooth riding surface.

Stagger joint locations minimum 2 M.

Longitudinal Joints: Before rolling, carefully remove & discard coarse aggregate in material overlapping joint w/ lute/rake. Roll longitudinal joints directly behind paving operation. When rolling, shift roller over onto previously placed lane in order that not more than 150 mm of roll rides on edge of newly laid lane, then operate roller to pinch and press fines gradually across joint. Continue rolling until a thoroughly compacted need joint is obtained. Offset longitudinal joints in succeeding lifts by at least 150 mm.

Construct feather joints so that thinner portion of joint contains fine-graded material obtained by changed mix design or by raking out coarse aggregate in mix. Place and compact joint so that joint is smooth and without visible breaks in grade. All joints contacting existing pavement shall be sealed using SS-1 (COLAs) primer.

## **12. Finish Tolerances**

Finished asphalt surface to be within 5 mm of design elevation but not uniformly high or low. Finished asphalt surface not to have irregularities exceeding 5 mm when checked with a 4.5 M straight edge place in any direction.

## **13. Defective Work**

Correct irregularities, which develop before completion of rolling by loosening surface mix and removing or adding material as required. If irregularities or defects remain after final compaction, remove surface coarse promptly and lay new material to form a true and even surface and compact immediately to specified density. Repair areas showing checking or hairline cracking.



#### **14. Asphalt Curb Construction**

Apply a tack coat to Section 02546 to the strip of asphalt surface upon which the curb is to be placed. The curb shall be laid by means of an approved mechanical curb laying machine and shall be formed by the extrusion of the hot mixture under pressure through moulds conforming to the required cross-section. The machine shall follow a line out on the existing pavement and the curb laying machine must be capable of laying the curb to a smooth, true line, both on tangents and radii. Unsatisfactory areas or gaps in the extruded curb shall be re-laid immediately such defects appear. Irregularities in alignment which produce an unsightly and unworkman like job shall be considered unsatisfactory. At least 75 mm asphalt road surface shall extend beyond the back of any new curb unless otherwise specified by the Departmental Representative. Drainage outlets shall be constructed where ordered by the Departmental Representative by making openings through the curbs and paving with asphaltic mixture; the gutter so formed from the curb to the site ditch shall be installed on the shoulder of the road and down the slope of the fill. These irregularities shall be made in such a manner to facilitate the removal of the water without subsequent damage to the foundation of the road.

#### **15. Pavement Crack Filling**

Maximum crack width to be filled with rubberized asphalt crack filler is 12.5 mm. Fill cracks greater than 12.5 mm in width using Fine Mix. Ensure cracks filled with the mineral aggregate mix are tack coated.

Follow manufacturer's instructions for application of crack filling material.

Remove all grass and debris from cracks by suitable means. Clean loose material from cracks with oil-free compressed air applied to a minimum pressure of 690 kPa to a minimum depth of 25 mm. Dispose of material removed from cracks off site.

Heat filler to temperatures not exceeding 200o C, or as specified by manufacturer, using suitable propane-filled double-walled kettle complete with draw-off spout and thermometers.

Fill all cracks within areas indicated by approved methods. Cracks to be clean and dry before filling. Fill cracks when air temperature is above 10o C, the daily low temperature does not fall below 5o C, and no rain is forecast. Fill cracks totally to a level flush with existing pavement. Due to shrinkage of crack filler, two or more applications may be required. Material shall be placed so as to overfill the crack and excess material struck off using a squeegee. The material shall be beaded directly over the crack and feathered out to overlap the adjacent pavement surface a minimum of 40 mm each side of the crack. Remove and dispose of excess material off site.

Dust completed seal with an approved material to eliminate surface tackiness if setting up period interferes with traffic control; otherwise prevent any traffic from using the area for twenty-four (24) hours after crack filling

#### **Section 02546 - Asphalt Prime and Overlay Fabric**

**General: 1. Related Work Specified Elsewhere** Hot Mix Asphalt Concrete Paving: Section 02512.

**2. Samples** Provide access for Departmental Representative to sample material actually incorporated into work as required.

**3. Material Certification** Upon request, submit manufacturer's test data and certification that asphalt prime material meets requirements of this Section.

### Products

**1. Materials:** Bituminous primer to conform to one of the following: Cutback type to CAN2-16.1-M89, Type 4 RM20; Cutback type to CGSB 16.1-M89, MC-30; Emulsion type to CAN2-16.2-M89, SS-1

Overlay Engineering Fabric Non-woven polypropylene fabric;

Standard of Acceptance: Amopave Overlay Engineering Fabric.

Tack coat for overlay fabric: to CGSB 16.3-M90, liquid asphalt 80-100 grade.

### Execution

**Equipment Pressure Distributor Distributor** to be so designed, equipped, maintained, and operated that asphalt material at even temperature may be applied uniformly on variable widths of surface up to 5 M at readily determined and controlled rates from 0.2 to 5.4 L/M2 with uniform pressure and with an allowable variation from any specified rate not exceeding 0.1 L/M2 . Capable of distributing asphalt material in a uniform spray without atomisation at temperature required. Equipped with a meter registering meters of travel per minute visibly located to enable truck driver to maintain constant speed required for application at specified rate. Pump equipped with flow meter registering 5L units or less per minute passing through nozzles & readily visible to operator. Pump shall operate a separate power unit independent of truck power unit. Equipped w/ easily read, accurate & sensitive device which registers temperatures of liquid in reservoir. Equipped with accurate volume measuring device or calibrated tank.

### 2. Preparation

Ensure the surfaces to be primed have been prepared to the satisfaction of the Departmental Representative.

Sweep clean all dirt and debris from existing paved surfaces to be tack coated.

### 3. Primer and Tack Coat Application

Obtain Departmental Representative's approval of granular base surface before applying asphalt prime. Primer:

Apply prime to granular base at a rate of 1.8 L/M2.

Apply prime to existing asphalt surfaces at a rate of 0.55 L/M2.

*Tack Coat:*

Heat asphalt liquid asphalt to 140 - 150o C for pumping and spraying.

Apply to existing asphalt surfaces to be overlaid with fabric at a rate of 1.2 L/M2.

Apply on a dry surface unless otherwise directed.

Paint contact surfaces of curbs, gutters, headers, manholes, and like structures with a thin, uniform coat of asphalt material.

Do not apply prime when air temp is less than 5o C or when rain is forecast within two (2) hours.

Prevent overlap at junction of spreads.

Avoid priming surfaces that will be visible when paving is complete.

Correct areas not sufficiently covered.

Seal along edges of patches and feathered edges where they meet existing asphalt with SS-1 (COLAs) primer (minimum width 100 mm).

Keep traffic off primed areas until asphalt prime has cured.

Permit prime to cure before placing asphalt paving mixtures.

#### **4. Overlay Fabric Installation**

Follow manufacturer's installation instructions ensuring sufficient overlap at joints and eliminating all wrinkles.

All joints shall be overlapped a minimum of 100 mm in the direction of paving. Apply additional tack coat to joints to ensure proper bonding.

Install fabric in areas indicated immediately following the application of the tack coat.

Ensure good contact with tack coat and minimize traffic on the installed fabric.

Allow tack coat to cure and hold fabric in place before commencing paving operations.

### **Section 02726 - Raising of Manhole, Catch Basin & Valve Box Frames / Covers**

#### **GENERAL: 1. Related Work Specified Elsewhere**

Hot Mix Asphaltic Concrete Paving: Section 02512.

#### **2. Work Included**

The work of this section comprises the furnishing of all labour, materials, and equipment required to carry out all raising of catch basins, manhole and valve box frames, and covers, as shown on the drawings and/or in the specification.

## Products

### 1. Materials

All materials are to be "acceptable"; see paragraph 8 of Section 01005, General Instructions.

Portland Cement: to CAN3-A5-M89.

Water: to CAN3-A23.1-94.

Aggregates: to CAN3-A23.1-94. Coarse aggregates to be normal density.

Air Entraining Admixture: to CAN3-A266.1-M78.

Chemical Admixtures: to CAN3-A266.2-M78. Departmental Representative to approve accelerating or set retarding admixtures during cold and hot weather placing.

Use of calcium chloride not permitted.

Curing: to CAN3-A23.1-94. Moist cure exposed concrete for minimum seven/7 days or use curing compound.

Concrete curing and cold weather requirements: Curing and cold weather requirements for all concrete used in this contract shall be in accordance with CAN3-A23.1-94.

Forms: All forms in this Contract shall conform to the requirements of CAN3-A23.1-94.

### 2. Concrete Mix

Proportion normal density concrete in accordance with CAN3-A23.1-94. Alternative 1 to give the following properties:

Use Type 10 cement.

Minimum compressive strength at 28 days: 32 Mpa.

Minimum cement content: 300 kg/M3.

Class of exposure: C-2.

Nominal size of coarse aggregate: 20 mm.

Slump at time and point of discharge: 80 mm + 20 mm.

Air content: 5% - 8%.

Maximum water/cement ratio: 0.45.

## **Execution**

### **Raising of Manhole, Catch Basin, and Valve Box Frames and Covers**

All manhole and valve box frames and covers to be raised as directed on the site by the Departmental Representative and shall be reset to finished grade by the Contractor.

The Contractor shall raise all manhole and valve box frames and covers by inserting concrete collars, bricks, and shims between existing concrete and frame until the desired elevation is reached. 20 MPa concrete shall then be applied around bricks between frame and existing concrete. In placing the concrete, the Contractor shall ensure that no excess concrete is allowed to fall into any sump and be left to harden on any valve or drainage facility. Access dimensions with any manhole, catch basin, or valve box shall not be impeded by new concrete.

Where new concrete joins existing concrete, the Contractor shall dampen the existing concrete and apply a coat of cement slurry immediately before placing the new concrete.

The new concrete must set for three (3) days before traffic and paving occurs.

## APPENDIX 2 - PRICE PROPOSAL FORM

.1 Each item specified in the Unit Price Schedule includes wages, traveling time and costs, allowances, supervision, liabilities as employer, insurance, and the use of all tools, tackle, etc., overhead, profit and all other liabilities whatsoever.

.2 Unspecified Material shall be reimbursed at net cost, as supported by invoices, plus Markup as established in the Price Schedule of this Offer. "Net Cost" means all amounts reasonably and properly paid by the Offeror in respect of materials required for and used in the Work, and includes packing, handling and delivery charges, less any trade discounts received by the Offeror. The Offeror's Markup on Unspecified Material covers overheads, profit, and all other expenses whatsoever.

.3 The prices inserted in the Price Schedule of this Offer include all applicable federal, provincial, and municipal taxes.

.1 However, they do not include any amount for the Goods and Services Tax Goods and Services Tax (GST) or Harmonized Sales Tax (HST). The appropriate GST/HST amounts will be paid by Canada to the Offeror in addition to the amounts paid against the amount of the contract. The Offeror shall make appropriate remittances to Revenue Canada in accordance with the legislation.

.2 Payment by Canada for the Offeror's own special equipment not covered by the Unit Price Schedule and required at the job site will be no greater than the local going rental rate for such equipment or the rate published by the local construction association for such equipment, whichever is the lower.

### .3 Pricing

The hourly rates requested in the offer and acceptance for specific types of service shall be the total cost to perform the work including but not limited to:

- .1 labour including, allowances and liability insurance;
- .2 travel time;
- .3 transportation/vehicle expenses;
- .4 tools and tackle;
- .5 overhead and profit;
- .6 any other incidental expenses other than supply of materials and replacement parts relating to the delivery of labour.

## 4. PRICES

The Offeror agrees that the following are the prices referred to above:

### 4.1 Unit Price Schedules - Rates

#### Years 1 & 2

Item	Hot Mix Asphaltic Concrete Paving <i>Note: Milling rates to</i>	Estimated Usage	Firm Price	EXTENSION
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	<b><i>include removal of material off site.</i></b>			
1	Supply and hand-place hot repairs	500 tonne	\$ Per tonne	\$
2	Supply and lay by mechanical means hot bituminous asphalt (areas less than 1000 m2)	160 tonne	\$ Per tonne	\$
3	Supply and lay by mechanical means hot bituminous asphalt (areas more than 1000 m2)	340 tonne	\$ Per tonne	\$
4	Milling asphalt pavement average depth 25 mm (0-250 m2)	200 M2	\$ Per M2	\$
5	Milling asphalt pavement average depth 50 mm (251-500 m2)	800 M2	\$ Per M2	\$
6	Milling asphalt pavement average depth 75 mm (501-1500 m2)	1000 M2	\$ Per M2	\$
7	Milling asphalt pavement average depth 75 mm (over 1500 m2)	1000 M2	\$ Per M2	\$
8	Scarify and remove rough/broken asphalt, concrete, topsoil, excess gravel and base materials and re-grade these areas prior to application of base materials or hot bituminous asphalt, incl. Sterilization of ground if requested.	700 M2	\$ Per M2	\$
9	Grading and rolling of existing gravel base	570 M3	\$ Per M3	\$
10	Supply, installation and compaction of type 1 fill.	120 M3	\$ Per M3	\$
11	Supply, installation and compaction of type 2 fill.	120 M3	\$ Per M3	\$
12	Construct asphalt curbing	120 Linear M	\$ Per Linear M	\$
13	Pavement crack filling (including cleaning)	1000 Linear M	\$ Per Linear M	\$
14	10 tonne vibratory roller	30 Hr	\$ Per Hr	\$
15	Grader class 125-135 HP	30 Hr	\$ Per Hr	\$
16	Grader class 50-80 HP	20 Hr	\$ Per Hr	\$
17	Street Sweeper	80 Hr	\$ Per Hr	\$
	<b>Asphalt Prime and Overlay</b>			

	<b>Fabric</b>			
18	Provide and apply by hand SS-1 bituminous primer (COLA's)	240 litre	\$ Per litre	\$
19	Provide and supply by means of pressure distributor MC-30 bituminous primer	240 litre	\$ Per litre	\$
20	Provide and supply by means of pressure distributor RM-20 (special primer)	100 litre	\$ Per litre	\$
21	Supply and installation of fabric including tack coat	300 M2	\$ Per M2	\$

For additional work not specified above:

Item	Class of Labour, material or plant	Unit	Estimate d Hours/ Quantity	Unit Price \$¢	Estimated total price \$¢
22.	Hourly rate, including travel time and all related expenses.  a) <b>During Regular Hours:</b> 0700 - 1630 hours, Monday through Friday  i) Tradesperson  li) Supervisor  b) <b>Outside Regular Hours:</b> Monday through Sunday, including all day Saturday, Sunday and holidays.  i) Tradesperson  li) Supervisor	  Per hour Per hour     per hour per hour	  200 100     80 40		
23.	Contractor's Mark Up on Allowance for unspecified material, replacement parts, required permits and certificates. (\$20,000.00 + % mark up = )	\$20,000.00		_____ %	\$
<b>Sub Total A): Estimated Total Amount 1st and 2nd Year GST/HST Extra</b>					\$



## YEAR 3

Item	Hot Mix Asphaltic Concrete Paving <i>Note: Milling rates to include removal of material off site.</i>	Estimated Usage	Firm Price	EXTENSION
1	Supply and hand-place hot repairs	250 tonne	\$ Per tonne	\$
2	Supply and lay by mechanical means hot bituminous asphalt (areas less than 1000 m2)	80 tonne	\$ Per tonne	\$
3	Supply and lay by mechanical means hot bituminous asphalt (areas more than 1000 m2)	170 tonne	\$ Per tonne	\$
4	Milling asphalt pavement average depth 25 mm (0-250 m2)	100 M2	\$ Per M2	\$
5	Milling asphalt pavement average depth 50 mm (251-500 m2)	400 M2	\$ Per M2	\$
6	Milling asphalt pavement average depth 75 mm (501-1500 m2)	500 M2	\$ Per M2	\$
7	Milling asphalt pavement average depth 75 mm (over 1500 m2)	500 M2	\$ Per M2	\$
8	Scarify and remove rough/broken asphalt, concrete, topsoil, excess gravel and base materials and re-grade these areas prior to application of base materials or hot bituminous asphalt, incl. Sterilization of ground if requested.	350 M2	\$ Per M2	\$
9	Grading and rolling of existing gravel base	270 M3	\$ Per M3	\$
10	Supply, installation and compaction of type 1 fill.	60 M3	\$ Per M3	\$
11	Supply, installation and compaction of type 2 fill.	60 M3	\$ Per M3	\$
12	Construct asphalt curbing	60 Linear M	\$ Per Linear M	\$
13	Pavement crack filling (including cleaning)	500 Linear M	\$ Per Linear M	\$
14	10 tonne vibratory roller		\$	\$

		15 Hr.	Per Hr	
15	Grader class 125-135 HP	15 Hr	\$ Per Hr	\$
16	Grader class 50-80 HP	10 Hr	\$ Per Hr	\$
17	Street Sweeper	40 Hr	\$ Per Hr	\$
	<b>Asphalt Prime and Overlay Fabric</b>			
18	Provide and apply by hand SS-1 bituminous primer (COLA's)	120 Litre	\$ Per litre	\$
19	Provide and supply by means of pressure distributor MC-30 bituminous primer	120 Litre	\$ Per litre	\$
20	Provide and supply by means of pressure distributor RM-20 (special primer)	50 Litre	\$ Per litre	\$
21	Supply and installation of fabric including tack coat	150 M2	\$ Per M2	\$

For additional work not specified above:

Item	Class of Labour, material or plant	Unit	Estimated Hours/ Quantity	Unit Price \$¢	Estimated total price \$¢
22.	Hourly rate, including travel time and all related expenses.  a) <b>During Regular Hours:</b> 0700 - 1630 hours, Monday through Friday  i) Tradesperson  li) Supervisor  b) <b>Outside Regular Hours:</b> Monday through Sunday, including all day Saturday, Sunday and holidays.  i) Tradesperson  li) Supervisor	    per hour per hour   per hour	    100 50   40 20		

Solicitation No. - N° de l'invitation

EZ108-130342/A

Amd. No. - N° de la modif.

Buyer ID - Id de l'acheteur

pwy011

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

File No. - N° du dossier

CCC No./N° CCC - FMS No/ N° VME

PWY-2-35041

		per hour			
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23.	Contractor's Mark Up on Allowance for unspecified material, replacement parts, required permits and certificates. (\$10,000.00 + % mark up = )	\$10,000.00	_____ %	\$
<b>Sub Total B): Estimated Total Amount 3rd Year GST/HST</b>				\$
<b>Extra</b>				

**TOTAL EVALUATED PRICE:**

<b>Sub Total A 1st &amp; 2nd Year Term</b>	<b>Sub Total B 3rd Year</b>	<b>Total Evaluated Price (col.1 + col.2 = col.3)</b>
\$ _____	\$ _____	\$ _____ <b>GST/HST Extra</b>

Cost will be evaluated on the Total Evaluated Price in Column 3. It is anticipated that 1 standing offer will be issued to the lowest compliant offeror.

**SIGNATURE:**

\_\_\_\_\_  
Name and title of person authorized to sign on behalf of Bidder (Type or print)

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

**SUPPLIER CONTACTS:** The names, titles and telephone numbers of the Offeror's permanent staff members cleared to receive call-ups from Identified Users:

NAME	TITLE	TELEPHONE	E-MAIL
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Solicitation No. - N° de l'invitation

EZ108-130342/A

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PWY-2-35041

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		NO.	

Solicitation No. - N° de l'invitation

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PWY-2-35041

Buyer ID - Id de l'acheteur

pw011

CCC No./N° CCC - FMS No/ N° VME

## APPENDIX 4 - PERIODIC REPORTS

As a requirement of this Request for Standing Offer, a report shall be submitted as follows:

Return to:

<b>Name</b>	<b>Phone Number</b>	<b>E-mail</b>

at:

Public Works and Government Services Canada  
Engineering Assets, Esquimalt Graving Dock  
825 Admirals Road  
Victoria, BC V9A 2P1

### BI-ANNUAL REPORT ON THE VOLUME OF BUSINESS

SUPPLIER: \_\_\_\_\_

REPORT FOR THE PERIOD ENDING: \_\_\_\_\_

Description of Work	Call up #	Total Billing

NIL REPORT: We have not done any business with the federal government for this period.

PREPARED BY: \_\_\_\_\_

NAME: \_\_\_\_\_

SIGNATURE: \_\_\_\_\_

TELEPHONE NO.: \_\_\_\_\_