

RETURN BIDS TO:
RETOURNER LES SOUMISSIONS À:
Bid Receiving - PWGSC / Réception des
soumissions - TPSGC
11 Laurier St./11, rue Laurier
Place du Portage, Phase III
Core 0A1 / Noyau 0A1
Gatineau
Québec
K1A 0S5
Bid Fax: (819) 997-9776

REQUEST FOR PROPOSAL
DEMANDE DE PROPOSITION

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

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

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

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

Comments - Commentaires

Title - Sujet AFFRÈTEMENT HÉLICOPTÈRE	
Solicitation No. - N° de l'invitation F1045-100129/B	Date 2012-05-04
Client Reference No. - N° de référence du client F1045-100129	
GETS Reference No. - N° de référence de SEAG PW-\$\$ZL-102-24377	
File No. - N° de dossier 102z1.F1045-100129	CCC No./N° CCC - FMS No./N° VME
Solicitation Closes - L'invitation prend fin at - à 02:00 PM on - le 2012-05-22	Time Zone Fuseau horaire Eastern Daylight Saving Time EDT
F.O.B. - F.A.B. Plant-Usine: <input type="checkbox"/> Destination: <input type="checkbox"/> Other-Autre: <input type="checkbox"/>	
Address Enquiries to: - Adresser toutes questions à: Kolar, Susan	Buyer Id - Id de l'acheteur 102z1
Telephone No. - N° de téléphone (819) 956-6386 ()	FAX No. - N° de FAX (819) 956-9235
Destination - of Goods, Services, and Construction: Destination - des biens, services et construction: DEPARTMENT OF FISHERIES AND OCEANS SCIENCE-FRASER RIVER STAD 985 MCGILL PLACE KAMLOOPS British Columbia V2C 6X6 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
Special Projects/Projets Spéciaux
11 Laurier St./11, rue Laurier
Place du Portage/, Phase III
Floor 10C1/Étage 10C1
Gatineau
Québec
K1A 0S5

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



Item Article	Description	Dest. Code Dest.	Inv. Code Fact.	Qty Qté	U. of I. U. de D.	Unit Price/Prix unitaire FOB/FAM	Destination	Plant/Usine	Delivery Req. Livraison Req.	Del. Offered Liv. offerte
2	Air Charter Services - Stream 2 WING CHARTER SERVICE FOR DFO, BC INTERIOR AS FURTHER DESCRIBED IN ATTACHED SOW - PLS. SEE ATTACHED SOW	F1045	F1045	1	Each	\$	\$		See Herein	
3	Air Charter Services - Stream 3 WING CHARTER SERVICE FOR DFO, BC INTERIOR AS FURTHER DESCRIBED IN ATTACHED SOW - PLS. SEE ATTACHED SOW	F1045	F1045	1	Each	\$	\$		See Herein	

This bid solicitation cancels and supersedes previous bid solicitation number F1045-100129/A dated June 30, 2011 with a closing of July 19, 2011 at 2:00pm EDT for the following two streams only:
Stream 2 - Base or Bases of Operation Vernon/Salmon Arm BC; and
Stream 3 - Base or Bases of Operation Williams Lake/Quesnel BC.

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This bid solicitation cancels and supersedes previous bid solicitation number F1045-100129/A dated June 30, 2011 with a closing of July 19, 2011 at 2:00pm EDT for the following two streams only:
Stream 2 - Base or Bases of Operation Vernon/Salmon Arm BC; and
Stream 3 - Base or Bases of Operation Williams Lake/Quesnel BC.

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 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 Attachments include the Pricing Schedule, Technical Criteria and Certifications Precedent to Contract Award.

The Annexes include the Statement of Work, Basis of Payment and Insurance Requirements.

2. Summary

Fisheries & Oceans Canada (DFO) conducts multiple aerial inspections of salmon streams in the interior of British Columbia (BC) to estimate spawning population sizes for Chinook, Sockeye and Coho salmon. DFO also conducts multiple enforcement patrols. Flying for the purpose of spawner enumeration and enforcement compliance is very specialized. Therefore, DFO requires the use of rotary-wing aircraft that meet specific performance and configuration requirements and requires that the pilots have related flying experience.

DFO requires the charter of rotary-wing aircraft for aerial enumeration of spawning salmon in Vernon/Salmon Arm BC and Williams Lake/Quesnel BC, and also for enforcement activities in Williams Lake/Quesnel BC.

Pilots are required to fly for extended periods, e.g. up to 7 hours per day, at low speeds and low levels, e.g. less than 200 feet above ground level. DFO also requires that pilots fly the aircraft in a "crab" manner, i.e. rear of the aircraft slightly canted to the centre of the stream, to provide the best possible view of the river to observers, both of whom are seated on the passenger side of the aircraft, but without

causing fish to flee due to the presence of the helicopter. In addition, there are specific requirements for number of pilots and pilot experience for each Base of Operations.

Due to the nature of DFO specialty flight operations, e.g. often in mountainous terrain (at altitudes up to 6500 feet above sea level) and low-level, slow speed flight over water and among trees, DFO requires the use of rotary-wing aircraft that meet specific performance and configuration requirements. The aircraft provided by the Contractor must be equipped with a two-bladed turbine engine (to minimize downwash and other stimuli that may negatively affect viewing or scare fish) and must have a minimum fuel capacity of 345 litres (approximately 3 hours of flight time). The cabin must be configured so that the pilot is situated on the starboard (right) side of the aircraft, enabling observers to be seated on the port (left) side of the aircraft. The aircraft must have a minimum of three passenger seats to accommodate at least two observers and necessary gear. In the case of enforcement patrols, this may include transport of seized items such as fish and fishing gear. In addition, there are specific requirements for aircraft equipment and/or door configuration for each Base of Operations.

There may be more than one Contract issued for this requirement, based on the evaluation. Individual Contracts may be issued for each of the following Bases of Operations, noting that, for the purposes of bid submission and evaluation, Vernon/Salmon Arm BC is considered to be one Base of Operations and Williams Lake/Quesnel BC is considered to be one Base of Operations: Vernon/Salmon Arm BC and Williams Lake/Quesnel BC.

The period of the Contract is from date of Contract to March 31, 2013 inclusive. The Contractor grants to Canada the irrevocable option to extend the term of the Contract by up to three additional one-year periods under the same conditions.

3. Communications Notification

As a courtesy, the Government of Canada requests that successful bidders notify the Contracting Authority in advance of their intention to make public an announcement related to the award of a contract.

4. Debriefings

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

PART 2 - BIDDER INSTRUCTIONS

1. Standard Instructions, Clauses and Conditions

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

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

The 2003 (2012-03-02), 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) calendar days

2. Submission of Bids

Bids must be submitted only to Public Works and Government Services Canada (PWGSC) Bid Receiving Unit by the date, time and place indicated on page 1 of the bid solicitation. Bids transmitted to PWGSC by electronic mail will not be accepted.

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

3. Enquiries - Bid Solicitation

All enquiries must be submitted in writing to the Contracting Authority no later than seven 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 Ontario.

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

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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 (4 hard copies);
Section II: Financial Bid (1 hard copy); and
Section III: Certifications(1 hard copy).

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

The Bidder can bid on more than one stream of work specified in the Statement of Work, in Annex A, but should submit one separate bid for each specified stream of work. Canada requests that the Bidder clearly identifies in the first pages of its bid which stream of work it is bidding on.

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; and
- (b) use a numbering system that corresponds to the bid solicitation.

In April 2006, Canada issued a policy directing federal departments and agencies to take the necessary steps to incorporate environmental considerations into the procurement process Policy on Green Procurement (<http://www.tpsgc-pwgsc.gc.ca/ecologisation-greening/achats-procurement/politique-policy-eng.html>).

To assist Canada in reaching its objectives, bidders are encouraged to :

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

Section I: Technical Bid

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

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

Part 4, Evaluation Procedures, contains additional instructions that bidders should consider when preparing their technical bid.

Section II: Financial Bid

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- 1.1 Bidders must submit their financial bid in Canadian funds and in accordance with the pricing schedule detailed in Attachment 1 to Part 3. The total amount of Goods and Services Tax (GST) or Harmonized Sales Tax (HST) must be shown separately, as applicable.
 - 1.2 Bidders must submit their rates FOB destination; Canadian customs duties and excise taxes included, as applicable; and GST or HST excluded.
 - 1.3 When preparing their financial bid, bidders should review the basis of payment in Annex B and clause 1.2, Financial Evaluation, of Part 4.
 - 1.4 The rates included in the pricing schedule detailed in Attachment 1 to Part 3 exclude the following cost-reimbursable direct expenses:
 - (a) Authorized Travel and Living Expenses i.e. Accommodations, Meals and Ground Transportation, when the Contractor's personnel (crew) are away from the Base or Bases of Operations; and
 - (b) Fuel, which must be supplied by the Contractor.
 - 1.5 Bidders should include the following information in their financial bid:
 1. Their legal name;
 2. Their Procurement Business Number (PBN); and
 3. The name of the contact person (including this person's mailing address, phone and facsimile numbers and email address) authorized by the Bidder to enter into communications with Canada with regards to:
 - a. their bid; and
 - b. any contract that may result from their bid.

Section III: Certifications

In Section III, Bidders should include the certifications required under Part 5.

ATTACHMENT 1 to PART 3 PRICING SCHEDULE

The Bidder should complete this pricing schedule and include it in its financial bid once completed. As a minimum, the Bidder must respond to this pricing schedule by including in its financial bid the information required by one or more of the two tables below, one for each Stream (Base of Operations) at which it wishes to offer service.

The inclusion of volumetric data in this document does not represent a commitment by Canada that Canada's future usage of the services described in the bid solicitation will be consistent with this data.

STREAM 2 - PRICING SCHEDULE FOR BASE OR BASES OF OPERATIONS VERNON/SALMON ARM BC

The rates specified below include oil and lubricants but exclude fuel. The Contractor must provide all fuel and will be reimbursed for fuel charges at cost, without any allowance for profit and administrative overhead.

Table 2 - Pricing Schedule for Base or Bases of Operations Vernon/Salmon Arm BC							
	Period	From Base of Operations	Operational Time Frame	Air Charter Services	Estimated Flying Hours	All-inclusive Fixed Hourly Rate (excluding fuel) (in Cdn \$)	Total Cost (in Cdn \$)
					A	B	C = A x B
1.1	Initial Contract Period (Date of Contract to March 31, 2013)	Vernon	Between mid-September and mid-October	Spawner Enumeration Surveys	25	\$	\$
1.2		Salmon Arm	Between mid-September and mid-October	Spawner Enumeration Surveys	25	\$	\$
1.3		Total - Initial Contract Period =					
2.1	Option Period 1 (April 1, 2013 to March 31, 2014)	Vernon	Between mid-September and mid-October	Spawner Enumeration Surveys	12.5	\$	\$
2.2		Salmon Arm	Between mid-September and mid-October	Spawner Enumeration Surveys	12.5	\$	\$
2.3		Total - Option Period 1 =					
3.1	Option Period 2 (April 1, 2014 to March 31, 2015)	Vernon	Between mid-September and mid-October	Spawner Enumeration Surveys	12.5	\$	\$
3.2		Salmon Arm	Between mid-September and mid-October	Spawner Enumeration Surveys	12.5	\$	\$
3.3		Total - Option Period 2 =					

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Table 2 - Pricing Schedule for Base or Bases of Operations Vernon/Salmon Arm BC								
	Period	From Base of Operations	Operational Time Frame	Air Charter Services	Estimated Flying Hours	All-inclusive Fixed Hourly Rate (excluding fuel) (in Cdn \$)	Total Cost (in Cdn \$)	
					A	B	C = A x B	
4.1	Option Period 3 (April 1, 2015 to March 31, 2016)	Vernon	Between mid-September and mid-October	Spawner Enumeration Surveys	12.5	\$	\$	
4.2		Salmon Arm	Between mid-September and mid-October	Spawner Enumeration Surveys	12.5	\$	\$	
4.3		Total - Option Period 3 =						\$
5	Total Evaluated Price (excluding GST/HST)					(Sum of 1.3 + 2.3 + 3.3 + 4.3) =		\$
6	GST or HST					Insert GST or HST amount, as applicable:		GST: \$ or HST: \$

STREAM 3 - PRICING SCHEDULE FOR BASE OR BASES OF OPERATIONS WILLIAMS LAKE/QUESNEL BC

The rates specified below include oil and lubricants but exclude fuel. The Contractor must provide all fuel and will be reimbursed for fuel charges at cost, without any allowance for profit and administrative overhead.

Table 3 - Pricing Schedule for Base or Bases of Operations Williams Lake/Quesnel BC							
	Period	From Base of Operations	Operational Time Frame	Air Charter Services	Estimated Flying Hours	All-inclusive Fixed Hourly Rate (excluding fuel) (in Cdn \$)	Total Cost (in Cdn \$)
					A	B	C = A x B
1.1	Initial Contract Period (Date of Contract to March 31, 2013)	Williams Lake	Between early August and early September	Spawner Enumeration Surveys	80	\$	\$
1.2		Williams Lake	Between mid-June and mid- September	Enforcement Patrols	30	\$	\$
1.3		Quesnel	Between early August and early September	Spawner Enumeration Surveys	40	\$	\$
1.4		Quesnel	Between mid-June and mid- September	Enforcement Patrols	20	\$	\$
1.5		Total - Initial Contract Period =					
2.1	Option Period 1 (April 1, 2013 to March 31, 2014)	Williams Lake	Between early August and early September	Spawner Enumeration Surveys	40	\$	\$
2.2		Williams Lake	Between mid-June and mid- September	Enforcement Patrols	15	\$	\$
2.3		Quesnel	Between early August and early September	Spawner Enumeration Surveys	20	\$	\$
2.4		Quesnel	Between mid-June and mid- September	Enforcement Patrols	10	\$	\$
2.5		Total - Option Period 1 =					
3.1	Option Period 2 (April 1, 2014 to March 31, 2015)	Williams Lake	Between early August and early September	Spawner Enumeration Surveys	40	\$	\$
3.2		Williams Lake	Between mid-June and mid- September	Enforcement Patrols	15	\$	\$
3.3		Quesnel	Between early August and early September	Spawner Enumeration Surveys	20	\$	\$
3.4		Quesnel	Between mid-June and mid- September	Enforcement Patrols	10	\$	\$
3.5		Total - Option Period 2 =					

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Table 3 - Pricing Schedule for Base or Bases of Operations Williams Lake/Quesnel BC							
	Period	From Base of Operations	Operational Time Frame	Air Charter Services	Estimated Flying Hours	All-inclusive Fixed Hourly Rate (excluding fuel) (in Cdn \$)	Total Cost (in Cdn \$)
					A	B	C = A x B
4.1	Option Period 3 (April 1, 2015 to March 31, 2016)	Williams Lake	Between early August and early September	Spawner Enumeration Surveys	40	\$	\$
4.2		Williams Lake	Between mid-June and mid- September	Enforcement Patrols	15	\$	\$
4.3		Quesnel	Between early August and early September	Spawner Enumeration Surveys	20	\$	\$
4.4		Quesnel	Between mid-June and mid- September	Enforcement Patrols	10	\$	\$
4.5		Total - Option Period 3 =					
5	Total Evaluated Price (excluding GST/HST) (Sum of 1.5 + 2.5 + 3.5 + 4.5) =						\$
6	GST or HST Insert GST or HST amount, as applicable:						GST: \$ or HST: \$

PART 4 - EVALUATION PROCEDURES AND BASIS OF SELECTION

1. Evaluation Procedures

- (a) Bids will be assessed in accordance with the entire requirement of the bid solicitation including the technical and financial evaluation criteria.
- (b) An evaluation team composed of representatives of Canada will evaluate the bids.

1.1 Technical Evaluation

1.1.1 Mandatory Technical Criteria

Refer to Attachment 1 to Part 4.

1.2 Financial Evaluation

- 1.2.1 The volumetric data included in the pricing schedule detailed in Attachment 1 to Part 3 are provided for bid evaluated price determination purposes only. They are not to be considered as a contract guarantee.
- 1.2.2 For bid evaluation and contractor(s) selection purposes only, the evaluated price of a bid will be determined in accordance with the Pricing Schedule detailed in Attachment 1 to Part 3.

2. Basis of Selection

2.1 Basis of Selection - Lowest Evaluated Price

A bid must comply with the requirements of the bid solicitation and meet all mandatory evaluation criteria to be declared responsive.

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

Up to two contracts may be recommended for award:

- 1. The responsive bid with the lowest evaluated price for Base or Bases of Operations Vernon/Salmon Arm BC.
- 2. The responsive bid with the lowest evaluated price for Base or Bases of Operations Williams Lake/Quesnel BC.

ATTACHMENT 1 to PART 4 TECHNICAL CRITERIA

1.1.1 Mandatory Technical Criteria

The bid must meet the mandatory technical criteria specified below. The Bidder must provide the necessary documentation to support compliance with this requirement.

Bids which fail to meet the mandatory technical criteria will be declared non-responsive. Each mandatory technical criterion should be addressed separately.

STREAM 2 - MANDATORY TECHNICAL CRITERIA FOR BASE OR BASES OF OPERATIONS VERNON/SALMON ARM BC

Mandatory Technical Criteria (MT)		
MT1 - Proposed Resources' Licenses and Endorsements		
Number	Mandatory Technical Criterion	Bid Preparation Instructions
MT1.1	The Bidder must demonstrate that its proposed pilots are authorized to fly the proposed aircraft.	The Bidder must submit a copy of the related licences and endorsements of the proposed pilots.
MT1.2	The Bidder must demonstrate that its proposed aircraft maintenance engineer(s) is (are) authorized to maintain the proposed aircraft.	The Bidder must submit a copy of the related licences and endorsements of the proposed aircraft maintenance engineer(s).

Mandatory Technical Criteria (MT)		
MT2 - Aircraft and Equipment		
Number	Mandatory Technical Criterion	Bid Preparation Instructions
MT2.1	The Bidder must identify the proposed aircraft.	The Bidder must submit each proposed aircraft's Mark, Common Name and Model Name. e.g. Mark: C-XXXX, Common Name: Cessna, Model Name: 180.

Mandatory Technical Criteria (MT)		
MT2 - Aircraft and Equipment		
Number	Mandatory Technical Criterion	Bid Preparation Instructions
MT2.2	<p>The Bidder must provide TWO rotary-wing aircraft that:</p> <p>(a) are each equipped with a two-bladed turbine engine;</p> <p>(b) each have a minimum fuel capacity of 345 litres or approximately 3 hours of flight time;</p> <p>(c) each have a cabin configuration with the pilot situated on the starboard side of the aircraft;</p> <p>(d) each have a minimum of 3 passenger seats;</p> <p>(e) each have a removable front passenger door which can either be stowed in the rear of the helicopter cabin, with a Transport-Canada-approved restraint, in such a way that it does not impede exiting the helicopter in the case of an emergency, or can be dropped at a convenient site for later retrieval; and</p> <p>(f) each either have a removable rear passenger door which can be dropped at a convenient site for later retrieval, or have a rear passenger door with a large scanning window that, when fully open, permits helmeted observers to place their heads completely outside the cabin for unobstructed viewing.</p>	<p>The Bidder must clearly demonstrate that the proposed aircraft meet all of the requirements listed.</p>

Mandatory Technical Criteria (MT)		
MT3 - Pilot Experience		
Number	Mandatory Technical Criterion	Bid Preparation Instructions
MT3.1	Proposed pilots must have flown a minimum of 1000 hours on rotary-wing aircraft.	The Bidder must submit a detailed description of its proposed pilots' relevant experience.
MT3.2	Proposed pilots must have flown a minimum of 500 hours as pilot-in-command of the proposed aircraft type.	The Bidder must submit a detailed description of its proposed pilots' relevant experience.
MT3.3	Proposed pilots must have a minimum of 35 hours experience in fish enumeration flying in the past 5 years. Proposed pilots must also have an additional minimum of 20 hours experience, in the past 5 years, in any combination of the following, as defined under clause 3.4.1 Definitions of the Statement of Work: catch-monitoring/creel surveys, enforcement patrols, fish enumeration, fish/wildlife radio-telemetry tracking, timber stand assessment and/or wildlife surveys.	<p>The Bidder must submit a detailed description of its proposed pilots' relevant experience.</p> <p>Proof of experience, as defined under clause 3.4.1 Definitions of the Statement of Work, must be provided.</p>

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Mandatory Technical Criteria (MT)		
MT3 - Pilot Experience		
Number	Mandatory Technical Criterion	Bid Preparation Instructions
MT3.4	Proposed pilots must have experience flying in mountainous terrain.	The Bidder must submit proof of successful completion of a mountain flying course for each of its proposed pilots.
Note: For reference purposes the hours specified in MT3.1, MT3.2 and MT3.3 include the hours up to and including the bid closing date.		

**STREAM 3 - MANDATORY TECHNICAL CRITERIA FOR BASE OR BASES OF OPERATIONS
WILLIAMS LAKE/QUESNEL BC**

Mandatory Technical Criteria (MT)		
MT1 - Proposed Resources' Licenses and Endorsements		
Number	Mandatory Technical Criterion	Bid Preparation Instructions
MT1.1	The Bidder must demonstrate that its proposed pilots are authorized to fly the proposed aircraft.	The Bidder must submit a copy of the related licences and endorsements of the proposed pilots.
MT1.2	The Bidder must demonstrate that its proposed aircraft maintenance engineer(s) is (are) authorized to maintain the proposed aircraft.	The Bidder must submit a copy of the related licences and endorsements of the proposed aircraft maintenance engineer(s).

Mandatory Technical Criteria (MT)		
MT2 - Aircraft and Equipment		
Number	Mandatory Technical Criterion	Bid Preparation Instructions
MT2.1	The Bidder must identify the proposed aircraft.	The Bidder must submit each proposed aircraft's Mark, Common Name and Model Name. e.g. Mark: C-XXXX, Common Name: Cessna, Model Name: 180.
MT2.2	The Bidder must provide TWO rotary-wing aircraft that: (a) are each equipped with a two-bladed turbine engine; (b) each have a minimum fuel capacity of 345 litres or approximately 3 hours of flight time; (c) each have a cabin configuration with the pilot situated on the starboard side of the aircraft; (d) each have a minimum of 3 passenger seats; (e) each have a removable front passenger door which can either be stowed in the rear of the helicopter cabin, with a Transport-Canada-approved restraint, in such a way that it does not impede exiting the helicopter in the case of an emergency, or can be dropped at a convenient site for later retrieval; and (f) each either have a removable rear passenger door which can be dropped at a convenient site for later retrieval, or have a rear passenger door with a large scanning window that, when fully open, permits helmeted observers to place their heads completely outside the cabin for unobstructed viewing.	The Bidder must clearly demonstrate that the proposed aircraft meet all of the requirements listed.

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Mandatory Technical Criteria (MT)		
MT3 - Pilot Experience		
Number	Mandatory Technical Criterion	Bid Preparation Instructions
MT3.1	Proposed pilots must have flown a minimum of 1000 hours on rotary-wing aircraft.	The Bidder must submit a detailed description of its proposed pilots' relevant experience.
MT3.2	Proposed pilots must have flown a minimum of 500 hours as pilot-in-command of the proposed aircraft type.	The Bidder must submit a detailed description of its proposed pilots' relevant experience.
MT3.3	Proposed pilots must have a minimum of 35 hours experience in fish enumeration flying in the past 5 years. Proposed pilots must also have an additional minimum of 20 hours experience, in the past 5 years, in any combination of the following, as defined under clause 3.4.1 Definitions of the Statement of Work: catch-monitoring/creel surveys, enforcement patrols, fish enumeration, fish/wildlife radio-telemetry tracking, timber stand assessment and/or wildlife surveys.	The Bidder must submit a detailed description of its proposed pilots' relevant experience. Proof of experience, as defined under clause 3.4.1 Definitions of the Statement of Work, must be provided.
MT3.4	Proposed pilots must have experience flying in mountainous terrain.	The Bidder must submit proof of successful completion of a mountain flying course for each of its proposed pilots.
Note: For reference purposes the hours specified in MT3.1, MT3.2 and MT3.3 include the hours up to and including the bid closing date.		

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. Bidders should provide the required certifications in Section III of their bid.

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

The certifications included in Attachment 1 to Part 5, Certifications Precedent to Contract Award, 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.

ATTACHMENT 1 to PART 5 CERTIFICATIONS PRECEDENT TO CONTRACT AWARD

1. Former Public Servants Certification

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

Definitions

For the purposes of this clause,

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

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

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

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

Former Public Servant in Receipt of a Pension

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

If so, the Bidder must provide the following information:

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

Work Force Reduction Program

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

If so, the Bidder must provide the following information:

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

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

Certification

By submitting a bid, the Bidder certifies that the information submitted by the Bidder in response to the above requirements is accurate and complete.

2. Canadian Content Certification

2.1 SACC Manual clause A3050T (2010-01-11), Canadian Content Definition

2.2 Canadian Content Certification

This procurement is limited to Canadian services.

The Bidder certifies that:

- () the service offered is a Canadian service as defined in paragraph 2 of clause A3050T.

3. Status and Availability of Resources

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

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

4. Education and Experience

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

5. Air Operator Certificate and Domestic Licence

- 5.1 The Bidder must submit a copy of its most current, valid Transport Canada Air Operator Certificate including the Table of Contents and all pages to which that Table of Contents refers.
- 5.2 The Bidder must submit a copy of its valid Canadian Transportation Agency air operator domestic licence.

PART 6 - FINANCIAL AND OTHER REQUIREMENTS

1. Financial Capability

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

2. 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 C.

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. Statement of Work

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

2. Standard Clauses and Conditions

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

2.1 General Conditions

2035 (2012-03-02), General Conditions - Higher Complexity - Services, apply to and form part of the Contract.

3. Term of Contract

3.1 Period of the Contract

The period of the Contract is from date of Contract to March 31, 2013 inclusive.

3.2 Option to Extend the Contract

The Contractor grants to Canada the irrevocable option to extend the term of the Contract by up to three additional one-year periods 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. Authorities

4.1 Contracting Authority

The Contracting Authority for the Contract is:

Susan Kolar
Supply Specialist
Public Works and Government Services Canada
Acquisitions Branch

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Professional Services Procurement Directorate
Place du Portage, Phase III, 10C1
11 Laurier Street
Gatineau, Quebec
K1A 0S5

Telephone: 819-956-6386
Facsimile: 819-956-9235
E-mail address: Susan.Kolar@tpsgc-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.

4.2 Project Authority

The Project Authority for the Contract is: *(details to be inserted at contract award)*

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

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

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

4.3 Contractor's Representative

The Contractor's Representative for the Contract is: *(details to be inserted at contract award)*

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

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

5. Payment

5.1 Basis of Payment - Limitation of Expenditure

The Contractor will be reimbursed for the costs reasonably and properly incurred in the performance of the Work, as determined in accordance with the Basis of Payment in Annex B, to a limitation of expenditure of \$ _____. (*amount to be inserted at contract award*) Customs duty are included and Goods and Services Tax or Harmonized Sales Tax is extra, if applicable.

5.2 Canada's Total Liability

5.2.1 Canada's total liability to the Contractor under the Contract must not exceed \$ _____. (*amount to be inserted at contract award*) Customs duties are included and Goods and Services Tax or Harmonized Sales Tax is extra, if applicable.

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

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

whichever comes first.

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

5.3 Method of Payment

SACC Manual clause H1008C (2008-05-12), Monthly Payment

5.4 SACC Manual Clauses

A9117C (2007-11-30), T1204 - Direct Request by Customer Department
C0305C (2008-05-12), Cost Submission

5.5 T1204 Information Reporting by Contractor

5.5.1 Pursuant to paragraph 221 (1)(d) of the Income Tax Act, R.S. 1985, c.1 (5th Supp.), payments made by departments and agencies to contractors under applicable services contracts (including contracts involving a mix of goods and services) must be reported on a T1204 Government Service Contract Payments slip.

5.5.2 To enable departments and agencies to comply with this requirement, the Contractor must provide the following information within ____ calendar days following contract award:

-
- (a) the legal name of the Contractor, i.e. the legal name associated with its business number or Social Insurance Number (SIN), as well as its address and postal code;
 - (b) the status of the Contractor, i.e. an individual, a sole proprietorship, a corporation, or a partnership;
 - (c) the business number of the Contractor if the Contractor is a corporation or a partnership and the SIN if the Contractor is an individual or a sole proprietorship. In the case of a partnership, if the partnership does not have a business number, the partner who has signed the Contract must provide its SIN;
 - (d) in the case of a joint venture, the business number of all parties to the joint venture who have a business number or their SIN if they do not have a business number.

5.5.3 The information must be sent to the person and address specified below. If the information includes a SIN, the information should be provided in an envelope marked "PROTECTED".

Name of person _____
Address _____.

5.6 Discretionary Audit

SACC Manual clause C0705C (2010-01-11), Discretionary Audit

6. Invoicing Instructions

6.1 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;
- (d) a copy of the monthly progress report.

6.2 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.
- (b) One (1) copy must be forwarded to the Contracting Authority identified under the section entitled "Authorities" of the Contract.

7. Certifications

7.1 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.

7.2 SACC Manual Clauses

A3060C (2008-05-12), Canadian Content Certification

8. Applicable Laws

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

9. Priority of Documents

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

- (a) the Articles of Agreement;
- (b) the general conditions 2035 (2012-03-02), General Conditions - Higher Complexity - Services;
- (c) Annex A, Statement of Work;
- (d) Annex B, Basis of Payment;
- (e) Annex C, Insurance Requirements; and
- (f) the Contractor's bid dated _____ .

10. Insurance Requirements

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

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

The Contractor must forward to the Contracting Authority within ten (10) days after the date of award of the Contract, a Certificate of Insurance evidencing the insurance coverage and confirming that the insurance policy complying with the requirements is in force. Coverage must be placed with an Insurer licensed to carry out business in Canada. The Contractor must, if requested by the Contracting Authority, forward to Canada a certified true copy of all applicable insurance policies.

11. Definition

For the purposes of this Contract:

"Identified User" is defined as Fisheries & Oceans Canada.

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12. SACC Manual Clauses

A0038C (2006-06-16), Air Transportation
B4028C (2008-05-12), Air Charter Conditions
B4032C (2006-06-16), Safety Briefing

13. Aircrew Requirements

If at any time during the course of the operations, the flight crew, the maintenance crew or both are considered by the Identified User to be unsatisfactory for safety or other reasons, the Identified User may notify in writing the Contractor that the flight crew, the maintenance crew or both must be replaced. The Identified User must immediately advise the Contracting Authority of the problem with the crew(s). The Contractor must immediately, upon receiving such notification, withdraw and replace the crew specified in the notice. The Contractor must advise the Contracting Authority of the corrective action taken. The aircraft involved must be considered unserviceable until a satisfactory crew resumes operations.

ANNEX A

STATEMENT OF WORK

STREAM 2 - STATEMENT OF WORK FOR BASE OR BASES OF OPERATIONS VERNON/SALMON ARM BC

1. Title

Rotary-wing aircraft charter services for Fisheries & Oceans Canada.

2. Background

Fisheries & Oceans Canada (DFO) conducts multiple aerial inspections of salmon streams in the interior of British Columbia (BC) to estimate spawning population sizes for Chinook, Sockeye and Coho salmon. Flying for the purpose of spawner enumeration is very specialized. Therefore, DFO requires the use of rotary-wing aircraft that meet specific performance and configuration requirements and requires that the pilots have related flying experience.

3. Requirements

3.1 General Requirements

3.1.1 DFO requires the charter of rotary-wing aircraft for aerial enumeration of spawning salmon in Vernon/Salmon Arm BC.

3.1.2 Pilots are required to fly for extended periods, e.g. up to 7 hours per day, at low speeds and low levels, e.g. less than 200 feet above ground level, often among trees. DFO also requires that pilots fly the aircraft in a "crab" manner, i.e. rear of the aircraft slightly canted to the centre of the stream, to provide the best possible view of the river to observers, both of whom are seated on the passenger side of the aircraft, but without causing fish to flee due to the presence of the helicopter.

3.1.3 The Contractor must either have a base of operations at each of Vernon BC and Salmon Arm BC or it must have one base of operations which services both of those locations but, if it has only one base, it must not charge fees for ferrying, e.g. positioning aircraft to/from/at either of the two locations. The Contractor must make available two aircraft and two pilots that meet the requirements of this Statement of Work. There will be times when two aircraft and two pilots are needed in the same area at the same time. DFO anticipates that this requirement for a second aircraft and a second pilot may apply in approximately 10 percent of the flying hours in the early October time period. This requirement, and the scheduling thereof, is subject to weather conditions, stream flow conditions and fish behaviour and will vary considerably on an annual basis.

3.1.4 DFO cannot readily postpone flights, as timing is critical to accurately enumerate salmon populations. Therefore, the Contractor must provide substitute aircraft if mechanical problems lead to a delay in meeting the required service. All substitute aircraft must meet the aircraft requirements of this Statement of Work.

3.1.5 The Contractor must adhere to flight schedules as strictly as possible to allow DFO to maintain the required statistical qualities of the salmon counts. However, the Contractor must be prepared for in-season schedule changes due to unforeseen events, e.g. inclement weather.

3.1.6 Anticipated flight schedules covering the entire flying season will be forwarded to the Contractor as early as possible after contract award, for the first year of the contract, and by mid-June or early July for subsequent years of the contract. The Contractor must confirm, within 5 days of receipt of the flight schedules, that it will provide pilots and aircraft to meet those schedules.

3.2 Rotary-wing Aircraft Requirements

3.2.1 Due to the nature of DFO specialty flight operations, e.g. often in mountainous terrain (at altitudes up to 6500 feet above sea level) and low-level, slow speed flight over water and among trees, DFO requires the use of rotary-wing aircraft that meet specific performance and configuration requirements. The aircraft provided by the Contractor must be equipped with a two-bladed turbine engine (to minimize downwash and other stimuli that may negatively affect viewing or scare fish) and must have a minimum fuel capacity of 345 litres (approximately 3 hours of flight time). The cabin must be configured so that the pilot is situated on the starboard (right) side of the aircraft, enabling observers to be seated on the port (left) side of the aircraft. The aircraft must have a minimum of three passenger seats to accommodate at least two observers and necessary gear.

3.2.2 The aircraft must have a removable front passenger door that must be either stowed in the rear of the helicopter in such a way that it does not impede exiting the helicopter in the case of an emergency (the door must be secured in the cabin with a restraint approved by Transport Canada), or the door must be dropped at a convenient site or at a specified base without incurring additional flight time. Once salmon counting is complete the door should be re-installed for ferrying between locations.

3.2.3 The aircraft must have either a removable rear passenger door which must be dropped off at a convenient site or at a specified base without incurring additional flight time, or a rear passenger door with a large scanning window that, when fully open, permits helmeted observers to place their heads completely outside the cabin for unobstructed viewing. This requirement will limit extended environmental exposure and, therefore, ensure observer (and pilot) comfort during flights of longer duration, which are common to these areas.

3.2.4 Passenger-side bubble windows fore and aft will only be acceptable for salmon-counting operations in sub-zero temperatures, as observer efficiency and count quality are impacted negatively by fogging that frequently occurs.

3.3 Communications and Tracking Requirements

3.3.1 Communication between the observers and the pilot must be completely hands-free. Fish enumeration observers employ tally counters in both hands and must be able to communicate with other members of the team without looking away from the river, or having to disengage counting. Therefore, only completely voice-activated or open communication systems are acceptable. Toggle switches are not acceptable. DFO observers are outfitted with Gentex SPH-5 helicopter helmets, equipped with standard microphones and earphones. On-board intercoms must support these systems to ensure ease of communication.

3.3.2 The Contractor must provide an electronic flight tracking system that enables base staff to monitor real-time aircraft locations, at any time, using the Internet.

- 3.3.3 The Contractor must provide radio communication with the base of operations during all flights to ensure a safe and coordinated relay of information during all surveys. Communication protocols must be discussed and agreed upon prior to conducting low-level flights, particularly in areas where obstructions may be encountered, e.g. bridges and power lines.

3.4 Pilot and Maintenance Crew Requirements

3.4.1 Definitions

“catch-monitoring/creel survey” means a flight during which onboard observers count active, in-river fishing gear, e.g. nets, as the aircraft flies at a low level and a slow speed.

“enforcement patrol” means a flight during which onboard law enforcement personnel, e.g. Fishery Officers, monitor compliance with fisheries and habitat protection regulations.

“fish enumeration” means a flight during which onboard observers manually count spawning salmon in a river or stream as the aircraft flies at a low level and a slow speed in a “crab” manner, i.e. rear of the aircraft slightly canted to the centre of the stream, to provide the best view of the river to observers, both of whom are seated on the passenger side of the aircraft, but without causing fish to flee due to the presence of the helicopter.

“proof of experience” means the provision of copies of flight tickets and/or pilot log books which specifically make reference to flying for the purposes identified in clause 3.4.2 Pilot Requirements.

“radio-telemetry tracking” means a flight which follows a systematic, transect-based search pattern, moving progressively into smaller areas, for the purpose of isolating radio signals emitted by animal-borne transmitters.

“timber stand assessment” means a flight during which onboard observers assess broad- and small-scale attributes of forested areas, e.g. the impacts of mountain beetle infestation.

“wildlife survey” means a flight which follows a systematic, transect-based or habitat-stratified flight path during which onboard observers manually count groups and/or individuals of particular wildlife species. This frequently involves low level, slow speed flight and tight, circling turns to permit the collection of specific demographic information, e.g. sex and age.

3.4.2 Pilot Requirements

- 3.4.2.1 The Contractor must provide two pilots who each have a minimum of 35 hours experience in fish enumeration flying in the past 5 years. The pilots must also have an additional minimum of 20 hours experience, in the past 5 years, in any combination of the following, as defined under clause 3.4.1 Definitions: catch-monitoring/creel surveys, enforcement patrols, fish enumeration, fish/wildlife radio-telemetry tracking, timber stand assessment and/or wildlife surveys. Proof of experience, as defined under clause 3.4.1 Definitions, must be provided.
- 3.4.2.2 All pilots must have experience flying in mountainous terrain.
- 3.4.2.3 All pilots must have experience flying with one or both passenger-side doors removed. Operating with one or both entries open results in a windy cockpit and permits weather to enter the aircraft. Pilots must know the aircraft limitations under these circumstances.

3.4.2.4 Two aircraft with crew may be deployed simultaneously for multiple inspections on separate rivers on the same day. Therefore, as stated in subclause 3.1.3 above, the Contractor must make two aircraft and two qualified pilots available.

3.4.3 Maintenance Crew Requirements

The Contractor must have at least one certified aircraft maintenance engineer available at the required base of operations, to maintain chartered aircraft in top mechanical condition. Engineers must also be available to go to field locations for repair if needed because, if mechanical problems arise, DFO cannot readily postpone flights, as timing is critical to accurately estimate salmon populations, and availability of experienced observers is frequently limited.

4. Estimated Utilization from Base or Bases of Operations Vernon/Salmon Arm BC

Spawner enumeration surveys - Estimated utilization of 25 hours per year, between mid-September and mid-October, with 12.5 hours estimated from Vernon BC and 12.5 hours estimated from Salmon Arm BC.

5. Responsibility for Accommodation, Meals and Ground Transportation

5.1 When the Contractor's personnel (crew) are away from the Base of Operations (Vernon/Salmon Arm BC), the Contractor must provide them (unless otherwise instructed by DFO) with all ground transportation between the aircraft and living quarters at the operating site and all meals and accommodation and may only invoice Canada at actual cost incurred with no profit or overhead, supported by receipts for ground transportation, accommodations. Costs will be in accordance with the maximum allowable under the current Treasury Board Travel Guidelines in effect at the time. The Contractor will not charge DFO for meals when the Contractor's personnel are away from the Base of Operations for less than four consecutive hours.

5.2 The provision and cost of crew meals, incidentals, accommodations and transportation while at the Base of Operations must be the responsibility of the Contractor.

6. Fuel

The Contractor must provide all fuel and will be reimbursed for fuel charges at cost, without any allowance for profit and administrative overhead.

STREAM 3 - STATEMENT OF WORK FOR BASE OR BASES OF OPERATIONS WILLIAMS LAKE/QUESNEL BC

1. Title

Rotary-wing aircraft charter services for Fisheries & Oceans Canada.

2. Background

Fisheries & Oceans Canada (DFO) conducts multiple aerial inspections of salmon streams in the interior of British Columbia (BC) to estimate spawning population sizes for Chinook, Sockeye and Coho salmon. DFO also conducts multiple enforcement patrols. Flying for the purpose of spawner enumeration and enforcement compliance is very specialized. Therefore, DFO requires the use of rotary-wing aircraft that meet specific performance and configuration requirements and requires that the pilots have related flying experience.

3. Requirements

3.1 General Requirements

- 3.1.1 DFO requires the charter of rotary-wing aircraft for aerial enumeration of spawning salmon and for enforcement activities in Williams Lake/Quesnel BC.
- 3.1.2 Pilots are required to fly for extended periods, e.g. up to 7 hours per day, at low speeds and low levels, e.g. less than 200 feet above ground level, often among trees. DFO also requires that pilots fly the aircraft in a "crab" manner, i.e. rear of the aircraft slightly canted to the centre of the stream, to provide the best possible view of the river to observers, both of whom are seated on the passenger side of the aircraft, but without causing fish to flee due to the presence of the helicopter.
- 3.1.3 The Contractor must either have a base of operations at each of Williams Lake BC and Quesnel BC or it must have one base of operations which services both of those locations but, if it has only one base, it must not charge fees for ferrying, e.g. positioning aircraft to/from/at either of the two locations. The Contractor must make available two aircraft and two pilots that meet the requirements of this Statement of Work. There will be times when two aircraft and two pilots are needed in the same area at the same time. DFO anticipates that this requirement for a second aircraft and a second pilot may apply in approximately 10 percent of the flying hours in the early September time period. This requirement, and the scheduling thereof, is subject to weather conditions, stream flow conditions and fish behaviour and will vary considerably on an annual basis.
- 3.1.4 DFO cannot readily postpone flights, as timing is critical to accurately enumerate salmon populations and conduct enforcement patrols. Therefore, the Contractor must provide substitute aircraft if mechanical problems lead to a delay in meeting the required service. All substitute aircraft must meet the aircraft requirements of this Statement of Work.
- 3.1.5 The Contractor must adhere to flight schedules as strictly as possible to allow DFO to maintain the required statistical qualities of the salmon counts. However, the Contractor must be prepared for in-season schedule changes due to unforeseen events, e.g. inclement weather.

- 3.1.6 Anticipated flight schedules covering the entire flying season will be forwarded to the Contractor as early as possible after contract award, for the first year of the contract, and by mid-June or early July for subsequent years of the contract. The Contractor must confirm, within 5 days of receipt of the flight schedules, that it will provide pilots and aircraft to meet those schedules.

3.2 Rotary-wing Aircraft Requirements

- 3.2.1 Due to the nature of DFO specialty flight operations, e.g. often in mountainous terrain (at altitudes up to 6500 feet above sea level) and low-level, slow speed flight over water and among trees, DFO requires the use of rotary-wing aircraft that meet specific performance and configuration requirements. The aircraft provided by the Contractor must be equipped with a two-bladed turbine engine (to minimize downwash and other stimuli that may negatively affect viewing or scare fish) and must have a minimum fuel capacity of 345 litres (approximately 3 hours of flight time). The cabin must be configured so that the pilot is situated on the starboard (right) side of the aircraft, enabling observers to be seated on the port (left) side of the aircraft. The aircraft must have a minimum of three passenger seats to accommodate at least two observers and necessary gear. In the case of enforcement patrols, this may include transport of seized items such as fish and fishing gear.
- 3.2.2 The aircraft must have a removable front passenger door that must be either stowed in the rear of the helicopter in such a way that it does not impede exiting the helicopter in the case of an emergency (the door must be secured in the cabin with a restraint approved by Transport Canada), or the door must be dropped at a convenient site or at a specified base without incurring additional flight time. Once salmon counting is complete the door should be re-installed for ferrying between locations.
- 3.2.3 The aircraft must have either a removable rear passenger door which must be dropped off at a convenient site or at a specified base without incurring additional flight time, or a rear passenger door with a large scanning window that, when fully open, permits helmeted observers to place their heads completely outside the cabin for unobstructed viewing. This requirement will limit extended environmental exposure and, therefore, ensure observer (and pilot) comfort during flights of longer duration, which are common to these areas.
- 3.2.4 Passenger-side bubble windows fore and aft are acceptable for enforcement patrols. Passenger-side bubble windows fore and aft will only be acceptable for salmon-counting operations in sub-zero temperatures, as observer efficiency and count quality are impacted negatively by fogging that frequently occurs.

3.3 Communications and Tracking Requirements

- 3.3.1 Communication between the observers and the pilot must be completely hands-free. Fish enumeration observers employ tally counters in both hands and must be able to communicate with other members of the team without looking away from the river, or having to disengage counting. Therefore, only completely voice-activated or open communication systems are acceptable. Toggle switches are not acceptable. DFO observers are outfitted with Gentex SPH-5 helicopter helmets, equipped with standard microphones and earphones. On-board intercoms must support these systems to ensure ease of communication.
- 3.3.2 The Contractor must provide an electronic flight tracking system that enables base staff to monitor real-time aircraft locations, at any time, using the Internet.
- 3.3.3 The Contractor must provide radio communication with the base of operations during all flights to ensure a safe and coordinated relay of information during all surveys. Communication protocols

must be discussed and agreed upon prior to conducting low-level flights, particularly in areas where obstructions may be encountered, e.g. bridges and power lines.

3.4 Pilot and Maintenance Crew Requirements

3.4.1 Definitions

“catch-monitoring/creel survey” means a flight during which onboard observers count active, in-river fishing gear, e.g. nets, as the aircraft flies at a low level and a slow speed.

“enforcement patrol” means a flight during which onboard law enforcement personnel, e.g. Fishery Officers, monitor compliance with fisheries and habitat protection regulations.

“fish enumeration” means a flight during which onboard observers manually count spawning salmon in a river or stream as the aircraft flies at a low level and a slow speed in a “crab” manner, i.e. rear of the aircraft slightly canted to the centre of the stream, to provide the best view of the river to observers, both of whom are seated on the passenger side of the aircraft, but without causing fish to flee due to the presence of the helicopter.

“proof of experience” means the provision of copies of flight tickets and/or pilot log books which specifically make reference to flying for the purposes identified in clause 3.4.2 Pilot Requirements.

“radio-telemetry tracking” means a flight which follows a systematic, transect-based search pattern, moving progressively into smaller areas, for the purpose of isolating radio signals emitted by animal-borne transmitters.

“timber stand assessment” means a flight during which onboard observers assess broad- and small-scale attributes of forested areas, e.g. the impacts of mountain beetle infestation.

“wildlife survey” means a flight which follows a systematic, transect-based or habitat-stratified flight path during which onboard observers manually count groups and/or individuals of particular wildlife species. This frequently involves low level, slow speed flight and tight, circling turns to permit the collection of specific demographic information, e.g. sex and age.

3.4.2 Pilot Requirements

- 3.4.2.1 The Contractor must provide two pilots who each have a minimum of 35 hours experience in fish enumeration flying in the past 5 years. The pilots must also have an additional minimum of 20 hours experience, in the past 5 years, in any combination of the following, as defined under clause 3.4.1 Definitions: catch-monitoring/creel surveys, enforcement patrols, fish enumeration, fish/wildlife radio-telemetry tracking, timber stand assessment and/or wildlife surveys. Proof of experience, as defined under clause 3.4.1 Definitions, must be provided.

3.4.2.2 All pilots must have experience flying in mountainous terrain.

3.4.2.3 All pilots must have experience flying with one or both passenger-side doors removed. Operating with one or both entries open results in a windy cockpit and permits weather to enter the aircraft. Pilots must know the aircraft limitations under these circumstances.

3.4.2.4 Two aircraft with crew may be deployed simultaneously for multiple inspections on separate rivers on the same day. Therefore, as stated in subclause 3.1.3 above, the Contractor must make two aircraft and two qualified pilots available.

3.4.3 Maintenance Crew Requirements

The Contractor must have at least one certified aircraft maintenance engineer available at the required base of operations, to maintain chartered aircraft in top mechanical condition. Engineers must also be available to go to field locations for repair if needed because, if mechanical problems arise, DFO cannot readily postpone flights, as timing is critical to accurately estimate salmon populations, and availability of experienced observers is frequently limited.

4. Estimated Utilization from Base or Bases of Operations Williams Lake/Quesnel BC

4.1 Spawner enumeration surveys - Estimated utilization of 60 hours per year, between early August and early September, with 40 hours estimated from Williams Lake BC and 20 hours estimated from Quesnel BC.

4.2 Enforcement patrols - Estimated utilization of 25 hours per year, between mid-June and mid-September, with 15 hours estimated from Williams Lake BC and 10 hours estimated from Quesnel BC.

5. Responsibility for Accommodation, Meals and Ground Transportation

5.1 When the Contractor's personnel (crew) are away from the Base of Operations (Williams Lake/Quesnel BC), the Contractor must provide them (unless otherwise instructed by DFO) with all ground transportation between the aircraft and living quarters at the operating site and all meals and accommodation and may only invoice Canada at actual cost incurred with no profit or overhead, supported by receipts for ground transportation, accommodations. Costs will be in accordance with the maximum allowable under the current Treasury Board Travel Guidelines in effect at the time. The Contractor will not charge DFO for meals when the Contractor's personnel are away from the Base of Operations for less than four consecutive hours.

5.2 The provision and cost of crew meals, incidentals, accommodations and transportation while at the Base of Operations must be the responsibility of the Contractor.

6. Fuel

The Contractor must provide all fuel and will be reimbursed for fuel charges at cost, without any allowance for profit and administrative overhead.

ANNEX B

BASIS OF PAYMENT

STREAM 2 - BASIS OF PAYMENT FOR BASE OR BASES OF OPERATIONS VERNON/SALMON ARM BC

A - Contract Period (From date of Contract to March 31, 2013)

During the period of the Contract, for Work performed in accordance with the Contract, the Contractor will be paid as specified below.

1. Air Charter Services

The rates specified below include oil and lubricants but exclude fuel.

Item	From Base of Operations	Air Charter Services	All-inclusive Firm Rate per Hour (excluding fuel) (in Cdn \$)
1	Vernon	Spawner Enumeration Surveys	\$
2	Salmon Arm	Spawner Enumeration Surveys	\$

Total Estimated Cost for Air Charter Services: \$_____

2. Cost Reimbursable Expenses

2.1 Authorized Travel and Living Expenses

For the requirements relative to travel described in section 5. Responsibility for Accommodation, Meals and Ground Transportation of the Statement of Work in Annex A:

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 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 Project Authority.

The authorized travel and living expenses will be paid upon submission of an itemized statement supported by receipt vouchers. All payments are subject to government audit.

Total Estimated Cost of Authorized Travel and Living Expenses: \$_____

Solicitation No. - N° de l'invitation

F1045-100129/B

Amd. No. - N° de la modif.

Buyer ID - Id de l'acheteur

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

F1045-100129

File No. - N° du dossier

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CCC No./N° CCC - FMS No/ N° VME

2.2 Other Direct Expenses

2.2.1 Fuel Charges

The Contractor will be reimbursed for fuel charges, at cost, without any allowance for profit and administrative overhead. These expenses will be paid upon submission of an itemized statement supported by receipt vouchers.

Total Estimated Cost of Fuel Charges: \$ _____

Total Estimated Cost - Cost Reimbursable Expenses: \$ _____

3. Total Estimated Cost - Contract Period: \$ _____

B - Option to Extend the Term of the Contract

This section is only applicable if the option to extend the Contract is exercised by Canada.

During the extended period of the Contract specified below, the Contractor will be paid as specified below to perform all the Work in relation to the Contract extension.

B-1 Extended Contract Period (From April 1, 2013 to March 31, 2014)

1. Air Charter Services

The rates specified below include oil and lubricants but exclude fuel.

Item	From Base of Operations	Air Charter Services	All-inclusive Firm Rate per Hour (excluding fuel) (in Cdn \$)
1	Vernon	Spawner Enumeration Surveys	\$
2	Salmon Arm	Spawner Enumeration Surveys	\$

Total Estimated Cost for Air Charter Services: \$_____

2. Cost Reimbursable Expenses

2.1 Authorized Travel and Living Expenses

For the requirements relative to travel described in section 5. Responsibility for Accommodation, Meals and Ground Transportation of the Statement of Work in Annex A:

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 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 Project Authority.

The authorized travel and living expenses will be paid upon submission of an itemized statement supported by receipt vouchers. All payments are subject to government audit.

Total Estimated Cost of Authorized Travel and Living Expenses: \$_____

Solicitation No. - N° de l'invitation

F1045-100129/B

Amd. No. - N° de la modif.

Buyer ID - Id de l'acheteur

102z1

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

F1045-100129

File No. - N° du dossier

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CCC No./N° CCC - FMS No/ N° VME

2.2 Other Direct Expenses

2.2.1 Fuel Charges

The Contractor will be reimbursed for fuel charges, at cost, without any allowance for profit and administrative overhead. These expenses will be paid upon submission of an itemized statement supported by receipt vouchers.

Total Estimated Cost of Fuel Charges: \$ _____

Total Estimated Cost - Cost Reimbursable Expenses: \$ _____

3. Total Estimated Cost - Extended Contract Period: \$ _____

B-2 Extended Contract Period (From April 1, 2014 to March 31, 2015)

1. Air Charter Services

The rates specified below include oil and lubricants but exclude fuel.

Item	From Base of Operations	Air Charter Services	All-inclusive Firm Rate per Hour (excluding fuel) (in Cdn \$)
1	Vernon	Spawner Enumeration Surveys	\$
2	Salmon Arm	Spawner Enumeration Surveys	\$

Total Estimated Cost for Air Charter Services: \$_____

2. Cost Reimbursable Expenses

2.1 Authorized Travel and Living Expenses

For the requirements relative to travel described in section 5. Responsibility for Accommodation, Meals and Ground Transportation of the Statement of Work in Annex A:

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 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 Project Authority.

The authorized travel and living expenses will be paid upon submission of an itemized statement supported by receipt vouchers. All payments are subject to government audit.

Total Estimated Cost of Authorized Travel and Living Expenses: \$_____

Solicitation No. - N° de l'invitation

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Amd. No. - N° de la modif.

Buyer ID - Id de l'acheteur

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CCC No./N° CCC - FMS No/ N° VME

2.2 Other Direct Expenses

2.2.1 Fuel Charges

The Contractor will be reimbursed for fuel charges, at cost, without any allowance for profit and administrative overhead. These expenses will be paid upon submission of an itemized statement supported by receipt vouchers.

Total Estimated Cost of Fuel Charges: \$ _____

Total Estimated Cost - Cost Reimbursable Expenses: \$ _____

3. Total Estimated Cost - Extended Contract Period: \$ _____

B-3 Extended Contract Period (From April 1, 2015 to March 31, 2016)

1. Air Charter Services

The rates specified below include oil and lubricants but exclude fuel.

Item	From Base of Operations	Air Charter Services	All-inclusive Firm Rate per Hour (excluding fuel) (in Cdn \$)
1	Vernon	Spawner Enumeration Surveys	\$
2	Salmon Arm	Spawner Enumeration Surveys	\$

Total Estimated Cost for Air Charter Services: \$_____

2. Cost Reimbursable Expenses

2.1 Authorized Travel and Living Expenses

For the requirements relative to travel described in section 5. Responsibility for Accommodation, Meals and Ground Transportation of the Statement of Work in Annex A:

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 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 Project Authority.

The authorized travel and living expenses will be paid upon submission of an itemized statement supported by receipt vouchers. All payments are subject to government audit.

Total Estimated Cost of Authorized Travel and Living Expenses: \$_____

Solicitation No. - N° de l'invitation

F1045-100129/B

Amd. No. - N° de la modif.

Buyer ID - Id de l'acheteur

102z1

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

F1045-100129

File No. - N° du dossier

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CCC No./N° CCC - FMS No/ N° VME

2.2 Other Direct Expenses

2.2.1 Fuel Charges

The Contractor will be reimbursed for fuel charges, at cost, without any allowance for profit and administrative overhead. These expenses will be paid upon submission of an itemized statement supported by receipt vouchers.

Total Estimated Cost of Fuel Charges: \$ _____

Total Estimated Cost - Cost Reimbursable Expenses: \$ _____

3. Total Estimated Cost - Extended Contract Period: \$ _____

STREAM 3 - BASIS OF PAYMENT FOR BASE OR BASES OF OPERATIONS WILLIAMS LAKE/QUESNEL BC

A - Contract Period (From date of Contract to March 31, 2013)

During the period of the Contract, for Work performed in accordance with the Contract, the Contractor will be paid as specified below.

1. Air Charter Services

The rates specified below include oil and lubricants but exclude fuel.

Item	From Base of Operations	Air Charter Services	All-inclusive Firm Rate per Hour (excluding fuel) (in Cdn \$)
1	Williams Lake	Spawner Enumeration Surveys	\$
2	Williams Lake	Enforcement Patrols	\$
3	Quesnel	Spawner Enumeration Surveys	\$
4	Quesnel	Enforcement Patrols	\$

Total Estimated Cost for Air Charter Services: \$_____

2. Cost Reimbursable Expenses

2.1 Authorized Travel and Living Expenses

For the requirements relative to travel described in section 5. Responsibility for Accommodation, Meals and Ground Transportation of the Statement of Work in Annex A:

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 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 Project Authority.

The authorized travel and living expenses will be paid upon submission of an itemized statement supported by receipt vouchers. All payments are subject to government audit.

Total Estimated Cost of Authorized Travel and Living Expenses: \$_____

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CCC No./N° CCC - FMS No/ N° VME

2.2 Other Direct Expenses

2.2.1 Fuel Charges

The Contractor will be reimbursed for fuel charges, at cost, without any allowance for profit and administrative overhead. These expenses will be paid upon submission of an itemized statement supported by receipt vouchers.

Total Estimated Cost of Fuel Charges: \$ _____

Total Estimated Cost - Cost Reimbursable Expenses: \$ _____

3. Total Estimated Cost - Contract Period: \$ _____

B - Option to Extend the Term of the Contract

This section is only applicable if the option to extend the Contract is exercised by Canada.

During the extended period of the Contract specified below, the Contractor will be paid as specified below to perform all the Work in relation to the Contract extension.

B-1 Extended Contract Period (From April 1, 2013 to March 31, 2014)

1. Air Charter Services

The rates specified below include oil and lubricants but exclude fuel.

Item	From Base of Operations	Air Charter Services	All-inclusive Firm Rate per Hour (excluding fuel) (in Cdn \$)
1	Williams Lake	Spawner Enumeration Surveys	\$
2	Williams Lake	Enforcement Patrols	\$
3	Quesnel	Spawner Enumeration Surveys	\$
4	Quesnel	Enforcement Patrols	\$

Total Estimated Cost for Air Charter Services: \$_____

2. Cost Reimbursable Expenses

2.1 Authorized Travel and Living Expenses

For the requirements relative to travel described in section 5. Responsibility for Accommodation, Meals and Ground Transportation of the Statement of Work in Annex A:

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 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 Project Authority.

The authorized travel and living expenses will be paid upon submission of an itemized statement supported by receipt vouchers. All payments are subject to government audit.

Total Estimated Cost of Authorized Travel and Living Expenses: \$_____

Solicitation No. - N° de l'invitation

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2.2 Other Direct Expenses

2.2.1 Fuel Charges

The Contractor will be reimbursed for fuel charges, at cost, without any allowance for profit and administrative overhead. These expenses will be paid upon submission of an itemized statement supported by receipt vouchers.

Total Estimated Cost of Fuel Charges: \$ _____

Total Estimated Cost - Cost Reimbursable Expenses: \$ _____

3. Total Estimated Cost - Extended Contract Period: \$ _____

B-2 Extended Contract Period (From April 1, 2014 to March 31, 2015)

1. Air Charter Services

The rates specified below include oil and lubricants but exclude fuel.

Item	From Base of Operations	Air Charter Services	All-inclusive Firm Rate per Hour (excluding fuel) (in Cdn \$)
1	Williams Lake	Spawner Enumeration Surveys	\$
2	Williams Lake	Enforcement Patrols	\$
3	Quesnel	Spawner Enumeration Surveys	\$
4	Quesnel	Enforcement Patrols	\$

Total Estimated Cost for Air Charter Services: \$_____

2. Cost Reimbursable Expenses

2.1 Authorized Travel and Living Expenses

For the requirements relative to travel described in section 5. Responsibility for Accommodation, Meals and Ground Transportation of the Statement of Work in Annex A:

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 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 Project Authority.

The authorized travel and living expenses will be paid upon submission of an itemized statement supported by receipt vouchers. All payments are subject to government audit.

Total Estimated Cost of Authorized Travel and Living Expenses: \$_____

Solicitation No. - N° de l'invitation

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

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2.2 Other Direct Expenses

2.2.1 Fuel Charges

The Contractor will be reimbursed for fuel charges, at cost, without any allowance for profit and administrative overhead. These expenses will be paid upon submission of an itemized statement supported by receipt vouchers.

Total Estimated Cost of Fuel Charges: \$ _____

Total Estimated Cost - Cost Reimbursable Expenses: \$ _____

3. Total Estimated Cost - Extended Contract Period: \$ _____

B-3 Extended Contract Period (From April 1, 2015 to March 31, 2016)

1. Air Charter Services

The rates specified below include oil and lubricants but exclude fuel.

Item	From Base of Operations	Air Charter Services	All-inclusive Firm Rate per Hour (excluding fuel) (in Cdn \$)
1	Williams Lake	Spawner Enumeration Surveys	\$
2	Williams Lake	Enforcement Patrols	\$
3	Quesnel	Spawner Enumeration Surveys	\$
4	Quesnel	Enforcement Patrols	\$

Total Estimated Cost for Air Charter Services: \$_____

2. Cost Reimbursable Expenses

2.1 Authorized Travel and Living Expenses

For the requirements relative to travel described in section 5. Responsibility for Accommodation, Meals and Ground Transportation of the Statement of Work in Annex A:

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 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 Project Authority.

The authorized travel and living expenses will be paid upon submission of an itemized statement supported by receipt vouchers. All payments are subject to government audit.

Total Estimated Cost of Authorized Travel and Living Expenses: \$_____

Solicitation No. - N° de l'invitation

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Amd. No. - N° de la modif.

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File No. - N° du dossier

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CCC No./N° CCC - FMS No/ N° VME

2.2 Other Direct Expenses

2.2.1 Fuel Charges

The Contractor will be reimbursed for fuel charges, at cost, without any allowance for profit and administrative overhead. These expenses will be paid upon submission of an itemized statement supported by receipt vouchers.

Total Estimated Cost of Fuel Charges: \$ _____

Total Estimated Cost - Cost Reimbursable Expenses: \$ _____

3. Total Estimated Cost - Extended Contract Period: \$ _____

ANNEX C

INSURANCE REQUIREMENTS

1. Aviation Liability Insurance

- 1.1 The Contractor must obtain Aviation Liability Insurance for Bodily Injury (including passenger Bodily Injury) and Property Damage, and maintain it in force throughout the duration of the Contract, in an amount usual for a contract of this nature, but for not less than \$5,000,000 per accident or occurrence and in the annual aggregate.
- 1.2 The Aviation Liability policy must include the following:
- (a) Additional Insured: Canada is added as an additional insured, but only with respect to liability arising out of the Contractor's performance of the Contract. The interest of Canada should read as follows: Canada, represented by Public Works and Government Services Canada.
 - (b) Notice of Cancellation: The Insurer will endeavour to provide the Contracting Authority thirty (30) days written notice of policy cancellation.
 - (c) Cross Liability/Separation of Insureds: Without increasing the limit of liability, the policy must protect all insured parties to the full extent of coverage provided. Further, the policy must apply to each Insured in the same manner and to the same extent as if a separate policy had been issued to each.
 - (d) Contractual Liability: The policy must, on a blanket basis or by specific reference to the Contract, extend to assumed liabilities with respect to contractual provisions.
 - (e) Employees and, where applicable, Volunteers must be included as Additional Insured.
 - (f) Aviation Passenger Liability and inclusive Medical Payments: If sub-limits are applicable to Contractor's policy conforming to international carriage agreements or otherwise, such sub-limits must in any event be, not less than, \$300,000 per person. The per accident limit should be no less than \$300,000 multiplied by the number of passengers.
 - (g) If the policy is written on a claims-made basis, coverage must be in place for a period of at least 12 months after the completion or termination of the Contract.
 - (h) Employers Liability (unless we have confirmation that all employees are covered by Worker's compensation (WSIB) or similar program)
 - (i) Litigation Rights: Pursuant to subsection 5(d) of the *Department of Justice Act*, S.C. 1993, c. J-2, s.1, if a suit is instituted for or against Canada which the Insurer would, but for this clause, have the right to pursue or defend on behalf of Canada as an Additional Named Insured under the insurance policy, the Insurer must promptly contact the Attorney General of Canada to agree on the legal strategies by sending a letter, by registered mail or by courier, with an acknowledgement of receipt.

For the province of Quebec, send to:
Director Business Law Directorate,

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

For other provinces and territories, send to:
Senior General Counsel,
Civil Litigation Section,
Department of Justice
234 Wellington Street, East Tower
Ottawa, Ontario K1A 0H8

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

2. Aircraft Charter Insurance

- 2.1 The Contractor must not provide a domestic or international aircraft charter service to Canada unless, for every incident related to the Contractor's operation of that service, it has:
- (a) liability insurance covering risks of injury to or death of passengers in an amount that is not less than the amount determined by multiplying \$300,000 by the number of passenger seats on board the aircraft engaged in the service, or in accordance with the applicable regulations, whichever is greater;
 - (b) in addition to passenger liability limits in (a) above, insurance covering risks of public liability in an amount that is not less than:
 - (i) \$1,000,000, where the maximum permissible take-off weight of the aircraft less than 3,402 kg (7,500 pounds);
 - (ii) \$2,000,000, where the maximum permissible take-off weight of the aircraft is between 3,402 kg (7,500 pounds) and 8,165kg (18,000 pounds); and,
 - (iii) \$2,000,000 plus an amount determined by multiplying \$68 by the number of kilograms by which the maximum permissible take-off weight of the aircraft exceeds 8,165 kg (18,000 pounds), where the maximum permissible take-off weight of the aircraft is over 8,165 kg.
- 2.2 The insurance coverage required by subsection 1.(a) does not need to extend to any passenger who is an employee of the Contractor if workers' compensation legislation governing a claim for damages against that Contractor by the employee is applicable.
- 2.3 The Contractor's insurance must include the following:

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- (a) Additional Insured: Canada is added as an additional insured, but only with respect to liability arising out of the Contractor's performance of the Contract. The interest of Canada as additional insured should read as follows: Canada, represented by Public Works and Government Services Canada.
- (b) Notice of Cancellation: The Insurer will endeavour to provide the Contracting Authority thirty (30) days written notice of cancellation.
- (c) Cross Liability/Separation of Insureds: Without increasing the limit of liability, the policy must protect all insured parties to the full extent of coverage provided. Further, the policy must apply to each Insured in the same manner and to the same extent as if a separate policy had been issued to each.
- (d) Contractual Liability: The policy must, on a blanket basis or by specific reference to the contract, extend to assumed liabilities with respect to contractual obligations.
- (e) Litigation Rights: Pursuant to subsection 5(d) of the *Department of Justice Act*, S.C. 1993, c. J-2, s.1, if a suit is instituted for or against Canada which the Insurer would, but for this clause, have the right to pursue or defend on behalf of Canada as an Additional Named Insured under the insurance policy, the Insurer must promptly contact the Attorney General of Canada to agree on the legal strategies by sending a letter, by registered mail or by courier, with an acknowledgement of receipt.

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3. All Risk in Transit Insurance

- 3.1 The Contractor must obtain on the Government's Property, and maintain in force throughout the duration of the Contract, All Risk Property in Transit insurance coverage for all applicable conveyances while under its care, custody or control, in an amount of not less than \$10,000.00 per shipment. Government Property must be insured on "Replacement Cost (new)" basis.

- 3.2 Administration of Claims: The Contractor must notify Canada promptly about any losses or damages to Government Property and monitor, investigate and document losses of or damage to ensure that claims are properly made and paid.
- 3.3 The All Risk Property in Transit insurance must include the following:
- (a) Notice of Cancellation: The Insurer will endeavour to provide the Contracting Authority at least thirty (30) days written notice of any policy cancellation.
 - (b) Loss Payee: Canada as its interest appears or as it may direct.
 - (c) Waiver of Subrogation Rights: Contractor's Insurer to waive all rights of subrogation against Canada as represented by Fisheries and Oceans Canada and Public Works and Government Services Canada for any and all loss of or damage to the property however caused.