

**RETURN BIDS TO:**  
**RETOURNER LES SOUMISSIONS À:**  
**Bid Receiving Public Works and Government  
Services Canada/Réception des soumissions  
Travaux publics et Services gouvernementaux  
Canada**  
910 - 410 22nd Street East  
Saskatoon  
Saskatchewan  
S7K 5T6  
Bid Fax: (306) 975-5397

**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**

THIS DOCUMENTS CONTAINS A SECURITY REQUIREMENT.

<b>Title - Sujet</b> Water and Wastewater Treatment	
<b>Solicitation No. - N° de l'invitation</b> W3537-11E026/A	<b>Date</b> 2013-04-24
<b>Client Reference No. - N° de référence du client</b> W3537-11E026	
<b>GETS Reference No. - N° de référence de SEAG</b> PW-\$STN-190-4612	
<b>File No. - N° de dossier</b> STN-1-34391 (190)	<b>CCC No./N° CCC - FMS No./N° VME</b>
<b>Solicitation Closes - L'invitation prend fin</b> <b>at - à 02:00 PM</b> <b>on - le 2013-05-29</b>	<b>Time Zone</b> <b>Fuseau horaire</b> Central Standard Time CST
<b>F.O.B. - F.A.B.</b> <b>Plant-Usine:</b> <input type="checkbox"/> <b>Destination:</b> <input checked="" type="checkbox"/> <b>Other-Autre:</b> <input type="checkbox"/>	
<b>Address Enquiries to: - Adresser toutes questions à:</b> Mack, Wayne	<b>Buyer Id - Id de l'acheteur</b> cal114
<b>Telephone No. - N° de téléphone</b> (306) 975-4004 ( )	<b>FAX No. - N° de FAX</b> (306) 975-5397
<b>Destination - of Goods, Services, and Construction:</b> <b>Destination - des biens, services et construction:</b> Department of National Defence Ghost River Training Facility 40km northwest of Cochrane, AB	

**Instructions: See Herein**

**Instructions: Voir aux présentes**

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

**Issuing Office - Bureau de distribution**

Public Works and Government Services Canada/Réception  
des soumissions Travaux publics et Services  
gouvernementaux Canada  
#910, 410 - 22nd Street East  
Saskatoon  
Sask.  
S7K 5T6

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

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Solicitation No. - N° de l'invitation

W3537-11E026/A

Amd. No. - N° de la modif.

File No. - N° du dossier

STN-1-34391

Buyer ID - Id de l'acheteur

stn190

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

W3537-11E026

CCC No./N° CCC - FMS No/ N° VME

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**List of Annexes:**

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## **PART 1 - GENERAL INFORMATION**

### **1. Introduction**

The bid solicitation is divided into seven parts plus attachments and annexes, as follows:

- Part 1 General Information: provides a general description of the requirement;
- Part 2 Bidder Instructions: provides the instructions, clauses and conditions applicable to the bid solicitation;
- Part 3 Bid Preparation Instructions: provides bidders with instructions on how to prepare their bid;
- Part 4 Evaluation Procedures and Basis of Selection: indicates how the evaluation will be conducted, the evaluation criteria that must be addressed in the bid, and the basis of selection;
- Part 5 Certifications: includes the certifications to be provided;
- Part 6 Security, Financial and Other Requirements: includes specific requirements that must be addressed by bidders; and
- Part 7 Resulting Contract Clauses: includes the clauses and conditions that will apply to any resulting contract.

The Annexes include the Statement of Work, the Basis of Payment, the Site Drawings the Security Requirements Checklist and any other annexes.

### **2. Summary**

For the supply of all labour, equipment, materials, supervision, expertise and transportation necessary to operate and maintain the water treatment system including the ground water well(s) and the wastewater facilities comprised of a raw wastewater lift station, facultative lagoon, storage lagoon and irrigation system in accordance with the Statement of Work and approvals. The work will be carried out at the Department of National Defence Ghost River Training Facility, located 40 km Northwest of Cochrane, Alberta. Additional services will be required on an "as and when" requested basis.

The period of the contract is from October 1, 2013 to March 31, 2015 inclusive with one (1) one (1) year option period.

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

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

The requirement is limited to Canadian goods and/or services.

### 3. Debriefings

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

## PART 2 - BIDDER INSTRUCTIONS

### 1. Standard Instructions, Clauses and Conditions

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

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

The 2003 (2012-11-19) Standard Instructions - Goods or Services - Competitive Requirements, are incorporated by reference into and form part of the bid solicitation.

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

Delete: sixty (60) days

Insert: one hundred and twenty (120) days

#### 1.1 Manual SACC Clauses

B1000T (2007-11-30) Condition of Material

### 2. Submission of Bids

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

### 3. Enquiries - Bid Solicitation

All enquiries must be submitted in writing to the Contracting Authority no later than ten (10) calendar days before the bid closing date. Enquiries received after that time may not be answered.

Bidders should reference as accurately as possible the numbered item of the bid solicitation to which the enquiry relates. Care should be taken by bidders to explain each question in sufficient detail in order to enable Canada to provide an accurate answer. Technical enquiries that are of a proprietary nature must be clearly marked "proprietary" at each relevant item. Items identified as "proprietary" will be treated as such except where Canada determines that the enquiry is not of a proprietary nature. Canada may edit the questions or may request that the Bidder do so, so that the proprietary nature of the question is eliminated, and the enquiry can be answered with copies to all bidders. Enquiries not submitted in a form that can be distributed to all bidders may not be answered by Canada.

#### 4. Applicable Laws

Any resulting contract must be interpreted and governed, and the relations between the parties determined, by the laws in force in Saskatchewan.

Bidders may, at their discretion, substitute the applicable laws of a Canadian province or territory of their choice without affecting the validity of their bid, by deleting the name of the Canadian province or territory specified and inserting the name of the Canadian province or territory of their choice. If no change is made, it acknowledges that the applicable laws specified are acceptable to the bidders.

#### 5. Improvement of Requirement During Solicitation Period

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

#### 6. Optional Site Visit

It is recommended that the Bidder or a representative of the Bidder visit the work site. Arrangements have been made for a tour of the work site. The site visit will be held on Wednesday, May 15, 2013 at 10:00 am. **Bidders, Technical Authority and Contracting Authority will meet at and depart together from the Tim Hortons located at 12 Westside Drive, Cochrane, Alberta at 9:30 am.** Bidders must communicate with the Contracting Authority no later than 5 day(s) before the scheduled visit to confirm attendance and provide the name(s) of the person(s) who will attend. Bidders who do not confirm attendance and provide the name(s) of the person(s) who will attend as required will not be allowed access to the site. Bidders will be requested to sign an attendance form. Bidders who do not attend or send a representative will not be given an alternative appointment but they will not be precluded from submitting a bid. Any clarifications or changes to the bid solicitation resulting from the site visit will be included as an amendment to the bid solicitation.

### 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 (2 hard copies)

Section II: Financial Bid (1 hard copy)

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.

Canada requests that bidders follow the format instructions described below in the preparation of their bid:

- (a) use 8.5 x 11 inch (216 mm x 279 mm) paper;
- (b) use a numbering system that corresponds to the bid solicitation.

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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) (<http://www.tpsgc-pwgsc.gc.ca/ecologisation-greening/achats-procurement/politique-policy-eng.html>). To assist Canada in reaching its objectives, bidders should:

- 1) use 8.5 x 11 inch (216 mm x 279 mm) paper containing fibre certified as originating from a sustainably-managed forest and containing minimum 30% recycled content; and
- 2) use an environmentally-preferable format including black and white printing instead of colour printing, printing double sided/duplex, using staples or clips instead of cerlox, duotangs or binders.

### **Section I: Technical Bid**

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

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

### **Section II: Financial Bid**

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

- 1.2 **Exchange Rate Fluctuation**

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

### **Section III: Certifications**

Bidders must submit the certifications required under Part 5.

## 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

- a) Provision of the names of at least two (2) personnel proposed to provide services under the Contract and proof that each individual holds a minimum of Level II Water and Wastewater Certification for the Province of Alberta (or equivalent).
- b) Provision of the name of the Project Manager with experience in managing water and wastewater treatment projects with scopes of work similar to those required in the Statement of Work, Annex "A".
- c) Provision of evidence that the Bidder has experience in water and wastewater treatment in Canada.

#### 1.1.2 Point Rated Technical Criteria

<b>Point Rated Technical Criteria</b>			
<b>For the purpose of point rated technical criteria RT1.1, RT2.1, and RT2.2, the experience of the Bidder and its subcontractors will be considered.</b>			
<b>Number</b>	<b>Point Rated Technical Criterion</b>	<b>Bid Preparation Instructions</b>	<b>Weighting</b>
<b>RT1 Level II Operators</b>			
RT1.1 (Number of years experience of Level II Operators proposed to provide services under the Contract.	The Level II Operators (or higher) proposed have experience in work associated with Level II Water and Wastewater Certification. This experience does not need to be with the company bidding.	In order to demonstrate this criterion, the Bidder's technical bid should include, for each individual proposed, the number of years and months (e.g., 1 year, 4 months) experience providing services as a Level II Operator.	The average of the years of experience of all personnel proposed will be evaluated.  1 point for less than one year experience.  2 points for more than one year and less than two years experience.  3 points for more than two years and less than three years experience.

			<p>4 points for more than three years and less than four years experience.</p> <p>5 points for more than four years and less than five years experience.</p> <p>6 points for five or more years of experience.</p>
<b>RT2 Project Manager</b>			
RT2.1 (Experience managing similar projects)	The Project Manager proposed has experience in managing projects of similar scope and size. The projects do not need to be with the company bidding.	In order to demonstrate this criterion, the Bidder's technical bid should outline projects of similar scope and size (project title, project value, dates of project start and completion, description of work required).	3 points for each project of similar scope and size up to a maximum of such acquired experience up to a maximum of 9 points.
RT2.2 (Years of managing water and waste)	The Project Manager has experience in managing water and wastewater treatment projects. The years of experience do not need to be with the company bidding.	In order to demonstrate this criterion, the Bidder's technical bid should include the number of years of experience of the Project Manager in the field of water and wastewater treatment (e.g., 1 year, 4 months).	<p>1 point for less than one year experience.</p> <p>2 points for more than one year and less than two years experience.</p> <p>3 points for more than two years and less than three years experience.</p> <p>4 points for more than three years and less than four years experience.</p> <p>5 points for more than four years and less than five years experience.</p> <p>6 points for five or more years of experience.</p>
<b>RT3 Firm Experience</b>			
RT3.1 (Firm's Experience)	The Bidder's firm's Canadian experience in the field water and wastewater treatment.	In order to demonstrate this criterion, the Bidder's technical bid should include the number of years of Canadian experience in the field of water and wastewater treatment.	<p>2 points for less than two years of experience.</p> <p>4 points for more than two years and less than three years of experience.</p> <p>6 points for more than three years and less than four years of experience.</p>

			<p>8 points for more than four years and less than five years of experience.</p> <p>10 points for more than five years of experience.</p>
RT3.2 (Firm's Experience in provision of services to a municipal, provincial, or federal government)	The Bidder should have experience in delivering services to a municipal, provincial, or federal government.	In order to demonstrate this criterion, the Bidder's technical bid should provide details on a project completed for a municipal, provincial, or federal government.	<p>0 points for no experience.</p> <p>3 points for experience.</p>
RT3.3 (Firm's experience in projects of similar scope and size)	The Firm has experience with water and wastewater treatment projects of similar scope and size.	In order to demonstrate this criterion, the Bidder's technical bid should outline projects of similar scope and size (project title, project value, dates of project start and completion, description of work required).	2 point for each project of similar scope and size up to a maximum of such acquired experience up to a maximum of 10 points.
<b>RT4 Technical Proposal</b>			
RT4.1 (Action plan showing how the services will be performed)	The Bidder has demonstrated how they propose to complete the work required under the Contract.	<p>The Bidder's technical bid should describe the Bidder's approach to the completing the work required in the Statement of Work at Annex "A", describing as a minimum:</p> <p>A) the Bidder's approach to competing the General Work required under Routine Maintenance;</p> <p>B) the Bidder's approach to completing the Water Work required under Routine Maintenance;</p>	<p>Each of A through D will be evaluated individually as follows:</p> <p>0 points - not provided</p> <p>1 point - approach is insufficient to meet the requirements.</p> <p>2 points - approach will meet the minimum requirements required.</p> <p>3 points - approach will exceed the minimum requirements.</p>

		<p>C) the Bidder's approach to completing the Wastewater Work required under Routine Maintenance;</p> <p>D) the Bidder's approach to completing the Extra Work</p> <p>E) the Bidder's approach to responding to emergency call-outs.</p>	Maximum of 15 points will be awarded.
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Point Rated Technical Criteria (RT) and Scores		Number of Points	Weighting Factor	Weighted Points
RT1	Level II Operators	6	1	6
RT2	Project Manager	15	2	30
RT3	Firm Experience	23	3	69
RT4	Technical Proposal	15	2	30
Overall Score		---	---	135

## 1.2 Financial Evaluation

### 1.2.1 Mandatory Financial Criteria

The estimated usages per year listed herein are for evaluation purposes only and will not form part of any resulting Contract. Actual usage may vary from the amounts shown.

The pricing for the Contract Year One, Contract Year Two, and Option Year One will be evaluated as indicated below. The sum of the Contract Year One Total, Contract Year Two Total, and Option Year One Total will equal the Total Evaluated Price.

**For Contract Year One:** From October 1, 2013 to March 31, 2014.

Item A(ii) x 6 months	+	\$ _____
Item A(iv) x 20 days	+	\$ _____
Item B.1(i) for Level II Operators x 5 calls	+	\$ _____
Item B.1(i) for Helper x 5 calls	+	\$ _____
Item B.1(ii) for Level II Operators x 2 calls	+	\$ _____
Item B.1(ii) for Helper x 2 calls	+	\$ _____
Item B.1(iii) for Level II Operators x 1 call	+	\$ _____
Item B.1(iii) for Helper x 1 call	+	\$ _____
Item B.2(i) for Level II Operators x 5 calls	+	\$ _____
Item B.2(i) for Helper x 5 calls	+	\$ _____
Item B.2(ii) for Level II Operators x 2 calls	+	\$ _____
Item B.2(ii) for Helper x 2 calls	+	\$ _____
Item B.2(iii) for Level II Operators x 1 call	+	\$ _____
Item B.2(iii) for Helper x 1 call	+	\$ _____
Percentage mark-up in Item C x \$5000	+	\$ _____
<b>Contract Year One Total</b>	<b>=</b>	<b>\$ _____</b>

**For Contract Year Two:** April 1, 2014 to March 31, 2015.

Item A(i) x 4 months		\$ _____
Item A(ii) x 8 months	+	\$ _____
Item A(iv) x 20 days	+	\$ _____
Item B.1(i) for Level II Operators x 5 calls	+	\$ _____
Item B.1(i) for Helper x 5 calls	+	\$ _____
Item B.1(ii) for Level II Operators x 2 calls	+	\$ _____
Item B.1(ii) for Helper x 2 calls	+	\$ _____
Item B.1(iii) for Level II Operators x 1 call	+	\$ _____
Item B.1(iii) for Helper x 1 call	+	\$ _____
Item B.2(i) for Level II Operators x 5 calls	+	\$ _____
Item B.2(i) for Helper x 5 calls	+	\$ _____
Item B.2(ii) for Level II Operators x 2 calls	+	\$ _____
Item B.2(ii) for Helper x 2 calls	+	\$ _____
Item B.2(iii) for Level II Operators x 1 call	+	\$ _____
Item B.2(iii) for Helper x 1 call	+	\$ _____
Percentage mark-up in Item C x \$5000	+	\$ _____
<b>Contract Year Two Total</b>	<b>=</b>	<b>\$ _____</b>

**For Option Year One:** April 1, 2015 to March 31, 2016.

Item A(i) x 4 months		\$ _____
Item A(ii) x 8 months	+	\$ _____
Item A(iv) x 20 days	+	\$ _____
Item B.1(i) for Level II Operators x 5 calls	+	\$ _____
Item B.1(i) for Helper x 5 calls	+	\$ _____
Item B.1(ii) for Level II Operators x 2 calls	+	\$ _____
Item B.1(ii) for Helper x 2 calls	+	\$ _____
Item B.1(iii) for Level II Operators x 1 call	+	\$ _____
Item B.1(iii) for Helper x 1 call	+	\$ _____
Item B.2(i) for Level II Operators x 5 calls	+	\$ _____
Item B.2(i) for Helper x 5 calls	+	\$ _____
Item B.2(ii) for Level II Operators x 2 calls	+	\$ _____
Item B.2(ii) for Helper x 2 calls	+	\$ _____
Item B.2(iii) for Level II Operators x 1 call	+	\$ _____
Item B.2(iii) for Helper x 1 call	+	\$ _____
Percentage mark-up in Item C x \$5000	+	\$ _____
<b>Option Year One Total</b>	<b>=</b>	<b>\$ _____</b>

SACC Manual Clause A0220T (2007-05-25), Evaluation of Price

## **2. Basis of Selection**

### **2.1 Basis of Selection - Minimum Point Rating**

2.1.1 To be declared responsive, a bid must:

- a) comply with all the requirements of the bid solicitation; and
- b) meet all mandatory technical evaluation criteria; and
- c) obtain the required minimum of 94 points overall for the technical evaluation criteria which are subject to point rating. The rating is performed on a scale of 135 points.

2.1.2 Bids not meeting (a) or (b) or (c) will be declared non-responsive. The responsive bid with the lowest evaluated price will be recommended for award of a contract.

## **PART 5 - CERTIFICATIONS**

Bidders must provide the required certifications and related documentation to be awarded a contract. Canada will declare a bid non-responsive if the required certifications and related documentation are not completed and submitted as requested.

Compliance with the certifications bidders provide to Canada is subject to verification by Canada during the bid evaluation period (before award of a contract) and after award of a contract. The Contracting Authority will have the right to ask for additional information to verify bidders' compliance with the certifications before award of a contract. The bid will be declared non-responsive if any certification made by the Bidder is untrue, whether made knowingly or unknowingly. Failure to comply with the certifications, to provide the related documentation or to comply with the request of the Contracting Authority for additional information will also render the bid non-responsive.

### **1. Mandatory Certifications Required Precedent to Contract Award**

#### **1.1 Code of Conduct and Certifications - Related documentation**

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

### **2. Additional Certifications Precedent to Contract Award**

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

## 2.1 Federal Contractors Program - Certification

### Federal Contractors Program - \$200,000 or more

**2.1.1** The Federal Contractors Program (FCP) requires that some suppliers, including a supplier who is a member of a joint venture, bidding for federal government contracts, valued at \$200,000 or more (including all applicable taxes), make a formal commitment to implement employment equity. This is a condition precedent to contract award. If the Bidder, or, if the Bidder is a joint venture and if any member of the joint venture, is subject to the FCP, evidence of its commitment must be provided before the award of the Contract.

Suppliers who have been declared ineligible contractors by Human Resources and Skills Development Canada (HRSDC) are no longer eligible to receive government contracts over the threshold for solicitation of bids as set out in the Government Contracts Regulations. Suppliers may be declared ineligible contractors either as a result of a finding of non-compliance by HRSDC, or following their voluntary withdrawal from the FCP for a reason other than the reduction of their workforce to less than 100 employees. Any bids from ineligible contractors, including a bid from a joint venture that has a member who is an ineligible contractor, will be declared non-responsive.

**2.1.2** If the Bidder does not fall within the exceptions enumerated in 3.(a) or (b) below, or does not have a valid certificate number confirming its adherence to the FCP, the Bidder must fax (819-953-8768) a copy of the signed form LAB 1168, Certificate of Commitment to Implement Employment Equity, to the Labour Branch of HRSDC.

**2.1.3** The Bidder, or, if the Bidder is a joint venture the member of the joint venture, certifies its status with the FCP, as follows:

The Bidder or the member of the joint venture

- a) ( ) is not subject to the FCP, having a workforce of less than 100 full-time or part-time permanent employees, and/or temporary employees having worked 12 weeks or more in Canada;
- b) ( ) is not subject to the FCP, being a regulated employer under the Employment Equity Act, S.C. 1995, c. 44;
- c) ( ) is subject to the requirements of the FCP, having a workforce of 100 or more full-time or part-time permanent employees, and/or temporary employees having worked 12 weeks or more in Canada, but has not previously obtained a certificate number from HRSDC (having not bid on requirements of \$200,000 or more), in which case a duly signed certificate of commitment is attached;
- d) ( ) is subject to the FCP, and has a valid certificate number as follows: \_\_\_\_\_ (e.g. has not been declared an ineligible contractor by HRSDC).

Further information on the FCP is available on the HRSDC Web site.

## 2.2 Canadian Content Certification

This procurement is limited to Canadian goods and Canadian services.

The Bidder certifies that:

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

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

Bidders should submit this certification completed with their bid. If the certification is not completed and submitted with the bid, the Contracting Authority will so inform the Bidder and provide the Bidder with a time frame within which to submit this completed certification. Failure to comply with the request of the Contracting Authority and submit the completed certification will render the bid non-responsive.

**2.2.1.** SACC Manual clause A3050T(2010-01-11) Canadian Content Definition.

## 2.3 Former Public Servant Certification

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

### 2.3.1 Definitions

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

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

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

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

### 2.3.2 Former Public Servant in Receipt of a Pension

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

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

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

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

### 2.3.3 Work Force Reduction Program

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

If so, the Bidder must provide the following information:

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

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

### 2.4 Status and Availability of Resources

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

beyond the control of the Bidder: death, sickness, maternity and parental leave, retirement, resignation, dismissal for cause or termination of an agreement for default.

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

## 2.5 Education and Experience

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

## PART 6 - SECURITY, FINANCIAL AND OTHER REQUIREMENTS

### 1. Security Requirement

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

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## 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 at Annex "A".

#### 1.1 Task Authorization

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

##### 1.2.1 Task Authorization Process

###### Task Authorization:

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

###### Task Authorization Process:

- 1) The Project Authority will provide the Contractor with a description of the task using the "DND 626, Task Authorization Form".
- 2) The Task Authorization (TA) will contain the details of the activities to be performed, a description of the deliverables, and a schedule indicating completion dates for the major activities or submission dates for the deliverables. The TA will also include the applicable basis(bases) and methods of payment as specified in the Contract.
- 3) The Contractor must provide the Project Authority, within 10 calendar days of its receipt, the proposed total estimated cost for performing the task and a breakdown of that cost, established in accordance with the Basis of Payment specified in the Contract.
- 4) The Contractor must not commence work until a TA authorized by the Project Authority has been received by the Contractor. The Contractor acknowledges that any work performed before a TA has been received will be done at the Contractor's own risk.

##### 1.2.2 Canada's Obligation - Portion of the Work - Task Authorizations

Canada's obligation with respect to the portion of the Work under the Contract that is performed through task authorizations is limited to the total amount of the actual tasks performed by the Contractor.

##### 1.2.3 Task Authorization - Department of National Defence

The administration of the Task Authorization process will be carried out by the Project Authority. This process includes monitoring, controlling and reporting on expenditures of the contract with task authorizations to the Contracting Authority

## 2. Standard Clauses and Conditions

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

### 2.1 General Conditions

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

## 3. Security Requirement

1. The Contractor/Offeror must, at all times during the performance of the Contract/Standing Offer, hold a valid Designated Organization Screening (DOS), issued by the Canadian Industrial Security Directorate (CISD), Public Works and Government Services Canada (PWGSC).

2. The Contractor/Offeror personnel requiring access to sensitive work site(s) must EACH hold a valid RELIABILITY STATUS, granted or approved by CISD/PWGSC. Until the security screening of the Contractor personnel required by this Contract has been completed satisfactorily by the CISD, PWGSC, the Contractor personnel **MAY NOT ENTER** sites without an escort

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

4. The Contractor/Offeror must comply with the provisions of the:

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

## 4. Term of Contract

### 4.1 Period of the Contract

The period of the Contract is from October 1, 2013 to March 31, 2015 inclusive

### 4.2 Option to Extend the Contract

The Contractor grants to Canada the irrevocable option to extend the term of the Contract by up to one (1) additional one (1) year period 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 fifteen (15) 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.

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## 5. Authorities

### 5.1 Contracting Authority

The Contracting Authority for the Contract is:

Wayne Mack  
Public Works and Government Services Canada  
Acquisitions Branch  
910 - 410, 22nd Street East  
Saskatoon, SK  
S7K 5T6  
Telephone: 306-975-4004  
Facsimile: 306-975-5397  
E-mail address: wayne.mack@pwgsc.gc.ca

The Contracting Authority is responsible for the management of the Contract and any changes to the Contract must be authorized in writing by the Contracting Authority. The Contractor must not perform work in excess of or outside the scope of the Contract based on verbal or written requests or instructions from anybody other than the Contracting Authority.

### 5.2 Project Authority

The Project Authority for the Contract is: To be determined

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

### 5.3 Contractor's Representative

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

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

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

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

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

E-mail address: \_\_\_\_\_

## 6. Payment

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

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

No increase in the liability of Canada or in the price of the Work specified in the authorized TA resulting from any design changes, modifications or interpretations of the Work will be authorized or paid to the Contractor unless these design changes, modifications or interpretations have been authorized, in writing, by the Contracting Authority before their incorporation into the Work.

### 6.1 Limitation of Expenditure

#### Limitation of Expenditure - Cumulative Total of all Task Authorizations

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

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

a) when it is 75 percent committed, or

b) four (4) months before the contract expiry date, or

c) as soon as the Contractor considers that the contract funds provided are inadequate for the completion of the Work,

whichever comes first.

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

#### Canada's Obligation - Portion of the Work - Task Authorizations

Canada's obligation with respect to the portion of the Work under the Contract that is performed through task authorizations is limited to the total amount of the actual tasks performed by the Contractor.

## 6.2 Terms of Payment

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

## 6.3 SACC Manual Clauses

A9117C (2007-11-30), T1204 - Direct Request by Customer Department  
C0710C (2007-11-30), Time and Contract Price Verification

## 7. Invoicing Instructions

1. The Contractor must submit invoices in accordance with the section entitled "Invoice Submission" of the general conditions. Invoices cannot be submitted until all work identified in the invoice is completed.

Each invoice must be supported by:

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

2. Invoices must be distributed as follows:

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

## 8. Certifications

### 8.1 Compliance

Compliance with the certifications and related documentation provided by the Contractor in its bid is a condition of the Contract and subject to verification by Canada during the term of the Contract. If the Contractor does not comply with any certification, provide the related documentation or if it is determined that any certification made by the Contractor in its bid is untrue, whether made knowingly or unknowingly, Canada has the right, pursuant to the default provision of the Contract, to terminate the Contract for default.

### 8.2 SACC Manual Clauses

SACC Manual clause A3060C (2008-05-12) Canadian Content Certification

## 9. Applicable Laws

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

## 10. Priority of Documents

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

- (a) the Articles of Agreement;
- (b) the general conditions 2035 (2013-03-21), Higher Complexity - Services;
- (c) Annex A, Statement of Work;
- (d) Annex B, Basis of Payment;
- (e) Annex C, Site Drawings
- (f) Annex D, Security Requirements Check List;
- (g) the signed Task Authorizations (including all of its annexes, if any)
- (h) the Contractor's bid dated \_\_\_\_\_,

## 11. Insurance

The Contractor must comply with the insurance requirements specified in Section 12 . 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.

## 12. Commercial General Liability Insurance

1. The Contractor must obtain Commercial General Liability Insurance, and maintain it in force throughout the duration of the Contract, in an amount usual for a contract of this nature, but for not less than \$2,000,000 per accident or occurrence and in the annual aggregate.

2. The Commercial General Liability policy must include the following:

- a) Additional Insured: Canada is added as an additional insured, but only with respect to liability arising out of the Contractor's performance of the Contract. The interest of Canada should read as follows: Canada, as represented by Public Works and Government Services Canada.
- b) Bodily Injury and Property Damage to third parties arising out of the operations of the Contractor.
- c) Products and Completed Operations: Coverage for bodily injury or property damage arising out of goods or products manufactured, sold, handled, or distributed by the Contractor and/or arising out of operations that have been completed by the Contractor.
- d) Personal Injury: While not limited to, the coverage must include Violation of Privacy, Libel and Slander, False Arrest, Detention or Imprisonment and Defamation of Character.

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- e) Cross Liability/Separation of Insureds: Without increasing the limit of liability, the policy must protect all insured parties to the full extent of coverage provided. Further, the policy must apply to each Insured in the same manner and to the same extent as if a separate policy had been issued to each.
- f) Blanket Contractual Liability: The policy must, on a blanket basis or by specific reference to the Contract, extend to assumed liabilities with respect to contractual provisions.
- g) Employees and, if applicable, Volunteers must be included as Additional Insured.
- h) Employers' Liability (or confirmation that all employees are covered by Worker's compensation (WSIB) or similar program)
- i) Broad Form Property Damage including Completed Operations: Expands the Property Damage coverage to include certain losses that would otherwise be excluded by the standard care, custody or control exclusion found in a standard policy.
- j) Notice of Cancellation: The Insurer will endeavour to provide the Contracting Authority thirty (30) days written notice of policy cancellation.
- k) If the policy is written on a claims-made basis, coverage must be in place for a period of at least 12 months after the completion or termination of the Contract.
- l) Owners' or Contractors' Protective Liability: Covers the damages that the Contractor becomes legally obligated to pay arising out of the operations of a subcontractor.
- m) Non-Owned Automobile Liability - Coverage for suits against the Contractor resulting from the use of hired or non-owned vehicles.
- n) Sudden and Accidental Pollution Liability (minimum 120 hours): To protect the Contractor for liabilities arising from damages caused by accidental pollution incidents.
- o) 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

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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.

**ANNEX "A" - STATEMENT OF WORK**

**Department of National Defence  
ASU Calgary  
Engineering Services**



**GHOST RIVER TRAINING FACILITY**

**WATER**

**AND**

**WASTEWATER TREATMENT**

**2013**

## 1 General

- .1 The work is to be carried out at the Ghost River Training Facility, located 40 km Northwest of Cochrane, Alberta. Work under this contract includes the supply of all labour, equipment, tools, materials and transportation necessary to operate and maintain the water treatment system including the ground water well(s) and the wastewater facilities comprised of a raw wastewater lift station, facultative lagoon, storage lagoon and Irrigation System.
- .2 Systems are designed for a population of 385 persons.
- .3 Work shall include one additional testing at start up for Guardia/crypto.

Water – Effective 01 May 201X

- The water treatment plant is designed for a population of 385 persons. System capacity average demand is 105 cubic metres per day.
- Production and treatment of water is as follows: 01 May to 01 Sept - required on a daily basis. 01 Sept to 30 Apr - required on a weekly basis.

Wastewater – Effective 01 June 201X

- Raw wastewater is collected from the facility via gravity sewers and is conveyed to the wastewater lift station. Wastewater is pumped from the lift station to the facultative lagoon using submersible grinder sewage pumps.
- The level of water in the facultative lagoon is controlled by the level control manhole located between the facultative and storage lagoons.
- Existing capacity of the primary facultative lagoon is 6700 m<sup>3</sup>. The lowest operation level of this lagoon is 1.25 m (lowest discharge valve).
- Existing capacity of the secondary effluent storage lagoon is 6540 m<sup>3</sup>.
- Irrigation pumping system is 818 m<sup>3</sup> per day.
- Ground water observation wells, soils and vegetation monitoring.

Backup Fire Pump Inspection and Testing

- Annual inspection diesel engine and all of its components including pump.
- Conduct Backup Fire Pump Test/Run-up as per below:
  - Weekly from 01 June to 31 Aug.
  - Monthly for 01 Sept to 31 May.

2	Reference Standards	<p>.1 DND Policy Documents</p> <p>.1 DAOD 4003-0, Environmental Protection and Stewardship.</p> <p>.2 DAOD 4003-, Hazardous Materials Management.</p> <p>.3 A-LM-187-004/JS-001, Hazardous Material Manual.</p> <p>.4 Sustainable Development Strategy 2003.</p> <p>.5 DND Contaminated Sites Remediation Framework V2 1996.</p> <p>.6 ED4003-07 Management and Monitoring of Liquid Effluents.</p> <p>.2 Base-Level Documents</p> <p>.1 Occupant's Manual: Rocky Mountain National Army Cadet Summer Training Centre (RMNACSTC) Water Treatment Plant and Wastewater Treatment Operating Manual (Reid Crowther &amp; Partners Ltd., 1999).</p> <p>.2 Sewage Lagoon Maintenance Project pursuant to EPEA Approval 71275-01-00,</p> <p>.3 Area Support Unit Calgary, Contractor Safety Policy.</p> <p>.3 Federal and Provincial Documents</p> <p>.1 Standards and Guidelines for Municipal Waterworks, Wastewater and Storm Drainage Systems (AENV 1997).</p> <p>.2 Canadian Environmental Assessment Act.</p> <p>.3 Guide to requirements for Wastewater Systems consisting solely of a waste water collection system (AB ENV 2004).</p> <p>.4 Guidelines for Effluent &amp; Wastewater Treatment at Federal Establishments</p> <p>.5 Water &amp; Wastewater Operators Certification Guidelines (Alberta).</p> <p>.6 Canada Labour Code</p> <p>.7 Alberta Environmental Protection Approval 71275-00-00 and all amending approvals.</p> <p>.8 Alberta Environmental Protection Approval 71418-00-00 and all amending approvals.</p>
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The Contractor must act as the Alberta Environment Approval Holder under the above noted Approvals.

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- 3      Routine Maintenance      .1      The Contractor shall undertake all routine work to operate and maintain water and wastewater treatment under the terms and conditions of documents referenced in item 2. The work shall also include but not be limited to the following:
- .1      General
- Regular site attendance to provide sampling, data collection, maintenance of operating records to ensure compliance with Approvals.
  - Preparation and maintenance of an operations database.
  - Liaison with Alberta Environmental Protection, Provincial Health Services, Project Manager and designated site personnel on operational matters.
  - Preparation and submission of operating Summaries, Annual operating Reports and Annual Diversion reports to the Project Manager and Alberta Environment and Water Resources.
  - Review MSDS sheets to determine suitability of products (i.e. cleaning products) in use at the facility, which may or may not be suitable for use with a biological wastewater treatment system and recommending suitable alternative where appropriate.
  - Maintenance onsite records as per Approvals.
- .2      Water
- Weekly inspection or more frequently as required by code or on-site conditions, of the raw water surface supply system and the ground water wells.
  - Regular and ongoing maintenance of all water treatment operations equipment as detailed in the maintenance manuals for the specific equipment.
  - Ordering and delivery of chemicals, reagents and supplies as required.
  - Water samples submitted to Laboratory for chemical Analysis, submit results to Alberta Environmental Protection.
  - Operation and maintenance of the UV Treatment System.
  - Drain and blow out the raw water supply system as required to prevent freezing and damage to the system at end of season (generally first week of September).
- .3      Wastewater
- Analysis of the wastewater as per the Alberta Environment parameters attached hereto, as deemed essential to interpreting proper lagoon function.
  - Testing of all pumps, motors and associated equipment on a monthly basis, and maintenance of equipment records.

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			<ul style="list-style-type: none"> <li>• Weekly, or more frequently as required, bacteriological samples to Provincial Health Services.</li> <li>• Annual maintenance of three Sewage Lift Station Pumps.</li> <li>• Annual clean out of irrigation pump manhole, prior to start-up for the season (weather dependant, generally end of May or first week of June).</li> <li>• Monitoring of ground water levels in observation wells as per Alberta Environmental Approval.</li> <li>• Seasonal startup (end May, early June) and shutdown of irrigation system and protection of equipment for winter (first week of September).</li> <li>• Seasonal installation and removal of aerators in lagoons.</li> <li>• Operation of irrigation system.</li> </ul>
4	Maintenance Definitions	.1	Preventative Maintenance: Inspecting testing and reconditioning a system at regular intervals according to Manufacturers specific instructions, intended to prevent failures.
		.2	Breakdown Maintenance Repairs to damaged equipment due to failures.
		.3	Predictive Maintenance Declared in advance, on the basis of observation, experience or scientific reasons
		.4	Development Maintenance The act of developing new maintenance methods and procedures.
5	Extra Work	.1	Defined as work outside of routine duties. It will include the following but is not limited to: <ul style="list-style-type: none"> <li>• Equipment repair and/or replacement</li> <li>• Response to a call out or emergency</li> <li>• Cleaning of the raw water surface supply inlet as required to prevent contamination or plugging.</li> <li>• Cleaning of the residuals handling surge tank and associated piping as required.</li> <li>• Cleaning of the clearwell as required.</li> <li>• Inspect mechanical seals in motors and pump system on an annual basis.</li> <li>• Inspect O-rings in motors and pump system on an annual basis.</li> </ul>

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6	Analysis and Interpretation	.1	All samples will be sent for analysis to a third party, accredited laboratory. All samples will be evaluated against the Alberta Government Approvals and generally accepted maintenance practices.
7	Access	.1	The contractor shall provide and maintain site access as directed by National Defence.
8	Disposal	.1	Dispose all excess trade waste and other waste material, generated by the Contractor, off site.
9	Site Regulations	.1	The Contractor must comply with all standing orders or other regulations in force on the site where the work is to be performed relating to the safety of persons on site or the protection of property against loss or damage.
		.2	The Contractor agrees there will be no heavy metals such as copper sulphate, or sterilants such as bleach, used in the maintenance of the lagoons.
10	Weather	.1	The Contractor will not be paid extra compensation due to inclement weather conditions.
11	Fire Safety	.1	Report immediately all fire incidents to National Defence on-site personnel.
12	Smoking	.1	Smoking is not permitted in Government of Canada buildings.
13	Confined Spaces	.1	All work in confined spaces will be carried out in compliance with the Canada Labour Code, Part II, Section 11.
		.2	Contractor will provide and maintain training for their employees, as required by Canada Labour Code, Part II, Section 11. Contractor and/or his employees shall provide proof of training and qualifications when requested by the Departmental Representative
		.3	To enter confined space, the Contractor must acknowledge that he/she is responsible for the safety and efficiency of the equipment. Contractor must provide and maintain all equipment as required by any person to enter and/or perform work in safe manner, in compliance with the Canada Occupational, Safety and Health Regulations, Part X1.
		.4	Contractor to have a hazardous assessment of the confined space performed and upon request, provide the Departmental Representative with a copy of the hazardous assessment.

- 14      Certification      .1      Upon award and prior to commencement of the work the contractor must certify they are in possession of the following four items and upon request provide National Defence, Engineering Services with copies:
- .1      employee Level 1, Water & Wastewater Certification.
  - .2      employee WHMIS training.
  - .3      WCB coverage for himself, his employees, and subcontractors.
  - .4      list of hazardous materials being brought on-site as well as their MSDS sheet.

**ANNEX "B"**  
**BASIS OF PAYMENT**

The Bidder must complete this Basis of Payment and include it in its financial bid.

The firm, all inclusive rates specified below, when quoted by the Bidder, include any of the following expenses that may need to be incurred to satisfy the terms of any Contract that may result from its bid:

a) any travel expenses for travel between the Contractor's place of business and Ghost River Training Facility;

b) any costs for labour, materials, equipment (not otherwise provided by the Department of National Defence), tools, and supervision.

GST is to be excluded from the prices herein. GST, if applicable, is to be shown as a separate line item.

**FOR CONTRACT YEAR ONE:** From October 1, 2013 to March 31, 2014.

**A. ROUTINE WORK (as defined in the Statement of Work at Annex "A")**

(i) All inclusive lump sum of \$\_\_\_\_\_/month for the provision of daily routine services. Routine services must be provided by a certified Level II Operator.

(ii) All inclusive lump sum of \$\_\_\_\_\_/month for the provision of weekly routine services. Routine services must be provided by a certified Level II Operator.

(iii) Laboratories testing of samples will be reimbursed to the Contractor at actual cost including any applicable discounts (including shipping charges to the laboratory).

(iv) All inclusive lump sum of \$\_\_\_\_\_/day for the provision of irrigation services.

**B. EMERGENCY SERVICES OR EXTRA WORK OR BOTH (as defined in the Statement of Work at Annex "A")**

1. Services call to include equipment, personnel, driving time to and from job site, mileage, meals and first hour of productive labour:

	<b>Level II Operator</b>	<b>Helper</b>
(i) during regular working hours	\$/_____/call	\$/_____/call
(ii) outside regular working hours (Monday through Friday)	\$/_____/call	\$/_____/call
(iii) outside regular working hours (weekends and statutory holidays)	\$/_____/call	\$/_____/call

## 2. Additional labour, direct or productive, used exclusively in work:

		<b>Level II Operator</b>	<b>Helper</b>
(i)	during regular working hours	\$/_____/hour	\$/_____/hour
(ii)	outside regular working hours (Monday through Friday)	\$/_____/hour	\$/_____/hour
(iii)	outside regular working hours (weekends and statutory holidays)	\$/_____/hour	\$/_____/hour

3. Estimates: where a cost estimate has been submitted and accepted by the Project Authority, fully completed work or services will be provided or performed at a cost no greater than 110% of such estimate.

**C. Materials and replacement parts (except free issue) at laid down cost (which includes invoice cost, transportation costs, exchange, customs and brokerage charges) plus a mark-up of \_\_\_\_% excluding sales tax.**

**FOR CONTRACT YEAR TWO:** April 1, 2014 to March 31, 2015.

**A. ROUTINE WORK (as defined in the Statement of Work at Annex "A")**

- (i) All inclusive lump sum of \$\_\_\_\_\_/ month for the provision of daily routine services. Routine services must be provided by a certified Level II Operator.
- (ii) All inclusive lump sum of \$\_\_\_\_\_/ month for the provision of weekly routine services. Routine services must be provided by a certified Level II Operator.
- (iii) Laboratories testing of samples will be reimbursed to the Contractor at actual cost including any applicable discounts (including shipping charges to the laboratory).
- (iv) All inclusive lump sum of \$\_\_\_\_\_/ day for the provision of irrigation services.

**B. EMERGENCY SERVICES OR EXTRA WORK OR BOTH (as defined in the Statement of Work at Annex "A")**

1. Services call to include equipment, personnel, driving time to and from job site, mileage, meals and first hour of productive labour:

	<b>Level II Operator</b>	<b>Helper</b>
(i) during regular working hours	\$/_____/call	\$/_____/call
(ii) outside regular working hours (Monday through Friday)	\$/_____/call	\$/_____/call
(iii) outside regular working hours (weekends and statutory holidays)	\$/_____/call	\$/_____/call

2. Additional labour, direct or productive, used exclusively in work:

	<b>Level II Operator</b>	<b>Helper</b>
(i) during regular working hours	\$/_____/hour	\$/_____/hour
(ii) outside regular working hours (Monday through Friday)	\$/_____/hour	\$/_____/hour
(iii) outside regular working hours (weekends and statutory holidays)	\$/_____/hour	\$/_____/hour

3. Estimates: where a cost estimate has been submitted and accepted by the Project Authority, fully completed work or services will be provided or performed at a cost no greater than 110% of such estimate.

**C. Materials and replacement parts (except free issue) at laid down cost (which includes invoice cost, transportation costs, exchange, customs and brokerage charges) plus a mark-up of \_\_\_\_\_% excluding sales tax.**

**FOR OPTION YEAR ONE:** April 1, 2015 to March 31, 2016.

**A. ROUTINE WORK (as defined in the Statement of Work at Annex "A")**

- (i) All inclusive lump sum of \$\_\_\_\_\_/ month for the provision of daily routine services. Routine services must be provided by a certified Level II Operator.
- (ii) All inclusive lump sum of \$\_\_\_\_\_/ month for the provision of weekly routine services. Routine services must be provided by a certified Level II Operator.
- (iii) Laboratories testing of samples will be reimbursed to the Contractor at actual cost including any applicable discounts (including shipping charges to the laboratory).
- (iv) All inclusive lump sum of \$\_\_\_\_\_/ day for the provision of irrigation services.

**B. EMERGENCY SERVICES OR EXTRA WORK OR BOTH (as defined in the Statement of Work at Annex "A")**

1. Services call to include equipment, personnel, driving time to and from job site, mileage, meals and first hour of productive labour:

	<b>Level II Operator</b>	<b>Helper</b>
(i) during regular working hours	\$/_____/call	\$/_____/call
(ii) outside regular working hours (Monday through Friday)	\$/_____/call	\$/_____/call
(iii) outside regular working hours (weekends and statutory holidays)	\$/_____/call	\$/_____/call

2. Additional labour, direct or productive, used exclusively in work:

	<b>Level II Operator</b>	<b>Helper</b>
(i) during regular working hours	\$/_____/hour	\$/_____/hour
(ii) outside regular working hours (Monday through Friday)	\$/_____/hour	\$/_____/hour
(iii) outside regular working hours (weekends and statutory holidays)	\$/_____/hour	\$/_____/hour

3. Estimates: where a cost estimate has been submitted and accepted by the Project Authority, fully completed work or services will be provided or performed at a cost no greater than 110% of such estimate.

**C. Materials and replacement parts (except free issue) at laid down cost (which includes invoice cost, transportation costs, exchange, customs and brokerage charges) plus a mark-up of \_\_\_\_% excluding sales tax.**

Solicitation No. - N° de l'invitation

W3537-11E026/A

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

W3537-11E026

Amd. No. - N° de la modif.

File No. - N° du dossier

STN-1-34391

Buyer ID - Id de l'acheteur

stn190

CCC No./N° CCC - FMS No/ N° VME

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**ANNEX "C"**

**SITE DRAWINGS**

See drawings attached hereto.

Solicitation No. - N° de l'invitation

W3537-11E026/A

Amd. No. - N° de la modif.

File No. - N° du dossier

STN-1-34391

Buyer ID - Id de l'acheteur

stn190

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

W3537-11E026

CCC No./N° CCC - FMS No/ N° VME

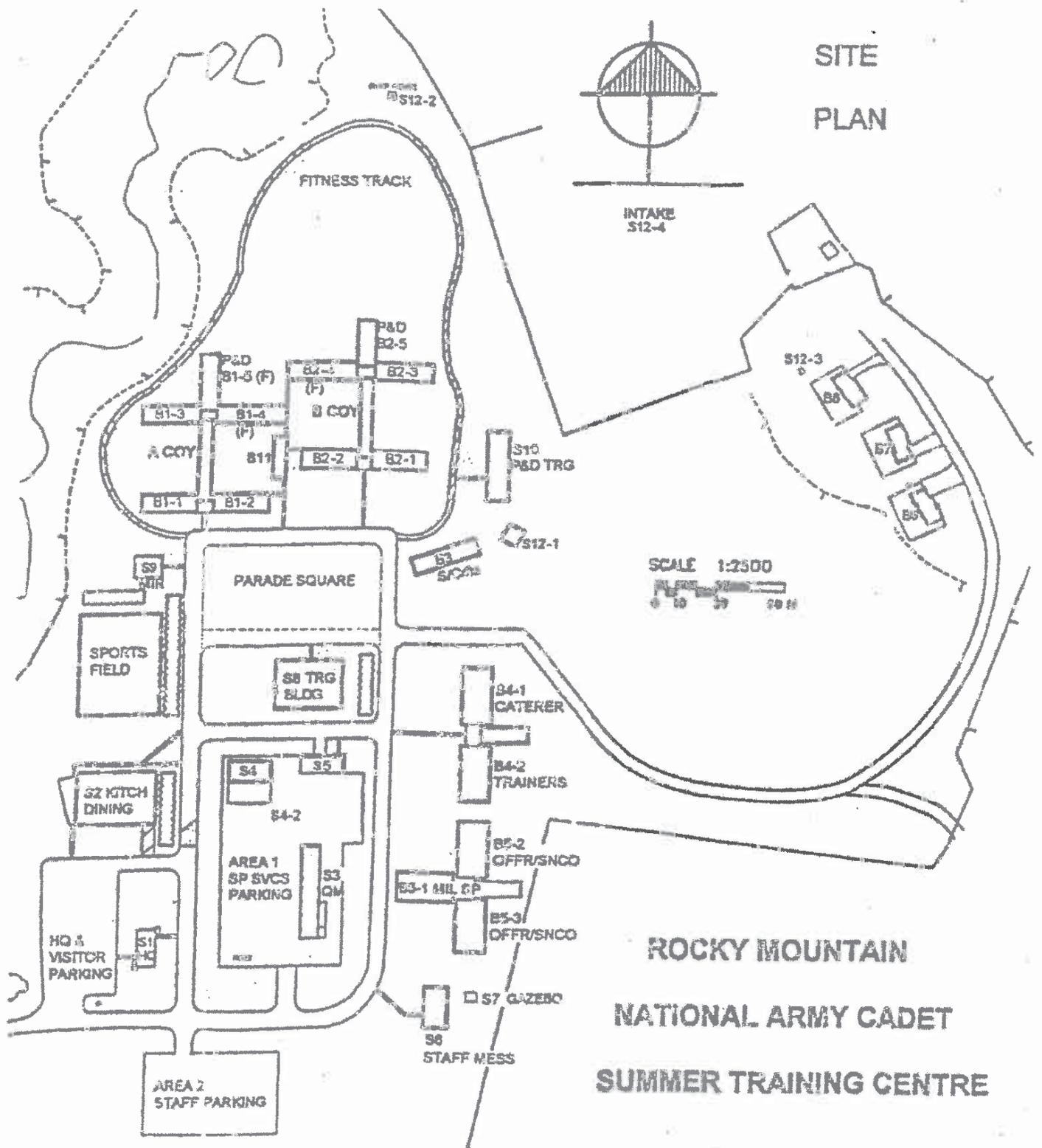
**ANNEX "D"**

**SECURITY REQUIREMENTS CHECK LIST**

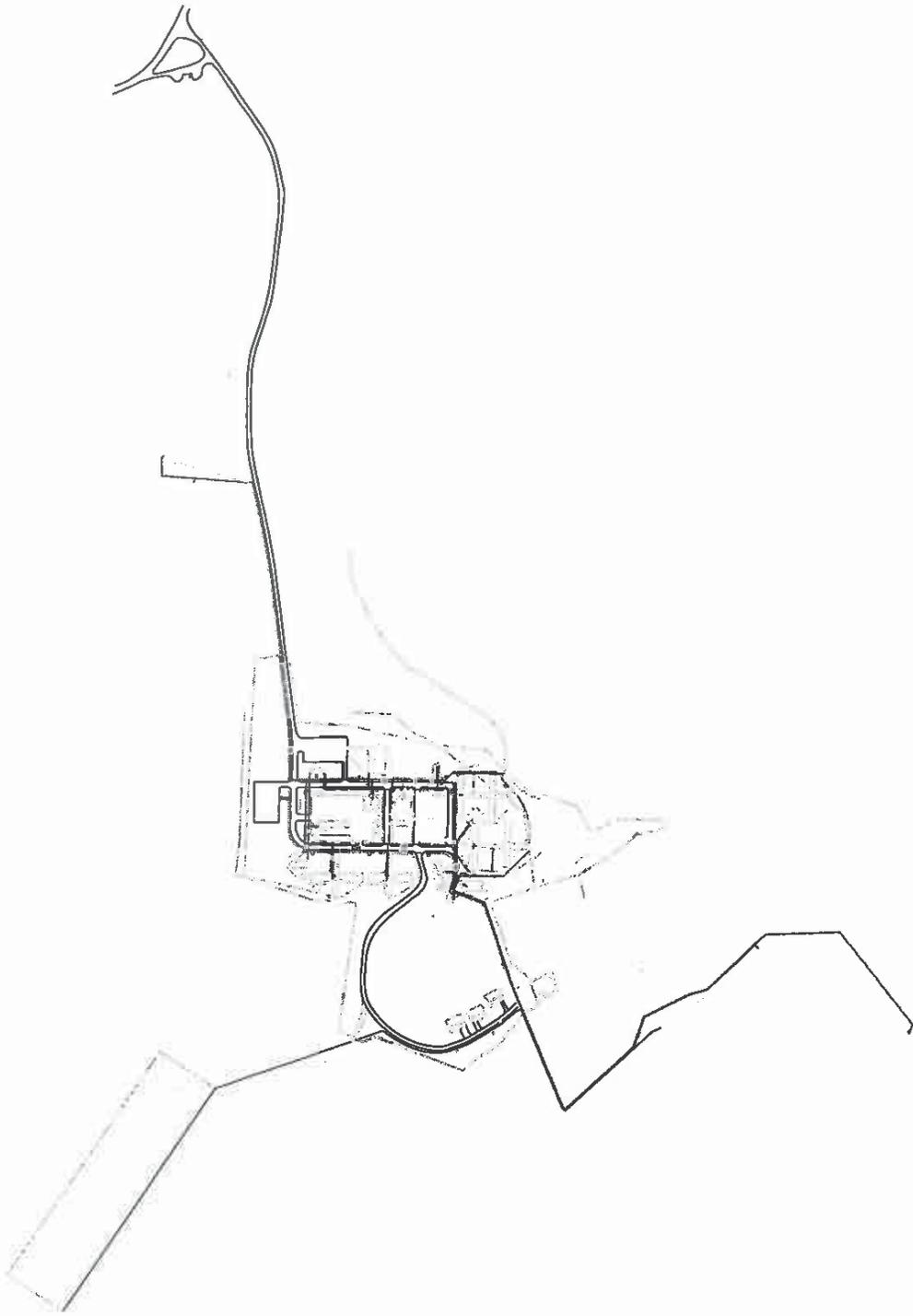
Attached hereto as Security Requirements Check List.

Annex "C" - Site Drawings

SITE  
PLAN



ROCKY MOUNTAIN  
NATIONAL ARMY CADET  
SUMMER TRAINING CENTRE



Annex "D"

Security Requirements Checklist



Government of Canada / Gouvernement du Canada

Contract Number / Numéro du contrat W3537-11E026
Security Classification / Classification de sécurité

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

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



Contract Number / Numéro du contrat W3537-11E026
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**PART A - CONTENU (PARTIE A - COISE)**

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

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

**PART B - PERSONNEL (SUPPLIER) / PARTIE B - PERSONNEL (FOURNISSEUR)**

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

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

Special comments:  
Commentaires spéciaux: \_\_\_\_\_

NOTE: If multiple levels of screening are identified, a Security Classification Guide must be provided.  
REMARQUE: Si plusieurs niveaux de contrôle de sécurité sont requis, un guide de classification de la sécurité doit être fourni.

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

**PART C - SAFEGUARDS (SUPPLIER) / PARTIE C - MESURES DE PROTECTION (FOURNISSEUR)**

**INFORMATION / ASSETS / RENSEIGNEMENTS / BIENS**

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

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

**PRODUCTION**

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

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

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

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



Contract Number / Numéro du contrat W3537-11E026
Security Classification / Classification de sécurité

**PART C - Summary Chart / PARTIE C - Sommaire**

For users completing the form manually use the summary chart below to indicate the category(ies) and level(s) of safeguarding required at the supplier's site(s) or premises.  
Les utilisateurs qui remplissent le formulaire manuellement doivent utiliser le tableau récapitulatif ci-dessous pour indiquer, pour chaque catégorie, les niveaux de sauvegarde requis aux installations du fournisseur.

For users completing the form online (via the Internet), the summary chart is automatically populated by your responses to previous questions.  
Dans le cas des utilisateurs qui remplissent le formulaire en ligne (par Internet), les réponses aux questions précédentes sont automatiquement saisies dans le tableau récapitulatif.

**SUMMARY CHART / TABLEAU RÉCAPITULATIF**

Category / Catégorie	PROTECTED / PROTÉGÉ			CLASSIFIED / CLASSIFIÉ			NATO				COMSEC					
	A	B	C	CONFIDENTIAL / CONFIDENTIEL	SECRET	TOP SECRET / Très SECRET	NATO RESTRICTED / NATO DIFFUSION RESTREINTE	NATO CONFIDENTIAL / NATO CONFIDENTIEL	NATO SECRET	COMSEC TOP SECRET / COMSEC TRÈS SECRET	PROTECTED / PROTÉGÉ			CONFIDENTIAL	SECRET	TOP SECRET / TRÈS SECRET
											A	B	C			
Information / ASSETS / Renseignements / Biens / Production																
IT Media / Support IT / Média électronique																

12. a) Is the description of the work contained within this SRCL PROTECTED and/or CLASSIFIED? / La description du travail visé par la présente LVERS est-elle de nature PROTÉGÉE et/ou CLASSIFIÉE?  No / Non  Yes / Oui

If Yes, classify this form by annotating the top and bottom in the area entitled "Security Classification".  
Dans l'affirmative, classifiez le présent formulaire en indiquant le niveau de sécurité dans la case intitulée « Classification de sécurité » au haut et au bas du formulaire.

12. b) Will the documentation attached to the SRCL be PROTECTED and/or CLASSIFIED? / La documentation associée à la présente LVERS sera-t-elle PROTÉGÉE et/ou CLASSIFIÉE?  No / Non  Yes / Oui

If Yes, classify this form by annotating the top and bottom in the area entitled "Security Classification" and indicate with attachments (e.g. SECRET with Attachments).  
Dans l'affirmative, classifiez le présent formulaire en indiquant le niveau de sécurité dans la case intitulée « Classification de sécurité » au haut et au bas du formulaire et indiquez qu'il y a des pièces jointes (p. ex. SECRET avec des pièces jointes).



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Security Classification / Classification de sécurité

PART D - AUTHORIZATION / PARTIE D - AUTORISATION			
13. Organization Project Authority / Charge de projet de l'organisme			
Name (print) - Nom (en lettres moulées) Barry Fallon		Title - Titre Snr Project Manager	Signature BARRY FALLON <i>[Signature]</i> SNR PROJECT MANAGER
Telephone No. - N° de téléphone 403-410-2320 ext 3548	Facsimile No. - N° de télécopieur 403-410-2348	E-mail address - Adresse courriel barry.fallon@forces.gc.ca	Date 28 Jan 2012
14. Organization Security Authority / Responsable de la sécurité de l'organisme			
Name (print) - Nom (en lettres moulées) Dawn Murray SRCL Team Lead		Title - Titre HQ - Industrial Security	Signature <i>[Signature]</i>
Telephone No. - N° de téléphone 416-416-4006 ext 4000	Facsimile No. - N° de télécopieur 416-416-4000	E-mail address - Adresse courriel E-mail: dawn.murray@forces.gc.ca	Date 31 Jan 2012
15. Are there additional instructions (e.g. Security Guide, Security Classification Guide) attached? Des instructions supplémentaires (p. ex. Guide de sécurité, Guide de classification de la sécurité) sont-elles jointes?			
		<input checked="" type="checkbox"/> No / <input type="checkbox"/> Yes / <input type="checkbox"/> Oui	
16. Procurement Office / Agent d'approvisionnement			
Name (print) - Nom (en lettres moulées)		Title - Titre	Signature
Telephone No. - N° de téléphone	Facsimile No. - N° de télécopieur	E-mail address - Adresse courriel	Date
17. Contracting Security Authority / Autorité contractante en matière de sécurité			
Name (print) - Nom (en lettres moulées) Jill Mahon Contract Security Officer, Contract Security Division		Title - Titre Contract Security Officer, Contract Security Division	Signature <i>[Signature]</i>
Telephone No. - N° de téléphone Tel/Tél - 613-960-0164 / Fax/Télex - 613-954-4171	Facsimile No. - N° de télécopieur	E-mail address - Adresse courriel	Date Feb 7/2012