

**RETURN BIDS TO:**  
**RETOURNER LES SOUMISSIONS À:**  
Bid Receiving Public Works and Government  
Services Canada/Réception des soumissions Travaux  
publics et Services gouvernementaux Canada  
1713 Bedford Row  
Halifax, N.S./Halifax, (N.É.)  
B3J 1T3  
Bid Fax: (902) 496-5016

**SOLICITATION AMENDMENT  
MODIFICATION DE L'INVITATION**

The referenced document is hereby revised; unless otherwise  
indicated, all other terms and conditions of the Solicitation  
remain the same.

Ce document est par la présente révisé; sauf indication contraire,  
les modalités de l'invitation demeurent les mêmes.

**Comments - Commentaires**

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

**Issuing Office - Bureau de distribution**  
Acquisitions  
1713 Bedford Row  
Halifax, N.S./Halifax, (N.É.)  
B3J 3C9

<b>Title - Sujet</b> HMCS ACADIA CADET TRAINING CENTRE	
<b>Solicitation No. - N° de l'invitation</b> W8484-128112/A	<b>Amendment No. - N° modif.</b> 001
<b>Client Reference No. - N° de référence du client</b> W8484-12-8112	<b>Date</b> 2012-05-23
<b>GETS Reference No. - N° de référence de SEAG</b> PW-\$HAL-218-8683	
<b>File No. - N° de dossier</b> HAL-1-66710 (218)	<b>CCC No./N° CCC - FMS No./N° VME</b>
<b>Solicitation Closes - L'invitation prend fin at - à 02:00 PM on - le 2012-07-05</b>	<b>Time Zone</b> Fuseau horaire Atlantic Daylight Saving Time ADT
<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> Figueredo, Laila	<b>Buyer Id - Id de l'acheteur</b> hal218
<b>Telephone No. - N° de téléphone</b> (902) 496-5353 ( )	<b>FAX No. - N° de FAX</b> (902) 496-5016
<b>Destination - of Goods, Services, and Construction:</b> <b>Destination - des biens, services et construction:</b>	

**Instructions: See Herein**

**Instructions: Voir aux présentes**

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

This Solicitation Amendment 001 is raised to amend the occupancy figures, the point-rated evaluation criteria, and the basis of selection and to add Annexes B1 to B5 - Basis of Payment, and Annex D - Evaluation Criteria which were omitted in error in the original RFP.

**Note to Bidders:** The highlighted text in the solicitation has no significance or relevance.

**(1) In Table of Contents:**

**ADD:**

List of Annexes:

Annex "B"      Basis of Payment (**Annexes B1 to B5**)

**(2) In Part 1 General Information:**

**DELETE:** 2. Summary in its entirety

**INSERT in its place:**

**2. Summary**

The Department of National Defence (DND), Regional Cadet Support Unit (Atlantic) has a requirement to conduct the HMCS ACADIA Sea Cadet Summer Training Centre (SCSTC). The Sea Cadet Summer Training Centre (SCSTC) trains cadets (ages 12-18) in various courses during the summer training period (third week of June to the third week of August). The cadets are primarily from the Atlantic provinces and as such HMCS ACADIA must be located within the Atlantic region.

The summer training period runs for a total of nine (9) weeks. The various courses range from two (2) to six (6) weeks in duration and results in approximately **985** persons (staff and cadets) on site per day during the six (6) week training period, and **73-335** staff on site for a two (2) week set-up period prior and one (1) week close-up period after the training period. This estimate could be within plus or minus 10% of the total.

The programs that will be delivered to the cadets at HMCS ACADIA during the summer period are the following courses: Seamanship, Drill and Ceremonial Instructor, Air Rifle Marksmanship Instructor, Fitness and Sports, Basic Drill and Ceremonial and Music, Sailing, and General Training.

The Contractor will be required to provide facilities and services to operate and support the HMCS ACADIA Sea Cadet Summer Training Centre (SCSTC) for nine (9) weeks and provide year round storage facilities. Some of the training may take place off-site. In addition, there may be optional fall and spring training weekends.

There will be various facilities required, including but not limited to: administration offices, storage space, walk-in medical clinic, theatre, classrooms, training sites, etc.

In addition to facilities, the services required include but are not limited to: accommodations, food, transportation, janitorial, laundry / dry cleaning, etc. during the training periods.

The period of the Contract shall be from date of Contract award to March 31, 2016 inclusive with the option to extend the contract for two (2) additional 12 month periods.

The requirement is subject to the provisions of the World Trade Organization Agreement on Government Procurement (WTO-AGP), the North American Free Trade Agreement (NAFTA), and the Agreement on Internal Trade (AIT).

**(3) In Part 4 Evaluation Procedures and Basis of Selection:**

**DELETE:** 1.2 Point Rated Technical / Management Criteria in its entirety

**INSERT in its place:**

**1.2 Point Rated Technical / Management Criteria**

The Point Rated Technical / Management evaluation criteria are included in Annex D.

For a Bid to pass the Point Rated Technical / Management Criteria, the bid must receive the following score:

- (a) obtain a minimum of 60% of the points for each section of the technical and management evaluation criteria which are subject to point rating as follows:  
 Section A: the rating is performed on a scale of **200 points**;  
 Section B: the rating is performed on a scale of **280 points**;  
 Section C: the rating is performed on a scale of **200 points**; and
- (b) obtain the required minimum of 70% percent overall of the points for the technical and management evaluation criteria (Sections A, B, and C) which are subject to point rating. The rating is performed on a scale of **680 points**.

**(4) In Part 4 Evaluation Procedures and Basis of Selection:**

**DELETE:** 2. Basis of Selection in its entirety

**INSERT in its place:**

**2. Basis of Selection**

**1. To be declared responsive, a bid must:**

- (a) comply with all the requirements of the bid solicitation;
- (b) meet all mandatory technical evaluation criteria;
- (c) meet the mandatory site visit criteria;
- (d) obtain a minimum of 60% of the points for each section of the technical and management evaluation criteria which are subject to point rating as follows:  
 Section A: the rating is performed on a scale of **200 points**;  
 Section B: the rating is performed on a scale of **280 points**;  
 Section C: the rating is performed on a scale of **200 points**; and
- (e) obtain the required minimum of 70% percent overall of the points for the technical and management evaluation criteria (Sections A, B, and C) which are subject to point rating. The rating is performed on a scale of **680 points**.

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

Solicitation No. - N° de l'invitation

W8484-128112/A

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

W8484-12-8112

Amd. No. - N° de la modif.

001

File No. - N° du dossier

HAL-1-66710

Buyer ID - Id de l'acheteur

hal218

CCC No./N° CCC - FMS No/ N° VME

---

**(5)** In Part 7 Resulting Contract Clauses, 5.1 Basis of Payment:

**DELETE at the end of the paragraph: \*\*\***

**(6) ADD:** Annexes B1 to B5 - Basis of Payment

**(7) ADD:** Annex D Evaluation Criteria

**ALL OTHER TERMS AND CONDITIONS REMAIN THE SAME.**

## **Annex B**

### **Basis of Payment**

#### Instructions to Bidders:

1. All estimated usages are included for evaluation purposes only and do not represent a commitment on behalf of Canada. The estimated usages however are based on previous history and forecasted usage of this proposed contract. This is made in good faith and does not represent an agreement by Canada for the estimated quantity.
2. Bidders to complete pricing schedules for all five (5) years, Annexes B1 to B5. All costs are exclusive of applicable taxes.
3. Optional Requirements: The Bidder is requested to provide pricing for items that are optional. Optional Items may or may not be required for this project. Optional Items may be exercised by Canada in accordance with Article 1.1 Optional Goods and/or Services of the Contract.
4. For all authorized Travel and Living Expenses, the Contractor will be reimbursed in accordance with Article 5.2 Travel and Living Expenses of the Contract. This would pertain to expenses incurred by the bus drivers for off-site trips during meal times or overnight. These expenses must be pre-approved by the Project Authority or its designated DND representative.
5. As per Article 3.2.1 Accommodations in Annex A – Statement of Work, Canada will provide the forecasted participants for each year of the Sea Cadet Summer Camp sixty (60) days prior to occupancy period and this will be reflected in the estimates for the entire requirements for the occupancy period. All items listed in the Basis of Payment for that year will be revised to reflect these forecasted estimates through an Amendment to the Contract.
6. For all Other Miscellaneous Charges without Mark-up, these are unforeseen costs which must be pre-approved by the Project Authority or its designated DND representative. The Project Authority or its designated DND representative to provide the Contractor approval for these costs in a written statement (hard copy or electronic (soft) copy is acceptable).
7. For long distance fees in accordance with section 3.6.2 Voice Communications, the Contractor will be reimbursed based on actual costs with no mark-up.
8. The term “Week” is defined as beginning on Monday and ending on Sunday.

## Annex B-1

### Basis of Payment – Year 1

**For the period of 01 April 2013 to 31 March 2014**

The Bidder to provide firm prices / rates for the following services, GST/HST excluded:

#### 1. Accommodations:

The Bidder to provide pricing for accommodations in accordance with Figure 1: Accommodation Requirement, in 3.2.16 of Annex A - Statement of Work, which includes the schedule of occupancy. Pricing to be in accordance with the requirements detailed in section 3.2 Accommodations of Annex A – Statement of Work. Price based on a nightly rate, per person, per night.

Item	Group	Estimated # of Occupant nights	Nightly Rate (\$ / per person)	Extended Cost
		A	B	A x B
1	Staff Cdr	63	\$	\$
2	Staff LCdr	665	\$	\$
3	Staff Lt(N)	2,520	\$	\$
4	Staff SLt	6,482	\$	\$
5	Staff Snr NCO	427	\$	\$
6	Staff Jr NCO	420	\$	\$
7	Staff Cadet	6,860	\$	\$
8	Cadet	27,300	\$	\$
	<b>TOTAL</b>			\$

#### 2. Administration:

The Bidder to provide pricing for the entire Administration requirements as detailed in section 3.3 Administration of Annex A – Statement of Work that will be required during the Summer Camp period.

Item	Requirement	Estimated # of Weeks	Weekly Rate	Extended Cost
		A	B	A x B
1	Administration – Summer Camp	9	\$	\$
	<b>TOTAL</b>			\$

The Bidder to provide pricing for the Administration facilities as detailed in section 3.3 Administration of Annex A – Statement of Work that will be required year-round.

Item	Requirement	Estimated # of Months	Monthly Rate	Extended Cost
		A	B	A x B
2	Administration – Year Round Including: Finance Office: Shared Office Supply Office: Single Office Library: Secured room	12	\$	\$
	<b>TOTAL</b>			\$

The Bidder to provide pricing for event facility in accordance with the requirements as detailed in section 3.3.1 Administration of Annex A – Statement of Work.

Item	Facility	Estimated # of Hours	Hourly Rate	Extended Cost
		A	B	A x B
3	Event Facility	90	\$	\$

### 3. Storage Space:

The Bidder to provide pricing for storage space in accordance with the requirements detailed in section 3.4 Storage Space of Annex A - Statement of Work.

Item	Storage Areas	Type	Estimated # of Weeks	Weekly Rate	Extended Cost
			<b>A</b>	<b>B</b>	<b>A x B</b>
1	POL Storage (Sail Ops)	Outdoor Storage	9	\$	\$
2	POL Storage (Sea Ops Site)	Outdoor Storage	9	\$	\$

Item	Storage Areas	Type	Estimated # of Months	Monthly Rate	Extended Cost
			<b>A</b>	<b>B</b>	<b>A x B</b>
3	Distribution Area	Secured room	12	\$	\$
4	Weapons Storage	Secured room	12	\$	\$
5	Ammunition Storage	Secured room	12	\$	\$
6	Storage (Supply)	Indoor Storage	12	\$	\$
7	Storage Supply Warehouse	Indoor storage	12	\$	\$
8	Storage (Music)	Indoor Storage	12	\$	\$
9	Storage (Sea Ops)	Indoor and Outdoor Storage	12	\$	\$
10	Storage (Sail Ops)	Indoor and Outdoor Storage	12	\$	\$
11	Storage (Training Support)	Indoor Storage	12	\$	\$
	<b>TOTAL</b>				\$

### 4. Laundry / Dry Cleaning Service:

The Bidder to provide pricing for laundry / dry cleaning service. The estimated laundry / dry cleaning service schedule is in accordance with Figure 4: Laundry / Dry Cleaning Requirements, in 3.7.3 of Annex A - Statement of Work.

Item	Article	Estimated Total Quantity	Unit Rate (\$ / each)	Extended Cost
		<b>A</b>	<b>B</b>	<b>A x B</b>
1	Pants	1,410	\$	\$
2	Shirts	2,555	\$	\$
3	Sleeping Bags	255	\$	\$
4	Sleeping Bag Liners	255	\$	\$
5	Mesh Laundry Bags	1,275	\$	\$
6	Combat Pants	60	\$	\$
7	Combat Shirts	60	\$	\$
8	Traditional Uniforms – Pants	200	\$	\$
9	Traditional Uniforms - Shirts	200	\$	\$
10	Traditional Uniforms - Collars	200	\$	\$
11	Traditional Uniforms – Silks / Scarves	200	\$	\$
	<b>TOTAL</b>			\$

### 5. Medical:

The Bidder to provide pricing for the Walk in Clinic (WIC) in accordance with the requirements detailed in section 3.8 Medical of Annex A – Statement of Work.

Item	Facility	Estimated # of Weeks	Weekly Rate	Extended Cost
		<b>A</b>	<b>B</b>	<b>A x B</b>
1	Walk in Clinic	9	\$	\$
	<b>TOTAL</b>			\$

**6. Transport Area:**

The Bidder to provide pricing for entire transport area facilities in accordance with the requirements detailed in section 3.9 Transport Area of Annex A – Statement of Work.

Item	Requirement	Estimated # of Weeks	Weekly Rate	Extended Cost
		<b>A</b>	<b>B</b>	<b>A x B</b>
<b>1</b>	Transport Area Facilities	9	\$	\$
	<b>TOTAL</b>			\$

**7. Other Facilities:**

The Bidder to provide pricing for other facilities in accordance with the requirements in the corresponding sections 3.11, 3.12, and 3.13 of Annex A – Statement of Work.

Item	Facility	Estimated # of Weeks	Weekly Rate	Extended Cost
		<b>A</b>	<b>B</b>	<b>A x B</b>
<b>1</b>	Canteen	9	\$	\$
<b>2</b>	Staff Cadet Recreational Room	7	\$	\$
<b>3</b>	Adult Staff Recreational Room	9	\$	\$
	<b>TOTAL</b>			\$

**8. Training Support:**

The Bidder to provide pricing for entire Training Support requirements, as detailed in section 4.1 Training Support of Annex A – Statement of Work.

Item	Requirement	Quantity	Estimated # of Weeks	Weekly Rate	Extended Cost
		<b>A</b>	<b>B</b>	<b>C</b>	<b>A x B x C</b>
<b>1</b>	All Training Support Requirements less classrooms	1	9	\$	\$
<b>2</b>	Classroom – Standard First Aid Training	1	7	\$	\$
<b>3</b>	Classroom	5	7	\$	\$
	<b>TOTAL</b>				\$

**9. General Training Facilities:**

The Bidder to provide pricing for general training facilities in accordance with the requirements in the corresponding sections 4.2, 4.3, and 4.5 of Annex A – Statement of Work.

Item	Facility	Estimated # of Weeks	Weekly Rate	Extended Cost
		<b>A</b>	<b>B</b>	<b>A x B</b>
<b>1</b>	Parade Square and Indoor Drill Area	7	\$	\$
<b>2</b>	Range / Summer Biathlon Track	9	\$	\$
	<b>TOTAL</b>			\$



Item	Facility	Estimated # of Weeks for exclusive daily period between 18:00 and 21:30 hrs	Weekly Rate	Estimated Hours for usage apart from exclusive daily period	Hourly Rate	Extended Cost
		<b>A</b>	<b>B</b>	<b>C</b>	<b>D</b>	<b>(A x B) + (C x D)</b>
<b>3</b>	Recreation Facilities	7 weeks	\$	98 hours / week	\$	\$
	<b>TOTAL</b>					\$

#### 10. Swimming:

The Bidder to provide pricing for swimming in accordance with the requirements in section 4.4 of Annex A – Statement of Work.

Item	Facility	Estimated # of Hours	Hourly Rate	Extended Cost
		<b>A</b>	<b>B</b>	<b>A x B</b>
<b>1</b>	Swimming Area / Pool	25	\$	\$
	<b>TOTAL</b>			\$

#### 11. Music Training:

The Bidder to provide pricing for entire Music Training requirements as detailed in section 5.1 Music Training of Annex A – Statement of Work.

Item	Requirement	Quantity	Estimated # of Weeks	Weekly Rate	Extended Cost
		<b>A</b>	<b>B</b>	<b>C</b>	<b>A x B x C</b>
<b>1</b>	All Music Training Requirements less Rehearsal Rooms, Classrooms and Library	1	9	\$	\$
<b>2</b>	Full Rehearsal Room	2	7	\$	\$
<b>3</b>	Rehearsal Room	4	7	\$	\$
<b>4</b>	Classroom	5	7	\$	\$
<b>5</b>	Library: Secure room	1	52	\$	\$
	<b>TOTAL</b>				\$

#### 12. Seamanship Training:

The Bidder to provide pricing for the entire Seamanship Training requirements as detailed in section 5.2 Seamanship Training of Annex A – Statement of Work.

Item	Requirement	Quantity	Estimated # of Weeks	Weekly Rate	Extended Cost
		<b>A</b>	<b>B</b>	<b>C</b>	<b>(A x B x C)</b>
<b>1</b>	Seamanship Training Requirements less classrooms	1	9	\$	\$
<b>2</b>	Classroom	4	7	\$	\$
	<b>TOTAL</b>				\$

The Bidder to provide pricing for off-site training facilities for Whaler Expeditions in accordance with the requirements detailed in section 5.2.11 Seamanship Training of Annex A – Statement of Work.

Item	Training	Estimated # of 2-night Expeditions	Facility Rental Fee (\$ / expedition)	Extended Cost
		<b>A</b>	<b>B</b>	<b>A x B</b>
<b>3</b>	Whaler Expedition	3	\$	\$

### 13. Sailing Training:

The Bidder to provide pricing for the entire Sailing Training requirements as detailed in section 5.3 Sail Training of Annex A – Statement of Work.

Item	Requirement	Quantity	Estimated # of Weeks	Weekly Rate	Extended Cost
		<b>A</b>	<b>B</b>	<b>C</b>	<b>A x B x C</b>
<b>1</b>	Sailing Training Requirements less classrooms	1	9	\$	\$
<b>2</b>	Classroom	4	7	\$	\$
	<b>TOTAL</b>				\$

### 14. Specialized Training:

The Bidder to provide all inclusive pricing for all equipped training facilities, accommodation, transportation, and meals for the Boatswain's Mate Course training in accordance with the requirements detailed in section 3.1.3 Support Requirements of Annex A – Statement of Work.

Item	Training	Estimated # of Participants	Estimated # of 2-day training sessions	All Inclusive Price (\$ / Participant)	Extended Cost
		<b>A</b>	<b>B</b>	<b>C</b>	<b>A x B x C</b>
<b>1</b>	Specialized Training (Fire, Flood, Damage Control, etc.)	30	2	\$	\$

### 15. Food Services:

The Bidder to provide pricing for meals in accordance with the requirements detailed in section 6.0 Food Services Requirements of Annex A – Statement of Work.

Item	Food Requirement	Estimated Quantity	Meal Rate (\$ / meal)	Extended Cost
		<b>A</b>	<b>B</b>	<b>A x B</b>
<b>1</b>	Meals served at dining facility at the Main Training Centre	130,000	\$	\$
<b>2</b>	Hot Dispersed Meals - Offsite	3,500	\$	\$
<b>3</b>	Cold Dispersed Box Meals - Offsite	7,400	\$	\$
<b>4</b>	Night Snacks - Offsite	1,165	\$	\$
<b>5a</b>	Table Service Dinner – Staff Cadets	150		
<b>5b</b>	Table Service Dinner – Drill and Ceremonial Course Cadets	35		
<b>5c</b>	Table Service Dinner - Adults	155		
	<b>TOTAL</b>			\$

For any Assemble and Issue Precooked Food Items and Workplace Refreshments for WIC as detailed in section 6.4 (c) and (e) Food Services Requirements of Annex A – Statement of Work, the Contractor will be paid its actual wholesale cost with a mark-up.

Item	Requirement	Total Estimated Cost	Bidder's Mark-up	Total Estimated Cost + Mark-up
		<b>A</b>	<b>B</b>	<b>A + (A x B)</b>
<b>6</b>	Assemble and Issue Precooked Food Items & Workplace Refreshments for WIC	\$18,070.00	____%	\$
	<b>TOTAL</b>			\$

#### 16. Janitorial Service:

The Bidder to provide pricing for janitorial service in accordance with the requirements detailed in section 7.0 Janitorial Requirements of Annex A – Statement of Work.

Item	Requirement	Estimated # of Days	Daily Rate	Extended Cost
		<b>A</b>	<b>B</b>	<b>A x B</b>
<b>1</b>	Janitorial Service	63	\$	\$
	<b>TOTAL</b>			\$

#### 17. Other Miscellaneous Charges:

These are unforeseen costs that may or may not occur during the period of the Contract. Examples would be key replacement, property damage, etc. This may also entail unforeseen related Work agreed upon by the Contractor and Canada. For any pre-approved miscellaneous expense, the Contractor will be paid the actual laid down cost with a mark-up.

Item	Requirement	Total Estimated Cost	Bidder's Mark-up	Total Estimated Cost + Mark-up
		<b>A</b>	<b>B</b>	<b>A + (A x B)</b>
<b>1</b>	Other Miscellaneous Charges	\$14,000.00	____%	\$
	<b>TOTAL</b>			\$

## **OPTIONAL REQUIREMENTS:**

### **18. Bus Transportation Service:**

The Bidder to provide pricing for optional bus transportation service in accordance with the requirements detailed in section 8.0 Vehicle Requirements of Annex A – Statement of Work. Normal daily hours of requirement would be from 08:00 to 20:00hrs.

The Bidder to advise if there is a km/day maximum limit: \_\_\_\_\_ km / day.

Item	Requirement	Estimated Quantity (# of busses)	Estimated Usage	Unit Cost (\$/ day)	Extended Cost
		A	B	C	A x B x C
1	Bus Transportation Service Main Training Centre (MTC)	4	42 days	\$	\$
2	Bus Transportation Service Off site, if applicable (i.e. for Seamanship and Sailing Training Sites)	2	49 days	\$	
3	Additional Busses (as and when required)	1	5 days	\$	
	<b>TOTAL</b>				\$

### **19. Fall and Spring Weekend Sail Training:**

The Bidder to provide pricing for optional fall or spring weekend sail training in accordance with the requirements detailed in section 9.0 Fall and Spring Weekend Sail Training.

Item	Requirement	Estimated Weekends (including set-up and shut-down period)	Facility Rental Fee (\$ / weekend)	Extended Cost
		A	B	A x B
	<b>Fall and Spring Training</b>			
1	Sail Training Facility	12	\$	\$
	<b>TOTAL</b>			\$

Item	Requirement	Estimated # of Participants	Estimated Weekends (including set-up and shut-down period)	Unit Cost (\$ / participant)	Extended Cost
		A	B	C	A x B x C
	<b>Fall and Spring Training</b>				
2	Accommodations	35	12	\$	\$
3	Food (based on 3 meals / day)	35	12	\$	\$
	<b>TOTAL</b>				\$

**20. Other Direct Charges:**

The Bidder to identify any other direct charges which will occur in the performance of the Work which have not been identified in any of the Basis of Payment elements listed as items 1 to 19 above in this Annex. No other charges will be acceptable outside of the Basis of Payment elements listed as items 1 to 19 above and the items identified below by the Bidder.

The Bidder to provide a list all other direct charges anticipated with the estimated costs and relevance to the proposed Work. Below is a sample table the Bidder may complete to show any other direct charges. Bidder can add as many line items to table as required. Any approved direct costs will be invoiced in accordance with Article 5.3 Method of Payment – Progress Payments of the Contract.

**Sample Table for Other Direct Charges:**

Item	Requirement	Unit Cost	Quantity	Extended Cost	Payment Schedule (i.e. one-time charge, daily, weekly, monthly charge)	Relevance to the Work
		<b>A</b>	<b>B</b>	<b>A x B</b>		
1						
2						
3						
4						
5						

**Total Other Direct Charges Estimated Cost: \$\_\_\_\_\_**

**GRAND TOTAL ESTIMATE (ITEMS 1- 20) FOR YEAR 1:**

**\$\_\_\_\_\_ EXCLUSIVE OF APPLICABLE TAXES**

## Annex B-2

### Basis of Payment – Year 2

**For the period of 01 April 2014 to 31 March 2015**

The Bidder to provide firm prices / rates for the following services, GST/HST excluded:

#### 21. Accommodations:

The Bidder to provide pricing for accommodations in accordance with Figure 1: Accommodation Requirement, in 3.2.16 of Annex A - Statement of Work, which includes the schedule of occupancy. Pricing to be in accordance with the requirements detailed in section 3.2 Accommodations of Annex A – Statement of Work. Price based on a nightly rate, per person, per night.

Item	Group	Estimated # of Occupant nights	Nightly Rate (\$ / per person)	Extended Cost
		A	B	A x B
1	Staff Cdr	63	\$	\$
2	Staff LCdr	665	\$	\$
3	Staff Lt(N)	2,520	\$	\$
4	Staff SLt	6,482	\$	\$
5	Staff Snr NCO	427	\$	\$
6	Staff Jr NCO	420	\$	\$
7	Staff Cadet	6,860	\$	\$
8	Cadet	27,300	\$	\$
	<b>TOTAL</b>			\$

#### 22. Administration:

The Bidder to provide pricing for the entire Administration requirements as detailed in section 3.3 Administration of Annex A – Statement of Work that will be required during the Summer Camp period.

Item	Requirement	Estimated # of Weeks	Weekly Rate	Extended Cost
		A	B	A x B
1	Administration – Summer Camp	9	\$	\$
	<b>TOTAL</b>			\$

The Bidder to provide pricing for the Administration facilities as detailed in section 3.3 Administration of Annex A – Statement of Work that will be required year-round.

Item	Requirement	Estimated # of Months	Monthly Rate	Extended Cost
		A	B	A x B
2	Administration – Year Round Including: Finance Office: Shared Office Supply Office: Single Office Library: Secured room	12	\$	\$
	<b>TOTAL</b>			\$

The Bidder to provide pricing for event facility in accordance with the requirements as detailed in section 3.3.1 Administration of Annex A – Statement of Work.

Item	Facility	Estimated # of Hours	Hourly Rate	Extended Cost
		A	B	A x B
3	Event Facility	90	\$	\$

**23. Storage Space:**

The Bidder to provide pricing for storage space in accordance with the requirements detailed in section 3.4 Storage Space of Annex A - Statement of Work.

Item	Storage Areas	Type	Estimated # of Weeks	Weekly Rate	Extended Cost
			<b>A</b>	<b>B</b>	<b>A x B</b>
1	POL Storage (Sail Ops)	Outdoor Storage	9	\$	\$
2	POL Storage (Sea Ops Site)	Outdoor Storage	9	\$	\$

Item	Storage Areas	Type	Estimated # of Months	Monthly Rate	Extended Cost
			<b>A</b>	<b>B</b>	<b>A x B</b>
3	Distribution Area	Secured room	12	\$	\$
4	Weapons Storage	Secured room	12	\$	\$
5	Ammunition Storage	Secured room	12	\$	\$
6	Storage (Supply)	Indoor Storage	12	\$	\$
7	Storage Supply Warehouse	Indoor storage	12	\$	\$
8	Storage (Music)	Indoor Storage	12	\$	\$
9	Storage (Sea Ops)	Indoor and Outdoor Storage	12	\$	\$
10	Storage (Sail Ops)	Indoor and Outdoor Storage	12	\$	\$
11	Storage (Training Support)	Indoor Storage	12	\$	\$
	<b>TOTAL</b>				\$

**24. Laundry / Dry Cleaning Service:**

The Bidder to provide pricing for laundry / dry cleaning service. The estimated laundry / dry cleaning service schedule is in accordance with Figure 4: Laundry / Dry Cleaning Requirements, in 3.7.3 of Annex A - Statement of Work.

Item	Article	Estimated Total Quantity	Unit Rate (\$ / each)	Extended Cost
		<b>A</b>	<b>B</b>	<b>A x B</b>
1	Pants	1,410	\$	\$
2	Shirts	2,555	\$	\$
3	Sleeping Bags	255	\$	\$
4	Sleeping Bag Liners	255	\$	\$
5	Mesh Laundry Bags	1,275	\$	\$
6	Combat Pants	60	\$	\$
7	Combat Shirts	60	\$	\$
8	Traditional Uniforms – Pants	200	\$	\$
9	Traditional Uniforms - Shirts	200	\$	\$
10	Traditional Uniforms - Collars	200	\$	\$
11	Traditional Uniforms – Silks / Scarves	200	\$	\$
	<b>TOTAL</b>			\$

**25. Medical:**

The Bidder to provide pricing for the Walk in Clinic (WIC) in accordance with the requirements detailed in section 3.8 Medical of Annex A – Statement of Work.

Item	Facility	Estimated # of Weeks	Weekly Rate	Extended Cost
		<b>A</b>	<b>B</b>	<b>A x B</b>
1	Walk in Clinic	9	\$	\$
	<b>TOTAL</b>			\$

**26. Transport Area:**

The Bidder to provide pricing for entire transport area facilities in accordance with the requirements detailed in section 3.9 Transport Area of Annex A – Statement of Work.

Item	Requirement	Estimated # of Weeks	Weekly Rate	Extended Cost
		<b>A</b>	<b>B</b>	<b>A x B</b>
<b>1</b>	Transport Area Facilities	9	\$	\$
	<b>TOTAL</b>			\$

**27. Other Facilities:**

The Bidder to provide pricing for other facilities in accordance with the requirements in the corresponding sections 3.11, 3.12, and 3.13 of Annex A – Statement of Work.

Item	Facility	Estimated # of Weeks	Weekly Rate	Extended Cost
		<b>A</b>	<b>B</b>	<b>A x B</b>
<b>1</b>	Canteen	9	\$	\$
<b>2</b>	Staff Cadet Recreational Room	7	\$	\$
<b>3</b>	Adult Staff Recreational Room	9	\$	\$
	<b>TOTAL</b>			\$

**28. Training Support:**

The Bidder to provide pricing for entire Training Support requirements, as detailed in section 4.1 Training Support of Annex A – Statement of Work.

Item	Requirement	Quantity	Estimated # of Weeks	Weekly Rate	Extended Cost
		<b>A</b>	<b>B</b>	<b>C</b>	<b>A x B x C</b>
<b>1</b>	All Training Support Requirements less classrooms	1	9	\$	\$
<b>2</b>	Classroom – Standard First Aid Training	1	7	\$	\$
<b>3</b>	Classroom	5	7	\$	\$
	<b>TOTAL</b>				\$

**29. General Training Facilities:**

The Bidder to provide pricing for general training facilities in accordance with the requirements in the corresponding sections 4.2, 4.3, and 4.5 of Annex A – Statement of Work.

Item	Facility	Estimated # of Weeks	Weekly Rate	Extended Cost
		<b>A</b>	<b>B</b>	<b>A x B</b>
<b>1</b>	Parade Square and Indoor Drill Area	7	\$	\$
<b>2</b>	Range / Summer Biathlon Track	9	\$	\$
	<b>TOTAL</b>			\$



Item	Facility	Estimated # of Weeks for exclusive daily period between 18:00 and 21:30 hrs	Weekly Rate	Estimated Hours for usage apart from exclusive daily period	Hourly Rate	Extended Cost
		<b>A</b>	<b>B</b>	<b>C</b>	<b>D</b>	<b>(A x B) + (C x D)</b>
<b>3</b>	Recreation Facilities	7 weeks	\$	98 hours / week	\$	\$
	<b>TOTAL</b>					\$

### 30. Swimming:

The Bidder to provide pricing for swimming in accordance with the requirements in section 4.4 of Annex A – Statement of Work.

Item	Facility	Estimated # of Hours	Hourly Rate	Extended Cost
		<b>A</b>	<b>B</b>	<b>A x B</b>
<b>1</b>	Swimming Area / Pool	25	\$	\$
	<b>TOTAL</b>			\$

### 31. Music Training:

The Bidder to provide pricing for entire Music Training requirements as detailed in section 5.1 Music Training of Annex A – Statement of Work.

Item	Requirement	Quantity	Estimated # of Weeks	Weekly Rate	Extended Cost
		<b>A</b>	<b>B</b>	<b>C</b>	<b>A x B x C</b>
<b>1</b>	All Music Training Requirements less Rehearsal Rooms, Classrooms and Library	1	9	\$	\$
<b>2</b>	Full Rehearsal Room	2	7	\$	\$
<b>3</b>	Rehearsal Room	4	7	\$	\$
<b>4</b>	Classroom	5	7	\$	\$
<b>5</b>	Library: Secure room	1	52	\$	\$
	<b>TOTAL</b>				\$

### 32. Seamanship Training:

The Bidder to provide pricing for the entire Seamanship Training requirements as detailed in section 5.2 Seamanship Training of Annex A – Statement of Work.

Item	Requirement	Quantity	Estimated # of Weeks	Weekly Rate	Extended Cost
		<b>A</b>	<b>B</b>	<b>C</b>	<b>(A x B x C)</b>
<b>1</b>	Seamanship Training Requirements less classrooms	1	9	\$	\$
<b>2</b>	Classroom	4	7	\$	\$
	<b>TOTAL</b>				\$

The Bidder to provide pricing for off-site training facilities for Whaler Expeditions in accordance with the requirements detailed in section 5.2.11 Seamanship Training of Annex A – Statement of Work.

Item	Training	Estimated # of 2-night Expeditions	Facility Rental Fee (\$ / expedition)	Extended Cost
		<b>A</b>	<b>B</b>	<b>A x B</b>
<b>3</b>	Whaler Expedition	3	\$	\$

### 33. Sailing Training:

The Bidder to provide pricing for the entire Sailing Training requirements as detailed in section 5.3 Sail Training of Annex A – Statement of Work.

Item	Requirement	Quantity	Estimated # of Weeks	Weekly Rate	Extended Cost
		<b>A</b>	<b>B</b>	<b>C</b>	<b>A x B x C</b>
<b>1</b>	Sailing Training Requirements less classrooms	1	9	\$	\$
<b>2</b>	Classroom	4	7	\$	\$
	<b>TOTAL</b>				\$

### 34. Specialized Training:

The Bidder to provide all inclusive pricing for all equipped training facilities, accommodation, transportation, and meals for the Boatswain's Mate Course training in accordance with the requirements detailed in section 3.1.3 Support Requirements of Annex A – Statement of Work.

Item	Training	Estimated # of Participants	Estimated # of 2-day training sessions	All Inclusive Price (\$ / Participant)	Extended Cost
		<b>A</b>	<b>B</b>	<b>C</b>	<b>A x B x C</b>
<b>1</b>	Specialized Training (Fire, Flood, Damage Control, etc.)	30	2	\$	\$

### 35. Food Services:

The Bidder to provide pricing for meals in accordance with the requirements detailed in section 6.0 Food Services Requirements of Annex A – Statement of Work.

Item	Food Requirement	Estimated Quantity	Meal Rate (\$ / meal)	Extended Cost
		<b>A</b>	<b>B</b>	<b>A x B</b>
<b>1</b>	Meals served at dining facility at the Main Training Centre	130,000	\$	\$
<b>2</b>	Hot Dispersed Meals - Offsite	3,500	\$	\$
<b>3</b>	Cold Dispersed Box Meals - Offsite	7,400	\$	\$
<b>4</b>	Night Snacks - Offsite	1,165	\$	\$
<b>5a</b>	Table Service Dinner – Staff Cadets	150		
<b>5b</b>	Table Service Dinner – Drill and Ceremonial Course Cadets	35		
<b>5c</b>	Table Service Dinner - Adults	155		
	<b>TOTAL</b>			\$

For any Assemble and Issue Precooked Food Items and Workplace Refreshments for WIC as detailed in section 6.4 (c) and (e) Food Services Requirements of Annex A – Statement of Work, the Contractor will be paid its actual wholesale cost with a mark-up.

Item	Requirement	Total Estimated Cost	Bidder's Mark-up	Total Estimated Cost + Mark-up
		<b>A</b>	<b>B</b>	<b>A + (A x B)</b>
<b>6</b>	Assemble and Issue Precooked Food Items & Workplace Refreshments for WIC	\$18,070.00	_____ %	\$
	<b>TOTAL</b>			\$

### 36. Janitorial Service:

The Bidder to provide pricing for janitorial service in accordance with the requirements detailed in section 7.0 Janitorial Requirements of Annex A – Statement of Work.

Item	Requirement	Estimated # of Days	Daily Rate	Extended Cost
		<b>A</b>	<b>B</b>	<b>A x B</b>
<b>1</b>	Janitorial Service	63	\$	\$
	<b>TOTAL</b>			\$

### 37. Other Miscellaneous Charges:

These are unforeseen costs that may or may not occur during the period of the Contract. Examples would be key replacement, property damage, etc. This may also entail unforeseen related Work agreed upon by the Contractor and Canada. For any pre-approved miscellaneous expense, the Contractor will be paid the actual laid down cost with a mark-up.

Item	Requirement	Total Estimated Cost	Bidder's Mark-up	Total Estimated Cost + Mark-up
		<b>A</b>	<b>B</b>	<b>A + (A x B)</b>
<b>1</b>	Other Miscellaneous Charges	\$14,000.00	_____ %	\$
	<b>TOTAL</b>			\$

## **OPTIONAL REQUIREMENTS:**

### **38. Bus Transportation Service:**

The Bidder to provide pricing for optional bus transportation service in accordance with the requirements detailed in section 8.0 Vehicle Requirements of Annex A – Statement of Work. Normal daily hours of requirement would be from 08:00 to 20:00hrs.

The Bidder to advise if there is a km/day maximum limit: \_\_\_\_\_ km / day.

Item	Requirement	Estimated Quantity (# of busses)	Estimated Usage	Unit Cost (\$/ day)	Extended Cost
		A	B	C	A x B x C
1	Bus Transportation Service Main Training Centre (MTC)	4	42 days	\$	\$
2	Bus Transportation Service Off site, if applicable (i.e. for Seamanship and Sailing Training Sites)	2	49 days	\$	
3	Additional Busses (as and when required)	1	5 days	\$	
	<b>TOTAL</b>				\$

### **39. Fall and Spring Weekend Sail Training:**

The Bidder to provide pricing for optional fall or spring weekend sail training in accordance with the requirements detailed in section 9.0 Fall and Spring Weekend Sail Training.

Item	Requirement	Estimated Weekends (including set-up and shut-down period)	Facility Rental Fee (\$ / weekend)	Extended Cost
		A	B	A x B
	<b>Fall and Spring Training</b>			
1	Sail Training Facility	12	\$	\$
	<b>TOTAL</b>			\$

Item	Requirement	Estimated # of Participants	Estimated Weekends (including set-up and shut-down period)	Unit Cost (\$ / participant)	Extended Cost
		A	B	C	A x B x C
	<b>Fall and Spring Training</b>				
2	Accommodations	35	12	\$	\$
3	Food (based on 3 meals / day)	35	12	\$	\$
	<b>TOTAL</b>				\$

**40. Other Direct Charges:**

The Bidder to identify any other direct charges which will occur in the performance of the Work which have not been identified in any of the Basis of Payment elements listed as items 1 to 19 above in this Annex. No other charges will be acceptable outside of the Basis of Payment elements listed as items 1 to 19 above and the items identified below by the Bidder.

The Bidder to provide a list all other direct charges anticipated with the estimated costs and relevance to the proposed Work. Below is a sample table the Bidder may complete to show any other direct charges. Bidder can add as many line items to table as required. Any approved direct costs will be invoiced in accordance with Article 5.3 Method of Payment – Progress Payments of the Contract.

**Sample Table for Other Direct Charges:**

Item	Requirement	Unit Cost	Quantity	Extended Cost	Payment Schedule (i.e. one-time charge, daily, weekly, monthly charge)	Relevance to the Work
		<b>A</b>	<b>B</b>	<b>A x B</b>		
1						
2						
3						
4						
5						

**Total Other Direct Charges Estimated Cost: \$\_\_\_\_\_**

**GRAND TOTAL ESTIMATE (ITEMS 21- 40) FOR YEAR 2:**

**\$\_\_\_\_\_ EXCLUSIVE OF APPLICABLE TAXES**

## Annex B-3

### Basis of Payment – Year 3

**For the period of 01 April 2015 to 31 March 2016**

The Bidder to provide firm prices / rates for the following services, GST/HST excluded:

#### 41. Accommodations:

The Bidder to provide pricing for accommodations in accordance with Figure 1: Accommodation Requirement, in 3.2.16 of Annex A - Statement of Work, which includes the schedule of occupancy. Pricing to be in accordance with the requirements detailed in section 3.2 Accommodations of Annex A – Statement of Work. Price based on a nightly rate, per person, per night.

Item	Group	Estimated # of Occupant nights	Nightly Rate (\$ / per person)	Extended Cost
		A	B	A x B
1	Staff Cdr	63	\$	\$
2	Staff LCdr	665	\$	\$
3	Staff Lt(N)	2,520	\$	\$
4	Staff SLt	6,482	\$	\$
5	Staff Snr NCO	427	\$	\$
6	Staff Jr NCO	420	\$	\$
7	Staff Cadet	6,860	\$	\$
8	Cadet	27,300	\$	\$
	<b>TOTAL</b>			\$

#### 42. Administration:

The Bidder to provide pricing for the entire Administration requirements as detailed in section 3.3 Administration of Annex A – Statement of Work that will be required during the Summer Camp period.

Item	Requirement	Estimated # of Weeks	Weekly Rate	Extended Cost
		A	B	A x B
1	Administration – Summer Camp	9	\$	\$
	<b>TOTAL</b>			\$

The Bidder to provide pricing for the Administration facilities as detailed in section 3.3 Administration of Annex A – Statement of Work that will be required year-round.

Item	Requirement	Estimated # of Months	Monthly Rate	Extended Cost
		A	B	A x B
2	Administration – Year Round Including: Finance Office: Shared Office Supply Office: Single Office Library: Secured room	12	\$	\$
	<b>TOTAL</b>			\$

The Bidder to provide pricing for event facility in accordance with the requirements as detailed in section 3.3.1 Administration of Annex A – Statement of Work.

Item	Facility	Estimated # of Hours	Hourly Rate	Extended Cost
		A	B	A x B
3	Event Facility	90	\$	\$

**43. Storage Space:**

The Bidder to provide pricing for storage space in accordance with the requirements detailed in section 3.4 Storage Space of Annex A - Statement of Work.

Item	Storage Areas	Type	Estimated # of Weeks	Weekly Rate	Extended Cost
			<b>A</b>	<b>B</b>	<b>A x B</b>
1	POL Storage (Sail Ops)	Outdoor Storage	9	\$	\$
2	POL Storage (Sea Ops Site)	Outdoor Storage	9	\$	\$

Item	Storage Areas	Type	Estimated # of Months	Monthly Rate	Extended Cost
			<b>A</b>	<b>B</b>	<b>A x B</b>
3	Distribution Area	Secured room	12	\$	\$
4	Weapons Storage	Secured room	12	\$	\$
5	Ammunition Storage	Secured room	12	\$	\$
6	Storage (Supply)	Indoor Storage	12	\$	\$
7	Storage Supply Warehouse	Indoor storage	12	\$	\$
8	Storage (Music)	Indoor Storage	12	\$	\$
9	Storage (Sea Ops)	Indoor and Outdoor Storage	12	\$	\$
10	Storage (Sail Ops)	Indoor and Outdoor Storage	12	\$	\$
11	Storage (Training Support)	Indoor Storage	12	\$	\$
	<b>TOTAL</b>				\$

**44. Laundry / Dry Cleaning Service:**

The Bidder to provide pricing for laundry / dry cleaning service. The estimated laundry / dry cleaning service schedule is in accordance with Figure 4: Laundry / Dry Cleaning Requirements, in 3.7.3 of Annex A - Statement of Work.

Item	Article	Estimated Total Quantity	Unit Rate (\$ / each)	Extended Cost
		<b>A</b>	<b>B</b>	<b>A x B</b>
1	Pants	1,410	\$	\$
2	Shirts	2,555	\$	\$
3	Sleeping Bags	255	\$	\$
4	Sleeping Bag Liners	255	\$	\$
5	Mesh Laundry Bags	1,275	\$	\$
6	Combat Pants	60	\$	\$
7	Combat Shirts	60	\$	\$
8	Traditional Uniforms – Pants	200	\$	\$
9	Traditional Uniforms - Shirts	200	\$	\$
10	Traditional Uniforms - Collars	200	\$	\$
11	Traditional Uniforms – Silks / Scarves	200	\$	\$
	<b>TOTAL</b>			\$

**45. Medical:**

The Bidder to provide pricing for the Walk in Clinic (WIC) in accordance with the requirements detailed in section 3.8 Medical of Annex A – Statement of Work.

Item	Facility	Estimated # of Weeks	Weekly Rate	Extended Cost
		<b>A</b>	<b>B</b>	<b>A x B</b>
1	Walk in Clinic	9	\$	\$
	<b>TOTAL</b>			\$

**46. Transport Area:**

The Bidder to provide pricing for entire transport area facilities in accordance with the requirements detailed in section 3.9 Transport Area of Annex A – Statement of Work.

Item	Requirement	Estimated # of Weeks	Weekly Rate	Extended Cost
		<b>A</b>	<b>B</b>	<b>A x B</b>
<b>1</b>	Transport Area Facilities	9	\$	\$
	<b>TOTAL</b>			\$

**47. Other Facilities:**

The Bidder to provide pricing for other facilities in accordance with the requirements in the corresponding sections 3.11, 3.12, and 3.13 of Annex A – Statement of Work.

Item	Facility	Estimated # of Weeks	Weekly Rate	Extended Cost
		<b>A</b>	<b>B</b>	<b>A x B</b>
<b>1</b>	Canteen	9	\$	\$
<b>2</b>	Staff Cadet Recreational Room	7	\$	\$
<b>3</b>	Adult Staff Recreational Room	9	\$	\$
	<b>TOTAL</b>			\$

**48. Training Support:**

The Bidder to provide pricing for entire Training Support requirements, as detailed in section 4.1 Training Support of Annex A – Statement of Work.

Item	Requirement	Quantity	Estimated # of Weeks	Weekly Rate	Extended Cost
		<b>A</b>	<b>B</b>	<b>C</b>	<b>A x B x C</b>
<b>1</b>	All Training Support Requirements less classrooms	1	9	\$	\$
<b>2</b>	Classroom – Standard First Aid Training	1	7	\$	\$
<b>3</b>	Classroom	5	7	\$	\$
	<b>TOTAL</b>				\$

**49. General Training Facilities:**

The Bidder to provide pricing for general training facilities in accordance with the requirements in the corresponding sections 4.2, 4.3, and 4.5 of Annex A – Statement of Work.

Item	Facility	Estimated # of Weeks	Weekly Rate	Extended Cost
		<b>A</b>	<b>B</b>	<b>A x B</b>
<b>1</b>	Parade Square and Indoor Drill Area	7	\$	\$
<b>2</b>	Range / Summer Biathlon Track	9	\$	\$
	<b>TOTAL</b>			\$



Item	Facility	Estimated # of Weeks for exclusive daily period between 18:00 and 21:30 hrs	Weekly Rate	Estimated Hours for usage apart from exclusive daily period	Hourly Rate	Extended Cost
		<b>A</b>	<b>B</b>	<b>C</b>	<b>D</b>	<b>(A x B) + (C x D)</b>
<b>3</b>	Recreation Facilities	7 weeks	\$	98 hours / week	\$	\$
	<b>TOTAL</b>					\$

#### 50. Swimming:

The Bidder to provide pricing for swimming in accordance with the requirements in section 4.4 of Annex A – Statement of Work.

Item	Facility	Estimated # of Hours	Hourly Rate	Extended Cost
		<b>A</b>	<b>B</b>	<b>A x B</b>
<b>1</b>	Swimming Area / Pool	25	\$	\$
	<b>TOTAL</b>			\$

#### 51. Music Training:

The Bidder to provide pricing for entire Music Training requirements as detailed in section 5.1 Music Training of Annex A – Statement of Work.

Item	Requirement	Quantity	Estimated # of Weeks	Weekly Rate	Extended Cost
		<b>A</b>	<b>B</b>	<b>C</b>	<b>A x B x C</b>
<b>1</b>	All Music Training Requirements less Rehearsal Rooms, Classrooms and Library	1	9	\$	\$
<b>2</b>	Full Rehearsal Room	2	7	\$	\$
<b>3</b>	Rehearsal Room	4	7	\$	\$
<b>4</b>	Classroom	5	7	\$	\$
<b>5</b>	Library: Secure room	1	52	\$	\$
	<b>TOTAL</b>				\$

#### 52. Seamanship Training:

The Bidder to provide pricing for the entire Seamanship Training requirements as detailed in section 5.2 Seamanship Training of Annex A – Statement of Work.

Item	Requirement	Quantity	Estimated # of Weeks	Weekly Rate	Extended Cost
		<b>A</b>	<b>B</b>	<b>C</b>	<b>(A x B x C)</b>
<b>1</b>	Seamanship Training Requirements less classrooms	1	9	\$	\$
<b>2</b>	Classroom	4	7	\$	\$
	<b>TOTAL</b>				\$

The Bidder to provide pricing for off-site training facilities for Whaler Expeditions in accordance with the requirements detailed in section 5.2.11 Seamanship Training of Annex A – Statement of Work.

Item	Training	Estimated # of 2-night Expeditions	Facility Rental Fee (\$ / expedition)	Extended Cost
		<b>A</b>	<b>B</b>	<b>A x B</b>
<b>3</b>	Whaler Expedition	3	\$	\$

### 53. Sailing Training:

The Bidder to provide pricing for the entire Sailing Training requirements as detailed in section 5.3 Sail Training of Annex A – Statement of Work.

Item	Requirement	Quantity	Estimated # of Weeks	Weekly Rate	Extended Cost
		<b>A</b>	<b>B</b>	<b>C</b>	<b>A x B x C</b>
<b>1</b>	Sailing Training Requirements less classrooms	1	9	\$	\$
<b>2</b>	Classroom	4	7	\$	\$
	<b>TOTAL</b>				\$

### 54. Specialized Training:

The Bidder to provide all inclusive pricing for all equipped training facilities, accommodation, transportation, and meals for the Boatswain's Mate Course training in accordance with the requirements detailed in section 3.1.3 Support Requirements of Annex A – Statement of Work.

Item	Training	Estimated # of Participants	Estimated # of 2-day training sessions	All Inclusive Price (\$ / Participant)	Extended Cost
		<b>A</b>	<b>B</b>	<b>C</b>	<b>A x B x C</b>
<b>1</b>	Specialized Training (Fire, Flood, Damage Control, etc.)	30	2	\$	\$

### 55. Food Services:

The Bidder to provide pricing for meals in accordance with the requirements detailed in section 6.0 Food Services Requirements of Annex A – Statement of Work.

Item	Food Requirement	Estimated Quantity	Meal Rate (\$ / meal)	Extended Cost
		<b>A</b>	<b>B</b>	<b>A x B</b>
<b>1</b>	Meals served at dining facility at the Main Training Centre	130,000	\$	\$
<b>2</b>	Hot Dispersed Meals - Offsite	3,500	\$	\$
<b>3</b>	Cold Dispersed Box Meals - Offsite	7,400	\$	\$
<b>4</b>	Night Snacks - Offsite	1,165	\$	\$
<b>5a</b>	Table Service Dinner – Staff Cadets	150		
<b>5b</b>	Table Service Dinner – Drill and Ceremonial Course Cadets	35		
<b>5c</b>	Table Service Dinner - Adults	155		
	<b>TOTAL</b>			\$

For any Assemble and Issue Precooked Food Items and Workplace Refreshments for WIC as detailed in section 6.4 (c) and (e) Food Services Requirements of Annex A – Statement of Work, the Contractor will be paid its actual wholesale cost with a mark-up.

Item	Requirement	Total Estimated Cost	Bidder's Mark-up	Total Estimated Cost + Mark-up
		<b>A</b>	<b>B</b>	<b>A + (A x B)</b>
<b>6</b>	Assemble and Issue Precooked Food Items & Workplace Refreshments for WIC	\$18,070.00	____%	\$
	<b>TOTAL</b>			\$

#### 56. Janitorial Service:

The Bidder to provide pricing for janitorial service in accordance with the requirements detailed in section 7.0 Janitorial Requirements of Annex A – Statement of Work.

Item	Requirement	Estimated # of Days	Daily Rate	Extended Cost
		<b>A</b>	<b>B</b>	<b>A x B</b>
<b>1</b>	Janitorial Service	63	\$	\$
	<b>TOTAL</b>			\$

#### 57. Other Miscellaneous Charges:

These are unforeseen costs that may or may not occur during the period of the Contract. Examples would be key replacement, property damage, etc. This may also entail unforeseen related Work agreed upon by the Contractor and Canada. For any pre-approved miscellaneous expense, the Contractor will be paid the actual laid down cost with a mark-up.

Item	Requirement	Total Estimated Cost	Bidder's Mark-up	Total Estimated Cost + Mark-up
		<b>A</b>	<b>B</b>	<b>A + (A x B)</b>
<b>1</b>	Other Miscellaneous Charges	\$14,000.00	____%	\$
	<b>TOTAL</b>			\$

## **OPTIONAL REQUIREMENTS:**

### **58. Bus Transportation Service:**

The Bidder to provide pricing for optional bus transportation service in accordance with the requirements detailed in section 8.0 Vehicle Requirements of Annex A – Statement of Work. Normal daily hours of requirement would be from 08:00 to 20:00hrs.

The Bidder to advise if there is a km/day maximum limit: \_\_\_\_\_ km / day.

Item	Requirement	Estimated Quantity (# of busses)	Estimated Usage	Unit Cost (\$/ day)	Extended Cost
		A	B	C	A x B x C
1	Bus Transportation Service Main Training Centre (MTC)	4	42 days	\$	\$
2	Bus Transportation Service Off site, if applicable (i.e. for Seamanship and Sailing Training Sites)	2	49 days	\$	
3	Additional Busses (as and when required)	1	5 days	\$	
	<b>TOTAL</b>				\$

### **59. Fall and Spring Weekend Sail Training:**

The Bidder to provide pricing for optional fall or spring weekend sail training in accordance with the requirements detailed in section 9.0 Fall and Spring Weekend Sail Training.

Item	Requirement	Estimated Weekends (including set-up and shut-down period)	Facility Rental Fee (\$ / weekend)	Extended Cost
		A	B	A x B
	<b>Fall and Spring Training</b>			
1	Sail Training Facility	12	\$	\$
	<b>TOTAL</b>			\$

Item	Requirement	Estimated # of Participants	Estimated Weekends (including set-up and shut-down period)	Unit Cost (\$ / participant)	Extended Cost
		A	B	C	A x B x C
	<b>Fall and Spring Training</b>				
2	Accommodations	35	12	\$	\$
3	Food (based on 3 meals / day)	35	12	\$	\$
	<b>TOTAL</b>				\$

**60. Other Direct Charges:**

The Bidder to identify any other direct charges which will occur in the performance of the Work which have not been identified in any of the Basis of Payment elements listed as items 1 to 19 above in this Annex. No other charges will be acceptable outside of the Basis of Payment elements listed as items 1 to 19 above and the items identified below by the Bidder.

The Bidder to provide a list all other direct charges anticipated with the estimated costs and relevance to the proposed Work. Below is a sample table the Bidder may complete to show any other direct charges. Bidder can add as many line items to table as required. Any approved direct costs will be invoiced in accordance with Article 5.3 Method of Payment – Progress Payments of the Contract.

**Sample Table for Other Direct Charges:**

Item	Requirement	Unit Cost	Quantity	Extended Cost	Payment Schedule (i.e. one-time charge, daily, weekly, monthly charge)	Relevance to the Work
		<b>A</b>	<b>B</b>	<b>A x B</b>		
1						
2						
3						
4						
5						

**Total Other Direct Charges Estimated Cost: \$\_\_\_\_\_**

**GRAND TOTAL ESTIMATE (ITEMS 41- 60) FOR YEAR 3:**

**\$\_\_\_\_\_ EXCLUSIVE OF APPLICABLE TAXES**

## Annex B-4

### Basis of Payment – OPTIONAL Year 4

**For the period of 01 April 2016 to 31 March 2017**

The Bidder to provide firm prices / rates for the following services, GST/HST excluded:

#### **61. Accommodations:**

The Bidder to provide pricing for accommodations in accordance with Figure 1: Accommodation Requirement, in 3.2.16 of Annex A - Statement of Work, which includes the schedule of occupancy. Pricing to be in accordance with the requirements detailed in section 3.2 Accommodations of Annex A – Statement of Work. Price based on a nightly rate, per person, per night.

Item	Group	Estimated # of Occupant nights	Nightly Rate (\$ / per person)	Extended Cost
		A	B	A x B
1	Staff Cdr	63	\$	\$
2	Staff LCdr	665	\$	\$
3	Staff Lt(N)	2,520	\$	\$
4	Staff SLt	6,482	\$	\$
5	Staff Snr NCO	427	\$	\$
6	Staff Jr NCO	420	\$	\$
7	Staff Cadet	6,860	\$	\$
8	Cadet	27,300	\$	\$
	<b>TOTAL</b>			\$

#### **62. Administration:**

The Bidder to provide pricing for the entire Administration requirements as detailed in section 3.3 Administration of Annex A – Statement of Work that will be required during the Summer Camp period.

Item	Requirement	Estimated # of Weeks	Weekly Rate	Extended Cost
		A	B	A x B
1	Administration – Summer Camp	9	\$	\$
	<b>TOTAL</b>			\$

The Bidder to provide pricing for the Administration facilities as detailed in section 3.3 Administration of Annex A – Statement of Work that will be required year-round.

Item	Requirement	Estimated # of Months	Monthly Rate	Extended Cost
		A	B	A x B
2	Administration – Year Round Including: Finance Office: Shared Office Supply Office: Single Office Library: Secured room	12	\$	\$
	<b>TOTAL</b>			\$

The Bidder to provide pricing for event facility in accordance with the requirements as detailed in section 3.3.1 Administration of Annex A – Statement of Work.

Item	Facility	Estimated # of Hours	Hourly Rate	Extended Cost
		A	B	A x B
3	Event Facility	90	\$	\$

**63. Storage Space:**

The Bidder to provide pricing for storage space in accordance with the requirements detailed in section 3.4 Storage Space of Annex A - Statement of Work.

Item	Storage Areas	Type	Estimated # of Weeks	Weekly Rate	Extended Cost
			<b>A</b>	<b>B</b>	<b>A x B</b>
1	POL Storage (Sail Ops)	Outdoor Storage	9	\$	\$
2	POL Storage (Sea Ops Site)	Outdoor Storage	9	\$	\$

Item	Storage Areas	Type	Estimated # of Months	Monthly Rate	Extended Cost
			<b>A</b>	<b>B</b>	<b>A x B</b>
3	Distribution Area	Secured room	12	\$	\$
4	Weapons Storage	Secured room	12	\$	\$
5	Ammunition Storage	Secured room	12	\$	\$
6	Storage (Supply)	Indoor Storage	12	\$	\$
7	Storage Supply Warehouse	Indoor storage	12	\$	\$
8	Storage (Music)	Indoor Storage	12	\$	\$
9	Storage (Sea Ops)	Indoor and Outdoor Storage	12	\$	\$
10	Storage (Sail Ops)	Indoor and Outdoor Storage	12	\$	\$
11	Storage (Training Support)	Indoor Storage	12	\$	\$
	<b>TOTAL</b>				\$

**64. Laundry / Dry Cleaning Service:**

The Bidder to provide pricing for laundry / dry cleaning service. The estimated laundry / dry cleaning service schedule is in accordance with Figure 4: Laundry / Dry Cleaning Requirements, in 3.7.3 of Annex A - Statement of Work.

Item	Article	Estimated Total Quantity	Unit Rate (\$ / each)	Extended Cost
		<b>A</b>	<b>B</b>	<b>A x B</b>
1	Pants	1,410	\$	\$
2	Shirts	2,555	\$	\$
3	Sleeping Bags	255	\$	\$
4	Sleeping Bag Liners	255	\$	\$
5	Mesh Laundry Bags	1,275	\$	\$
6	Combat Pants	60	\$	\$
7	Combat Shirts	60	\$	\$
8	Traditional Uniforms – Pants	200	\$	\$
9	Traditional Uniforms - Shirts	200	\$	\$
10	Traditional Uniforms - Collars	200	\$	\$
11	Traditional Uniforms – Silks / Scarves	200	\$	\$
	<b>TOTAL</b>			\$

**65. Medical:**

The Bidder to provide pricing for the Walk in Clinic (WIC) in accordance with the requirements detailed in section 3.8 Medical of Annex A – Statement of Work.

Item	Facility	Estimated # of Weeks	Weekly Rate	Extended Cost
		<b>A</b>	<b>B</b>	<b>A x B</b>
1	Walk in Clinic	9	\$	\$
	<b>TOTAL</b>			\$

**66. Transport Area:**

The Bidder to provide pricing for entire transport area facilities in accordance with the requirements detailed in section 3.9 Transport Area of Annex A – Statement of Work.

Item	Requirement	Estimated # of Weeks	Weekly Rate	Extended Cost
		<b>A</b>	<b>B</b>	<b>A x B</b>
<b>1</b>	Transport Area Facilities	9	\$	\$
	<b>TOTAL</b>			\$

**67. Other Facilities:**

The Bidder to provide pricing for other facilities in accordance with the requirements in the corresponding sections 3.11, 3.12, and 3.13 of Annex A – Statement of Work.

Item	Facility	Estimated # of Weeks	Weekly Rate	Extended Cost
		<b>A</b>	<b>B</b>	<b>A x B</b>
<b>1</b>	Canteen	9	\$	\$
<b>2</b>	Staff Cadet Recreational Room	7	\$	\$
<b>3</b>	Adult Staff Recreational Room	9	\$	\$
	<b>TOTAL</b>			\$

**68. Training Support:**

The Bidder to provide pricing for entire Training Support requirements, as detailed in section 4.1 Training Support of Annex A – Statement of Work.

Item	Requirement	Quantity	Estimated # of Weeks	Weekly Rate	Extended Cost
		<b>A</b>	<b>B</b>	<b>C</b>	<b>A x B x C</b>
<b>1</b>	All Training Support Requirements less classrooms	1	9	\$	\$
<b>2</b>	Classroom – Standard First Aid Training	1	7	\$	\$
<b>3</b>	Classroom	5	7	\$	\$
	<b>TOTAL</b>				\$

**69. General Training Facilities:**

The Bidder to provide pricing for general training facilities in accordance with the requirements in the corresponding sections 4.2, 4.3, and 4.5 of Annex A – Statement of Work.

Item	Facility	Estimated # of Weeks	Weekly Rate	Extended Cost
		<b>A</b>	<b>B</b>	<b>A x B</b>
<b>1</b>	Parade Square and Indoor Drill Area	7	\$	\$
<b>2</b>	Range / Summer Biathlon Track	9	\$	\$
	<b>TOTAL</b>			\$



Item	Facility	Estimated # of Weeks for exclusive daily period between 18:00 and 21:30 hrs	Weekly Rate	Estimated Hours for usage apart from exclusive daily period	Hourly Rate	Extended Cost
		<b>A</b>	<b>B</b>	<b>C</b>	<b>D</b>	<b>(A x B) + (C x D)</b>
<b>3</b>	Recreation Facilities	7 weeks	\$	98 hours / week	\$	\$
	<b>TOTAL</b>					\$

#### 70. Swimming:

The Bidder to provide pricing for swimming in accordance with the requirements in section 4.4 of Annex A – Statement of Work.

Item	Facility	Estimated # of Hours	Hourly Rate	Extended Cost
		<b>A</b>	<b>B</b>	<b>A x B</b>
<b>1</b>	Swimming Area / Pool	25	\$	\$
	<b>TOTAL</b>			\$

#### 71. Music Training:

The Bidder to provide pricing for entire Music Training requirements as detailed in section 5.1 Music Training of Annex A – Statement of Work.

Item	Requirement	Quantity	Estimated # of Weeks	Weekly Rate	Extended Cost
		<b>A</b>	<b>B</b>	<b>C</b>	<b>A x B x C</b>
<b>1</b>	All Music Training Requirements less Rehearsal Rooms, Classrooms and Library	1	9	\$	\$
<b>2</b>	Full Rehearsal Room	2	7	\$	\$
<b>3</b>	Rehearsal Room	4	7	\$	\$
<b>4</b>	Classroom	5	7	\$	\$
<b>5</b>	Library: Secure room	1	52	\$	\$
	<b>TOTAL</b>				\$

#### 72. Seamanship Training:

The Bidder to provide pricing for the entire Seamanship Training requirements as detailed in section 5.2 Seamanship Training of Annex A – Statement of Work.

Item	Requirement	Quantity	Estimated # of Weeks	Weekly Rate	Extended Cost
		<b>A</b>	<b>B</b>	<b>C</b>	<b>(A x B x C)</b>
<b>1</b>	Seamanship Training Requirements less classrooms	1	9	\$	\$
<b>2</b>	Classroom	4	7	\$	\$
	<b>TOTAL</b>				\$

The Bidder to provide pricing for off-site training facilities for Whaler Expeditions in accordance with the requirements detailed in section 5.2.11 Seamanship Training of Annex A – Statement of Work.

Item	Training	Estimated # of 2-night Expeditions	Facility Rental Fee (\$ / expedition)	Extended Cost
		<b>A</b>	<b>B</b>	<b>A x B</b>
<b>3</b>	Whaler Expedition	3	\$	\$

### 73. Sailing Training:

The Bidder to provide pricing for the entire Sailing Training requirements as detailed in section 5.3 Sail Training of Annex A – Statement of Work.

Item	Requirement	Quantity	Estimated # of Weeks	Weekly Rate	Extended Cost
		<b>A</b>	<b>B</b>	<b>C</b>	<b>A x B x C</b>
<b>1</b>	Sailing Training Requirements less classrooms	1	9	\$	\$
<b>2</b>	Classroom	4	7	\$	\$
	<b>TOTAL</b>				\$

### 74. Specialized Training:

The Bidder to provide all inclusive pricing for all equipped training facilities, accommodation, transportation, and meals for the Boatswain's Mate Course training in accordance with the requirements detailed in section 3.1.3 Support Requirements of Annex A – Statement of Work.

Item	Training	Estimated # of Participants	Estimated # of 2-day training sessions	All Inclusive Price (\$ / Participant)	Extended Cost
		<b>A</b>	<b>B</b>	<b>C</b>	<b>A x B x C</b>
<b>1</b>	Specialized Training (Fire, Flood, Damage Control, etc.)	30	2	\$	\$

### 75. Food Services:

The Bidder to provide pricing for meals in accordance with the requirements detailed in section 6.0 Food Services Requirements of Annex A – Statement of Work.

Item	Food Requirement	Estimated Quantity	Meal Rate (\$ / meal)	Extended Cost
		<b>A</b>	<b>B</b>	<b>A x B</b>
<b>1</b>	Meals served at dining facility at the Main Training Centre	130,000	\$	\$
<b>2</b>	Hot Dispersed Meals - Offsite	3,500	\$	\$
<b>3</b>	Cold Dispersed Box Meals - Offsite	7,400	\$	\$
<b>4</b>	Night Snacks - Offsite	1,165	\$	\$
<b>5a</b>	Table Service Dinner – Staff Cadets	150		
<b>5b</b>	Table Service Dinner – Drill and Ceremonial Course Cadets	35		
<b>5c</b>	Table Service Dinner - Adults	155		
	<b>TOTAL</b>			\$

For any Assemble and Issue Precooked Food Items and Workplace Refreshments for WIC as detailed in section 6.4 (c) and (e) Food Services Requirements of Annex A – Statement of Work, the Contractor will be paid its actual wholesale cost with a mark-up.

Item	Requirement	Total Estimated Cost	Bidder's Mark-up	Total Estimated Cost + Mark-up
		<b>A</b>	<b>B</b>	<b>A + (A x B)</b>
<b>6</b>	Assemble and Issue Precooked Food Items & Workplace Refreshments for WIC	\$18,070.00	____%	\$
	<b>TOTAL</b>			\$

#### 76. Janitorial Service:

The Bidder to provide pricing for janitorial service in accordance with the requirements detailed in section 7.0 Janitorial Requirements of Annex A – Statement of Work.

Item	Requirement	Estimated # of Days	Daily Rate	Extended Cost
		<b>A</b>	<b>B</b>	<b>A x B</b>
<b>1</b>	Janitorial Service	63	\$	\$
	<b>TOTAL</b>			\$

#### 77. Other Miscellaneous Charges:

These are unforeseen costs that may or may not occur during the period of the Contract. Examples would be key replacement, property damage, etc. This may also entail unforeseen related Work agreed upon by the Contractor and Canada. For any pre-approved miscellaneous expense, the Contractor will be paid the actual laid down cost with a mark-up.

Item	Requirement	Total Estimated Cost	Bidder's Mark-up	Total Estimated Cost + Mark-up
		<b>A</b>	<b>B</b>	<b>A + (A x B)</b>
<b>1</b>	Other Miscellaneous Charges	\$14,000.00	____%	\$
	<b>TOTAL</b>			\$

## **OPTIONAL REQUIREMENTS:**

### **78. Bus Transportation Service:**

The Bidder to provide pricing for optional bus transportation service in accordance with the requirements detailed in section 8.0 Vehicle Requirements of Annex A – Statement of Work. Normal daily hours of requirement would be from 08:00 to 20:00hrs.

The Bidder to advise if there is a km/day maximum limit: \_\_\_\_\_ km / day.

Item	Requirement	Estimated Quantity (# of busses)	Estimated Usage	Unit Cost (\$/ day)	Extended Cost
		A	B	C	A x B x C
1	Bus Transportation Service Main Training Centre (MTC)	4	42 days	\$	\$
2	Bus Transportation Service Off site, if applicable (i.e. for Seamanship and Sailing Training Sites)	2	49 days	\$	
3	Additional Busses (as and when required)	1	5 days	\$	
	<b>TOTAL</b>				\$

### **79. Fall and Spring Weekend Sail Training:**

The Bidder to provide pricing for optional fall or spring weekend sail training in accordance with the requirements detailed in section 9.0 Fall and Spring Weekend Sail Training.

Item	Requirement	Estimated Weekends (including set-up and shut-down period)	Facility Rental Fee (\$ / weekend)	Extended Cost
		A	B	A x B
	<b>Fall and Spring Training</b>			
1	Sail Training Facility	12	\$	\$
	<b>TOTAL</b>			\$

Item	Requirement	Estimated # of Participants	Estimated Weekends (including set-up and shut-down period)	Unit Cost (\$ / participant)	Extended Cost
		A	B	C	A x B x C
	<b>Fall and Spring Training</b>				
2	Accommodations	35	12	\$	\$
3	Food (based on 3 meals / day)	35	12	\$	\$
	<b>TOTAL</b>				\$

**80. Other Direct Charges:**

The Bidder to identify any other direct charges which will occur in the performance of the Work which have not been identified in any of the Basis of Payment elements listed as items 1 to 19 above in this Annex. No other charges will be acceptable outside of the Basis of Payment elements listed as items 1 to 19 above and the items identified below by the Bidder.

The Bidder to provide a list all other direct charges anticipated with the estimated costs and relevance to the proposed Work. Below is a sample table the Bidder may complete to show any other direct charges. Bidder can add as many line items to table as required. Any approved direct costs will be invoiced in accordance with Article 5.3 Method of Payment – Progress Payments of the Contract.

**Sample Table for Other Direct Charges:**

Item	Requirement	Unit Cost	Quantity	Extended Cost	Payment Schedule (i.e. one-time charge, daily, weekly, monthly charge)	Relevance to the Work
		<b>A</b>	<b>B</b>	<b>A x B</b>		
1						
2						
3						
4						
5						

**Total Other Direct Charges Estimated Cost: \$\_\_\_\_\_**

**GRAND TOTAL ESTIMATE (ITEMS 61- 80) FOR YEAR 4:**

**\$\_\_\_\_\_ EXCLUSIVE OF APPLICABLE TAXES**

## Annex B-5

### Basis of Payment – OPTIONAL Year 5

**For the period of 01 April 2017 to 31 March 2018**

The Bidder to provide firm prices / rates for the following services, GST/HST excluded:

#### **81. Accommodations:**

The Bidder to provide pricing for accommodations in accordance with Figure 1: Accommodation Requirement, in 3.2.16 of Annex A - Statement of Work, which includes the schedule of occupancy. Pricing to be in accordance with the requirements detailed in section 3.2 Accommodations of Annex A – Statement of Work. Price based on a nightly rate, per person, per night.

Item	Group	Estimated # of Occupant nights	Nightly Rate (\$ / per person)	Extended Cost
		A	B	A x B
1	Staff Cdr	63	\$	\$
2	Staff LCdr	665	\$	\$
3	Staff Lt(N)	2,520	\$	\$
4	Staff SLt	6,482	\$	\$
5	Staff Snr NCO	427	\$	\$
6	Staff Jr NCO	420	\$	\$
7	Staff Cadet	6,860	\$	\$
8	Cadet	27,300	\$	\$
	<b>TOTAL</b>			\$

#### **82. Administration:**

The Bidder to provide pricing for the entire Administration requirements as detailed in section 3.3 Administration of Annex A – Statement of Work that will be required during the Summer Camp period.

Item	Requirement	Estimated # of Weeks	Weekly Rate	Extended Cost
		A	B	A x B
1	Administration – Summer Camp	9	\$	\$
	<b>TOTAL</b>			\$

The Bidder to provide pricing for the Administration facilities as detailed in section 3.3 Administration of Annex A – Statement of Work that will be required year-round.

Item	Requirement	Estimated # of Months	Monthly Rate	Extended Cost
		A	B	A x B
2	Administration – Year Round Including: Finance Office: Shared Office Supply Office: Single Office Library: Secured room	12	\$	\$
	<b>TOTAL</b>			\$

The Bidder to provide pricing for event facility in accordance with the requirements as detailed in section 3.3.1 Administration of Annex A – Statement of Work.

Item	Facility	Estimated # of Hours	Hourly Rate	Extended Cost
		A	B	A x B
3	Event Facility	90	\$	\$

**83. Storage Space:**

The Bidder to provide pricing for storage space in accordance with the requirements detailed in section 3.4 Storage Space of Annex A - Statement of Work.

Item	Storage Areas	Type	Estimated # of Weeks	Weekly Rate	Extended Cost
			<b>A</b>	<b>B</b>	<b>A x B</b>
1	POL Storage (Sail Ops)	Outdoor Storage	9	\$	\$
2	POL Storage (Sea Ops Site)	Outdoor Storage	9	\$	\$

Item	Storage Areas	Type	Estimated # of Months	Monthly Rate	Extended Cost
			<b>A</b>	<b>B</b>	<b>A x B</b>
3	Distribution Area	Secured room	12	\$	\$
4	Weapons Storage	Secured room	12	\$	\$
5	Ammunition Storage	Secured room	12	\$	\$
6	Storage (Supply)	Indoor Storage	12	\$	\$
7	Storage Supply Warehouse	Indoor storage	12	\$	\$
8	Storage (Music)	Indoor Storage	12	\$	\$
9	Storage (Sea Ops)	Indoor and Outdoor Storage	12	\$	\$
10	Storage (Sail Ops)	Indoor and Outdoor Storage	12	\$	\$
11	Storage (Training Support)	Indoor Storage	12	\$	\$
	<b>TOTAL</b>				\$

**84. Laundry / Dry Cleaning Service:**

The Bidder to provide pricing for laundry / dry cleaning service. The estimated laundry / dry cleaning service schedule is in accordance with Figure 4: Laundry / Dry Cleaning Requirements, in 3.7.3 of Annex A - Statement of Work.

Item	Article	Estimated Total Quantity	Unit Rate (\$ / each)	Extended Cost
		<b>A</b>	<b>B</b>	<b>A x B</b>
1	Pants	1,410	\$	\$
2	Shirts	2,555	\$	\$
3	Sleeping Bags	255	\$	\$
4	Sleeping Bag Liners	255	\$	\$
5	Mesh Laundry Bags	1,275	\$	\$
6	Combat Pants	60	\$	\$
7	Combat Shirts	60	\$	\$
8	Traditional Uniforms – Pants	200	\$	\$
9	Traditional Uniforms - Shirts	200	\$	\$
10	Traditional Uniforms - Collars	200	\$	\$
11	Traditional Uniforms – Silks / Scarves	200	\$	\$
	<b>TOTAL</b>			\$

**85. Medical:**

The Bidder to provide pricing for the Walk in Clinic (WIC) in accordance with the requirements detailed in section 3.8 Medical of Annex A – Statement of Work.

Item	Facility	Estimated # of Weeks	Weekly Rate	Extended Cost
		<b>A</b>	<b>B</b>	<b>A x B</b>
1	Walk in Clinic	9	\$	\$

	<b>TOTAL</b>			\$
--	--------------	--	--	----

#### 86. Transport Area:

The Bidder to provide pricing for entire transport area facilities in accordance with the requirements detailed in section 3.9 Transport Area of Annex A – Statement of Work.

Item	Requirement	Estimated # of Weeks	Weekly Rate	Extended Cost
		<b>A</b>	<b>B</b>	<b>A x B</b>
1	Transport Area Facilities	9	\$	\$
	<b>TOTAL</b>			\$

#### 87. Other Facilities:

The Bidder to provide pricing for other facilities in accordance with the requirements in the corresponding sections 3.11, 3.12, and 3.13 of Annex A – Statement of Work.

Item	Facility	Estimated # of Weeks	Weekly Rate	Extended Cost
		<b>A</b>	<b>B</b>	<b>A x B</b>
1	Canteen	9	\$	\$
2	Staff Cadet Recreational Room	7	\$	\$
3	Adult Staff Recreational Room	9	\$	\$
	<b>TOTAL</b>			\$

#### 88. Training Support:

The Bidder to provide pricing for entire Training Support requirements, as detailed in section 4.1 Training Support of Annex A – Statement of Work.

Item	Requirement	Quantity	Estimated # of Weeks	Weekly Rate	Extended Cost
		<b>A</b>	<b>B</b>	<b>C</b>	<b>A x B x C</b>
1	All Training Support Requirements less classrooms	1	9	\$	\$
2	Classroom – Standard First Aid Training	1	7	\$	\$
3	Classroom	5	7	\$	\$
	<b>TOTAL</b>				\$

#### 89. General Training Facilities:

The Bidder to provide pricing for general training facilities in accordance with the requirements in the corresponding sections 4.2, 4.3, and 4.5 of Annex A – Statement of Work.

Item	Facility	Estimated # of Weeks	Weekly Rate	Extended Cost
		<b>A</b>	<b>B</b>	<b>A x B</b>
1	Parade Square and Indoor Drill Area	7	\$	\$
2	Range / Summer Biathlon Track	9	\$	\$
	<b>TOTAL</b>			\$



Item	Facility	Estimated # of Weeks for exclusive daily period between 18:00 and 21:30 hrs	Weekly Rate	Estimated Hours for usage apart from exclusive daily period	Hourly Rate	Extended Cost
		<b>A</b>	<b>B</b>	<b>C</b>	<b>D</b>	<b>(A x B) + (C x D)</b>
<b>3</b>	Recreation Facilities	7 weeks	\$	98 hours / week	\$	\$
	<b>TOTAL</b>					\$

#### 90. Swimming:

The Bidder to provide pricing for swimming in accordance with the requirements in section 4.4 of Annex A – Statement of Work.

Item	Facility	Estimated # of Hours	Hourly Rate	Extended Cost
		<b>A</b>	<b>B</b>	<b>A x B</b>
<b>1</b>	Swimming Area / Pool	25	\$	\$
	<b>TOTAL</b>			\$

#### 91. Music Training:

The Bidder to provide pricing for entire Music Training requirements as detailed in section 5.1 Music Training of Annex A – Statement of Work.

Item	Requirement	Quantity	Estimated # of Weeks	Weekly Rate	Extended Cost
		<b>A</b>	<b>B</b>	<b>C</b>	<b>A x B x C</b>
<b>1</b>	All Music Training Requirements less Rehearsal Rooms, Classrooms and Library	1	9	\$	\$
<b>2</b>	Full Rehearsal Room	2	7	\$	\$
<b>3</b>	Rehearsal Room	4	7	\$	\$
<b>4</b>	Classroom	5	7	\$	\$
<b>5</b>	Library: Secure room	1	52	\$	\$
	<b>TOTAL</b>				\$

#### 92. Seamanship Training:

The Bidder to provide pricing for the entire Seamanship Training requirements as detailed in section 5.2 Seamanship Training of Annex A – Statement of Work.

Item	Requirement	Quantity	Estimated # of Weeks	Weekly Rate	Extended Cost
		<b>A</b>	<b>B</b>	<b>C</b>	<b>(A x B x C)</b>
<b>1</b>	Seamanship Training Requirements less classrooms	1	9	\$	\$
<b>2</b>	Classroom	4	7	\$	\$
	<b>TOTAL</b>				\$

The Bidder to provide pricing for off-site training facilities for Whaler Expeditions in accordance with the requirements detailed in section 5.2.11 Seamanship Training of Annex A – Statement of Work.

Item	Training	Estimated # of 2-night Expeditions	Facility Rental Fee (\$ / expedition)	Extended Cost
		<b>A</b>	<b>B</b>	<b>A x B</b>
<b>3</b>	Whaler Expedition	3	\$	\$

### 93. Sailing Training:

The Bidder to provide pricing for the entire Sailing Training requirements as detailed in section 5.3 Sail Training of Annex A – Statement of Work.

Item	Requirement	Quantity	Estimated # of Weeks	Weekly Rate	Extended Cost
		<b>A</b>	<b>B</b>	<b>C</b>	<b>A x B x C</b>
<b>1</b>	Sailing Training Requirements less classrooms	1	9	\$	\$
<b>2</b>	Classroom	4	7	\$	\$
	<b>TOTAL</b>				\$

### 94. Specialized Training:

The Bidder to provide all inclusive pricing for all equipped training facilities, accommodation, transportation, and meals for the Boatswain's Mate Course training in accordance with the requirements detailed in section 3.1.3 Support Requirements of Annex A – Statement of Work.

Item	Training	Estimated # of Participants	Estimated # of 2-day training sessions	All Inclusive Price (\$ / Participant)	Extended Cost
		<b>A</b>	<b>B</b>	<b>C</b>	<b>A x B x C</b>
<b>1</b>	Specialized Training (Fire, Flood, Damage Control, etc.)	30	2	\$	\$

### 95. Food Services:

The Bidder to provide pricing for meals in accordance with the requirements detailed in section 6.0 Food Services Requirements of Annex A – Statement of Work.

Item	Food Requirement	Estimated Quantity	Meal Rate (\$ / meal)	Extended Cost
		<b>A</b>	<b>B</b>	<b>A x B</b>
<b>1</b>	Meals served at dining facility at the Main Training Centre	130,000	\$	\$
<b>2</b>	Hot Dispersed Meals - Offsite	3,500	\$	\$
<b>3</b>	Cold Dispersed Box Meals - Offsite	7,400	\$	\$
<b>4</b>	Night Snacks - Offsite	1,165	\$	\$
<b>5a</b>	Table Service Dinner – Staff Cadets	150		
<b>5b</b>	Table Service Dinner – Drill and Ceremonial Course Cadets	35		
<b>5c</b>	Table Service Dinner - Adults	155		
	<b>TOTAL</b>			\$

For any Assemble and Issue Precooked Food Items and Workplace Refreshments for WIC as detailed in section 6.4 (c) and (e) Food Services Requirements of Annex A – Statement of Work, the Contractor will be paid its actual wholesale cost with a mark-up.

Item	Requirement	Total Estimated Cost	Bidder's Mark-up	Total Estimated Cost + Mark-up
		<b>A</b>	<b>B</b>	<b>A + (A x B)</b>
<b>6</b>	Assemble and Issue Precooked Food Items & Workplace Refreshments for WIC	\$18,070.00	____%	\$
	<b>TOTAL</b>			\$

#### 96. Janitorial Service:

The Bidder to provide pricing for janitorial service in accordance with the requirements detailed in section 7.0 Janitorial Requirements of Annex A – Statement of Work.

Item	Requirement	Estimated # of Days	Daily Rate	Extended Cost
		<b>A</b>	<b>B</b>	<b>A x B</b>
<b>1</b>	Janitorial Service	63	\$	\$
	<b>TOTAL</b>			\$

#### 97. Other Miscellaneous Charges:

These are unforeseen costs that may or may not occur during the period of the Contract. Examples would be key replacement, property damage, etc. This may also entail unforeseen related Work agreed upon by the Contractor and Canada. For any pre-approved miscellaneous expense, the Contractor will be paid the actual laid down cost with a mark-up.

Item	Requirement	Total Estimated Cost	Bidder's Mark-up	Total Estimated Cost + Mark-up
		<b>A</b>	<b>B</b>	<b>A + (A x B)</b>
<b>1</b>	Other Miscellaneous Charges	\$14,000.00	____%	\$
	<b>TOTAL</b>			\$

## **OPTIONAL REQUIREMENTS:**

### **98. Bus Transportation Service:**

The Bidder to provide pricing for optional bus transportation service in accordance with the requirements detailed in section 8.0 Vehicle Requirements of Annex A – Statement of Work. Normal daily hours of requirement would be from 08:00 to 20:00hrs.

The Bidder to advise if there is a km/day maximum limit: \_\_\_\_\_ km / day.

Item	Requirement	Estimated Quantity (# of busses)	Estimated Usage	Unit Cost (\$/ day)	Extended Cost
		A	B	C	A x B x C
1	Bus Transportation Service Main Training Centre (MTC)	4	42 days	\$	\$
2	Bus Transportation Service Off site, if applicable (i.e. for Seamanship and Sailing Training Sites)	2	49 days	\$	
3	Additional Busses (as and when required)	1	5 days	\$	
	<b>TOTAL</b>				\$

### **99. Fall and Spring Weekend Sail Training:**

The Bidder to provide pricing for optional fall or spring weekend sail training in accordance with the requirements detailed in section 9.0 Fall and Spring Weekend Sail Training.

Item	Requirement	Estimated Weekends (including set-up and shut-down period)	Facility Rental Fee (\$ / weekend)	Extended Cost
		A	B	A x B
	<b>Fall and Spring Training</b>			
1	Sail Training Facility	12	\$	\$
	<b>TOTAL</b>			\$

Item	Requirement	Estimated # of Participants	Estimated Weekends (including set-up and shut-down period)	Unit Cost (\$ / participant)	Extended Cost
		A	B	C	A x B x C
	<b>Fall and Spring Training</b>				
2	Accommodations	35	12	\$	\$
3	Food (based on 3 meals / day)	35	12	\$	\$
	<b>TOTAL</b>				\$

**100. Other Direct Charges:**

The Bidder to identify any other direct charges which will occur in the performance of the Work which have not been identified in any of the Basis of Payment elements listed as items 1 to 19 above in this Annex. No other charges will be acceptable outside of the Basis of Payment elements listed as items 1 to 19 above and the items identified below by the Bidder.

The Bidder to provide a list all other direct charges anticipated with the estimated costs and relevance to the proposed Work. Below is a sample table the Bidder may complete to show any other direct charges. Bidder can add as many line items to table as required. Any approved direct costs will be invoiced in accordance with Article 5.3 Method of Payment – Progress Payments of the Contract.

**Sample Table for Other Direct Charges:**

Item	Requirement	Unit Cost	Quantity	Extended Cost	Payment Schedule (i.e. one-time charge, daily, weekly, monthly charge)	Relevance to the Work
		<b>A</b>	<b>B</b>	<b>A x B</b>		
1						
2						
3						
4						
5						

**Total Other Direct Charges Estimated Cost: \$\_\_\_\_\_**

**GRAND TOTAL ESTIMATE (ITEMS 81- 100) FOR YEAR 5:**

**\$\_\_\_\_\_ EXCLUSIVE OF APPLICABLE TAXES**

## ANNEX D

### EVALUATION CRITERIA

#### 1. MANDATORY CRITERIA (MC)

3.0 SUPPORT REQUIREMENTS		Instruction to Bidders	Compliant		Bidder's Proposal Reference (Bidder to complete)
			Yes	No	
MC 1	Is the proposed location located within one of the Atlantic Provinces of NL, NS, NB, or PE?	The Bidder must provide the address of the MTC.			
MC 2	Are all facilities and training sites within 30 minutes ground travel of a medical centre with emergency services?	<p>The Bidder must demonstrate the proximity of each building and training site to be used by Canada to the nearest medical centre that has emergency services. As a minimum the Bidder must provide:</p> <ol style="list-style-type: none"> <li>Street address of each building and training site;</li> <li>Street address of the nearest medical facility with emergency services;</li> <li>Distance and travel time between each facility and site used by Canada to the emergency care facility.</li> </ol>			
MC 3	Is the Main Training Centre (MTC) within 400km of an establishment that can provide the Fire Fighting and Damage Control (FFDC) Training?	<p>The Bidder must demonstrate the proximity of the MTC to the Fire Fighting and Damage Control (FFDC) Training venue(s). As a minimum the Bidder must provide:</p> <ol style="list-style-type: none"> <li>Location of the nearest venue(s);</li> <li>Distance in km between the MTC and the FFDC training venue(s); and</li> <li>If the Bidder is subcontracting the FFDC Training venue(s) then they must provide a confirmation statement signed by the subcontractor(s) indicating their ability to deliver this training.</li> </ol>			
MC 4	Can the Bidder provide accommodations that meet the criteria in detailed in Figure 1?	<p>The Bidder as a minimum must describe the type of accommodations being provided for the cadets, staff cadets, and adult staff. The Bidder must provide the following details in their description:</p> <ol style="list-style-type: none"> <li>Type of rooms being provided for each item in Figure 1 of the SOW.</li> <li>Location of ablution facilities in relation to the associated accommodation building;</li> <li>Location of laundry facilities in relation to the associated accommodation building.</li> </ol>			
MC 5	Is the Bidder providing the storage requirements outlined in Figure 3 of the SOW?	The Bidder as a minimum must provide the physical location and dimensions of the storage areas identified in Figure 3. The Bidder must provide the distances of the storage areas to their associated training sites for items 4, 5, 8, 9, and 10 of Figure 3.			

## ANNEX D

### EVALUATION CRITERIA

4.0 TRAINING REQUIREMENTS – GENERAL		Instructions to Bidders	Compliant		Bidder's Proposal Reference (Bidder to complete)
			Yes	No	
MC 6	Is the Bidder providing classrooms and offices for the courses outlined in Section 1.2.3 of the SOW at the respective training sites as identified in section 4.1.4 and Figures 7, 8, 9, and 10) ?	The Bidder must provide building/room number for each classroom and if classrooms not yet in place they must provide the location and plan for putting classrooms in place. The Bidder must also identify if Canada has exclusive use of classrooms during occupancy period.			
MC 7	Is the Bidder providing the recreation facilities outlined in Section 4.3 of the SOW?	The Bidder must provide location of requirements listed in section 4.3.1.			
5.0 INDIVIDUAL COURSE TRAINING REQUIREMENTS		Instructions to Bidders	Compliant		Bidder's Proposal Reference (Bidder to complete)
			Yes	No	
MC 8	Is the Bidder providing a suitable water training site for seamanship training as outlined in Section 5.2 of the SOW?	The Bidder must provide location of the site and distance to the Main Training Centre (MTC). The Bidder must also include driving time from the seamanship training site to the MTC if site is located more than 900m away. The Bidder must describe layout of Seamanship Training area, including to but not limited to the proposed mooring/docking system.			
5.0 INDIVIDUAL COURSE TRAINING REQUIREMENTS		Instructions to Bidders	Compliant		Bidder's Proposal Reference (Bidder to complete)
			Yes	No	
MC 9	Is the Bidder providing a site suitable for the whaler expedition as described in section 5.2.11?	The Bidder must provide location and description of site. Bidder may subcontract site.			
MC 10	Is the Bidder providing a suitable water training site for sail training as outlined in Section 5.3 of the SOW?	The Bidder must provide location of the site and distance to the Main Training Centre (MTC). The Bidder must also include driving time from the sail training site to the MTC if site is located more than 900m away. The Bidder must describe layout of the Sail Training area, including to but not limited to the proposed docking system.			
6.0 FOOD SERVICES REQUIREMENTS		Instructions to Bidders	Compliant		Bidder's Proposal Reference (Bidder to complete)
			Yes	No	
MC 11	Is the Bidder meeting the food service facility requirements?	The Bidder must identify the location of the eating facility and the distance in meters to the cadet, staff cadet, and adult accommodations. The Bidder must include the seating/feeding capacity at one time.			

<b>Total Mandatory Criteria Listed</b>	11
<b>Total Mandatory Criteria Met</b>	

## ANNEX D

### EVALUATION CRITERIA

#### 2. SITE VISIT - EVALUATION CRITERIA

3.0 SUPPORT REQUIREMENTS		Site Visit Details	Meets Requirements <sup>1</sup>	Capable of Meeting Requirements <sup>2</sup>	Unable to Meet Requirements <sup>3</sup>
SV 1	Cadet and Staff Cadet Accommodations	<p>The Bidder must have a sample of a cadet and staff cadet accommodation area as outlined in the SOW. In particular Canada will confirm the following requirements are met:</p> <ul style="list-style-type: none"> <li>a. Does the type of accommodation match what was described in the Bidder's proposal?</li> <li>b. Are there ablution facilities within the accommodations or in a nearby adjacent building?</li> <li>c. Are there laundry facilities within the accommodations or in a nearby adjacent building?</li> <li>d. Is there a room for supervisory staff?</li> <li>e. Does each occupant get a full sized locker or closet?</li> <li>f. Do all windows in sleeping and washroom areas have window coverings for privacy?</li> <li>g. Do all windows have screens?</li> <li>h. Are all lighting encased?</li> </ul>			
SV 2	Adult Staff Accommodations	<p>The Bidder must have a sample of each type of adult accommodation included in their proposal (i.e. single/double and quad occupancies). In particular Canada will confirm the following requirements are met:</p> <ul style="list-style-type: none"> <li>a. Does the type of accommodation match what was described in the Bidder's proposal?</li> <li>b. Is there an ablution facility within the accommodation building as described in the Bidder's proposal?</li> <li>c. Is there a laundry facility within the accommodation building as described in the Bidder's proposal?</li> <li>d. Does each occupant get a full sized locker or closet?</li> <li>e. Do all windows in sleeping and washroom areas have window coverings for privacy?</li> <li>f. Do all windows have screens?</li> <li>g. Are all lighting encased?</li> </ul>			

<sup>1</sup> **Meets Requirements**– resources currently exist

<sup>2</sup> **Capable of Meeting Requirements** – resources currently not in place but the Bidder has demonstrated how they will meet requirements prior to occupancy period

<sup>3</sup> **Unable to Meet Requirements** – resources are not currently in place and the Bidder has not addressed how they will meet requirements prior to occupancy period



## ANNEX D

### EVALUATION CRITERIA

3.0 SUPPORT REQUIREMENTS		Site Visit Details	Meets Requirements	Capable of Meeting Requirements	Unable to Meet Requirements
SV 3	Office/work station sizes	<p>The Bidder must provide a sample of an individual office and a sample of a work station in each of the buildings in which it is proposed that Canada will occupy. Canada may not measure all offices/work stations however they will measure spaces as deemed necessary. Each sample office and work station must be equipped as per section 3.1.18 of the SOW, that is they must have:</p> <ul style="list-style-type: none"> <li>a. An office desk;</li> <li>b. An office chair;</li> <li>c. Sufficient Lighting;</li> <li>d. Sufficient electrical outlets and telephone lines to support the requirements specified for that office/work station;</li> <li>e. Meets the size requirement of the designated space as outlined in the SOW.</li> </ul>			
SV 4	Classrooms	<p>The Bidder must have a sample classroom prepared for the site visit that meets the following:</p> <ul style="list-style-type: none"> <li>a. free from the elements;</li> <li>b. desks or tables and chairs for a minimum of 25 trainees;</li> <li>c. instructor's table at the front of the room;</li> <li>d. have encased lighting;</li> <li>e. have proper ventilation; and</li> <li>f. have at least one mounted white board.</li> </ul> <p>Canada will confirm distances during site visit.</p>			
SV 5	Are the course cadet, staff cadet, and adult accommodation facilities within 900m of the dining facility, parade square, and Walk in Clinic (WIC)?				
SV 6	Are the administration, music and training support facilities within 900m of the parade square?	Canada will confirm distances during site visit.			

<sup>1</sup> **Meets Requirements**– resources currently exist

<sup>2</sup> **Capable of Meeting Requirements** – resources currently not in place but the Bidder has demonstrated how they will meet requirements prior to occupancy period

<sup>3</sup> **Unable to Meet Requirements** – resources are not currently in place and the Bidder has not addressed how they will meet requirements prior to occupancy period

## ANNEX D

### EVALUATION CRITERIA

3.0 SUPPORT REQUIREMENTS		Site Visit Details	Meets Requirements	Capable of Meeting Requirements	Unable to Meet Requirements
SV 7	Ablution Facilities	<p>Canada will confirm ablution facility locations for the cadet, staff cadet, and adult staff. The Bidder must have one ablution facility ready for the site visit that meets the requirements outlined in Section 3.2.8 of the SOW:</p> <ul style="list-style-type: none"> <li>a. Facilities are adjacent to the applicable accommodation building;</li> <li>b. 1 shower per 10 occupants. Showers must be partitioned to provide privacy;</li> <li>c. 1 toilet and 1 urinal per 13 male occupants;</li> <li>d. 2 toilets per 13 female occupants;</li> <li>e. 1 sink with soap dispenser per 10 occupants; and</li> <li>f. 1 paper towel dispenser or hand dryer per 20 occupants; and</li> <li>g. appropriate number of waste receptacles per facility, including separate covered receptacles for feminine hygiene products either within the bathroom stalls or just outside the stalls.</li> </ul>			
SV 8	Laundry Facilities	<p>Canada will confirm laundry facility locations for the cadet, staff cadet, and adult staff. The Bidder must have one laundry facility ready for the site visit that meets the requirements of Section 3.2.9 of the SOW:</p> <ul style="list-style-type: none"> <li>a. Laundry facility is within 450m of application accommodation building;</li> <li>b. 1 industrial washer and 1 industrial dryer per 25 occupants;</li> <li>c. 1 laundry basin per 50 occupants;</li> <li>d. 1 ironing board and 1 iron per 14 occupants; and</li> <li>e. a sufficient number of electrical outlets to operate one iron per ironing board provided.</li> </ul>			
SV 9	Large facility capable of seating 350 personnel.	Canada will confirm that this area is capable of meeting the requirements. Furnishings and equipment are not required to be in place at time of site visit.			
SV 10	Administration requirements outlined in Figure 2 of the SOW.	Canada will confirm that the building and offices/rooms designated are capable of meeting the outlined requirements. Rooms/offices do not need to be furnished during the site visit, with exception of the sample office and sample work station as outlined in Site Visit criteria 3.			

<sup>1</sup> **Meets Requirements**– resources currently exist

<sup>2</sup> **Capable of Meeting Requirements** – resources currently not in place but the Bidder has demonstrated how they will meet requirements prior to occupancy period

<sup>3</sup> **Unable to Meet Requirements** – resources are not currently in place and the Bidder has not addressed how they will meet requirements prior to occupancy period

## ANNEX D

### EVALUATION CRITERIA

3.0 SUPPORT REQUIREMENTS		Site Visit Details	Meets Requirements	Capable of Meeting Requirements	Unable to Meet Requirements
SV 11	Storage requirements outlined in Figure 3 of the SOW.	Canada will confirm that the designated areas are capable of meeting the outlined requirements. Spaces must meet the size requirements however spaces do not need to have large access doors, ramps, or security modifications in place at time of site visit.			
SV 12	Walk in Clinic as described in Section 3.8 and Figure 5 of SOW.	Canada will confirm distance to accommodations. Canada will visit all the designated areas to ensure facility is capable of meeting outlined requirements. The Bidder must identify how the Treatment Room and Sick Bay will be air conditioned. Furnishings do not need to be in place at time of site visit.			
SV 13	Transport areas as outlined in Section 3.9 and Figure 6 of the SOW.	Canada will confirm that the building and offices/rooms designated are capable of meeting the outlined requirements. Rooms/offices do not need to be furnished during the site visit.			
SV 14	Canteen area as outlined in Section 3.11 of the SOW.	Canada will confirm that the rooms/spaces designated are capable of meeting the outlined requirements. Rooms/spaces do not need to be furnished during the site visit. The Bidder must indicate a plan as to where the coin operated phones will be placed as described in Section 3.11.5.			
SV 15	Staff cadet recreational room as outlined in Section 3.12.1 of the SOW.	Canada will confirm that the designated room is capable of meeting outlined requirements. The room does not need to be furnished during the site visit, however Canada will confirm that minimally the room meets the following requirements: <ul style="list-style-type: none"> <li>a. Staff cadet recreational room is within 900m of the staff cadet accommodations;</li> <li>b. Room size is capable of seating at least 35 personnel, and capable of having a combined standing and seating occupancy of 65 personnel; and</li> <li>c. Room has minimally 16 electrical outlets.</li> </ul>			
SV 16	Adult staff recreational room as outlined in Section 3.13.1 of the SOW.	Canada will confirm that the designated room is capable of meeting outlined requirements. Room does not need to be furnished during the site visit, however Canada will confirm that minimally the room meets the following requirements: <ul style="list-style-type: none"> <li>a. Adult staff recreational room is within 900m of the adult staff accommodations;</li> <li>b. Room size is capable of seating at least 70 personnel, and capable of having a combined standing and seating occupancy of 140 personnel;</li> <li>c. That there are no video lottery terminals on site; and</li> <li>d. Room has minimally 24 electrical outlets.</li> </ul>			

<sup>1</sup> **Meets Requirements**— resources currently exist

<sup>2</sup> **Capable of Meeting Requirements** – resources currently not in place but the Bidder has demonstrated how they will meet requirements prior to occupancy period

<sup>3</sup> **Unable to Meet Requirements** – resources are not currently in place and the Bidder has not addressed how they will meet requirements prior to occupancy period

## ANNEX D

### EVALUATION CRITERIA

4.0 TRAINING REQUIREMENTS – GENERAL		Instructions to Bidders	Meets Requirements	Capable of Meeting Requirements	Unable to Meet Requirements
SV 17	Parade Square	Canada will confirm that the area designated as the parade square is capable of meeting the outlined requirements. The area must be able to accommodate minimally a 5000m <sup>2</sup> level paved surface and be a reasonable rectangular shape.			
SV 18	Recreation Facilities	Canada will confirm that the areas designated for recreation are capable of meeting the outlined requirements.			
SV 19	Range Facility	Canada will confirm that the designated areas are capable of meeting the outlined requirements. Ranges do not need to be set-up at time of site visit however the Bidder must be able to describe how the locations will be set-up to meet the requirements of Section 4.5 of the SOW.			
5.0 INDIVIDUAL COURSE TRAINING REQUIREMENTS		Instructions to Bidders	Meets Requirements	Capable of Meeting Requirements	Unable to Meet Requirements
SV 20	Seamanship Training Site	Canada will confirm that the water site designated for this training, the boat launch area, and the site to be used for docking are capable of meeting the outlined requirements. Docking and boat launch areas are not required to be in place at time of site visit. If it is questionable that the site may not meet Canada's requirements, Canada reserves the right to request additional information related to water depth, tide schedule, etc. before confirming that the location is suitable. Canada will confirm that the offices/work spaces designated for this training are capable of meeting requirements and/or that the location and plan the Bidder provides for the construction/placement of offices/work spaces meets requirements.			
SV 21	Whaler Expedition Site	Canada will want to confirm that the site that is being proposed for the whaler expedition is capable of meeting requirements. The site must be located away from the Main Training Centre and Seamanship Training site. This area must be suitable for overnight accommodations and permit the use of tents, portable/chemical toilets, and cooking stoves.			
SV 22	Sail Training Site	Canada will confirm that the water site designated for this training, the boat launch area, and the site to be used for docking are capable of meeting requirements. Docking and boat launch areas are not required to be in place at time of site visit. If it is questionable that the site may not meet Canada's requirements, Canada reserves the right to request additional information related to water depth, tide schedule, etc. before confirming that the location is suitable. Canada will confirm that the offices/work spaces designated for this training are capable of meeting requirements and/or that the location and plan the Bidder provides for the construction/placement of offices/work spaces meets requirements.			

<sup>1</sup> **Meets Requirements**– resources currently exist

<sup>2</sup> **Capable of Meeting Requirements** – resources currently not in place but the Bidder has demonstrated how they will meet requirements prior to occupancy period

<sup>3</sup> **Unable to Meet Requirements** – resources are not currently in place and the Bidder has not addressed how they will meet requirements prior to occupancy period

**ANNEX D**

**EVALUATION CRITERIA**

<b>6.0 FOOD SERVICES REQUIREMENTS</b>		<b>Instructions to Bidders</b>	<b>Meets Requirements</b>	<b>Capable of Meeting Requirements</b>	<b>Unable to Meet Requirements</b>
SV 23	Food Service Facility	<p>Canada will confirm that the area designated as the Food Service Facility is capable of meeting requirements. The Bidder must identify locations to be used as:</p> <ul style="list-style-type: none"> <li>a. Designated eating areas;</li> <li>b. Cooking and food preparation areas;</li> <li>c. Dish cleaning area; and</li> <li>d. Food storage areas.</li> </ul>			

<sup>1</sup> **Meets Requirements**— resources currently exist

<sup>2</sup> **Capable of Meeting Requirements** – resources currently not in place but the Bidder has demonstrated how they will meet requirements prior to occupancy period

<sup>3</sup> **Unable to Meet Requirements**— resources are not currently in place and the Bidder has not addressed how they will meet requirements prior to occupancy period

## ANNEX D

### EVALUATION CRITERIA

#### **Technical Point Rated:**

For a Bid to pass the Point Rated Technical / Management Criteria, the bid must receive the following score:

- (a) obtain a minimum of 60% of the points for each section of the technical and management evaluation criteria which are subject to point rating as follows:
  - Section A: the rating is performed on a scale of 200 points;
  - Section B: the rating is performed on a scale of 280 points;
  - Section C: the rating is performed on a scale of 200 points; and
- (b) obtain the required minimum of 70% percent overall of the points for the technical and management evaluation criteria (Sections A, B, and C) which are subject to point rating. The rating is performed on a scale of 680 points.

#### **A. Strategy, Approach, Methodology (Minimum 120 points / Maximum 200 points)**

##### **(1) Demonstrated understanding of context, scope and objectives – Maximum 50 points**

Understanding of the context, scope and objectives should be demonstrated, and it should not be limited to the description provided in the Statement of Work, Annex A. The Bidder should clearly demonstrate in their own words that they thoroughly understand the context, scope and objectives of the SOW.

##### **(2) Proposed work plan, approach and methodology – Maximum 100 points**

Preparation and planning to ensure all the requirements for the camp are fulfilled and in place as identified in the Statement of Work prior to the start of camp is critical.

Bidders should clearly describe their approach and proposed methodology to meet the requirements. The proposed approach must be compliant with the requirements of the Statement of Work, Annex A. Sufficient details should be provided to demonstrate that the Bidder clearly understands the requirements and that the approach and methodology proposed will ensure that the objectives are achieved. Bidders should identify any cost saving measures as a result of their approach to meeting objectives.

##### **(3) Recognition of problems and solutions proposed – Maximum 50 points**

Bidders should identify any difficulties that are anticipated and explain how they intend to resolve them. Issues and challenges related to the nature of the required Work should be addressed.

## ANNEX D

### EVALUATION CRITERIA

#### **B. Facilities and Equipment (Minimum 168 points / Maximum 280 points)**

##### **(1) Main Training Centre Facilities – Maximum 50 points**

In order to visualize and grasp the setup of the Main Training Centre (MTC), the Bidders are to provide a general map / sketch (not required to be at scale) of all the facilities located at the Main Training Centre. In addition, Bidders are to complete the table below for distance comparison between the actual distance in meters / kilometres for their proposed facilities to the maximum distance requirements detailed in Annex C - Proximity Table.

Section	Starting Point (A)	Ending Point (B)	Max allowable distance between A and B	Preferred distance between A and B	Actual Distance (Bidder to fill in this column)
3.1.8a	Accommodation Facilities	Dining Facilities	900m		
		Parade Square	900m		
		Walk in Clinic	900m		
3.1.8b	Parade Square	Administration Building	900m		
		Music Training Facility	900m		
		Training Support Facility	900m		
		Supply Office	Co-located		
Item 1, Figure 3	Distribution Area	Administration Building	450m		
Item 1, Figure 3	Distribution Area	Parade Square	450m		
Item 2, Figure 3	Weapons Storage	Weapons Storage	Co-located		
Item 3, Figure 3	Ammunition Storage	Sail Training Site	Co-located		
Item 4, Figure 3	POL Storage (Sail Ops)	Seamanship Training Site	Co-located		
Item 5, Figure 3	POL Storage (Sea Ops Site)	Supply Office	5km	450m	
Item 6, Figure 3	Storage (Supply)	Supply Office	5km	450m	
Item 7, Figure 3	Supply Warehouse	Seamanship Training Site	5km	Co-located	
Item 9, Figure 3	Storage (Sea Ops)	Sail Training Site	5km	Co-located	
Item 10, Figure 3	Storage (Sail Ops)	Parade Square	900m		
Item 11, Figure 3	Storage (Training Support)	Sports Fields	900m		
3.12.1	Staff Cadet Recreational Room	Staff Cadet Accommodations	900m		
3.13.1	Adult Staff Recreational Room	Adult Staff Accommodations	900m		
4.3.1	Recreational Facilities	Training Support Facility	900m		
4.5.2	Ranges/ Firing Areas		Within 200m of each other.		
4.5.5	250m Running Track	Range	Between 250m to 300m		
4.6.1	Orienteering Site	Main Training Centre	15km	Within 900m of the Training Support Facility	
5.1.2	Music Training Facility	Main Training Centre	Located within MTC.		
5.2.1	Seamanship Training Site	Main Training Centre	30 minutes ground travel	Within 900m of the MTC Dining Facility	
5.3.1	Sail Training Site	Main Training Centre	30 minutes ground travel	Within 900m of the MTC Dining Facility	

## ANNEX D

### EVALUATION CRITERIA

#### **(2) Training Facilities – Maximum 50 points**

Bidders to identify each training / course and describe the location, facilities, and resources available to support the requirements of that specific training in accordance with the Statement of Work, Annex A, including the driving distance between the Main Training Centre (MTC) to each off-site training location.

#### **(3) Facility Availability – Maximum 20 Points**

Bidders to identify Canada's accessibility to classrooms as outlined in section 4.1.2 of the Statement of Work, Annex A. Preference is for Canada to have exclusive use of all classrooms during the occupancy period for feasibility, practicality, and time management considerations.

Bidders to describe the large facility with seating for 350 personnel as outlined in Section 3.3.1 of the Statement of Work, Annex A. Bidders to identify Canada's accessibility to the facility, that is will Canada have unlimited access or only as scheduled.

Bidders to describe the recreation facilities to include location, as outlined in Section 4.3.1 of the Statement of Work, Annex A. Bidders to identify Canada's accessibility to the facilities, that is will Canada have unlimited access, or only unlimited during the hours of 1800-2130 daily and as scheduled.

#### **(4) Accommodations – Maximum 40 points**

Bidders to describe how they will meet the requirements for accommodations as detailed in the Statement of Work, Annex A. Bidders should include but not be limited to details on room type, common areas, ablution facilities, and laundry facilities.

#### **(5) Administration – Maximum 20 points**

Bidders to describe location of requirements listed in Figure 2 of the Statement of Work to include whether items 1 to 20 are co-located within the same building or located in different buildings. Preference is for these requirements to be located in the same facility for feasibility, practicality, and time management considerations.

#### **(6) Storage – Maximum 20 points**

Bidders to describe location of the storage areas identified in Figure 3 of the Statement of Work, Annex A and distance to their associated training site. Storage proximity requirements are summarized in Annex C to the Statement of Work. Preference is for these areas to be co-located with their applicable training/administration facilities for feasibility, practicality, and time management considerations.



## **ANNEX D**

### **EVALUATION CRITERIA**

#### **(7) Data Communications – Maximum 20 points**

Bidders to address how they will meet the requirements and the set-up of the Data Communications in accordance with section 3.5 of the Statement of Work, Annex A.

#### **(8) Air Rifle Ranges – Maximum 20 points**

Bidders to describe the set-up of the two air rifle ranges to include but not limited to if they are indoor or outdoor ranges. Preference is for Canada to have an indoor rifle range for its capability for continued training in the event of inclement weather.

#### **(9) Food Services – Maximum 40 points**

Bidders to describe the location, facilities, planning and reporting systems available to support the requirements for food services in accordance with section 6.0 of the Statement of Work, Annex A, excluding section 6.9 Labour which will be evaluated in section C – Management, Item (3) Key Personnel. In addition, Bidders to identify if food services will be managed by themselves or a subcontractor.

## ANNEX D

### EVALUATION CRITERIA

#### **C. Management Point Rated (Minimum 120 points / Maximum 200 points)**

##### **(1) Bidder's organization- its relevant experience and competence proven by similar or related work, and resource capability. – Maximum 100 points**

The Bidder shall demonstrate the background and experience of its organization, particularly as it relates to this requirement:

##### **Bidder's Experience**

The Bidder should have relevant experience in similar types of project / event management. In order to demonstrate that the Bidder possesses the required qualifications, Bidders must provide the following:

- (a) Date and place of Incorporation of the Bidder's company.
- (b) Identify the number of years experience the firm has in event management.

In addition, Bidders are to provide details for two (2) similar undertakings currently or previously managed by Bidder as follows:

- (a) Name of client and/or organization for which work was done;
- (b) Project / event name;
- (c) Duration of the project – start and completion dates;
- (d) Description of the scope and objective of the project / event;
- (e) Project value (\$); and
- (f) Type(s) of service provided and the extent of service provided.

##### **(2) Facilities and Services Manager – Capability – Maximum 30 points**

The Facilities and Services Manager is a critical individual that will liaise directly with Canada and has the authority to implement and manage all work required under the contract as referenced in section 3.1.29 of the Statement of Work, Annex A. The Bidder shall provide the name of the Facilities and Services Manager who will be assigned to this requirement, including their position within the organization, demonstrating his/her experience, education, qualifications. His/her curriculum vitae should also be included.

##### **(3) Project Management Capability, Tools, and Methodology – Maximum 70 points**

The Bidder shall provide a description of the team, the reporting structure (organizational chart, if suitable), major subcontractors as applicable, the competence, previous experience, and ability of the proposed team to complete the Work. The responsibility and function for each individual shall be specified and the availability of personnel should be addressed including backup capability.

The Bidder shall describe how it proposes to control the management of the project, including subcontracts. Bidders should describe reporting methods / systems, quality assurance plan, methodology to respond to urgent requirements, approach to Client's complaints, and time and cost management.