

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

**REQUEST FOR PROPOSAL  
DEMANDE DE PROPOSITION**

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

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

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

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

**Comments - Commentaires**

<b>Title - Sujet</b> SIRP - ACGP	
<b>Solicitation No. - N° de l'invitation</b> W8485-138848/A	<b>Date</b> 2012-08-08
<b>Client Reference No. - N° de référence du client</b> W8485-138848	
<b>GETS Reference No. - N° de référence de SEAG</b> PW-\$\$BB-257-23055	
<b>File No. - N° de dossier</b> 257bb.W8485-138848	<b>CCC No./N° CCC - FMS No./N° VME</b>
<b>Solicitation Closes - L'invitation prend fin</b> <b>at - à 02:00 PM</b> <b>on - le 2012-08-24</b>	<b>Time Zone</b> <b>Fuseau horaire</b> Eastern Daylight Saving Time EDT
<b>F.O.B. - F.A.B.</b> Specified Herein - Précisé dans les présentes <b>Plant-Usine:</b> <input type="checkbox"/> <b>Destination:</b> <input type="checkbox"/> <b>Other-Autre:</b> <input checked="" type="checkbox"/>	
<b>Address Enquiries to: - Adresser toutes questions à:</b> Martyn, Melanie	<b>Buyer Id - Id de l'acheteur</b> 257bb
<b>Telephone No. - N° de téléphone</b> (819) 956-0180 ( )	<b>FAX No. - N° de FAX</b> (819) 956-0549
<b>Destination - of Goods, Services, and Construction:</b> <b>Destination - des biens, services et construction:</b> ADM (MAT) DGAEPM ON CANADA	

**Instructions: See Herein**

**Instructions: Voir aux présentes**

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

**Issuing Office - Bureau de distribution**  
**Military Aircraft / Aéronefs Militaires**  
**11 Laurier St. / 11, rue Laurier**  
**8C1, Place du Portage**  
**Gatineau**  
**Québec**  
**K1A 0S5**

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



Item Article	Description	Dest. Code Dest.	Inv. Code Fact.	Qty Qté	U. of I. U. de D.	Destination	Unit Price/Prix unitaire FOB/FAM	Plant/Usine	Del. Offered Liv. offerte
1	<p>SIRP for ACGP For the provision of Structural Inspection Repair Program (SIRP) services in support of one (1) Air Cadet Cessna L-19 Aircraft (Tail ID C-FTGA). Services include but are not limited to: labour, disassembly, inspection, cleaning, parts, calibration, repair, overhaul, assembly, testing, quality assurance and packaging to restore to a serviceable condition in accordance with the Statement of Work.</p> <ul style="list-style-type: none"> <li>Service completion date - 15 March, 2013.</li> </ul>	W8485	W8485	1	Each	\$	\$	See Herein	

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## **Request for Proposal**

**For the provision of Structural Inspection and Repair Program (SIRP) of one (1) Cessna L-19 Aircraft (Tail ID: C-FTGA) in support of the Air Cadet Gliding Program (ACGP).**

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  - Appendix 3 - List of Supplemental Type Certificates (STC's)

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Appendix 6 - NDT Inspection Photos  
Appendix 7 - Paint Scheme Photos

## **PART 1 - GENERAL INFORMATION**

### **1. Introduction**

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

Part 1 General Information

Part 2 Bidder Instructions

Part 3 Bid Preparation Instructions

Part 4 Evaluation Procedures and Basis of Selection

Part 5 Certifications: includes the certifications to be provided

Part 6 Security

Part 7 Resulting Contract Clauses

The Annexes include the Basis of Payment and the Statement of Work

### **2. Summary**

The Department of National Defence (DND) has a requirement for the provision of Structural Inspection and Repair Program (SIRP) services in support of one (1) Cessna L-19 Bird Dog Tow Aircraft (Tail ID C-FTGA) as per Annex "B", Statement of Work, attached.

DND has requested a mandatory service completion date of 15 March, 2013.

This procurement is subject to the Controlled Goods Program.

### **3. Debriefings**

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

## **PART 2 - BIDDER INSTRUCTIONS**

### **1. Standard Instructions, Clauses and Conditions**

All instructions, clauses and conditions identified in the bid solicitation by title are set out in the Standard Acquisition Clauses and Conditions (<http://ccua-sacc.tpsgc-pwgsc.gc.ca/pub/acho-eng.jsp>) Manual issued by Public Works and Government Services Canada.

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

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

## 2. Submission of Bids

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

## 3. Enquiries - Bid Solicitation

All enquiries must be submitted in writing to the Contracting Authority no later than seven (7) calendar days before the bid closing date. Enquiries received after that time may not be answered.

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

## 4. Applicable Laws

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

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

## PART 3 - BID PREPARATION INSTRUCTIONS

### 1. Bid Preparation Instructions

Canada requests that Bidders provide their bid in separately bound sections as follows:

Section I: Technical Bid (2 hard copies and 1 soft copy on disk)

Section II: Financial Bid (1 hard copy and 1 soft copy on disk)

Section III: Certifications (1 hard copy for each applicable certificate)

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

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

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

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

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

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

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

## 2. Financial Bid Requirements

Bidders shall submit their financial bid in accordance with **Annex "A", Basis of Payment - Price Proposal**. Total amount of Goods and Services Tax or Harmonized Sales Tax must be shown separately, if applicable.

Also, Bidder shall respond to **PART 4 - Evaluation Procedures and Basis of Selection - FINANCIAL and TECHNICAL Bid Evaluation Plan. (attached)**

- 1) Mandatory Financial and Contractual Requirements

## 3. Technical Bid Requirements

In their technical bid, Bidder shall explain and demonstrate their understanding of the requirements, how they propose to meet the requirements and how they will carry out the Work.

Bidder shall respond to **PART 4 - Evaluation Procedures and Basis of Selection - FINANCIAL and TECHNICAL Bid Evaluation Plan (attached)**

- 1) Mandatory Technical Requirements

## 4. Certifications Requirement

Bidders shall submit the certifications required under **PART 5**.

## PART 4 - EVALUATION PROCEDURES AND BASIS OF SELECTION

### 1. Evaluation Procedures

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

### 1.1 Technical Evaluation

Mandatory technical evaluation criteria are included in **Evaluation Procedures and Basis of Selection - FINANCIAL and TECHNICAL Bid Evaluation Plan (attached)**

### 1.2 Financial and Contractual Evaluation

Financial and Contractual evaluation criteria are included in **Evaluation Procedures and Basis of Selection - FINANCIAL and TECHNICAL Bid Evaluation Plan (attached)**

### 1.3 Evaluation of Price

1. The price of the bid will be evaluated as follows:
  - (a) Canadian-based bidders must submit firm rates/prices, Canadian customs duties and excise taxes included, and Goods and Services Tax (GST) or Harmonized Sales Tax (HST) excluded.
  - (b) foreign-based bidders must submit firm rates/prices, Canadian customs duties, excise taxes and GST or HST excluded. Canadian customs duties and excise taxes payable by Canada will be added, for evaluation purposes only, to the prices submitted by foreign-based bidders.
2. Unless the bid solicitation specifically requires bids to be submitted in Canadian currency, bids submitted in foreign currency will be converted to Canadian currency for evaluation purposes. The rate given by the Bank of Canada in effect on the bid solicitation closing date, or on another date specified in the bid solicitation, will be applied as a conversion factor to the bids submitted in foreign currency.
3. Although Canada reserves the right to award the Contract either on an FCA - Free Carrier or DDP Destination, Canada requests that bidders provide prices based on DDP Destination. Bids will be assessed on a DDP Destination basis.
4. For the purpose of the bid solicitation, bidders with an address in Canada are considered Canadian-based bidders and bidders with an address outside of Canada are considered foreign-based bidders.

## 2. Basis of Selection

To be declared responsive, a bid must:

- (a) comply with all the requirements of the bid solicitation;
- (b) meet all mandatory financial, contractual and technical evaluation criteria; and

- (c) be technically compliant based on their responses to the various elements included in the Statement of Work.

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

## PART 5 - CERTIFICATIONS

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

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

### 1. Certifications Precedent to Contract Award:

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

#### 1.1 Former Public Servant Certification (A3025T, 2010-01-11)

#### 1.2 Code of Conduct Certification - Consent to a Criminal Record Verification

- i Bidders must submit with their bid, by the bid solicitation closing date:
  - (a) a complete list of names of all individuals who are currently directors of the Bidder;
  - (b) a properly completed and signed form Consent to a Criminal Record Verification (PWGSC-TPSGC 229), for each individual named in the list.

#### 1.3 Experience

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

## PART 6 - SECURITY

### 1. Security Requirement

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There is no security requirement associated with this procurement.

## 2. **Controlled Goods Program (A9130T 2011-05-16)**

### **PART 7 - RESULTING CONTRACT CLAUSES**

The following Clauses and Conditions apply to and form part of any Contract resulting from the bid solicitation:

#### **1. REQUIREMENT**

##### **1.1 Statement of Work**

The Contractor must perform the Work in accordance with **Annex "B", Statement of Work.**

##### **1.2 Standard Clauses and Conditions**

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

2010C General Conditions - Medium Complexity - Services (2011-05-16), apply to and form part of the Contract.

##### **1.3 Security Requirement**

There is no security requirement associated with this procurement.

##### **1.4 Defence Contract (A9006C 2008-05-12)**

##### **1.5 Period of Performance**

The Period of Performance for this Contract shall be from **date of Contract award to 15 March, 2013.**

##### **1.6 Authorities**

###### **Contracting Authority**

The Contracting Authority for the Contract is:

Melanie Martyn  
Public Works and Government Services Canada  
Acquisitions Branch  
Defence and Major Projects Sector  
11 Rue Laurier, Gatineau, Quebec  
K1A 0S5

Tel: 819-956-0180

E-mail: melanie.martyn@pwgsc-tpsgc.gc.ca

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

### **Procurement Authority**

The Procurement Authority for the Contract is:

National Defence Headquarters  
101 Colonel By Drive  
MGen George R. Pearkes Building  
Ottawa, Ontario, Canada, K1A 0K2

Attn: DAP 4-4-2

Tel: 613-998-9178

The Procurement Authority (**PA**) is the DND procurement finance manager responsible for DND procurement, supply, financial management and logistic support for the Contract. The PA authorizes Work and Spare Parts orders, provides the approval signature for a Task Authorization Form (DND 626), and monitors all expenditures to ensure proper and consistent cash flow. Any proposed changes to the Scope of the Work may be discussed with the PA, but any resulting change can only be confirmed by a Contract amendment issued by the CA or a DND 626 amendment issued by the PA.

### **Technical Authority**

The Technical Authority for the Contract is:

National Defence Headquarters  
101 Colonel By Drive  
MGen George R. Pearkes Building  
Ottawa, Ontario, Canada, K1A 0K2

Attn: AEPM(TH) 8/D Cdts 5-5

Tel: 613-993-2803

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

## **1.7 Contractor's Representative**

To be determined.

## **1.8 Applicable Laws**

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

## **2. FINANCIAL AND ADMINISTRATIVE**

### **2.1 Basis of Payment**

**See Annex "A", Basis of Payment - Price Proposal.**

### **2.2 Exchange Rate Fluctuation**

1. Unless otherwise specified in the bid solicitation, bids must be in Canadian currency.
2. Bidders may request Canada to assume the risk for exchange rate fluctuation. This request must be specifically made at time of bidding.
3. The foreign currency component is defined as the element of the price that will be directly affected by exchange rate fluctuations. It could include the net price FOB foreign manufacturer's plant, costs associated with applicable duty, excise tax, Goods and Services Tax or Harmonized Sales Tax, if applicable, entry fees, transportation costs or delivery charges payable in a foreign currency, and any other charges associated with being the importer of record if they originated from and are required to be paid in a foreign currency.
4. The foreign value of the foreign currency component of the bid or negotiated price must be provided in the bid. Form PWGSC-TPSGC 9411, Claim for Exchange Rate Adjustments, may be used for this purpose. If milestone payments are proposed, it is recommended to indicate on the above form the foreign currency component associated with each milestone event.
5. All bids are evaluated in Canadian currency. Therefore, for evaluation purposes, the noon rate quoted by the Bank of Canada as being in effect on date of bid closing, or such other date as may be specified in the bid solicitation, will be applied as the initial conversion factor for the specified currency. (Column 3 of the above form will be completed by the Contracting Authority.)
6. Rates proposed by bidders will not be accepted for the purposes of this exchange rate adjustment provision.
7. If there are two (2) identical bids, and provided that the bid selected would still be considered the most advantageous to Canada, preference will be given to the Bidder who assumes all or part of the exchange rate adjustment risk over a bidder who does not assume any of this risk. Furthermore, preference will be given to the Bidder who assumes all of the exchange rate adjustment risk over a bidder who assumes only part of this risk.
8. Canada will pay the exchange rate adjustment amount in Canadian currency using the prevailing noon rate on the date of payment by Canada or, as applicable, in accordance with one of the following clauses: C3015C, C3020C, C3025C, or C3030C.

### 2.3 Limitation of Expenditure

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

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

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

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

### 2.4 Time and Contract Price Verification (C0710C 2007-11-30)

### 2.5 Insurance (G1005C 2008-05-12)

### 2.6 Method of Payment - Milestone Payments

1. Canada will make milestone payments (in accordance with the Schedule of Milestones detailed in Annex "A", Basis of Payment), up to 85% percent of the amount claimed and approved by Canada if:
  - (a) an accurate and complete claim for payment using form PWGSC-TPSGC 1111, Claim for Progress Payment, and any other document required by the Contract have been submitted in accordance with the invoicing instructions provided in the Contract;
  - (b) all the certificates appearing on form PWGSC-TPSGC 1111 have been signed by the respective authorized representatives;
  - (c) all work associated with the milestone and as applicable any deliverable required have been completed and accepted by Canada.
2. The balance of the amount payable will be paid in accordance with the payment provisions of the Contract upon completion and delivery of all Work required under the Contract if the Work has been accepted by Canada and a final claim for the payment is submitted.

## 2.7 Invoicing Instructions - Progress Payment Claim

The Contractor must submit a claim for payment using form PWGSC-TPSGC 1111, Claim for Progress Payment.

Each claim must show:

- (a) all information required on form PWGSC-TPSGC 1111;
- (b) all applicable information detailed under the section entitled "Invoice Submission" of the general conditions;
- (c) a list of all expenses;
- (d) expenditures plus pro-rated profit or fee;
- (e) the description and value of the milestone claimed as detailed in the Contract.

Each claim must be supported by:

- (a) a copy of time sheets to support the time claimed;
- (b) a copy of the invoices, receipts, vouchers for all direct expenses, travel and living expenses;
- (c) a copy of the monthly progress report(s) in accordance with Article 34 of Annex "B".

The Goods and Services Tax or Harmonized Sales Tax (GST/HST), as applicable, must be calculated on the total amount of the claim before the holdback is applied. At the time the holdback is claimed, there will be no GST/HST payable as it was claimed and payable under the previous claims for progress payments.

The Contractor must prepare and certify one Original and two (2) copies of the claim on form PWGSC-TPSGC 1111, and forward it to the Contracting Authority for certification. The Contracting Authority will then forward the Original to the Payment Office for the remaining certification and payment action.

The Contractor must not submit claims until all work identified in the claim is completed.

## 2.8 Lien - Section 427 of the Bank Act (H4500C 2010-01-11)

## 2.9 Limitation of Liability

In accordance with the Treasury Board Policy on Decision Making in Limiting Contractor Liability in Crown Procurement Contracts, this procurement falls under Model 1 and Commodity Grouping 11 - Aerospace, Marine, Electronics Systems and Armament commodities and is deemed low risk. The specific limitation of liability will be set at the Contract value.

## 2.10 Reports

The Contractor shall submit Reports as called up in Annex "B", Statement of Work.

## 2.11 Meetings and Minutes

When minutes of meetings are required, the Contractor shall be responsible for taking them and preparing them in a format approved by the PA. The Contractor shall submit the minutes to Public Works and Government Services Canada (PWGSC) or the PA as directed at the meeting, within five (5) working days following the meeting.

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Program Review Meetings (technical priorities) shall be held in accordance with Annex "B", Statement of Work.

Within five (5) working days of receipt of a firm Contract, the Contractor will contact the Contracting Authority to determine if a pre-production meeting is required. All pre-production meetings will be held at PWGSC's or DND's facilities.

## 2.12 Overtime

The Contractor must not perform any overtime under the Contract unless authorized in advance and in writing by the CA. Any request for payment must be accompanied by a copy of the overtime authorization and a report containing the details of the overtime performed pursuant to the written authorization.

## 3. TECHNICAL AND QUALITY ASSURANCE

### 3.1 Notice of Labour Disputes (Z1601C 1992-04-01)

### 3.2 Work Site Access

Authorized representatives of Canada must have access to any site where any part of the Work is being carried out at any time during working hours to make examinations and such tests of the Work as they may think fit.

This includes all aspects of the work e.g., fabrication, manufacture, testing, packaging, etc. In addition, there may be a requirement for representatives of these authorities (e.g., cataloguing personnel) to have the same access for purposes related to their functions carried out under the terms and conditions of the Contract.

In turn, there may be a requirement for Contractor representative(s) to visit regional DND ACGP sites on an as and when requested basis. Before each visit the Contractor shall provide the dates, names of personnel, itinerary, etc. to the TA who will be responsible for authorization.

Access is restricted to normal operating hours and is subject to advance notice and compliance with US export and security requirements and limitations, as applicable.

### 3.3 Task Authorization Procedures

The Contractor shall maintain only those items for which it has received authorization in accordance with **Annex "B", Statement of Work**. Maintenance priorities will be supported as per information provided in the CONTRACT DATA REQUIREMENTS LIST (CDRL) and DATA ITEM DESCRIPTIONS (DID's) of Annex "B". The Contractor shall also conform to the direction contained in Annex "B" to this Contract, and such other aircraft related procedures as may be advised from time to time.

A Requisition on a Contract (DND 626) will be issued outlining the work requirement, providing the target dates for the deliverables and indicating the types of reports required based on task estimates provided by the Contractor, (see Annex "B", article 3.6 for details on task estimates).

The Contractor may only undertake the task(s) upon receiving a duly signed DND 626 from the PA.

If at any time during the work, it becomes evident that the authorized level of expenditure will be exceeded, the Contractor shall immediately cease work and submit a revised funding estimate or a schedule, as applicable, and a clear explanation of the reason why the Contractor's existing forecast is no longer valid to the PA and await further instructions. Under no circumstances is the authorized level of expenditure to be exceeded.

The estimated costs referred to above are to include all applicable charges, material, sub-Contracting, travel and living expenses, applicable profit, Harmonized Sales Tax and other applicable taxes.

Work on any Task may not commence prior to the date that the DND 626 is signed by the applicable Canadian Government Authorities.

A Requisition on a Contract (DND 626) for a low dollar tasking (less than \$1,000.00) will be authorized via a fax or email message outlining the work requirement, providing the target dates for the deliverables and indicating the types of reports required. The Contractor may only undertake the task(s) upon receiving the fax/email message from the PA/TA. A copy of these authorizations shall be provided to the Contracting Authority.

### **3.4 Task Completion/Closure Procedures**

If at any time the Contractor feels a specific project or task has been completed or has been inactive for a period of at least six (6) months, the following steps shall be taken to request closure:

All actual costs shall be finalized and itemized as necessary for each individual project being considered for closure. Reference to reports or letters concerning the project will be made as applicable;

A letter shall be submitted to the PA requesting closure of the project(s);

Closure will be subject to the PA acceptance of final results of the project/tasking. If applicable, the PA will authorize closure;

In cases where authorized funds were not expended to complete specific tasks, these funds are considered returned to the Contract funding baseline for re-issuance/re-distribution as necessary.

### **3.5 Certifications (A3015C 2008-12-12)**

### **3.6 Military Aviation Replacement Parts (A0301C 2007-05-25)**

### **3.7 Priority of Documents**

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

1. The Articles of Agreement;
2. 2010C General Conditions - Medium Complexity - Services
3. Annex "A", Basis of Payment
4. Annex "B" Statement of Work
5. The Bidders Proposal, dated TBD

**3.8 Foreign Nationals (A2001C 2006-06-1) Or (A2000C 2006-06-16)****3.9 Controlled Goods (B4060C 2011-05-16)****3.10 Controlled Goods Program (A9130T 2011-05-16)****3.11 Airworthiness Responsibility**

With respect to the work covered in this document, the Contractor shall assume all of the airworthiness responsibilities normally assumed by the holder of an aircraft operating certificate. This work shall be conducted in accordance with Transport Canada regulations, policies and procedures. The point of contact for airworthiness issues is the Contract TA. See **Annex "B", Statement of Work** for details.

**3.12 Quality Assurance Authority (DND) (D5510C 2011-05-16) Or (D5515C 2010-01-11)****3.13 ISO 9001:2008 Quality Management Systems - Requirements (QAC Q) (D5540C 2010-08-16)****3.14 Release Documents (DND) (D5605C 2010-01-11) Or (D5606C 2012-07-16)****3.15 Release Documents - Distribution**

The Contractor must prepare the release documents in a current electronic format and distribute them as follows:

- a. One (1) copy mailed to consignee marked: "Attention: Receipts Officer";
- b. Two (2) copies with shipment (in a waterproof envelope) to the consignee;
- c. One (1) copy to the Contracting Authority;
- d. One (1) copy to:

National Defence Headquarters  
Mgen George R. Pearkes Building  
101 Colonel By Drive  
Ottawa, ON K1A OK2  
Attention: **DAEPM (TH) 8**

- e. One (1) copy to the Quality Assurance Representative;
- f. One (1) copy to the Contractor; and
- g. For all non-Canadian contractors, one (1) copy to:

DQA/Contract Administration  
National Defence Headquarters  
Mgen George R. Pearkes Building  
101 Colonel By Drive  
Ottawa, ON K1A OK2  
E-mail: ContractAdmin.DQA@forces.gc.ca

**3.16 Dispute Resolution**

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Any dispute that may arise under the Contract, with respect to the rights, duties and obligations of the parties shall be reduced to writing and submitted for resolution to ascending levels of management of the respective parties, up to the Director-General level within the Department of Public Works and Government Services.

If any dispute cannot be resolved by the parties' mutual satisfaction after extensive, good faith negotiations by ascending levels of management, the parties will attempt to establish a mutually agreeable alternate dispute resolution mechanism. If after good faith negotiations, the parties cannot agree on such a mechanism, then either party may pursue resolution of the dispute in a court of competent jurisdiction.

- 3.17 Flight Safety (B4064C 2008-05-12)**
- 3.18 Access to Facilities and Equipment (B9028C 2007-05-25)**
- 3.19 Canadian Forces Site Regulations (A9062C 2011-05-16)**

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## PART 4 - Evaluation Procedures and Basis of Selection

### FINANCIAL and TECHNICAL Bid Evaluation Plan

The Financial and Technical Bid Evaluation Plan defines the process for assessing and ranking submitted proposals, and making recommendations for the selection of the preferred proposal as best meeting DND requirements.

#### Purpose

The purpose of this Bid Evaluation Plan is to provide the Department of National Defence (DND) and Public Works and Government Services Canada (PWGSC) with the overall plan, methods and procedures needed to evaluate Contractors' Proposals in response to the Request For Proposal (RFP). The instructions are intended to provide guidance to evaluators and a uniform approach to the evaluation of each aspect of the Bidder's proposal. The effective use of this Bid Evaluation Plan will result in the overall ranking of the proposals and a recommendation for the selection of one Prime Contractor.

#### 1. Financial Bid Evaluation Plan

##### 1.1 Mandatory Requirements - Financial

In order to confirm a Bidder's financial capability to perform the subject requirement, the Bidder shall provide any financial information requested by the Contracting Authority during the evaluation phase. If requested, the financial information to be provided shall include, but not limited to, the Bidder's most recent audited financial statements or financial statements certified by the Bidder's chief financial officer (CFO). A Bidder that fails to provide the requested financial information within 10 working days of request will have its bid declared non-compliant.

In the event that a bid is found to be non-compliant on the basis that the Bidder is considered NOT to be financially capable of performing the subject requirement, official notification will be provided to the Bidder.

##### 1.2 Mandatory Requirements - Contractual

The Bidder's proposal shall include the following:

- i. The front page of the Request for Proposal form, properly signed by a person duly authorized to sign on behalf of the Bidder's company, in the space provided on page 1 of the RFP, which acknowledges acceptance of all terms and conditions under this RFP;
- ii. The Bidder shall provide the name and telephone number of a representative who may be contacted for clarification or other matters relating to the Bidder's proposal.

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### 1.3 Price Proposal Evaluation

The following tables are for information only and will be used by the Crown to calculate the total total financial price for bid evaluation purposes.

Amounts will be taken from Bidders information submitted at Annex "A", Basis of Payment - Price Proposal.

**Table One**

<b>Aircraft SIRP Services</b>	<b>Firm Fixed Price</b>
Dissassembly	
Inspection (including NDT)	
Embodiment of STC's	
Reassembly	
Painting Services	
<b>Total for Assesement:</b>	

**Table Two**

<b>Aircraft SIRP Services</b>	<b>Rate</b>	<b>Hours</b>	<b>Total for Assesement:</b>
<b>REPAIRS</b>		<b>100</b>	

**TOTAL FINANCIAL PRICE:** \_\_\_\_\_

The total financial price (for evaluation purposes) will be calculated as follows:

Total Table One + Total Table Two = Total Financial Price

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## **2. Technical Bid Evaluation Plan**

The Technical Bid Evaluation Plan outlines the objective, selection criteria and evaluation process that will be applied using mandatory requirements and a technical compliance checklist. Proposals must meet the mandatory requirements to be considered responsive.

### **2.1 Mandatory Technical Requirements**

A Mandatory Requirement is defined as a requirement that must be met for the Bidder's proposal to be further considered for evaluation. Mandatory Requirements are assessed as either compliant or non-compliant prior to scoring so that non-compliant proposals will be eliminated.

#### **2.1.1 Certification of Compliance**

The Bidder shall complete a certification of compliance to confirm that the Bidder has addressed each item of the SOW. On an article-by-article basis, the Bidder shall provide one of the following two responses:

- (a) COMPLIANT - indicates willingness to comply with or accept this clause or condition in all respects; no further explanation is necessary; OR
- (b) NON-COMPLIANT - In this situation the Bidder shall specifically indicate all areas with which it will not comply.

Words such as "Comply with Intent", "Understood", or the like are inadmissible and shall result in the proposal being removed from further consideration.

Bidder shall make reference to clearly indicate where the information pertaining to each requirement of the SOW can be found in their proposal document.

#### **2.1.2 Experience**

The Contractor or its sub-contractor(s) shall have the capability to perform structural repairs on Cessna 305 (L-19) aircraft and shall have experience in the provision of Cessna aircraft inspections, nondestructive testing and repair services within the past five (5) years. Evidence of such services must be provided and must predate the original RFP posting date.

#### **2.1.3 Licenses**

The Contractor or sub-contractor shall provide proof it holds a valid Accredited Maintenance Organization (AMO) license, or equivalent. The Contractor shall hold the appropriate license(s) to carry out all the work required for the complete installation of the STCs listed in Annex "B", para 3.4. The personnel performing the work shall be suitably accredited by Transport Canada, or equivalent, with regards to the tasks undertaken.

#### **2.1.4 Timeline**

The aircraft is to be accepted by DND on or before 15 March, 2013.

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## 2.2 Technical Proposal Evaluation

The Bidder's technical proposal will be evaluated based on their responses to the various elements included in the Statement of Work (see the list of Elements below).

Bidders proposals will be assessed in accordance with the criteria in the table below. It is imperative that the Bidder addresses each of the elements in sufficient depth so as to allow DND evaluators a full understanding of the Company's SIRP capabilities.

### **SOW Elements:**

#### 2.0 Applicable Documents:

All Elements

#### 3.0 Tasks:

Elements 3.1, 3.3, 3.4 and 3.5

#### 4.0 Deliverables and Reports:

All Elements

#### 5.0 Quality Assurance:

Elements 5.1, 5.2 and 5.3

#### 6.0 Security:

Element 6.1

#### 7.0 Location of the Work:

Element 7.1

### EVALUATOR'S ASSESSMENT CRITERIA

**EXCELLENT** - The Bidder's statement significantly exceeds the requirement. The requirement is fully understood. There is very minimal risk to the accomplishment of the requirement.

(Subjectively, an excellent approach)

**ADEQUATE** - The Bidder's statement meets the requirement. The requirement is understood. There is low risk to the accomplishment of the requirement. Minor deficiencies may exist but will not adversely affect the performance of the Contract.

(Subjectively, an adequate approach with all key issues covered)

**INADEQUATE** - The Bidder's statement fails to meet the requirement. It appears that the requirement may not have been understood. There is insufficient explanation of how the requirement will be met. There is significant risk that uncertainties will negatively impact the accomplishment of the requirement. Deficiencies exist that may adversely affect the performance of the Contract.

(Subjectively, marginal information and/or lacking detail)

A technical proposal will be declared non-compliant if any of the following conditions exist:

- If a score of less than **ADEQUATE** is achieved in any of the elements mentioned above.

### Constraints

This Technical Bid Evaluation Plan is subject to the following constraints:

- Contractors' proposals must meet all of the Mandatory Requirements in order to qualify fully for evaluation;
- There must be one or more fully-qualified proposal(s) in response to the RFP for presentation to the Evaluation Review Authority for approval;
- Bidder's proposal must be received in the format specified in the RFP; and
- Bidder's proposal must address the topics required in the RFP and the Bidder must ensure adequate information is provided for the evaluator to properly assess the bidder's capability.

### 2.3 Final Contractor Selection

Once the Bidder's technical proposal has been determined compliant, the Contractor who offers the lowest responsive price proposal will be awarded a Contract.

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**Annex "A"**

**Basis of Payment - Price Proposal**

**(Bidder Input Required)**

In consideration of the Contractor's satisfactory performance of its obligations under this Contract, the Contractor shall be paid a combination of firm fixed prices and firm hourly rates. Profit shall be included in the prices/rate.

'*firm hourly rate*' means a firm hourly rate to be charged for each hour worked and prorated for any period less than an hour.

**Aircraft SIRP Services**

For the provision of SIRP Services in support of the Cessna L-19 Bird Dog Tow aircraft, the Contractor will be paid Firm Fixed Prices for the following SIRP services:

<b>Aircraft SIRP Services</b>	<b>Firm Fixed Price (bidder input required)</b>
Inspection (including NDT)	
Embodiment of STC's	
Dissassembly	
Reassembly	
Painting Services	

**Aircraft SIRP Services - Repairs**

The level of effort shown in this table is an estimate made in good faith which is not to be considered in any way as a commitment from the Crown. For evaluation purposes only.

For the provision of SIRP Services in support of the Cessna L-19 Bird Dog Tow aircraft, the Contractor will be paid a Firm Hourly Rate as follows:

Aircraft SIRP Services	Rate/Hr (bidder input required)	Hours	Total
REPAIRS		100	

**Schedule of Milestone Payments (less 15% holdback on each required service).**

1. \$ TBD Disassembly completed;
2. \$ TBD SIRP Inspection report and proposed repair plan completed and received by DND;
3. \$ TBD Repairs completed (Repair rate x Hours);
4. \$ TBD Embodiment of STC's;
5. \$ TBD Reassembly completed;
6. \$ TBD Refinishing completed;
7. \$ TBD Delivery of aircraft / Test flight / Logbook entries completed and accepted by DND.

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## **Annex "B"**

### **Statement of Work**

**For the provision of Structural Inspection and Repair Program (SIRP) of one (1) Cessna L-19 Aircraft (Tail ID: C-FTGA) in support of the Air Cadet Gliding Program (ACGP).**

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### List of Acronyms

ACGP	Air Cadet Gliding Program
ACL	Air Cadet League
AME	Accredited Maintenance Engineer
AMO	Accredited Maintenance Organization
ATP	Acceptance Test Procedure
DND	Department of National Defence
PWGSC	Public Works and Government Services Canada
PA	Procurement Authority, aka Requisition Authority
SIRP	Structural Inspection Repair Program
SOW	Statement of Work
TA	Technical Authority

## 1.0 SCOPE

### 1.1 Purpose

This Technical Statement of Work (SOW) details the requirements for a Structural Inspection Repair Program (SIRP) of an Air Cadet Gliding Program (ACGP) Cessna L-19 Bird Dog Tow Aircraft, tail ID C-FTGA.

### 1.2 Background

The ACGP currently operates a fleet of fourteen (14) Cessna L-19 Bird Dogs in support of flying operations for the Air Cadet Program. These aircraft are owned by the Air Cadet League (ACL) of Canada and are operated and maintained by the Department of National Defence (DND).

### 1.3 Experience

The Contractor or its sub-contractor(s) shall have the capability to perform structural repairs on Cessna 305 (L-19) aircraft and shall have experience in the provision of Cessna aircraft inspections, non-destructive testing and repair services within the past five (5) years. Evidence of such services must be provided and must predate the original RFP posting date.

### 1.4 Licenses

The Contractor or sub-contractor shall provide proof it holds a valid Accredited Maintenance Organization (AMO) license, or equivalent. The Contractor shall hold the appropriate license(s) to carry out all the work required for the complete installation of the STCs listed in Para 3.4. The personnel performing the work shall be suitably accredited by Transport Canada, or equivalent, with regards to the tasks undertaken.

### 1.5 Timeline

The aircraft is to be accepted by DND at the latest on 15 March 2013.

## 2.0 APPLICABLE DOCUMENTS

### 2.1 Documentation

The contractor shall be familiar with and refer to the following publications as required completing this task. Document reference:

- A. C-12- L19-000/NM-001, Cessna L-19 Structural Inspection and Repair Program Checklist
- B. Cessna L-19 ACGP Paint Scheme
- C. Cessna L-19 NDT Pictures
- D. Cessna L-19 NDT Report
- E. List of Supplemental Type Certificates (STCs) required to embody
- F. Data Item Description (DID) PM-001
- G. Data Item Description (DID) PM-002

2.2 Documentation of all work performed on the material covered under this SOW shall be the responsibility of the Contractor. All documentation shall be maintained and completed in accordance with the forms specified by the TA.

- 2.3 Prior to refinishing the aircraft, the Contractor will receive an updated paint scheme drawing to supplement the pictures provided in Ref 2.1.B

### 3.0 TASKS

#### 3.1 Scope

The Contractor shall disassemble, inspect, carry out non-destructive testing, repair, embody STCs, reassemble, and refinish the ACGP L-19 (Cessna 305) C-FTGA in accordance with this SOW.

#### 3.2 Components

An authorized person from DND (hereafter referred to as "DND") shall pick up all the removed components or provide the contractor shipping instructions and funding to have these items returned to DND.

#### 3.3 Task 1: Structural Inspection Repair Program

The Contractor shall carry out a SIRP on selected Cessna L-19 aircraft CFTGA, in accordance with Reference 2.1.A, 2.1.B, 2.1.C and 2.1.D. The contractor shall document, and in accordance with the appropriate airworthiness documentation, the completion of all repairs and work completed in the Aircraft Technical records, including part and serial numbers where applicable.

No uncommon tools or test equipment should be necessary for normal maintenance of the L19 Cessna aircraft. DND will not provide any tools to the Contractor, excepted in the following situation. The Contractor shall include a list of special items considered necessary for the work required to carry out the SIRP. In the event that the list contains items not held in the DND Regional inventory, procurement of these items may be authorized by DND in a separate contract/work order.

#### 3.4 Task 2: Supplemental Type Certificates

The Contractor shall carry out the installation of STCs SA684NE *Installation of Hoffman Propeller*, and removal of P-LSTA-0073 *Jasco Alternator* on the aircraft, as per Ref 2.1.E. The contractor shall document and certify under the STC and in accordance with the appropriate airworthiness documentation, the completion of all STC installations and work completed in the Aircraft Technical records, including part and serial numbers where applicable.

#### 3.5 Task 3: Site Visit

The Contractor shall host the TA for at least one (1) site visit at the Contractor's plant/facility at the time of induction of the aircraft, and at the time of acceptance. The purpose of the site visit is to discuss any specific ACGP aircraft problems. Additional visit to the Contractor's facility may be necessary to discuss specific items of the SIRP inspection results, repairs, and STC installation. The schedule for these additional visits shall be discussed with the Contractor at the first site visit. T&L costs for DND visits to the Contractor will be borne by DND.

#### 3.6 Task Authorization

All work shall be identified, estimated, managed, and performed on a DND 626 Task Authorization basis. When DND identifies a requirement for Contractor support, the Technical Authority (TA), or

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his/her authorized designate, will request that the Contractor estimate the scope of the work, provide a cost estimate, and a schedule for performing the task and providing the requested deliverables. This estimate shall be called a "Task Estimate" for the purposes of this SOW.

#### **4.0 DELIVERABLES AND REPORTS**

##### **4.1 Task Estimate**

As part of the submission package, the Contractor shall submit one (1) PDF soft-copy version of a Task Estimate, as per DID PM-001. \*The Task Estimate will be revised and submitted again by the Contractor with the SIRP report (see para 4.3).

##### **4.2 Work Schedule/Milestone Chart**

As part of the submission package, a proposed schedule of major activities and milestones for the contracted work shall be provided, as per DID PM-002.

##### **4.3 Structural Inspection Repair Program Report**

No later than one month after the SIRP inspection has been completed, the Contractor shall provide a completed report of all the SIRP items along with the findings for each item, the proposed repair plan, and the revised Task Estimate.

##### **4.4 Progress reports**

Upon initiation of the work, the Contractor shall deliver a concise project status report to the TA on a monthly basis. This project status will summarize work completed in the previous month, the work planned for the next month, and any problem encountered requiring DND action. This report shall be in contractor format and be delivered electronically by email.

##### **4.5 Cessna L-19**

The Contractor shall deliver the L-19 aircraft inspected, repaired, STC-ed and refinished in accordance with the requirements stated in this SOW, the applicable Canadian Aviation Regulations, and Ref 2.1.B.

#### **5.0 QUALITY ASSURANCE**

##### **5.1 Airworthiness**

All deliverables under this SOW shall meet the applicable Transport Canada standards of airworthiness (Canadian Aviation Regulations), or equivalent.

##### **5.2 Acceptance Check**

Upon completion of the tasks, a maintenance Acceptance Check will be carried out by a DND Aircraft Maintenance Engineer (AME) to ensure the aircraft is fully serviceable. The Acceptance Check will be carried out on the basis of the SIRP report, the STC installation instructions, and the condition of the aircraft. Any defects or remaining work associated with any of the tasks will be fixed locally by the Contractor before final delivery, unless specifically agreed upon in writing.

### 5.3 Test Flight

A DND pilot shall carry out an Acceptance Test Flight for aircraft satisfactory handling and controllability. Any associated defects with the repairs or STC implementation will be fixed locally by the contractor before final delivery.

## 6.0 **SECURITY**

### 6.1 Security Standards

Unless otherwise specified, the classification of any work performed and any documentation prepared by the Contractor shall be UNCLASSIFIED. However, for the specific site visits the contractor's representative shall be escorted at all times.

## 7.0 **LOCATION OF THE WORK**

### 7.1 Location of Work

The Contractor shall perform the work necessary for the task(s) at the Contractor's facility or as otherwise specified in the DND 626.

### 7.2 Shipping

The aircraft will be flown to the Contractor by DND. Upon acceptance of the aircraft, it will be flown back by DND.

CONTRACT DATA REQUIREMENTS LIST (CDRL)									
A. System / Item		B. Contract / RFP Number W8485-138848							
TBD									
C. SOW Identifier DID PM-001		E. Contractor TBD							
1. Item Number		3. Sub Title							
CDRL PM- 001		N/A							
4. Authority (Data Item Number)		6. Requiring Office							
DID PM-001		TA / CA / PA							
7. Inspection		12. Date of 1st Submission							
N/A		Part of the submission package							
8. App Code		13. Date of Subsequent Submission / Event As required for additional work requests							
A		9. Input		10. Frequency		a. Address		b. Copies	
		As required		11. As of Date		CA		Initial	
						TA		Hard	
						PA		Soft	
						15. Total		Final	
						0		Hard	
						0		Soft	
						0		0	
						0		1	
						0		1	
						0		0	
						0		0	
						0		3	
14. Remarks									
The Contractor shall submit a task estimate for the inspection of the aircraft according to the SIRP checklist provided at SOW ref 2.1.A									
Prepared By		Date		Approved By					
JP Caron		28 May 2012		Maj P.D. Little, DAEPM(TH) 8					
16. Contract File / Document Number		17. Estimated No. of Pages		18. Estimated Price					
TBD		TBD		\$TBD					

CONTRACT DATA REQUIREMENTS LIST (CDRL)									
A. System / Item		B. Contract / RFP Number							
TBD		W8485-138848							
C. SOW Identifier		E. Contractor							
DID PM-002		TBD							
1. Item Number		3. Sub Title							
CDRL PM-002		N/A							
4. Authority (Data Item Number)		6. Requiring Office							
DID PM-002		TA							
7. Inspection		12. Date of 1st Submission							
N/A		Part of the submission package							
8. App Code		13. Date of Subsequent Submission / Event							
A		None							
14. Remarks		a. Address							
The Contractor shall submit a work schedule/milestone chart outlining a schedule of all major activities and milestones under this contract.		CA							
		TA							
		PA							
Prepared By		Approved By							
JP Caron		Maj P.D. Little, DAEPM(TH) 8							
16. Contract File / Document Number		17. Estimated No. of Pages							
TBD		18. Estimated Price							
		15. Total							
		\$TBD							
		b. Copies		Initial		Final			
				Hard		Soft		Hard	
				0		0		0	
				0		0		1	
				0		0		0	
				0		0		1	

1 DATA ITEM DESCRIPTION – DESCRIPTION DE DONNÉES		DND Form 1409
1. TITLE- TITRE  Task Estimate	2. IDENTIFICATION NUMBER – NUMÉRO D'IDENTIFICATION  PM-001	
3. DESCRIPTION/PURPOSE – DESCRIPTION/OBJET  3.1 Given the complexities of this requirement, when DND identifies a requirement for Contractor support, the Technical Authority (TA), or his/her authorized designate, will request that the Contractor estimate the scope of the work, provide a cost estimate, and a schedule for performing the task and providing the requested deliverables.		
4. APPROVAL DATE DATE D'APPROBATION	5. OFFICE PRIMARY INTEREST(OPI) BUREAU DE PREMIERE RESPONSABILITÉ (BPR)  DAEPM(TH) 8 & DAP 4-4-2	6. GIDEP APPLICABLE- D'ÉCHANGE DE DONNÉES PERTINENT
7. APPLICATION/INTERRELATIONSHIP – APPLICATION/INTERDÉPENDANCE  7.1 Technical Statement of Work, paragraph 4.1		
8. ORIGINATOR - AUTEUR  DAEPM(TH) 8-2-2	9. APPLICABLE FORMS – FORMULES PERTINENTS	
10. PREPARATION INSTRUCTIONS – INSTRUCTIONS SUR LA PRÉSENTATION DES DONNÉES  10.1 The Contractor shall submit one (1) PDF soft-copy version of the Task Estimate to the TA, with one (1) copy to the Procurement Authority (PA).  10.2 The Task Estimate shall contain the following information:: 10.2.1 Task Title and Task Number; 10.2.2 Concise description of the task; 10.2.3 The estimated labour hours and cost; 10.2.4 Detail any additional costs in excess of that already negotiated within the basis of payment of the contract; 10.2.5 Total estimated cost; 10.2.6 The proposed schedule for completion; and 10.2.7 Suggested milestone payment points as appropriate.  10.3 The TA will review the Task Estimate, and if approved, the PA will issue a DND 626 Task Authorization to the Contractor. The work on the task cannot start prior to reception of a valid DND 626 Task Authorization. DND's request for a Task Estimate does not in any way commit DND to authorize and/or approve the Task for completion. If the Contractor is not able to perform any task or portions of a task, this shall be clearly communicated in the Task Estimate.  10.4 In the event of delays in achieving the work schedule, or other major problems of technical or contractual significance, the Contractor shall indicate his willingness to provide suitable representation at meetings convened in-plant, or in another suitable location, by PWGSC and with the TA in attendance.		

2 DATA ITEM DESCRIPTION – DESCRIPTION DE DONNÉES		DND Form 1409
1. TITLE- TITRE  Work Schedule/Milestone Chart	2. IDENTIFICATION NUMBER – NUMÉRO D'IDENTIFICATION  PM-002	
3. DESCRIPTION/PURPOSE – DESCRIPTION/OBJET  3.1 A proposed schedule of major activities and milestones for the contracted work shall be provided.		
4. APPROVAL DATE DATE D'APPROBATION	5. OFFICE PRIMARY INTEREST(OPI) BUREAU DE PREMIERE RESPONSABILITÉ (BPR)  DAEPM(TH) 8	6. GIDEP APPLICABLE- D'ÉCHANGE DE DONNÉES PERTINENT
7. APPLICATION/INTERRELATIONSHIP – APPLICATION/INTERDÉPENDANCE  7.1 Technical Statement of Work, paragraph 4.2		
8. ORIGINATOR - AUTEUR  DAEPM(TH) 8-2-2	9. APPLICABLE FORMS – FORMULES PERTINENTS	
10. PREPARATION INSTRUCTIONS – INSTRUCTIONS SUR LA PRÉSENTATION DES DONNÉES  10.1 Data provided shall relate to the Contractor's internal work breakdown and scheduling systems, and be presented in graphical form. Critical activities and expected problem areas shall be identified together with intended methods of achieving early completion of the work outlined.  10.2 The SIRP Checklist ( SOW Ref 2.1.A) shall be used as a basis for the milestone.		

305 CESSNA STC, LSA LSTC TO EMBODY ON C-FTGA

MODEL/TYPE	STC	NAME	ADDRESS
*305A,C	SA684NE	Installation of Hoffmann Propeller	Laudramatics, Ltd Box 1 Brigde Street Waitfield, Vermont 0567-001
305	P-LSA00- 173 (installatio n)	Remove Jasco Alternator	

# CESSNA 305A and 305C STRUCTURAL INSPECTION AND REPAIR PROGRAM (SIRP) REPORT

(This Structural Inspection and Repair Program Report replaces the same report dated 1997-05-20 Rev 1999-08-10)

Date\_\_\_\_\_

Aircraft Registration Number\_\_\_\_\_

Aircraft Serial Number\_\_\_\_\_

Aircraft Total Airframe Hours\_\_\_\_\_

**Inspector(s) Name and Initial**


The Structural Inspection and Repair Program (SIRP) has been performed in compliance with the applicable standards of airworthiness .

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

**Certifying Inspector**\_\_\_\_\_   
Name/Signature

**Licence Number**\_\_\_\_\_

**Contact Officer:** DAEPM(TH) 8-2

**OPI:** DAEPM(TH) 8

**1997-05-20, Rev 2000-06-05**

**Issued on the Authority of the Chief of the Defence Staff**

FORWARD

1. This Cessna 305A and 305C Aircraft Structural Inspection Repair Program (SIRP) was initiated in 1990 by the Department of National Defence DND and Air Cadet League (ACL) resources. This program also includes additional inspection items, based on aircraft Manufacturer's, Regional Engineers and, the National Technical Authority requirements.
2. The contents of this Structural Inspection Repair Program package shall be completed at intervals, determined by the National Technical Authority to ensure the structural integrity of the airframe.

GENERAL INSTRUCTIONSHAZARDS

3. In order to prevent personnel injury or aircraft damage, the persons performing the inspection shall do the following before starting an inspection:
  - a. Check the following Aircraft Technical Logs for any hazardous conditions or defects that may exist:
    - (1) TP3908E, Airframe Technical log,
    - (2) TP3909, Airframe AD's, SB's, Inspections and Modifications,
    - (3) T52-10, Aircraft Journey Log.
    - (4) TP3910E, Engine log,
    - (5) TP3911E, Propeller log.

METHOD

4. The person performing the inspection shall place their initial adjacent to the inspection item to signify the inspection action completed.
5. Inspection items, if found not airworthy, shall be indicated by initialling the SNAG table. The PASS table shall remain open until the defect has been entered in the Aircraft Journey Log and subsequently corrected.
6. Maintenance performance rules shall be in compliance with CARs Part V, Subpart 71, 571.02.
7. Visually inspect all structure and components for cracks, corrosion, wear, distortion, damage, elongated holes, loose or missing fasteners, delamination, distortion, leaks, chafing or wear, unbonded or disbonded layers, signs of overheating or burning, security of the item and all connections, drainage holes, vents and orifices free of obstructions. Plastic windows and windshield for cracks, scratches, crazing, blistering and delamination.  
Mechanics should perform an inspection of the surrounding area for any other discrepancy not specified which may affect the functioning of the item or the airworthiness of the aircraft.

NON DESTRUCTIVE TESTING

8. **PREPARATION.** Pre-cleaning structures or components for MPI and LPI is accomplished by using an approved vapor degreasing or with approved volatile cleaners. **Media blasting may obscure surface indications and shall not be used.** It is not necessary to remove anodic films from parts to be inspected, since the dye readily penetrates such film. Special procedures for removing the excess dye should be followed.

REFERENCE MANUALS AND PUBLICATIONS

9. The 305 Cessna Illustrated Parts Manual will be referred to by page, figure and item number when the inspection item requires clarification.

10. Abbreviations and symbols:

<b>-XXX</b>	Not applicable
<b>-REM</b>	Remove
<b>-INSP</b>	Inspection
<b>-SNAG</b>	Unserviceable
<b>-INST</b>	Install
<b>-PASS</b>	Pass, inspection complete and unserviceable entries made in the aircraft technical log and subsequently corrected.
<b>-LH</b>	Left Hand
<b>-RH</b>	Right Hand
<b>-F</b>	Front
<b>-R</b>	Rear
<b>&gt;</b>	Revision or change.

**INSPECTION PREPARATION**

REM	INSP	SNAG	INST	PASS
-----	------	------	------	------

AME 1. Aircraft and engine operational check (if required)

XXX			XXX	
-----	--	--	-----	--

AME 2. Pull all circuit breakers.

--	--	--	--	--

AME 3. Defuel the aircraft fuel system in maintenance manual. Ensure all "WARNINGS" "CAUTIONS" and directions listed in AC 43.13-1B chapter 8, section 2, paragraph 8-32"

			XXX	
--	--	--	-----	--

AME 4. Remove cockpit engine and electrical instruments. Visually inspect for condition and range markings. Place in secure storage.

			XXX	
INST GO TO AME 123				

AME 5. Remove magnetic compass, altimeter, VSI and airspeed indicators. Visually inspect for condition and range markings and place in secure storage.

			XXX	
INST GO TO AME 124				

AME 6. Remove radio communication equipment, antennas and antenna cables. Visually inspect and place in secure storage.

			XXX	
INST GO TO AME 126				

AME 7. Remove the ELT. Visually inspect for condition and place in secure storage.

			XXX	
INST GO TO AME 128				

AME 8. Remove first aid kit and fire extinguisher. Visually inspect for condition, validity and place in secure storage.

			XXX	
INST GO TO AME 119				

AME 9. Disconnect and remove the battery, battery box and vent sump jar. Clean battery and jar. Store in an approved area.

			XXX	
INST GO TO AME 120				

REM	INSP	SNAG	INST	PASS
-----	------	------	------	------

**WING GROUP**

**CAUTION: For MPI and LPI - Do not clean components with media blast method. Indications may be obscured.**

- AME 10 Wing strut assembly, PN 0620100(typ). Inspect fitting attachment holes

LH				
RH				
NDT GO TO AME 35				

- AME 11 LH Wing assembly, PN 0620000. Inspect front and rear fitting attachment holes.

NDT GO TO AME 32, 33 & 34				

- AME 12 RH Wing assembly, PN 0620001. Inspect front and rear fitting attachment holes.

NDT GO TO AME 32, 33 & 34				

AME 13. Access covers and fairings wing.

LH				
RH				

AME 14. Wing assembly, station 23.625 rib assembly wing root, PN 0621507(typ).

LH			XXX	
RH			XXX	

AME 15. LH fuel tank assembly PN 0626100-1. Inspect in compliance with AC43.13-1B, chapter 8, section 2, paragraph 8-32, b. and 8-33.

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AME 16. RH fuel tank assembly PN 0626100-2. Inspect in compliance with AC43.13-1B, chapter 8, section 2, paragraph 8-32, b. and 8-33.

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- AME 17.LH aileron assembly, PN 0624100-1.

--	--	--	--	--

- AME 18.RH aileron assembly PN 0624100-2.

--	--	--	--	--

AME 19. LH aileron control cables. Inspect in compliance with AC43.13-1B, chapter 7, section 8, paragraph 7-149a. through k.

--	--	--	--	--

REM	INSP	SNAG	INST	PASS
-----	------	------	------	------

AME 20.	RH aileron control cables. Inspect in compliance with AC43.13-1B, chapter 7, section 8, paragraph 7-149 a. through k.					
AME 21.	LH aileron control system pulley PN AN210-4B and pulley PN NAS383-3. Inspect in compliance with AC43.13-1B, chapter 7, section 8.					
AME 22.	RH aileron control system pulley PN AN210-4B and pulley PN NAS383-3. Inspect in compliance with AC43.13-1B, chapter 7, section 8.					
AME 23.	LH aileron bellcrank push pull rod assembly PN 0622218-1.					
AME 24.	RH aileron bellcrank push pull rod assembly PN 0622218-2.					
➤ AME 25.	Aileron bellcrank assembly LH PN 0660244-1 and RH PN 0660244-2.	-1				
		-2				
➤ AME 26.	Flap assembly , PN 0625100-11.					
➤ AME 27.	Flap assembly, PN 0625100-12.					
AME 28.	Flap control system screw jack PN M6510 (2)(typ).					
AME 29.	Wing electrical wiring and ground terminal studs. Inspect in compliance with AC43.13-1B, chapter 11, section 1, paragraph 11-2 and section 8, paragraph 11-96.					
AME 30.	Wing electrical connectors. Inspect in compliance with AC43.13-1B, chapter 11, section 8, paragraph 11-100.					
AME 31.	Pitot static lines.					

REM	INSP	SNAG	INST	PASS
-----	------	------	------	------

**WING SECTION NDT.**

**CAUTION: For MPI and LPI - Do not clean components with media blast method. Indications may be obscured.**

AME 32. Wing to fuselage attachment points. Front spar STA 22 plate and angle. Carry out LPI on attachments.	LH			XXX	
	RH			XXX	
AME 33. Wing to fuselage attachment points. Rear spar STA 22 PN 0621412. Carry out LPI on attachments.	LH			XXX	
	RH			XXX	
AME 34 Wing , to strut attachment front spar PN 0621306. Carry out LPI on fitting.	LH			XXX	
	RH			XXX	
AME 35. Strut, attachment fittings. Upper PN 0620104 and lower PN 0620103. Carry out LPI on fittings.	LH			XXX	
	RH			XXX	

**EMPENNAGE GROUP**

**CAUTION: For MPI and LPI - Do not clean components with media blast method. Indications may be obscured.**

AME 36. LH Elevator assembly PN 0634000.					
NDT GO TO AME 47					
AME 37 RH Elevator assembly PN 0634001.					
NDT GO TO AME 47					
➤ AME 38. Elevator pylon assembly PN 0660059					
AME 39. Stabilizer to elevator attachments. Inboard hinge PN 0632106.					
AME 40. RH elevator tab assembly PN 0634102 and horn PN 0660060.					
AME 41. Elevator tab control push-pull tube assembly PN 0634109.					
AME 42. Rudder assembly PN 0633000-11.					

AME 43. Rudder main spar PN 0633132.

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➤ AME 44. Rudder control system bellcrank assembly PN 0660340.

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AME 45. Fin, dorsal fin assembly. PN 0631000 and tabs.

NDT GO TO AME 49 & 50				

AME 46. Stabilizer assembly horizontal PN 0632000-20. And, inspect front spar for cracks at area that butts to fuselage.

NDT GO TO AME 51 & 51A				

**EMPENNAGE GROUP NDT**

**CAUTION: For MPI and LPI - Do not clean components with media blast method. Indications may be obscured.**

➤ AME 47. Elevator to stabilizer attachments. Hinges PN 0634111 (2). Carry out LPI or Eddy Current.

LH			XXX	
RH				

AME 48. Rudder bellcrank assembly PN 0660340. Carry out LPI.

--	--	--	--	--

➤ AME 49. Fin to stabilizer fittings rear PN 0631124 (2). Spar center attachment (2). Rib front attachment (2). Carry out LPI.

F			XXX	
R			XXX	

AME 50. Fin to rudder attachments. Lower hinge upper bracket PN 0631119 and lower bracket PN 0631118. Upper hinge brackets PN 0631120 (2). Carry out LPI on brackets.

0631118			XXX	
0631119			XXX	
0631120			XXX	

➤ AME 51. Stabilizer to elevator hinge outboard PN 0632104 (2). Carry out LPI or Eddy Current on hinges.

LH			XXX	
RH			XXX	

➤ AME 51A. Horizontal stabilizer front and rear V braces for cracks

--	--	--	--	--

REM	INSP	SNAG	INST	PASS
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**FUSELAGE STRUCTURAL AND COMPONENTS**

**CAUTION: For MPI and LPI - Do not clean components with media blast method. Indications may be obscured.**

AME 52. Covers and fairings access.

--	--	--	--	--

AME 53. Engine cowlings. Upper and lower assemblies.

--	--	--	--	--

AME 54. Engine attachment mount PN 0651000.

--	--	--	--	--

AME 55. Cockpit door assembly PN 0611299.

--	--	--	--	--

AME 56. Window, door & cabin. Window assembly rear PN 0612134. Window assembly pilot RH PN 0611201-2.

--	--	--	--	--

AME 57. Cockpit door frame assembly.

XXX			XXX	
-----	--	--	-----	--

AME 58. Seats. Front and rear assemblies.

F				
R				

AME 59. Cockpit and cabin upholstery.

--	--	--	--	--

AME 60. Cockpit and cabin floorboards.

--	--	--	--	--

AME 61. Instrument panel assembly and mounts.

--	--	--	--	--

AME 62. Electrical wiring and ground terminal studs. Inspect in compliance with AC43.13-1B, chapter 11, section 1, paragraph 11-2 and section 8, paragraph 11-96.

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AME 63. Electrical connectors. Inspect in compliance with AC43.13-1B, chapter 11, section 8, paragraph 11-100.

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AME 64. Structure exterior. Forward fuselage section PN 0610000-33. Front and center section PN 0611001-10. Rear section PN 0612001-10.

XXX			XXX	
-----	--	--	-----	--

AME 65.	Fuselage to wing attachments. Front wing spar station 30.00 (2) rear wing spar station 61.30 (2).	XXX			XXX	
NDT GO TO AME 74						
AME 66.	Fuselage to wing attachments. Block fuselage front spar PN 0613165 (2). Block fuselage rear spar bearing 0611250 (2).	XXX			XXX	
NDT GO TO AME 75						
AME 67.	Fuselage to strut attachments. Spacer PN 0613147(2).					
NDT GO TO AME 76						
AME 68.	Fuselage to main landing gear attachments. Angle PN 0613150(typ).	LH			XXX	
		RH			XXX	
AME 69.	Bracket RH outboard PN 0613154-2. Bracket RH inboard PN 0613151- 2. Reinforcing kit PN PSK 1101-1.	061315 4-2			XXX	
		061315 1-2			XXX	
		1101-1			XXX	
AME 70.	Bracket LH outboard PN 0613154-1. Bracket LH inboard PN 0613151- 1. Reinforcing kit PN PSK 1101-1.	061315 4-1			XXX	
		061315- 1			XXX	
		1101-1			XXX	
AME 71.	Fuselage to lower rudder hinge assembly PN 0660134-2.					
AME 72.	Fuselage to horizontal stabilizer attachments. Rear fitting station 228.687.					
NDT GO TO AME 77						
AME 73.	Fuselage to horizontal stabilizer attachments. Front attachment station 205.812.					
NDT GO TO AME 78						

REM	INSP	SNAG	INST	PASS
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**FUSELAGE STRUCTURAL AND COMPONENTS NDT**

**CAUTION: For MPI and LPI - Do not clean components with media blast method. Indications may be obscured.**

AME 74. Fuselage to wing attachments. Front wing spar station 30.00 (2) rear wing spar station 61.30 (2). Carry out LPI on a minimum of 3 inches of the wing spar attachment points.

F			XXX	
R			XXX	

AME 75. Fuselage to wing attachments. Block fuselage front spar PN 0613165 (2). Block fuselage rear spar bearing 0611250 (2). Carry out LPI.

XXX			XXX	
-----	--	--	-----	--

➤ AME 76. Fuselage to strut attachments. Spacer plate PN 0613147(2). Carry out LPI on plate.

XXX			XXX	
-----	--	--	-----	--

AME 77. Fuselage to horizontal stabilizer attachments. Rear fitting station 228.687. Carry out LPI.

XXX			XXX	
-----	--	--	-----	--

**FUSELAGE SECTION – CONTROLS**

**CAUTION: For MPI and LPI - Do not clean components with media blast method. Indications may be obscured.**

AME 78. Cockpit rear throttle controls. Quadrant assembly PN 3L2188 (if installed).

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AME 79. Cockpit front throttle controls. Quadrant assembly PN 3L2088.

--	--	--	--	--

AME 80. Control sticks. Front, rear and rear boot.

F				
R				

AME 80A Cockpit rudder controls. Front pedals PN 0660453 (2) rear pedals 0660150 (typ) (2).

F				
R				

➤ AME 81. Cockpit rudder controls. Bar assembly PN 0660158(F) & 066155(R)

F				
R				

NDT Go to AME 103A				
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REM	INSP	SNAG	INST	PASS
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AME 82. Master brake cylinders PN 4408E.

F				
R				

AME 83. Brackets front master cylinder PN 132-22010-1 or 0613007-102.

--	--	--	--	--

AME 84. Brackets rear master cylinder PN 0600449-1 (2) (if installed).

--	--	--	--	--

AME 85. Flap actuator motor PN M-6520M (typ).

--	--	--	--	--

AME 86. Fuselage flap flex drive LH PN M4241-5950.

--	--	--	--	--

AME 89. Fuselage flap flex drive RH PN M4241-6463.

--	--	--	--	--

AME 90. Fuselage aileron control cables. Inspect in compliance with AC43.13-1B, chapter 7, section 8, paragraph 7-149.

--	--	--	--	--

AME 91. Fuselage aileron pulleys PN AN 210-4B (2), PN FL3C6 (2)PN F-140 (3). Inspect in compliance with AC43.13-1B, chapter 7, section 8.

--	--	--	--	--

AME 92. Rudder control cable assemblies. Inspect in compliance with AC43.12-1B, chapter 7, section 8, paragraph 7-149.

--	--	--	--	--

AME 93. Rudder control system. Pulley PN BB-214 (2) pulley PN BB-208 (8). Inspect in compliance with AC43.3-1B, chapter 7, section 8.

--	--	--	--	--

AME 94. Elevator control cable assemblies. Inspect in compliance with AC43.13-1B, chapter 7, section 8, paragraph 7-149.

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AME 95. Elevator control system. Pulley PN AN210-4B (3) Pulley PN BB214 (2). Inspect in compliance with AC43.13-1B, chapter 7, section 8.

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REM	INSP	SNAG	INST	PASS
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AME 96. Elevator control system bellcrank  
PN 0660139.


AME 97. Elevator tube assembly PN  
0660135.

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AME 98. Elevator tab control cable  
assemblies. Inspect in compliance  
with AC43.13-1B, chapter 7,  
section 8, paragraph 7-149.

--	--	--	--	--

AME 99. Elevator tab control system.  
Pulley PN NAS383-1 (4) and PN  
NAS838-1 (4). Inspect in  
compliance with AC43.13-1B,  
chapter 7, section 8.

F				
R				

AME 100. Brake system. Rear dual brake  
cable PN 0660105-33(2), front  
dual brake cable PN 0660105-34  
(2). Inspect in compliance with  
AC43.13-1B, chapter 7, section 8,  
paragraph 7-149.

AME 101. Fuel lines rigid and flexible.

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AME 102 Battery location. Inspect  
adjacent structure for acid spills  
and corrosion.

XXX			XXX	
-----	--	--	-----	--

AME 103. Tow release handle and cable  
installation. Inspect cable in  
compliance with AC43.13-1B,  
chapter 7, section 8, paragraph 7-  
149.

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**COCKPIT CONTROLS NDT**

AME 103A Complete X-Ray technique on  
rudder pedal attach arm, pilot(F)  
and co-pilot(R) .

F				
R				

➤ AME 104 Horizontal stabilizer forward  
spar in area that butts to fuselage

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➤ AME 105 Front and rear V-braces.  
MPI

--	--	--	--	--

REM	INSP	SNAG	INST	PASS
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**UNDERCARRIAGE GROUP**

Jack aircraft. **NOTE:** Ensure all warnings and safety precautions are strictly adhered to.

AME 106. **WARNING:** Deflate tires and remove valve stem core prior to removing wheel axle nut. Main landing gear. Wheel assembly PN 511960-5 (2)

LH				
RH				

AME 107. Brake assemblies PN 9530839 (2).

LH				
RH				

AME 108. Main landing gear axles PN 0641124 (2).

LH				
RH				
NDT GO TO AME 116				

AME 109. Main landing gear. Spring LH and Spring RH.

LH				
RH				
NDT GO TO AME 117				

AME 109A. Tail gear. Wheel and tire assembly PN 2600.  
**WARNING:** Deflate tire and remove valve stem core prior to removing wheel axle nut.

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AME 110 Tail gear. Spring and connector assembly PN 3239.

--	--	--	--	--

AME 111. Tail gear. Fork assembly PN 3224.

--	--	--	--	--

AME 112. Spring assembly leaf PN 0642150-20.

--	--	--	--	--

AME 113. Tail gear mounting bracket PN 0642150-10.

--	--	--	--	--

AME 114. Tail wheel tie down eye bolt PN 0642105.

--	--	--	--	--

**UNDERCARRIAGE GROUP NDT**

AME 115. Main landing gear axle PN 0641124 (2). Carry out LPI

LH				
RH				

REM	INSP	SNAG	INST	PASS
-----	------	------	------	------

AME 116. Main landing gear. Spring LH and Spring RH. Carry out MPI on axle attachment, brake line bracket attachment area, thru bolt and main mounting areas.

LH				
RH				

**AIRCRAFT GENERAL**

AME 117. Refinish airplane in compliance with the Air Cadet League paint scheme. Apply registration numbers in compliance with CARS 222.01,(a),(b),(c),(g)(i) and 2.

XXX	XXX	XXX		
-----	-----	-----	--	--

AME 118 Alignment check main gear. Carry out alignment check In compliance with the Description and Maintenance manual.

XXX			XXX	
-----	--	--	-----	--

AME 119. Install loose equipment, fire extinguisher and first aid kit.

XXX				
-----	--	--	--	--

AME 120. Install battery box, battery and vent jar. Connect battery.

XXX	XXX	XXX		
-----	-----	-----	--	--

AME 121. Lubricate aircraft as directed in the Description and Maintenance manual,

XXX				
-----	--	--	--	--

AME 122 Carry out a flight control functional and travel check as directed in the Description and Maintenance manual.

XXX				
-----	--	--	--	--

AME 123. Install aircraft engine and electrical instruments.

XXX				
-----	--	--	--	--

AME 124. Install magnetic compass and valid compass deviation card.

XXX				
-----	--	--	--	--

AME 124A. Install altimeter, VSI and airspeed indicators

XXX	XXX	XXX		
-----	-----	-----	--	--

AME 125. Reset all circuit breakers.

XXX	XXX	XXX		
-----	-----	-----	--	--

AME 126. Transponder, altimeter, ADF, radio communication, antenna and antenna cables. Carry out functional checks in compliance with appropriate technical manuals.

XXX				
-----	--	--	--	--

REM	INSP	SNAG	INST	PASS
-----	------	------	------	------

AME 127. Carry out a pitot static check

XXX			XXX	
-----	--	--	-----	--

AME 128. ELT system. Carry out ground functional check

XXX				
-----	--	--	--	--

AME 129 Weigh aircraft. Prepare a new weight and balance report in compliance with AC43.13-1B, chapter 10, section 2 or CARS Chapter 571.10(4) table item (h)..

XXX			XXX	
-----	--	--	-----	--

**INSPECTION CLOSE OUT**

AME 130. Inspect completed aircraft for SWARF and foreign objects "FOD".

XXX			XXX	
-----	--	--	-----	--

AME 131. Carry out post inspection run-up in compliance with Operators manual.

XXX			XXX	
-----	--	--	-----	--

AME 132. Certify all log books and entries are completed and aircraft documents are properly stowed.

XXX				
-----	--	--	--	--

AME 133. Install all protective blanking plugs and covers.

XXX	XXX	XXX		
-----	-----	-----	--	--



# L19 CESSNA NDT INSPECTION RECORD

## ST-JEAN Air Cadets SQN

AIRCRAFT N° :

DATE STARTED :

TECHNICIAN RESPONSIBLE  
FOR NDT INSPECTION :

DATE COMPLETED :

DATE CERTIFIED COMPLETED :

TOTAL PERSON HOURS  
FOR PHASE :

### CONTROL LIST

NAME

INITIALS

NRC Reg. No.

_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

AIRCRAFT N°

\_\_\_\_\_

ITEM	INSPECTION	ITEM S/N (if applicable)	FINDINGS	INITIALS	DATE dd mm yy						
Wing to fuselage attachment points (Front Spar STA 22 plate & angle) <i>Photo # 1</i>	Carry out LPI or Eddy Current on attachments		<table border="1"> <tr><td>L</td></tr> <tr><td>R</td></tr> </table>	L	R						
L											
R											
Wing to fuselage attachment points (Rear Spar STA 22 P/N 0621412) <i>Photo # 2</i>	Carry out LPI or Eddy Current on attachments		<table border="1"> <tr><td>L</td></tr> <tr><td>R</td></tr> </table>	L	R						
L											
R											
Wing to strut attachment fitting (front spar) P/N 0621306. <i>Photo # 3</i>	Carry out LPI or Eddy Current on fitting. (100% coverage)		<table border="1"> <tr><td>L</td></tr> <tr><td>R</td></tr> </table>	L	R						
L											
R											
Strut attachment fittings, Upper P/N 0620104 (x2), Lower P/N 0620103 (x2). <i>Photo # 4</i>	Carry out LPI or Eddy Current on accessible areas of fittings.		<table border="1"> <tr><td>Upper</td></tr> <tr><td>L</td></tr> <tr><td>R</td></tr> <tr><td>Lower</td></tr> <tr><td>L</td></tr> <tr><td>R</td></tr> </table>	Upper	L	R	Lower	L	R		
Upper											
L											
R											
Lower											
L											
R											
Elevator to horizontal stabilizer attachment hinges (x2) P/N 0634111 <i>Photos # 5, 6</i>	Carry out LPI or Eddy Current		<table border="1"> <tr><td>L</td></tr> <tr><td>R</td></tr> </table>	L	R						
L											
R											
Rudder bellcrank Assy P/N 0660340 <i>Photo # 7, 8</i>	Carry out LPI or Eddy Current on all accessible surface areas.										

ITEM	INSPECTION	ITEM S/N (if applicable)	FINDINGS	INITIALS	DATE dd mm yy								
Vertical Fin attach points Fin to stabilizer fittings (x2) P/N <i>Photo # 9, 10</i> Fin Spar attachment – center (x2) <i>Photo # 9, 11</i> Rib front attachment <i>Photo # 9, 12</i>	Carry out LPI or Eddy Current on fittings & attach points.		<table border="1"> <tr> <td data-bbox="316 932 500 995">1</td> <td data-bbox="316 338 500 932"></td> </tr> <tr> <td data-bbox="500 932 581 995">2</td> <td data-bbox="500 338 581 932"></td> </tr> <tr> <td data-bbox="581 932 581 995">3</td> <td data-bbox="581 338 581 932"></td> </tr> </table>	1		2		3					
1													
2													
3													
Vertical Fin to Rudder attachments. Lower hinge upper bracket P/N 0631119, & lower bracket P/N 0631118. <i>Photo # 9, 13</i> Upper hinge brackets (x2) P/N 0631120. <i>Photo # 9, 14</i>	Carry out LPI or Eddy Current on brackets.		<table border="1"> <tr> <td data-bbox="581 932 711 995">1</td> <td data-bbox="581 338 711 932"></td> </tr> <tr> <td data-bbox="711 932 846 995">2</td> <td data-bbox="711 338 846 932"></td> </tr> </table>	1		2							
1													
2													
Horizontal stabilizer to elevator outboard hinge P/N 0632104 (x2). <i>Photo # 15, 16</i>	Carry out LPI or Eddy Current on hinges.		<table border="1"> <tr> <td data-bbox="846 932 938 995">L</td> <td data-bbox="846 338 938 932"></td> </tr> <tr> <td data-bbox="938 932 1019 995">R</td> <td data-bbox="938 338 1019 932"></td> </tr> </table>	L		R							
L													
R													
Horizontal stabilizer Front & Rear V- braces. <i>Photo #</i>	Inspect for cracks.												
Fuselage to wing attachments Front Spar STA 30.00 (L&R). <i>Photo # 19, 20</i> Rear Spar STA 61.30 (L&R). <i>Photo # 19, 21</i>	Carry out LPI or Eddy Current (minimum of 3 inches of attach points.		<table border="1"> <tr> <td data-bbox="1182 932 1284 995">L</td> <td data-bbox="1182 338 1284 932"></td> </tr> <tr> <td data-bbox="1284 932 1365 995">R</td> <td data-bbox="1284 338 1365 932"></td> </tr> <tr> <td data-bbox="1365 932 1463 995">L</td> <td data-bbox="1365 338 1463 932"></td> </tr> <tr> <td data-bbox="1463 932 1537 995">R</td> <td data-bbox="1463 338 1537 932"></td> </tr> </table>	L		R		L		R			
L													
R													
L													
R													

ITEM	INSPECTION	ITEM S/N (if applicable)	FINDINGS	INITIALS	DATE dd mm yy				
Fuselage to wing attachments Attach fitting Front Spar P/N 0613165 (x2) Attach fitting Rear Spar P/N 0611250 (x2) <i>Photo # 22</i>	Carry out LPI or Eddy Current on fittings.		<table border="1"> <tr> <td data-bbox="316 945 470 1050">Front</td> <td data-bbox="316 336 470 945">L</td> </tr> <tr> <td data-bbox="470 945 625 1050">Rear</td> <td data-bbox="470 336 625 945">R</td> </tr> </table>	Front	L	Rear	R		
Front	L								
Rear	R								
Fuselage to strut attachments spacer plates(L & R) P/N 0613147. <i>Photo # 23</i>	Carry out LPI or Eddy Current on spacer plates.		<table border="1"> <tr> <td data-bbox="633 945 787 1050">L</td> <td data-bbox="633 336 787 945"></td> </tr> <tr> <td data-bbox="787 945 941 1050">R</td> <td data-bbox="787 336 941 945"></td> </tr> </table>	L		R			
L									
R									
Fuselage to horizontal stabilizer attachment, rear fitting at STA 228.687. <i>Photo # 24</i>	Carry out LPI or Eddy Current fitting on all accessible areas.								
Ladder pedal attach arm, pilot & co-pilot. <i>Photo # 25</i>	Carry out X-Ray on arms (100% coverage).		Refer to X-RAY interpretation report						
Horizontal stabilizer FWD Spar in area that butts to fuselage. <i>Photos # 26 &amp; 27</i>	Carry out LPI or Eddy Current at attachment areas (x2).								
Front & rear V-braces. <i>Photos # 28 &amp; 29</i>	Carry out MPI on FWD V-brace (3 areas) & AFT V-brace (3 areas).								

ITEM	INSPECTION	ITEM S/N (if applicable)	FINDINGS	INITIALS	DATE dd mm yy				
Main landing gear axle P/N 0641124 (x2). <i>Photos # 30</i>	Carry out LPI (100% coverage). Pay particular attention to the radius area identified on ref photo.		<table border="1"> <tr> <td data-bbox="440 999 526 1052">L</td> <td data-bbox="440 338 526 999"></td> </tr> <tr> <td data-bbox="526 999 607 1052">R</td> <td data-bbox="526 338 607 999"></td> </tr> </table>	L		R			
L									
R									
Main landing spring (L & R). <i>Photos # 31</i>	Carry out MPI on the following areas : <ol style="list-style-type: none"> <li>1. MLG axle attachment</li> <li>2. Brake line bracket attachment (dimple area)</li> <li>3. Thru-bolt &amp; main mounting area (fuselage attachment)</li> </ol>		<table border="1"> <tr> <td data-bbox="607 999 725 1052">L</td> <td data-bbox="607 338 725 999"></td> </tr> <tr> <td data-bbox="725 999 859 1052">R</td> <td data-bbox="725 338 859 999"></td> </tr> </table>	L		R			
L									
R									

ITEM	INSPECTION	ITEM S/N (if applicable)	FINDINGS	INITIALS	DATE dd mm yy
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**SPARE PARTS INSPECTION**

Main landing gear axle P/N 0641124 (x2). <i>Photos # 30</i>	Carry out LPI (100% coverage). Pay particular attention to the radius area identified on ref photo.		<table border="1"> <tr> <td data-bbox="431 989 521 1050">L</td> <td data-bbox="431 338 521 989"></td> </tr> <tr> <td data-bbox="521 989 605 1050">R</td> <td data-bbox="521 338 605 989"></td> </tr> </table>	L		R			
L									
R									
Main landing gear axle P/N 0641124 (x2). <i>Photos # 30</i>	Carry out LPI (100% coverage). Pay particular attention to the radius area identified on ref photo.		<table border="1"> <tr> <td data-bbox="605 989 695 1050">L</td> <td data-bbox="605 338 695 989"></td> </tr> <tr> <td data-bbox="695 989 779 1050">R</td> <td data-bbox="695 338 779 989"></td> </tr> </table>	L		R			
L									
R									
Main landing gear axle P/N 0641124 (x2). <i>Photos # 30</i>	Carry out LPI (100% coverage). Pay particular attention to the radius area identified on ref photo.		<table border="1"> <tr> <td data-bbox="779 989 868 1050">L</td> <td data-bbox="779 338 868 989"></td> </tr> <tr> <td data-bbox="868 989 953 1050">R</td> <td data-bbox="868 338 953 989"></td> </tr> </table>	L		R			
L									
R									
Main landing gear axle P/N 0641124 (x2). <i>Photos # 30</i>	Carry out LPI (100% coverage). Pay particular attention to the radius area identified on ref photo.		<table border="1"> <tr> <td data-bbox="953 989 1042 1050">L</td> <td data-bbox="953 338 1042 989"></td> </tr> <tr> <td data-bbox="1042 989 1127 1050">R</td> <td data-bbox="1042 338 1127 989"></td> </tr> </table>	L		R			
L									
R									

ITEM	INSPECTION	ITEM S/N (if applicable)	FINDINGS	INITIALS	DATE dd mm yy
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**SPARE PARTS INSPECTION**

Horizontal stabilizer to elevator outboard hinge P/N 0632104 (x2). <i>Photo # 15, 16</i>	Carry out LPI or Eddy Current on hinges.	A/C	<table border="1"> <tr><td align="center">L</td></tr> <tr><td align="center">R</td></tr> </table>	L	R		
L							
R							
Horizontal stabilizer to elevator outboard hinge P/N 0632104 (x2). <i>Photo # 15, 16</i>	Carry out LPI or Eddy Current on hinges.	A/C	<table border="1"> <tr><td align="center">L</td></tr> <tr><td align="center">R</td></tr> </table>	L	R		
L							
R							
Horizontal stabilizer to elevator outboard hinge P/N 0632104 (x2). <i>Photo # 15, 16</i>	Carry out LPI or Eddy Current on hinges.	A/C	<table border="1"> <tr><td align="center">L</td></tr> <tr><td align="center">R</td></tr> </table>	L	R		
L							
R							
Horizontal stabilizer to elevator outboard hinge P/N 0632104 (x2). <i>Photo # 15, 16</i>	Carry out LPI or Eddy Current on hinges.	A/C	<table border="1"> <tr><td align="center">L</td></tr> <tr><td align="center">R</td></tr> </table>	L	R		
L							
R							

# ***L19 Cessna Photos***

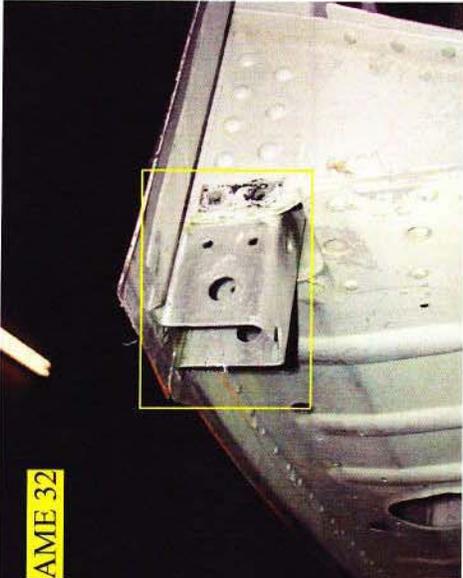
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# ***NDT Inspection Items***

**Date created : 25 November 2004**

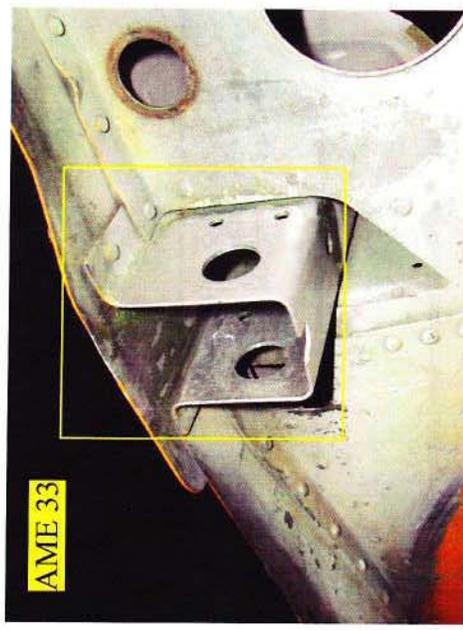
**nd by : Mcpl Steve Savage  
NDT Tech  
3 AMS NDT Facility**

# 1



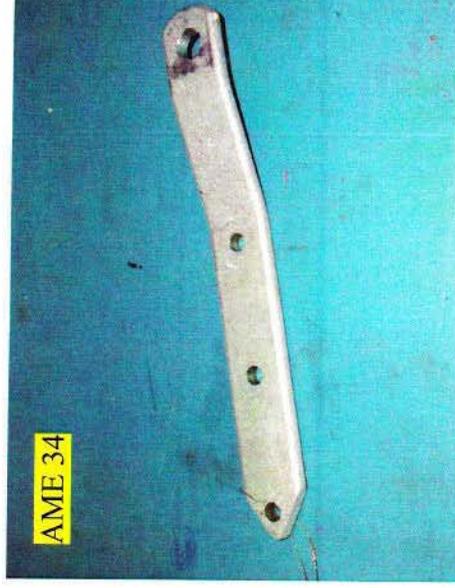
AME 32

Photo # 2



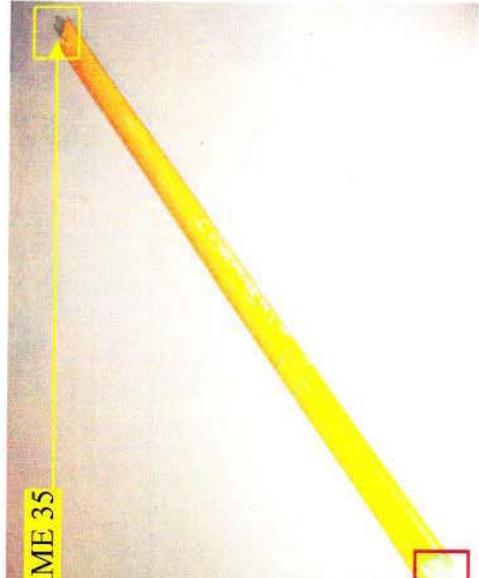
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Photo # 3



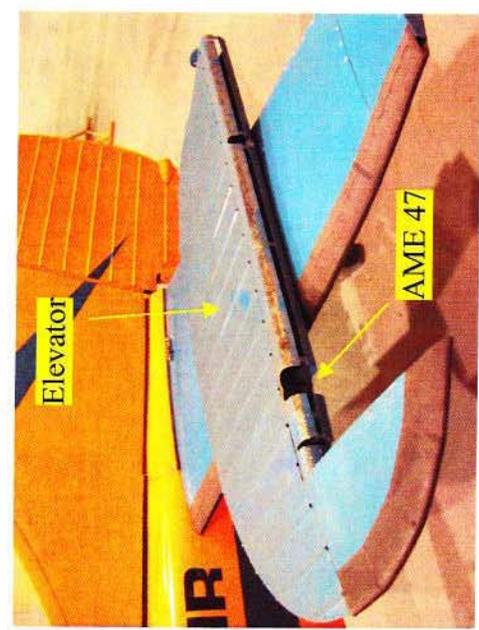
AME 34

# 4



ME 35

Photo # 5



Elevator

AME 47

Photo # 6



AME 47

7



Photo # 8

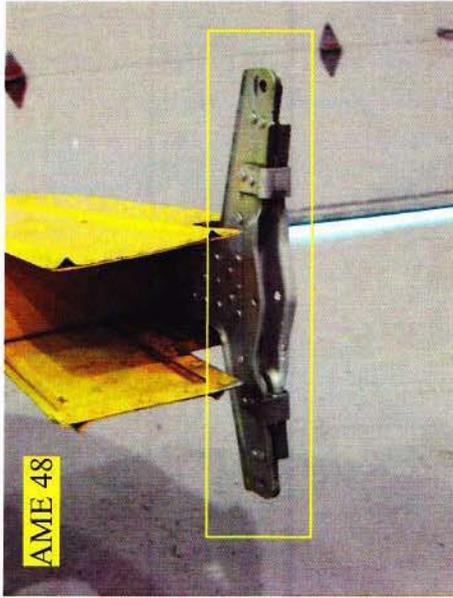
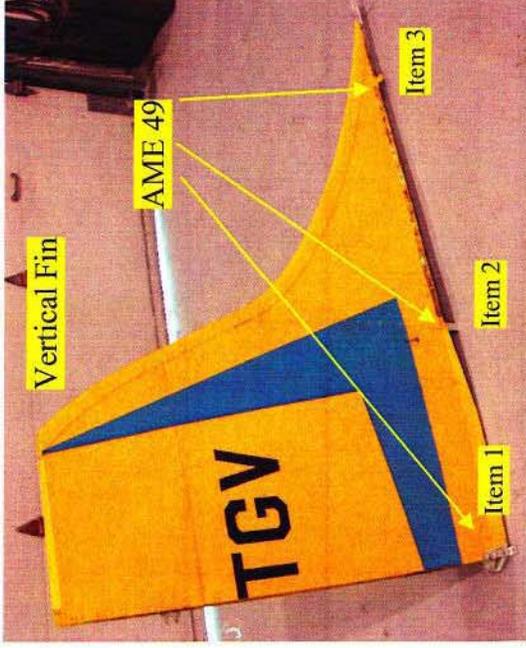


Photo # 9



10



Photo # 11

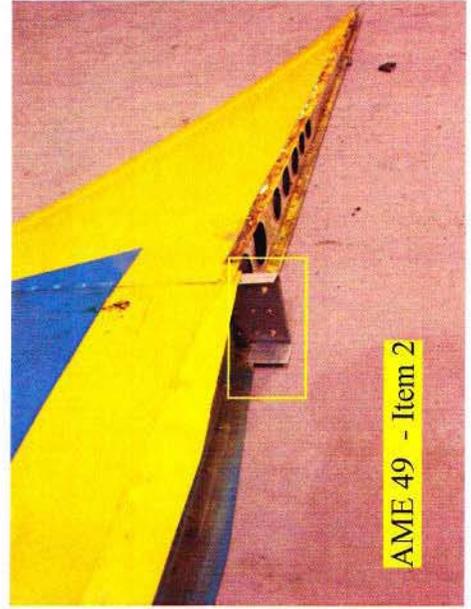
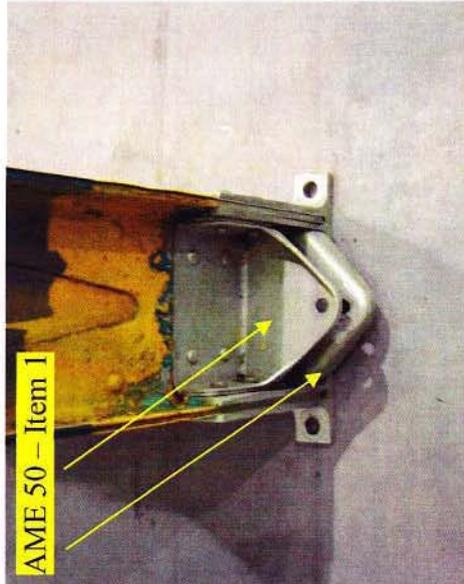


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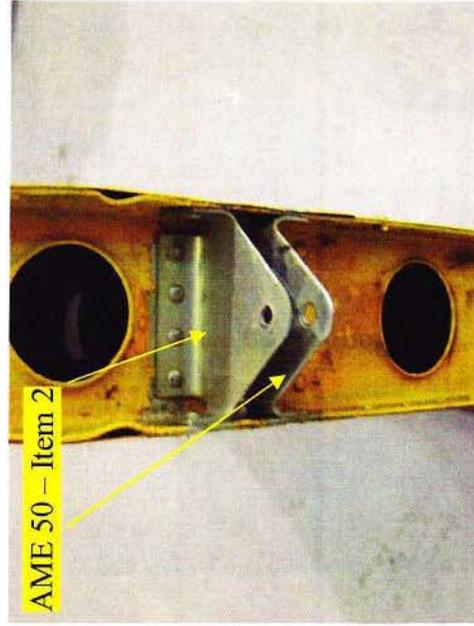


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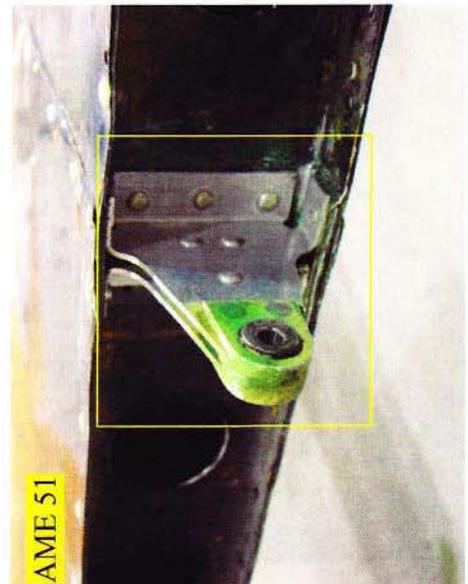
AME 50 - Item 1

Photo # 14



AME 50 - Item 2

# 16



AME 51

Photo # 17

AME 51A

Photo # 15



Horizontal Stabilizer

AME 51

Photo # 18

AME 51A

19

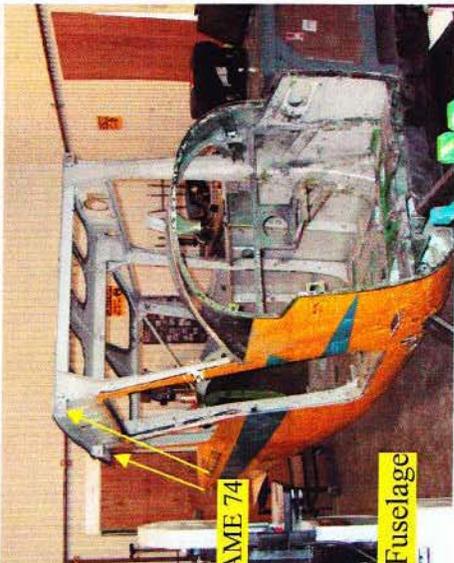


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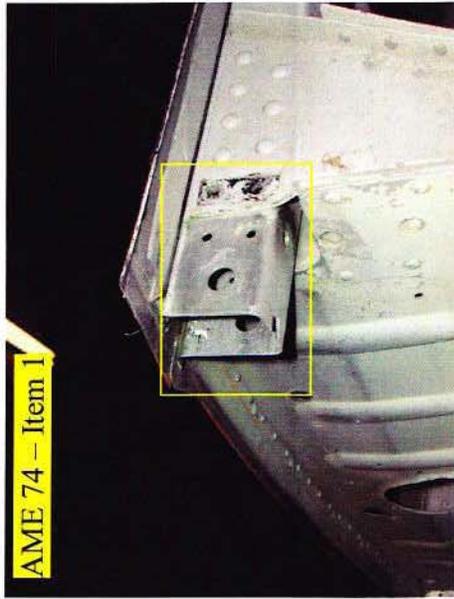
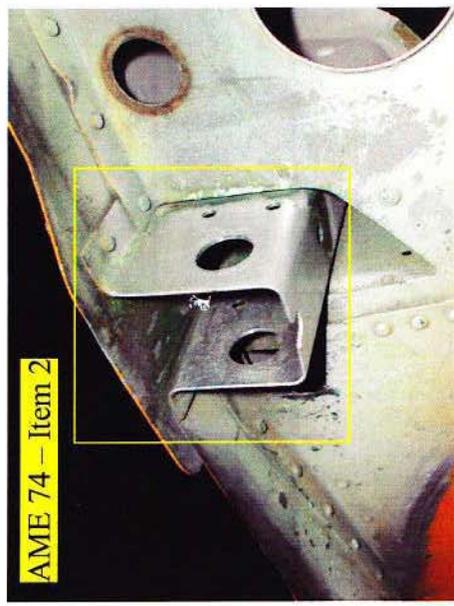


Photo # 21



22

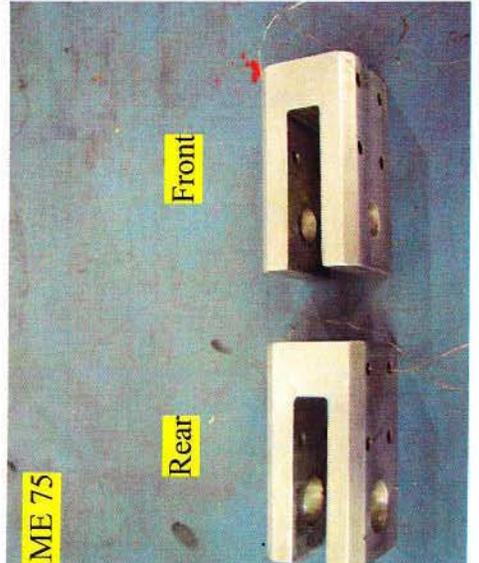


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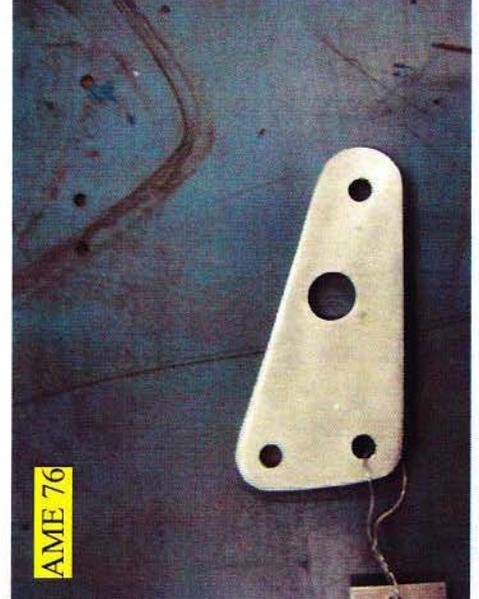


Photo # 24



# 25



Photo # 26

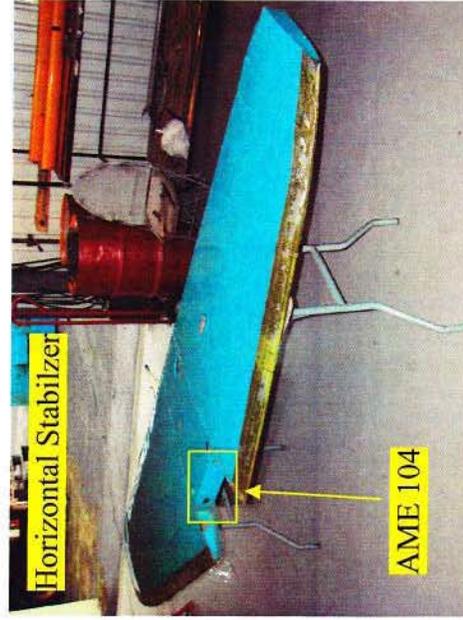
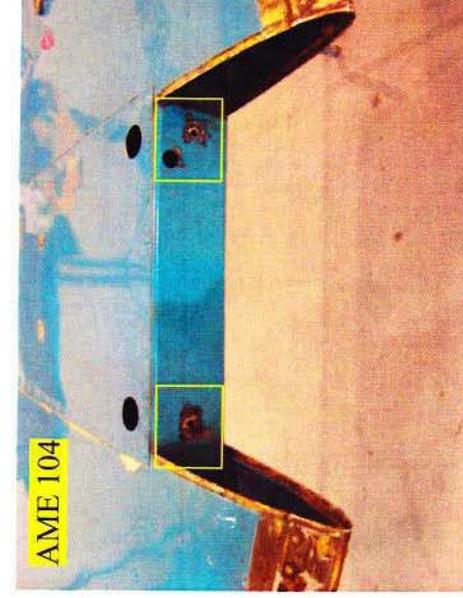


Photo # 27



# 28

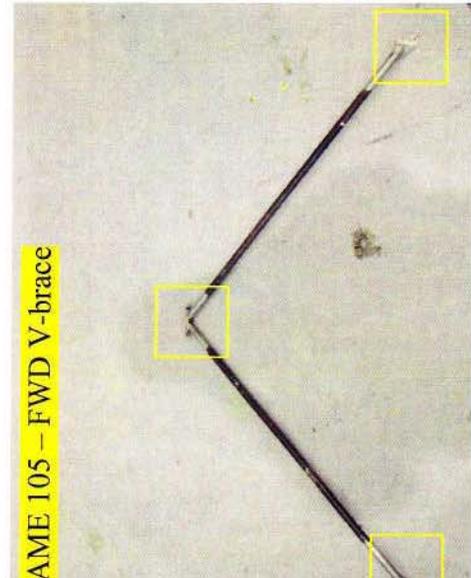


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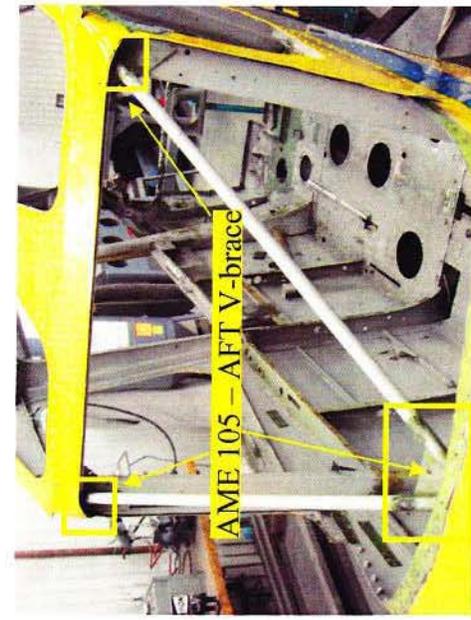
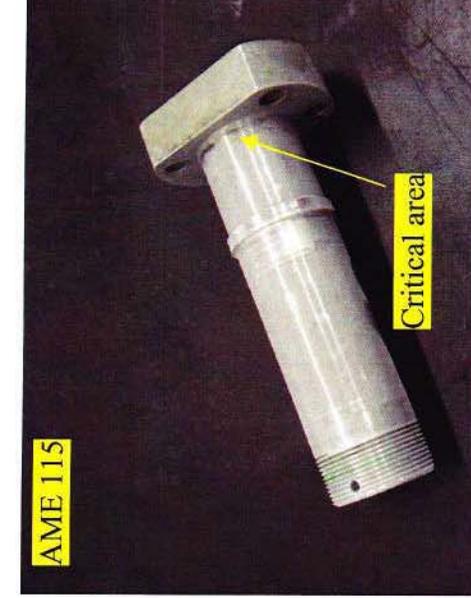
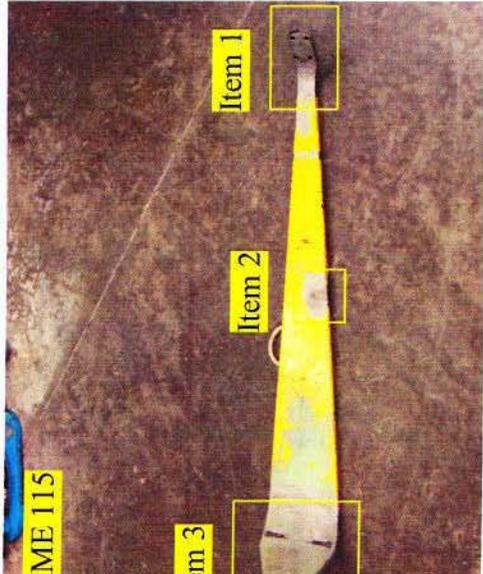


Photo # 30



31



34

Photo # 32

X

Photo # 35

X

Photo # 33

X

Photo # 36

X











Primer: Sherwin-Williams CM0483928 High-Solids Primer  
Yellow: Sherwin-Williams Jet Glo Polyurethane "Air Cadets Yellow" U-013012-C  
Blue: Sherwin-Williams Jet Glo Polyurethane "Aristo Blue" U-00412-C



