Public Works and Government Services Canada

Travaux publics et Services gouvernementaux Canada

RETURN BIDS TO:
RETOURNER LES SOUMISSIONS À:

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

REQUEST FOR PROPOSAL
DEMANDE DE PROPOSITION

Proposal To: Public Works and Government Services Canada

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

Proposition aux: Travaux Publics et Services Gouvernementaux Canada

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

Comments - Commentaires

Title - Sujet
HELICOPTER PROJECT (DFO)

Solicitation No. - N° de l'invitation
F7013-120014/B

Date
2012-12-12

Client Reference No. - N° de référence du client
F7013-120014

GETS Reference No. - N° de référence de SEAG
PW-$CAG-003-23409

File No. - N° de dossier
003cag.F7013-120014

CCC No./N° CCC - FMS No./N° VME

Solicitation Closes - L'invitation prend fin
at - à 02:00 PM
on - le 2013-01-11

Time Zone
Fuseau horaire
Eastern Standard Time
EST

F.O.B. - F.A.B.
Plant-Usine: ☐ **Destination:** ☐ **Other-Autre:** ☐

Address Enquiries to: - Adresser toutes questions à:
MacNeil, Michael

Buyer Id - Id de l'acheteur
003cag

Telephone No. - N° de téléphone
(819) 956-0078 ( )

FAX No. - N° de FAX
(819) 997-0437

Destination - of Goods, Services, and Construction:
Destination - des biens, services et construction:
DEPARTMENT OF FISHERIES AND OCEANS
CCG/VESSEL PROCURE/HELICOPTER PROJ
200 ELGIN ST
OTTAWA
Ontario
K2P1L5
Canada

Instructions: See Herein

Instructions: Voir aux présentes

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

Delivery Required - Livraison exigée
See Herein

Delivery Offered - Livraison proposée

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

Telephone No. - N° de téléphone
Facsimile No. - N° de télécopieur

Name and title of person authorized to sign on behalf of Vendor/Firm (type or print)
Nom et titre de la personne autorisée à signer au nom du fournisseur/ de l'entrepreneur (taper ou écrire en caractères d'imprimerie)

Signature **Date**

Issuing Office - Bureau de distribution
Civilian Aircraft Division/Division des Avions Civils
Portage III 8C1 - 50
11 Laurier St./11 reu Laurier
Gatineau
Québec
K1A 0S5

Canada

Please see the following draft RFP documents for industry comments:

Preamble/instructions to industry regarding the DRAFT RFP for Light helicopters

This Draft Request for Proposal (RFP) has been prepared as a vehicle to encompass Industries input, comments and recommendation in order development of the final version RFP. To date, the Helicopter Project Team has engaged with Industry on two occasions in order to obtain pertinent information to assist in the development of the draft requirements. At this stage we are looking for Industry feedback on the "draft" RFP and therefore, the instructions that are outlined within that instruct bidders on how to respond to the actual RFP are to reviewed and not adhered to at this time.

These are PWGSC standard instructions on how proposals are to be submitted.
This Draft RFP presents an opportunity for OEMs to review the current version of the Draft CCG Light Helicopter Statement of Work and the associated Draft Baseline Requirements document and to provide input for consideration in the development of the final RFP package for the CCG Light Helicopters. Industry feedback is a crucial component of the CCG Helicopter procurement process and as such, Canada requests that all comments and feedback be documented using an organized and consistent format, as follows.

When responding with input regarding the CCG Light Helicopter Statement of Work (SOW), please clearly indicate the SOW section number and paragraph, in chronological order, together with any comments or feedback. For example:

SOW Section 3.2.1 para 2: Comment is provided here.

Furthermore, the Light Helicopter Baseline Requirements document has been formatted so that for each requirement statement, industry comments and feedback can be placed in the designated column of the tables provided. Please provide any other feedback in the format indicated for the SOW.

CANADIAN COAST GUARD LIGHT HELICOPTER PROJECT

On behalf of the Canadian Coast Guard (CCG), the purpose of this requirement is to procure Commercial Off-The-Shelf (COTS) light helicopters to support CCG functions and programs of the Department Fisheries & Oceans and other government departments across the country. The Contract to purchase a mininum of 12 helicopters up to a maximum of 16 helicopters with the option to purchase 2 additional helicopters is forecasted to be awarded in Fall 2013.

All contract awards are subject to Canada's internal approval process, which includes a requirement to approve funding in the amount of any proposed contract. Notwithstanding that a Bidder may have been recommended for contract award, issuance of any contract will be contingent upon internal approval in accordance with Canada's policies. If such approval is not given, no contract will be awarded. The Bidder will have no claim for damages, compensation, loss of profit, allowance arising out of the preparation of its bid or the internal approval process conducted by Canada.

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PART 1 - GENERAL INFORMATION

1 Introduction

i. The Government of Canada has a requirement to procure up to sixteen light-lift helicopters, the procurement of which is the subject of this solicitation.

ii. The purpose of this draft solicitation is to initiate responses from industry for the procurement of the light-lift helicopters by inviting interested suppliers to submit data specified herein for Canada's consideration.

iii. The procurement will be conducted in a two-part process beginning with the issuance of this draft RFP to elicit responses from industry, followed by the issuance of the final RFP.

iv. This procurement is subject to a National Security Exception. The Trade Agreements do not apply

1.1 Organization of This Document

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

Part 1 General Information: provides a general description of the requirement;

Part 2 Bidder Instructions: provides the instructions, clauses and conditions applicable to the bid solicitation;

Part 3 Bid Preparation Instructions: provides bidders with instructions on how to prepare their bid;

Part 4 Evaluation Procedures and Basis of Selection: indicates how the evaluation will be conducted, the evaluation criteria that must be addressed in the bid, and the basis of selection;

Part 5 Certifications: includes the certifications to be provided;

Part 6 Security, Financial and Other Requirements: includes specific requirements that must be addressed by bidders; and

Part 7 Resulting Contract Clauses: includes the clauses and conditions that will apply to any resulting contract.

This draft RFP consists of the following documents:

Annex A Statement of Work
Annex B Basis of Payment
Annex C Industrial Regional Benefits Requirements
Annex D Bid Evaluation Plan

1.2 Procurement Requirements Overview

1.2.1 Procurement Approach

The approach to selecting the Contractor to provide the light-lift helicopters required by Canada will include the following steps.

i. This draft RFP is generated by Canada and issued through the Government Electronic Tendering Service (GETS) to elicit comments from industry for consideration. It is not mandatory for bidders to respond to the draft RFP;

ii. Canada will distribute the final RFP for bidding purposes through the Government Electronic Tendering Service (GETS);

iii. Bidders will submit their proposals for the full requirement as stipulated in the RFP;

iv. Canada will evaluate the bids in accordance with the Evaluation Plan in the bid solicitation;

v. Canada will select the bidder in accordance with the selection criteria specified in the bid solicitation;

vi. Canada will recommend to Government the award of the Contract; and

vii. After Contract award, Canada will offer a debrief to the bidders.

1.2.2 Procurement Milestones

The estimated procurement milestones are as follows:

Issue RFP:	Winter 2013
Bid Solicitation closure, receipt of bids:	Spring 2013
Bid Evaluation Complete:	Spring 2013
Contract Award:	Fall 2013

1.3 Who Can Respond

Bidders must be the Original Equipment Manufacturer (OEM) for the helicopters to be proposed.

1.4 Communications - Solicitation Period

i. To ensure the integrity of the competitive response process, inquiries and other communications regarding the solicitation must be directed only to the Point of Contact identified on page 1 of this draft solicitation. Failure to comply with this requirement may result in the response being rejected as being non-responsive.

ii. To ensure consistency and fairness, Canada will provide all information with respect to significant non-proprietary inquiries received, and the replies to such inquiries, to all recipients of this draft RFP without revealing the source(s) of such inquiries through GETS.

iii. Technical inquiries 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 inquiry is not of a proprietary nature. Canada may edit the questions or may request that the supplier do so, so that the proprietary nature of the question is eliminated, and the inquiry can be answered with copies to all suppliers. Inquiries not submitted in a form that can be distributed to all suppliers may not be answered by Canada.

iv. While the supplier is encouraged to submit inquiries as early as possible during the draft RFP period, inquiries should be received no less than 15 calendar days before the bid closing date to allow sufficient time for a response to be provided. Canada makes no assurance of providing any response to inquiries received after that time.

v. While every effort has been made to identify sufficient details within this document to allow suppliers to decide whether to participate in this procurement process, it is recognized that each supplier has its own areas of concern and decision making requirements. Should any additional information be required, suppliers are invited to identify the specific additional information required to the PWGSC Point of Contact identified on the first page of this document. Canada will endeavour to provide a response to all suppliers through GETS.

1.5 Terminology

i. Within this document, the use of "shall", "must", "will", "required" and "Canada requires" indicate a Mandatory Requirement that will be addressed in the Evaluation. In the RFP evaluation, the responses must demonstrate compliance with any and all mandatory requirements.

ii. The use of the phrase "is requested to" and "should" indicates that it is preferred, but not mandatory, that the respondents comply with the instructions provided. Failure to comply will not fail a respondent on that basis alone. However, if related to a rated requirement, failure to comply could result in a lower score with all that that implies.

iii. "Response": The term "response" refers to what the supplier submits in satisfaction of an RFP.

iv. "Respondent": refers to a supplier who submits a response to this RFP.

v. "Bidder": refers to a person or entity submitting a bid to perform a contract for the goods or services. It does not include the parent, subsidiaries or other affiliates of the bidder, or its subcontractors.

vi. "Bid": refers to "An offer to provide services or supply goods as a result of a solicitation.

vii. "Potential Bidder": refers to any supplier who may decide to, and who could be allowed to submit a bid in response to a bid solicitation/RFP.

viii. Accordingly, a supplier may be referred to as a "respondent" after submitting a "response" to the RFP, and a "bidder" after submitting a bid in response to the RFP.

2. Summary

On behalf of the Department Fisheries and Oceans, the Canadian Coast Guard (CCG) has a requirement to replace its current helicopter fleet. This requirement is to purchase up to sixteen (16) Commercial Off-The-Shelf (COTS) light-lift helicopters. The award date for the contract is forecasted for fall 2013 with deliveries beginning twelve (12) months after contract award

Bidders must comply with the Code of Conduct for Procurement requiring bidders to respond to bid solicitations in an honest, fair and comprehensive manner, to accurately reflect their capacity to satisfy the requirements stipulated in the bid solicitations and resulting contracts, and to submit bids and enter into contracts only if they will fulfil all obligations of the Contract.

The national security exceptions provided for in the trade agreements have been invoked; therefore, this procurement is excluded from all of the obligations of all the trade agreements.

3. Debriefings

After contract award, respondents may request a debriefing on the results of the RFP. Respondents should make the request to the Contracting Authority within fifteen (15) calendar days of receipt of notification that their response was unsuccessful. The debriefing may be provided in writing, by telephone or in person

PART 2 - BIDDER INSTRUCTIONS

1. Standard Instructions, Clauses and Conditions

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

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

The 2003 2012-07-11 Standard Instructions - Goods or Services - Competitive Requirements, are incorporated by reference into and form part of the bid solicitation.

The text under Subsection 4 of Section 01 - Code of Conduct and Certifications - Bid of 2003 referenced above is replaced by:

Bidders should provide, with their bid or promptly thereafter, a complete list of names of all individuals who are currently directors of the Bidder. If such a list has not been received by the time the evaluation of bids is completed, Canada will inform the Bidder of a time frame within which to provide the information. Failure to provide such a list within the required time frame will render the bid non-responsive. Bidders must always submit the list of directors before contract award.

Canada may, at any time, request that a Bidder provide properly completed and Signed Consent Forms (Consent to a Criminal Record Verification form - PWGSC-TPSGC 229) (http://www.tpsgc-pwgsc.gc.ca/app-acq/forms/formulaire-forms-eng.html) for any or all individuals named in the aforementioned list within a specified delay. Failure to provide such Consent Forms within the delay will result in the bid being declared non-responsive.

The text under Subsection 5 of Section 01 - Code of Conduct and Certifications - Bid of 2003 referenced above is replaced by:

The Bidder must diligently maintain the list up-to-date by informing Canada in writing of any change occurring during the validity period of the bid, and must also provide Canada, when requested, with the corresponding Consent Forms. The Bidder will also be required to diligently maintain the list and when requested, provide Consent Forms during the period of any contract arising from this bid solicitation.

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

Delete: sixty (60) days
Insert: two hundred forty (240) days

2. Submission of Bids

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

Requests for extensions to the bid solicitation period will ultimately be based on the reasonableness and merits of the request, including an analysis of the justification regarding why additional time is required and compared against the overall impact to Canada and the eligible bidders. The final decision on whether or not a bid extension will be granted will be made by the Assistant Deputy Ministers Integrated Steering Committee (ADM ISC).

Background information on previous requests for extensions can be found at the following web links:

Http://www.tpsgc-pwgsc.gc.ca/app-acq/sam-mps/psc-rfx0630-eng.html

Http://www.tpsgc-pwgsc.gc.ca/app-acq/sam-mps/fipsc-bgrfx0630-eng.html

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

3. Inquiries - Bid Solicitation

All inquiries must be submitted in writing to the Contracting Authority no later than fifteen (15) calendar days before the bid closing date. Inquiries 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 inquiry 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 inquiries 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 inquiry 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 inquiry can be answered with copies to all bidders. Inquiries not submitted in a form that can be distributed to all bidders may not be answered by Canada.

Several documents, regulations and standards are refered to in the pertinent reference material that is identified in the Statement of Work and Light Helicopter Baseline Requirements. If teses documents are not available to the bidder through a public access website they may be requested from Canada. If requested the pertinent information will be provided to the bidder. In the event that publications can only be provided to the bidder in hard copy, costs associated to acquiring the publications will be the sole responsibility of the bidder

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.

5. Improvement of Requirement During Solicitation Period (A9076T, 2007-05-25)

Should bidders consider that the specifications or Statement of Work contained in the bid solicitation could be improved technically or technologically, bidders are invited to make suggestions, in writing, to the Contracting Authority named in the bid solicitation. Bidders must clearly outline the suggested improvement as well as the reason for the suggestion. Suggestions that do not restrict the level of competition nor favour a particular bidder will be given consideration provided they are submitted to the Contracting Authority at least 15 calendar days before the bid closing date. Canada will have the right to accept or reject any or all suggestions.

6. Language

Any documents and supporting information submitted in response to this draft RFP shall be submitted in either English or French, Canada's two official languages.

All deliverable documentation identified in Annex A, Statement of Work shall be submitted in English only.

Respondents are requested to identify, in writing to the PWGSC Point of Contact specified on Page 1 of this draft RFP, which of Canada's two official languages should be used for future communications from Canada.

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, 1 master hard copy and 3 hard copies, and 2 soft copies on CD, DVD or USB key.

Section II: Financial Bid, 1 master hard copy and 1 hard copy, and 2 soft copies on CD, DVD or USB key.

Section III: Certifications identified in Part 5, 2 hard copies.

Section IV: Industrial Regional Benefits, 1 master hard copy.

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

Prices must appear in the financial bid only. No prices must be indicated in any other section of the bid. However, financial information that is necessary for responding to Attachment 11 - IRB Bid Requirements and Evaluation is to be included in the IRB Bid only. Financial or IRB information must not be included in any of the technical bids.

The bidders shall follow the format instructions described below in the preparation of their bid:

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

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

(a) use 8.5 x 11 inch (216 mm x 279 mm) paper containing fibre certified as originating from a sustainably-managed forest and/or containing minimum 30% recycled content; and

(b) use an environmentally-preferable format including black and white printing instead of colour printing, printing double sided/duplex, using staples or clips instead of cerlox, duotangs or binders.

Section I: Technical Bid

In their technical bid, bidders should demonstrate their understanding of the requirements contained in the bid solicitation and explain how they will meet these requirements. Bidders should demonstrate their capability and describe their approach to satisfy CCG's requirement for light-lift helicopters in a thorough, concise and clear manner for carrying out the work.

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

Section II: Financial Bid

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

1.2 Exchange Rate Fluctuation (C3010T, 2010-01-11)

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 Free Carrier (FCA) 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 two (2) bids are tied, 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 clause: C3020C.

1.3 Exchange Rate/Milestone Payment (C3020C, 2010-01-11)

1. The price in Canadian currency includes the foreign currency component in respect of goods, services or both originating outside Canada, as detailed on form PWGSC-TPSGC 9411, Claim for Exchange Rate Adjustments, in Annex “B” . In the event that one or more of the milestones involve a foreign currency component that becomes due and payable on that particular milestone, a separate form PWGSC-TPSGC 9411 must accompany the invoice for each applicable milestone.

2. When a milestone payable includes the importation of goods, services or both into Canada, the exchange rate used to calculate the adjustment will be the rate applied by Canada Border Services Agency (CBSA) on the date of importation. For a milestone that does not involve the importation of goods, services or both, but still includes a foreign currency component, the exchange rate used to calculate the adjustment will be the Bank of Canada exchange rate in effect at noon, on the date when the milestone became due and payable.

3. No price adjustment directly resulting from the application of the provisions contained in this clause will be applied for increases or decreases in the exchange rate within a variation of: plus or minus 2 percent of the exchange rate(s) mentioned above; or plus or minus $100 of the total cumulative amount claimed for exchange rate adjustment under the Contract.

4. On each invoice or claim for milestone payment submitted under the Contract, the Contractor must indicate the exchange rate adjustment amount (either upward, downward or no change) as a separate item. In the event of delivery, the invoice or claim for milestone payment must be accompanied by a copy of CBSA form B3-3, Canada Customs Coding Form. When the goods, services or both have not been imported, the Contractor must provide evidence, satisfactory to Canada, that the amount claimed is due and payable in foreign currency by the Contractor.

5. Canada will have the right to audit any revision to costs and prices under this clause.

1.4 Industrial and Regional Benefits (IRBs)

Attached as Annex “C”

1.5 SACC Manual Clauses

Section III: Certifications

Bidders must submit the certifications required under Part 5.

PART 4 - EVALUATION PROCEDURES AND BASIS OF SELECTION

1. Evaluation Procedures

(a) Bids will be assessed in accordance with the entire requirement of the bid solicitation including the technical and financial evaluation criteria.

(b) An evaluation team composed of representatives of Canada will evaluate the bids.

1.1 Technical Evaluation

1.1.1 Mandatory Technical Criteria

This solicitation contains mandatory requirements. Where a requirement of this RFP is mandatory, it will be identified specifically with the word "Mandatory", an "(M)", or with a statement covering a section of this document. The words "shall" and "must", in the RFP are to be interpreted as mandatory requirements.

Proposals must comply with each and every mandatory requirement. Any proposal which fails to meet any of the Mandatory Requirements in Annex “A” will be deemed non-responsive and will not be given further consideration. Each requirement must be addressed separately.

All terms and conditions stated in this RFP including Part 7 Resulting Contract Clauses are mandatory unless otherwise indicated. **One (1) copy of Page One (1) of this RFP must be signed by the Bidder or by an authorized representative of the Bidder.** The Bidder's signature indicates acceptance of all the terms and conditions set out or referred to in this Request for Proposal. Bidders must be aware that a proposal containing statement(s) implying that the proposal is conditional on modification of terms and conditions of the RFP (which includes Annexes and all Appendices) or containing terms and conditions that supersede the terms and conditions of the RFP will be considered non-responsive.

Bids will be evaluated solely on the information provided in each Bidder's submission. Bids not meeting all of the mandatory requirements will be given no further consideration.

It is the responsibility of the Bidder to obtain, from the Contracting Authority identified any clarification of the requirement contained in the RFP prior to submitting its bid.

Any questions or concerns Bidders may have concerning any aspect of this requirement during the solicitation period or the subsequent evaluation period, up to and including the date of Contract award, must be directed only to the Contracting Authority. Non-compliance with this condition during the above mentioned periods can (for that reason alone) result in disqualification of the Bidder's proposal.

To facilitate bid preparation and bid evaluation, Bidders must prepare and submit compliance with Mandatory Requirements using the information and template provided in **the Statement of Work at Annex "A" , Section _____ Mandatory Requirements Compliance Checklist.**

1.1.2 Demonstration

Demonstrated requirements will require bidders to visit a Canada's facility with suitable candidate aircraft to have the helicopter capabilities demonstrated to us in accordance with CCG test plans (provided with the evaluation plan). See Attached Annex "D"

1.1.3 Point Rated Technical Criteria

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

1.2 Financial Evaluation (TBD)

Attached as Annex "D"

1.2.1 Mandatory Financial Criteria

The bid price will be evaluated in Canadian dollars, the Goods and Services Tax or the Harmonized Sales Tax excluded, delivered duty paid (DDP), Incoterms 2000, Canadian customs duties and excise taxes included.

2. Basis of Selection - Highest Combined Rating of Technical Merit and Price (A0027T, 2012-07-16) (TBD)

1. To be declared responsive, a bid must:

(a) comply with all the requirements of the bid solicitation; and

(b) meet all mandatory criteria; and

(c) obtain the required minimum points specified (choose "for each criterion" OR "for criterion number ___" OR "for criteria numbers ___ , ___") for the technical evaluation, and

(d) obtain the required minimum of ____ (insert minimum number of points) points overall for the technical evaluation including the demonstrated component criteria which are subject to point rating. The rating is performed on a scale of ____ (insert total number of available points) points.

2. Bids not meeting "(a) or (b) or (c) and (d)" will be declared non-responsive.

3. The selection will be based on the highest responsive combined rating of technical merit and price. The ratio will be ____ % (insert the percentage for technical merit) for the technical merit and ____ % (insert the percentage for price) for the price.

4. To establish the technical merit score, the overall technical score for each responsive bid will be determined as follows: total number of points obtained / maximum number of points available multiplied by the ratio of ____ % (insert the percentage for technical merit).

5. To establish the pricing score, each responsive bid will be prorated against the lowest evaluated price and the ratio of ____ % (insert the percentage for price).

6. For each responsive bid, the technical merit score and the pricing score will be added to determine its combined rating.

7. Neither the responsive bid obtaining the highest technical score nor the one with the lowest evaluated price will necessarily be accepted. The responsive bid with the highest combined rating of technical merit and price will be recommended for award of a contract.

3. Evaluation of Price (A0222T, 2010-01-11)

1. The price of the bid will be evaluated as follows:

(a) Canadian-based bidders must submit firm 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 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 on Incoterms DDP (Delivered Duty Paid: all costs are to be paid by the seller to the buyer's premises, including payment of duty) (FOB destination). Bids will be assessed on an DDP 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

4. Value Proposition

As part of the continuous efforts to ensure value for money in public procurements we will also be seeking your additional input on ways of achieving this important governmental socioeconomic objective. In the selection process for NSPS process we asked potential suppliers to propose a "Value Proposition" (VP) with the submissions. While we have made no final decision whether to include a VP in this solicitation we welcome your views and input on whether such an initiative should be part of this solicitation and how it would be constructed and evaluated.

Your input on Value Proposition is requested with your comments on this draft RFP.

PART 5 - CERTIFICATIONS

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

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

1. Mandatory Certifications Required Precedent to Contract Award

1.1 Code of Conduct and Certifications - Related documentation

By submitting a bid, the Bidder certifies, for himself and his affiliates, to be in compliance with the Code of Conduct and Certifications clause of the Standard instructions. The related documentation hereinafter mentioned will help Canada in confirming that the certifications are true. By submitting a bid, the Bidder certifies that it is aware, and that its affiliates are aware, that Canada may request additional information, certifications, consent forms and other evidentiary elements proving identity or eligibility. Canada may also verify the information provided by the Bidder, including the information relating to the acts or convictions specified herein, through independent research, use of any government resources or by contacting third parties. Canada will declare non-responsive any bid in respect of which the information

requested is missing or inaccurate, or in respect of which the information contained in the certifications is found to be untrue, in any respect, by Canada. The Bidder and any of the Bidder's affiliates, will also be required to remain free and clear of any acts or convictions specified herein during the period of any contract arising from this bid solicitation.

Bidders who are incorporated, including those bidding as a joint venture, must provide with their bid or promptly thereafter a complete list of names of all individuals who are currently directors of the Bidder. Bidders bidding as sole proprietorship, including those bidding as a joint venture, must provide the name of the owner with their bid or promptly thereafter. Bidders bidding as societies, firms, partnerships or associations of persons do not need to provide lists of names. If the required names have not been received by the time the evaluation of bids is completed, Canada will inform the Bidder of a time frame within which to provide the information. Failure to comply will render the bid non-responsive. Providing the required names is a mandatory requirement for contract award.

Canada may, at any time, request that a Bidder provide properly completed and Signed Consent Forms (Consent to a Criminal Record Verification form- PWGSC-TPSGC 229) (http://www.tpsgc-pwgsc.gc.ca/app-acq/forms/formulaires-forms-eng.html) for any or all individuals aforementioned within the time specified. Failure to provide such Consent Forms within the time period provided will result in the bid being declared non-responsive

1.2 Federal Contractors Program - Certification (A3030T, 2010-08-16)

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

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

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

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

The Bidder or the member of the joint venture:

a. ( ) is not subject to the FCP, having a workforce of less than 100 full-time or part-time permanent employees, and/or temporary employees having worked 12 weeks or more in Canada;

b. ( ) is not subject to the FCP, being a regulated employer under the Employment Equity Act, S.C. 1995, c. 44;

c. ( ) is subject to the requirements of the FCP, having a workforce of 100 or more full-time or part-time permanent employees, and/or temporary employees having worked 12 weeks or more in Canada, but has not previously obtained a certificate number from HRSDC (having not bid on requirements of $200,000 or more), in which case a duly signed certificate of commitment is attached;

d. ( ) is subject to the FCP, and has a valid certificate number as follows: _____ (e.g. has not been declared an ineligible contractor by HRSDC).

1.3 Helicopter Type Certificate

The helicopter type, model and variant shall hold a valid type certificate issued in accordance with Part V, subpart 21 of the Canadian Aviation Regulations that meets the Standards of Airworthiness of Chapters 527 or 529 of the Airworthiness Manual as applicable, no later 180 days after bid closing.

PART 6 - SECURITY, FINANCIAL AND OTHER REQUIREMENTS

1. Security Requirement

There are no security related issues with this requirement.

PART 7 - RESULTING CONTRACT CLAUSES

The following clauses and conditions apply to and form part of any contract resulting from the bid solicitation. Except where specifically set out in the bid solicitation, acceptance by the Bidder of all the clauses is a mandatory requirement of the bid solicitation. No modification or other terms and conditions included in a bid will apply to any resulting contract even if the bid is incorporated into that contract.

Any bid that contains statements implying that the bid is conditional on modification of these clauses, or containing terms and conditions that purport to supersede these clauses, will be considered non-responsive. Bidders with concerns about these clauses should raise their concerns in accordance with the Inquiries provision of this bid solicitation. If additional legal issues are raised by a bid, Canada may address those issues in any resulting contract; if the resulting modifications are unacceptable to the Bidder, the Bidder may withdraw its bid.

1. Requirement (B4008C, 2006-06-16)

1.1 The Contractor must provide (up to) sixteen (16) light helicopters in accordance with the Requirement at Annex "A" and the Contractor's technical bid at Annex “D” entitled _____, dated _____ .

1.2 The helicopter type, model and variant shall hold a valid type certificate issued in accordance with Part V, subpart 21 of the Canadian Aviation Regulations that meets the Standards of Airworthiness of Chapters 527 or 529 of the Airworthiness Manual as applicable, no later 180 days after bid closing.

1.3 Project Management Plan

The Contractor shall supply a preliminary high level Project Management Plan (PMP) as part of their proposal. The Contractor may determine that subordinate plans are necessary to clearly convey the Contractor's strategy.

1.4 Aircraft Acceptance Test Plan

The Contractor shall provide a preliminary Aircraft Acceptance Test Plan (ATP), as part of the proposal.

1.5 Training Plan

The Contractor shall supply a preliminary Training Plan, as part of their proposal. Each course shall be included in the overall contract price, but itemized separately. As part of the proposal, the Contractor shall provide the option for additional initial pilot factory courses for up to 40 pilots.

1.6 Maintenance Program

As part of the proposal, the Contractor shall be responsible to provide a detailed Maintenance Program and Schedule detailing daily maintenance requirements, scheduled inspection requirements and major component overhaul schedules and requirements, as a minimum.

1.7 Maintenance Reliability and Support

In the proposal, the Contractor shall describe how it will support the Approved Maintenance Organization (AMO) to maintain aircraft serviceability for a period of up to 30 years and shall include details pertaining to the responsibilities.

1.8 The Contractor shall be responsible to support the Approved Maintenance Organization to maintain aircraft serviceability for a period up to 30 years in the following manner:

a. An Aircraft on Ground (A.O.G.) parts supply capable of shipping the required parts to locations in Canada such as Prince Rupert, B.C., Stephenville, NL., Parry Sound, ON, etc. within 24 hours,

b. A Product Support and Field Service Representative shall be available 24 hours per day, 7 days per week through a toll free telephone service,

c. The locations that are available for parts distribution,

d. Turn-around times on repair and overhaul of Components,

e. Availability of exchange components,

f. Availability of rental components, and;

g. Release of Service Bulletins and Advisory Materials.

1.9 Spares

As part of the proposal, the Contractor shall provide a preliminary Spares List, including prices to identify recommended sparing for the aircraft.

1.10 Tooling and Equipment

As part of the proposal, the Contractor shall provide the preliminary tooling and equipment list required for handling, testing, maintenance and overhaul of the aircraft in accordance with Aircraft Maintenance and Overhaul Manuals.

1.11 Ground Support Equipment

As part of the proposal, the Contractor shall provide a preliminary list of all Ground Support Equipment to perform daily operational maintenance and inspections for each aircraft purchased under this Contract. The Contractor shall provide a list of all Ground Support Equipment to perform daily operational maintenance and inspections for each aircraft purchased under this contract.

Ground Equipment supplied by the Contractor shall be included as a separate line item in the bid submission.

1.12 Simulator Design Support

As part of the proposal, the Contractor shall provide a description of how it will support the Simulator Manufacturer in the development and commissioning of flight simulation. Helicopter design data and deliverables required to support the development of a "Level D" Full Flight Simulator as outlined in Appendix B.

1.13 Delivery Ceremony

As part of the proposal the Contractor shall include provisions to host a Contract Award and a "Delivery Ceremony" at the Contractor facility for handover of the first Helicopter. The ceremony may include Government of Canada personnel, dignitaries and media.

1.14 Photographs

As part of the proposal, the Contractor shall make provisions to have photographs taken for Canada at its facility during the delivery phase of each aircraft.

1.15 Aircraft Model

The Contractor shall deliver twelve (12) Model Helicopters approximately 1:40 scale. The models shall be replicas of the helicopters being procured by Canada.

1.16 Ground Support Equipment

Ground Equipment supplied by the Contractor shall be included as a separate line item in the bid submission.

1.17 Site Access

The Contractor shall make available to Canada, with 48 hours notice, access to its facility to conduct a site visit. A site visit at the Contractor's facility may be initiated at the sole discretion of Canada.

Visits may be scheduled for the following reasons:

a. Determine production progress,
b. Conduct an audit, and;
c. VIP visit from the Government of Canada.

With reasonable notice, Canada reserves the right have the company take photographs for Canada of designated CCG aircraft during production.

The Contractor shall be responsible to provide Canada with the necessary training, safety briefings and equipment required to visit its production site.The Contractor shall make available three (3) parking spaces to accommodate visits from Canada.

1.18 Aircraft Delivery and Title Transfer

Subsequent to the Final Aircraft Acceptance, the Contractor shall transport the aircraft to Transport Canada, Aircraft Services Directorate (ASD), 200 Comet Private, Ottawa, Canada.

Upon arrival in Ottawa the Contractor and Canada shall jointly conduct the aircraft delivery inspection to confirm that the aircraft is delivered in the same condition that it was accepted.

Any defects or damages noted during delivery shall be documented. The Contractor shall be responsible and assume all costs to repair any defects or damages.

Subject to the aircraft being free from defects and damages, Canada will assume ownership of the aircraft.

The transfer of the aircraft's title deeds to Canada shall constitute delivery of the aircraft to Canada.

1.19 Field Service Representative

Pricing of hourly rate of pay for FSR - CCG will pay travel cost.

1.20 Option for additional Equipment

In the proposal, the Contractor shall provide pricing and availability options for the purchase of the following items under the terms and conditions of the contract.

1.21 Option for additional Aircraft

In the proposal the Contractor shall provide fixed firm price for delivery of twelve (12) helicopters and pricing for the delivery of each additional helicopter up to sixteen (16) units.

The contractor shall also provide an option to deliver an additional two (2) helicopters to Canada, in accordance with the terms and conditions of the Contract.

1.22 Simulator Design Support

In the proposal, the Contractor shall provide a description of how it will support the Simulator Manufacturer in the development and commissioning of flight simulation. Helicopter design data and deliverables required to support the development of a "Level D" Full Flight Simulator as outlined in Appendix E.

The Contractor shall deliver final simulator support documentation and data in accordance with the milestone schedule provided at Appendix E.

2. Standard Clauses and Conditions

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

2.1 General Conditions

2030 2012-07-16, General Conditions - Higher Complexity - Goods, apply to and form part of the Contract.

1031-2 2012-07-16, General Conditions - Contract Cost Principles (applicable if only one bidder is found compliant)

The text under Subsection 4 of Section 43 - Code of Conduct and Certifications - Contract of 2030 referenced above is replaced by:

During the entire period of the Contract, the Contractor must diligently update, by written notice to the Contracting Authority, the list of names of all individuals who are directors of the Contractor whenever there is a change. As well, whenever requested by Canada, the Contractor must provide the corresponding Consent Forms.

3. Term of Contract

3.1 Delivery Date

The first helicopter must be received on or before fifty-two (52) weeks after contract award and one helicopter every four weeks there after. All the deliverables must be received on or before one hundred twelve (112) weeks _____(period dependant on number of helicopters contracted).

3.2 The Contractor shall make available all data and information required to be delivered to Canada, as identified within the contract in a format and location determined by Canada. "Make available" is defined as the provision by the Contractor of data and information, which may be required or requested by either or both the Contracting Authority and the Technical Authority for review and use, without formal delivery taking place. This information and administrative service, including but not limited to the provision of copies, shall be provided to Canada at no additional cost. "

4. Authorities

4.1 Contracting Authority

The Contracting Authority for the Contract is:

Name: Michael MacNeil
Title: Contract Authority
Public Works and Government Services Canada
Acquisitions Branch
Civilian Aircraft Division
Address: Place du Portage, Phase 3, 8C1
11 Laurier Street
Gatineau, Quebec, K1A 0S5

Telephone: 819-956-0078
Facsimile: 819-997-0437
E-mail: michael.macneil@pwgsc.gc.ca

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

4.2 Technical Authority

The Technical Authority for the Contract is:

Name:
Title:
Organization:
Address:
Telephone:
E-mail:

The Technical Authority is the representative of the department or agency for whom the Work is being carried out under the Contract and is responsible for all matters concerning the technical content of the Work under the Contract. Technical matters may be discussed with the 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.

4.3 Contractor's Representative

Name:
Title:
Company:
Address:
Telephone:
E-mail address:

5. Payment

5.1 Basis of Payment

Attached as Annex “B”.

5.2 Limitation of Price (C6000C, 2011-05-16)

Canada will not pay the Contractor for any design changes, modifications or interpretations of the Work unless they have been approved, in writing, by the Contracting Authority before their incorporation into the Work.

5.3 Milestone Payments (H3009C, 2010-01-11)

Canada will make milestone payments in accordance with the Schedule of Milestones detailed in the Contract and the payment provisions of the Contract, up to 100 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) the total amount for all milestone payments paid by Canada does not exceed _____ percent of the total amount to be paid under the Contract;

(c) all the certificates appearing on form PWGSC-TPSGC 1111 have been signed by the respective authorized representatives;

(d) all work associated with the milestone and as applicable any deliverable required have been completed and accepted by Canada.

5.4 Taxes - Foreign-based Contractor (C2000C, 2007-11-30)

Unless specified otherwise in the Contract, the price includes no amount for any federal excise tax, state or local sales or use tax, or any other tax of a similar nature, or any Canadian tax whatsoever. The price, however, includes all other taxes. If the Work is normally subject to federal excise tax, Canada will, upon request, provide the Contractor a certificate of exemption from such federal excise tax in the form prescribed by the federal regulations.

Canada will provide the Contractor evidence of export that may be requested by the tax authorities. If, as a result of Canada's failure to do so, the Contractor has to pay federal excise tax, Canada will reimburse the Contractor if the Contractor takes such steps as Canada may require to recover any payment made by the Contractor. The Contractor must refund to Canada any amount so recovered.

5.5 Canadian Customs Duties and Sales Tax - Foreign-based Contractor (C2605C, 2008-05-12)

Canadian customs duties and sales tax, if applicable, are extra to the Contract Price and payable by Canada.

6. Invoicing Instructions Progress Payment Claim (H3024C, 2010-01-11)

1. 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) the description and value of the milestone claimed as detailed in the Contract.

2. 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.

3. 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 Technical Authority identified under the section entitled "Authorities" of the Contract for appropriate certification after inspection and acceptance of the Work takes place.

The Technical Authority will then forward the original and two (2) copies of the claim to the Contracting Authority for certification and onward submission to the Payment Office for the remaining certification and payment action.

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

7. Invoicing Continued (XQF024, 1997-01-27)

(a) the original and one (1) copy shall be forwarded to the Technical Authority at:

Canadian Coast Guard,
3rd Floor
200 Elgin Street,
Ottawa, Ontario
K1A 0N7

Attn: _____

(b) one (1) copy shall be forwarded to the Contracting Authority at:

Public Works and Government Services Canada
Place du Portage, Phase III, 8C1
11 Laurier Street, Gatineau, Quebec, K1A 0S5

Attention: Michael MacNeil

Invoices shall not to be submitted prior to delivery of the materiel. Payment will only be made on receipt of satisfactory invoices duly supported by specified release documents and/or other documents called for under the contract.

8. Certifications

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

2. The helicopter type, model and variant shall hold a valid type certificate issued in accordance with Part V, subpart 21 of the Canadian Aviation Regulations that meets the Standards of Airworthiness of Chapters 527 or 529 of the Airworthiness Manual as applicable, no later 180 days after bid closing.

9. Applicable Laws

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

10. Priority of Documents

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

a) the Articles of Agreement;
b) the general conditions 2030, 2012-07-16
c) the Contract Cost Principles 1031-2, 2012-07-16 (applicable if only one compliant bidder)

d) Annex A, Statement of Work ;
e) Annex B, Basis of Payment;
f) Annex C, Industrial Regional Benefits (IRB) Requirements
g) Annex D, the Contractor's bid dated _____, as clarified on _____" ***or*** ",as amended on _____"

11. Insurance (G1005C, 2008-05-12)

The Contractor is responsible for deciding if insurance coverage is necessary to fulfil its obligation under the Contract and to ensure compliance with any applicable law. Any insurance acquired or maintained by the Contractor is at its own expense and for its own benefit and protection. It does not release the Contractor from or reduce its liability under the Contract.

12. Personal Injuries

It is understood and agreed that Canada will not be liable to the Contractor or any of its subcontractors for claims in respect of death, disease, illness, injury or disability which may arise in carrying out the services as defined herein. The Contractor agrees not to make any claims against Her Majesty in respect of any of the foregoing.

13. Limitation of Liability (N0001C, 2008-05-12)

1. This section applies despite any other provision of the Contract and replaces the section of the general conditions entitled "Liability". Any reference in this section to damages caused by the Contractor also includes damages caused by its employees, as well as its subcontractors, agents, and representatives, and any of their employees.

2. Whether the claim is based in contract, tort, or another cause of action, the Contractor's liability for all damages suffered by Canada caused by the Contractor's performance of or failure to perform the Contract is limited to $ *contract value* . This limitation of the Contractor's liability does not apply to:

(a) any infringement of intellectual property rights; or
(b) any breach of warranty obligations.

3. Each Party agrees that it is fully liable for any damages that it causes to any third party in connection with the Contract, regardless of whether the third party makes its claim against Canada or the Contractor. If Canada is required, as a result of joint and several liability, to pay a third party in respect of damages caused by the Contractor, the Contractor must reimburse Canada for that amount.

14. Liability (XLI001, 2000-03-21)

The Contractor is required to satisfy Canada that it has resources available to satisfy any liability of the Contractor to Canada that may arise out of the Contract or its breach, to a level of at least Contract Value. If requested to do so, the Bidder shall provide to the Contracting Officer proof that it has at least that amount available in the form of working capital, realizable value of unencumbered fixed assets and/or liability insurance.

15. Loss or Damage to Aircraft Prior to Delivery

Should an aircraft be damaged subsequent to the Provisional Delivery Date but prior to the Final Delivery Date, the Contractor shall be responsible for repairing the aircraft or if an aircraft is damaged beyond repair, for replacing damaged aircraft.

16. Civil Aircraft Inspection (QAC J) (D5580D, 23/11/98)

The deliverables described herein shall be inspected in compliance with the requirements of **)** Transport Canada (TC) civil aircraft regulations and is subject to verification by the Consignee at destination. Proof of inspection shall accompany each shipment.

The materiel is to be released for shipment to the consignee(s) using properly completed **TC** approved inspection documents. The completed inspection document(s) shall be attached to, or enclosed with, each shipment, as applicable, in compliance with TC regulations.

17. Inspection/Acceptance (Xqe018, 1998-08-21)

Inspection and acceptance shall be carried out by and to the satisfaction of the Consignee(s) at destination. The bidder shall be prepared to demonstrate to the satisfaction of the Technical Authority or his/her representative, that the equipment meets the specification as detailed under the Article "Requirement". Should the work or any portion thereof not be in accordance with the requirements of any resultant contract, the Technical Authority, or his/her authorized representative, shall have the right to reject it or to require its correction. Any formal communication with the Contractor regarding the quality of the work shall be undertaken by the Technical Authority through the Contracting Authority.

18. Final Acceptance

The Contractor shall provide seven days notice to the Canadian Coast Guard before the aircraft will be ready for inspection, acceptance and delivery. (See Appendix “TBD” of Annex “A”) Acceptance Receipt/Final Acceptance.)

1. Inspection will be carried out by the Technical Authority at time of acceptance. All Work completed on each aircraft shall be inspected in compliance with the requirements of the Canadian Aviation Regulations and is subject to final verification by the Technical Authority.

2. Acceptance procedures shall be as described in Annex A Statement of Work..

3. The Contractor shall provide reasonable office space, equipment and access to clerical assistance to the inspection personnel to aid in the acceptance and delivery process.

4. Any items not accompanying the completed aircraft shall be delivered FCA Destination to Transport Canada, 200 Comet Private, Ottawa , Ontario.

19. Conditions for transfer of each individual aircraft

Subject to the remaining provisions of this Article, individual aircraft shall transfer from the Contractor to the Crown and vest in and be accepted by the Crown in accordance with Article 16.

Subject to Article 16, each Item and delivery, possession and risk of loss in and to the individual aircraft and Item and all materials, parts and work in progress shall transfer from the Contractor to the Crown and be accepted by the Crown from the Contractor on the applicable Final Delivery Date, which final delivery and acceptance shall be subject to the provisions of Article 6.5, Final Acceptance hereof.

The Crown’s obligation to take delivery, possession and risk of loss in and to each aircraft on the applicable Final Delivery Date hereunder from the Contractor shall be subject to the occurrence of the following events and the receipt by the Crown of the following documents on the applicable Final Delivery Date (save and except if the Crown expressly waives occurrence or receipt of same):

(a) a current standard Certificate of Airworthiness in the transport category issued by Transport Canada for each completed aircraft;

(b) an assignment of warranties for each completed aircraft in the form of Annex "A" attached hereto, executed by the Contractor in favour of the Crown;

(c) that each completed aircraft conforming to the description set forth in Annex "A" attached hereto;

(d) the Crown having satisfactorily completed inspection of each completed aircraft and the Contractor having made all corrections to deficiencies and non- conformities to each completed aircraft.

20. Notice of Labour Disputes (Xbf104, 1997-12-22)

Whenever the Contractor has knowledge that any actual or potential labour dispute is delaying or threatens to delay the timely performance of this Contract, the Contractor shall immediately give notice thereof, including all relevant information with respect thereto, to the Contracting Authority

21. Period of Performance (Xbf218, 1997-12-31)

The period of performance of this Contract shall be from Contract Award to ___ (date dependent on number of helicopters contracted).

22. Liens - Section 427 of the Bank Act (H4500C,1997-09-15*)*

1. If any lien under section 427 of the Bank Act exists in respect to any materials, parts, work-in-process, or finished work for which the Contractor intends to claim payment, the Contractor agrees to inform the Contracting Authority without delay and agrees, unless otherwise instructed by the Contracting Authority, either

(a) to cause the bank to remove such lien and to furnish the Contracting Authority, with written confirmation from the bank; or,

(b) to furnish or cause to be furnished to the Contracting Authority an undertaking from the bank to the Contracting Authority that the bank will not make any claim under section 427 of the Bank Act on materials, parts, work-in-process, or finished work in respect of which payment is made to the Contractor under this Contract.

2. Failure to inform the Contracting Authority of such lien or failure to implement paragraph 1(a) or (b) above shall constitute default under the clause entitled "Default by Contractor" in the General Conditions of the Contract and shall entitle Canada to terminate the Contract.

23. Rights to Reproduce Documentation

Where documentation deliverables provided by the Contractor as described in the attached Statement of Work represents or contains intellectual property owned by parties other than the Crown, the Contractor shall ensure that the Crown shall have the right to reproduce and translate such documentation provided

that such reproductions and translations shall be solely for the use of the Crown and that reproductions and translations shall be subject to the same restrictions on use and disclosure as may apply to the Contractor-owned or third-party documentation. The Crown is not obligated to provide any translated copy to the Contractor or third-party.

24. International Sanctions (XK2105D, 2002-02-11)

Persons in Canada, and Canadians outside of Canada, are bound by economic sanctions imposed by Canada. As a result, the Government of Canada cannot accept delivery of goods or services that originate, either directly or indirectly, from the countries or persons subject to economic sanctions. Details on existing sanctions can be found at:
http://www.dfait-maeci.gc.ca/trade/sanctions-e.asp

It is a condition of this Contract that the Contractor not supply to the Government of Canada any goods or services which are subject to economic sanctions.

By law, the Contractor must comply with changes to the regulations imposed during the life of the Contract. During the performance of the Contract should the imposition of sanctions against a country or person or the additions of a good or service to the list of sanctioned goods or services cause an impossibility of performance for the Contractor, the situation will be treated by the Parties as a force majeure. The Contractor shall forthwith inform Canada of the situation; the procedures applicable to force majeure shall then apply.

25. Communications Notification

As a courtesy, the Government of Canada requests that the successful bidder notify the Contracting Authority 5 Calendar days in advance of their intention to make public an announcement related to the award of a contract.

26. Warranty - Contractor responsible for all costs (K0030C, 2012-07-15 amended)

Section 22 entitled Warranty of general conditions 2030 is amended by deleting subsections 3 and 4 in its entirety and replacing it with the following:

3.The Work or any part of the Work found to be defective or non-conforming will be returned to the Contractor's plant for replacement, repair or making good. However, when in the opinion of Canada it is not expedient to remove the Work from its location, the Contractor must carry out any necessary repair or making good of the Work at that location. In such cases, the Contractor will be responsible for all Costs (including travel and living expenses) incurred in so doing, Canada will not reimburse these Costs.

4.The Contractor must pay the transportation cost associated with returning the Work or any part of the Work to the Contractor's plant pursuant to subsection 3. The Contractor must also pay the transportation cost associated with forwarding the replacement or returning the Work or part of the Work when rectified to the delivery point specified in the Contract or to another location

directed by Canada, including but not limited to CCG's nine regional bases located in Prince Rupert and Victoria, British Columbia; Parry Sound, Ontario; Quebec City, Quebec; Shearwater, Nova Scotia; Charlottetown, Prince Edward Island; Saint John, New Brunswick; Stephenville and St. John's, Newfoundland and Labrador.

All other provisions of the warranty section remain in effect.

ANNEX A

STATEMENT OF WORK

See Annex A attached

ANNEX B

BASIS OF PAYMENT

Milestone Payments

1.	Kick-off meeting	1%
2.	Preliminary Design Meeting	1%
3.	Critical Design Meeting	1%
4.	Delivery of: - parts - tooling - GSE	1%
5.	First flight of Helicopter #1	3%
6.	Final delivery of Helicopter #1	3%
7.	First flight of Helicopter #2	3%
8.	Final delivery of Helicopter #2	3%
9.	First flight of Helicopter #3	3%
10.	Final delivery of Helicopter #3	3%
11.	First flight of Helicopter #4	3%
12.	Final delivery of Helicopter #4	3%
13.	First flight of Helicopter #5	3%
14.	Final delivery of Helicopter #5	3%
15.	First flight of Helicopter #6	3%
16.	Final delivery of Helicopter #6	3%
17.	First flight of Helicopter #7	3%
18.	Final delivery of Helicopter #7	3%
19.	First flight of Helicopter #8	3%
20.	Final delivery of Helicopter #8	3%
21.	First flight of Helicopter #9	3%
22.	Final delivery of Helicopter #9	3%
23.	First flight of Helicopter #10	3%
24.	Final delivery of Helicopter #10	3%
25.	First flight of Helicopter #11	3%
26.	Final delivery of Helicopter #11	3%
27.	First flight of Helicopter #12	3%
28.	Final delivery of Helicopter #12	3%
29.	First flight of Helicopter #13	3%
30.	Final delivery of Helicopter #13	3%
31.	First flight of Helicopter #14	3%
32.	Final delivery of Helicopter #14	3%
33.	First flight of Helicopter #15	3%
34.	Final delivery of Helicopter #15	3%
35.	First flight of Helicopter #16	3%
36.	Final delivery of Helicopter #16	3%

Compensation for late delivery

For late deliveries the Contractor will compensate Canada by: _____

Additional Work Request (AWR)

Excluding any work under the warranty purposes, pricing for the following rates are stated in Canadian dollars. These rates will apply from Contract Award to 24 months after delivery of the last helicopter.

Labour: Firm Hourly Rate

For the authorized labour in support of the work in this contract, including Mobile Repair Parties (MRPs) and Engineering Services, the Contractor shall be paid the following firm hourly rates:

$_____ per man-hour

Standard Pricing

Material: Material shall be quoted using _____ most recent LIST PRICE discounted at _____%.

Time and Material Repairs: Number of actual hours required to repair the Equipment multiplied by Contractor's labour rate, plus the price for material. If fixed pricing is neither available or applicable, then Time and Material pricing shall apply.

Travel and Living

For authorized Travel and Living reasonably and properly incurred in accordance with the Contractor's Travel Directives, not to exceed Treasury Board Travel Directives (include website).

ANNEX C

INDUSTRIAL REGIONAL BENEFITS REQUIREMENTS

http://www.ic.gc.ca/eic/site/042.nsf/eng/h_00047.html.

ANNEX D

BID EVALUATION PLAN

1. Demonstrated Requirement

Phase one - The first phase of the evaluation will be to verify that all proposed helicopters meet the demonstrated requirements in accordance with the SOW. Bidders must meet the demonstrated requirements before being given further consideration.

2. Technical Evaluation

Phase two - Validation of the mandatory technical requirements identified in the SOW have been met. Bidders must meet the mandatory technical requirements before being given further consideration.

3. Evaluation of Rated Requirements

Phase three - Technical evaluation will be rated and the results provided to PWGSC.

4. Financial Evaluation

Phase four - Financial Mandatory Requirements

To be considered responsive, an offer must meet the mandatory requirements M1 to M2 below. Offers not meeting both mandatory requirements may be given no further consideration.

M1 - The Offeror must comply with the terms and conditions of this solicitation;
(A statement of compliance for each RFP numbered clause is required. It is the responsibility of the offeror to identify and address any exception(s). The offeror must clearly demonstrate that the exception(s) will be fully covered by another deliverable, otherwise the offer will be considered as non-compliant. Preference will be given to offerors requesting a minimum of exceptions. If you comply to a clause, please express your compliance with few words only such as "Read, understood and agreed". Expand only when there is an exception. Keep it simple.)

M2 - The Offeror's proposal must be valid for 240 days from the RFP’s closing date.

5. Contractor Selection

Phase five - The total score of the rated requirements and bid price will be calculated.

ANNEX E

ADDITIONAL WORK PROCEDURE

1.0 Procedure for Additional Work

1.1 Requirement

1.1.1 Work required by Canada pursuant to Article 3.3. (Additional Work Requirements) of this Contract shall be supplied on an "as and when requested basis" in accordance with the provisions of this Annex and with the terms and conditions of the Contract except when otherwise expressly agreed between the Contract Authority and the Contractor.

1.1.2 The types of Work may include but is not limited to:

(a) Technical Investigations and Engineering Support (TIES);
(b) Software support; and
(c) Unforeseen activities.

1.2 Authorization

1.2.1 Work under this Annex will be authorized as follows:

(a) the Contract Authority will provide the Contractor with a description of the Work to be performed in sufficient detail to enable the Contractor to establish an estimated price utilizing the rates contained herein;

(b) prior to commencement of the Work, the Contractor shall submit its proposal including a schedule for the performance of the service and a detailed financial breakdown of the total estimated price to the Contract Authority;

(c) upon the Contract Authority's acceptance of the Contractor's proposal, the Contractor will be authorized to proceed with the Work through the issuance of and delivery to the Contractor's form signed by the Technical Authority or his designated representative and countersigned by the Contract Authority; and

(d) each authorization provided to the Contractor will be subject to a mutually agreed financial limitation, the Basis of Payment and the Method of Payment, as contained in the authorization.

1.3 Provision of Tools and Tool Control

1.3.1 Should it be necessary for the Contractor to perform "hands on" work, the Contractor may use tools provided by TC on a free-of-charge basis. When special tools cannot be provided by TC, these shall be supplied by the Contractor.

1.4 Invoices

1.4.1 The Contractor's invoices will include details of the costs incurred in accordance with the Basis of Payment identified in the authorized form for the period covered by the invoice.

1.5 Time Verification

1.5.1 The costs incurred for the Additional Work rendered pursuant to this Annex will be subject to Contract Article 5.15 (Time Verification).

1.6 Limitation of Expenditure

1.6.1 The Contractor shall not be obliged to perform or provide any Work, which would cause the total liability of Canada to exceed the financial limitation authorized under paragraph 1.2.1(d) above, unless an increase is authorized in accordance with such paragraph.

ANNEX F

FINANCIAL BID PROPOSAL

TABLE OF CONTENTS

ANNEX F

FINANCIAL BID PROPOSAL

1.0 INTRODUCTION

1.1 General

1.1.1 This document provides instructions regarding the use of the Financial Bid Proposal by the Bidder. It provides a description of how the Financial Bid is to be completed and submitted by the Bidder as part of the Bidder's proposal.

1.1.2 All data required to complete the Financial Bid is contained within.

1.1.3 It is important the Bidder inserts its data into the appropriate Part, as instructed within the RFP.

1.1.4 All reference to "Line Item" in this Annex refers to the portion of Work defined in the Deliverable End Items, Price and Delivery Schedule (Annex C) of this RFP

1.2 Financial Bid Proposal

1.2.1 The Bidder shall submit their financial bid in accordance with the details below:

1.3 Bid Price and Price Support

1.3.1 Table 1, Acquisition. Within this part the Bidder shall enter the firm fixed price totals per item.

	Item	Firm Fixed Price	Qty.	Total
T1-1	Helicopter	TBD by Bidder	12	TBD by Bidder
T1-2	Helicopter	TBD by Bidder	1 (13th)	TBD by Bidder
T1-3	Helicopter	TBD by Bidder	1 (14th)	TBD by Bidder
T1-4	Helicopter	TBD by Bidder	1 (15th)	TBD by Bidder
T1-5	Helicopter	TBD by Bidder	1 (16th)	TBD by Bidder
T1-6	Spare parts	Catalogue price less _____ %	Initial provisioning list to be provided by Bidder. For evaluation	TBD by BNumber idder

			Canada will use a total value of $_____	
T1-6a	Spare parts	Catalogue price less _____ %	additional provisioning list to be provided by Bidder. For evaluation Canada will use a total value of $_____	TBD by Bidder
T1-7	Tools	Catalogue price less _____ %	provisioning list to be provided by Bidder. For evaluation Canada will use a total value of $_____	TBD by Bidder
T1-7a	Tools	Catalogue price less _____ %	Additional Tooling list to be provided by Bidder. For evaluation Canada will use a total value of $_____	

Table 1, Acquisition

1.3.2 Table 1A, Optional Acquisition. Within this part the Bidder shall enter the firm fixed price, and totals per item. These items will not be a part of the evaluation but will form a part of any resulting Contract.

Number	Item	Firm Fixed Price	Qty.	Total
T1A-1	Helicopter # 17	TBD by Bidder	1	TBD by Bidder
T1A-2	Helicopter # 18	TBD by Bidder	1	TBD by Bidder

Table 1A, Optional Acquisition

1.0 FINANCIAL BID PROPOSAL (MILESTONES PAYMENT SCHEDULES)

2.1 Evidential Requirement Codes

2.1.1 The following provides explanation to the Milestone Evidential Requirements:

2.1.1.1 Column 1 identifies the milestone number. This number is for ease of reference only and does not indicate any sequence requirement. The due date identified in column 4 will be used to determine the sequence of milestones;

2.1.1.2 Column 2 provides the description of the milestone, in sufficient detail to specify the Work to be complete the milestone. To be provided by the Bidder, where applicable;

2.1.1.3 Column 3 identifies the Evidential Requirement Code that specifies the type of evidence that must be submitted with the claim to allow the Contract Authority to verify the achievement of the Milestones concerned. The key to these Codes is set out below. To be provided by the Bidder, where applicable:

Code	Category of Milestone	Evidential Requirement
A	Placing of substantial orders for systems or components for the project evidenced by a copy of the Contractor's purchase order or work which identifies as a minimum the supplier, the nature of the supplies and the delivery date	Evidenced by a copy of the Contractor's/subcontractor's purchase order or work order that identifies the supplier, the nature of the activity, system, component or element and the delivery date.
B	Acceptance by the Contractor or Subcontractor of a delivered activity, system, component or element that is either wholly or partially in support of the Work.	Evidenced by a copy of the certification of conformity for the activity, system, component or element and a copy of the

		Contractor's/Subcontractor's acceptance document.
C	Approval by Canada of a Item delivered in accordance with the SOW.	Evidenced by a copy of Canada's written approval of such of items delivered and accepted by Canada.
D	Successful completion of a Preliminary Design Review, Critical Design Review, or a Product Baseline Review in accordance with the SOW.	Evidenced by a copy of Canada's acceptance document for such Preliminary Design Review, Critical Design Review, or a Product Baseline Review.
E	Completion of an Acceptance Test, in accordance with the SOW	Evidenced by Canada's acknowledgement that the Acceptance Testing has been conducted in accordance with the Canada accepted Test plan for such Acceptance Test.
F	Completion of an event in the progress of the Work.	Evidenced by a copy of Canada's written acknowledgement that the Work required to accomplish such event has been completed to the satisfaction of Canada.

Table 2, Evidential Requirement Codes

2.1.1.4 Column 4 identifies the milestone due date, expressed in Months After Contract Award (MACA), as defined in Annex D of the Volume 2. To be provided by the Bidder, where applicable; and

2.1.1.5 Column 5 identifies the amount that Canada will pay upon successful achievement of the milestone Payment.

2.2 Acquisition Milestones

2.2.1 Within this part, the Bidder shall propose milestones, evidential requirement code, date of the milestone accomplishment, and the milestone amounts. anada has identified some milestones for your consideration.

2.2.2 Acquisition Milestones are:

Milestone Number	Milestone Description	Code	Due Date MACA	Milestone Amount
2.2.2-1	Agreement by Canada that the Contractor has completed PRM	D	TBD by Bidder	TBD by Bidder
2.2.2-2	Agreement by Canada that the Contractor has completed CDR	D	TBD by Bidder	TBD by Bidder
2.2.2-3	Agreement by Canada that the Contractor has completed delivery of parts and tooling	F	TBD by Bidder	TBD by Bidder

2.2.2-4	Preliminary acceptance of helicopter # 1 IAW the SOW by Canada at the contractors facility. All issues identified have been rectified to the satisfaction of Canada.	E	TBD by Bidder	TBD by Bidder
2.2.2-5	Canada final acceptance of helicopter # 1 IAW the SOW after delivery by the Contractor. All issues identified have been rectified to the satisfaction of Canada.	F	12 MACA	TBD by Bidder
2.2.2-6	Preliminary acceptance of helicopter # 2 IAW the SOW by Canada at the contractors facility. All issues identified have been rectified to the satisfaction of Canada.	E	TBD by Bidder	TBD by Bidder
2.2.2-7	Canada final acceptance of helicopter # 2 IAW the SOW after delivery by the Contractor. All issues identified have been rectified to the satisfaction of Canada.	F	13 MACA	TBD by Bidder
2.2.2-8	Preliminary acceptance of helicopter # 3 IAW the SOW by Canada at the contractors facility. All issues identified have been rectified to the satisfaction of Canada.	E	TBD by Bidder	TBD by Bidder
2.2.2-9	Canada final acceptance of helicopter # 3 IAW the SOW after delivery by the Contractor. All issues identified have been rectified to the satisfaction of Canada.	F	14 MACA	TBD by Bidder
2.2.2-10	Preliminary acceptance of helicopter # 4 IAW the SOW by Canada at the contractors facility. All issues identified have been rectified to the satisfaction of Canada.	E	TBD by Bidder	TBD by Bidder
2.2.2-11	Canada final acceptance of helicopter # 4 IAW the SOW after delivery by the Contractor. All issues identified have been rectified to the satisfaction of Canada.	F	15 MACA	TBD by Bidder
2.2.2-12	Preliminary acceptance of helicopter # 5 IAW the SOW by Canada at the contractors facility. All issues identified have been rectified to the satisfaction of Canada.	E	TBD by Bidder	TBD by Bidder
2.2.2-13	Canada final acceptance of helicopter # 5 IAW the SOW after delivery by the Contractor. All issues identified have been rectified to the satisfaction of Canada.	F	16 MACA	TBD by Bidder

2.2.2-14	Preliminary acceptance of helicopter # 6 IAW the SOW by Canada at the contractors facility. All issues identified have been rectified to the satisfaction of Canada.	E	TBD by Bidder	TBD by Bidder
2.2.2-15	Canada final acceptance of helicopter # 6 IAW the SOW after delivery by the Contractor. All issues identified have been rectified to the satisfaction of Canada.	F	17 MACA	TBD by Bidder
2.2.2-16	Preliminary acceptance of helicopter # 7 IAW the SOW by Canada at the contractors facility. All issues identified have been rectified to the satisfaction of Canada.	E	TBD by Bidder	TBD by Bidder
2.2.2-17	Canada final acceptance of helicopter # 7 IAW the SOW after delivery by the Contractor. All issues identified have been rectified to the satisfaction of Canada.	F	18 MACA	TBD by Bidder
2.2.2-18	Preliminary acceptance of helicopter # 8 IAW the SOW by Canada at the contractors facility. All issues identified have been rectified to the satisfaction of Canada.	E	TBD by Bidder	TBD by Bidder
2.2.2-19	Canada final acceptance of helicopter # 8 IAW the SOW after delivery by the Contractor. All issues identified have been rectified to the satisfaction of Canada.	F	19 MACA	TBD by Bidder
2.2.2-20	Preliminary acceptance of helicopter # 9 IAW the SOW by Canada at the contractors facility. All issues identified have been rectified to the satisfaction of Canada.	E	TBD by Bidder	TBD by Bidder
2.2.2-21	Canada final acceptance of helicopter # 9 IAW the SOW after delivery by the Contractor. All issues identified have been rectified to the satisfaction of Canada.	F	20 MACA	TBD by Bidder
2.2.2-22	Preliminary acceptance of helicopter # 10 IAW the SOW by Canada at the contractors facility. All issues identified have been rectified to the satisfaction of Canada.	E	TBD by Bidder	TBD by Bidder
2.2.2-23	Canada final acceptance of helicopter # 10 IAW the SOW after delivery by the Contractor. All issues identified have been rectified to the satisfaction of Canada.	F	21 MACA	TBD by Bidder

2.2.2-24	Preliminary acceptance of helicopter # 11 IAW the SOW by Canada at the contractors facility. All issues identified have been rectified to the satisfaction of Canada.	E	TBD by Bidder	TBD by Bidder
2.2.2-25	Canada final acceptance of helicopter # 11 IAW the SOW after delivery by the Contractor. All issues identified have been rectified to the satisfaction of Canada.	F	22 MACA	TBD by Bidder
2.2.2-26	Preliminary acceptance of helicopter # 12 IAW the SOW by Canada at the contractors facility. All issues identified have been rectified to the satisfaction of Canada.	E	TBD by Bidder	TBD by Bidder
2.2.2-27	Canada final acceptance of helicopter # 1 IAW the SOW after delivery by the Contractor. All issues identified have been rectified to the satisfaction of Canada.	F	23 MACA	TBD by Bidder
2.2.2-28	Preliminary acceptance of helicopter # 13 IAW the SOW by Canada at the contractors facility. All issues identified have been rectified to the satisfaction of Canada.	E	TBD by Bidder	TBD by Bidder
2.2.2-29	Canada final acceptance of helicopter # 1 IAW the SOW after delivery by the Contractor. All issues identified have been rectified to the satisfaction of Canada.	F	24 MACA	TBD by Bidder
2.2.2-30	Preliminary acceptance of helicopter # 14 IAW the SOW by Canada at the contractors facility. All issues identified have been rectified to the satisfaction of Canada.	E	TBD by Bidder	TBD by Bidder
2.2.2-31	Canada final acceptance of helicopter # 14 IAW the SOW after delivery by the Contractor. All issues identified have been rectified to the satisfaction of Canada.	F	25 MACA	TBD by Bidder
2.2.2-32	Preliminary acceptance of helicopter # 15 IAW the SOW by Canada at the contractors facility. All issues identified have been rectified to the satisfaction of Canada.	E	TBD by Bidder	TBD by Bidder
2.2.2-33	Canada final acceptance of helicopter # 15 IAW the SOW after delivery by the Contractor. All issues identified have been rectified to the satisfaction of Canada.	F	26 MACA	TBD by Bidder

2.2.2-34	Preliminary acceptance of helicopter # 16 IAW the SOW by Canada at the contractors facility. All issues identified have been rectified to the satisfaction of Canada.	E	TBD by Bidder	TBD by Bidder
2.2.2-35	Canada final acceptance of helicopter # 16 IAW the SOW after delivery by the Contractor. All issues identified have been rectified to the satisfaction of Canada.	F	27 MACA	TBD by Bidder
2.2.2-36				
2.2.2-37				
2.2.2-38				
2.2.2-39				
2.2.2-40				
2.2.2-41				
2.2.2-42				
2.2.2-43				
2.2.2-44				
2.2.2-45				
2.2.2-47				

Table 3: Acquisition Milestones

2.3 Optional Helicopters

2.3.1 For Optional Helicopters, the Bidder shall grant to Canada the irrevocable option to acquire up to two (2) additional helicopters with the same terms and conditions of the Contract, and agree to be paid a firm price that is the sum of the total milestone amounts set out herein for each optional helicopter.

2.3.2 Bidder shall identify:

a. The milestone payment for the optional helicopter # 17 and # 18.

2.3.3 Price for Optional Helicopters

Item	Milestone Number	Description – Optional Milestones	Code	Amount
1	2.3.3-01	Preliminary acceptance of helicopter # 17 IAW the SOW by Canada at the contractors facility. All issues identified have been rectified to the satisfaction of Canada.	E	TBD
2	2.3.3-02	Canada final acceptance of helicopter # 17 IAW the SOW after delivery by the Contractor. All issues identified have been rectified to the satisfaction of Canada.	F	TBD
3	2.3.3-03	Preliminary acceptance of helicopter # 18 IAW the SOW by Canada at the contractors facility. All issues identified have been rectified to the satisfaction of Canada.	E	TBD
4	2.3.3-04	Canada final acceptance of helicopter # 18 IAW the SOW after delivery by the Contractor. All issues identified have been rectified to the satisfaction of Canada.	F	TBD

Table 4, Price for optional helicopters

2.3.4 The option may only be exercised by the Contracting Authority and will be evidenced through a contract amendment.

2.4 Optional Items / Systems

2.4.1 For optional items / systems, the Bidder shall grant to Canada the irrevocable option to acquire the items listed in Table 5, up to the amounts listed, and agree to be paid a firm price for each.

2.4.2 Within this part, the Bidder shall identify, for each optional items / systems evidential requirement code and the milestone amount. These items will not be a part of the evaluation but at the discretion of Canada may form part of the resulting Contract.

2.4.3 Optional Items / Systems are:

Item	Milestone Number	Description – Optional Items / Systems (CLIN 1-002)	Code	Milestone Amount
1	2.4.3-01	TBD	TBD	TBD by Bidder
2	2.4.3-02	TBD	TBD	TBD by Bidder

3	2.4.3-03	TBD	TBD	TBD by Bidder
4	2.4.3-04	TBD	TBD	TBD by Bidder

Table 5, Optional Items / Systems

2.4.4 The option (s) may only be exercised by the Contracting Authority and will be evidenced through a contract amendment.

2.5 Optional Additional Training

2.5.1 For optional training courses, the Bidder shall grant to Canada the irrevocable option to acquire the courses listed in Table 6, and agree to be paid a firm price including a firm price per diem rate for each course.

2.5.2 Within this part, the Bidder shall identify for each course listed the total milestone amount.

2.5.3 The option (s) may only be exercised by the Contracting Authority and will be evidenced through a contract amendment.

2.5.4 Optional Training are:

Milestone Number	Description - Optional Courses	Code	Milestone Amount
2.5.4-01	Pilot Training (price per additional person)	F	TBD by Bidder
2.5.4-02	Technician Training (Price per additional person)	F	TBD by Bidder

Table 6: Optional Training

Fisheries and Oceans Canada | Pêches et Océans Canada

Coast Guard | Garde côtière

Canadian Coast Guard

Helicopter Project
DRAFT
Statement of Work – Light Helicopters
December 10, 2012

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Project Manager	R. Graham	Approved: Date:
Director General, Major Crown Projects	R. Wight	Approved: Date:
Deputy Commissioner, Vessel Procurement	M. G. Vermette	Approved: Date:

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List of Acronyms

ACRONYM	TERM
AD	Airworthiness Directives
AM	Final Acceptance Meeting
AMO	Approved Maintenance Organization
AO	Air Operator
AOC	Air Operator Certificate
AOG	Aircraft on the Ground
ASD	Aircraft Services Directorate
ATP	Acceptance Test Plan
CAMP	Computerized Aircraft Maintenance Program
CARs	Canadian Aviation Regulations
CCG	Canadian Coast Guard
CDR	Critical Design Review
CDUs	Cockpit Control & Display Units
CMP	Configuration and Change Management Plan
FFS	Full Flight Simulator
FSR	Field Service Representative
IATA	International Air Transport Association
ICAO	International Civil Aviation Organization
ICD	Interface Control Documents
IP	Intellectual Property
MPR	Monthly Progress Reports
MPS	Master Project Schedule
NAA	National Aviation Authority
OEM	Original Equipment Manufacturer
PA	Preliminary Acceptance Meeting
PDR	Preliminary Design Review
PMP	Project Management Plan
PRM	Progress Review Meeting
PWGSC	Public Works and Government Services Canada
QA	Quality Assurance
QMP	Quality Management Plan
QRH	Quick Reference Handbook
RMP	Risk Management Plan
SB	Service Bulletins
STC	Supplemental Type Certification
TA	Technical Authority
TBO	Time Between Overhauls
TC	Transport Canada
UM	Unscheduled Meetings

1 INTRODUCTION

1.1 Background

The Canadian Coast Guard (CCG) has a requirement to procure up to 24 new helicopters to renew its fleet. This procurement may encompass three different helicopter types and may include light helicopters, medium helicopters and helicopters to support the *CCGS John Diefenbaker*.

These helicopters will support a number of CCG programs, including Aids to Navigation, Icebreaking services, Marine Communication Traffic Services, Environmental Response and Search and Rescue, as well as the programs of the Department of Fisheries and Oceans and other government departments. Consequently, they will support activities such as ice reconnaissance, maintenance and construction of aids to navigation and telecommunications equipment, personnel and cargo transfer between ship and shore, and support to science and fisheries enforcement. CCG helicopters are required to operate in all areas of Canada, including the east and west coasts, the Arctic, Great Lakes and St. Lawrence Seaway, as well as inland waterways and Canada's north.

The Aircraft Services Directorate (ASD) of Transport Canada is responsible for operating and maintaining the CCG Helicopter fleet, as well as the development of any associated operational procedures and training programs. The Aircraft Services Directorate is an Air Operator certified under Canadian Aviation Regulations and delivers services to CCG through its National Headquarters in Ottawa, adjacent to MacDonald Cartier Airport and its nine regional bases located in Prince Rupert and Victoria, British Columbia; Parry Sound, Ontario; Quebec City, Quebec; Shearwater, Nova Scotia; Charlottetown, Prince Edward Island; Saint John, New Brunswick; Stephenville and St. John's, Newfoundland and Labrador.

1.2 Scope

This Statement of Work details the activities and deliverables associated with the procurement and delivery of light helicopters for the Canadian Coast Guard, an agency of the Department of Fisheries and Oceans.

Throughout this SOW, the words "shall" or "must" are directive (mandatory), "may" and "should" are permissive and "will" is explanatory. The term Canada refers to the Government of Canada.

1.3 Procurement Strategy

This SOW details the parameters associated with establishing a Contract for the purchase and delivery of light helicopters for the Canadian Coast Guard.

The Contractor will be responsible for delivering these helicopters to Transport Canada, Aircraft Services Directorate Headquarters in Ottawa, Ontario, Canada. The helicopters delivered shall be of a proven design, certified for operation in Canada, in accordance with Canadian Aviation Regulations (CAR).

The CCG Helicopter Project will procure a fleet of up to 24 new helicopters, possibly comprised of three types of helicopters as follows;

- a light twin engine helicopter having a lift capacity of at least 2200 lbs;
- a medium twin engine helicopter with a lift capacity of at least 3800 lbs; and
- a polar twin engine helicopter to support the CCGS John Diefenbaker.

A full flight simulator will also be acquired as part of this project.

It is anticipated that up to four Requests for proposal (RFP) will be used to procure these deliverables for the Canadian Coast Guard.

2 APPLICABLE DOCUMENTATION

2.1 Reference Documents

The Contractor shall fulfil the requirements as stipulated in the Canadian Coast Guard Light Helicopter Baseline Requirements Document, Version 1.0, November 30 2012, which is attached to this Statement of Work (SOW), as Appendix A.

The following documents provide further guidance to this Statement of Work:

a. Canadian Aviation Regulations Part V, Subpart 21, Approval of the Type Design or a Change to the Type Design of an Aeronautical Product;
Website - http://www.tc.gc.ca/eng/civilaviation/regserv/cars/part5-subpart21-1798.htm

b. Canadian Aviation Regulation Part VII, subpart 3, available at Transport Canada Website - http://www.tc.gc.ca/eng/civilaviation/regserv/cars/part7-subpart3-2150.htm.

c. Canadian Coast Guard Federal Identity Program Guide, FIP guide reference number 2453437, date of publication **TBD**.

d. Canadian Aviation Regulations (CARS) Part V - Standard 573 - Approved Maintenance Organizations
Website - http://www.tc.gc.ca/eng/civilaviation/regserv/cars/part5-standards-standard573-1972.htm

e. Civil Aviation Scheduled Maintenance Instruction Development Processes Manual section 5 - Format Information to populate Transport Canada Maintenance System (CAMP)

f. Transport Canada Staff Instruction 513-003, Acceptance and Approval of Foreign Design Changes, 15 September 2008.
Website - http://www.tc.gc.ca/eng/civilaviation/opssvs/managementservices-referencecentre-documents-500-513-003-968.htm

g. Transport Canada Advisory Circular 603-001, Use of Night Vision Imaging Systems, 3 February 2012.
Website - http://www.tc.gc.ca/eng/civilaviation/opssvs/managementservices-referencecentre-acs-600-603-001-1467.htm

h. Canadian Aviation Regulations (CARS), subpart 521, Supplemental Type Certificates
Canadian Aviation Regulations (CARS) Part V – Airworthiness Subpart 21 **-** Division V - Supplemental Type Certificates
Website - http://www.tc.gc.ca/eng/civilaviation/regserv/cars/part5-subpart21-1798.htm

i. Transport Canada Advisory Circular AC 521-005, 2012-03-16, Supplemental Type Certificates
Website - http://www.tc.gc.ca/eng/civilaviation/opssvs/managementservices-referencecentre-acs-500-521-005-1484.htm

j. Transport Canada Advisory Circular (AC) No. 521-004 - Changes to the Type Design of an Aeronautical
Website - http://www.tc.gc.ca/eng/civilaviation/opssvs/managementservices-referencecentre-acs-500-521-004-1495.htm

3 STATEMENT OF WORK

The Contractor shall be responsible for the delivery of up to 16 new light helicopters as specified in the Canadian Coast Guard Light Helicopter Baseline Requirements Document, provided in Appendix A of this SOW.

The Contractor shall satisfy the Data requirements for project deliverables as specified in Appendix C of this document.

All airframe and components shall be new (zero time and cycles).

Nothing contained or omitted from the following Statement of Work absolves the Contractor from delivering complete, fully functioning helicopters, certified for operation in Canada.

3.1 Project Requirements Overview

Upon Contract Award, subsequent to the Project Initiation meeting, the Contractor shall prepare and deliver the Project Management Plan and associated documents describing the management methodology and processes to be used in the administration of this project.

During the Project Implementation phase, the Contractor shall conduct Preliminary and Critical Design Reviews to enable Canada to review all aircraft modification kits and items requiring Supplementary Type Certification (STC), which have been developed to satisfy the requirements of the specified “CCG Helicopter Configuration A” being delivered by this project.

Following the completion of helicopter production, the Contractor shall confirm these STC items for Canada during Aircraft Acceptance, when the Contractor shall verify that the proposed aircraft meets all technical, operational and performance parameters as specified in this Statement of Work. All aircraft test and acceptance activities shall be executed at the Contractor’s facilities.

Prior to delivery of the first aircraft, the Contractor shall deliver the training curriculum, materials and training courses for both Pilots and Maintenance personnel.

The Contractor shall be responsible to provide a detailed maintenance program for the delivered aircraft.

The Contractor shall deliver the necessary helicopter design data and deliverables necessary to support the development of a Level “D” Full Flight Simulator corresponding to the aircraft delivered by this project.

Following aircraft acceptance, the Contractor shall deliver all helicopters to Transport Canada, Aircraft Services Directorate, 200 Comet Private, Hangar T-58, Ottawa Airport, Ottawa Ontario.

Where the Light Helicopter Baseline Requirements refer to Certification in accordance with Canadian Aviation Regulations, the appropriate documents shall accompany the deliverable item, as proof of compliance.

3.2 Project Management

The Contractor shall assign a Project Manager to the project, who shall be given the authority and resources to successfully execute the project.

The Project Manager shall be the single point of contact for communication between the Contractor and Canada.

The Contractor shall provide the necessary personnel, management systems and infrastructure to ensure effective and efficient administration, execution, monitoring, control reporting and delivery of all aspects of the CCG Light Helicopter Contract.

3.2.1 Project Management Plan

The Contractor shall supply a preliminary high level Project Management Plan (PMP) as part of their proposal. The Contractor may determine that subordinate plans are necessary to clearly convey the Contractor's strategy.

The Contractor's Project Management system shall reflect industry best practices, such as PMBOK.

The final PMP shall be delivered to Canada for review and acceptance after Contract award, as outlined in the Project Schedule in Appendix B.

Subsequent amendments to the PMP shall be forwarded to Canada for review and acceptance.

All activities for this project shall be managed in accordance with the accepted PMP.

The document shall be developed in accordance with the requirements of Appendix C.

The PMP shall identify and describe all activities and processes necessary to conduct the project, the resources that will be allocated to complete the activities. The PMP shall include the following, as a minimum:

a. Master Project Schedule;

b. Contractor Communication and Issue Management Plan;

c. Risk Management Plan;

d. Quality Management Plan;

e. Configuration and Change Management Plan;

f. Infrastructure Plan; and

g. Human Resources Plan.

3.2.1.1 Master Project Schedule

As part of the Project Management Plan, the Contractor shall provide a Master Project Schedule (MPS).

The MPS shall establish the baseline for measurement of progress and performance by the Contractor.

The MPS shall clearly identify contractual commitments and milestones in the order of their planned occurrence in accordance with the schedule requirements as outlined in Appendix B to this document.

The MPS shall outline the project milestones, associated activities and deliverables extending from Contract Award through to the delivery of the final aircraft and project close out activities, including details describing helicopter production and shall, as a minimum:

a. Include a detailed Work Breakdown Structure and the corresponding activity list to at least two levels, in sufficient detail to define and monitor the scope of work;

b. Identify time sequence and durations required to achieve all milestones and activities;

c. Indicate relationships and inter-dependencies between all activities;

d. Provide a corresponding Gantt Chart, highlighting the Contractor's deliverables and significant events and all Critical Path Activities;

e. Include all activities associated with the development and approval of Supplemental Type Certificates (STC); and

f. Indicate activities requiring Canada's participation such as training, test, acceptance and delivery.

The Contractor shall update the MPS for delivery as part of the Project progress report each month.

3.2.1.2 Contractor Communication and Issue Management Plan

The Communication and Issue Management Plan shall describe the policies, procedures and management systems pertaining to communications with Canada and the management of project Issues and action items.

The Communications and Issue Management Plan shall address the following, as a minimum:

a. Establishing a Project Issues Register and define how responses to issues pertaining to project technical and schedule areas of concern will be managed and communicated within the Contractor's organization and to Canada; and

b. Establishing a Project Action Item Register to consolidate and record action items identified during all project meetings, providing a description of the assigned responsibilities and deadlines and identifying the designated actionee.

3.2.1.3 Risk Management Plan

As part of the Project Management Plan, the Contractor shall provide a Project Risk Management Plan (RMP).

The RMP shall describe the policies, procedures and management systems within the Contractor's organization to manage both foreseen and unforeseen project risks.

The RMP shall also include risk strategies that will be used to avoid, control, mitigate or transfer risks within this project.

The RMP shall address the following four stages in risk management planning;

a. Risk Identification;

b. Risks Quantification;

c. Risk Response; and

d. Risk Monitoring and Control.

The Contractor shall maintain continuity in the identification, mitigation and tracking of risks by using the Probability table, Impact table and matrix provided in Appendix D.

For all new and ongoing risks, the Contractor shall identify, manage, record, track and share risk outputs with Canada resulting from the risk identification sheet through a Risk Register, formatted in accordance with the contents of Appendix D.

The Risk Register is a living document that shall be used as the primary tool for continuous monitoring of risks and the associated mitigation actions.

The RMP shall incorporate completed Risk Information Sheets, formatted in accordance with the contents of Appendix D.

The Risk Information Sheet shall identify and describe known risks and will state the planned risk mitigation for each identified risk.

The Contractor shall update the Project Risk Register and current Risk Information Sheets for delivery as part of the Project Progress Report each month.

3.2.1.4 Quality Management Plan

As part of the Project Management Plan, the Contractor shall provide a Project Quality Management Plan (QMP).

The QMP shall describe the policies, procedures and management systems within the Contractor's organization that are used to manage quality assurance and quality control activities.

The Contractor's quality management principles and standards shall comply with ISO 9001:2008 or equivalent.

Canada reserves the right to audit the Contractor's Quality Management System. Should Canada decide to exercise this right, Canada will provide the Contractor two weeks' written notice.

3.2.1.5 Configuration and Change Management Plan

As part of the Project Management Plan, the Contractor shall provide a Project Configuration and Change Management Plan (CMP).

The CMP shall describe the policies, procedures and management systems within the Contractor's organization used to define, manage and change the Baseline requirements of the Helicopter during the project.

The CMP shall define the following, as a minimum:

a. The Contractor's plan and process to track, control and provide requirements traceability, pertaining to the CCG Light Helicopter Baseline Requirements for the duration of the project in order to ensure that the delivered helicopter fulfills the requirements of the Contract;

b. the Design Scope and Change Management process for seeking approval from Canada to change the approved Helicopter Baseline requirements (technical and non-technical), including procedures for the initiation and approval of all design change requests and the associated roles and responsibilities for the Contractor and Canada; and

c. The physical configuration audit process for confirming that the as-built aircraft configuration reflects the contractual requirements and all aircraft are identical.

The Configuration and Change Management Plan shall be consistent with ISO 10007:2003 Guidance Document, or equivalent.

3.2.1.6 Infrastructure Management Plan

The Contractor shall deliver an Infrastructure Management Plan outlining the infrastructure, including the production and administrative infrastructure necessary to complete the project.

3.2.1.7 Human Resources Plan

As part of the PMP, the Contractor shall provide a Human Resources Plan (HRP) to identify a strategy to ensure that it has the required human resource capacity with the right experience, education and qualifications to successfully manage and complete the Work.

The Contractor shall provide a list of key management personnel and the associated resumes, as part of the HRP.

3.2.2 Project Progress Reports

The Contractor shall be responsible to submit monthly Project Progress Reports (MPR) to the Contracting Authority, no later than the third Thursday of each month, for the duration of the project.

The report shall indicate the progress of the project work, including accomplishments and areas of concern, which shall be supported with a written explanation for each item.

The MPR shall include, as a minimum of the following items:

a. A written assessment of the current status of the project;

b. A qualitative and quantitative explanation of the physical progress of the work for the current monthly reporting period;

c. An updated Master Project Schedule, including project activity and milestone accomplishments, as well as areas of concern for each item identified and an explanation of any work around plans necessary to maintain project schedule;

d. Identification and explanation of unresolved project, technical and material issues;

e. Photos shall be included, as appropriate, to explain project progress or issues, expected project activities and milestone accomplishments for each of the next three reporting periods;

f. An updated Project Action Item Register, identifying the status of all action items arising from project meetings;

g. An updated Project Issues Register addressing any project, technical or schedule areas of concern; and

h. A Risk Register showing updated risk status and mitigation plans.

Where assistance is required from Canada, the Contractor shall formally provide a written request to Canada.

3.2.3 Project Meetings

The Contractor shall hold Project Meetings to ensure that Canada is kept current concerning the performance of the Contractor's contractual obligations and to ensure an exchange of information between the Contractor and Canada.

The Contractor shall provide suitable representation at all project meetings and teleconferences to ensure that decision making authority is available to satisfy project requirements and that the project schedule is maintained.

The Contractor shall arrange and provide conference facilities that are adequate to accommodate the attendees for all meetings.

Unless otherwise stated, the Contractor shall provide clerical support for all meetings and shall be responsible to take minutes and record action items of all meetings and any subsequent meeting.

Unless otherwise stated, the Contractor shall provide a draft of all meeting minutes for review and acceptance by Canada, a maximum of five (5) working days following the meeting. The final agreed minutes between the parties shall be prepared by the Contractor and forwarded to Canada for acceptance and signature.

The Contractor shall record action items identified during all meetings with assigned responsibilities and deadlines. All action items shall be consolidated after each meeting and provided to Canada with the meeting minutes.

Canada may cancel meetings at its discretion. Rescheduling of meetings must be done by mutual agreement between the Contractor and Canada. Meeting requirements can be satisfied through teleconferences, face-to-face, video conferencing or any other method agreed to between the Contractor and Canada.

Project Meetings shall be held during the course of the project as indicated below.

3.2.3.1 Project Progress Review Meeting

Project Progress Review Meetings (PRM) shall be held on a monthly basis or more frequently, as requested by the Contractor or Canada.

The PRM shall be held at the Contractor's facility and will be chaired by Canada. The purpose of the PRM is to review the progress of the project, including but not limited to any deviations from the work plan, risks and risk mitigation strategies, the Master Project Schedule and Project Management Plan.

The Contractor shall prepare and submit a draft PRM agenda to Canada for review and concurrence, five (5) working days prior to each PRM. The Contractor shall prepare and distribute the final agenda at the PRM.

The status of the Master Project Schedule shall be a standing item on the agenda for the Progress Review Meetings.

PRM action items shall be reviewed during each meeting to provide the status of all items.

3.2.3.2 Ad-Hoc Meetings

Ad-hoc or unscheduled meetings may be required during the course of the project for reasons to address issues such as schedule delay, or significant concerns of a technical or contractual nature, which warrant immediate discussion or action. An unscheduled meeting may be initiated by the Contractor or Canada.

3.3 Design and Configuration Control

3.3.1 Configuration Control

The Contractor shall maintain configuration control of all hardware and all software components and units together with the corresponding documentation on requirements and testing in accordance with the requirements of the CMP outlined in Section 3.2.

3.3.2 Design Reviews

3.3.2.1 Preliminary Design Review Meeting

The Preliminary Design Review Meeting (PDR) shall be held at the Contractor's facility on the date specified in the Master Project Schedule. The Contractor shall chair the PDR.

The purpose of the PDR is to present the preliminary helicopter design to Canada, corresponding to the CCG Helicopter Configuration, and to ascertain that it satisfies the contractual requirements, with acceptable risk and within the project cost and schedule constraints, before proceeding with detailed design. The PDR Meeting shall establish the basis for proceeding with detailed design.

The Contractor shall prepare and submit a draft PDR agenda and all associated draft meeting materials to Canada for review, five (5) working days prior to the meeting.

The Contractor shall prepare the final agenda and all final meeting and presentation materials for distribution at the PDR.

Meeting and presentation materials shall include documentation and drawings identifying the equipment configurations, specifications and interfaces for each proposed aircraft design option and modification kits requiring Supplementary Type Certification. This information shall be provided in the form of drawings and data sheets in a mutually agreeable format.

During the PDR the Contractor shall present and demonstrate the following:

a. all selected design options and the proposed designs for all aircraft modification kits to be delivered through Supplemental Type Certification (STC), which have been compiled and developed specifically to satisfy the requirements of the Contract;
b. interfaces have been identified, and verification methods are described;
c. all system requirements have been allocated, the requirements are complete, and the flow down is adequate to verify system performance;
d. the design is verifiable and that the risks have been identified, characterized, and mitigated, as appropriate; and
e. the proposed design satisfies the specified CCG Light Helicopter Baseline and all contractual requirements.

The PDR will be defined as complete when Canada is satisfied that the proposed aircraft design will fulfill the requirements of the Contract and all outstanding PDR action items are resolved to the satisfaction of Canada.

3.3.2.2 Critical Design Review Meeting

The Critical Design Review (CDR) shall be held at the Contractor's facility on the date specified in the Master Project Schedule. The Contractor shall chair the CDR.

The purpose of the CDR is for the Contractor to demonstrate to Canada that the proposed aircraft design satisfies the contractual requirements and that the maturity of the proposed final helicopter design is sufficient to proceed to aircraft fabrication, assembly and integration. The CDR will address the interfaces between configuration items.

The Contractor shall prepare and submit a draft CDR agenda and all associated draft meeting materials to Canada for review, five (5) working days prior the meeting. The final agreed agenda and meeting materials will be prepared by the Contractor for distribution at the CDR.

Meeting and presentation materials shall include final design fabrication documentation and this information shall be provided in the form of drawings and data sheets in mutually agreed format and shall be reviewed by Canada to ensure that the design fulfills contractual requirements.

The CDR documentation package shall include the following information:

a. Final Design Documents and production drawings and schematics for each proposed aircraft design option and modification kits requiring Supplementary Type Certification;
b. The complete aircraft Maintenance Plan; and
c. Recommended Draft Spares List.

During the CDR the Contractor shall demonstrate that the following objectives have been met:

a. The production processes and controls confirm that the design can proceed to the fabrication stage;

b. The planned Quality Assurance (QA) activities have established the requisite verification and screening processes to ensure design integrity;

c. Show that the proposed design satisfies the specified CCG Light Helicopter Baseline Requirements; and

d. The final design resolves all issues and action items identified during PDR and CDR.

The CDR will be defined as complete when Canada is satisfied that the proposed aircraft design will fulfill the requirements of the Contract, is sufficiently mature to proceed with production and that all outstanding PDR and CDR action items are resolved to the satisfaction of Canada.

3.4 Aircraft Acceptance

Prior to delivery and title transfer of the aircraft, the Contractor shall conduct an Aircraft Acceptance Test to determine that the helicopter satisfies the requirements of the Contract.

Acceptance and Delivery of the Helicopter by Canada will in no way relieve the Contractor of responsibility for product quality and the responsibility for assuming corrective measures should deficiencies be detected within the warranty period.

3.4.1 Aircraft Acceptance Test Plan

The Contractor shall provide a preliminary Aircraft Acceptance Test Plan (ATP), as part of the proposal.

The final ATP shall be delivered to Canada for review and acceptance as outlined in the Project Schedule in Appendix B.

The Aircraft Acceptance Test Plan shall address the following:

a. Operational Acceptance Testing - refers to the checking done to aircraft systems and equipment to ensure that processes and procedures are in place to allow the system to be operated and maintained. This can be accomplished through test flights, review of flight test manual and manual supplements, maintenance manual and maintenance manual supplements, maintenance planning and analysis data, as well as ground checks and engine run ups;

b. Contract Acceptance Testing - refers to the aircraft systems and equipment that have been tested against acceptance criteria as documented in the Contract, prior to system and equipment acceptance; and

c. Regulatory Acceptance Testing - refers to testing that is completed to ensure that the aircraft fulfills the requirements of the Canadian Aviation Regulations (CARs), legal and airworthiness standards.

The ATP shall provide for the following items as a minimum:

a. Introduction and Objectives;
b. Test schedule;
c. Test Methodology;
d. Test Procedures;
e. Test roles and responsibilities;
f. Data Analysis Methodology;
g. Test results and conclusions; and
h. Test report.

The Aircraft Test Schedule shall form part of the Master Project Schedule.

The final ATP shall be delivered to Canada in accordance with the requirements of the project schedule in Appendix C.

3.4.2 Aircraft Acceptance Test

The Aircraft Acceptance Test shall be conducted for each aircraft ordered and witnessed by Canada. The Aircraft Acceptance test shall include a physical acceptance inspection and test flight. The Contractor shall provide the necessary resources and make available all of the necessary tools to successfully conduct the Aircraft Acceptance. The Aircraft Acceptance shall be carried out in accordance with the Acceptance Test Plan.

The Aircraft Acceptance Test shall include but not limited to:

a. Ground checks: external surfaces, bays and cabin visual inspection, static aircraft system and cockpit checks, engine tests;
b. Operational checks and demonstrations: to confirm that all operational and mission specific requirements and equipment is functioning for its intended purpose;
c. Acceptance flight: checks during flight of all aircraft systems (including cabin systems) and aircraft behaviour in the whole flight envelope;
d. Physical rework or provision of solutions for all technical and quality snags;
e. Production of a deficiencies report, corrective action plan and status report; and
f. Completion of technical acceptance: technical closure of the aircraft and all associated documents attesting the aircraft's compliance to the type certificate and conformity to the technical specification allowing the issuance of the Certificate of Airworthiness.

3.4.3 Aircraft Acceptance Test Report

At the conclusion of the Aircraft Acceptance Test, the Contractor shall prepare and present an Aircraft Acceptance Test Report. The report shall contain the test procedures, the tests conditions, anticipated test results and the actual test results. The Aircraft Test Report shall document any issues, discrepancies or deficiencies that were raised during the test. It shall outline corrective action plans and actions taken to resolve outstanding items. This report shall be presented in a format acceptable to Canada. The Report shall be reviewed and accepted by Canada.

The Contractor shall be responsible to coordinate a meeting with all participants immediately following the Aircraft Acceptance Test to confirm test results.

Where failures or non-conformities are identified in the Aircraft Acceptance Test Report, the Contractor shall be responsible for taking the necessary action to remedy the defect and ensure aircraft compliance.

All Aircraft Acceptance Test Reports shall be provided to Canada within five (5) working days following the test completion.

3.4.4 Aircraft Acceptance

Canada will not accept the aircraft until all issues, discrepancies or deficiencies identified in the Aircraft Acceptance Test Report have been rectified.

Aircraft Acceptance will involve two meetings, a Preliminary Aircraft Acceptance Meeting and a Final Aircraft Acceptance Meeting.

3.4.4.1 Preliminary Aircraft Acceptance Meeting

Subsequent to the Aircraft Acceptance Test and prior to the preliminary acceptance of each aircraft, a Preliminary Aircraft Acceptance (PAA) Meeting

shall be held at the Contractor's facility to address any deficiencies and non-conformities that were identified during aircraft test.

The Preliminary Acceptance Meeting shall be chaired by the Contractor.

The meeting shall be used as a forum to engage Canada in a review and acceptance of any proposed Corrective Action Plans. The Contractor shall deliver PAA Meeting minutes and Action Items.

3.4.4.2 Final Aircraft Acceptance Meeting

Subsequent to the Preliminary Aircraft Acceptance meeting and prior to formal acceptance and title transfer of each aircraft, a Final Aircraft Acceptance Meeting will be held at the Contractor's facilities.

The Final Aircraft Acceptance Meeting shall be co-chaired by the Contractor and Canada. The Contractor shall deliver Final Aircraft Acceptance Meeting minutes and Action Items.

During the Final Aircraft Acceptance meeting the Contractor shall demonstrate the following:

a. corrective action plans have been implemented and the deficiencies and non-conformities of the aircraft have been resolved to the satisfaction of Canada;

b. the transfer of the aircraft's technical records, related drawings and manuals to Canada, including all supplemental instructions for continued airworthiness; and

c. preparation of the documentation for change of ownership and delivery of the aircraft.

3.5 Aircraft Delivery

The Contractor shall deliver all helicopters to Canada in accordance with the terms and conditions of the Contract.

3.5.1 Aircraft Delivery and Title Transfer

Subsequent to the Final Aircraft Acceptance, the Contractor shall transport the aircraft to Transport Canada, Aircraft Services Directorate (ASD), 200 Comet Private, Ottawa, Canada.

Upon arrival in Ottawa the Contractor and Canada shall jointly meet to conduct the aircraft delivery inspection to confirm that the aircraft is delivered in the same condition that it was accepted.

Any defects or damages noted during delivery shall be documented in the aircraft delivery check list as part of the Meeting minutes and Action Items.

The Contractor shall be responsible and assume all costs to repair any defects or damages.

Subject to the aircraft being free from defects and damages, Canada will assume ownership of the aircraft.

The transfer of the aircraft's title deeds to Canada shall constitute delivery of the aircraft to Canada.

The Contractor shall deliver Aircraft Delivery Meeting minutes and Action Items.

3.5.2 Aircraft Delivery Schedule

The Contractor shall deliver the first and subsequent aircraft in accordance with the project schedule provided in Appendix B.

All aircraft shall be delivered to Ottawa, Canada, at Transport Canada Aircraft Services Directorate (ASD), 200 Comet Private. Aircraft delivery shall take place within five (5) days of Aircraft Acceptance.

3.6 Training

3.6.1 General

The Contractor shall make available training courses for Pilots and Maintenance Personnel in English. These courses shall be delivered to Canada at the Contractor's facilities in North America or alternate facilities in North America, as jointly agreed by the Contractor and Canada.

For the purposes of this document, one training course is defined as one continuous training session, having a maximum of 8 participants from Canada.

Unless otherwise stated, the Contractor shall provide a complete set of training materials and manuals to each candidate upon arrival to training. All training materials and manuals shall be provided in hard copy and will be retained by each candidate.

The Contractor shall deliver to Canada a video recording of one complete course to Train for Pilots to obtain Aircraft Type Endorsement and one complete Factory Maintenance course. Video recordings of training will be used for the sole purpose of providing initial and re-current training to CCG personnel.

3.6.2 Training Plan

The Contractor shall supply a preliminary Training Plan, as part of their proposal.

The training plan shall include the scheduling and complete course outlines.

The final Training Plan shall be delivered in accordance with the requirements of Appendix B.

The Contractor shall provide the following training to CCG:

a. Factory Training for Pilots to obtain Aircraft Type Endorsement; and

b. Factory Training for Maintenance personnel.

3.6.2.1 Pilot Training

The Contract shall provide two Factory Training courses for Pilots to obtain Aircraft Type Endorsement with an option to deliver up to fifteen (15) subsequent courses, as addressed in section 3.8.1 of this SOW.

The Contractor shall deliver two Factory Training courses for Pilots to obtain Aircraft Type Endorsement to Canada in accordance with the schedule requirements outlined in Appendix B as follows:

The training shall accommodate the following numbers of CCG personnel:

a. First Factory Training for Pilots to obtain Aircraft Type Endorsement course – 8 personnel; and

b. Second Factory Training for Pilots to obtain Aircraft Type Endorsement course - 4 personnel.

The Contractor shall provide all program curriculum and materials to Canada for review and comment, four (4) weeks prior to the commencement of the first training course.

The Factory Training for Pilots to obtain Aircraft Type Endorsement shall include but not be limited to:

a. ground school;

b. avionics systems and electrical systems training;

c. flight training and flight simulator training; and

d. The training shall provide the candidate with a thorough knowledge of the aircraft and its installed equipment as well as type endorsement to Transport Canada standards.

The Contractor shall include the following documentation during the delivery of Pilot training;

a. A complete Pilot Training Program in hard copy and electronic format that is editable and can be used to train pilots in aircraft systems and all other aspects of ground school;

b. A training & syllabus package for the airframe, operational systems and navigational and automation systems; and

c. A Flight Management System (FMS) software package for use on a desktop computer for the purpose of procedure simulation.

The Contractor shall provide Canada with a written release permitting Canada to update, refine, translate, reproduce and use the Contractor provided training material to have the capability to conduct initial and recurrent training.

3.6.2.2 Maintenance Training

The Contractor shall deliver Factory Courses for the Aircraft Maintenance personnel to Canada in accordance with the schedule requirements outlined in Appendix B with the deliveries scheduled to occur a maximum of eight (8) weeks prior to acceptance and delivery of the first aircraft and each subsequent aircraft.

The training shall accommodate the following numbers of CCG personnel:

a. First Factory Aircraft Maintenance Course - 7 personnel;

b. Second Factory Aircraft Maintenance Course - 4 personnel; and

c. Third and subsequent Factory Aircraft Maintenance Course - 4 per aircraft.

The Maintenance Course curriculum shall include, but not be limited to:

a. training for airframe and related systems maintenance;

b. engine maintenance;

c. avionics and electrical systems; and

d. all equipment selected by Canada.

Up to sixty (60) people may be trained by the Aircraft Maintenance courses, depending on the number of aircraft purchased.

3.7 Maintenance and Product Support

3.7.1 Maintenance Program

As part of the proposal, the Contractor shall be responsible to provide a detailed Maintenance Program and Schedule detailing daily maintenance requirements, scheduled inspection requirements and major component overhaul schedules and requirements, as a minimum.

The Maintenance Program shall be structured in accordance with the following criteria:

a. The Contractor supplied airframe and power plant scheduled maintenance program shall allow at least 100 flight hours between scheduled maintenance inspections;

b. The Contractor supplied Maintenance Program shall permit a minimum of 3500 hours between engine overhauls. However, if the engine is of a modular design and the modules have different times between overhauls (TBO), the TBO must not be less than 3000 hours;

c. The supplied helicopters shall be supportable by at least two vendors other than the Contractor, and are, approved by Transport Canada Civil Aviation for the purpose of repairing or overhauling airframe components and engine assemblies;

d. The delivered helicopters shall be compliant with all applicable Airworthiness Directives (ADs), Original Equipment Manufacturer (OEM) mandatory Service Bulletins (SBs) and Terminating Actions. Furthermore, the OEM shall be responsible to ensure aircraft compliance to ADs or SBs that arise for the duration of the Contract; and

e. The Contractor shall provide a life-cycle maintenance cost estimate for 15 years or 7500 hours, encompassing all aircraft systems, including the engine, instrumentation and avionics.

3.7.2 Maintenance Analysis and Planning

The Contractor shall provide the required documentation and data to be uploaded in the Maintenance, Analysis and Planning System (CAMP - Computerized Aircraft Maintenance Program). The Contractor shall provide a build sheet that is comprised of the following information;

a. OEM service bulletins incorporated;

b. Airworthiness directives complied with;

c. Aircraft status report with the following fields:

- Date
- Aircraft model
- Aircraft serial number
- Aircraft registration
- Registration type
- Flight manual revision
- Total airframe hours
- Total engine Hours (for #1 and #2)
- Total torque events
- Last annual inspection
- Total landings
- Engine serial numbers
- Engine Cycles
- Description

- Time at Installation (hours, days)
- Service life (hours, month/days)
- Airframe hours
- Date Installed, Due at (A/F hours, Date)
- Life remaining, (A/F hours, Months/Days)

d. Serialized component list with the following fields:
   - Part Number Assembly
   - Serial Number Assembly
   - Part Description Assembly
   - Part Number Component
   - Serial Number Component
   - Part Description Component

Additionally, the Contractor shall provide a customized listing or any other documentation required to enrol, track and schedule maintenance in accordance with the Rotorcrafts Maintenance Manual, Chapter 4, Airworthiness Limitation Schedule and Chapter 5, Inspection and Component Overhaul Schedule in accordance with the requirements of Appendix C.

3.7.3 Maintenance Reliability and Support

As part of the proposal, the Contractor shall describe how it will support the Approved Maintenance Organization (AMO) to maintain aircraft serviceability for a period of up to 30 years and shall include details pertaining to the responsibilities.

The Contractor shall be responsible to support the Approved Maintenance Organization to maintain aircraft serviceability for a period up to 30 years in the following manner:

a. An Aircraft on Ground (A.O.G.) parts supply capable of shipping the required parts to locations in Canada such as Prince Rupert, B.C., Stephenville, NL., Parry Sound, ON, etc. within 24 hours;
b. A Product Support and Field Service Representative (FSR) shall be available 24 hours per day, 7 days per week, 365 days per year, through a toll free telephone service;
c. Sufficient North American inventory to support CCG's fleet;
d. Turn-around times on repair and overhaul of Components;
e. Availability of exchange components;
f. Availability of rental components; and
g. Release of Service Bulletins and Advisory Materials.

3.7.4 On-Site Field Support

The Contractor shall provide a qualified on-site Field Service Representative (FSR), on an as required basis.

The FSR is defined as a member of the Contractor's team who provides technical support to Canada and acts as a communication channel; between Canada and the Contractor.

The FSR shall be available as required, to travel to a CCG base of operation to provide technical support to Canada. On-site field support shall be made available for the life of the aircraft.

3.7.5 Spares

As part of the proposal, the Contractor shall provide a preliminary Spares List, including prices to identify recommended sparing for the aircraft.

The Contractor shall provide a final spares list in accordance with the schedule provided in Appendix B.

The list shall be provided in MS Excel 2007 format and will be retained by the Approved Maintenance Organization (AMO) to support Canadian Coast Guard flight activities of 500 hours annually and two cycles per flight hour. The recommended spare list shall include recommended sparing for Ground Support Equipment (GSE).

3.7.6 Tooling and Equipment

As part of the proposal, the Contractor shall provide the preliminary tooling and equipment list required for handling, testing, maintenance and overhaul of the aircraft in accordance with Aircraft Maintenance and Overhaul Manuals.

The Contractor shall provide the final tooling and equipment list required for handling, testing, maintenance and overhaul of the aircraft in accordance with the Milestones and Schedule in Appendix B. Tooling and Equipment shall be provided in accordance with the provisions found in the Aircraft Maintenance and Overhaul Manuals.

In addition, where kits such as those installed under Supplemental Type Certificates are issued, the Contractor shall provide for tooling and equipment required for the maintenance and overhaul of the installed equipment.

3.7.7 Ground Support Equipment

As part of the proposal, the Contractor shall provide a preliminary list of all Ground Support Equipment to perform daily operational maintenance and inspections for each aircraft purchased under this Contract.

The Contractor shall provide the final list of all Ground Support Equipment in accordance with the Milestones and Schedule in Appendix B.

3.8 Options

3.8.1 Option for Additional Pilot Training

The Contract shall have the option to deliver up to fifteen (15) additional Factory Training courses for Pilots to obtain Aircraft Type Endorsement. The training shall take place eight weeks prior to the delivery of each aircraft. Each course shall accommodate up to four (4) people.

Up to forty (40) people may be trained during the Factory Pilot Training courses, depending on the number of aircraft purchased.

All training shall be conducted in accordance with the existing course curriculum developed for Canada under this SOW.

Canada will notify the Contractor of the requirement for additional training prior to the course date to ensure the completion of training a minimum of eight (8) weeks prior to acceptance of the aircraft.

3.8.2 Option for additional Equipment

The Contractor shall make available the options to purchase any of the following items under the terms and conditions of the Contract:

a. Fuel flow control on both collective controls;

b. A paperless cockpit including but not limited to VFR/IFR charts, approach plates, flight manuals, and company publications;
c. Inside of all access panels and compartments painted white (engine, main rotor transmission, hydraulics); and
d. Provision for extendable seatbelts.

3.8.3 Options for Spares

The Contractor shall provide an option to deliver aircraft spares for each aircraft for the duration of the Contract.

3.9 Document Management

3.9.1 General

The Contractor shall take a systematic approach in the way that documentation is prepared and provided to Canada. Documentation described in this document must have sufficient detail to provide the reader with a clear and concise understanding of what is being presented. Technical manuals must provide systems and subsystems (as applicable) in greater detail so that the reader can gain a complete understanding of the systems, design, maintenance and operation.

Canada is not obligated to provide any translated copy to the Contractor or third-party.

3.9.2 Documentation Quality

The Contractor shall provide all documentation described in this document such as, Operator, Instructor, Technical, Project Management and Training, in a high grade commercial standard and of quality that is acceptable to Canada.

3.9.3 Language

Unless otherwise stated, the Contractor shall provide all deliverables in English.

3.9.4 Equipment Cataloguing Data

The Contractor must produce an Equipment Catalogue in Microsoft Excel 2007 for all Equipment supplied.

3.9.5 Data Deliverables

The Contractor shall deliver data in accordance with the Contract data requirements in Appendix C. Data delivered shall be as follows:

a. Documents that already exist and have been produced to commercial standards do not need to be modified in terms of format. Content shall be updated as required;

b. Data submitted as required by Canada to operate and support the helicopters and its operating systems such as user manuals shall be provided with wear resistant hard covers;

c. Data submitted to Canada for approval shall require approval of Canada for revisions and amendments following initial delivery; and

d. Data submitted for information does not require Canada's approval for revisions or amendments, but requires the submission of these changes for review by the Technical Authority.

The Contractor shall provide all deliverables in a maximum format of 8.5 x 11 inch (216 mm to279 mm).

3.9.6 Electronic Media

The Contractor shall provide draft documentation for review and comment purposes to Canada via email to minimize delays and optimize resources.

3.9.7 Documentation Reviews

Canada will review draft and final documentation provided by the Contractor in the shortest time possible. The review cycles will be agreed upon between Canada and the Contractor unless otherwise specified in the Statement of Work. Document reviews shall be held at the discretion of Canada on an as required basis.

3.9.8 Documentation Layouts

The Contractor may propose documentation layouts as they presently exist. OEM documents may remain in their existing format, providing that they do not exceed a format of 8.5 x 11 inch (216 mm to 279 mm). All other documents presented by the Contractor shall be delivered as listed in Appendix C.

3.9.9 Document Configuration Management

The Contractor shall maintain a configuration management system that employs technical and administrative direction to:

a. Identify and document the functional and physical characteristics of hardware and software components of the helicopter systems and subsystems;

b. Control changes to modifications;

c. Record and report the status of the changes;

d. Ensure that the technical documentation exists and is available to Canada in the form of specifications, technical data and related lists as required to define the appropriate baseline; and

e. Ensure that all documents are current and available for distribution when needed and when required for review by Canada for configuration control and status.

3.9.10 Copies

Unless otherwise stated, the Contractor shall provide manuals and copies as listed in Appendix C of this document.

All manuals and other documentation should be clearly marked and bound in hard cover ring type binders.

3.9.11 Aircraft Publications

The Contractor shall provide all Aircraft Publications as listed in Appendix C of this document.

3.9.12 Support Publications

The Contractor shall provide documentation and manuals for all supplemental type certificates including supporting data for all equipment and systems installed, complete with the normally provided amendment service.

3.9.13 Technical Publications

The Contractor shall supply Technical Manuals that comprise of the Instructions for Continuing Airworthiness and are necessary to maintain the Continuing Airworthiness of the Rotorcraft as listed in Appendix C of this document.

3.9.14 Engineering Data

The Contractor shall provide where applicable, for all aircraft systems to include the following;

a. Electrical Drawings;
b. Data/Approval Package;
c. An electrical load analysis, which includes all installed equipment;
d. General arrangement drawings of installed avionics; and
e. Aircraft Modification Lists.

3.10 Simulator Design Support

As part of the proposal, the Contractor shall provide a description of how it will support the Simulator Manufacturer in the development and commissioning of flight simulation. Helicopter design data and deliverables required to support the development of a “Level D” Full Flight Simulator as outlined in Appendix B.

The Contractor shall deliver simulator support documentation and data in accordance with the milestone schedule provided at Appendix B.

3.11 Presentations

3.11.1 Delivery Ceremony

As part of the proposal the Contractor shall include provisions to host a Contract Award and a “Delivery Ceremony” at the Contractor facility for handover of the first Helicopter. The ceremony may include Government of Canada personnel, dignitaries and media.

3.11.2 Photographs

As part of the proposal, the Contractor shall make provisions to allow Canada to have photographs taken at its facility during the delivery phase of each aircraft.

3.11.3 Aircraft Model

The Contractor shall deliver twelve (12) Model Helicopters. The models shall be replicas of the helicopters being procured by Canada.

3.12 Project Deliverables

Canada will review all Project Deliverables for acceptance in accordance with the terms of the Contract.

Acceptance of the deliverables by Canada will in no way relieve the Contractor of responsibility for product quality and the responsibility for assuming any corrective measures should deficiencies be detected within the warranty period.

The Contractor shall satisfy the Data requirements for project deliverables as specified in Appendix C of this document.

During this project, the Contractor shall provide the following project deliverables, as a minimum.

Project Deliverables

#	**Deliverable**
1	Delivery of up to 16 Light Helicopters Certified for Operation in Canada and in accordance with the Light Helicopter Baseline Requirements Document (Appendix A) to Transport Canada Aircraft Services Ottawa Ontario
2	Deliver all aircraft Supplementary Type Certificates and applicable documentation packages
3	Provide Simulator Data, Aircraft Parts and Equipment to support the development of a “Level D” Full Flight Simulator
4	All Certifications for Proof of Compliance
5	Final Project Management Plan (PMP)
6	Project Action Items Register
7	Monthly Project Progress Review Draft Agenda
8	Monthly Project Progress Review Final Agenda
9	Provide Monthly Project Progress Review Meeting minutes and Action Items
10	Draft Preliminary Design Review Agenda
11	Final Preliminary Design Review Agenda
12	Preliminary Design Review Documentation Package
13	Preliminary Design Review minutes and Action Items
14	Draft Critical Design Review Agenda
15	Final Critical Design Review Agenda
16	Critical Design Review Meeting Documentation Package
17	Critical Design Review minutes and Action Items
18	Aircraft Acceptance Test Schedule (part of MPS)
19	Final Acceptance Test Plan (ATP)
20	Aircraft Acceptance Test for each Aircraft to be Delivered to Canada
21	Aircraft Acceptance Test Report for each Aircraft to be delivered to Canada
22	Deficiencies Report, Corrective Action Plan and Status Report for all Helicopters
23	Preliminary Aircraft Acceptance Meeting minutes and Action Items
24	Final Aircraft Acceptance Meeting minutes and Action Items
25	Aircraft Delivery Meeting minutes and Action Items
26	All Aircraft Title and Deeds
27	Final Training Plan
28	Training curriculum, manuals and course materials for Factory Training for Pilots to obtain Aircraft Type Endorsement
29	Training curriculum, manuals and course materials for Factory Aircraft

#	**Deliverable**
	Maintenance Course
30	First Factory Training course for Pilots to obtain Aircraft Type Endorsement
31	Second Factory Training course for Pilots to obtain Aircraft Type Endorsement
32	First Factory Aircraft Maintenance Course
32	Second Factory Aircraft Maintenance Course
34	Third and subsequent Factory Aircraft Maintenance Course
35	A complete Pilot Training Program to train pilots in aircraft systems and all other aspects of ground school (editable)
36	Video recording of Pilot Training course
37	A Flight Management System (FMS) software package for use on a desktop computer for the purpose of procedure simulation.
38	A detailed Maintenance Program and Schedule
39	Information for upload to Transport Canada in the maintenance and analysis and planning system
40	Final Spares List
41	Final tooling and equipment list required for handling, testing, maintenance and overhaul of the aircraft
42	List of required ground Support Equipment for daily operations
43	Hand-over ceremony for first helicopter delivery
44	12 helicopter replica models
45	Monthly Progress Reports
46	Airframe Maintenance Manual(s)
47	Engine Maintenance Manual(s)
48	Avionics Maintenance/Wiring Manual(s)
49	Avionics Installation Drawings for Installed Equipment
50	Vendor Manuals
51	Component Repair and Overhaul Manuals
52	Illustrated Parts Catalogue for Airframe
53	Illustrated Parts Catalogue for Engine(s)
54	Service Bulletins for the Airframe, Engines and Components
55	Technical Bulletins for the Airframe, Engines and Components (**IF applicable**)
56	Service Instructions for the Aircraft, Engines and Components (**IF applicable**)
57	Other publications such as but not limited to; (**IF applicable**) a. Operations Safety Notices b. Information Letters c. Standard Practices Manual

#	**Deliverable**
	d. Electrical Standard Practices Manual e. Corrosion Control Guide f. Special Tools Illustrated Parts Breakdown
58	Structural Repair Manual
59	Aircraft Flight Manual/Operating Manual
60	Operating Manuals for all installed equipment
61	Approved Aircraft Flight Manual Supplements and Pilot Instructions issued for the equipment and systems installed
62	Aircraft Equipment List
63	Electrical Load Analysis
64	Weight and Balance Data
65	Firmware Level and part number(s) for installed equipment
66	Software Level and part number(s) for installed equipment
67	Equipment Electronic Configuration Files
68	Log Books (Journey Log and Technical Logs)
69	Certificate of Registration
70	Aircraft Certificate of Airworthiness
71	Full Warranty Bill of Sale
72	Assignment of Warranties

APPENDIX A – Canadian Coast Guard Light Helicopter Baseline Requirements Document

Fisheries and Oceans Canada | Pêches et Océans Canada

Coast Guard | Garde côtière

SALUTI PRIMUM AUXILIO SEMPER

Canadian Coast Guard

Baseline Statement of Requirements Document – Light Helicopters

December 10, 2012

Table of Contents

List of Acronyms

1 PURPOSE

The Helicopter Project seeks to renew the Canadian Coast Guard's existing fleet of helicopters, as announced in the Government of Canada Budget 2012. As part of this project, the Department of Fisheries and Oceans (DFO), Canadian Coast Guard (CCG) has a requirement to acquire up to 16 new Light and up to 6 Medium Helicopters. This document specifies the requirements to which suppliers and manufacturers must adhere in delivering the Helicopters for the Canadian Coast Guard.

2 BACKGROUND

CCG provides maritime services supporting government priorities, contributing to the safety, accessibility, sustainability and security of Canadian waters. In doing so, CCG serves clients in all sectors of the Canadian economy. CCG programs deliver services to Canadians that include:

1. Aids to navigation, icebreaking, search and rescue, pollution response, and marine communications and traffic services to commercial fishers, commercial shippers, ports and recreational boaters;

2. A response to federal maritime priorities and natural or man-made emergencies. The provision of support for various activities mandated under the Federal Emergency Response Plan and involvement, both nationally and internationally, in planning and exercises related to environmental response and search and rescue; and,

3. Support to DFO programs by providing vessels, helicopters, and maritime professionals to support science activities and to help manage and protect fisheries resources. Internal clients include DFO Fisheries Management, DFO Oceans Management, DFO Science, and DFO Small Craft Harbours.

In addition, CCG supports the non-military activities of other government departments and agencies by providing vessels, aircraft, marine expertise, and other maritime services, including support to maritime security activities. Clients for these services include the following:

1. Department of National Defense;

2. Environment Canada;

3. Natural Resources Canada;

4. Public Safety Canada;

5. Royal Canadian Mounted Police;

6. Canada Border Services Agency; and

7. Transport Canada.

The overall goal of the CCG Helicopter project is to acquire up to 24 helicopters, possibly up to three different types including a “Light” helicopter, a “Medium” helicopter and a “Polar” helicopter capable of Arctic operations.

Canadian Coast Guard’s helicopters are national assets assigned to the Canadian Coast Guard’s regions. They support a number of CCG programs such as Aids to Navigation, Icebreaking services, Marine Communication Traffic Services, Search and Rescue and Environmental Response, as well as the programs of the Department of Fisheries and Oceans and other government departments. These helicopters support activities such as ice reconnaissance; maintenance and construction of aids to navigation and telecommunications equipment; personnel and cargo transfer between ship and shore; and support to science and fisheries enforcement. They operate in all areas of Canada, including the East and West Coasts, the Arctic, Great Lakes and St. Lawrence Seaway as well as inland waters and Canada’s north.

The missions of the CCG helicopter fleet will include:

1. Shore-based asset support - where helicopters will be required to fly to remote sites in Canada to support construction and maintenance of CCG’s communication and aids to navigation infrastructure.

2. Vessel support - where helicopters will require the ability to land and be hangared on CCG vessels.

3. CCG has an additional requirement for helicopters assigned to the new CCG icebreaker, CCGS John G. Diefenbaker. These helicopters will have capabilities specific for the Arctic winter conditions.

CCG's preference is to minimize the number of helicopter types in an effort to achieve economies of scale and reduced life cycle costs, while ensuring that the requirements for each helicopter type mentioned above can be satisfied.

The Canadian Coast Guard also intends to acquire at least one type of Flight Simulator as part of this project.

To ensure that the CCG operational and program needs are satisfied, the helicopter requirements presented in this document were derived on the following basis:

1. Preservation of the safety and security of the helicopter crew, passengers and helicopter asset is a priority.

2. Lessons learned regarding safety for CCG pilots and crew were to be considered.

3. The requirements must be reasonable and achievable given the technology commercially available in industry.

4. Program delivery for CCG would be maximized.

5. Reducing pilot workload and minimizing pilot fatigue is a priority.

6. Modern technologies that are commercially available in the aviation industry today (i.e. autopilot) were to be considered.

3 SCOPE

This document outlines the detailed requirements associated with the Light Helicopter type being procured under the CCG Helicopter Project. Requirements for the Medium Helicopter and Polar Helicopter types will be covered in separate Baseline Statement of Requirements documents.

This document has been organized to outline the regulatory and certification requirements, helicopter performance requirements and capability requirements for the light helicopter. The aircraft equipment requirements in this document have been organized using the Federal Aviation Administration Joint Aircraft System Component Code Table and Definitions document, dated October 2008. For the purpose of this document the term “Not Used” means the ATA Code heading is not applicable to the CCG helicopter requirements definition.

This document does not provide the specifications of any Government Furnished Equipment (GFE).

The helicopter baseline requirements outlined in this document are comprised of Mandatory requirements and Desirable requirements, which are defined as follows:

Mandatory Requirement -	the words “shall” or “must” imply a mandatory requirement and indicate that compliance with the requirement is critical to the system and the system would not be accepted without it.
Desirable Requirement -	the word “should” implies a desirable or permissive requirement and indicates that the requirement is desired, but not so critical that the system would not be accepted without it.

Throughout this document, .information presented as Design Guidance is intended to assist with the interpretation of the technical requirements statements. The use of the word “will” is explanatory.

4 REFERENCE DOCUMENTS

The following documents are referenced throughout this document:

1. Federal Aviation Administration Joint Aircraft System Component Code Table and Definitions document, dated October 2008. Prepared by Federal Aviation Administration Flight Standards Service Regulatory Support Division, Aviation Data Systems Branch, AFS-620, Oklahoma, City, Oklahoma.

2. Canadian Aviation Regulation Part V, subpart 21, Chapters 527 and 529 , available at Transport Canada website http://www.tc.gc.ca/eng/civilaviation/regserv/cars/part5-standards-527-preamble-690.htm.

3. Canadian Aviation Regulation Part VII, subpart 3, available at Transport Canada website http://www.tc.gc.ca/eng/civilaviation/regserv/cars/part7-subpart3-2150.htm.

4. Canadian Coast Guard Federal Identity Program Guide , FIP guide reference number 2453437, date of publication **TBD**.,.

5. Federal Aviation Administration (FAA) Technical Standard Order (TSO) C91a, Emergency Locator Transmitter (ELT) Equipment, 29 April 1985.

6. Federal Aviation Administration (FAA) Technical Standard Order (TSO) C118C, Traffic Alert and Collision Avoidance System (TCAS) Airborne Equipment, TCAS I, 5 August 1988.

7. Federal Aviation Administration (FAA) Technical Standard Order (TSO) C126, 406 MHz Emergency Locator Transmitter (ELT), 23 December 1992.

8. Canadian Technical Standard Order CAN TSO C124 Flight Data Recorder System 04 October 2007, amended 30 Oct 2008.

9. Canadian Technical Standard Order CAN TSO C123 Cockpit Voice Recorder Equipment June 01 2006, amended 16 Jul 2007.

10. Canadian Technical Standard Order CAN TSO C 194 Helicopter Terrain Awareness and Warning System (HTAWS), 17 Dec 2008, amended 11 May 2009.

11. Canadian Technical Standard Order CAN TSO C201, dated of publication **TBD**.

12. Canadian Technical Standard Order CAN TSO C146 Stand Alone Airborne Navigation Equipment Using the Global Postiioning System Augmented by the Satellite Based Augmentation System 02 Sep 2008, amended 11 May 2009.

13. Transport Canada Staff Instruction 513-11, Acceptance and Approval of Foreign Design Changes, 15 September 2008.

5 PRINCIPLE CHARACTERISTICS

The CCG light helicopter described by this Statement of Baseline Requirements shall be a twin engine turbine powered helicopter, having a capacity of at least four passengers and two crew, a useful load capacity of at least 2200 lbs, a minimum range of 300km and an endurance of at least two hours 20 minutes. The helicopter type, model and variant shall hold a valid type certificate issued in accordance with …**TBD**. The aircraft shall be equipped to comply with the requirements for Day Visual Flight Rules (VFR), Night Visual Flight Rules (VFR), single and dual pilot Instrument Flight Rules (IFR), and Night Vision Imaging System (NVIS) flight operations. The helicopter shall be capable of operating from existing CCG shore based and ship borne infrastructure.

For the purposes of this document, the CCG Helicopter "Configuration A" is defined as the normal operating arrangement and helicopter construction necessary to fulfill the CCG mission requirements. The CCG Helicopter "Configuration A" includes all equipment and articles, as specified by the mandatory requirements within this Baseline Statement of Requirements for the CCG light helicopter, with the exception of the following items:

a) Litter kit,
b) Auxiliary fuel tanks,
c) Co-pilot flight controls,
d) Main rotor and tail rotor tie-downs,
e) All auxiliary equipment not carried onboard the aircraft.

6 REGULATORY AND CERTIFICATION REQUIREMENTS

ID	Mandatory Requirement	Desirable Requirement	Design Guidance	Industry Comments / Feedback
6.1 a.	The helicopter type, model and variant shall hold a valid type certificate issued in accordance with Part V, subpart 21 of the Canadian Aviation Regulations that meets the Standards of Airworthiness of Chapters 527 or 529 of the Airworthiness Manual as applicable, no later than 180 days after bid closing.			
6.1 b.	The aircraft shall be equipped, as applicable, to be able to comply with the requirements of Canadian Aviation Regulation Part VII, Subpart 3 for the following, at the time of aircraft acceptance: a) Day Visual Flight Rules (VFR), b) Night VFR, c) Single and dual pilot Instrument Flight Rules (IFR), d) Night Vision Imaging System (NVIS) flight operations, and; e) All equipment listed in the CCG Baseline Statement of Requirements			

6.2	The helicopter shall be certified for day and night Visual Flight Rules (VFR) operations.	`		
6.3	The helicopter shall be certified for day and night single and dual pilot Instrument Flight Rules (IFR) operations.			
6.4	The helicopter shall be certified for operations and flight in ambient outside air temperatures between -30°C and +40°C.	It is desirable that the helicopter should be certified for operations and flight in ambient outside air temperatures exceeding the minimum acceptable threshold of -30°C , to an extreme temperature of -40°C .	CCG must be able to operate in outside ambient air temperature thresholds of -30°C as a minimum, due to operational requirements and weather conditions in the Arctic, C&A (northern Quebec) and Atlantic regions (eg. Labrador).	
6.5	The helicopter shall be certified and equipped for flight in snow and rain.		The helicopter design incorporates features to prevent engine flame out and excessive rotor blade erosion .	
6.6	Where vertical reference operations cannot be performed from the pilot seat, the helicopter shall be certified for single pilot operation from the co-pilot seat.			
6.7	The helicopter shall be certified for Night Vision Imaging System (NVIS) operations.			

7 HELICOPTER REQUIREMENTS

7.1 Performance Requirements

ID	Mandatory Requirement	Desirable Requirement	Design Guidance	Industry Comments / Feedback
7.1.1	The Helicopter shall be capable of ground level helipad Category “A” take-offs and landings at sea level ISA conditions, with no wind at MCTOW.		Category A take off and landing is the ability to maintain safe single engine performance.	
7.1.2	The Helicopter shall have a Hover In-Ground Effect (HIGE) capability at its MCTOW, Take-off Power (TOP) and in ISA conditions of at least 7000 ft (2133m) pressure altitude.			

7.1.3	The Helicopter shall have a Hover Out-of-Ground Effect (HOGE) capability at its MCTOW, Take-off Power (TOP) and in ISA conditions of at least 5000 ft (1524m) pressure altitude.			
7.1.4	The Helicopter shall be capable of maintaining a pressure altitude of 5000 ft (1524 m) or greater, at ISA conditions and at MCTOW at Maximum Continuous Power (MCP) with One Engine Inoperative (OEI).		This requirement is part of the CCG mandate. CCG aircraft are required to fly across higher terrain with adequate obstacle clearance. This capability is required in all regions.	

7.2 Capability Requirements

ID	Mandatory Requirement	Desirable Requirement	Design Guidance	Industry Comments / Feedback
7.2.1	The helicopter shall have a useful load (i.e. crew, passengers, fuel, payload) in its Flight Configuration “A”, as specified in Section 5, of at least 2200 lbs (1000 kg).	It is desirable that the helicopter should have a useful load (i.e. crew, passengers, fuel, payload) in its Flight Configuration “A”, as specified in Section 5, in excess of 2200 lbs (1000kg).		.
7.2.2	The helicopter shall be capable of a normal cruise speed of at least 125 knots True Air Speed (TAS) (231.6 km/hr) at Maximum Gross Take-Off Weight (MCTOW) and International Standard Atmosphere (ISA) sea level standard conditions in its Flight Configuration “A” as defined in Section 5.	It is desirable that the aircraft should have a normal cruise speed in excess of the minimum acceptable 125 (231.6 km/hr)knots True Air Speed.		

ID	Mandatory Requirement	Desirable Requirement	Design Guidance	Industry Comments / Feedback
7.2.3	The helicopter shall be capable of a minimum endurance of 2 hours plus 20 minutes VFR reserve (i.e. 2 hours 20 minutes to dry tanks) without the use of auxiliary tanks, at its normal cruise speed at MCTOW, ISA sea level standard conditions, and its Flight Configuration “A” as defined in Section 5.	It is desirable that the helicopter should be capable of a minimum endurance in excess of 2 hours plus 20 minutes without the use of auxiliary tanks, at its normal cruise speed at MCTOW, ISA sea level standard conditions, and its Flight Configuration “A” as defined in Section 5.		
7.2.4	The helicopter shall have a range of at least 300 nautical miles (555.9 km) at manufacturer’s recommended long range cruise power setting at sea level in ISA conditions, without auxiliary fuel or the requirement to refuel.	It is desirable that the helicopter should have a range in excess of 300 nautical miles at manufacturer’s recommended long range cruise power setting at sea level in ISA conditions, without a requirement to refuel.		
7.2.5	The helicopter shall be capable of folding the Main Rotor (MR) blades to a dimension that is equal to or less than the widest part of the aircraft, without removing blades.			
7..2.6	The helicopter shall have a minimum cargo capacity of at least 38.8 cubic feet (1.1 cubic metres) within the a/c fuselage, in addition to the area required for passenger and crew seating as stipulated in 7.3.5.5.2.			

ID	Mandatory Requirement	Desirable Requirement	Design Guidance	Industry Comments / Feedback
7.2.7	The helicopter must be capable of landing on unprepared surfaces such as rocky terrain, gravel, etc. at its MCTOW.		This requirement envisages scuff pads or anti-wear pads being installed on the helicopter landing gear.	
7.2.8	The helicopter must be capable of landing on soft surfaces such as snow, mud, sand, etc. at its MCTOW.		The helicopter needs to be prevented from settling into the surface to such an extent that would jeopardize a subsequent safe take-off or cause damage to the aircraft. CCG envisages that Anti-sink pads will be installed on the helicopter landing gear to satisfy this requirement.	
7.2.9	The helicopter shall have the capability of landing on slopes of at least 5 degrees fore and aft, and at least 10 degrees side to side.	It is highly desirable that the helicopter should have the capability of landing on slopes in excess of 5 degrees fore and aft and in excess of 10 degrees side to side.		
7.2.10	The helicopter shall be capable of using JetA1 fuel during cold weather operations, where the outside ambient air temperature is at least -30°C.	It is desirable that the helicopter should be capable of using JetA1 fuel during cold weather operations, where the outside ambient air temperature is in excess of -30°C to an extreme of -40°C .	. .	
7.2.11	The helicopter shall be capable of landing on ships with maximum deck-load ratings of 11000 lbs (4989.5 kg).		. The deck load limitations reflects constraints on existing CCG vessels.	

ID	Mandatory Requirement	Desirable Requirement	Design Guidance	Industry Comments / Feedback
7.2.12	The helicopter shall have a main rotor diameter of not more than 48' (14.63 m).		This maximum main rotor diameter is required in order to safely land aboard CCG vessels.	
7.2.13	The maximum overall length of the helicopter shall not exceed 57 ft. (17.37m), the overall helicopter height shall not exceed 13ft. 10 inches (4.21m) with ground handling equipment installed and deployed, and the overall helicopter width must not exceed 12ft 3 inches (3.75m) with all operational equipment installed per CCG helicopter Configuration A and with main rotor blades in the folded position.		The helicopter size limitation is constrained by the helicopter facilities aboard existing CCG vessels.	
7.2.14		It is desirable that the helicopter should be capable of carrying internal to the aircraft, structural components having dimensions equal to or greater than those described in the photograph attached in Annex A.		

7.3 Aircraft Equipment Requirements

7.3.1 Placards and Markings – Not used.

7.3.2 Servicing –Not used

7.3.3 Hardware – Not used

7.3.4 Helicopter Vibration

ID	Mandatory Requirement	Desirable Requirement	Design Guidance	Industry Comments / Feedback
7.3.4.1	The helicopter shall be equipped with a health and usage monitoring system capable of daily reporting, including but not limited to; • vibration monitoring, • analysis of airframe and dynamic components • rotor track and balance • exceedance and condition monitoring of engine, drive-train and transmission		It is envisaged that a health and usage monitoring capability will provide the ability to monitor the condition of the aircraft components and give warning of impending failures instead of replacing components strictly at a set number of flight hours. This will minimize downtime and mission aborts due to maintenance, as well as reducing the inventory levels and minimizing scheduled and unscheduled maintenance.	

7.3.5 Airframe Systems

7.3.5.1 Air Conditioning

ID	Mandatory Requirement	Desirable Requirement	Design Guidance	Industry Comments / Feedback
7.3.5.1.1	The helicopter shall be equipped with a cockpit and cabin air conditioning system. ..		Pilots are required to wear survival suits in accordance with CCG policy. Experience has shown that pilots are uncomfortable wearing suits in cabin temperatures exceeding 20C.	
7.3.5.1.2	The helicopter shall be equipped with a bleed air heater-with windshield defrost capability.			1.

7.3.5.2 Auto Flight

ID	Mandatory Requirement	Desirable Requirement	Design Guidance	Industry Comments / Feedback
7.3.5.2.1	The helicopter shall be equipped with a three (3) axis coupled digital autopilot system, as minimum, with Flight Director.	It is highly desirable that the helicopter should be equipped with a four axis autopilot.		

7.3.5.3 Communications

ID	Mandatory Requirement	Desirable Requirement	Design Guidance	Industry Comments / Feedback
7.3.5.3.1	The helicopter shall be equipped with a dual VHF communication system with 8.33 KHz spacing and with a minimum 15 watt transmitter output.			
7.3.5.3.2	The helicopter shall be equipped with a P25 compliant digital FM radio interfaced with the audio system.		.	

ID	Mandatory Requirement	Desirable Requirement	Design Guidance	Industry Comments / Feedback
7.3.5.3.3	The helicopter shall be equipped with the latest version of the Iridium satellite based Flight Following System, SkyTrac ISAT (including DVI, CDP,Satphone, Hardware Installation Support etc.) and complete with the “Rendez-vous” software component, all of which must be fully compatible/backwards compatible with the existing CCG shipboard SkyTrac ISAT-200 Flight Following System currently operating in the CCG fleet.			
7.3.5.3.4	The helicopter Iridium satellite based Flight Following System shall be interfaced to the aircraft audio system.			
7.3.5.3.5	The helicopter shall be equipped with a secondary radio transmit capability for the co-pilot position, in a location other than on the flight controls.			

ID	Mandatory Requirement	Desirable Requirement	Design Guidance	Industry Comments / Feedback
7.3.5.3.6	The helicopter shall be equipped with an audio system consisting of one pilot, one co-pilot and one passenger cabin audio control panel, having the following features as a minimum: - Push to talk and voice activated intercom system - High impedance phone output - Pilot position shall be capable of rear cabin and co-pilot isolation - Co-pilot position shall be capable of rear cabin and pilot isolation - Minimum of five transceiver interfaces - Minimum of five receiver interfaces - Two utility inputs (also known as music ports)		This requirement accommodates the four existing transceivers onboard the aircraft and leaves room for additional transceivers to be installed in future to satisfy future CCG requirements.	
7.3.5.3.7	The helicopter shall be equipped with a rear cabin audio control panel with radio(s) transmit capabilities from at least one station with an Intercom System/Push To Talk (ICS/PTT) adjustable volume control located on the down lead cord.			

ID	Mandatory Requirement	Desirable Requirement	Design Guidance	Industry Comments / Feedback
7.3.5.3.8	The helicopter shall be equipped with a rear cabin audio system with adjustable volume, voice activated intercom, complete with radio and side tone monitoring for all passenger stations.			
7.3.5.3.9	The helicopter shall be equipped with 406 MHz Automatic Fixed (AF) emergency locator transmitter meeting the requirements of FAA-TSO-C91 or FAA-TSO-C91a or FAA-TSO-C126, interfaced to the aircraft Global Navigation Satellite System (GNSS).			
7.3.5.3.10	The helicopter shall be equipped with an Automatic Dependent Surveillance – Broadcast (ADS-B) transponder.			
7.3.5.3.11	The helicopter shall be equipped with a satellite data-link system displaying Canadian aviation weather information, as a minimum, to the flight crew.		Refers to Satellite weather information system such as XM Satellite weather.	
7.3.5.3.12	Any belly and tail boom mounted antennas on the helicopter shall permit the use of aircraft ground handling equipment, including dollies.		Ground handling could include tow bars, ground handling wheels, dollies etc.	

7.3.5.4 Electrical Power

ID	Mandatory Requirement	Desirable Requirement	Design Guidance	Industry Comments / Feedback
7.3.5.4.1	The helicopter shall be equipped with a minimum of one 115 VAC 60 Hz outlet in the passenger cabin suitable for the operation of low power audio & video equipment, portable computers, and telecommunication equipment.			
7.3.5.4.2	The helicopter shall be equipped with two 28 VDC utility power receptacles (standard 2-Pin connector), with one outlet located in the crew cabin and one outlet located in the passenger cabin on the same side of the aircraft as the fuel filler port.			
7.3.5.4.3	The helicopter shall be equipped with external power provisions capable of being connected to all aircraft electrical equipment including equipment used for engine start.		This external power provision is in accordance with CAR 527.1351.	

7.3.5.5 Equipment and Furnishings

ID	Mandatory Requirement	Desirable Requirement	Design Guidance	Industry Comments / Feedback
7.3.5.5.1	The helicopter shall be equipped with seating provisions for two (2) crew and at least four (4) passengers.	It is desirable that the aircraft should be equipped with seating provisions for more than four (4) passengers. .		

ID	Mandatory Requirement	Desirable Requirement	Design Guidance	Industry Comments / Feedback
7.3.5.5.2	The helicopter shall have cushioned passenger seating.		CCG does not want military style troop seating (ie. pole and canvas construction).	
7.3.5.5.3	The helicopter shall be equipped with 4 point safety harnesses, as a minimum, for crew seats.			
7.3.5.5.4	The helicopter shall be equipped with 3 point safety harnesses, as a minimum, for all passenger seats..	It is desirable that the helicopter should be equipped with 4 point safety harnesses for all passenger seats. .		
7.3.5.5.5	*The helicopter passenger seats shall be detachable and removable from the aircraft without the use of tools.*			
7.3.5.5.6	.	It is desirable that the helicopter should be fitted with cargo and passenger cabin floor and wall protection that does not impede access to cargo restraint hard points, seat anchors, etc. and provides impact protection.	Impact protection refers to installing a means of protection to avoid damaging aircraft structure, electrical components and wiring, interior paneling etc.	
7.3.5.5.7	The helicopter shall be equipped with an approved litter kit, suitable for transporting one person, fully reclined to the horizontal position, aboard the aircraft, including fixed provisions.		CCG Operational requirement to transport personnel using litter kit.	
7.3.5.5.8	The helicopter shall be equipped with flight publications storage located in the crew cabin accessible from both crew positions.			

ID	Mandatory Requirement	Desirable Requirement	Design Guidance	Industry Comments / Feedback
7.3.5.5.9	The helicopter shall be equipped with a securely mounted First Aid Kit meeting certification and regulatory requirements.			
7.3.5.5.10	The helicopter shall be equipped with one securely mounted LED flashlight located in the crew cabin, as a minimum.			
7.3.5.5.11	The helicopter shall be equipped with an approved cargo restraint system in the passenger compartment, suitable to restrain a weight equal to the maximum authorized cargo and baggage weight for the aircraft.		CCG currently uses a cargo restraint net, but requires a cargo restraint suitable for carrying small loose item (for example boxed groceries, toolboxes, chainsaws, sledgehammers etc.) The hard point to accommodate the restraint system is identified in requirement 7.3.5.23.4.	
7.3.5.5.12	If the helicopter is fitted with a cargo restraint system between the passenger cabin and rear cargo area, it must be removable without the use of tools and designed to restrain the maximum authorized cargo and baggage weight for the aircraft.		This does not necessarily mean a structural bulkhead, cargo restraining nets are generally used as the industry standard.	
7.3.5.5.13	The helicopter shall be equipped with externally mounted emergency flotation equipment.			
7.3.5.5.14	The helicopter shall be equipped with externally mounted life raft(s), suitable for the seating capacity of the aircraft.			

7.3.5.6 Fire Protection

ID	Mandatory Requirement	Desirable Requirement	Design Guidance	Industry Comments / Feedback
7.3.5.6.1	The helicopter shall be fitted with a hand-held fire extinguisher, securely mounted in the cockpit.			

7.3.5.7 Flight Controls

ID	Mandatory Requirement	Desirable Requirement	Design Guidance	Industry Comments / Feedback
7.3.5.7.1	The helicopter shall be equipped with dual flight controls having: • quick removal co-pilot cyclic and collective, • quick removal tail rotor pedals or; • pedals that can be disabled.		Operational requirement for CCG as helicopters often fly in single pilot configuration.	

7.3.5.8 Fuel

ID	Mandatory Requirement	Desirable Requirement	Design Guidance	Industry Comments / Feedback
7.3.5.8.1	The helicopter shall be fitted with provisions for an auxiliary fuel system, where the auxiliary fuel system is available.	TBD****		

ID	Mandatory Requirement	Desirable Requirement	Design Guidance	Industry Comments / Feedback
7.3.5.8.2	The auxiliary fuel system shall be capable of extending fuel endurance by at least 0.5 hours for the conditions as defined in Requirement 7.2.3.	TBD****	.	

7.3.5.9 Hydraulic Power – Not used

7.3.5.10 Ice and Rain Protection – Not used

7.3.5.11 Instruments

ID	Mandatory Requirement	Desirable Requirement	Design Guidance	Industry Comments / Feedback
7.3.5.11.1	The helicopter shall be equipped with an integrated pilot and co-pilot electronic flight instrument system with multi-function display(s). This system shall display as a minimum, primary flight and navigation information.	It is desirable that the system should be capable of selecting and displaying external video sources.	Electronic flight deck displays are also widely known as Electronic Flight Instrument Systems (EFIS) or equivalent. External video sources would include items such as externally mounted cameras and sensors.	
7.3.5.11.2	The helicopter shall be equipped with Engine Indicating and Crew Alerting System (EICAS).		Note that EICAS displays the engine instrumentation such as …	
7.3.5.11.3	The helicopter shall be equipped with dual (pilot & co-pilot) digital chronometers in the instrument consoles for both pilot positions.			

ID	Mandatory Requirement	Desirable Requirement	Design Guidance	Industry Comments / Feedback
7.3.5.11.4	The helicopter shall be equipped with a Cockpit Voice Recorder (CVR) meeting the requirements of CAN-TSO C124 .		Operational requirement TC-ASD.	
7.3.5.11.5	The helicopter shall be equipped with a Flight Data Recorder (FDR) meeting the requirements of CAN-TSO 123.			

7.3.5.12 Landing Gear

ID	Mandatory Requirement	Desirable Requirement	Design Guidance	Industry Comments / Feedback
7.3.5.12.1	The helicopter shall be equipped with skid type landing gear.			

7.3.5.13 Lighting

ID	Mandatory Requirement	Desirable Requirement	Design Guidance	Industry Comments / Feedback
7.3.5.13.1	The helicopter shall be equipped with a flashing landing light system.			
7.3.5.13.2	The helicopter shall be equipped with an Light Emitting Diode (LED) position light system.		It is intended that there will be a high intensity white strobe integral with the navigation lights and one anti-collision light mounted on the upper portion of the aircraft as required by regulation.	

ID	Mandatory Requirement	Desirable Requirement	Design Guidance	Industry Comments / Feedback
7.3.5.13.3.	The helicopter shall be equipped with an Light Emitting Diode (LED) anti-collision light system.		It is intended that there will be a high intensity white strobe integral with the navigation lights and one anti-collision light mounted on the upper portion of the aircraft as required by regulation.	
7.3.5.13.4.	The helicopter shall be equipped with a high intensity white strobe light system that can be selected off independently of the position and anti-collision light system.		It is intended that there will be a high intensity white strobe integral with the navigation lights and one anti-collision light mounted on the upper portion of the aircraft as required by regulation.	
7.3.5.13.5	The helicopter shall be equipped with a two axis, pilot controlled light to be used for landing and search.		Switchable landing/search light capable to support both NVIS and VFR night operations	

7.3.5.14 Navigation

ID	Mandatory Requirement	Desirable Requirement	Design Guidance	Industry Comments / Feedback
7.3.5.14.1	The helicopter shall be equipped with all equipment needed to comply with Night Visual Flight Rules (NVFR)			
7.3.5.14.2	The helicopter shall be equipped with all equipment needed to comply with single and dual pilot Instrument Flight Rules (IFR).			
7.3.5.14.3	Not used			

ID	Mandatory Requirement	Desirable Requirement	Design Guidance	Industry Comments / Feedback
7.3.5.14.4	The helicopter shall be equipped with a dual Attitude, Heading Reference System (AHRS) with a free gyro mode meeting the requirements of CAN TSO-C201.			
7.3.5.14.5	The helicopter shall be equipped with dual digital air data systems.		.	
7.3.5.14.6	The helicopter shall be equipped with a coupled dual IFR certified Global Navigation Satellite System (GNSS) sensor/receiver with Wide Area Augmentation System (WAAS) meeting the requirements of TSO C146 including Localizer Precision with Vertical guidance (LPV) approach capabilities.			
7.3.5.14.7	The helicopter shall be equipped with dual VHF navigation systems capable of being coupled to the auto-pilot.			
7.3.5.14.8	The helicopter shall be equipped with a VFR and IFR moving map display capable of presenting all VFR Navigation Chart (VNC) details in the instrument panel within the pilot's field of view.			

ID	Mandatory Requirement	Desirable Requirement	Design Guidance	Industry Comments / Feedback
7.3.5.14.9	The helicopter shall be equipped with an Automatic Direction Finder (ADF) with a bearing indicator displayed on the electronic flight information system.			
7.3.5.14.10	The helicopter shall be equipped with a weather radar with a lowest selectable scale of at least 2.5 nautical miles (4.6 km) and 0.5 nm (0.9 km) range arcs displayed on the electronic flight information system.		Operational requirement necessary allow helicopter to be capable of detecting destination vessel during approach in marginal weather conditions.	
7.3.5.14.11	The helicopter shall be equipped with a Traffic Advisory System (TAS) meeting the requirements of FAA TSO-118C, displayed on the electronic flight information system. .			
7.3.5.14.12	The helicopter shall be equipped with a Helicopter Terrain Awareness and Warning System (H-TAWS) meeting the requirements of CAN-TSO C194 displayed on the electronic flight information system.		.	

ID	Mandatory Requirement	Desirable Requirement	Design Guidance	Industry Comments / Feedback
7.3.5.14.13	The helicopter shall be equipped with a radar altimeter having data displays for both pilot and co-pilot.			

7.3.5.15 Oxygen - Not used

7.3.5.16 Pneumatic – Not used

7.3.5.17 Vacuum – Not used

7.3.5.18 Water/Waste – Not used

7.3.5.19 Central Maintenance System (CMS) – Not used

7.3.5.20 Airborne Auxiliary Power – Not used

7.3.5.21 Standard Practices/Structures – Not used

7.3.5.22 Doors

ID	Mandatory Requirement	Desirable Requirement	Design Guidance	Industry Comments / Feedback
7.3.5.22.1	The helicopter shall provide a method of securing all hinged doors in an open position for ease of entry, exit and loading.		Automatic door openers, such as air pistons to hold the door in the open position, or latches can be used to satisfy this requirement.	
7.3.5.22.2		It is desirable that the helicopter should be fitted with rear facing door(s) permitting access to the cargo area.		

7.3.5.23 Fuselage

ID	Mandatory Requirement	Desirable Requirement	Design Guidance	Industry Comments / Feedback
7.3.5.23.1	The helicopter shall be equipped with internal cargo tie-down provisions that are designed to restrain the maximum authorized weight of cargo and baggage.		The cargo down provision is to accommodate the cargo restraint system identified in requirement 7.3.5.5.11.	
7.3.5.23.2	The helicopter shall be equipped with hard points to accommodate an external rescue hoist.	The helicopter should be equipped with hard points to accommodate an external rescue hoist, preferably on both sides of the aircraft.	While a requirement for a rescue hoist is not part of the CCG mandate, the load capacity of such hard points would potentially allow CCG to mount various types of heavy equipment on the external fuselage, on an as required basis such as cameras or sensors.	
7.3.5.23.3	The helicopter shall be equipped with hard points to permit the attachment of body harnesses to safely secure personnel during open door operations, from either side of the aircraft.		CCG missions require open door operations.	
7.3.5.23.4	The helicopter shall be fitted with steps to permit personnel to access the aircraft for maintenance purposes.			

ID	Mandatory Requirement	Desirable Requirement	Design Guidance	Industry Comments / Feedback
7.3.5.23.5	*The helicopter shall be equipped with a wire strike protection system.*		This is a wire cutting system generally mounted on the forward section of the helicopter fuselage to protect the landing gear and main rotor flight controls among other components.	

7.3.5.24 Nacelles/Pylons – Not used

7.3.5.25 Stabilizers – Not used

7.3.5.26 Windows

ID	Mandatory Requirement	Desirable Requirement	Design Guidance	Industry Comments / Feedback
7.3.5.26.1	The helicopter shall be equipped with emergency egress provisions, such as jettisonable crew doors and push-out passenger windows.		Emergency egress provisions are in accordance with CAR 527.801and 529.809.	

7.3.5.27 Wings – Not used

7.3.6 Propeller/Rotor Systems

7.3.6.1 Propellers/Propulsors -Not used

7.3.6.2 Main Rotor

ID	Mandatory Requirement	Desirable Requirement	Design Guidance	Industry Comments / Feedback
7.3.6.2.1	The helicopter shall be equipped with erosion protection on the main rotor blades.		CCG operational requirement for marine environment, and sandy and dusty areas (MacKenzie river), as well as flying in suddent snow squalls and rain of coastal Maritime areas.	
7.3.6.2.2	*The helicopter shall be equipped with high visibility main rotor blades.*		CCG operational requirement for safety.	

7.3.6.3 Main Rotor Drive

ID	Mandatory Requirement	Desirable Requirement	Design Guidance	Industry Comments / Feedback
7.3.6.3.1	*The helicopter shall be equipped with a main rotor brake.*		.	

7.3.6.4 Tail Rotor

ID	Mandatory Requirement	Desirable Requirement	Design Guidance	Industry Comments / Feedback
7.3.6.4.1	*The helicopter shall be equipped with high visibility tail rotor blades, if fitted.*	.		
7.3.6.4.2	The helicopter shall be equipped with erosion protection on Tail Rotor (TR) blades, if fitted.	.		

7.3.6.5 Tail Rotor Drive – Not used

7.3.7 Powerplant System

7.3.7.1 Powerplant

ID	Mandatory Requirement	Desirable Requirement	Design Guidance	Industry Comments / Feedback
7.3.7.1.1	*The helicopter shall be equipped with an engine compressor wash kit.*			
7.3.7.1.2	*The helicopter shall be equipped with an engine intake air filtration/separation system which provides protection from fine particle erosion.*		Air filtration system would normally be referred to as a particle separator system.	

7.3.7.2 Turbine/Turboprop Engine

ID	Mandatory Requirement	Desirable Requirement	Design Guidance	Industry Comments / Feedback
7.3.7.2.1	*The aircraft shall be a twin engine turbine powered helicopter.*			

7.3.7.3 Engine (Fuel and control)

ID	Mandatory Requirement	Desirable Requirement	Design Guidance	Industry Comments / Feedback
7.3.7.3.1	The helicopter shall be equipped with a full authority digital electronic control system providing the following functionality, as a minimum; - automatic engine starting and shut down, controlling all parameters. - control engine power management through all regimes of flight - provisions for manual intervention in the event of malfunction or failure, or for training purposes - provision for simulated single engine training mode - exceedance prevention, monitoring and reporting		The system refers to what is normally called a FADEC system, having equivalent functionality, as a minimum..	

7.3.7.4 Ignition – Not used

7.3.7.5 Air – Not used

7.3.7.6 Engine Controls – Not used

7.3.7.7 Engine Indicating – Not used

7.3.7.8 Engine Exhaust – Not used

7.3.7.9 Engine Oil – Not used

7.3.7.10 Starting – Not used

7.3.7.11 Turbocharging – Not used

7.3.7.12 Water Injection – Not used

7.3.7.13 Accessory Gearboxes – Not used

7.3.7.14 Reciprocating Engine – Not used

7.3.7.15 Survivability – Not used

7.3.7.16 Auxiliary Equipment – Not used

7.4 Auxiliary Equipment

ID	Mandatory Requirement	Desirable Requirement	Design Guidance	Industry Comments / Feedback
7.4.1	The helicopter shall be furnished with all necessary cover(s) , blanks and equipment for outside short term parking where the aircraft is unattended.		This requirement addresses the CCG Operational need for winter covers to store the aircraft outside shorterm (up to 7 nights).	
7.4 2	The helicopter shall be furnished with covers for the helicopter blades and fuselage, suitable for outside storage of the aircraft in winter conditions.		This statement refers to fuselage, rotor and blade covers designed for overnight outside parking in winter climate.	
7.4.3	The helicopter shall be furnished with M/R and T/R(where applicable) blade tie-down kits, including high wind tie downs, if available.		Requirement applicable where tail rotors are inherent in the aircraft design.	
7.4.4	The helicopter shall be furnished with ground handling equipment compatible with the landing gear, to permit ground handling of the helicopter for both shipboard and shore-based operations.			

ID	Mandatory Requirement	Desirable Requirement	Design Guidance	Industry Comments / Feedback
7.4.5	The helicopter shall be furnished with an external lashing kit to enable the helicopter to be secured either to the deck of a ship or in the ship's hangar in both fair weather and heavy weather conditions.		This kit shall meet the needs of Requirement 7.3.5.23.5.	
7.4.6	The helicopter shall be furnished with a main rotor blade folding kit, which does not require the use of tools.		CCG operational needs require that Pilots be able to fold and unfold main rotor blades without the use of tools.	

8 SPECIAL MISSION CAPABILITIES

ID	Mandatory Requirement	Desirable Requirement	Design Guidance	Industry Comments / Feedback
8.1	The helicopter shall be fitted with a cargo hook having a minimum load carrying capacity of at least the sum of the aircraft maximum gross take- off weight minus Configuration A empty weight.			
8.2	The helicopter cargo hook shall be fitted with a Keeperless, or equivalent, system.			
8.3	The helicopter cargo hook suspension system shall not extend below the landing gear in landing configuration.		.	
8.4	The helicopter shall be capable of conducting Vertical Reference Operations (VRO) with all doors on and closed.		CCG Operations are often conducted at mountaintop sites and in coastal environments in cold and inclement weather conditions where it would be dangerous for the pilot to be exposed to the elements.	
8.5	The helicopter cargo hook system shall have long line remote hook provisions.		Electrical system and associated cabling are provided to enable activation of the remote hook electrical release.	
8.6	The helicopter shall be equipped with a system to enable the pilot operating the aircraft to view the aircraft belly area during sling operations.		For example the requirement may be addressed using sling mirror systems or alternate means.	

ID	Mandatory Requirement	Desirable Requirement	Design Guidance	Industry Comments / Feedback
8.7	The helicopter shall be capable of enunciating critical flight and power parameters to the pilot flying during vertical reference operations.		Enunciate refers to pilot notification including audio or visual notification of critical engine performance parameters and system malfunctions.	
8.8	The helicopter shall be equipped with a system to enable the pilot to be aware of the external load weight at all times during slinging and vertical reference operations.		Refers to load meter mounted in the cockpit.	

OPERATOR STIPULATED FEATURES

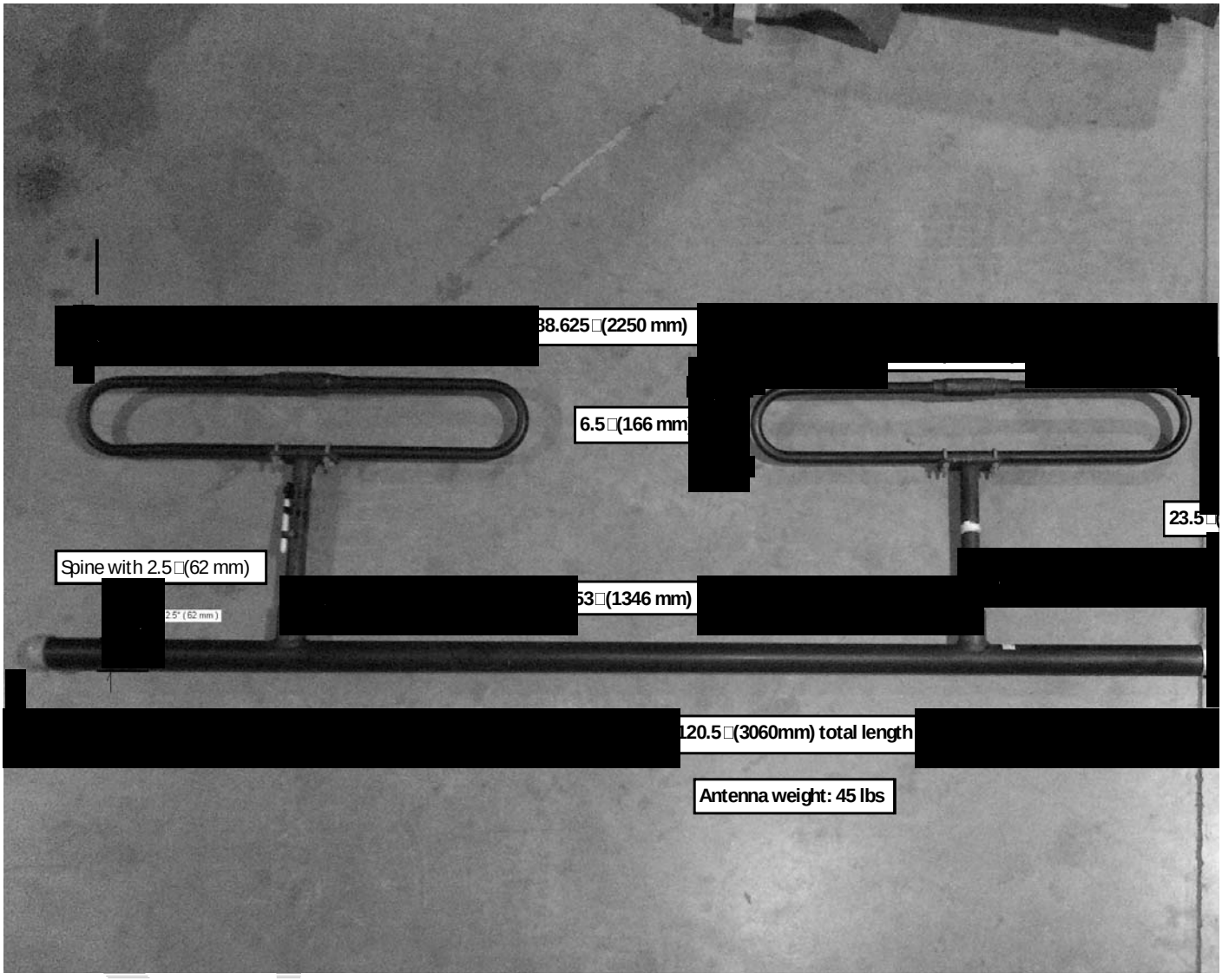
ID	Mandatory Requirement	Desirable Requirement	Design Guidance	Industry Comments / Feedback
9.1	The helicopter shall be painted Canadian Coast Guard colours in accordance with the CCG Federal Identity Program Guide (FIPG).			

9 MAINTENANCE AND LIFE CYCLE SUPPORT

ID	Mandatory Requirement	Desirable Requirement	Design Guidance	Industry Comments / Feedback
10.1	The airframe and power plant OEM scheduled maintenance program must allow at least 100 flight hours between scheduled maintenance inspections.			
10.2	The helicopter shall be delivered with all applicable airworthiness directives and OEM mandatory service bulletins on both the engines, appliances and the airframe complied with, including terminating actions.			

10 RELIABILITY AND REDUNDANCY – **NOT USED.**

4 ANNEX A


[redacted]
88.625 (2250 mm)
[redacted]
6.5 (166 mm
[redacted]
23.5
Spine with 2.5 (62 mm)
[redacted]
53 (1346 mm)
[redacted]
[redacted]
120.5 (3060mm) total length
[redacted]
Antenna weight: 45 lbs

APPENDIX B – Summary Project Milestones and Schedule

The Contractor shall propose a Project schedule and schedule dictionary incorporating the following milestone descriptions. Where indicated in the table below, Contractor compliance with the schedule dates shall be Mandatory. Otherwise the Contractor shall comply with the schedule logic as presented.

Milestone No.	Milestone Description	Mandatory/ Non-Mandatory	Milestone-Maximum Number of Weeks following Contract Award
M-001	Contract Award	**N/A**	CA + 0 weeks
M-002	Contract Award – Announcement and Ceremony at Contactor's facility	**N/A**	CA + 0 weeks
M-003	Delivery Final Project Management Plan (PMP),	**Mandatory**	CA + 4 weeks
M-004	Pilot and Maintenance Training Plan	**Mandatory**	CA + 4 weeks
M-005	Helicopter Preliminary Design Review	**Non-Mandatory**	CA + **(TBD)**
M-006	Helicopter Critical Design Review	**Non-Mandatory**	CA + **(TBD)**
M-007	Delivery of Pilot Training Curriculum, Materials and Manuals for the First Course	**Mandatory**	CA + 14 weeks
M-008	First Pilot Training Courses	**Mandatory**	CA + 18 weeks
M-009	Delivery of Final Aircraft Acceptance Test Plan (ATP)	**Mandatory**	CA + 42 weeks or 10 weeks prior to first aircraft delivery
M-010	Second Pilot Training Courses	**Mandatory**	CA + 44 weeks or 8 weeks prior to Aircraft delivery
M-011	First Maintenance Training Courses	**Mandatory**	CA + 44 weeks or 8 weeks prior to First Aircraft delivery
M-012	Delivery of Aircraft Data, Aircraft Parts and Equipment in support of Simulator	**Mandatory**	4 weeks following completion of CDR

Milestone No.	Milestone Description	Mandatory/ Non-Mandatory	Milestone-Maximum Number of Weeks following Contract Award
M-013	Second Maintenance Training Courses	**Mandatory**	CA + 48 weeks or 8 weeks prior to second aircraft delivery
M-014	Third and Subsequent Pilot Training Courses	**Mandatory**	CA + 48 weeks or 8 weeks prior to second aircraft delivery
	First Helicopter Acceptance Test	**Non-Mandatory**	CA + 50 weeks
M-015	First Helicopter Delivery to Ottawa	**Mandatory**	CA + 52 weeks
M-016	End of Warranty Period for First Helicopter	**Mandatory**	CA + **(TBD) for First Aircraft PWGSC to Confirm**
M-017	Third and Subsequent Maintenance Training Courses	**Mandatory**	CA + 52 weeks or 8 weeks prior to third and subsequent aircraft delivery for up to 16 aircraft
M-018	Second Helicopter Acceptance Test	**Non-Mandatory**	CA + 54 weeks
M-019	Second Helicopter Delivery to Ottawa	**Mandatory**	CA + 56 weeks
M-020	End of Warranty Period for Second Helicopter	**Mandatory**	CA + **(TBD) for Second Aircraft PWGSC to Confirm**
	Third and subsequent Helicopter Acceptance Tests	**Non-Mandatory**	CA + 56 weeks (final delivery up to 16 helicopters CA+110 weeks)
M-021	Third and subsequent Helicopter Deliveries to Ottawa	**Mandatory**	CA + 60 weeks (final delivery up to 16 helicopters CA+112 weeks)
M-022	End of Warranty Period for Third and Subsequent Helicopters	**Mandatory**	CA + **(TBD) for third and subsequent Aircraft up to 16 aircraft PWGSC to Confirm**
M-023	Contract Completion	**Mandatory**	CA + **(TBD)**

APPENDIX C – Document and Data Requirements for Project Deliverables

Deliverable	**Format**	**Hard Copy**	**Soft Copy**
Delivery of up to 16 Light Helicopters Certified for Operation in Canada and in accordance with the Light Helicopter Baseline Requirements Document (Appendix A) to Transport Canada Aircraft Services Ottawa Ontario	MS Word 2007	1	1
Deliver all aircraft Supplementary Type Certificates and applicable documentation packages	MS Word 2007	1	1
Provide Simulator Data, Aircraft Parts and Equipment to support the development of a “Level D” Full Flight Simulator	TBD	TBD	TBD
All Certifications for Proof of Compliance	TBD	TBD	TBD
Final Project Management Plan	MS Word 2007	1	1
Final Master Project Schedule	MS Project 2010	1	1
Final Risk Management Plan	MS Word 2007	1	1
Final Quality Management Plan	MS Word 2007	1	1
Final Configuration and Change Management Plan	MS Word 2007	1	1
Final Infrastructure Management Plan	MS Word 2007	1	1
Final Human Resources Plan	MS Word 2007	1	1
Project Action Items Register	MS Excel 2007	1	1
Monthly Project Progress Review Draft Agenda	MS Word 2007	1	1

Deliverable	**Format**	**Hard Copy**	**Soft Copy**
Monthly Project Progress Review Final Agenda	MS Word 2007	1	1
Provide Monthly Project Progress Review Meeting minutes and Action Items	MS Word 2007	1	1
Draft Preliminary Design Review Agenda	MS Word 2007	1	1
Final Preliminary Design Review Agenda	MS Word 2007	1	1
Preliminary Design Review Documentation Package	Contractor Format	TBD	TBD
Preliminary Design Review minutes and Action Items	MS Word 2007	1	1
Draft Critical Design Review Agenda	MS Word 2007	1	1
Final Critical Design Review Agenda	MS Word 2007	1	1
Critical Design Review Meeting Documentation Packages	Contractor Format	TBD	TBD
Critical Design Review minutes and Action Items	MS Word 2007	1	1
Aircraft Acceptance Test Schedule (part of MPS)	MS Project 2010	1	1
Final Acceptance Test Plan (ATP)	MS Word 2007	1	1
Aircraft Acceptance Test Report for each Aircraft to be delivered to Canada	Contractor Format	1	1
Preliminary Aircraft Acceptance Meeting minutes and Action Items	MS Word 2007	1	1
Final Aircraft Acceptance Meeting minutes and Action Items	MS Word 2007	1	1
Aircraft Delivery Meeting minutes and Action Items	MS Word 2007	1	1

Deliverable	**Format**	**Hard Copy**	**Soft Copy**
All Aircraft Title and Deeds	TBD	TBD	TBD
Final Training Plan	MS Word 2007	1	1
Pilot Training curriculum	Contractor Format	1	1
Maintenance Training curriculum	Contractor Format	1	1
A complete Pilot Training Program to train pilots in aircraft systems and all other aspects of ground school (editable)	MS Word 2007	1	1
A Flight Management System (FMS) software package for use on a desktop computer for the purpose of procedure simulation.	N/A	N/A	2
Final tooling and equipment list required for handling, testing, maintenance and overhaul of the aircraft	MS Excel 2007	1	1
List of required ground Support Equipment for daily operations	MS Excel 2007	1	1
Monthly Progress Reports	MS Word 2007	1	1

Deliverables	**Format**	**Hard Copies**	**Soft copy**
Delivery of Deficiencies Report, Corrective Action Plan and Status Report for all Helicopters			
Delivery of *Written Release* for the use of OEM supplied training materials for Canada's use for ongoing initial and recurrent training		1	1
Delivery of *Written Release to allow Canada to Video Record OEM training courses* for Canada's use for ongoing initial and recurrent training		1	1
Delivery of documentation and data required for upload into the Computerized Aircraft Maintenance Planning System (CAMP)	PDF or MS Excel 2007	1	1
Delivery of a customized listing in or any other documentation required to enrol, track and schedule maintenance in accordance with the Rotorcrafts Maintenance Manual, Chapter 4, Airworthiness Limitation Schedule and Chapter 5, Inspection and Component Overhaul Schedule	MS Excel 2007	1	1
Delivery of Final Spares list to support the Maintenance Program for Helicopter	MS Excel 2007	1	1
Delivery of final simulator support documentation.	TBD	1	1

	Hard Copies per Candidate	**Soft copies (CD, DVD or USB key)**	**Additional Copies**
Pilot Training Materials, Manuals and Publications Document Name			
Flight Manuals (8.5 x11)	1	1	60
Manufacturer Training Manuals (8.5 x11)	1	1	60
Manuals for all Installed Equipment such as Navigation Systems, Automation, Weather Radar and HTAWS	1	1	60
Aircraft Checklists Covering Normal and Abnormal Procedures	1	1	60
Procedure Trainer In An Electronic Format For The Navigation Systems Capable Of Being Used On An Unlimited Number Of Lap Top Computers Used By Canada For Training Purposes	N/A	2	N/A
Maintenance Training Materials, Manuals and Publications Document Name			
Engine Training Manuals	1	1	N/A
Avionics Training Manuals	1	1	N/A
Airframe Training Manuals	1	1	N/A
Manuals for all Installed Equipment	1	1	N/A

Aircraft Publications Document Name	**Hard Copies per Base of Operations/Maintenance** (Assuming Prince Rupert, Victoria, Parry Sound, Ottawa, Quebec City, Saint John, Shearwater, Charlottetown, St-John's, Stephenville)	**Soft copies per aircraft (CD, DVD or USB key)**	**Access to available Web-based Manuals, Publications and Warranty Information**
Airframe Maintenance Manual(s)	1	1	All Users
Engine Maintenance Manual(s)	1	1	All Users
Avionics Maintenance/Wiring Manual(s)	1	1	All Users
Avionics Installation Drawings for Installed Equipment	1	1	All Users
Vendor Manuals	1	1	All Users
Component Repair and Overhaul Manuals	1(Ottawa only)	1(Ottawa only)	All Users
Illustrated Parts Catalogue for Airframe	1	1	All Users
Illustrated Parts Catalogue for Engine(s)	1	1	All Users
Service Bulletins for the Airframe, Engines and Components	1	1	All Users
Technical Bulletins for the Airframe, Engines and Components (**If applicable**)	1	1	All Users
Service Instructions for the Aircraft, Engines and Components (**If applicable**)	1	1	All Users
Other publications such as but not limited to;	1	1	All Users

(**If applicable**) a. Operations Safety Notices b. Information Letters c. Standard Practices Manual d. Electrical Standard Practices Manual e. Corrosion Control Guide f. Special Tools Illustrated Parts Breakdown			
Structural Repair Manual	1	1	All Users

Aircraft Publications Document Name	**Hard Copies per Aircraft and Base of Operations** (Assuming Prince Rupert, Victoria, Parry Sound, Ottawa, Quebec City, Saint John, Shearwater, Charlottetown, St-John's, Stephenville)	**Soft copies per aircraft (CD, DVD or USB key)**	**Access to available Web-based Manuals, Publications**
Aircraft Flight Manual/Operating Manual	1	1	All Users
Operating Manuals for all installed equipment	1	1	All Users
Approved Aircraft Flight Manual Supplements and Pilot Instructions issued for the equipment and systems installed	1 (+2 additional copies for the Technical Library)	1	All Users

Documents	***Hard Copy per Aircraft***	***Soft copy per Aircraft***
Aircraft Equipment List(Provide an electronic copy in Microsoft Word or XLS format)	1	1
Electrical Load Analysis (Provide an electronic copy in Microsoft XLS format)	1	1
Weight and Balance Data (Provide an electronic copy in Microsoft XLS format)	1	1
Firmware Level and part number(s) for installed equipment(Provide an electronic copy in Microsoft Word or XLS format**)**	1	1
Software Level and part number(s) for installed equipment(Provide an electronic copy in Microsoft Word or XLS format)	1	1
Equipment Electronic Configuration Files (Provide an electronic copy in Microsoft Word or XLS format)	1	1

Documents	***Hard Copy per Aircraft***	***Soft copy per Aircraft***
Electrical Drawings (Hard copy in OEM format and electronic copy compatible for use with Auto Cad 2004),	1	1
Data/Approval Package (Hard copy in OEM format and soft copy compatible for use with Auto Cad 2004	1	1
An electrical load analysis, which includes all installed equipment,	1	1
General arrangement drawings of installed avionics. (Hard copy in OEM format and soft copy in Auto Cad 2004)	1	1
Aircraft Modification Lists (Hard copy in OEM format and soft copy in MS Excel format).	1	1

The Supplier shall provide where applicable, for all aircraft systems to include the following;

Certification and Delivery Documents	***Hard Copy per Aircraft***
Log Books (Journey Log and Technical Logs)	1
Certificate of Registration	1
Aircraft Certificate of Airworthiness	
Full Warranty Bill of Sale	1
Assignment of Warranties	1

APPENDIX D – Project Risk Management

D.1 Risk Register

	Risk Identification		Qualitative Rating				Risk Response		
ID #	**Risk**	**Risk Category**	**Probability**	**Impact**	**Risk Score**	**Risk Ranking**	**Risk Response**	**Trigger**	**Risk Owner**

D.1 (A) Risk Terms and Definitions

Risk Register: A tool for managing information on risk profiles and communicating risk information across the department in a routine manner, thereby making the connections between and among risks with respect to the sectors, programs, projects, processes, regions and stakeholders.

Risk Matrix: Usually a 3x3 or a 5x5 matrix used as a scorecard to visually align levels of probability and impact for risk

Risk: The effect of uncertainty on objectives. It can be positive or negative and involve both threats and opportunities. It is often expressed in terms of the likelihood and impact of an event with the potential to affect the achievement of an organization's objectives. *Source: Treasury Board of Canada Secretariat*

Risk Category: Categorization of risks by area of project affected, source of risk or other useful category.

Probability (Likelihood): The chance for the occurrence of a risk event, circumstance or condition

Impact: The impact of the risk on the project if the risk occurs.

Risk Score: Determined by multiplying probability and impact

Risk Ranking: A priority list which is determined by the relative ranking of the risks (by their scores) within the project with the number one being the highest risk score.

Risk Response (Treatment, Mitigation Measure, Control): Continuum of measures of risk mitigation, treatment or control that is developed and implemented to address an identified risk; an action intended to reduce the frequency and/or impact of the risk; includes the decision not to pursue the activity. It is based on the decision-makers propensity for risk tolerance. For the Helicopter Project, available risk response management options are include:

a. assume (accept – reflects risk appetite);
b. avoid
c. control and/or
d. transfer

Risk Driver, Trigger, Factor or Source: The root cause of the potential consequences of a risk; broad factors that cause risk and generate the need for risk management; a constraint within the project's internal or external environment, that is generally outside of the project's control but that influences the project's exposure to risks. Risk drivers often include: the pace of change; the need for due diligence; stakeholders' expectations for good governance, etc.

Risk Owner: Person or entity with the accountability and authority to manage a **risk**

D.2 RISK INFORMATION SHEET

The Risk Information Sheet is used to identify and describe known risks and will state the planned mitigation for each identified risk. Tables D.2 (A), (B), and (C) have been provided as guidance to help determine the probability, impact and the ranking of known project risks

RISK INFORMATION SHEET		
PART A – RISK ASSESSMENT (IDENTIFICATION, ANALYSIS and EVALUATION)		
ID:	**Originator:**	**Date Identified:**
Stated Project Goals or Objectives (one or more of): • Scope Management: (consensus on needs being met; delivered as ordered • Procurement Process Management (by the rules) • Time Management (on time) • Cost Management (economical and on budget) • Managing Quality (in conformity, full oversight), and acceptance activities • Risk Management (transparent, rigorous, verifiable methodology; strong governance and accountabilities) • Stakeholder and 3rd party relations		
Identification: Risk Statement - Risk and Consequences (impact on goals or objectives): There is a risk that … (name risks event) will …(state the goal affected by the risk – what is at risk).		
Analysis: Risk Source (Trigger, Cause): • Describe the elements that alone or in combination can give rise to the risk. • Draw from a scrutiny of internal and external contexts.		
Risk Evaluation – Given Existing Controls (as per CCG methodology for identifying probability and impact):		
Risk Owner(s) (Having accountability and authority):		
PART B- RISK RESPONSE PLANNING		
Existing (Embedded) Response or Mitigation Measures: To cover matters such as: owner(s), timelines, resources, indicator (refer to goals), proof or evidence, compliance elements, integration into existing processes and systems		
New Responses or Mitigation Measures: • To cover matters such as: owner(s), timelines, resources, indicator (refer to goals), proof or evidence, compliance elements, reporting requirements, integration to existing processes and systems • To reflect why residual risks after existing controls are still high and thus need additional responses		

D.2 (A) PROBABILITY

As shown in the table below, the probability of an occurrence is an estimate of how likely it is to happen.

PROBABILITY TABLE

SCALE	DEFINITION
High	The occurrence is inevitable unless steps are taken to address the issue at hand. The occurrence has a better than a 1 in 10 chance of happening.
Medium	The occurrence may or may not eventuate if nothing is done to address the issue at hand. The occurrence has approximately a 1 in 10 to a 1 in 100 chance of happening.
Low	The occurrence is unlikely to eventuate. There is less than a 1 in 100 chance that the occurrence will happen.

D.2 (B) IMPACT

As shown in the impact table below, the impact severity of a particular risk in terms of cost/schedule/performance/quality can be estimated by using various scales.

IMPACT TABLE

LEVEL	PERFORMANCE/ QUALITY	SCHEDULE	COST
Significant	Issue will preclude full Regulatory approval and/or key operational requirements cannot be satisfied.	Total timeline of the project will be extended	Overrun in excess of 25% of current available contingency funding, or cost impacts are not quantifiable at present
Moderate	Will result in an exception with regard to Regulatory approval and/or compromises to operational requirements	Will impact the critical path of the project impacting one or more project stages	Will cost between 5% and 25% of the current available contingency funding
Minor	No impact on Regulatory approvals but operational requirements may need to be revisited	Although the schedule may be affected, the issue can be readily contained within current timeline without significant change to any project stage	Will cost less than 5% of the current available contingency funding

D.2 (C) Risk Ranking Matrix

Evaluation of each risks importance and, hence, priority for attention is conducted using a probability and impact matrix. Such a matrix, as illustrated in the probability and impact matrix table below specifies combinations of probability and impact that lead to rating the risks as low, moderate, or high priority.

PROBABILITY AND IMPACT MATRIX

		LIKELIHOOD		
		LOW	MEDIUM	HIGH
IMPACT	SIGNIFICANT	5	8	9
	MODERATE	3	6	7
	MINOR	1	2	4

APPENDIX E - Data Requirements and Deliverables in Support of the Development of a Full Flight Simulator

E.1 Helicopter Simulator Data, Aircraft Parts and Equipment\

The Contractor shall include in its helicopter support package the following aircraft parts, data and equipment to be used by a third party subcontractor for the development and commissioning of flight simulation equipment to be delivered to Canada. The support package shall include all Intellectual Property (IP) rights and associated licensing required to use the data and equipment in order to manufacture one Full Flight Simulator (FFS) that will be qualified Level D by the Canadian Government's National Aviation Authority (NAA). Data licensing and IP rights will extend to include all other Training Systems such as but not limited to (Flight Training Devices, Cockpit Procedures Trainers, Part Task or Aircraft Systems Trainers). The support package shall be in compliance with the International Air Transport Association (IATA) document "Flight Simulation Training Device Design & Performance Data Requirements" Ref. No: 9019-07, latest revision.

E.1 (A) Simulator Data Package

The Simulator data package shall include:

1. Operations Manual, Flight Manual, Checklists, QRH and Pilot's Notes
2. Aircraft Maintenance Manuals and Illustrated Parts Lists (catalogue)
3. Aircraft System Schematics and Wiring Diagrams
4. Where available, 3D CAD model files of the cockpit section, converted to neutral format (STEP or equivalent)
5. Full aircraft configuration list and architecture diagram, including but not limited to:
    a. Cockpit configuration layout diagrams
    b. Avionics architecture block diagrams
6. Aircraft assembly, installation and fabrication drawings of the cockpit section, from the cockpit nose bulkhead area to the structures behind the crew seats
7. Mechanical data (geometry and mass) of the rotor and flight control systems
8. Aircraft Systems Specifications (or equivalent)
9. All vendor data and documentation for Electronic Equipment, including all Interface Control Documents (ICD), system manuals, maintenance manuals, system specifications, design data including complete internal logic of electronic

controllers, schematics and wiring diagrams and performance videos, including, but not limited to, the following systems:

a. Aircraft avionics (including autopilot)
b. Aircraft Instruments
c. Aircraft sensors
d. RADAR
e. SONAR
f. Electro-optical
g. EW systems
h. Datalink
i. Aircraft self-protection systems
j. Weapons systems

10. Full set of colour digital photographs of the aircraft, flight deck and equipment. A detailed list is to be defined once configuration information is analysed by the selected simulator manufacturer.

E.1 (B) Airframe Manufacturer Aircraft Parts (Preliminary indicative list only – Detailed list to be defined once configuration information is analysed by the selected simulator manufacturer)

The Simulator aircraft parts package shall include:

a. Cockpit forward shell and doors including window glass
b. Cockpit Structures for Main Instrument Panel, Glare shield (Combing panel), Overhead, and Inter-seat console
c. Primary Flight Controls components from the cockpit floor level upwards (Including Cyclic, Collective and Rudder Pedals assemblies)
d. Engine Control Quadrant
e. Cockpit panel assemblies (Switch panels, annunciator panels, etc.)
f. Crew Seats with harnesses
g. Circuit breaker panels and structures (Bare panels only – No breakers installed or wired)
h. Cockpit lighting components (Dimmers, map lights, dome lights, as applicable)
i. Cockpit emergency equipment
j. Cosmetic covers/linings or equivalent if fitted
k. Cockpit decals, nameplates as applicable
l. Sonar station structure
m. Sonar operator crew seat and harness

E.1(C) Instruments & Avionics (Preliminary indicative list only – Detailed list to be defined once configuration information is analysed by the selected simulator manufacturer)

The Simulator Instruments and Avionics package shall include:

a. Cockpit Displays
b. Cockpit Control & Display Units (CDUs)
c. Cockpit Mission Display Unit (FLIR or equivalent, where applicable)
d. Mission Computers
e. Data Transfer Device or equivalent, as applicable
f. Flight Management Computers (or equivalent)
g. Nav and Comms control panels
h. Audio Control panels
i. Weapons/stores control panel
j. Caution & Advisory Panel and misc warning lights/annunciators
k. Flight, Nav and Engine Instruments (Except when driven by barometric pressure or gyroscopic precession)
l. Sonar operator displays
m. Sonar operator control panels and instruments
n. Joysticks and/or hand controllers, as applicable

E.1 (D) Additional Data Requirements

a. Database data including terrain, imagery and underwater.

E.2 Flight Test Program

Under the direction of the Flight Test Program subcontractor, the Manufacturer is responsible to Instrument, Fly and Record all applicable Flight Test Data parameters required for Flight Simulator device design and Performance Data Validation. The Manufacturer is also responsible to obtain the required flight permits to fulfil the program.

The Flight Test Programme subcontractor shall be managing the Flight Test Program. They are responsible for the Flight Test Validation and Proof of Match Data – Aerodynamics and Flight Controls.

The Flight Test Data is required to validate the performance and handling characteristics of the Flight Simulator Training Device. The minimum data requirements are established by the latest revision ICAO Manual 9625 and applicable (NAA). Flight Test data complete with Proof of Match, enabling the design and validation of Level D fidelity Aerodynamics, Engines, Autopilot and Flight Control simulation models shall be collected. Sound and Vibration data shall also be gathered as well as any other data deemed necessary.

The Government of Canada shall be the sole owner of the data collected during on-ground and in-flight sessions.

E.2 (A) Responsibilities

a. Instrumentation and Data Acquisition Equipment. The Manufacturer is responsible for the provision, installation and removal of the equipment. The equipment shall meet or exceed the industry standard for this activity. The instrumentation and equipment package shall be reviewed and approved by the Flight Test Program subcontractor. Data extraction shall be co-ordinated between the Manufacturer and the Flight test Program subcontractor.

b. Recorded Data Parameters. The required Flight Test parameters and Flight Tests shall be defined by the Flight test Program subcontractor. A sample list can be made available.

c. The Manufacturer shall ensure Aircraft access for all of the specific test periods.

d. The Manufacturer is responsible to provide flight crew and fuel for all specific test periods.

e. The Manufacturer shall provide Aircraft Maintenance support for the Aircraft type and to provide assistance as well as test equipment to the Flight Test Program subcontractor in its manipulations.

f. Systems Data gathering may be performed with the use of cameras installed in the cockpit. Cameras, if used, shall be positioned so as to not to affect aircraft operation or safety.

g. Sound and Motion/Vibration data recording. Microphones and accelerometers shall be installed by the Flight Test Program subcontractor. The equipment and installation shall be non-intrusive and detachable.

h. Depending on the quality and unavailability of some of the provided simulator data package, the manufacturer shall provide access to an aircraft for on-ground and in-air data collection/validation purposes.

E.3 Applicable Reference Documents

Reference documents pertaining to the requirements identified in the flight simulator package are as follows:

a. International Air Transport Association (IATA) document “Flight Simulation Training Device Design & Performance Data Requirements” Ref. No: 9019-07, latest revision
b. ICAO Manual 9625 ICAO Document 9625 - Manual of Criteria for the Qualification of FSTD Issue 3 (Draft).
c. Transport Canada, Aeroplane and Rotorcraft Simulator Manual TP9685E, Revision 2
d. ***Final Aircraft Acceptance*** FAR, PART 60—Flight Simulation Training Device Initial and Continuing Qualification and Use