

**RETURN BIDS TO:**  
**RETOURNER LES SOUMISSIONS À:**  
Bid Receiving Public Works and Government  
Services Canada/Réception des soumissions  
Travaux publics et Services gouvernementaux  
Canada  
Room 1650, 635 8th Ave. S.W.  
Calgary  
Alberta  
T2P 3M3

**REQUEST FOR PROPOSAL**  
**DEMANDE DE PROPOSITION**

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

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

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

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

**Comments - Commentaires**

THIS DOCUMENT CONTAINS A SECURITY  
REQUIREMENT

<b>Title - Sujet</b> Full Motion Video Services	
<b>Solicitation No. - N° de l'invitation</b> W0142-12C129/A	<b>Date</b> 2012-03-09
<b>Client Reference No. - N° de référence du client</b> W0142-12C129	
<b>GETS Reference No. - N° de référence de SEAG</b> PW-\$CAL-097-5933	
<b>File No. - N° de dossier</b> CAL-1-34279 (097)	<b>CCC No./N° CCC - FMS No./N° VME</b>
<b>Solicitation Closes - L'invitation prend fin</b> <b>at - à 02:00 PM</b> <b>on - le 2012-04-02</b>	<b>Time Zone</b> <b>Fuseau horaire</b> Mountain Daylight Saving Time MDT
<b>F.O.B. - F.A.B.</b> <b>Plant-Usine:</b> <input type="checkbox"/> <b>Destination:</b> <input checked="" type="checkbox"/> <b>Other-Autre:</b> <input type="checkbox"/>	
<b>Address Enquiries to: - Adresser toutes questions à:</b> Levesque-Welch, Nicole	<b>Buyer Id - Id de l'acheteur</b> cal097
<b>Telephone No. - N° de téléphone</b> (403) 292-4716 ( )	<b>FAX No. - N° de FAX</b> (403) 292-5786
<b>Destination - of Goods, Services, and Construction:</b> <b>Destination - des biens, services et construction:</b> DEPARTMENT OF NATIONAL DEFENCE BASE COMMANDER CFB SUFFIELD ATTN: CMTT, BLDG 322 RALSTON Alberta T0J2N0 Canada	

**Instructions: See Herein**

**Instructions: Voir aux présentes**

**Vendor/Firm Name and Address**

**Raison sociale et adresse du  
fournisseur/de l'entrepreneur**

**Issuing Office - Bureau de distribution**

Public Works and Government Services Canada/Travaux  
publics et Services gouvernementaux Canada  
Room 1650, 635 8th Ave. S.W.  
Calgary  
Alberta  
T2P 3M3

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

Item Article	Description	Dest. Code Dest.	Inv. Code Fact.	Qty Qté	U. of I. U. de D.	Unit Price/Prix unitaire FOB/FAM	Destination	Plant/Usine	Delivery Req. Livraison Req.	Del. Offered Liv. offerte
1	Full Motion Video Services	W0142	W0142	1	Each	\$	XXXXXXXXXXXX		See Herein	

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## **PART 1 - GENERAL INFORMATION**

### **1. Introduction**

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

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

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

### **2. Summary**

For the provision of Full Motion Video Services in support of training at British Army Training Unit Suffield (BATUS), Ralston, Alberta. The Contractor is to emulate United Kingdom Ministry of Defence and United States Department of Defence aerial Intelligence, Surveillance, Target Acquisition and Reconnaissance (ISTAR) capabilities, specifically Full Motion Video (FMV). The period of the Contract will be from date of award to October 31, 2012, plus one option year.

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

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

The requirement is subject to a preference for Canadian goods and/or services.

### **3. Debriefings**

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

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## **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 (<http://ccua-sacc.tpsgc-pwgsc.gc.ca/pub/acho-eng.jsp>) Manual issued by Public Works and Government Services Canada.

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

The 2003 (2012-03-02) Standard Instructions - Goods or Services - Competitive Requirements, are incorporated by reference into and form part of the bid solicitation.

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

Delete: sixty (60) days

Insert: one hundred and eighty (180) 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.

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

### **3. Enquiries - Bid Solicitation**

All enquiries must be submitted in writing to the Contracting Authority no later than five (5) calendar days before the bid closing date. Enquiries received after that time may not be answered.

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

that can be distributed to all bidders may not be answered by Canada.

### **4. Applicable Laws**

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

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.

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## 5. Improvement of Requirement During Solicitation Period

Should bidders consider that the specifications or Statement of Work contained in the bid solicitation could be improved technically or technologically, bidders are invited to make suggestions, in writing, to the Contracting Authority named in the bid solicitation. Bidders must clearly outline the suggested improvement as well as the reason for the suggestion. Suggestions that do not restrict the level of competition nor favour a particular bidder will be given consideration provided they are submitted to the Contracting Authority at least five (5) days before the bid closing date. Canada will have the right to accept or reject any or all suggestions.

## 6. Bidders' Conference

A bidders' conference will be held at 1650 - 635 8th Avenue SW, Calgary, Alberta on March 22, 2012. The conference will begin at 10:00am, in the Logan Board Room. The scope of the requirement outlined in the bid solicitation will be reviewed during the conference and questions will be answered. It is recommended that bidders who intend to submit a bid attend or send a representative.

Bidders are requested to communicate with the Contracting Authority before the conference to confirm attendance. Bidders should provide, in writing, to the Contracting Authority, the names of the person(s) who will be attending and a list of issues they wish to table at least two (2) working days before the scheduled conference.

Any clarifications or changes to the bid solicitation resulting from the bidders' conference will be included as an amendment to the bid solicitation. Bidders who do not attend will not be precluded from submitting a bid.

## PART 3 - BID PREPARATION INSTRUCTIONS

### 1. Bid Preparation Instructions

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

Section I: Technical Bid (2 hard copies)

Section II: Financial Bid (1 hard copy)

Section III: Certifications (1 hard copy)

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

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

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

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

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

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

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

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

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

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

#### **1.2 SACC Manual Clauses**

C3011T

Exchange Rate Fluctuation

2010-01-11

#### **1.3 Prices - Items**

Bidders must submit firm prices for all items listed in Annex "B".

### **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.
- (c) The evaluation team will determine first if there are three (3) or more bids with a valid Canadian Content certification. In that event, the evaluation process will be limited to the bids with the certification; otherwise, all bids will be evaluated. If some of the bids with a valid certification are declared non-responsive, or are withdrawn, and less than three responsive bids with a valid certification remain, the evaluation will continue among those bids with a valid certification. If all bids

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with a valid certification are subsequently declared non-responsive, or are withdrawn, then all the other bids received will be evaluated.

## 1.1 Technical Evaluation

### 1.1.1 Mandatory Technical Criteria

The technical bid must meet all of the mandatory requirements identified below. Supporting documentation, as applicable, must also be provided. Failure to meet any of the following requirements will render your submission non-compliant and given no further consideration.

- a) Contractor must provide documentation showing the pilots and aircrafts are Air Operator Certified under CARS 702 by Transport Canada Civil Aviation (TCCA).
- b) Proof of experience is required with the bid to validate experience of proposed pilot(s).

Prior to Contract award, the Contractor must be Certified by the Canadian Air Force to operate in Canadian Military Airspace iaw MOU between DND and Transport Canada Civil Aviation, 19 Jun 06 and 1150-21 (DAS Coord), Airworthiness Authority Over Contracted Aircraft, 21 Aug 06.

## 2. Point Rated Criteria

Attention Bidders: Indicate the relevant page number(s) from your proposal that addresses the following criteria.

*Total Maximum Points = 90 points*

Criteria	Page #
<b>A. Capability</b>	
1. Ability to re-task mid-sortie (Min. = 10 pts, Max = 30 pts):	
i. Ability to re-task once current sortie is complete = 10 pts.	
ii. Ability to re-task with a delay of 5 minutes or more at any point during the live sortie = 20 pts.	
iii. Ability to re-task immediately (meaning in less than 5 minutes) at any point during the live sortie = 30 pts.	
2. Infra Red (IR) Display (Min. = 10 pts, Max = 30 pts):	
i. Displays black hot images only = 10 pts.	
ii. Displays white hot images only = 20 pts.	
iii. Displays both white and black hot images = 30 pts	
<b>B. Experience</b>	
1. Experience of Close Air Support Procedures (Min. = 10 pts, Max score = 30 pts)	
i. No military experience or less than 3 months experience of UK/NATO ground military operations = 0 pts	
ii. Pilot with 3 months to less than 1 year operational experience of UK/NATO ground military operations = 10 pts	
iii. Pilot with 1-2 years operational experience of UK/NATO ground military operations = 20 pts	
iv. Pilot with more than 2 years operational experience of UK/NATO ground military operations = 30 pts.	

## 1.2 Financial Evaluation

The estimated usages listed under Annex "B" are for evaluation purposes only and will not form part of any resulting Contract.

The total aggregate bid price will be calculated by multiplying the unit price for each line item by the associated estimated usage and summing the values.

Calculation will be applied to each option year of pricing and all periods will be totalled to determine the total evaluated aggregate bid price of the Bid Proposal.

SACC Manual Clause A0222T (2010-01-11), Evaluation of Price

## **2. Basis of Selection - Highest Combined Rating of Technical Merit and Price** (A0027T, 2011-05-16)

1. To be declared responsive, a bid must:
  - (a) comply with all the requirements of the bid solicitation;
  - (b) meet all mandatory criteria; and
  - (c) obtain the required minimum points specified for criteria numbers A.1, A.2 and B.1 for the technical evaluation, and
  - (d) obtain the required minimum of 30 points overall for the technical evaluation criteria which are subject to point rating.

The rating is performed on a scale of 90 points.

2. Bids not meeting (a), (b), (c) and (d) will be declared non-responsive.
3. The evaluation will be based on the highest responsive combined rating of technical merit and price. The ratio will be 60% for the technical merit and 40% 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 60%.
5. To establish the pricing score, each responsive bid will be prorated against the lowest evaluated price and the ratio of 40%.
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.

The table below illustrates an example where all three bids are responsive and the selection of the contractor is determined by a 60/40 ratio of technical merit and price, respectively. The total available points equals 135 and the lowest evaluated price is \$45,000 (45).

### **Basis of Selection - Highest Combined Rating Technical Merit (60%) and Price (40%)**

	<b>Bidder</b>		
	<b>Bidder 1</b>	<b>Bidder 2</b>	<b>Bidder 3</b>
<b>Overall Technical Score</b>	115/135	89/135	92/135
<b>Bid Evaluated Price</b>	\$55,000.00	\$50,000.00	\$45,000.00
<b>Calculations</b>			
<b>Technical Merit Score</b>	115/135 x 60 = 51.11	89/135 x 60 = 39.56	92/135 x 60 = 40.89
<b>Pricing Score</b>	45/55 x 40 = 32.73	45/50 x 40 = 36.00	45/45 x 40 = 40.00
<b>Combined Rating</b>	83.84	75.56	80.89
<b>Overall Rating</b>	<b>1st</b>	<b>3rd</b>	<b>2nd</b>

## PART 5 - CERTIFICATIONS

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

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

### 1. Certifications Precedent to Contract Award and Certifications Required with the Bid

Bidders must submit the certifications as provided below:

#### 1.1 Certifications Precedent to Contract Award

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

##### 1.1.1 Federal Contractors Program - Certification

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

(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.

2. If the Bidder does not fall within the exceptions enumerated in 3.(a) or (b) below, or does not have a valid certificate number confirming its adherence to the FCP, the Bidder must fax (819-953-8768) a copy of the signed form LAB 1168, Certificate of Commitment to Implement Employment Equity, to the Labour Branch of HRSDC.
3. The Bidder, or, if the Bidder is a joint venture the member of the joint venture, certifies its status with the FCP, as follows:

The Bidder or the member of the joint venture

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

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

#### 1.1.1.2 Former Public Servant Certification

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

#### Definitions

For the purposes of this clause,

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

- (a) an individual;
- (b) an individual who has incorporated;
- (c) a partnership made of former public servants; or

- (d) a sole proprietorship or entity where the affected individual has a controlling or major interest in the entity.

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

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

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

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

If so, the Bidder must provide the following information:

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

### **Work Force Reduction Program**

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

If so, the Bidder must provide the following information:

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

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

### **Certification**

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

#### **1.1.1.3 Status and Availability of Resources**

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SACC Manual clause A3005T (2010-08-16), Status and Availability of Resources

#### 1.1.1.4 Education and Experience

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

### 1.2 Certifications Required with the Bid

Bidders must submit the following duly completed certifications with their bid.

#### 1.2.1 Canadian Content Definition

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

#### 1.2.2 Canadian Content Certification

(A3066T, 2010-01-11)

This procurement is conditionally limited to Canadian services.

Subject to the evaluation procedures contained in the bid solicitation, bidders acknowledge that only bids with a certification that the services offered are Canadian services, as defined in clause A3050T, may be considered.

Failure to provide this certification completed with the bid will result in the services offered being treated as non-Canadian services.

The Bidder certifies that:

( ) the services offered are Canadian services as defined in paragraph 4 of clause A3050T.

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

## PART 6 - SECURITY REQUIREMENT

### 1. Security Requirement

1. Before award of a contract, the following conditions must be met:

- (a) the Bidder must hold a valid organization security clearance as indicated in Part 7 - Resulting Contract Clauses;
- (b) the Bidder's proposed individuals requiring access to classified or protected information, assets or sensitive work site(s) must meet the security requirement as indicated in Part 7 - Resulting Contract Clauses;
- (c) the Bidder must provide the name of all individuals who will require access to classified or protected information, assets or sensitive work sites.

- 
2. Bidders are reminded to obtain the required security clearance promptly. Any delay in the award of a contract to allow the successful bidder to obtain the required clearance will be at the entire discretion of the Contracting Authority.
  3. For additional information on security requirements, bidders should consult the "Security Requirements for PWGSC Bid Solicitations - Instructions for Bidders" (<http://www.tpsgc-pwgsc.gc.ca/app-acq/lc-pl/lc-pl-eng.html#a31>) document on the Departmental Standard Procurement Documents Web site.

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

The following clauses and conditions apply to and form part of any contract resulting from the bid solicitation.

### **1. Statement of Work**

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

#### **1.1 Task Authorization**

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

##### **1.1.1 Task Authorization Process**

Task Authorization:

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

Task Authorization Process:

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

##### **1.1.2 Task Authorization Limit**

The Project Authority may authorize individual task authorizations up to a limit of \$125,000.00, Goods and Services Tax or Harmonized Sales Tax included, inclusive of any revisions.

Any task authorization to be issued in excess of that limit must be authorized by the Contracting Authority before issuance.

### 1.1.3 Minimum Work Guarantee - All the Work - Task Authorizations

1. In this clause,

"Maximum Contract Value" means the amount specified in the "Limitation of Expenditure" clause set out in the Contract; and

"Minimum Contract Value" means 20% of the Maximum Contract Value.

2. Canada's obligation under the Contract is to request Work in the amount of the Minimum Contract Value or, at Canada's option, to pay the Contractor at the end of the Contract in accordance with paragraph 3. In consideration of such obligation, the Contractor agrees to stand in readiness throughout the Contract period to perform the Work described in the Contract. Canada's maximum liability for work performed under the Contract must not exceed the Maximum Contract Value, unless an increase is authorized in writing by the Contracting Authority.
3. In the event that Canada does not request work in the amount of the Minimum Contract Value during the period of the Contract, Canada must pay the Contractor the difference between the Minimum Contract Value and the total cost of the Work requested.
4. Canada will have no obligation to the Contractor under this clause if Canada terminates the Contract in whole or in part for default.

### 1.1.4 Periodic Usage Reports - Contracts with Task Authorizations

The Contractor must compile and maintain records on its provision of services to the federal government under authorized Task Authorizations issued under the Contract.

The Contractor must provide this data in accordance with the reporting requirements detailed below or in Annex "C". If some data is not available, the reason must be indicated. If services are not provided during a given period, the Contractor must still provide a "NIL" report.

The data must be submitted to the Contracting Authority no later than fifteen (15) calendar days after the end of the task period.

#### Reporting Requirement- Details

A detailed and current record of all authorized tasks must be kept for each contract with a task authorization process. This record must contain:

#### For each authorized task:

- (i) the authorized task number or task revision number(s);
- (ii) a title or a brief description of each authorized task;
- (iii) the total estimated cost specified in the authorized Task Authorization (TA) of each task, GST or HST extra;

- (iv) the total amount, GST or HST extra, expended to date against each authorized task;
- (v) the start and completion date for each authorized task; and
- (vi) the active status of each authorized task, as applicable.

**For all authorized tasks:**

- (i) the amount (GST or HST extra) specified in the contract (as last amended, as applicable) as Canada's total liability to the contractor for all authorized TAs; and
- (ii) the total amount, GST or HST extra, expended to date against all authorized TAs.

**1.1.5 Task Authorization - Department of National Defence**

The administration of the Task Authorization process will be carried out by CFB Suffield, G4 Supply. This process includes monitoring, controlling and reporting on expenditures of the contract with task authorizations to the Contracting Authority.

**2. Standard Clauses and Conditions**

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

**2.1 General Conditions**

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

**3. Security Requirement for Canadian Supplier:**

1. The Contractor/Offeror must, at all times during the performance of the Contract/Standing Offer, hold a valid Designated Organization Screening (DOS), issued by the Canadian Industrial Security Directorate (CISD), Public Works and Government Services Canada (PWGSC).
2. The Contractor/Offeror personnel requiring access to sensitive work site(s) must EACH hold a valid RELIABILITY STATUS, granted or approved by CISD/PWGSC. Until the security screening of the Contractor personnel required by this Contract has been completed satisfactorily by the CISD, PWGSC, the Contractor personnel MAY NOT ENTER sites without an escort.
3. The Contractor/Offeror personnel requiring access to NATO UNCLASSIFIED information or assets do not require to hold a personnel security clearance; however, the Contractor must ensure that the NATO Unclassified information is not releasable to third parties and that the "need to know" principle is applied to personnel accessing this information
4. Subcontracts which contain security requirements are NOT to be awarded without the prior written permission of CISD/PWGSC.
5. The Contractor/Offeror must comply with the provisions of the:
  - (a) Security Requirements Check List and security guide (if applicable), attached at Annex "D";
  - (b) Industrial Security Manual (Latest Edition).

**4. Term of Contract**

#### 4.1 Period of the Contract

The period of the Contract is from date of Contract to October 31, 2012 inclusive.

#### 4.2 Option to Extend the Contract

The Contractor grants to Canada the irrevocable option to extend the term of the Contract by up to one additional one year period, from November 1, 2012 to October 31, 2013 inclusive, under the same conditions. The Contractor agrees that, during the extended period of the Contract, it will be paid in accordance with the applicable provisions as set out in the Basis of Payment.

Canada may exercise this option at any time by sending a written notice to the Contractor at least thirty (30) calendar days before the expiry date of the Contract. The option may only be exercised by the Contracting Authority, and will be evidenced for administrative purposes only, through a contract amendment.

### 5. Authorities

#### 5.1 Contracting Authority

The Contracting Authority for the Contract is:

Nicole Levesque-Welch  
Supply Specialist

Telephone: 403-292-4716  
Facsimile: 403-292-5786  
E-mail address: nicole.levesque@pwgsc-tpsgc.gc.ca

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

#### 5.2 Project Authority

The Project Authority for the Contract is:

\*\*\*To be determined at award\*\*\*

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

#### 5.3 Contractor's Representative (To be completed by bidder)

Name \_\_\_\_\_  
Title \_\_\_\_\_

Address \_\_\_\_\_

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

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

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

## 6. Payment

### 6.1 Basis of Payment - Limitation of Expenditure - Task Authorizations (C0204C, 2011-05-16)

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

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

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

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

1. Canada's total liability to the Contractor under the Contract for all authorized Task Authorizations (TAs), inclusive of any revisions, must not exceed the sum of \$ TBD. Customs duties are included and the Goods and Services Tax or Harmonized Sales Tax is extra, if applicable.
2. No increase in the total liability of Canada will be authorized or paid to the Contractor unless an increase has been approved, in writing, by the Contracting Authority.
3. The Contractor must notify the Contracting Authority in writing as to the adequacy of this sum:
  - (a) when it is 75 percent committed, or
  - (b) four (4) months before the contract expiry date, or
  - (c) as soon as the Contractor considers that the sum is inadequate for the completion of the Work required in all authorized TAs, inclusive of any revisions,

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

### 6.3 SACC Manual Clauses

H1000C

Single Payment

2008-05-12

## 7. Invoicing Instructions

1. The Contractor must submit invoices in accordance with the section entitled "Invoice Submission" of the general conditions. Invoices cannot be submitted until all work identified in the invoice is completed.
2. Invoices must be distributed as follows:
  - (a) The original and one (1) copy must be forwarded to the address shown on page 1 of the Contract for certification and Payment.

## 8. Certifications

### 8.1 Certifications

(A3015C, 2008-12-12)

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.

### 8.2 SACC Manual Clauses

A3060C	Canadian Content Certification	2008-05-12
A7017C	Replacement of Specific Individuals	2008-05-12

## 9. Applicable Laws

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

## 10. Priority of Documents

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

- (a) the Articles of Agreement;
- (b) the general conditions 2035 (2012-03-02) - Higher Complexity - Services;
- (c) Annex "A", Statement of Work;
- (d) Annex "B", Basis of Payment;
- (e) Annex "D", Security Requirements Check List;
- (f) the Contractor's bid dated TBD.

## 11. Insurance Requirements

(G1001C, 2008-05-12)

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

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

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

### 11.1 Aviation Liability Insurance

(G2030C, 2008-05-12)

1. The Contractor must obtain Aviation Liability Insurance for Bodily Injury (including passenger Bodily Injury) and Property Damage, and maintain it in force throughout the duration of the Contract, in an amount usual for a contract of this nature, but for not less than \$5,000,000 per accident or occurrence and in the annual aggregate.
2. The Aviation Liability policy must include the following:
  - (a) Additional Insured: Canada is added as an additional insured, but only with respect to liability arising out of the Contractor's performance of the Contract. The interest of Canada should read as follows: Canada, represented by Public Works and Government Services Canada.
  - (b) Notice of Cancellation: The Insurer will endeavour to provide the Contracting Authority thirty (30) days written notice of policy cancellation.
  - (c) Cross Liability/Separation of Insureds: Without increasing the limit of liability, the policy must protect all insured parties to the full extent of coverage provided. Further, the policy must apply to each Insured in the same manner and to the same extent as if a separate policy had been issued to each.
  - (d) Contractual Liability: The policy must, on a blanket basis or by specific reference to the Contract, extend to assumed liabilities with respect to contractual provisions.
  - (e) Employees and, where applicable, Volunteers must be included as Additional Insured.
  - (f) Aviation Passenger Liability and inclusive Medical Payments:  
If sub-limits are applicable to Contractor's policy conforming to international carriage agreements or otherwise, such sub-limits must in any event be, not less than, \$300,000 per person. The per accident limit should be no less than \$300,000 multiplied by the number of passengers.
  - (g) If the policy is written on a claims-made basis, coverage must be in place for a period of at least 12 months after the completion or termination of the Contract.
  - (h) Employers Liability (unless we have confirmation that all employees are covered by Worker's compensation (WSIB) or similar program)
  - (i) Hangarkeeper's Liability: To cover loss of and/or damage to aircraft on the ground in the care, custody or control of the Contractor.

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- (j) **Products and Completed Operations:** To cover liability arising from the sale and service of aviation products, assembly and repair activities, in connection with the Work performed by or on behalf of the Contractor.
  - (k) **Airport Tenants' Legal Liability Broad Form:** To protect the Contractor for liabilities arising from its occupancy of leased airport premises.
  - (l) **Non-owned Aircraft Liability:** To protect the Contractor for liabilities arising from its use of aircraft owned by other parties including Canada.

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

**1. TITLE:** Full Motion Video Services

**2. OBJECTIVE:**

For the provision of Full Motion Video Services in support of training at British Army Training Unit Suffield (BATUS), Ralston, Alberta. The Contractor is to emulate United Kingdom Ministry of Defence and United States Department of Defence aerial Intelligence, Surveillance, Target Acquisition and Reconnaissance (ISTAR) capabilities, specifically Full Motion Video (FMV).

**3. BACKGROUND:**

Provision of Full Motion Video (FMV) forms a key element of a Commander's ISTAR capability. The ability to exploit FMV assets deployed on manned and unmanned aircraft, day and night, is commonplace on current operations enabling video feeds to be available to commanders on the ground thus enhancing their situational awareness and targeting ability. In order to make best use of this asset it is vital that soldiers deploying on future operations have a thorough understanding of its capability; both the means to control such assets as well as the ability to analyse the information it emits.

A paucity of quality FMV at BATUS is currently preventing targeting processes and strike options being adequately exercised during training iterations at Battlegroup (BG) level. The provision of sufficiently high resolution feed will allow BG staffs to achieve Positive Identification (PID) of targets and practice targeting in accordance with extant Rules of Engagement (ROE) and targeting directives. These procedures, as well as being vital for the generation of currency and competency for current operations, form an important part of core capability during more generic Hybrid Foundation Training (HFT) and will endure as mandated training objectives.

**4. TASKS AND DELIVERABLES**

The contractor must deliver the following specific tasks:

- .1 The contractor must emulate surveillance of armed and unarmed UAS assets (such as PREDATOR, REAPER, H450, WATCHKEEPER).
- .2 The contractor must provide either Electro Optical (EO) and Infra Red (IR) Full Motion Video (FMV) via a data-link compatible with ROVER and FIRESTORM terminals. In addition, the contractor must be able to transfer high quality stills and imagery for the purposes of generating Target Packs and the capture of After Action Review material.
- .3 The contractor will provide target indication and surveillance commentary for Troops In Contact (TIC) and deliberate strike ops.
- .4 The contractor will provide ground call signs immediate analysis of the environment as it is observed, to replicate the analysis offered by Theatre level Unmanned Aerial Systems (UAS) surveillance operators.
- .5 The contractor must have a working knowledge of NATO standard ECAS procedures, ISR Requests, JTAR and CAS Briefs (formally 9 line) as part of the tasking process.

- 
- .6 The contractor will provide a liaison officer at EXCON for hot debrief of troops under training if requested by the Air Staff Officer (ASO) or Training Deliverers. Debrief template is included at Annex E.
- .7 The contractor will provide a verbal debrief to the ASO or Training Deliverer (or delegated authority) within EXCON/ HICON within 1hr of landing to discuss the performance of the training audience. Debrief template is included at Annex E.
- .8 The contractor will provide a post-exercise report for the training deliverers to identify innovative use by the Training Audience, as well as examples of good practice and areas for improvement. This report must be submitted to the ASO within 12 hours of completion of the final task per exercise. Format for the report can be found at Annex F.

## 5. CONSTRAINTS

### .1 Compliance:

Civilian contract aircraft must act in compliance with and follow the Tactics Techniques and Procedures (TTPs) and Voice Procedure (VP) contained in NATO STANAG 3797 Edition 4, the JCAS AP MOA and ATP 3.3.2.1 (B) and must follow UK Joint Publication 3 - 09.3 dated Jul 09.

### .2 Area of operation:

The contractor must be able to provide the tasks and deliverables specified above within the BATUS training area having secured all relevant local flying authorities.

## 6. REQUIREMENTS

### .1 Flying hours:

The contractor must provide 25 hrs of "on station" time for the platform per exercise (with a total of 100 hrs per series of exercises). The capability is to be available 24 hrs a day, with sorties of between 1 and 6 hours duration. This capability could be required on task at any time within a 24-hour period, but timings will be known 24 hours in advance. The exact flying program and amendments to it are to be negotiated between exercise deliverers and contractor throughout the exercise. Additional hours may be requested on an as and when required basis.

The current planning dates are as follows, but are subject to change and should be used for initial planning purposes only:

- |                               |   |                                       |
|-------------------------------|---|---------------------------------------|
| a. Exercise Prairie Thunder 1 | - | May 20, 2012 to June 10, 2012         |
| b. Exercise Prairie Thunder 2 | - | June 30, 2012 to July 21, 2012        |
| c. Exercise Prairie Thunder 3 | - | August 22, 2012 to September 12, 2012 |
| d. Exercise Prairie Thunder 4 | - | October 2, 2012 to October 23, 2012   |

### .2 Staff:

The contractor must provide aircraft operated by personnel with a working knowledge of Close Air Support (CAS) procedures. This is defined as:

- 
- a. Personnel trained in NATO CAS Procedures.
  - b. Personnel who have conducted CAS missions on Operations or in training with UK or NATO Forward Air Controllers (FACs).

### .3 Equipment:

- a. The Contractor must provide suitable aircraft capable of fulfilling the task. As BATUS provides vital pre-operational training, a robust service is required.
- b. The contractor's aircraft must be fitted with a 360 degree Electro Optical (EO) or Infra-Red (IR) sensor, with image fidelity sufficient to RECOGNISE people from 3000 ft and conduct wide area surveillance. The FMV feed must be sufficiently high resolution to enable Positive Identification of armed individuals or vehicles in order to allow targeting procedures to be practised by the training audience and targeting decisions to be made with clarity. The EO/IR capability is required for all training during the day and at night. Contractors must be able to switch between EO and IR whilst on task in the air. This sensor is to be day, low-light capable and night time capable. Desirable is the ability for the IR sensor to display white hot and black hot. The aircraft is to operate when the cloud-base is 700ft or above during the day and 1000ft or above during the night. The aircraft must be capable of dynamic re-tasking mid-sortie.
- c. The Contractor must have an understanding of the EO/IR resolution and performance of the sensors fitted to the operational platforms they are emulating and must be able to limit or degrade the performance of their own sensor and the way it is used to deliver an equivalent capability to the training audience, thereby avoiding false lessons on the reliance of very high-fidelity air ISTAR feeds.
- d. The aerial platform is to be fitted with a data-link compatible with ROVER and FIRESTORM terminals. Frequencies for this link will be determined by the user. The data link is required to work up to 20 NM line of sight and real-time at 3.5MBs.
- e. Voice communications between the customer (military personnel) and pilot are to be on UHF to ensure coherence with military assets. There must also be an ability to operate on unencrypted VHF. Comms must be compatible with current UK FAC systems including HARRIS UHF/VHF radios.

## 7. APPLICABLE DOCUMENTS

1. The following documents of the exact issue shown form part of this Statement of Work (SOW) to the extent specified herein. In the event of conflict between the documents referenced herein and the contents of this SOW, the SOW shall take precedence. A copy of each document is available upon request.
  - a. NATO STANAG 3797 Edition 4.
  - b. JCAS AP MOA.
  - c. TP 3.3.2.1 (B)
  - d. UK Joint Publication 3 - 09.3 dated Jul 09.

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## 8. MEETINGS

1. Before each flight the pilot is to liaise directly with the ASO (or delegated authority) at EXCON to confirm the days' tasking and technical requirements as well as receiving a range safety brief pertinent to activities of that particular day. Contractors must also attend an annual CFB Suffield General Contractor Safety Brief prior to beginning any task within the contract.

## 9. TRAVEL

1. All expenses bourn by the contractor. This includes any necessary travel to begin the tasks above at BATUS either for air assets or ground operators.

## 10. LANGUAGE

1. All work including tasks and deliverables will be completed in the English language, spoken and written.

## 11. SECURITY REQUIREMENTS

1. The following security restrictions apply to this contract:
  - a. All UAV flights will be subject to restricted fly zones. Certain flying zones will require the pilot to operate the UAV between the altitude of 1500 and 2000 feet above ground level. Furthermore, the contractor will not be permitted to collect imagery in certain restricted areas. In other areas, imagery is only to be used by BATUS personnel; the contractor is not permitted to pass any imagery to other personnel without the written consent of the CFB Suffield Base Commander.
  - b. Prior to the commencement of work under this contract, the civilian company that is awarded the contract is to be registered with the Canadian Industrial Security Directorate (CISD) and be granted a Reliability Security Status Screening (RSSS). Unscreened sub-contractors, temporary or replacement workers may perform work under this contract provided they are signed in daily, escorted and monitored at all times by a qualified person while they are within a military establishment.
  - c. Prior to the commencement of work under this contract, the Company Security Officer (CSO) and/or Alternate Company Security Officer (ACSO) is to submit a CISD visit clearance request to gain unescorted personnel access. The Office of Primary Interest (OPI) for all CISD VCRs at CFB Suffield is the 1 Military Police Regiment - Suffield security section. Particulars are included within the SRCL review notes.
  - d. Prior to the commencement of any work under this contract the contractor's CSO or ACSO is to ensure all operators of company vehicles be in possession of a valid and current provincial drivers' licence and that they retain it on their person at all times while within a military establishment. Furthermore, it is the responsibility of the prime contractor's CSO or ACSO to ensure that all sub-contractors comply with these directions.
2. All contractors are to be aware that the Base Commander or unit Commanding Officer may at any time change the level of Force Protection (FP). If that level of FP increases, access to CFB Suffield and DND properties may be delayed, hindered or prohibited. In the event that access is delayed, hindered or prohibited the prime contractor is to contact their DND PA for further direction. The DND PA will revisit the project and contact 1 Military Police Regiment Suffield Platoon Commander for further advice.

## 12. CANCELLATION OF FLIGHTS

Without restricting any other terms and conditions, any exercise may be terminated in whole or in part by BATUS giving written notice prior to the requested services start time.

## 13. ACRONYMS

ACA	-	Airspace Coordination Authority
ACP	-	Airspace Control Plan
ASC	-	Air Space Controller
ASO	-	Air Safety Officer
BATUS	-	British Army Training Unit Suffield
BDA	-	Battle Damage Assessment
BM	-	Battlespace Management BG - BattleGroup
CAS	-	Close Air Support
CCIR	-	Commanders Critical Information Requirements
CFB	-	Canadian Forces Base
CR	-	Combat Ready
CTG	-	Collective Training Group
DND	-	Department National Defense
DOD	-	Department of Defense
DSO	-	Decision Support Overlay
ECAS	-	Emergency Close Air Support
EO	-	Electro Optical
EXCON	-	Exercise Control (at BATUS)
FAC	-	Forward Air Controller
FMV	-	Full Motion Video
HFT	-	Hybrid Foundation Training
HICON	-	Higher Control (at BATUS)
HPT	-	High Priority Target
HQ	-	Headquarters
HVT	-	High Value Target
IR	-	Infra Red
ISR	-	Intelligence, Surveillance, Recognisance
ISTAR	-	Intelligence, Surveillance, Target Acquisition, Recognisance
JCAS	-	Joint Close Air Support
JFACTSU	-	Joint Forward Air Controller Training Standards Unit
JTAR	-	Joint Tactical Air Request
MB	-	Megabyte
MOD	-	Ministry of Defense
MOU	-	Memorandum of Understanding
NATO	-	North Atlantic Treaty Organization
NM	-	Nautical Mile
PID	-	Positive Identification
PT	-	Prairie Thunder
ROE	-	Rules of Engagement
STAP	-	Surveillance, Target Acquisition Plan
TIC	-	Troops in Contact
TST	-	Time Sensitive Target
TTPs	-	Tactics Techniques and Procedures
UAS	-	Unmanned Aerial Surveillance

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UAV	-	Unmanned Aerial Vehicle
UHF	-	Ultra High Frequency
UK	-	United Kingdom
US(A)	-	United States (America)
VHF	-	Very High Frequency
VP	-	Voice Procedure

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

G.S.T. is to be excluded of the prices quoted herein  
 G.S.T. if applicable, will be shown as a separate item on the invoice

**1. CONTRACT PERIOD FROM DATE OF AWARD TO 31 OCTOBER 2012**

- a. All inclusive hourly "air time" flying rate to provide the work identified herein during exercise sessions (includes all costs to complete work ie. Mob, demob, fuel, etc). (estimated 100 hours per year) \$ \_\_\_\_\_/Hour
- b. All inclusive hourly "air time" flying rate for additional flying hours that exceeds the first 25 hours per exercise (includes all costs to complete work). (estimated 2 hours per exercise) \$ \_\_\_\_\_/Hour
- c. Stand-by daily rate due to unforeseen cancellations (ie. Weather or training exercise issues) (estimated 2 stand-bys) \$ \_\_\_\_\_/day

**2. OPTION YEAR #1 - FROM 01 NOVEMBER 2012 TO 31 OCTOBER 2013**

- a. All inclusive hourly "air time" flying rate to provide the work identified herein during exercise sessions (includes all costs to complete work ie. Mob, demob, fuel, etc). (estimated 100 hours per year) \$ \_\_\_\_\_/Hour
- b. All inclusive hourly "air time" flying rate for additional flying hours that exceeds the first 25 hours per exercise (includes all costs to complete work). (estimated 2 hours per exercise) \$ \_\_\_\_\_/Hour
- c. Stand-by daily rate due to unforeseen cancellations (ie. Weather or training exercise issues) (estimated 2 stand-bys) \$ \_\_\_\_\_/day

Solicitation No. - N° de l'invitation

W0142-12C129/A

Amd. No. - N° de la modif.

Buyer ID - Id de l'acheteur

cal097

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

W0142-12C129

File No. - N° du dossier

CAL-1-34279

CCC No./N° CCC - FMS No/ N° VME

**ANNEX "C"**

**TASK AUTHORIZATION USAGE REPORT**

Return to:

Public Works and Government Services Canada  
Acquisitions Branch  
Facsimile: (403) 292-5786  
Email: wst-pa-cal@pwgsc-tpsgc.gc.ca

SUPPLIER:

CONTRACT NO:

W0142-12C129

DEPARTMENT OR AGENCY:

DND, CFB Suffield, Ralston, AB

Item No.	Task No. Description	Value of the Task (GST/HST excluded)
(A) Total Dollar Value of Tasks for this reporting period:		
(B) Accumulated Tasks totals to date:		
(A+B) Total Accumulated Tasks:		

**NIL REPORT:** We have not done any business with the federal government for this period [   ]

PREPARED BY: \_\_\_\_\_

SIGNATURE: \_\_\_\_\_

DATE: \_\_\_\_\_

Solicitation No. - N° de l'invitation

W0142-12C129/A

Amd. No. - N° de la modif.

File No. - N° du dossier

CAL-1-34279

Buyer ID - Id de l'acheteur

ca1097

CCC No./N° CCC - FMS No/ N° VME

W0142-12C129

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**ANNEX "D"**

**SECURITY REQUIREMENTS CHECK LIST**

(see attached)

**ANNEX "E"****ISTAR (FMV) DEBRIEF TEMPLATE****OVERVIEW**

<b>Date/Time of sortie (from-to)</b>	
<b>Area covered</b>	
<b>Brief description of tasking</b>	

**COMMENT**

<b>Ser (a)</b>	<b>Area (b)</b>	<b>Contractor Comment (c)</b>	<b>BATUS / HICON Comment (d)</b>
1	<b>Planning:</b> <ul style="list-style-type: none"> <li>• ISR: Timely? Detailed?</li> <li>• Task: Appropriate? Achievable?</li> </ul>		
2	<b>Execution:</b> <ul style="list-style-type: none"> <li>• <u>BM / Flight safety:</u> <ul style="list-style-type: none"> <li>- Did the operator understand the Airspace control plan and their freedoms/constraints within it?</li> <li>- Was the operator briefed on hazards?</li> </ul> </li> <li>• Task: <ul style="list-style-type: none"> <li>- Was the tactical situation briefed?</li> <li>- Was the task briefed by the controlling c/s on the ground?</li> <li>- Was clear direction given?</li> <li>- Was the task achieved?</li> </ul> </li> </ul>		

**ANNEX "F"****ISTAR (FMV) POST EXERCISE REPORT TEMPLATE**

<b>EXERCISE Name &amp; dates</b>	
<b>Supporting (Battlegroup)</b>	
<b>No of sorties flown</b>	

Comments in the following table refer to the training audience (the Battlegroup HQ and their sub-units) and their understanding of and ability to drive ISTAR process. Comments may also be made on the Brigade HQ (HICON) but must be annotated as such.

<b>Ser (a)</b>	<b>Area (b)</b>	<b>Comment (c)</b>
<b>1</b>	<b>Planning:</b> <ul style="list-style-type: none"> <li>• Understanding of ISTAR input to the planning process (7Qs)</li> <li>• Safety (Airspace control and the ability to formulate a plan for deconfliction and brief airspace users)</li> <li>• Coverage (resourcing of DSO / STAP)</li> <li>• Responsiveness to CCIR</li> <li>• Integration with Fires / Strike capabilities during planning</li> <li>• Other</li> </ul>	
<b>2</b>	<b>Execution:</b> <ul style="list-style-type: none"> <li>• Collection, Data Exploitation and fusion of products</li> <li>• Dissemination</li> <li>• Understanding of the capabilities and limitations of ISTAR platforms</li> <li>• Re-tasking and responsiveness</li> <li>• Safety (ACA, ACP, ASC)</li> </ul>	

	<ul style="list-style-type: none"> <li>• Support to targeting: <ul style="list-style-type: none"> <li>- PID and TRACK of HVT/HPT/TST</li> <li>- CDE Processes</li> <li>- Proportional effect and BDA</li> </ul> </li> <li>• Integration with Fires / Strike capabilities during targeting processes</li> <li>• Other</li> </ul>	
<b>3</b>	<b>General comments and assessment.</b>	

Comments in the following table refer to lessons identified from lending support to Exercises at BATUS, from administration to technical problems. Input is welcomed to improve integration.

Ser (a)	Area (b)	Comment (c)
4		
5		
6		
7		
8		
9		
10		
11		



Government of Canada / Gouvernement du Canada

Contract Number / Numéro du contrat

W0142-12-C129

Security Classification / Classification de sécurité  
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**SECURITY REQUIREMENTS CHECK LIST (SRCL)  
LISTE DE VÉRIFICATION DES EXIGENCES RELATIVES À LA SÉCURITÉ (LVERS)**

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

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Canada



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**PART A (continued) / PARTIE A (suite)**

8. Will the supplier require access to PROTECTED and/or CLASSIFIED COMSEC information or assets?  
Le fournisseur aura-t-il accès à des renseignements ou à des biens COMSEC désignés PROTÉGÉS et/ou CLASSIFIÉS?  
If Yes, indicate the level of sensitivity.  
Dans l'affirmative, indiquer le niveau de sensibilité. Exposure to the Brigade HCON will require NATO Restricted clearance.

No / Non  Yes / Oui

9. Will the supplier require access to extremely sensitive INFOSEC information or assets?  
Le fournisseur aura-t-il accès à des renseignements ou à des biens INFOSEC de nature extrêmement délicate?

No / Non  Yes / Oui

Short Title(s) of material / Titre(s) abrégé(s) du matériel:  
Document Number / Numéro du document:

**PART B PERSONNEL / PARTIE B PERSONNEL**

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

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

Special comments:  
Commentaires spéciaux: NATO Restricted level screening will be required

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

10. b) May unscreened personnel be used for portions of the work?  
Du personnel sans autorisation sécuritaire peut-il se voir confier des parties du travail?  
If Yes, will unscreened personnel be escorted?  
Dans l'affirmative, le personnel en question sera-t-il escorté?

No / Non  Yes / Oui  
 No / Non  Yes / Oui

**PART C INFORMATION / PARTIE C RENSEIGNEMENTS / BIENS**

11. a) Will the supplier be required to receive and store PROTECTED and/or CLASSIFIED information or assets on its site or premises?  
Le fournisseur sera-t-il tenu de recevoir et d'entreposer sur place des renseignements ou des biens PROTÉGÉS et/ou CLASSIFIÉS?

No / Non  Yes / Oui

11. b) Will the supplier be required to safeguard COMSEC information or assets?  
Le fournisseur sera-t-il tenu de protéger des renseignements ou des biens COMSEC?

No / Non  Yes / Oui

**PRODUCTION**

11. c) Will the production (manufacture, and/or repair and/or modification) of PROTECTED and/or CLASSIFIED material or equipment occur at the supplier's site or premises?  
Les installations du fournisseur serviront-elles à la production (fabrication et/ou réparation et/ou modification) de matériel PROTÉGÉ et/ou CLASSIFIÉ?

No / Non  Yes / Oui

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

11. d) Will the supplier be required to use its IT systems to electronically process, produce or store PROTECTED and/or CLASSIFIED information or data?  
Le fournisseur sera-t-il tenu d'utiliser ses propres systèmes informatiques pour traiter, produire ou stocker électroniquement des renseignements ou des données PROTÉGÉS et/ou CLASSIFIÉS?

No / Non  Yes / Oui

11. e) Will there be an electronic link between the supplier's IT systems and the government department or agency?  
Disposera-t-on d'un lien électronique entre les systèmes informatiques du fournisseur et ceux du ministère ou de l'agence gouvernementale?

No / Non  Yes / Oui

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

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

SUMMARY CHART / TABLEAU RÉCAPITULATIF

Category / Catégorie	PROTECTED / PROTÉGÉ			CLASSIFIED / CLASSIFIÉ			NATO				COMSEC					
	A	B	C	CONFIDENTIAL / CONFIDENTIEL	SECRET	TOP SECRET / TRÈS SECRET	NATO RESTRICTED / NATO DIFFUSION RESTREINTE	NATO CONFIDENTIAL / NATO CONFIDENTIEL	NATO SECRET	COMSEC TOP SECRET / COMSEC TRÈS SECRET	PROTECTED / PROTÉGÉ			CONFIDENTIAL / CONFIDENTIEL	SECRET	TOP SECRET / TRÈS SECRET
											A	B	C			
Information / Assets / Informations / Actifs																
Personnel / Personnel																
Production																
IT Media / Support IT / IT Media / Support IT																
IT Data / Données IT / IT Data / Données IT																
IT Network / Réseau IT / IT Network / Réseau IT																

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

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

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

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