

RETURN BIDS TO:
RETOURNER LES SOUMISSIONS À:
**Bid Receiving - PWGSC / Réception des
soumissions - TPSGC**
11 LaurierSt./ 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

THIS DOCUMENT CONTAINS A SECURITY
REQUIREMENT

Title - Sujet Maint-Fire Alarm & Fire Protect	
Solicitation No. - N° de l'invitation EJ195-113186/A	Date 2012-07-25
Client Reference No. - N° de référence du client 20113186	
GETS Reference No. - N° de référence de SEAG PW-\$\$FK-285-60902	
File No. - N° de dossier fk285.EJ195-113186	CCC No./N° CCC - FMS No./N° VME
Solicitation Closes - L'invitation prend fin at - à 02:00 PM on - le 2012-09-07	Time Zone Fuseau horaire Eastern Daylight Saving Time EDT
F.O.B. - F.A.B. Plant-Usine: <input type="checkbox"/> Destination: <input checked="" type="checkbox"/> Other-Autre: <input type="checkbox"/>	
Address Enquiries to: - Adresser toutes questions à: Daly, Diane	Buyer Id - Id de l'acheteur fk285
Telephone No. - N° de téléphone (819) 956-6948 ()	FAX No. - N° de FAX (819) 956-3600
Destination - of Goods, Services, and Construction: Destination - des biens, services et construction: Uplands Base - various buildings - Canadair Drive Ottawa, ON K1A 0S5	

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
Maintenance & Professional Consulting Services Division
(FK)
11 Laurier St./ 11, rue Laurier
3C2, Place du Portage, Phase III
Gatineau
Québec
K1A 0S5

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

IMPORTANT NOTICE TO BIDDERS

IMPORTANT CHANGES HAVE BEEN BROUGHT TO CLAUSE 2003 (2012-07-11) STANDARD INSTRUCTIONS - GOODS OR SERVICES - COMPETITIVE REQUIREMENTS, SECTION 01 "CODE OF CONDUCT AND CERTIFICATIONS - BID".

CONSEQUENTLY, EFFECTIVE IMMEDIATELY, BIDDERS MUST SUBMIT WITH THEIR BID, BY THE BID SOLICITATION CLOSING DATE:

(A) A COMPLETE LIST OF NAMES OF ALL INDIVIDUALS WHO ARE CURRENTLY DIRECTORS OF THE BIDDER (AS ANNEX C); AND

(B) A PROPERLY COMPLETED AND SIGNED FORM CONSENT TO A CRIMINAL RECORD VERIFICATION (PWGSC-TPSGC 229), FOR EACH INDIVIDUAL NAMED IN THE LIST. (SEE SAMPLE FORM AT ANNEX D).

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 SPECIFIED IS FOUND TO BE UNTRUE, IN ANY RESPECT, BY CANADA.

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- Annex D SAMPLE of the Consent to a Criminal Record Verification Form (PWGSC-TPSGC 229)**
- Annex E Cost Estimate Form for Extra Work

PART 1 - GENERAL INFORMATION

1.1 Introduction

The bid solicitation is divided into seven parts plus 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 Security Requirement Check List and the Cost Estimate Form for Extra Work.

1.2 Summary

- (i) The Contractor must provide comprehensive and preventative maintenance service including all necessary tools, ladders, services (such as inspections, testing and cleaning), transportation, mileage, parking, replacement or repair parts and labour on Fire Alarm equipment listed in this solicitation and shall execute such work in a careful and workmanlike manner and in accordance with the Statement of Work attached herein as Annex A. As well, the Contractor must perform all work in accordance with all related Codes, Standards, and Regulations from all levels of Government (Provincial/Territorial, Municipal and Federal). This requirement is for various buildings for Public Works and Government Services Canada (PWGSC) located at Uplands Air Base Canadair Drive, Ottawa, ON K1A 0S5.

- (ii) **Mandatory Response Time**

As per **Annex A, Statement of Work, SW 3.6, Emergency Calls**, items 1.4.3.1 and 1.4.3.2, it is a mandatory requirement of the contract that:

- (a) The Contractor must provide twenty-four (24) hour, seven (7) days a week emergency call back service for the duration of the contract at no extra cost.
- (b) The Contractor must respond within two (2) hours and be on site ready to work within two (2) hours of receiving the emergency call. All work for emergency service must be executed

by a qualified service personnel named in the Contract and such work must proceed continuously until the system is returned to safe operating condition.

- (iii) The period of any resulting Contract will be for a period **five (5)** years. The services must be provided in accordance with Statement of Work, attached herein as Annex A.
- (iv) 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.
- (v) The requirement is subject to the provisions of the World Trade Organization Agreement on Government Procurement (WTO-AGP), North American Free Trade Agreement (NAFTA), the Agreement on Internal Trade (AIT), the Canada-Chile FTA, the Canada-Colombia FTA, and the Canada-Peru FTA).

1.3 Debriefings

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

PART 2 - BIDDER INSTRUCTIONS

2.1 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, (2012-07-11) 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: *hundred twenty (120) days*

2.2 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.

2.3 Enquiries - Bid Solicitation

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

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

2.4 Applicable Laws

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

2.5 Mandatory Site Visit

It is mandatory that the Bidder or a representative of the Bidder visit the site and understand the scope of the work required and the conditions of the site. Arrangements have been made for site visit to be held on August 20, 2012 at 9:00am. **Bidders are to meet at the Main Entrance of the Building 512 (Communications and Security Building) at 512 De Niverville Private, Ottawa, Ontario.** Bidders must communicate with the Contracting Authority no later than 5 day(s) before the scheduled visit to confirm attendance and provide the names of the person(s) who will attend the site visit.

Bidders will be required to sign an attendance form at the beginning of the site visit. Failure to do so will render the bidder's proposal non-responsive.

It is mandatory that the bidders wear safety footwear for the site visit. Safety equipment will be verified to ensure compliance of this requirement. Bidders who are not equipped as described will not be permitted to attend the site visit.

NOTE: The site visit is estimated to be approximately 6 hours in length (and may be over a 2 day period). Please refer to Annex "A" for a list of buildings that will be part of the site visit, thank you.

Bidders who do not attend or send a representative will not be given an alternative appointment and their bids will be rejected as non-compliant. Any clarifications or changes to the bid solicitation resulting from the site visit will be included as an amendment to the bid solicitation.

PART 3 - BID PREPARATION INSTRUCTIONS

3.1 Bid Preparation Instructions

Canada requests that bidders provide their bid (1 hard copy) in sections as follows:

Section I: Technical Bid; and

Section II: Financial Bid

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

3.1.1 Submission of Evidence

Submission of Evidence as described in 3.1.2, 3.1.3, and 3.1.4 below **MUST** be included with the bidder's proposal at time of bid closing. Failure by the bidder to provide the required evidence will result in the bidder being disqualified and no further consideration will be given to the bidder and the proposal will be deemed non responsive.

The evidence provided by the bidder may be verified. PWGSC reserves the right to verify information for completeness and accuracy and to confirm reference satisfaction with services provided.

3.1.2 Mandatory Card and Licensing Documentation

The proposed employees must be in possession of the required cards and licenses indicated below. It is mandatory that valid copies of the required licenses for each proposed Service Personnel be submitted with the proposal. If not included with the proposal, the bid will be deemed non-responsive.

To carry out the work on this requirement, Service personnel employed by the Contractor must be in possession of :

.1 ***Fire Alarm Technician*** - One (1) service personnel with:

- a valid Canadian Alarm Association (CFAA) certification or an Electrical Contractors Association of Ontario (ECAO) certification.
- a valid Confined Space Entry certificate/wallet card
- a valid Fall Arrest certificate/wallet card
- a valid First Aid/CPR certificate/wallet card
- a valid Work Hazardous Material Inventory System (WHMIS) certificate/wallet card
- a valid Asbestos Work Practices Awareness Certificate/wallet card

.2 ***Sprinkler Technician*** - One (1) service personnel with:

- a valid Canadian Automatic Sprinkler Association (CASA) certification.
- a valid Confined Space Entry certificate/wallet card
- a valid Fall Arrest certificate/wallet card
- a valid First Aid/CPR certificate/wallet card
- a valid Work Hazardous Material Inventory System (WHMIS) certificate/wallet card
- a valid Asbestos Work Practices Awareness Certificate/wallet card

.3 ***Backflow Technician*** - One (1) service personnel with:

- a valid Cross Connection Control course in Backflow Preventer Testing Association certification.
- a valid Confined Space Entry certificate/wallet card
- a valid Fall Arrest certificate/wallet card
- a valid First Aid/CPR certificate/wallet card
- a valid Work Hazardous Material Inventory System (WHMIS) certificate/wallet card
- a valid Asbestos Work Practices Awareness Certificate/wallet card

Note: The personnel named in 'Sprinkler Technician' above may also be named in 'Backflow Technician' provided they hold the required certifications of each category.

.4 ***Company/Organizational Documentation***

- Valid Underwriters Laboratories of Canada (U.L.C.) Listed Company with Level III or Level IV Competency certificate/proof of validity (letter from U.L.C.) and a U.L.C. Password
- A letter from the Original Equipment Manufacturer (OEM) stating that the firm is an authorized service agent of the OEM and has access to all components, materials, parts, software, hardware, firmware to maintain all fire alarm and integrated systems identified in Annex "A", Statement of Work.
- A letter confirming that the Bidder has access to the complete operational and adjustment procedures of the manufacturer for all components, sub-systems, systems and integrated systems and related equipment identified within Annex "A".

3.1.3 Mandatory Employee Experience and Past Performance

To carry out the work on this requirement, the contractor must provide three (3) qualified service personnel (one (1) qualified Fire Alarm Technician, one (1) qualified Sprinkler Technician and one (1) Backflow Technician).

The bidder must provide evidence to demonstrate that the service personnel proposed to perform maintenance of Fire Alarm equipment have recent five (5) years experience and past performance by referencing two (2) similar projects/contracts the service personnel have performed satisfactorily. The bidder must complete the following form for each technician who will be performing work on this requirement in order to demonstrate that each proposed technician has the required experience.

- Recent experience is defined as experience gained from May 2007 up to and including the solicitation closing date.
- Similar is defined as maintenance service on Fire Alarm equipment.

In the event where the information for any of the technicians cannot be confirmed by the client contacts named in the proposal, the proposal will be considered non-responsive and no further consideration will be given to the proposal. If the Bidder submits names of technicians in excess of the stated requirement, only the references up to the identified limit of three (3) service personnel will be assessed. The first three (3) service personnel listed in the proposal will be considered for evaluation.

NAME OF FIRE ALARM TECHNICIAN :		
Name of client organization or Company	Project/Contract Reference #1: _____	Project/Contract Reference #2: _____
Name and title of client contact who can confirm the information presented in the proposal	Name: _____ Title: _____	Name: _____ Title: _____
Telephone and e-mail address of client contact	Phone Number: _____ E-mail: _____	Phone Number: _____ E-mail: _____
Performance period of the project or contract (indicate year, month, day)	From: _____ (year/month/day) To: _____ (year/month/day)	From: _____ (year/month/day) To: _____ (year/month/day)

NAME OF SPRINKLER TECHNICIAN :

Name of client organization or Company	Project/Contract Reference #1: _____	Project/Contract Reference #2: _____
Name and title of client contact who can confirm the information presented in the proposal	Name: _____ Title: _____	Name: _____ Title: _____
Telephone and e-mail address of client contact	Phone Number: _____ E-mail: _____	Phone Number: _____ E-mail: _____
Performance period of the project or contract (indicate year, month, day)	From: _____ (year/month/day) To: _____ (year/month/day)	From: _____ (year/month/day) To: _____ (year/month/day)

NAME OF BACKFLOW TECHNICIAN :

Name of client organization or Company	Project/Contract Reference #1: _____	Project/Contract Reference #2: _____
Name and title of client contact who can confirm the information presented in the proposal	Name: _____ Title: _____	Name: _____ Title: _____
Telephone and e-mail address of client contact	Phone Number: _____ E-mail: _____	Phone Number: _____ E-mail: _____
Performance period of the project or contract (indicate year, month, day)	From: _____ (year/month/day) To: _____ (year/month/day)	From: _____ (year/month/day) To: _____ (year/month/day)

Section II: Financial Bid

Bidders must submit their firm quarterly rates in accordance with the Pricing Schedule detailed below. The total amount of Goods and Services Tax or Harmonized Sales Tax is to be shown separately, if applicable. In the Summary Table, the Annual Firm Prices (Years 1-5) are to be placed in the Firm Price column (the prices for Years 1-5 are calculated from the Summary totals calculated in each table below (Buildings 1-15). Quarterly rates are to be broken out **ONLY** in the Summary table and are the amounts derived from the final annual total for Years 1-5. *For example, if I have an amount for Year 1, I would put the amount in the applicable Year 1-column Firm Price, and then go to the column Firm Quarterly Rate and allocate the rate for the quarter that will be invoiced for Firm Price.*

The following requirement **MUST** be strictly adhered to: Failure to do so shall render the bidders' proposal as non-responsive.

It is **MANDATORY** that the bidders submit firm prices/rates for the five year period of the contract for all items listed hereafter.

Pricing Schedule 1 - Firm Price - Please refer to all Buildings and their respective Summary Tables

Firm all inclusive prices including all necessary tools, services, replacement or repair parts, materials, labour and all related costs as detailed in Annex A, Statement of Work.

Building 1 - Hanger 11, 190 Convair Private, Ottawa**Fire Alarm Panel - Edwards Quickstart (Table 1.1)**

No. of Units	Description	Year 1	Year 2	Year 3	Year 4	Year 5
109	Rate of Rise Heat Detectors	\$	\$	\$	\$	\$
19	Manual Pull Stations	\$	\$	\$	\$	\$
77	Fixed Temperature Heat Detectors	\$	\$	\$	\$	\$
17	Bells	\$	\$	\$	\$	\$
15	End of Line Resistors	\$	\$	\$	\$	\$
	Subtotal of Fire Alarm Panel - Edwards Quickstart	\$	\$	\$	\$	\$

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fk285EJ195-113186

Buyer ID - Id de l'acheteur

fk285

CCC No./N° CCC - FMS No/ N° VME

Emergency Battery Lighting Units (Table 1.2)

No. of Units	Description	Year 1	Year 2	Year 3	Year 4	Year 5
18	Battery Packs	\$	\$	\$	\$	\$
50	Remote Heads	\$	\$	\$	\$	\$
	Subtotal of Emergency Battery Lighting Units	\$	\$	\$	\$	\$

Water Base Fire Protection System (Table 1.3)

No. of Units	Description	Year 1	Year 2	Year 3	Year 4	Year 5
9	Fire Hose Cabinets	\$	\$	\$	\$	\$
1	Siamese Connection	\$	\$	\$	\$	\$
	Subtotal of Water Base Fire Protection System	\$	\$	\$	\$	\$

Summary of Building 1 - Hanger 11, 190 Convair Private, Ottawa (Tables 1.1+1.2+1.3)

Period	Firm Quarterly Rate	Number of Quarters	Firm Price
Year 1	\$	x 4	\$
Year 2	\$	x 4	\$
Year 3	\$	x 4	\$
Year 4	\$	x 4	\$
Year 5	\$	x 4	\$
Total for Years 1 to 5 for Hanger 11			\$

* In the case of error in the extension of prices, the unit price will govern.

Building 2 - Hanger 14, 250 Croil Private, Ottawa**Fire Alarm Panel - Edwards EST 3 (Table 2.1)**

No. of Units	Description	Year 1	Year 2	Year 3	Year 4	Year 5
15	Manual Pull Stations	\$	\$	\$	\$	\$
6	Smoke Detectors	\$	\$	\$	\$	\$
13	Rate of Rise Heat Detectors	\$	\$	\$	\$	\$
14	Klaxons	\$	\$	\$	\$	\$
62	End of Line Resistors	\$	\$	\$	\$	\$
	Subtotal of Fire Alarm Panel - Edwards EST 3	\$	\$	\$	\$	\$

Emergency Battery Lighting Units (Table 2.2)

No. of Units	Description	Year 1	Year 2	Year 3	Year 4	Year 5
24	Battery Packs	\$	\$	\$	\$	\$
60	Heads	\$	\$	\$	\$	\$
	Subtotal of Emergency Battery Lighting Units	\$	\$	\$	\$	\$

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Water Base Fire Protection System (Table 2.3)

No. of Units	Description	Year 1	Year 2	Year 3	Year 4	Year 5
20	Tamper Switches	\$	\$	\$	\$	\$
13	Flow Switches	\$	\$	\$	\$	\$
4	Pressure Switches	\$	\$	\$	\$	\$
8	Fire Hose Cabinets	\$	\$	\$	\$	\$
	Subtotal of Water Base Fire Protection System	\$	\$	\$	\$	\$

Summary of Building 2 - Hanger 14, 250 Croil Private, Ottawa (Tables 2.1+2.2+2.3)

Period	Firm Quarterly Rate	Number of Quarters	Firm Price
Year 1	\$	x 4	\$
Year 2	\$	x 4	\$
Year 3	\$	x 4	\$
Year 4	\$	x 4	\$
Year 5	\$	x 4	\$
Total for Years 1 to 5 for Hanger 14			\$

* In the case of error in the extension of prices, the unit price will govern.

Building 3 - Hanger 16, 16 Spitfire Private, Ottawa**Fire Alarm Panel - Edwards EST-3 (Table 3.1)**

No. of Units	Description	Year 1	Year 2	Year 3	Year 4	Year 5
43	Smoke Detectors	\$	\$	\$	\$	\$
46	Rate of Rise Heat Detectors	\$	\$	\$	\$	\$
12	Manual Pull Station	\$	\$	\$	\$	\$
15	Horns	\$	\$	\$	\$	\$
7	Visual Signal Devices	\$	\$	\$	\$	\$
2	Horn Strobes	\$	\$	\$	\$	\$
10	End of Line Resistors	\$	\$	\$	\$	\$
2	Fixed Temperature Non-Restorable Detectors	\$	\$	\$	\$	\$
	Subtotal of Fire Alarm Panel - Edwards EST-3	\$	\$	\$	\$	\$

Emergency Battery Lighting Units (Table 3.2)

No. of Units	Description	Year 1	Year 2	Year 3	Year 4	Year 5
5	Battery Packs	\$	\$	\$	\$	\$
53	Remote Heads	\$	\$	\$	\$	\$
	Subtotal of Emergency Battery Lighting Units	\$	\$	\$	\$	\$

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CCC No./N° CCC - FMS No/ N° VME

Water Base Fire Protection System (Table 3.3)

No. of Units	Description	Year 1	Year 2	Year 3	Year 4	Year 5
2	Tamper Switches	\$	\$	\$	\$	\$
2	Pressure Switches	\$	\$	\$	\$	\$
4	Sprinkler Cabinets	\$	\$	\$	\$	\$
	Subtotal of Water Base Fire Protection System	\$	\$	\$	\$	\$

Summary of Building 3 - Hanger 16, 16 Spitfire Private, Ottawa (Tables 3.1+3.2+3.3)

Period	Firm Quarterly Rate	Number of Quarters	Firm Price
Year 1	\$	x 4	\$
Year 2	\$	x 4	\$
Year 3	\$	x 4	\$
Year 4	\$	x 4	\$
Year 5	\$	x 4	\$
Total for Years 1 to 5 for Hanger 16			\$

* In the case of error in the extension of prices, the unit price will govern.

Building 4 - Building 337 - Church, 337 Breadner Private, Ottawa**Emergency Battery Lighting Units (Table 4.1)**

No. of Units	Description	Year 1	Year 2	Year 3	Year 4	Year 5
5	Battery Powered Emergency Lights	\$	\$	\$	\$	\$
	Subtotal of Emergency Battery Lighting Units	\$	\$	\$	\$	\$

Water Base Fire Protection System (Table 4.2)

No. of Units	Description	Year 1	Year 2	Year 3	Year 4	Year 5
1	Hose Cabinets	\$	\$	\$	\$	\$
16	Remote Heads	\$	\$	\$	\$	\$
	Subtotal of Water Base Fire Protection System	\$	\$	\$	\$	\$

Summary of Building 4 - Building 337 - Church, 337 Breadner Private, Ottawa (Tables 4.1+4.2)

Period	Firm Quarterly Rate	Number of Quarters	Firm Price
Year 1	\$	x 4	\$
Year 2	\$	x 4	\$
Year 3	\$	x 4	\$
Year 4	\$	x 4	\$
Year 5	\$	x 4	\$
Total for Years 1 to 5 for Building 337 - Church			\$

* In the case of error in the extension of prices, the unit price will govern.

Building 5: Building 346 - 346 Canadair Drive, Ottawa**Fire Alarm Panel - Quickstart EST System, Serial #9800051 (Table 5.1)**

No. of Units	Description	Year 1	Year 2	Year 3	Year 4	Year 5
49	Smoke Detectors	\$	\$	\$	\$	\$
51	Rate of Rise Heat Detectors	\$	\$	\$	\$	\$
16	Manual Pull Stations	\$	\$	\$	\$	\$
12	Horns	\$	\$	\$	\$	\$
1	Fixed Temperature Heat Detector, Non-Restorable	\$	\$	\$	\$	\$
1	Fixed Temperature Heat Detector, Restorable	\$	\$	\$	\$	\$
6	End of Line Resistors	\$	\$	\$	\$	\$
	Subtotal of Fire Alarm Panel - Quickstart EST System	\$	\$	\$	\$	\$

Emergency Battery Lighting Units (Table 5.2)

No. of Units	Description	Year 1	Year 2	Year 3	Year 4	Year 5
9	Emergency Battery Packs	\$	\$	\$	\$	\$
10	Exit Signs	\$	\$	\$	\$	\$
37	Remote Heads	\$	\$	\$	\$	\$
	Subtotal of Emergency Battery Lighting Units	\$	\$	\$	\$	\$

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Water Base Fire Protection System (Table 5.3)

No. of Units	Description	Year 1	Year 2	Year 3	Year 4	Year 5
6	Fire Hose Cabinets	\$	\$	\$	\$	\$
	Subtotal of Water Base Fire Protection System	\$	\$	\$	\$	\$

Summary of Building 5 - Building 346 - 346 Canadair Drive, Ottawa (Tables 5.1+5.2+5.3)

Period	Firm Quarterly Rate	Number of Quarters	Firm Price
Year 1	\$	x 4	\$
Year 2	\$	x 4	\$
Year 3	\$	x 4	\$
Year 4	\$	x 4	\$
Year 5	\$	x 4	\$
Total for Years 1 to 5 for Building 346			\$

* In the case of error in the extension of prices, the unit price will govern.

Building 6: Building 347 - 260 Croil Private, Ottawa**Fire Alarm Panel - Quickstart Edwards (Table 6.1)**

No. of Units	Description	Year 1	Year 2	Year 3	Year 4	Year 5
66	Smoke Detectors	\$	\$	\$	\$	\$
6	Manual Pull Stations	\$	\$	\$	\$	\$
16	Rate of Rise Heat Detectors	\$	\$	\$	\$	\$
20	Horns	\$	\$	\$	\$	\$
2	Duct Smoke Detectors	\$	\$	\$	\$	\$
15	Heat Detectors	\$	\$	\$	\$	\$
2	Bells	\$	\$	\$	\$	\$
3	End of Line Resistors	\$	\$	\$	\$	\$
5	Pull Station	\$	\$	\$	\$	\$
2	EOL	\$	\$	\$	\$	\$
	Subtotal of Fire Alarm Panel - Quickstart Edwards System	\$	\$	\$	\$	\$

Emergency Battery Lighting Units (Table 6.2)

No. of Units	Description	Year 1	Year 2	Year 3	Year 4	Year 5
6	Emergency Battery Packs	\$	\$	\$	\$	\$
14	Remote Heads	\$	\$	\$	\$	\$
5	Emergency Packs 12v, 216 watts	\$	\$	\$	\$	\$
1	Emergency Packs 12v, 150 watts	\$	\$	\$	\$	\$
1	Emergency Packs 12v, 100 watts	\$	\$	\$	\$	\$
2	Emergency Packs 6v, 72 watts	\$	\$	\$	\$	\$
1	Emergency Packs 6v, 72 watts	\$	\$	\$	\$	\$
	Subtotal of Emergency Battery Lighting Units	\$	\$	\$	\$	\$

Water Base Fire Protection System (Table 6.3)

No. of Units	Description	Year 1	Year 2	Year 3	Year 4	Year 5
3	Fire Hose Cabinets	\$	\$	\$	\$	\$
	Subtotal of Water Base Fire Protection System	\$	\$	\$	\$	\$

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Summary of Building 6: Building 347 - 260 Croil Private, Ottawa (Tables 6.1+6.2+6.3)

Period	Firm Quarterly Rate	Number of Quarters	Firm Price
Year 1	\$	x 4	\$
Year 2	\$	x 4	\$
Year 3	\$	x 4	\$
Year 4	\$	x 4	\$
Year 5	\$	x 4	\$
Total for Years 1 to 5 for Building 347			\$

*** In the case of error in the extension of prices, the unit price will govern.**

Building 7: Building 351 Bomb Dump - 2074 Alert Road, Ottawa**Fire Alarm Panel - Potter PFC Series - 3002T (Table 7.1)**

No. of Units	Description	Year 1	Year 2	Year 3	Year 4	Year 5
2	Fire Alarm Panel	\$	\$	\$	\$	\$
2	Manual Pull Stations	\$	\$	\$	\$	\$
3	Horns	\$	\$	\$	\$	\$
2	End of Line Resistors	\$	\$	\$	\$	\$
	Subtotal of Fire Alarm Panel - Potter PFC System	\$	\$	\$	\$	\$

Summary of Building 7: 351 Bomb Dump - 2074 Alert Road, Ottawa (Table 7.1)

Period	Firm Quarterly Rate	Number of Quarters	Firm Price
Year 1	\$	x 4	\$
Year 2	\$	x 4	\$
Year 3	\$	x 4	\$
Year 4	\$	x 4	\$
Year 5	\$	x 4	\$
Total for Years 1 to 5 for Building 351 Bomb Dump			\$

*** In the case of error in the extension of prices, the unit price will govern.**

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Building: Building 8: Building 368 - 368 McGill Road, Ottawa**Emergency Battery Lighting Units (Table 8.1)**

No. of Units	Description	Year 1	Year 2	Year 3	Year 4	Year 5
2	Lumacell RG 72 Remote Heads	\$	\$	\$	\$	\$
	Subtotal of Emergency Battery Lighting Units	\$	\$	\$	\$	\$

Summary of Building 8: Building 368 - 368 McGill Road, Ottawa (Table 8.1)

Period	Firm Quarterly Rate	Number of Quarters	Firm Price
Year 1	\$	x 4	\$
Year 2	\$	x 4	\$
Year 3	\$	x 4	\$
Year 4	\$	x 4	\$
Year 5	\$	x 4	\$
Total for Years 1 to 5 for Building 368			\$

* In the case of error in the extension of prices, the unit price will govern.

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Building 9: Building 469 DeNiverville Drive, Ottawa**Fire Alarm Panel - Edwards Quickstart (Table 9.1)**

No. of Units	Description	Year 1	Year 2	Year 3	Year 4	Year 5
7	Manual Pull Stations	\$	\$	\$	\$	\$
9	Heat Detectors	\$	\$	\$	\$	\$
33	Smoke Detectors	\$	\$	\$	\$	\$
20	Bells	\$	\$	\$	\$	\$
1	Duct Smoke Detectors	\$	\$	\$	\$	\$
2	End of Line Resistors	\$	\$	\$	\$	\$
	Subtotal of Fire Alarm Panel - Edwards Quickstart System	\$	\$	\$	\$	\$

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Emergency Battery Lighting Units (Table 9.2)

No. of Units	Description	Year 1	Year 2	Year 3	Year 4	Year 5
1	Battery Powered Emergency Light	\$	\$	\$	\$	\$
	Subtotal of Emergency Battery Lighting Units	\$	\$	\$	\$	\$

Summary of Building 9: Building 469 De Niverville Drive, Ottawa (Tables 9.1+9.2)

Period	Firm Quarterly Rate	Number of Quarters	Firm Price
Year 1	\$	x 4	\$
Year 2	\$	x 4	\$
Year 3	\$	x 4	\$
Year 4	\$	x 4	\$
Year 5	\$	x 4	\$
Total for Years 1 to 5 for Building 469			\$

* In the case of error in the extension of prices, the unit price will govern.

Building 10: Building 471 - Family Resource Centre - 330 Croil Private, Ottawa**Fire Alarm Panel - Edwards EST (Table 10.1)**

No. of Units	Description	Year 1	Year 2	Year 3	Year 4	Year 5
54	Smoke Detectors	\$	\$	\$	\$	\$
9	Manual Pull Stations	\$	\$	\$	\$	\$
17	Bells	\$	\$	\$	\$	\$
4	Rate of Rise Heat Detectors (Restorable)	\$	\$	\$	\$	\$
5	Fixed Temperature Heat Detectors (Non Restorable)	\$	\$	\$	\$	\$
7	End of Line Resistors	\$	\$	\$	\$	\$
	Subtotal of Fire Alarm Panel - Edwards EST System	\$	\$	\$	\$	\$

Emergency Battery Lighting Units (Table 10.2)

No. of Units	Description	Year 1	Year 2	Year 3	Year 4	Year 5
1	Lumacell Battery Packs	\$	\$	\$	\$	\$
	Subtotal of Emergency Battery Lighting Units	\$	\$	\$	\$	\$

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**Summary of Building 10: Building 471 - Family Resource Centre - 330 Croil Private, Ottawa
(Tables 10.1+10.2)**

Period	Firm Quarterly Rate	Number of Quarters	Firm Price
Year 1	\$	x 4	\$
Year 2	\$	x 4	\$
Year 3	\$	x 4	\$
Year 4	\$	x 4	\$
Year 5	\$	x 4	\$
Total for Years 1 to 5 for Building 471			\$

*** In the case of error in the extension of prices, the unit price will govern.**

Building 11 - Building 475 - 475 Canadair Drive, Ottawa**Fire Alarm Panel - Quickstart (Table 11.1)**

No. of Units	Description	Year 1	Year 2	Year 3	Year 4	Year 5
7	Manual Pull Station	\$	\$	\$	\$	\$
8	Heat Detectors	\$	\$	\$	\$	\$
38	Smoke Detectors	\$	\$	\$	\$	\$
10	Bells	\$	\$	\$	\$	\$
2	End of Line Resistors	\$	\$	\$	\$	\$
	Subtotal of Fire Alarm Panel - Quickstart	\$	\$	\$	\$	\$

Emergency Battery Lighting Units (Table 11.2)

No. of Units	Description	Year 1	Year 2	Year 3	Year 4	Year 5
5	Battery Powered Emergency Packs	\$	\$	\$	\$	\$
10	Emergency Heads	\$	\$	\$	\$	\$
	Subtotal of Emergency Battery Lighting Units	\$	\$	\$	\$	\$

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Water Base Fire Protection System (Table 11.3)

No. of Units	Description	Year 1	Year 2	Year 3	Year 4	Year 5
1	Tamper Switch	\$	\$	\$	\$	\$
1	Flow Switch	\$	\$	\$	\$	\$
1	Pressure Switch	\$	\$	\$	\$	\$
2	Hose Cabinets	\$	\$	\$	\$	\$
	Subtotal of Water Base Fire Protection System	\$	\$	\$	\$	\$

Summary of Building 11 - Building 475 - 475 Canadair Drive Ottawa (Tables 11.1+11.2+11.3)

Period	Firm Quarterly Rate	Number of Quarters	Firm Price
Year 1	\$	x 4	\$
Year 2	\$	x 4	\$
Year 3	\$	x 4	\$
Year 4	\$	x 4	\$
Year 5	\$	x 4	\$
Total for Years 1 to 5 for Building 475			\$

* In the case of error in the extension of prices, the unit price will govern.

Building 12 - Building 512 - de Niverville Drive, Ottawa**Fire Alarm Panel - Edwards ESA-2000 (Table 12.1)**

No. of Units	Description	Year 1	Year 2	Year 3	Year 4	Year 5
12	Manual Pull Station	\$	\$	\$	\$	\$
37	Smoke Detectors	\$	\$	\$	\$	\$
4	DuctSmoke Detectors	\$	\$	\$	\$	\$
25	Bells	\$	\$	\$	\$	\$
4	End of Line Resistors	\$	\$	\$	\$	\$
1	Rate of Rise Heat Detector	\$	\$	\$	\$	\$
	Subtotal of Fire Alarm Panel - Edwards ESA-2000	\$	\$	\$	\$	\$

Jockey Pump (Table 12.2)

No. of Units	Description	Year 1	Year 2	Year 3	Year 4	Year 5
1	Jockey Pump, voltage 110 volts and 1/3 horse power	\$	\$	\$	\$	\$
	Subtotal of Jockey Pump Units	\$	\$	\$	\$	\$

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Emergency Battery Lighting Units (Table 12.3)

No. of Units	Description	Year 1	Year 2	Year 3	Year 4	Year 5
6	Emergency Battery Packs	\$	\$	\$	\$	\$
88	Remote Heads	\$	\$	\$	\$	\$
	Subtotal of Emergency Battery Lighting Units	\$	\$	\$	\$	\$

Water Base Fire Protection System Viking H-2, 4 inches (Table 12.4)

No. of Units	Description	Year 1	Year 2	Year 3	Year 4	Year 5
7	Fire Hose Cabinets	\$	\$	\$	\$	\$
6	Sprinkler Flow Switches	\$	\$	\$	\$	\$
10	Sprinkler Tamper Switches	\$	\$	\$	\$	\$
1	Pressure Switches	\$	\$	\$	\$	\$
1 Lot	Sprinkler Pipes	\$	\$	\$	\$	\$
1	Pressure Tank	\$	\$	\$	\$	\$
1	Siamese Connection	\$	\$	\$	\$	\$
1	Check Valve	\$	\$	\$	\$	\$
	Subtotal of Water Base Fire Protection System	\$	\$	\$	\$	\$

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Summary of Building 12 - Building 512 - de Niverville Drive, Ottawa (Tables 12.1+12.2+12.3+12.4)

Period	Firm Quarterly Rate	Number of Quarters	Firm Price
Year 1	\$	x 4	\$
Year 2	\$	x 4	\$
Year 3	\$	x 4	\$
Year 4	\$	x 4	\$
Year 5	\$	x 4	\$
Total for Years 1 to 5 for Building 512			\$

* In the case of error in the extension of prices, the unit price will govern.

Building 13 - Building 553 - 704 Bluenose Drive, Ottawa**Fire Alarm Panel - (Table 13.1)**

No. of Units	Description	Year 1	Year 2	Year 3	Year 4	Year 5
4	Horns/strobes	\$	\$	\$	\$	\$
2	Manual Pull Stations	\$	\$	\$	\$	\$
3	Tamper Switches	\$	\$	\$	\$	\$
	Subtotal of Fire Alarm Panel	\$	\$	\$	\$	\$

Emergency Battery Lighting Units (Table 13.2)

No. of Units	Description	Year 1	Year 2	Year 3	Year 4	Year 5
2	Battery Packs, 12v, 100 watts	\$	\$	\$	\$	\$
	Subtotal of Emergency Battery Lighting Units	\$	\$	\$	\$	\$

Summary of Building 13 - Building 553 - 704 Bluenose Drive, Ottawa (Tables 13.1+13.2)

Period	Firm Quarterly Rate	Number of Quarters	Firm Price
Year 1	\$	x 4	\$
Year 2	\$	x 4	\$
Year 3	\$	x 4	\$
Year 4	\$	x 4	\$
Year 5	\$	x 4	\$
Total for Years 1 to 5 for Building 553			\$

* In the case of error in the extension of prices, the unit price will govern.

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Building 14 - Building 554- 708 Bluenose Drive, Ottawa**Fire Alarm Panel - (Table 14.1)**

No. of Units	Description	Year 1	Year 2	Year 3	Year 4	Year 5
4	Horns/strobes	\$	\$	\$	\$	\$
2	Manual Pull Stations	\$	\$	\$	\$	\$
4	EOL	\$	\$	\$	\$	\$
3	Tamper Switches	\$	\$	\$	\$	\$
1	Flow Switch	\$	\$	\$	\$	\$
	Subtotal of Fire Alarm Panel	\$	\$	\$	\$	\$

Emergency Battery Lighting Units (Table 14.2)

No. of Units	Description	Year 1	Year 2	Year 3	Year 4	Year 5
2	Battery Packs, 12v, 100 watts	\$	\$	\$	\$	\$
	Subtotal of Emergency Battery Lighting Units	\$	\$	\$	\$	\$

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Summary of Building 14 - Building 554 - 708 Bluenose Drive, Ottawa (Tables 14.1+14.2)

Period	Firm Quarterly Rate	Number of Quarters	Firm Price
Year 1	\$	x 4	\$
Year 2	\$	x 4	\$
Year 3	\$	x 4	\$
Year 4	\$	x 4	\$
Year 5	\$	x 4	\$
Total for Years 1 to 5 for Building 554			\$

*** In the case of error in the extension of prices, the unit price will govern.**

Building 15 - Building 555- 720 Bluenose Drive, Ottawa**Fire Alarm Panel - (Table 15.1)**

No. of Units	Description	Year 1	Year 2	Year 3	Year 4	Year 5
1	GE Fireshield Plus Panel	\$	\$	\$	\$	\$
1	Microm FA-1025 T	\$	\$	\$	\$	\$
9	Smoke Detectors	\$	\$	\$	\$	\$
3	Rate of Rise Heat Detectors	\$	\$	\$	\$	\$
2	Bells	\$	\$	\$	\$	\$
7	Horns/strobes	\$	\$	\$	\$	\$
8	Manual Pull Stations	\$	\$	\$	\$	\$
2	Tamper Switches	\$	\$	\$	\$	\$
1	Low Pressure Switch	\$	\$	\$	\$	\$
1	Flow Switch	\$	\$	\$	\$	\$
6	EOL	\$	\$	\$	\$	\$
	Subtotal of Fire Alarm Panel	\$	\$	\$	\$	\$

Emergency Battery Lighting Units (Table 15.2)

No. of Units	Description	Year 1	Year 2	Year 3	Year 4	Year 5
7	Battery Packs, 6v, 36 watts	\$	\$	\$	\$	\$
1	Battery Packs, 6v, 30 watts					
	Subtotal of Emergency Battery Lighting Units	\$	\$	\$	\$	\$

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Summary of Building 15 - Building 555 - 720 Bluenose Drive, Ottawa (Tables 15.1+15.2)

Period	Firm Quarterly Rate	Number of Quarters	Firm Price
Year 1	\$	x 4	\$
Year 2	\$	x 4	\$
Year 3	\$	x 4	\$
Year 4	\$	x 4	\$
Year 5	\$	x 4	\$
Total for Years 1 to 5 for Building 554			\$

*** In the case of error in the extension of prices, the unit price will govern. Summary of Pricing Schedule 1**

Note: Please ensure that you calculate a) the Firm Price for the Years 1-5 first, put the amount in the Firm Price column and then b) allocate the applicable Firm Quarterly Rate based on the Firm Price annual rate, thank you.

Period	Firm Quarterly Rate	Number of Quarters	Firm Price-Cost Total from Buildings 1-15
Year 1	\$	x 4	\$
Year 2	\$	x 4	\$
Year 3	\$	x 4	\$
Year 4	\$	x 4	\$
Year 5	\$	x 4	\$
Total for Years 1 to 5 from Summary Tables of Buildings 1-15 above.			\$

*** In the case of error in the extension of prices, the unit price will govern.**

Pricing Schedule 2: Extra Work - As and When Requested

Extra work as described in Annex A - PWGSC Statement of Work EJ195-113186, "Extra Work" will be conducted on an 'As and When Requested' basis where charges shall be made for actual labour and repair and replacement parts. Estimated quantity of hours per year for extra work is for evaluation purposes only.

When "As and When Requested" work is requested during the contract period, the contractor must complete and submit the Annex C "Cost Estimate Form for Extra Work". Written authorization must be obtained from the Technical Authority prior to conducting any extra work.

Submit a Firm All-inclusive Labour Rate (including Overhead, Profit, and all related Costs) in Canadian funds.

Submit a Firm All inclusive Labour Rate (including Overhead, Profit, and all related Costs) in Canadian funds.

2.1) LABOUR: Our firm hourly rate per **Certified Fire Alarm Technician** shall be:

	YEAR 1 RATE	YEAR 2 RATE	YEAR 3 RATE	YEAR 4 RATE	YEAR 5 RATE
i) Regular Hours 8:00 to 16:00, Monday to Friday	\$_____/HR	\$_____/HR	\$_____/HR	\$_____/HR	\$_____/HR
Estimated quantity of hours per year:	24	16	16	16	16
Extended Price:	\$_____	\$_____	\$_____	\$_____	\$_____
2.1 (i) SUB-TOTAL:					\$_____

ii) Outside regular hours Monday to Saturday	YEAR 1 RATE	YEAR 2 RATE	YEAR 3 RATE	YEAR 4 RATE	YEAR 5 RATE
	\$_____/HR	\$_____/HR	\$_____/HR	\$_____/HR	\$_____/HR
Estimated quantity of hours per year:	8	8	8	8	8
Extended Price:	\$_____	\$_____	\$_____	\$_____	\$_____
2.1 (ii) SUB-TOTAL:					\$_____

iii) Sunday & Statutory Holidays	YEAR 1 RATE	YEAR 2 RATE	YEAR 3 RATE	YEAR 4 RATE	YEAR 5 RATE
	\$_____/HR	\$_____/HR	\$_____/HR	\$_____/HR	\$_____/HR
Estimated quantity of hours per year:	4	4	4	4	4
Extended Price:	\$_____	\$_____	\$_____	\$_____	\$_____
2.1 (iii) SUB-TOTAL:					\$_____

2.2) LABOUR: Our firm hourly rate per **Certified Sprinkler Technician** shall be:

i) Regular Hours 8:00 to 16:00, Monday to Friday	YEAR 1 RATE	YEAR 2 RATE	YEAR 3 RATE	YEAR 4 RATE	YEAR 5 RATE
	\$_____ /HR	\$_____ /HR	\$_____ /HR	\$_____ /HR	\$_____ /HR
Estimated quantity of hours per year:	24	16	16	16	16
Extended Price:	\$_____	\$_____	\$_____	\$_____	\$_____
2.2 (i) SUB-TOTAL:					\$_____

ii) Outside regular hours Monday to Saturday	YEAR 1 RATE	YEAR 2 RATE	YEAR 3 RATE	YEAR 4 RATE	YEAR 5 RATE
	\$_____ /HR	\$_____ /HR	\$_____ /HR	\$_____ /HR	\$_____ /HR
Estimated quantity of hours per year:	8	8	8	8	8
Extended Price:	\$_____	\$_____	\$_____	\$_____	\$_____
2.2 (ii) SUB-TOTAL:					\$_____

iii) Sunday & Statutory Holidays	YEAR 1 RATE	YEAR 2 RATE	YEAR 3 RATE	YEAR 4 RATE	YEAR 5 RATE
	\$_____ /HR	\$_____ /HR	\$_____ /HR	\$_____ /HR	\$_____ /HR
Estimated quantity of hours per year:	4	4	4	4	4
Extended Price:	\$_____	\$_____	\$_____	\$_____	\$_____
2.2 (iii) SUB-TOTAL:					\$_____

2.3) LABOUR: Our firm hourly rate per **Certified Backflow Technician** shall be:

i) Regular Hours 8:00 to 16:00, Monday to Friday	YEAR 1 RATE	YEAR 2 RATE	YEAR 3 RATE	YEAR 4 RATE	YEAR 5 RATE
	\$_____ /HR	\$_____ /HR	\$_____ /HR	\$_____ /HR	\$_____ /HR
Estimated quantity of hours per year:	4	4	4	4	4
Extended Price:	\$_____	\$_____	\$_____	\$_____	\$_____
2.3 (i) SUB-TOTAL:					\$_____

ii) Outside regular hours Monday to Saturday	YEAR 1 RATE	YEAR 2 RATE	YEAR 3 RATE	YEAR 4 RATE	YEAR 5 RATE
	\$_____ /HR	\$_____ /HR	\$_____ /HR	\$_____ /HR	\$_____ /HR
Estimated quantity of hours per year:	4	4	4	4	4
Extended Price:	\$_____	\$_____	\$_____	\$_____	\$_____
2.3 (ii) SUB-TOTAL:					\$_____

iii) Sunday & Statutory Holidays	YEAR 1 RATE	YEAR 2 RATE	YEAR 3 RATE	YEAR 4 RATE	YEAR 5 RATE
	\$_____ /HR	\$_____ /HR	\$_____ /HR	\$_____ /HR	\$_____ /HR
Estimated quantity of hours per year:	4	4	4	4	4
Extended Price:	\$_____	\$_____	\$_____	\$_____	\$_____
2.3 (iii) SUB-TOTAL:					\$_____

2.4 MATERIALS: Materials will be charged at our laid-down cost plus a mark-up of:

	YEAR 1 RATE	YEAR 2 RATE	YEAR 3 RATE	YEAR 4 RATE	YEAR 5 RATE
Mark-up	_____ %	_____ %	_____ %	_____ %	_____ %
Estimated Expenditure:	\$16,000.00	\$8,000.00	\$6,500.00	\$6,500.00	\$6,500.00
* Extended Price:	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____
2.4 SUBTOTAL:					\$ _____

* The Extended Price for materials is calculated by adding the mark-up quoted to the total estimated expenditure (Example: Year 1, \$500.00 estimated expenditure; 10% mark-up quoted = \$500.00 + (\$500.00 x 10%) = \$550.00). The estimated expenditures is for evaluation purposes only.

Parts will be supplied FOB Destination including all delivery charges. The following definitions have been used to arrive at the figures as noted:

- i) MARK-UP - The difference between the Contractor's laid-down cost for product and resale price to the Crown. Mark-up includes applicable internal cost allocation by the Contractor such as material handling and general and administrative (G&A) expenses plus profit.
- ii) LAID-DOWN COST - The cost incurred by a vendor to acquire a specific product or service for resale to the government. This includes but is not limited to the supplier's invoice price (less trade discounts), plus any applicable charges for incoming transportation, foreign exchange, customs duty and brokerage.

AUTHORIZATION FOR DELIVERY: The consignee shall request delivery of goods/services identified in Pricing Schedule 2., 2.1 (i), (ii), (iii) to 2.3 (i), (ii), (iii); and 2.4 on form GC 227 "Call-up Against a Contract".

TOTAL ASSESSED PROPOSAL PRICE***Sum of Basis of Pricing***

Pricing Schedule 1: Buildings 1-15 = Subtotal \$ _____ +

Pricing Schedule 2: 2.1 (i) to (iii) to 2.3 (i) to (iii) = Subtotal \$ _____ +

Pricing Schedule 2: 2.4 = Subtotal \$ _____ +

Total assessed proposal price = \$ _____

**IN THE CASE OF ERROR IN THE EXTENSION OF PRICES, THE UNIT PRICE WILL GOVERN.
CANADA MAY ENTER INTO CONTRACT WITHOUT NEGOTIATION.**

PART 4 - EVALUATION PROCEDURES AND BASIS OF SELECTION

4.1 Evaluation Procedures

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

4.1.1 Technical and Financial Evaluation - mandatory requirements

- 1) Attendance at the mandatory site visit;
- 2) Submission of Evidence for all items in accordance with RFP Part 3, Section I - Technical Bid; and
- 3) Submission of a Firm Price/Rate in Canadian funds for all the items listed in Part 3, Section II: Financial Bid.

4.2 Basis of selection

A bid must comply with the requirements of the bid solicitation and meet all mandatory technical evaluation criteria to be declared responsive. The responsive bid with the lowest evaluated price will be recommended for award of a contract.

PART 5 - CERTIFICATIONS

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

Compliance with the certifications bidders provide to Canada is subject to verification by Canada during the bid evaluation period (before award of a contract) and after award of a contract. The Contracting Authority will have the right to ask for additional information to verify the 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.

5.1 CODE OF CONDUCT CERTIFICATIONS - CONSENT TO A CRIMINAL RECORD VERIFICATION

5.1.1 Bidders must submit with their bid, by the bid solicitation closing date:

- (a) **a complete list of names of all individuals who are currently directors of the Bidder (as Annex C);**
- (b) **a properly completed and signed form Consent to a Criminal Record Verification (PWGSC-TPSGC 229), for each individual named in the list (see Sample Form at Annex D).**

5.2 Certifications Precedent to Contract Award

The certifications listed below should be submitted with the bid but may be completed and submitted afterwards. If any of these required certifications is not completed or 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.

5.2.1 Federal Contractors Program - over \$25,000 and below \$200,000 (A3031T 2010-08-16)

Suppliers who are subject to the Federal Contractors Program (FCP) and have been declared ineligible contractors by Human Resources and Skills Development Canada (HRSDC) are no longer eligible to receive federal 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.

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, 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, 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;
- (d) () has not been declared an ineligible contractor by HRSDC, and has a valid certificate number as follows: _____.

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

5.2.2 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.

PART 6 - SECURITY REQUIREMENT

6.1 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;
 - (a) 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;
 - (a) 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 on PWGSC Bid Solicitation - Instructions for Bidders](http://www.pwgsc.gc.ca/acquisitions/text/plain/plainpm-e.html#a31)" (<http://www.pwgsc.gc.ca/acquisitions/text/plain/plainpm-e.html#a31>) document on the Departmental Standard Procurement Documents Website.

6.2 Employee Information for Security

In order for the Contracting Authority to verify security clearance, the Bidder should complete the following information regarding employees proposed to provide services against any resulting contract. Listed personnel must be the same employees named in Part 3, Section I, Technical Bid.

	LEGAL NAME (First and Last)	DATE OF BIRTH	VALID CLEARANCE HELD
Fire Alarm Technician			
Sprinkler Technician			
Backflow Technician			

PART 7 - RESULTING CONTRACT CLAUSES

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

7.1 Statement of Work

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

7.1.1 Replacement of Specific Individuals

1. If specific individuals are identified in the Contract to perform the Work, the Contractor must provide the services of those individuals unless the Contractor is unable to do so for reasons beyond its control.
2. If the Contractor is unable to provide the services of any specific individual identified in the Contract, it must provide a replacement with similar qualifications and experience. The replacement must meet the criteria used in the selection of the Contractor and be acceptable to Canada. The Contractor must, as soon as possible, give notice to the Contracting Authority of the reason for replacing the individual and provide:
 - (a) the name, qualifications and experience of the proposed replacement; and
 - (b) proof that the proposed replacement has the required security clearance granted by Canada, if applicable.
3. The Contractor must not, in any event, allow performance of the Work by unauthorized replacement persons. The Contracting Authority may order that a replacement stop performing the Work. In such a case, the Contractor must immediately comply with the order and secure a further replacement in accordance with subsection 2. The fact that the Contracting Authority does not order that a replacement stop performing the Work does not relieve the Contractor from its responsibility to meet the requirements of the Contract.

Names of qualified employees

The contractor must provide the names of the qualified Technicians who will be assigned to work on this Contract. The names provided below must be the same personnel listed in part 3 & part 6 of the proposal.

Fire Alarm Technician (first & last name)	Sprinkler Technician (first & last name)	Backflow Technician (first & last name)

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

7.2.1 General Conditions

2035 2012-07-16, General Conditions - Services, apply to and form part of the Contract.

7.3 Security Requirement

Consult the Canadian Industrial Security Directorate (CISD) Website for more information.

1. The Contractor must, at all times during the performance of the Contract, hold a valid Facility Security Clearance at the level of **SECRET**, issued by the Canadian Industrial Security Directorate (CISD), Public Works and Government Services Canada (PWGSC).
2. The Contractor personnel requiring access to sensitive work site(s) must **EACH** hold a valid personnel security screening at the level of **SECRET**, granted or approved by CISD/PWGSC.
3. Subcontracts which contain security requirements are **NOT** to be awarded without the prior written permission of CISD/PWGSC.
4. The Contractor must comply with the provisions of the:
 - (a) Security Requirements Check List and security guide (if applicable), attached at Annex B
 - (b) Industrial Security Manual (Latest Edition).

7.4 Term of Contract

7.4.1 Period of Contract

The period of the Contract is from _____ to _____ inclusive (to be determined at Contract Award).

7.5 Authorities

7.5.1 Contracting Authority

The Contracting Authority for the Contract is:

Diane Daly
Supply Specialist
Public Works and Government Services Canada
Acquisition Branch
Real Property Contracting Directorate
Place du Portage, Phase III, 3C2,
11 rue Laurier, Gatineau, Quebec K1A 0S5
Telephone: 819-956-6948
Facsimile : 819-956-3600
E-mail address: diane.daly@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.

7.5.2 Technical Authority

"TO BE PROVIDED AT CONTRACT AWARD"

The Technical Authority for the Contract is:

Name: _____

Title: _____

Organization: _____

Address: _____

Telephone: _____

Facsimile: _____

E-mail address: _____.

The Technical Authority named above 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.

7.5.3 Contractor's Representative - "TO BE PROVIDED AT CONTRACT AWARD"

The name and particulars of the person to be contacted for general enquiries and follow-up purposes:

Name: _____

Telephone: _____

Facsimile: _____

Cellular: _____

E-mail: _____

7.6 Payment**7.6.1 Limitation of Expenditure**

The Contractor will supply the goods and services under the Contract to an estimated total expenditure not exceeding \$ (to be determined) (HST included) of which \$ (to be determined) (HST included) is for goods and/or services enumerated or described in Basis of Pricing, Pricing Schedule 1 (firm price) and \$ (to be determined) (HST included) is for additional goods and/or services that may be requested from time to time at the prices and/or rates set out in Basis of Pricing, Pricing Schedule 2 (as and when).

7.6.2 Basis of Payment - Firm Prices and "As and When"

In consideration of the Contractor satisfactorily completing all of its obligations under the Contract, the Contractor will be paid firm prices accordance with General Conditions 2035 16 (2012-07-16) 'Payment Period' and the following tables. Goods and Services Tax or Harmonized Sales Tax extra, if applicable.

- a) Firm rates will be paid in accordance with **Pricing Schedule 1** in four (4) equal quarterly payments on the first day of the month that ends the quarterly period.
- b) As and When Requested Work:

Any costs incurred for **Extra Work** will be paid based on Pricing Schedule 2, on an "as and when requested" basis, in accordance with the Statement of Work, **Annex A**, after completion, inspection and acceptance of the work performed at the end of the quarterly period in which the work has been performed and accepted.

Canada's total liability under the "as and when requested" portion of the Contract will not exceed **(to be determined)**. Goods and Services Tax or Harmonized Sales Tax extra, if applicable

The Contractor shall not be obliged to perform any work or provide any service that would cause the total liability of Canada to be exceeded without the prior written approval of the Contracting Authority. The Contractor must notify the Contracting Authority in writing as to the adequacy of this sum when:

- (a) it is 75 percent committed, or
- (b) if the Contractor considers that the said sum may be exceeded, the Contractor must promptly notify the contracting Authority.

whichever comes first.

In the event that the notification refers to inadequate funds, the Contractor must provide to the Contracting Authority, in writing, an estimate for the additional funds required. Provision of such notification and estimate for the additional funds does not increase Canada's liability.

No increase in the total liability of Canada or in the price of the Work resulting from any design changes, modifications or interpretations of specifications, made by the Contractor, will be authorized or paid to the Contractor unless such changes, modifications or interpretations, have been approved, in writing, by the Contracting Authority, prior to their incorporation into the Work.

(At contract award - insert appropriate pricing table here)

7.6.3 SACC Manual Clauses

A9117C (2007-11-30) T1204 - Direct Request by Customer Department

7.7 Invoicing Instructions

7.7.1 Invoicing Instructions - Maintenance Services

1. The Contractor must submit invoices in accordance with the section entitled "Invoice Submission" of the general conditions along with the quarterly maintenance report described in the Statement of Work of the Contract.

Invoices cannot be submitted until all work identified in the invoice has been completed and that all maintenance service call reports related to the Work identified in the invoice have been received by the Project Authority.

2. The Contractor must distribute the invoices and reports as follows:

- (a) The original and two (2) copies of the invoices and quarterly maintenance reports must be forwarded to the address shown on page 1 of the Contract for certification and payment.

7.8 Certifications

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.

7.9 Applicable Laws

This contract must be interpreted and governed, and the relations between the parties determined, by the laws in force in the province or territory where the work is performed.

7.10 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 (2012-07-16);
- (c) Annex A, Statement of Work;
- (d) Annex B, Security Requirements Check List;
- (e) the Contractor's proposal dated _____ (*insert date of bid*);
- (f) Annex C Cost Estimate Form for Extra Work

7.11 Foreign Nationals (Canadian Contractor)

A2000C (2006-06-16) Foreign Nationals (Canadian Contractor)

7.12 Insurance Requirements

7.12.1 Insurance Requirements

The Contractor must comply with the insurance requirements specified in the **following article 7.11.2 Commercial General Liability Insurance**. The Contractor must maintain the required insurance coverage for the duration of the Contract. Compliance with the insurance requirements does not release the Contractor from or reduce its liability under the Contract.

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

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

7.12.2 Commercial General Liability Insurance

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

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

- (a) Additional Insured: Canada is added as an additional insured, but only with respect to liability arising out of the Contractor's performance of the Contract. The interest of Canada should read as follows: Canada, as represented by Public Works and Government Services Canada.
- (b) Bodily Injury and Property Damage to third parties arising out of the operations of the Contractor.
- (c) Products and Completed Operations: Coverage for bodily injury or property damage arising out of goods or products manufactured, sold, handled, or distributed by the Contractor and/or arising out of operations that have been completed by the Contractor.
- (d) Personal Injury: While not limited to, the coverage must include Violation of Privacy, Libel and Slander, False Arrest, Detention or Imprisonment and Defamation of Character.
- (e) Cross Liability/Separation of Insureds: Without increasing the limit of liability, the policy must protect all insured parties to the full extent of coverage provided. Further, the policy must apply to each Insured in the same manner and to the same extent as if a separate policy had been issued to each.
- (f) Blanket Contractual Liability: The policy must, on a blanket basis or by specific reference to the Contract, extend to assumed liabilities with respect to contractual provisions.
- (g) Employees and, if applicable, Volunteers must be included as Additional Insured.
- (h) Employers' Liability (or confirmation that all employees are covered by Worker's compensation (WSIB) or similar program)
- (i) Broad Form Property Damage including Completed Operations: Expands the Property Damage coverage to include certain losses that would otherwise be excluded by the standard care, custody or control exclusion found in a standard policy.
- (j) Notice of Cancellation: The Insurer will endeavour to provide the Contracting Authority thirty (30) days written notice of policy cancellation.
- (k) If the policy is written on a claims-made basis, coverage must be in place for a period of at least 12 months after the completion or termination of the Contract.
- (l) Non-Owned Automobile Liability - Coverage for suits against the Contractor resulting from the use of hired or non-owned vehicles.

7.13 Cellular Phones and/or Pagers

The Contractor's Foreman or Site Supervisor must be equipped with a cellular phone and/or pager at all times. All expenses including installation, air time, activating fees, and the cost of the phones/pagers themselves, will be the responsibility of the Contractor. The Contractor must maintain an uninterrupted communication service.

7.14 Government Site Regulations

The Contractor must comply with all regulations, instructions and directives in force on the site where the Work is performed.

7.15 Pre-Commencement Meeting

A pre-commencement meeting is mandatory for the Contractor prior to commencing any work and minutes of the meeting will be taken. The time and place of this meeting will be determined by the Departmental Representative.

The Contractor is to supply the Departmental Representative with a copy of his safety policy as required by the applicable Provincial Occupational Safety and Health Regulations.

Solicitation No. - N° de l'invitation

EJ195-113186/A

Amd. No. - N° de la modif.

Buyer ID - Id de l'acheteur

fk285

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

20113186

File No. - N° du dossier

fk285EJ195-113186

CCC No./N° CCC - FMS No./N° VME

ANNEX A

STATEMENT OF WORK

(Please see attached)

Solicitation No. - N° de l'invitation

EJ195-113186/A

Amd. No. - N° de la modif.

File No. - N° du dossier
fk285EJ195-113186

Buyer ID - Id de l'acheteur

fk285

Client Ref. No. - N° de réf. du client
20113186

CCC No./N° CCC - FMS No./N° VME

ANNEX B

SECURITY REQUIREMENT CHECK LIST

(Please see attached)

Solicitation No. - N° de l'invitation

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fk285

CCC No./N° CCC - FMS No./N° VME

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

20113186

ANNEX C

COMPLETE LIST OF NAMES OF ALL INDIVIDUALS WHO ARE CURRENTLY DIRECTORS OF THE BIDDER

NOTE TO BIDDERS

WRITE DIRECTOR'S SURNAMES AND GIVEN NAMES IN BLOCK LETTERS

Solicitation No. - N° de l'invitation

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fk285EJ195-113186

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fk285

CCC No./N° CCC - FMS No./N° VME

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20113186

ANNEX D

SAMPLE OF THE CONSENT TO A CRIMINAL RECORD VERIFICATION FORM (PWGSC-TPSGC 229)

(Please see attached)

Solicitation No. - N° de l'invitation

EJ195-113186/A

Amd. No. - N° de la modif.

File No. - N° du dossier

fk285EJ195-113186

Buyer ID - Id de l'acheteur

fk285

CCC No./N° CCC - FMS No./N° VME

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

20113186

ANNEX E

COST ESTIMATE FORM FOR EXTRA WORK

(Please see attached)

CFSU-0-Uplands
Canadair Drive
Ottawa, ON, K1A 0S5

25/07/2012

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PART 1 GENERAL

1.1 Definitions

1.1.1 Actions

- 1.1.1.1 Checking/check: visual observation to ensure the device or system is in place and is not obviously damaged or obstructed.
- 1.1.1.2 Inspect/inspection: physical examination to determine that the device or system will perform in accordance with its intended function.
- 1.1.1.3 Testing/test: full operation of a device or system to ensure that it will perform in accordance with its intended operation or function.
- 1.1.1.4 Maintenance/Maintaining: routine recurring work; checking, inspecting, testing & service required to keep the components, sub-systems, system and integrated systems as identified in Part 3 – Equipment Inventory, in such condition that they may be continuously utilized, at their original or designed capacity and efficiency for their intended purpose.
- 1.1.1.5 Service: to make fit for use, adjust, repair, or maintain in order to keep the equipment identified in Part 3 – Equipment Inventory, in an operational condition as per their original design intent.
- 1.1.1.6 Emergency call: onsite diagnosis and correction made by a qualified person as outlined in 1.4.3 – Emergency Call.

1.1.2 Individuals

1.1.2.1 Qualified Person

- 1) Someone who is in possession of a valid and recognized Canadian university or college degree, certificate, license, manufacturer-specific training/certification or professional standing. The university or college must have a provincial or territorial degree-granting status.

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- 2) Someone having the appropriate minimum of five years of experience in the related field.

- 1.1.2.2 Qualified Electrician: someone who is in possession of a valid Certificate of Qualification (C of Q) at the Journeyman level in the province that the work is to be performed.
- 1.1.2.3 Master Electrician: an individual who is licensed under the Ontario Electricity Act, Regulation 570/05 or an individual who is licensed to assume the responsibilities for the carrying out of electrical work on behalf of an electrical Contractor.
- 1.1.2.4 Sprinkler Technician: someone who is in possession of a valid Canadian Automatic Sprinkler Association (CASA) certification.
- 1.1.2.5 Fire Alarm Technician: someone who is in possession of a valid Canadian Alarm Association (CFAA) certification or an Electrical Contractors Association of Ontario (ECAO) certification.
- 1.1.2.6 Backflow Technician: an individual that has completed and passed a Cross Connection Control course in Backflow Preventer Testing at an accredited school or college and that has a certificate issued by an accrediting organization.

1.2 Codes, Standards, Regulations and Requirements

1.2.1 General

- 1.2.1.1 The Contractor must comply with all Codes, Standards, Regulations and Requirements listed in this section.
- 1.2.1.2 The Contractor must keep within his possession a copy of the most current edition of the applicable Codes, Standards, Regulations and Requirements in force at the time of entering into the Statement of Work for the duration of the Contract.
- 1.2.1.3 In the event that concurrent documents exist, the most stringent set of Codes, Standards, Regulations and Requirements must apply.

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1.2.2 National and Provincial Codes

- 1.2.2.1 National and Provincial, Building Codes - As they pertain to the installation, verification and maintenance of Fire Alarm and Fire Protection Systems.
- 1.2.2.2 National and Provincial, Fire Codes - As they pertain to the installation, verification and maintenance of Fire Alarm and Fire Protection Systems.
- 1.2.2.3 National and Provincial, Electrical Safety Codes - As they pertain to the installation, verification and maintenance of Fire Alarm and Fire Protection Systems.
- 1.2.2.4 National, Provincial, Health & Safety Codes - As they pertain to the works undertaken on site.

1.2.3 Standards

- 1.2.3.1 Canadian Underwriters Laboratories of Canada (CAN/ULC) Standards
 - 1) CAN/ULC - S524 - Standard for the Installation of Fire Alarm Systems
 - 2) CAN/ULC - S536 - Inspection and Testing of Fire Alarm Systems
 - 3) CAN/ULC - S537 - Verification of Fire Alarm Systems
- 1.2.3.2 Canadian Standards Association (CSA) Standards
 - 1) CSA B64.10-07 - Maintenance and Field Testing of Backflow Preventers
 - 2) CSA Z460 - Control of hazardous energy - Lockout and other methods
 - 3) CSA Z462 - Workplace Electrical Safety (Arch Flash Protection)
- 1.2.3.3 National Fire Protection Association (NFPA) Standard
 - 1) NFPA 13 – Standard for the Installation of Sprinkler Systems
 - 2) NFPA 20 – Standard for the Installation of Stationary Pumps for Fire Protection
 - 3) NFPA 25 – Standard for the Inspection, Testing, and Maintenance of Water Based Fire Protection Systems

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1.2.4 Health and Safety

1.2.4.1 *Canada Labour Code Part II*, Canada Occupational Safety and Health Regulations

1.2.4.2 Health Canada / Workplace Hazardous Materials Information System (WHMIS)

1.2.4.3 Material Safety Data Sheets (MSDS)

1.2.5 Environmental Codes, Standards, Regulations and Requirements

1.2.5.1 Canadian Environmental Protection Act (CEPA) 1999

1.2.5.2 *Fisheries Act* (R.S.C., 1985, c. F-14)

1.2.5.3 Transportation of Dangerous Goods Regulations (TDGR)

1.2.5.4 Provincial Environmental Protection Act – Ontario - R.R.O. 1990 Regulation 347 Waste Management

1.2.5.5 Guidelines related to the Discharge of Fire Protection Water

- 1) Canadian Council of Ministers of the Environment. (1999) Canadian Water Quality Guidelines for the Protection of Aquatic Life, Reactive Chlorine Species.

1.2.5.6 Municipal By-Law (Disposal of Fire Protection Water as per Subsection 1.6.4 - Disposal of Waste)

- 1) The City of Ottawa Sewer Use By-Law No. 2003-514

1.3 Submittals

1.3.1 Required Permits

1.3.1.1 Electrical Inspection Permits

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- 1) The Contractor is responsible to provide electrical inspection permits for all electrical work prior to electrical work taking place. Refer to the National, Provincial or Territorial electrical codes as mentioned in Section 1.2 – Codes, Standards, Regulations and Requirements.
- 2) If an electrical inspection permit is not required, it is the Contractor’s responsibility to provide a letter from the Electrical Safety Authority (ESA) confirming that the contractor is not required to provide electrical inspection permits for that specific work.

1.3.1.2 Fire Protection Water Discharge Permit

- 1) The Contractor must provide a Municipal Permit, approval letter, or acknowledgement to proceed from the City of Ottawa prior to discharging Fire Protection Water to a municipal non-sanitary sewer as per Article 1.6.4. – Disposal of Waste.

1.3.2 Site/Work Specific Implementation Plan

1.3.2.1 The Contractor must submit a detailed, site/work specific, implementation plan to the Technical Authority twenty working days prior to the commencement of work as identified in the Contract.

- 1) The site/work specific, implementation plan must include:
 - a) A detailed site specific, inspection schedule
 - b) A detailed work plan and sequence of operation for the annual inspection
 - c) The site-Specific Health and Safety Plan
 - d) Hazardous Waste Management Plan
 - e) Samples of relevant inspection checklists
- 2) As part of the site/work specific, implementation plan the Contractor must perform:
 - a) A site-specific safety hazard assessment
 - b) A health and safety risk/hazard analysis for site tasks and operations found within the implementation plan
 - c) A Hazardous Waste Audit

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- 1.3.2.2 The Technical Authority will review the Contractor’s site/work specific implementation plan and provide comments to the Contractor within ten working days after the receipt of plan.
- 1.3.2.3 The Contractor must revise the site/work specific implementation plan as appropriate and resubmit the plan to the Technical Authority within ten working days after receipt of comments.
- 1.3.2.4 The Technical Authority’s review of the Contractor’s detailed site/work specific implementation plan should not be construed as final and does not reduce the Contractor’ overall responsibility for providing the personnel required in the implementation plan.
- 1.3.2.5 The Technical Authority reserves the right to amend the site/work specific implementation plan at any time due to operational requirements and must sign off on all amendments to the plan, in consultation with the Contractor.

1.3.3 Site- Specific Inspection schedule

- 1.3.3.1 As part of the site/work specific, implementation plan, and every subsequent year after, the Contractor must submit to the Technical Authority a detailed site specific, inspection schedule.
 - 1) The schedule must include the additional monthly, semi-annual and annual requirements as defined in Section 2.2.2 – Additional Requirements.
- 1.3.3.2 The Technical Authority’s review of Contractor’s annual detailed inspections schedule should not be construed as final and does not reduce the Contractors’ overall responsibility for providing the required personnel on the scheduled inspection dates.
- 1.3.3.3 The Technical Authority reserves the right to amend the inspection schedule at any time due to operational requirements and must sign off on all amendments to the plan, in consultation with the Contractor.
- 1.3.3.4 In the event of a cancellation or a rescheduling that affects the completion of the work, if the Contractor has not been provided with a 2 hours cancellation

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notification prior to the original start time, the Contractor shall be paid a maximum of a 3 hour service call at their pre-determined billable hourly rates as per the 'As and When Requested Work' Pricing Schedule 2 in the Contract for each individual sent to site.

1.3.4 Work Plan and Sequence of Operation for the Annual inspection

1.3.4.1 As part of the site/work specific, implementation plan the Contractor must submit to the Technical Authority, a detailed work plan including a sequence of operation for all of the events covered under the annual inspection. This work plan must include but is not limited to;

- a) Lockout-Tag out procedures
- b) Site-Specific Electrical Inspection Procedures
- c) Spill Containment Procedures
- d) Dechlorination of Fire Protection Water Procedures
- e) Quantities of Hazardous Waste Products to be produced during the annual inspection.

1.3.4.2 The Technical Authority reserves the right to amend the Work Plan at any time due to operational requirements and must sign off on all amendments to the plan, in consultation with the Contractor.

1.3.5 Health and Safety

1.3.5.1 Site-Specific Health and Safety Plan

- 1) As part of the site/work specific, implementation plan, the Contractor must submit to the Technical Authority their site-specific Health and Safety Plan.
- 2) The Health and Safety Plan must include:
 - a) Results of site-specific safety hazard assessment
 - b) Results of health and safety risk or hazard analysis for site tasks and operations found in work plan

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- 3) The Technical Authority’s review of Contractor’s final Health and Safety plan should not be construed as approved and does not reduce the Contractor’s overall responsibility for Health and Safety.

1.3.5.2 Accident Report

- 1) The Contractor must submit to the Technical Authority within twenty-four hours of incident and/or accident reports of incidents and/or accidents that occur during the term of the Contract.

1.3.5.3 Correction – Health and Safety Issues

- 1) The Contractor must provide the Technical Authority within two working days with written report of action taken to correct non-compliance of Health and Safety issues.

1.3.5.4 Hazardous Material (WHMIS-MSDS)

- 1) The Contractor must submit any and all Workplace Hazardous Materials System (WHMIS) Material Safety Data Sheets (MSDS) for Hazardous Materials used on site to the Technical Authority five working days before such materials are brought to site.

1.3.6 Inspection Checklists

- 1.3.6.1 Sample inspection checklists are available from the Technical Authority upon request.
- 1.3.6.2 The Contractor is responsible for providing and completing the inspection checklists required by this Contract. These inspection checklists must be in conformance with the minimum requirements defined by the applicable Codes, Standards, Regulations and Requirements as per section 1.2.
- 1.3.6.3 Additional inspections, checks and tests, as identified in Part 2 – Execution, must also be recorded on the Contractor’s checklists.
- 1.3.6.4 The inspection checklists must be submitted to and approved by the Technical Authority as part of the site/work specific, implementation plan.

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1.3.6.5 The inspection checklists must be used to record the work performed at each inspection and must identify the specific tasks undertaken.

1.3.6.6 The completed original inspection checklists must be submitted to the Technical Authority and become the property of Canada.

1.3.7 Building Life Safety Compliance Testing Manual

1.3.7.1 Signature of personnel performing any of the identified checks, inspections or tests as outlined in this Statement of Work must be entered into the Building Life Safety Compliance Testing Manual.

1.3.8 Material Removal Records

1.3.8.1 The Contractor must submit to the Technical Authority within five working days records for all removals from site, for both materials designated for alternative disposal and general waste as defined by the Canadian Environmental Protection Act (CEPA) 1999, Hazardous Waste Regulation and other applicable provincial, municipal or territorial legislation.

1.3.9 Reports for Tests, Checks, Maintenance and Service

1.3.9.1 Monthly and Semi-Annual Reports

- 1) A detailed and comprehensive signed inspection report must be submitted to the Technical Authority five working days following the completion of the monthly and semi-annual tests, checks, maintenance and service defined within this Statement of Work.
- 2) A detailed and comprehensive signed computerized or hard copy report of the monthly and semi-annual test procedures carried out, must be submitted to the Technical Authority within ten working days following the completion of the inspections, tests, checks, maintenance and service defined within this Statement of Work.
- 3) The report must include the major and minor deficiencies noted during the inspections, tests, checks, maintenance and service defined within this Statement of Work.

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1.3.9.2 Annual Report

- 1) A detailed and comprehensive signed computerized or hard copy of the annual inspection report must be submitted to the Technical Authority no later than fifteen working days following the completion of the annual inspection, tests, checks, maintenance and service.
- 2) The Annual Report must also include major and minor deficiencies noted during the inspections, tests, checks, maintenance and service.

1.3.10 Additional Documentation

1.3.10.1 Upon request from the Technical Authority, the organization must provide the following documentation :

- 1) U.L.C. Protected password (letter from the manufacturer giving passwords)
- 2) Letter from manufacturer for proprietary, password protected access to site specific systems (Fire Alarm, addressable modules, sub systems including Sprinkler and Fire Suppression systems)
- 3) Direct access to material and parts, all software, hardware or firmware required to maintain Systems
- 4) Letter from manufacturer for Unrestricted Service Bulletins

1.4 General Requirements

1.4.1 Purpose

- 1.4.1.1 The maintenance and service of building components, sub-systems, systems and integrated systems is of utmost importance to ensure the successful operation of the installed services and utilities.
- 1.4.1.2 The maintenance shall not be considered completed until it can be demonstrated to the Technical Authority that the work defined within this Statement of Work has been satisfactorily performed by the Contractor.

1.4.2 Objective

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1.4.2.1 The objective of this Statement of Work is to engage a Contractor to provide maintenance services on the Fire Alarm/Fire Protection/Life Safety Systems, to ensure the integrity and uninterrupted performance of the systems as indicated in Part 3 – Equipment Inventory, including but not limited to:

- 1) Fire Alarm(s)
- 2) Backflow Preventer(s)
- 3) Wet Sprinkler(s)
- 4) Standpipe/Hose Cabinet(s)
- 5) Battery Powered Emergency Lighting
- 6) Ancillary Device(s)
- 7) Auxiliary Device(s)

1.4.2.2 The items listed above, which can be found in Part 3 – Equipment Inventory, must be worked on while maintaining the integrity and uninterrupted performance of the system.

1.4.3 Emergency Calls

1.4.3.1 The Contractor must provide a qualified person(s) as defined by Section 1.1.2 - Individuals, to respond, on site, on a twenty-four hour, seven day a week basis at no extra labour cost to Canada.

1.4.3.2 The Contractor must respond within two hours and be on site ready to work within two hours. All work for emergency service must be executed by a qualified service personnel named in the Contract and such work must proceed continuously until the system is returned to safe operating condition.

1.4.3.3 Request for Emergency calls must only be accepted from the National Call Centre or the Technical Authority.

1.4.3.4 This Statement of Work includes twelve emergency calls per year per site at no extra cost to Canada.

1.4.3.5 Any additional emergency calls will be at extra cost to Canada and shall be calculated based on the ‘As and When Requested Work’ Pricing Schedule 2 in the Contract.

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1.4.4 Problem escalation

- 1.4.4.1 If within the first four hours of working on the equipment, the Contractor's service technician has not been able to make significant progress of repairing the equipment, they must then contact their technical support manager, service manager or engineering manager for advice on a further course of action;
- 1.4.4.2 If the problem is not corrected within a total of eight hours, the service technician must contact their technical support manager, service manager or engineering manager, who must arrange to have someone with more expertise (i.e. an engineer) available on site within the following twenty-four hours.
- 1.4.4.3 The Contractor must submit a written report within forty-eight hours to the Technical Authority providing a clear and concise rationale of the events leading up to the failure of any component, sub-system, system or integrated system and how the issue was fixed.

1.4.5 Notification

- 1.4.5.1 An annually approved schedule is required before the start of the first test and every subsequent year thereafter.
- 1.4.5.2 The Technical Authority must be notified a minimum of fifteen working days prior to tentative tests to allow time to make necessary arrangements.
- 1.4.5.3 The Contractor must ensure that proper notification procedures are in place to avoid false alarms during service, repairs and testing of the equipment identified in Part 3 – Equipment Inventory.
- 1.4.5.4 The Contractor must ensure that proper notification procedures are in place to avoid any miscommunication. The list of minimum contacts includes but is not limited to: the Technical Authority, the monitoring service, the fire department and the site security.
- 1.4.5.5 When service or repairs are required, the Technical Authority must be notified and the Fire Alarm/Fire Protection/Life Safety Systems must be temporarily bypassed to prevent possible false alarms.

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- 1.4.5.6 The Technical Authority and the local Fire Department must be notified, in writing, of any actions taken to disable the Fire Alarm/Fire Protection/Life Safety Systems.

1.4.6 Operational Requirements

- 1.4.6.1 The Contractor must provide required maintenance as per Contractual requirements and at the indicated frequency, inclusive of the manufacturer’s recommendations to maintain the equipment at its original performance level to provide trouble-free operations.

1.4.7 Extra Work

- 1.4.7.1 The Equipment Inventory identified in Part 3 – Equipment Inventory must be inspected and maintained as described herein. All additional parts and labour required to effect repairs to this equipment will be at extra cost to Canada.
- 1.4.7.2 For any repairs associated with the Equipment Inventory, the Contractor must submit to the Technical Authority for review, within twenty-four hours, a comprehensive part & labour cost summary and the reason for repair(s). If the request is deemed fair and reasonable by the Technical Authority, compensation will be provided to the Contractor as per the ‘As and When Requested Work’ Pricing Schedule 2 in the Contract. The proposed repairs must not proceed without prior consent in writing from the Technical Authority.
- 1.4.7.3 While the Contractor is on site, deficiencies discovered that can be repaired with available material from the Contractor’s stock must be billed as per the ‘As and When Requested Work’ Pricing Schedule 2 in the Contract. The approval to proceed with this corrective work can only be authorized by the Technical Authority.
- 1.4.7.4 System components used to repair or replace existing components must be Canadian Underwriters Laboratories of Canada (ULC) and/or Canadian Standard Association (CSA) - listed and must comply with the applicable provisions of the Codes, Standards, Regulations and Requirements identified in Section 1.2.
- 1.4.7.5 The Contractor is to identify modifications or improvements to the equipment or system(s) that will enhance equipment serviceability, life expectancy and/or

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efficiency. The Contractor must submit an estimated cost of the repairs based on the ‘As and When Requested Work’ Pricing Schedule 2 in the Contract.

1.4.8 Working Hours

1.4.8.1 Regular, Silent and Weekend Working Hours

- 1) Regular working hours are from 06:00 AM until 06:00 PM, Monday to Friday.
- 2) Silent hours are from 06:00 PM until 06:00 AM, Monday to Friday.
- 3) Weekend working hours are from 06:00 PM, Friday to 06:00 AM, Monday.

1.4.8.2 Inspections, Maintenance, Testing and Service

1) **With Disruption and Interference**

- a) The inspections, maintenance, testing and service to the Fire Alarm/Fire Protection/Life Safety Systems which may cause disruption to the building occupants and/or systems and may interfere with the operation of any equipment within the building cannot be carried out during regular working hours as defined in article 1.4.8.1- Regular, Silent and Weekend Working Hours.
- b) Disruptive tasks include audible signals, testing of ancillary functions, or other tests and services identified by the Technical Authority.
- c) Testing with disruption and interference tasks required by this Contract must only take place during the Weekend working hours.

2) **Without Disruption and Interference**

- a) The inspections, maintenance, testing and service to the Fire Alarm/Fire Protection/Life Safety Systems which does not cause disruption to the building occupants and/or systems may be carried out during Regular working hours as defined in article 1.4.8.1- Regular, Silent and Weekend Working Hour.
- b) Testing required by this Contract shall take place on the 3rd Thursday of each month starting at 08:00 AM.

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1.4.8.3 Service Work

- 1) Fire Alarm/Fire Protection/Life Safety Systems service work required by this Contract can be carried out during regular working hours with written approval from the Technical Authority.

1.5 Responsibilities

1.5.1 Completion of the Statement of Work

- 1.5.1.1 The Contractor must have the complete operational and adjustment procedures of the manufacturer or the equipment concerned, including direct access to the manufacturer's technical support services and service bulletins.

1.5.2 Negligence on the Part of Others

- 1.5.2.1 The Contractor must notify the Technical Authority by phone within an hour and subsequently to follow up with a written report by fax or e-mail within 24 hours of any negligent operation or misuse of the equipment by others. The Contractor may be required to make repair or replace components necessitated by such occurrence at extra cost.

1.5.3 Documentation

- 1.5.3.1 It is the responsibility of the Contractor to document the tasks and activities associated with maintenance, service and repairs as identified within this Statement of Work.
- 1.5.3.2 The documentation as a result of the above is to be provided to the Technical Authority in accordance to the procedures identified within Section 1.3 – Submittals.
- 1.5.3.3 Checks, tests, maintenance and service must be documented as identified within this Statement of Work and must be demonstrated as being correct and complete to the satisfaction of the Technical Authority.

1.5.4 Health and Safety

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- 1.5.4.1 Site Specific Health and Safety Plan: See Section 1.3 – Submittals.
- 1.5.4.2 It is the responsibility of the Contractor to ensure the health and safety of persons on site, safety of property on site and protection of persons adjacent to site and environment to the extent that they may be affected by conduct of work.
- 1.5.4.3 It is the responsibility of the Contractor to comply with and enforce compliance by employees with safety requirements of the Statement of Work documents, applicable Federal, Provincial, Territorial and local statutes, regulations, ordinances, and with site-specific Health and Safety Plan.
- 1.5.4.4 It is the responsibility of the Contractor to comply with the *Canada Labour Code Part II*, and the associated Canada Occupational Health and Safety Regulations.
- 1.5.4.5 It is the responsibility of the Contractor to comply with the Ontario Health and Safety Act and its associated regulations.
- 1.5.4.6 It is the responsibility of the Contractor to remove from the site any person employed on the site by the Contractor that, in the opinion of the Technical Authority, is a security risk, has been conducting himself improperly or has violated the requirements of the site specific Health and Safety Plan. The Contractor must replace the removed individual with another individual with the same mandatory qualifications within twenty-four hours.

1.5.5 Work Alone Policy

- 1.5.5.1 Due to the high risk factor on Fire alarms systems, no employee must work alone on the site. It is the responsibility of the Contractor to ensure that the appropriate measures are implemented for two or more employees to be on site at all times during any job function.

1.6 Summary of Work

1.6.1 Inclusions of the Statement of Work

1.6.1.1 Labour

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- 1) The labour for all inspections, testing, cleaning, maintenance, service, and contract administration expenses must be provided by the Contractor at no extra cost to Canada.
- 2) The labour for emergency calls must be provided by the Contractor as per Sub-Section 1.4.3 – Emergency Calls on a 7 days a week / 24 hours a day basis.

1.6.1.2 Tools, equipment and services

- 1) The Contractor must furnish all necessary Personal Protective Equipment (PPE), tools, equipment, and services necessary to execute the tasks and activities required for the maintenance, service and repair of the equipment identified in Part 3 – Equipment Inventory.

1.6.1.3 Consumable Materials

- 1) The Contractor must provide all necessary consumable materials required for the maintenance and service of the equipment as identified in Part 2 - Execution. This includes but is not limited to: distilled water, pilot lights, fuses, cleaning materials and light bulbs.
- 2) System components used to repair or replace existing components must be new, Canadian Underwriters Laboratories of Canada (ULC) and/or Canadian Standard Association (CSA) - listed and must comply with the applicable provisions of the codes, standards, regulations and requirements identified in Section 1.2 – Required Codes, Standards, Regulations and Requirements.

1.6.2 Schedule

- 1.6.2.1 The first inspection and test must be carried out fifteen working days following the work start date as identified in this Statement of Work, with each successive test following at:
 - a) Monthly
 - b) Quarterly
 - c) Semi-Annually and
 - d) Annually, as applicable, to be first quarterly

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1.6.3 Hazardous Waste Management Plan

1.6.3.1 General

- 1) The Contractor must comply with the Canadian Environmental Protection Act and applicable Provincial and Territorial Codes, Standards and Requirements as per Section 1.2 - Required Codes, Standards, Regulations and Requirements, including local hazardous waste management programs.
- 2) The Contractor must conduct a hazardous waste audit to determine the hazardous waste generated during maintenance, service or repair activities over the duration of the Contract, and prepare a written hazardous waste management plan as part of the Site/Work Specific Implementation Plan under Section 1.3 - Submittals. The hazardous waste audit must include steps regarding the discharge of dechlorinated fire protection water as included in sub-sections 1.2.5 – Environmental Codes, Standards, Regulations and Requirements and 1.3.4 – Workplan and Sequence of Operations.
- 3) All maintenance personnel must be fully briefed on the hazardous waste management work plan and must be required to conform to it for all aspects of the work. The Contractor shall be responsible for the enforcement of this requirement. The Technical Authority reserves the right to require the dismissal from the site of personnel who fail to comply with the requirements of the hazardous waste management plan.

1.6.3.2 Scheduling

- 1) The Contractor must coordinate the work of the hazardous waste removal and disposal with other activities at site to ensure timely and orderly progress of work.

1.6.3.3 Execution of Work

- 1) The Contractor must place hazardous waste generated by the performance of the maintenance items and duties required by this Contract in the hazardous waste containers provided by Canada. The

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containers are to be stored, on the site in an area designated by the Technical Authority. The Contractor must do work in accordance with the hazardous waste management plan.

- 2) Hazardous waste includes but is not limited to;
 - a) Anti-freeze
 - b) Batteries
 - c) Smoke detectors
- 3) Hazardous waste materials must be handled in accordance with the appropriate Codes, Standards, Regulations and Requirements as identified within section 1.2 – Codes, Standards, Regulations and Requirements.
- 4) The Contractor must clean up work area as work progresses.
- 5) The Contractor must remove tools on completion of work, and leave work areas in clean and orderly condition.
- 6) Mechanical and electrical equipment, sub-systems and systems must be protected from damage and blockage.

1.6.3.4 Health and Safety

- 1) Unforeseen Hazard
 - a) When an unforeseen safety-related factor, hazard, or condition occurs during performance of the work, the Contractor has the right to follow procedures in place for Employee’s Right to Refuse Work, in accordance with Acts and regulations of the province having jurisdiction. The Contractor must immediately advise the Technical Authority verbally and in writing within twenty-four hours.
- 2) Correction of Non-Compliance by the Contractor

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- a) Immediately address Health and Safety non-compliance issues identified by authority having jurisdiction or by the Technical Authority.
- b) Provide the Technical Authority with written report of action taken to correct non-compliance of Health and Safety issues as identified in Section 1.3 – Submittals.
- c) The Technical Authority may stop work if non-compliance of Health and Safety regulations is not corrected.

3) On-site Contingency and Emergency response plan

- a) The Contractor must comply with the standing emergency plan for the site where the work is being performed.

1.6.4 Disposal of Waste

1.6.4.1 Burying of rubbish and waste materials by the Contractor is prohibited.

1.6.4.2 Disposal of waste, volatile materials, mineral spirits, paint thinners or petroleum products into waterways, storm or sanitary sewers is prohibited as outlined in 1.2.5 – Environmental Codes, Standards, Regulations and Requirements.

1.6.4.3 Water generated from the backflush of the sprinkler system must be disposed of in accordance with municipal, provincial and federal requirements, as per Sub-Sections 1.2.5. – Environmental Codes, Standards, Regulations and Requirements.

1.6.4.4 Disposal of the water generated from the backflush of the sprinkler system into waterways, storm or sanitary sewers is prohibited, unless specific approval to discharge into the sanitary sewer is provided by the municipality. Transportation of this liquid waste by a licensed hauler and disposal to an approved wastewater treatment facility may be required.

1.6.4.5 Fire Protection Water Dechlorination

- 1) Discharge of fire protection water, including potable water being utilized for fire pump testing into storm sewers, must be in accordance with the following:

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- a) In the City of Ottawa, a Request to Discharge Application Form must be filled out and submitted to the Sewer Use Program of the City of Ottawa’s Wastewater Services Branch at SUP-PUE@ottawa.ca, or by fax at 613-745-9197, along with the analytical test results of a sample of the raw (without additional treatment such as dechlorination) fire protection water from the building where the fire pump test is planned. The analytical test results will be provided to the Contractor by Canada.
 - b) The completed form and test results must be submitted at least 30 days prior to the date of intended discharge of fire protection water.
- 2) Fire protection water, including potable water being utilized for fire pump testing, must be dechlorinated via dechlorination equipment, such such that water released to storm sewers during the Annual tests meets the following quality requirements.
- a) Reactive Chlorine Species (or Total Residual Chlorine): 0.005 milligrams per litre (mg/L)
 - b) Discharged fire protection water must be tested using a colorimetric kit or meter capable of measuring Total Residual Chlorine at concentrations of 0 to 3.0 mg/L as a minimum. An acceptable Total Residual Chlorine reading for the discharge would be less than 0.005 mg/L, or 0 mg/L depending on instrument sensitivity.
 - c) The dechlorinating agents used to dechlorinate the fire protection water shall be free of any ingredients that are harmful or toxic to the aquatic environment.
 - d) The dechlorination process must form part of the Contractor’s Hazardous Waste Audit and must be included in the Site/Work Specific Implementation Plan as per Sub-Section 1.3.2.
 - e) Annual dechlorination test results must be incorporated into the Annual Report as per Article 1.3.9.2 – Annual Report.

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- 1.6.4.6 Unless specified otherwise, materials for removal become the Contractor's property.

1.7 Work Restrictions

1.7.1 Use of site and facilities

- 1.7.1.1 Work must be done with the least possible interference or disturbance to normal use of premises. Arrangements with Technical Authority must be made to facilitate work.
- 1.7.1.2 The Contractor must maintain security measures established by the existing facility and as approved by the Technical Authority.

1.7.2 Maintenance of existing services

- 1.7.2.1 The Contractor must provide the following in order to maintain existing building services:
- 1) Personnel, pedestrian and vehicular traffic access
 - 2) A flag person where work impedes on regular traffic flow
 - 3) Safety barricades, signage and all precautionary measures required to assure the continued use to building access and services
 - 4) Where building security is reduced by the work, temporary means of maintaining security must be provided i.e. posting a person or persons to monitor entry to the building.

1.7.3 Interruption of Building Services

- 1.7.3.1 The Contractor must notify the Technical Authority fifteen working days prior to intended interruptions of services and obtain written permission before beginning the work.

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PART 2 EXECUTION

2.1 General

2.1.1 Performance

- 2.1.1.1 All work must be performed in accordance with the applicable Federal, Provincial building, fire and electrical codes as identified in Section 1.2 – Codes, Standards, Regulations and Requirements.
- 2.1.1.2 The Contractor must execute such work in a careful and workmanlike manner.
- 2.1.1.3 Each component, sub-system, system and integrated system associated with the Fire Alarm, Fire Protection & Life Safety Systems as identified within Part 3 – Execution, must be checked, inspected and tested as per the applicable Codes, Standards, Regulations and Requirements in Section 1.2.

2.1.2 Scheduling and Planning

2.1.2.1 Maintenance Implementation Strategy

- 1) The Contractor must review the maintenance implementation strategy and planning carefully with the Technical Authority. The Contractor must provide the Technical Authority with a detailed maintenance implementation strategy schedule as per Section 1.3 - Submittals.

2.1.2.2 Inspections, checks and tests

- 1) Daily and weekly inspections, checks and tests to be performed by others, unless they coincide with a scheduled monthly, quarterly, semi-annual or annual inspection, check or test.
- 2) The monthly inspections, checks and tests shall include the daily and weekly inspection, check or test.
- 3) The quarterly inspections, checks and tests shall include the daily, weekly and monthly inspection, check or test.

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- 4) The semi-annual inspections, checks and tests shall include the daily, weekly, monthly and quarterly inspection, check or test.
- 5) The annual inspections, checks and tests shall include the daily, weekly, monthly, quarterly and semi-annual inspection, check or test.
- 6) The two year inspection, test and maintenance shall be performed in conjunction with the yearly test.
- 7) The three year inspection, test and maintenance shall be performed in conjunction with the yearly test.
- 8) Five year inspection, test and maintenance shall be performed in conjunction with the yearly test.
- 9) Twelve year inspection, test and maintenance
 - a) The twelve year inspection, test and maintenance shall be performed in conjunction with the yearly test.
 - b) The cost of these tests, where applicable, is not included in Contract and shall be paid for by Canada.
- 10) Fifteen year inspection, test and maintenance
 - a) The fifteen year inspection, test and maintenance shall be performed in conjunction with the yearly test.
 - b) The cost of these tests, where applicable, is not included in Contract and shall be paid for by Canada.
- 11) Twenty year inspection, test and maintenance
 - a) The twenty year inspection, test and maintenance shall be performed in conjunction with the yearly test.
 - b) The cost of these tests, where applicable, is not included in Contract and shall be paid for by Canada.
- 12) Fifty year inspection, test and maintenance
 - a) The fifty year inspection, test and maintenance shall be performed in conjunction with the yearly test.
 - b) The cost of these tests, where applicable, is not included in Contract and shall be paid for by Canada.

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2.1.3 Inspection Closeout Tasks

2.1.3.1 The Contractor must restore the systems as identified in Part 3 – Equipment Inventory to the operational state as recorded prior to the commencement of the scheduled checks, inspections and tests included in this Contract.

2.1.3.2 Normal situations

- 1) At the conclusion of a test, the following shall be ensured:
 - a) Primary power indication lamp is on;
 - b) System trouble signal and indicator is off;
 - c) Control panel is locked;
 - d) AC power switch enclosure (where applicable) is locked;
 - e) All components of the system, including ancillary and auxiliary devices, are reset or returned to the normal standby mode;
 - f) The appropriate Fire Department and remote monitoring station are notified that the work undertaken as part of this Contract is completed.

2.1.3.3 Abnormal situations

- 1) The Contractor shall restore the systems as identified in Part 3 – Equipment Inventory to the operational state as recorded prior to the commencement of the scheduled checks, inspections and tests included in this Contract.

2.1.4 Personnel on site

2.1.4.1 Electrical Work

- 1) Electrical work must be performed by qualified electrician(s), as per Section 1.1.2 – Individuals.

2.1.4.2 Monthly required personnel

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- 1) The following is the minimum number of qualified personnel as identified in Section 1.1.2 - Individuals, required on site during inspections, checks, and testing:
 - a) One Canadian Fire Alarm Association-certified (CFAA) or one Electrical Contractor’s Association of Ontario-certified (ECAO) - fire alarm technician must be present for fire alarm related work.
 - b) One Canadian Automatic Sprinkler Association-certified (CASA) sprinkler technician must be present for sprinklers and standpipe related work.
- 2) A minimum of two qualified personnel must be present for monthly inspections. One can be dual-trained.

2.1.4.3 Quarterly inspection required personnel

- 1) Personnel required under the monthly inspections are required at the quarterly inspection.

2.1.4.4 Semi-Annual inspection required personnel

- 1) Personnel required under the monthly inspections are required at the semi-annual inspection.
- 2) Other qualified persons or services relevant to the annual testing and work identified within this Statement of work as outlined in Section 1.1. - Definitions.

2.1.4.5 Annual inspection required personnel

- 1) Personnel required under the monthly inspections are required at the annual inspection.
- 2) In addition to the personnel required under the monthly inspections, the following required personnel must be present:
 - a) One additional qualified fire alarm technician must be present for fire alarm related work.

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- b) One additional qualified sprinkler technician must be present for fire pump tests and other related work.
- c) One qualified backflow technician must be present for backflow inspections, checks and tests and other related work.
- d) Other technicians or services relevant to the annual testing and work identified within this Statement of work.

2.1.4.6 Additional requirements

- 1) The checks, inspections, tests, maintenance and service must include but must not be limited to the additional requirements listed in the sections following and must involve all of the verification and test procedures recommended by the Manufacturer.

2.2 Fire Alarm Systems – with or without Emergency Voice Communication Capabilities

2.2.1 Performance

- 2.2.1.1 Each component, sub-system, system and integrated system associated with the Fire Alarm, Fire Protection and Life Safety Systems as identified within Part 2 – Execution, must be checked, inspected and tested as per the applicable Codes, Standards, Regulations and Requirements in Section 1.2.

2.2.2 Additional requirements

2.2.2.1 Monthly requirements

- 1) Battery and battery charging system
 - a) The operating parameters of the battery test of the system must include:
 - i) Rated voltage of battery must be measured before start of the test and also at the conclusion of the test. Indicated readings must indicate full nameplate voltage prior to the test, and the indicated voltage at conclusion of the test must

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- not fall below 85% of rated battery voltage, record the results on the report;
- ii) At no time during this test must the system be left unattended, if the system is not monitored.

2.3 Water Base Fire Protection System

2.3.1 Performance

- 2.3.1.1 Each component, sub-system, system and integrated system associated with the Fire Alarm, Fire Protection and Life Safety Systems as identified within Part 2 – Execution, must be checked, inspected and tested as per the applicable Codes, Standards, Regulations and Requirements in Section 1.2.

2.3.2 Additional Annual requirements

2.3.2.1 Dry and Pre-Action Sprinkler Systems

- 1) Full trip testing of the Dry and Pre-Action Sprinkler Systems must be performed annually.

2.3.2.2 Fire Pumps

- 1) Dechlorination of Fire Protection Water
- a) Potable water being utilized for fire pump testing must be discharged via dechlorination equipment prior to discharge to storm sewers, in accordance with sub-section 1.6.4. – Disposal of Waste.

2.4 Battery Powered Emergency Lighting

2.4.1 Performance

- 2.4.1.1 The components, sub-systems, systems and integrated systems that make up the Battery Powered Emergency Lighting identified within Part 2 – Execution must be checked, inspected and tested once during each Contract year.

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2.4.2 Additional requirements

2.4.2.1 Annual requirement

- 1) Emergency lighting units and exit lights are to be disconnected from normal AC-power and tested for a period of time as defined in the relevant Codes, Standards, Regulations and Requirements identified in Section 1.2.
- 2) The Contractor must ensure the following:
 - a) Verify battery voltage prior to 120 volt AC disconnection.
 - b) Verify battery voltage when to 120 volt AC is disconnected, and ensure changeover to VDC (as applicable).
 - c) Verify proper changeover from normal to battery power and ensure that all heads are operating and aligned as to provide adequate light in intended area.
 - d) Verify battery terminal voltage at the end of the test, before restoring normal power. Record the results in the report.
 - e) Verify that voltage 120 volts AC is restored to unit and changeover to VDC has occurred.
 - f) If it is discovered that the battery voltage drops to below 85% of its rated capacity, the Contractor is to notify the Technical Authority immediately in writing.

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EQUIPMENT INVENTORY

2.5 General

2.5.1 Inventory

2.5.1.1 The following is a list of the minimum number of components included in this Contract. Please note inventory is deemed as accurate as possible.

2.6 Uplands Base

2.6.1 Site Information

Building name	CFB Uplands Base
Civic Address	Canadair Drive
City	Ottawa On
Postal Code	K1A 0S5

2.6.2 Hangar No. 11

Civic Address	Leckie Private
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2.6.2.1 Base Building Fire Alarm System

1) Fire Alarm Panel - Edwards Quickstart

Rate of Rise Heat Detectors	109
Manual Pull Stations	19
Fixed Temperature Heat Detectors	77
Bells	17
End of Line Resistors	15

2.6.2.2 Emergency Battery Lighting Units

Battery Packs	18
Remote Heads	50

2.6.2.3 Water Base Fire Protection System

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Fire Hose Cabinets	9
Siamese Connection	1

2.6.3 Hangar No. 14

Civic Address	Convair Drive
---------------	---------------

2.6.3.1 Base Building Fire Alarm System

1) Fire Alarm Panel

Fire Alarm Panel	Edwards EST 3
Manual Pull Stations	15
Smoke Detectors	6
Rate of Rise Heat Detectors	13
Klaxons	14
End of Line Resistors	62

2.6.3.2 Emergency Battery Lighting Units

Battery Packs	24
Heads	60

2.6.3.3 Water Base Fire Protection System

Tamper Switches	20
Flow Switches	13
Pressure Switches	4
Fire Hose Cabinets	8

2.6.4 Hangar No. 16

Civic Address	Canadair Drive
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2.6.4.1 Base Building Fire Alarm Panel

1) Fire Alarm Panel

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Fire Alarm Panel	Edwards EST-3
Smoke Detectors	Forty Three
Rate of Rise Heat Detectors	46
Manual Pull Station	12
Horns	15
Visual Signal Devices	7
Horn Strobes	2
End of Line Resistors	10
Fixed Temperature Non-Restorable Detectors	2

2.6.4.2 Emergency Battery Lighting Units

Battery Packs	5
Remote Heads	53

2.6.4.3 Water Base Fire Protection System

Tamper Switches	2
Pressure Switches	2
Sprinkler Cabinets	4

2.6.5 Building No. 337 – Church

Civic Address	De Niverville Drive
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2.6.5.1 Emergency Battery Lighting Units

Battery Powered Emergency Lights	5
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2.6.5.2 Water Base Fire Protection System

Hose Cabinet	1
Remote Heads	16

2.6.6 Building No. 346

Civic Address	346 Canadair Drive
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2.6.6.1 Base Building Fire Alarm System

1) Fire alarm Panel

Fire Alarm Panel	QuickStart EST System
Serial No.	9800051
Smoke Detectors	49
Rate of Rise Heat Detectors	51
Manual Pull Stations	16
Horns	12
Fixed Temperature Heat Detector, Non Restorable	1
Fixed Temperature Heat Detector, Restorable	1
End of Line Resistors	6

2.6.6.2 Emergency Battery Lighting Unit

Emergency Battery Packs	9
Exit Signs	10
Remote Heads	37

2.6.6.3 Water Base Fire protection System

Fire Hose Cabinet	6
-------------------	---

2.6.7 Building No. 347

Civic Address	260 Croil Private
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2.6.7.1 Base Building Fire Alarm System

1) Fire Alarm Panel

Fire Alarm Panel	Quickstart Edwards
Smoke Detectors	66
Manual Pull Stations	6

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Rate of Rise Heat Detectors	16
Horns	20
Duct Smoke Detectors	2
Heat Detectors	15
Bells	2
End of Line Resistors	3
Pull Station	5
EOL	2

2.6.7.2 Emergency Battery Lighting Units

Battery Packs	6
Remote Heads	14
Emergency Packs 12v, 216 watts	5
Emergency Packs 12v, 150 watts	1
Emergency Packs 12v, 100 watts	1
Emergency Packs 6v, 72 watts	2
Emergency Packs 6v, 72 watts	1

2.6.7.3 Water Base Fire Protection System

Fire Hose Cabinets	3
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2.6.8 Building No. 351 – Bomb Dump

Civic Address	Ammo Compound Road
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2.6.8.1 Base Building Fire Alarm System

1) Fire Alarm Panel

Fire Alarm Panel	Potter PFC Series – 3002T
Manual Pull Stations	2
Horns	3
End of Line Resistors	2

2.6.9 Building No. 368

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Civic Address	McGill Road
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2.6.9.1 Emergency Battery Lighting Units

Lumacell RG 72 Remote Heads	2
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2.6.10 Building No. 469

Civic Address	De Niverville Drive
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2.6.10.1 Base Building Fire Alarm System

1) Fire Alarm Panel

Fire Alarm Panel	Edwards Quickstart
Manual Pull Stations	7
Heat Detectors	9
Smoke Detectors	33
Bells	20
Duct Smoke Detector	1
End of Line Resistors	2

2.6.10.2 Emergency Battery Lighting Units

Battery Powered Emergency Light	1
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2.6.11 Building No. 471 – Family Resource Centre

Civic Address	330 Coil Private
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2.6.11.1 Base Building Fire Alarm System

1) Fire Alarm Panel

Fire Alarm Panel	Edwards EST
Smoke Detectors	54
Manual Pull Stations	9
Bells	17
Rate of Rise Heat Detectors (Restorable)	4

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Fixed Temperature Heat Detectors (Non Restorable)	5
End of Line resistors	7

2.6.11.2 Emergency Battery Lighting Unit

Lumacell Battery packs	1
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2.6.12 Building No. 475

Civic Address	475 Canadair Drive
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2.6.12.1 Base Building Fire alarm System

1) Fire Alarm Panel

Fire Alarm Panel	Quickstart
Manual Pull Stations	7
Heat Detectors	8
Smoke Detectors	38
Bells	10
End of Line Resistors	2

2.6.12.2 Emergency Battery Lighting Units

Battery Powered emergency Packs	5
Emergency Heads	10

2.6.12.3 Water Base Fire Protection System

Tamper Switch	1
Flow Switch	1
Pressure Switch	1
Hose Cabinets	2

2.6.13 Building No. 512

Civic Address	512 de Niverville Drive
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2.6.13.1 Base Building Fire Alarm System

1) Fire Panel

Fire Panel	Edwards ESA-2000
Manual Pull stations	12
Smoke Detectors	37
Duct Smoke Detectors	4
Bells	25
End of Line Resistors	4
Rate of Rise Heat Detector	1

a) Jockey Pump

Jockey Pump	1
Voltage	110 Volts
Horse Power	1/3

2.6.13.2 Emergency Battery Lighting Unit

Emergency Battery Packs	6
Remote Heads	88

2.6.13.3 Water Base Fire Protection System

Wet System	Viking H-2, 4 inches
Fire Hose Cabinets	7
Sprinkler Flow Switches	6
Sprinkler Tamper Switches	10
Pressure Switch	1
Sprinkler Pipes	One lot
Pressure Tank	1
Siamese Connection	1
Check Valve	1

2.6.14 Building No. 553

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Civic Address	704 Bluenose Drive
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2.6.14.1 Base Building Fire Alarm System

1) Fire Alarm Panel

Horns / Strobes	4
Manual Pull Stations	2
Tamper Switches	3
EOL	4

2.6.14.2 Emergency Battery Lighting Units

Battery Packs 12v, 100 watts	2
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2.6.15 Building No. 554

Civic Address	708 Bluenose Drive
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2.6.15.1 Base Building Fire Alarm System

1) Fire Alarm Panel

Horn / Strobes	4
Manual Pull Stations	2
EOL	4
Tamper Switches	3
Flow Switch	1

2.6.15.2 Emergency Battery Lighting Units

Battery Packs 12v, 100 watts	2
------------------------------	---

2.6.16 Building No. 555

Civic Address	720 Bluenose Drive
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2.6.16.1 Base Building Fire Alarm System

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1) Fire Alarm Panel

GE Fireshield Plus Panel	1
Microm FA-1025 T	1
Smoke Detectors	9
Rate of Rise Heat Detectors	3
Bells	2
Horn / Strobes	7
Manual Pull Stations	8
Tamper Switches	2
Low Pressure Switch	1
Flow Switch	1
EOL	6

2.6.16.2 Emergency Battery Lighting Units

Battery Packs 6v, 36 watts	7
Battery Packs 6v, 30 watts	1

Annex “E”-Cost Estimate Form For Extra Work

Contractor: _____

Date: _____

Description of Work:

(Please attach a separate sheet if required)

		Hourly Rate as per Contract		
I Direct Costs	No. of Hours	AC Technician	G2 Technician	Total
i Direct Labour				
Repair Work Labour				
Emergency Calls Labour				
Other Labour (Specify: _____)				
Total Direct Labour				\$ _____ (i)
ii Direct Material Costs *				
Replacement Parts				
Repair Parts				
Other Material (Specify: _____)				\$ _____ (ii)
Total Direct Material Costs				
iii Other Direct Costs				
Other (Specify: _____)				
Total Other Direct Costs				\$ _____ (iii)
II Total Price				Total
Total Direct Costs (i + ii + iii) (GST/HST extra)				\$ _____

Note: Materials will be charged at our laid-down cost plus a mark-up in accordance with Pricing Schedule 2.

Name: _____

(Please print)

Signature: _____