

RETURN BIDS TO:
RETOURNER LES SOUMISSIONS À:
PWGSC/TPSGC Acquisitions
1045 Main Street
1st Floor, Lobby C
Unit 108
Moncton, NB E1C 1H1
Bid Fax: (506) 851-6759

REQUEST FOR PROPOSAL
DEMANDE DE PROPOSITION

Proposal To: Public Works and Government Services Canada

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

Proposition aux: Travaux Publics et Services Gouvernementaux Canada

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

Comments - Commentaires

Title - Sujet Emergency Power System Inspection	
Solicitation No. - N° de l'invitation 21201-120167/A	Date 2012-05-07
Client Reference No. - N° de référence du client 21201-120167	
GETS Reference No. - N° de référence de SEAG PW-\$MCT-011-4457	
File No. - N° de dossier MCT-1-34528 (011)	CCC No./N° CCC - FMS No./N° VME
Solicitation Closes - L'invitation prend fin at - à 02:00 PM on - le 2012-06-18	Time Zone Fuseau horaire Atlantic Daylight Saving Time ADT
F.O.B. - F.A.B. Specified Herein - Précisé dans les présentes Plant-Usine: <input type="checkbox"/> Destination: <input type="checkbox"/> Other-Autre: <input checked="" type="checkbox"/>	
Address Enquiries to: - Adresser toutes questions à: Sharpe, Charlene A.	Buyer Id - Id de l'acheteur mct011
Telephone No. - N° de téléphone (506) 851-3467 ()	FAX No. - N° de FAX (506) 851-6759
Destination - of Goods, Services, and Construction: Destination - des biens, services et construction: CORRECTIONAL SERVICE OF CANADA Regional Headquarters 1045 MAIN ST 2ND FL. MONCTON New Brunswick E1C1H1 Canada	

Instructions: See Herein

Instructions: Voir aux présentes

Vendor/Firm Name and Address

Raison sociale et adresse du fournisseur/de l'entrepreneur

Issuing Office - Bureau de distribution

NB / PEI Division - Moncton Acquisitions Office
1045 Main Street
1st Floor, Lobby C
Unit 108
Moncton, NB E1C 1H1

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

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Solicitation No. - N° de l'invitation

21201-120167/A

Amd. No. - N° de la modif.

File No. - N° du dossier

MCT-1-34528

Buyer ID - Id de l'acheteur

mct011

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

21201-120167

CCC No./N° CCC - FMS No/ N° VME

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PART 1 - GENERAL INFORMATION

1. Introduction

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

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

The Annexes include:

- Annex A Statement of Work
- Annex B Basis of Payment
- Annex C Insurance Requirements;
- Annex D Security Requirements Check List; and
- Annex E Mandatory Requirements

2. Summary

Correctional Service Canada requires a contractor to provide emergency power system inspection, maintenance/testing, as well as emergency, modification, upgrade and routine repairs at their locations in Springhill Institution, Springhill, Nova Scotia; Dorchester Penitentiary, Dorchester, New Brunswick; Westmorland Institution, Dorchester, New Brunswick; Atlantic Institution, Renous, New Brunswick; and Nova Institution, Truro, Nova Scotia.

The period of the contract is from date of award to March 31, 2013, with options to extend for up to four (4) additional periods of one (1) year each.

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

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

3. Debriefings

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

PART 2 - BIDDER INSTRUCTIONS

1. Standard Instructions, Clauses and Conditions

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

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

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

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

Delete: sixty (60) days

Insert: one hundred and twenty (120) days

1.1 SACC Manual Clauses

SACC Reference	Section	Date
C9000T	Price	2010/08/16

2. Submission of Bids

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

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

3. Enquiries - Bid Solicitation

All enquiries must be submitted in writing to the Contracting Authority no later than ten (10) calendar days before the bid closing date. Enquiries received after that time may not be answered.

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

4. Applicable Laws

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

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

PART 3 - BID PREPARATION INSTRUCTIONS

1. Bid Preparation Instructions

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

Section I: Technical Bid (2 hard copies)
Section II: Financial Bid (1 hard copy)
Section III: Certifications (1 hard copy)

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

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

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

In April 2006, Canada issued a policy directing federal departments and agencies to take the necessary steps to incorporate environmental considerations into the procurement process [Policy on Green Procurement](#)

(<http://www.tpsgc-pwgsc.gc.ca/ecologisation-greening/achats-procurement/politique-policy-eng.html>). To assist Canada in reaching its objectives, bidders are encouraged to:

- 1) use paper containing fibre certified as originating from a sustainably-managed forest and/or containing minimum 30% recycled content; and

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

Section I: Technical Bid

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

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

Section II: Financial Bid

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

1.1 SACC Manual Clauses

C3011T (2010/01/11), Exchange Rate Fluctuation

Section III: Certifications

Bidders must submit the certifications required under Part 5.

PART 4 - EVALUATION PROCEDURES AND BASIS OF SELECTION

1. Evaluation Procedures

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

1.1 Technical Evaluation

1.1.1 Mandatory Technical Criteria

Mandatory Technical Criteria as specified in Annexes A and E.

1.2 Financial Evaluation

SACC Manual Clause A0220T (2007/05/25), Evaluation of Price

2. Basis of Selection

SACC Reference	Section	Date
A0031T	Basis of Selection - Mandatory Technical Criteria	2010/08/16

PART 5 - CERTIFICATIONS

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

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

1. Certifications Precedent to Contract Award

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

1.1 Federal Contractors Program - Certification

Federal Contractors Program - \$200,000 or more

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

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

- If the Bidder does not fall within the exceptions enumerated in 3.(a) or (b) below, or does not have a valid certificate number confirming its adherence to the FCP, the Bidder must fax (819-953-8768) a copy of the signed form LAB 1168, Certificate of Commitment to Implement Employment Equity, to the Labour Branch of HRSDC.

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

The Bidder or the member of the joint venture

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

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

Signature

Date

(Derived from - Provenant de: A3030T, 2010/08/16)

1.2 Former Public Servant Certification

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

Definitions

For the purposes of this clause,

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

- (a) an individual;
- (b) an individual who has incorporated;
- (c) a partnership made of former public servants; or
- (d) a sole proprietorship or entity where the affected individual has a controlling or major interest in the entity.

"lump sum payment period" means the period measured in weeks of salary, for which payment has been made to facilitate the transition to retirement or to other employment as a result of the implementation of

various programs to reduce the size of the Public Service. The lump sum payment period does not include the period of severance pay, which is measured in a like manner.

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

Former Public Servant in Receipt of a Pension

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

If so, the Bidder must provide the following information:

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

Work Force Reduction Program

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

If so, the Bidder must provide the following information:

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

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

Certification

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

Signature

Date

(Derived from - Provenant de: A3025T, 2010/01/11)

1.3 Status and Availability of Resources

SACC Reference	Section	Date
A3005T	Status and Availability of Resources	2010/08/16

Signature

Date

1.4 Education and Experience

1.4.1 SACC Manual clause A3010T (2010/08/16) Education and Experience

Signature

Date

PART 6 - SECURITY REQUIREMENTS

1. Security Requirement

1. Before award of a contract, the following conditions must be met:
 - (a) the Bidder must hold a valid organization security clearance as indicated in Part 7-Resulting Contract Clauses;
 - (b) the Bidder's proposed individuals requiring access to classified or protected information, assets or sensitive work site(s) must meet the security requirement as indicated in Part 7- Resulting Contract Clauses;
 - (c) the Bidder must provide the name of all individuals who will require access to classified or protected information, assets or sensitive work sites.
2. Bidders are reminded to obtain the required security clearance promptly. Any delay in the award of a contract to allow the successful bidder to obtain the required clearance will be at the entire discretion of the Contracting Authority.
3. For additional information on security requirements, bidders should consult the "Security Requirements for PWGSC Bid Solicitations - Instructions for Bidders" (<http://www.tpsgc-pwgsc.gc.ca/app-acq/lc-pl/lc-pl-eng.html#a31>) document on the Departmental Standard Procurement Documents Web site.

PART 7 - RESULTING CONTRACT CLAUSES

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

1. Statement of Work

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

(Derived from - Provenant de: B4007C, 2006/06/16)

2. Standard Clauses and Conditions

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

2.1 General Conditions

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

3. Security Requirement

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

4. Term of Contract

4.1 Period of the Contract

The period of the Contract is from date of Contract to March 31, 2013 inclusive

(Derived from - Provenant de: A9022C, 2007/05/25)

4.2 Option to Extend the Contract

The Contractor grants to Canada the irrevocable option to extend the term of the Contract by up to four (4) additional one year period(s) under the same conditions. The Contractor agrees that, during the extended period of the Contract, it will be paid in accordance with the applicable provisions as set out in the Basis of Payment.

Canada may exercise this option at any time by sending a written notice to the Contractor at least thirty (30) calendar days before the expiry date of the Contract. The option may only be exercised by the

Contracting Authority, and will be evidenced for administrative purposes only, through a contract amendment.

(Derived from - Provenant de: A9009C, 2008/12/12)

5. Authorities

5.1 Contracting Authority

The Contracting Authority for the Contract is:

Charlene Sharpe
Procurement Officer
Public Works and Government Services Canada
Acquisitions Branch
1045 Main Street, Unit 108
Moncton, NB E1C 1H1
Telephone: 506-851-3467
Facsimile: 506-851-6759
E-Mail: Charlene.Sharpe@pwgsc-tpsgc.gc.ca

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

5.2 Project Authority

The Project Authority for the Contract is: *will be identified at contract award*

Name: _____
Title: _____
Organization: _____
Address: _____
Telephone : ____ ____ _____
Facsimile: ____ ____ _____
E-mail address: _____

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

5.3 Contractor's Representative *Bidders are to provide the following information:*

Name: _____
Telephone: _____

Facsimile: _____

E-mail address: _____

6. Payment**6.1 Basis of Payment - Limitation of Expenditure**

The Contractor will be reimbursed for the costs reasonably and properly incurred in the performance of the Work, as determined in accordance with the Basis of Payment in Annex B, to a limitation of expenditure of \$_____ (*insert the amount at contract award*). Customs duties are included and Goods and Services Tax or Harmonized Sales Tax is extra, if applicable.

(Derived from - Provenant de: C0206C, 2011/05/16)

6.2 Limitation of Expenditure

1. Canada's total liability to the Contractor under the Contract must not exceed \$_____ (*insert the amount at contract award*). Customs duties are included and Goods and Services Tax or Harmonized Sales Tax is extra, if applicable.
2. No increase in the total liability of Canada or in the price of the Work resulting from any design changes, modifications or interpretations of the Work, will be authorized or paid to the Contractor unless these design changes, modifications or interpretations have been approved, in writing, by the Contracting Authority before their incorporation into the Work. The Contractor must not perform any work or provide any service that would result in Canada's total liability being exceeded before obtaining the written approval of the Contracting Authority. The Contractor must notify the Contracting Authority in writing as to the adequacy of this sum:
 - (a) when it is 75 percent committed, or
 - (b) four (4) months before the contract expiry date, or
 - (c) as soon as the Contractor considers that the contract funds provided are inadequate for the completion of the Work,

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

(Derived from - Provenant de: C6001C, 2011/05/16)

6.3 SACC Manual Clauses

SACC Reference	Section	Date
A9117C	T1204 - Direct Request by Customer Department	2007/11/30
C0710C	Time and Contract price Verification	2007/11/30
C0711C	Time Verification	2008/05/12
H1001C	Multiple Payments	2008/05/12

7. Invoicing Instructions

1. The Contractor must submit invoices in accordance with the section entitled "Invoice Submission" of the general conditions. Invoices cannot be submitted until all work identified in the invoice is completed.

Each invoice must indicate the following:

- ✓ Work Location
- ✓ Date of Service
- ✓ Contract Number
- ✓ Purchase Order Number
- ✓ Work order Number
- ✓ Name of person who authorized the call
- ✓ Hours Worked / Lump Sum of Inspection
- ✓ Cost per Hours, if applicable
- ✓ Material net cost and mark-up percentage
- ✓ Trades person(s) name(s) and license number(s)

2. Invoices must be distributed as follows:

- (a) The original and two (2) copies must be forwarded to the addresses shown below for certification and payment:

<p>Dorchester Penitentiary (Medium) 4902 Main Street Dorchester, NB E4K 2Y9 Tel: 506-379-4507 Fax: 506-379-4641</p> <p>Chief Facilities Management: Ken LeBlanc</p>	<p>Springhill Institution (Medium) 330 McGee Street P.O. Box 2140 Springhill, NS B0M 1X0 Tel: 902-597-0190, ext. 2190 Fax: 902-597-2362</p> <p>Chief Facilities Management: Les Stewart</p>	<p>Westmorland Institution (Minimum) 4902A Main Street Dorchester, NB E4K 2Y9 Tel: 506-379-4507 Fax: 506-379-4641</p> <p>Chief Facilities Management: Ken LeBlanc</p>
<p>Atlantic Institution (Maximum) 13175 Route 8 P.O. Box 102 Renous, NB E9E 2E1 Tel: 506-623-4204 Fax: 506-623-4288</p> <p>Chief Facilities Management: Jacques Bossy</p>	<p>Nova Institution (Multi) 180 James Street Truro, NS B2N 6R8 Tel: 902-897-1770 Fax: 902-897-2502</p> <p>Chief Facilities Management: Dave MacDonald</p>	

(Derived from - Provenant de: H5001C, 2008/12/12)

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.

9. Applicable Laws

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

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) 2035 (2012/03/02), General Conditions - Higher Complexity - Services;
- (c) Annex A, Statement of Work;
- (d) Annex B, Basis of Payment;
- (e) Annex D, Security Requirements Check List;
- (f) Annex C, Insurance Requirements; and
- (g) the Contractor's bid dated _____

11. SACC Manual Clauses

SACC Reference	Section	Date
A9068C	Government Site Regulations	2010/01/11
B1501C	Electrical Equipment	2006/06/06
B7500C	Excess Goods	2006/06/06

12. Insurance Requirements

The Contractor must comply with the insurance requirements specified in Annex C. 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.

Solicitation No. - N° de l'invitation

21201-120167/A

Amd. No. - N° de la modif.

File No. - N° du dossier

MCT-1-34528

Buyer ID - Id de l'acheteur

mct011

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

21201-120167

CCC No./N° CCC - FMS No/ N° VME

(Derived from - Provenant de: G1001C, 2008/05/12)

13. Shipping Instructions - Delivery at Destination

Goods must be consigned to the destination specified in the Contract and Delivered Duty Paid (DDP) Dorchester Penitentiary, 4902 Main Street, Dorchester, NB; Springhill Institution, 330 McGee Street, Springhill, NS; Westmorland Institution, 4902A Main Street, Dorchester, NB; Atlantic Institution, 13175 Route 8, Renous, NB; or Nova Institution, 180 James Street, Truro, NS; Incoterms 2000 for shipments from a commercial contractor.

(Derived from - Provenant de: D4001C, 2008/12/12)

ANNEX C

INSURANCE REQUIREMENTS

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) Owners' or Contractors' Protective Liability: Covers the damages that the Contractor becomes legally obligated to pay arising out of the operations of a subcontractor.
 - (m) Non-Owned Automobile Liability - Coverage for suits against the Contractor resulting from the use of hired or non-owned vehicles.
 - (n) Litigation Rights: Pursuant to subsection 5(d) of the *Department of Justice Act, S.C. 1993, c. J-2, s.1*, if a suit is instituted for or against Canada which the Insurer would, but for this clause, have the right to pursue or defend on behalf of Canada as an Additional Named Insured under the insurance policy, the Insurer must promptly contact the Attorney General of Canada to agree on the legal strategies by sending a letter, by registered mail or by courier, with an acknowledgement of receipt.

For the province of Quebec, send to:

Director Business Law Directorate,
Quebec Regional Office (Ottawa),
Department of Justice,
284 Wellington Street, Room SAT-6042,
Ottawa, Ontario, K1A 0H8

For other provinces and territories, send to:

Senior General Counsel,
Civil Litigation Section,
Department of Justice
234 Wellington Street, East Tower
Ottawa, Ontario K1A 0H8

A copy of the letter must be sent to the Contracting Authority. Canada reserves the right to co-defend any action brought against Canada. All expenses incurred by Canada to co-defend such actions will be at Canada's expense. If Canada decides to co-defend any action brought against it, and Canada does not agree to a proposed settlement agreed to by the Contractor's insurer and the plaintiff(s) that would result in the settlement or dismissal of the action against Canada, then Canada will be responsible to the Contractor's insurer for any difference between the proposed settlement amount and the amount finally awarded or paid to the plaintiffs (inclusive of costs and interest) on behalf of Canada.

(Derived from - Provenant de: G2001C, 2008/05/12)

Automobile Liability Insurance

1. The Contractor must obtain Automobile 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.
2. The policy must include the following:
 - (a) Third Party Liability - \$2,000,000 Minimum Limit per Accident or Occurrence
 - (b) Accident Benefits - all jurisdictional statutes
 - (c) Uninsured Motorist Protection

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CCC No./N° CCC - FMS No/ N° VME

- (d) Notice of Cancellation: The Insurer will endeavour to provide the Contracting Authority thirty (30) days written notice of cancellation.

(Derived from - Provenant de: G2020C, 2008/05/12)

ANNEX A STATEMENT OF WORK

Title: Emergency Power System Inspection, Maintenance/Testing, Emergency, Modification, Upgrade and Routine Repairs

Objective:

- The contractor shall provide inspection, maintenance, modifications, upgrades and repairs services on the Emergency Power System including all generators, transfer switches, control units, computers, and all associated auxiliary equipments at the following locations:
 - ✓ Atlantic Institution located in the town of Renous, New Brunswick
 - ✓ Dorchester Penitentiary located in the town of Dorchester, New Brunswick
 - ✓ Westmorland Institution located in the town of Dorchester, New Brunswick
 - ✓ Springhill Institution located in the town of Springhill, Nova Scotia
 - ✓ Nova Institution located in the town of Truro, Nova Scotia

Background

- We have a legal requirement under National Building Code of Canada 2005, Division B 3.2.7.5 Emergency Power to Building Systems, National Fire Code of Canada 2005, Division B part 6.5, CSA Z462-09 Workplace Electrical Safety (Arc Flash) and CSA C282-09 Emergency Electrical Power Supply for buildings to perform weekly, monthly, bi-annual, annual and quinquennial (every 5 years) scheduled maintenance and inspections of Emergency Power System, if not; CSC will not meet its legal requirements.

Scope

- The contractor shall provide inspection, maintenance, modifications, upgrades and repairs services on the Emergency Power System for the period from date of contract to March 31, 2013 at the following locations:
 - ✓ Atlantic Institution, Renous, New Brunswick
 - ✓ Dorchester Penitentiary, Dorchester, New Brunswick
 - ✓ Springhill Institution, Springhill, Nova Scotia
 - ✓ Nova Institution, Truro, Nova Scotia
 - ✓ Westmorland Institution, Dorchester, New Brunswick
- Genuine Replacement Parts:
 - ✓ parts made by the original manufacturer;
 - ✓ parts approved for use by the original manufacturer;
 - ✓ parts approved for the proposed application by the Departmental Representative in writing; the Chief Facilities Management, Senior Parole

Officer or his/her delegate reserves the right to have such replacement parts certified for their proposed application by an independent laboratory of its choice, at the expense of the contractor, prior to granting approval;

- ✓ upon request to the contractor all replaced parts may be examined by the Chief Facilities Management, Senior Parole Officer or his/her delegate.

- Regular Maintenance Service:
 - ✓ planned changes, recalls, modifications, replacement or update minor equipment;
 - ✓ work that is required to return the system to a fully operable/more serviceable condition;
 - ✓ work that is required to keep a system in an acceptable operating condition such as: required or scheduled periodic testing, inspection, corrections of minor defective components, or component malfunctions repaired within 24 hours that do not affect the operation of the system.
- Emergency Service:
 - ✓ work needed to correct unplanned impairments and to restore the emergency power system to proper working order as soon as possible;
 - ✓ any unplanned event that can cause death or significant injuries to facility, staff, inmates, or the public, or that can shut down the establishment, disrupt operations, cause physical or environmental damage or can threaten the public image;
- Qualified Person:
 - ✓ Persons who by virtue of knowledge, training and experience are competent to perform a specified task safely and properly.

Tasks:

- The contractor shall perform the semi-annual, annual and quinquennial inspections and testing of Emergency Power System at each site as per CSA282-09. The annual inspection and/or quinquennial must be completed within the first two months of each year of the contract. Annual inspection will be carried-out separately from regular maintenance and testing. The quinquennial will be scheduled as per Annex “B”, Basis of Payment.
- A permanent log of the inspection, testing and maintenance of the emergency electrical power supply system shall be maintained in accordance with the manufacturer’s manual of operating and maintenance instructions and cover at least the items in Tables 2 to 6 as per CSA C282-09 Emergency Electrical Power Supply for buildings. This log shall be kept on site and shall include:
 - ✓ the date on which an inspection, testing and maintenance exercise was carried out;
 - ✓ the name(s) of the person(s) who performed the inspection, testing and maintenance;

- ✓ notes on any unsatisfactory conditions observed or discovered and the steps taken to correct such conditions,; and
- ✓ copies of the design and installation performance test certificates.

Vendor's Performance:

- The contractor's performance will be monitored by the Technical Authority or his/her delegate.
- Performance Factors will include, but NOT be limited to:
 - Providing service required, delays and/or non availability of certified technicians are not acceptable to the crown and where such events occur more frequently than once (1) per month;
 - Immediately COMMUNICATE unavailability of service as per contract (or within 2 hours maximum);
 - Responding within the required time frame at each location in regards to call-back during and after regular hours.
 - Providing required quality service;
- Failure to provide the level of quality of services as defined herein OR non compliance as per tasks listed above during the period of the contract will result in the following:
 - For the first incident, a verbal notice of failure to provide the level of service required, quality services, time frame, etc.
 - A second incident will result in a written notification requesting corrective action: and
 - For the third incident, the vendor will be advised in writing upon twenty-four (24) hours notice that their contract has been set-aside and no further request will be processed.

Technical Authority:

- The Technical Authority for this contract shall be the Chief, Facilities Management or his/her delegate.
- The work shall be carried out to the satisfaction of the Chief Facilities Management or his/her delegate.

Technical Specifications:

- The semi-annual, annual and quinquennial (every five years) inspection, test and maintenance requirements will be done by the contractor as per Table 1, 2, 3, 4, 5 and 6 of the CSA C282-09 – Emergency electrical power supply for buildings.

- All maintenance must be entered into “C282-09 Emergency electric power supply for building maintenance logbook” for each generator system.
- All transfer switch work must be carried out by a **Certified System Manufacturer Technician** certified to work on Electrical Generator Systems for maintenance and repairs and during testing and inspections without direct assistance from the site.
- All diesel generator work must be carried out by a Quality Certified Technician that has the following qualifications:
 - Heavy Equipment Service Technician or
 - Truck and Transport Service Technician or
 - Marine Diesel Mechanics

Furthermore, the technician will have to be trained in Workplace Electrical Safety in regards to Arc Flash as per CSA Z462-08.

- The contractor shall repair or replace all components using only genuine replacement parts.
- The contractor must ensure that all code requirements identified in CSC282-09 are met that apply to the emergency generator, associated equipment and primary distribution system maintained and tested under this agreement.
- The contractor shall, as required, on an emergency basis, or upon request of the Project Authority inspect, clean, repair and/or replace components of the Emergency Power System as per CSA C282-09 Emergency Electrical Power Supply for buildings and CSA Z462-08 Workplace electrical safety. If conditions warrant, the Contractor shall repair or replace all components using only genuine replacement parts.
- The contractor shall perform all service to the Emergency Power System and auxiliary components as per manufacturer’s recommended maintenance procedures.
- The contractor shall inspect and adjust all Emergency Power System as often as necessary and perform all tests as required by applicable Codes and Standards described in the constraints section, paragraph 1. Where regulations require enforcing/inspection authority to witness such tests, the Contractor shall conduct the test in their presence.
- The contractor shall co-ordinate and assist the enforcing/inspection authority in the performance of the inspection and testing of equipment.

Equipment Specifications:

Atlantic Institution:

Generator System#1: Caterpillar, C15, C5E02964 – 500 KW/600 Volts
Generator System#2: Caterpillar, C15, C5E02964 – 500 KW/600 Volts
Transfer Switches: Automatic Transfer Switch 3 ASCO
Synchronizing Board: Make: ASOC Model: 802669CAN – CP1125

Reservoir Building –

Diesel Fire Pump: Cummins, Model U504F2 Serial# 202 439 06, 187 HP,
1 -500 Gallon fuel tank

Dorchester Penitentiary:

C5 Building – Heating Plant

Generator System#1: Detroit Diesel 92, 568HP, 1800 RPM. Spectrum 350KW
Generator System#2: Detroit Diesel 92, 568HP, 1800 RPM. Spectrum 350KW
3 Transfer Switches: Automatic Transfer Switch ASCO 7000 Series,
Power Manager ASCO 5200 Series
1 Control Panel: ASCO 7000 Series
4 Battery Chargers: 4.8 Amps each
8 Batteries – 24 volts, 1400 CCA
1 Outside Storage Diesel Tank – 5000 gallons capacity
2 Inside Storage Diesel Tanks – 250 gallons capacity each

E59 Building – Fire Pump House

Generator System#3: Kohler 25KW – Fast Response II- 31 KVA, 115amp,
120/208
Diesel Fire Pump: Caterpillar – 3208 - Serial # 90N74939, 165 HP

Westmorland Institution

F82 Building Warehouse

Generator System#4: Kohler 30KW – 30ROZ281 - Serial # 176623 – 41KVA,
115amp, 120/208,
Transfer Switch: Automatic Transfer Switch, Mechron, CR2F.

Outside - Regional Portable

Generator System#6: Allis Chamlers, ONAN - #665-T, Serial #5-01726, 125KW,
120/208,
Transfer Switch: Manual

Springhill Institution:

Generator System#1: Detroit Diesel 750 HP
Alternator Unit: Kohler 350REOZZD
Battery Chargers: Kohler Electric
Generator System#2: Detroit Diesel 750 HP
Alternator Unit: Kohler 350REOZZD
Battery Chargers: Kohler Electric
3 Transfer Switches: Automatic Transfer Switch ASCO 962 – 600 Amps
Generator Circuit Breaker – 600 Volt Westinghouse System Pow-R circuit breaker, providing over-current protection and paralleling functions. The breaker 3-poles, electrically operated, draw-out, with solid state trip elements.
1 - Control Panel: ASCO
6 Batteries – Marine 8HHG-31PM DEEP CYCLE series 400
Ventilation Louvers – Electric Motorized.
Fuel System: 2 x 250 gallons day tanks
1 x 10,000 litres complete with redundant pumping and limit controls.
Engine Control System – Kohler Electric
Air Intake: Electrical/Mechanical
Exhaust System: Direct
Fuel Filtration System: CBI dual core F1 Large Filtration System

Nova Institution:

Generator System#1: Kohler 20-300KW Ser# 053549
Transfer Switch: Kohler ELKI-KBS-DNWA-400 amp (4 wires, 4 poles)

Travel:

Travel and meals to be included in the first hourly rate for each service call, if required.

Constraints:

- The contractor shall comply with the Canadian Standard Association 282-09 Emergency Electrical Power Supply for buildings, National Building Code, National Fire Code, Provincial/Territorial Acts and Regulations and Municipal Bylaws.
- The contractor will be under direct escort by commissionaires or a delegate.
- It is the contractor's responsibility to be familiar with all applicable Safety Acts, Regulations, Codes and contract requirements. These must be identified and addressed in the Safety Plan, by identifying Standard Operating Procedures (SOP) and safe work practices (SWP) which incorporate clear and specific control measures, applicable rules, procedures and practices, all of which shall become mandatory.

- Post the Safety Plan at a common location on the site visible to all workers and persons accessing the site. Ensure that all employees, including sub-contractors' personnel, are advised of such Safety Plan and of the posted location.
- The Contractor shall ensure all workers and authorized persons entering the work site are notified of and abide by the posted Safety Plan, safety rules, procedures, safe work practices and applicable Safety Acts, Regulations, and codes. Any person not complying with these shall not be permitted on the site.
- The contractor shall perform all work during the regular working hours (07:00 to 17:30 hours) of the regular working days. If work is required outside of the regular working hours, alternate pre-approved arrangements can be made to accommodate the contractor.
- The contractor shall undertake and agree with all standing orders, safety regulations and regulations in force on the sites where the service is to be performed.
- In case of “CLOSURE OF GOVERNMENT FACILITIES” in regards to delays caused by the Crown at the site, the following will apply:
 - ✓ Contactor personnel are employees of the contractor and are paid by the contractor on the basis of services rendered. Where the contractor or the contractor’s employees are providing services on government premises pursuant to this contract and the said premises become non accessible due to evacuation or closure of government facilities, and consequently no work is being performed as a result of the closure, the Crown will not be liable for payment to the contractor for the period of closure.
 - ✓ In the event of closure, the contractor shall immediately notify the Site Authority or his/her delegate. The contractor will be compensated for the time to return at their closest office or at a maximum of 1 hour whichever is less.
- The contractor shall maintain a contact number where he can be reached in the event of an emergency 24 hours per day, 7 days per week.
- The contractor shall provide emergency service during and after regular hours with a maximum on-site response time as follows:
 - ✓ Atlantic Institution: 4 hours
 - ✓ Dorchester Penitentiary: 4 hours
 - ✓ Westmorland Institution: 4 hours
 - ✓ Springhill Institution: 4 hours
 - ✓ Nova Institution: 4 hours
- The contractor will submit at the time of submittal to PWGSC a copy of the Letter of Coverage, Certified Clearance Certificates and Experience Rating from the Provincial Worker’s Compensation.

- ✓ The contractor will supply to CSC each year at the time of renewal a copy of the Letter of Coverage, Certified Clearance Certificates and Experience Rating from the Provincial Worker's Compensation.
- All of the contractor's technicians and staff must be able to obtain a **CPIC** (Canadian Police Information Center) **Clearance Status** to access the sites.

Atlantic Site Specifics:

- The contractor will contact at his/her arrival the Chief Facilities Management @ 623-4304 or Maintenance Supervisor @ 623-4205 for a work order number and will deliver a Service Report to Works and Engineering area at the end of each site visit during regular working hours.

Dorchester / Westmorland Site Specifics:

- The contractor will contact at his/her arrival the Engineering Supervisor @ 379-4039 or Fire Safety Officer @ 379-4028 for a work order number and will deliver a Service Report to H45 Building at the end of each site visit during regular working hours.

Nova Site Specifics:

- The contractor will contact at his/her arrival the Chief Facilities Management @ 897-1770 for a work order number and will deliver a Service Report to Works and Engineering area at the end of each site visit during regular working hours.

Springhill Site Specifics:

- The contractor will contact at his/her arrival the Engineering Supervisor @ 597-0258/597-0101 or Fire Safety Officer @ ext 3835 for a work order number and will deliver a Service Report to Building 19 Engineering and Maintenance at the end of each site visit during regular working hours.

Client Support:

- The Technical Authority or his/her delegate shall co-ordinate the arrangements for the contractor to be briefed on site safety within thirty (30) days of award of contract.
- The Technical Authority or his/her delegate will provide access to peripheral equipment.
- The Weekly and Monthly inspection, testing and maintenance requirements will be done by staff or others as per CSA 282-09 Emergency Electrical Power Supply for buildings as per Table 1, 2 and 3 and CSA Z462-09 Workplace Electrical Safety (Arc Flash) or the latest revision by a Qualified and Competent person. The Chief Facilities Management or

his/her delegate has the option as required to request that the contractor completes the monthly inspection.

- The staff or person performing the monthly inspection, testing and maintenance work at the site shall have received appropriate training as outlined in the mandatory requirements and be qualified to perform the specified tasks.
- The Technical Authority or his/her delegate will be responsible for notifying staff and offenders in regards to the dates, times, etc. when work will be performed, if required.

Deliverables:

- The contractor is required to submit monthly invoices, outlining the dates of the services rendered, detail work performed and hours worked. The Annual Inspection will be separately from the monthly basis invoice. The contractor will need to issue an additional invoice for year-end adjustment (March 31st) which will need to be invoiced at no later than April 10th of each year.
- The contractor will complete all documentation within thirty (30) days of completion of the semi-annual, annual and quinquennial inspection and testing of the entire Emergency Power System. This agreement covers 100% test and inspection of the Emergency Power System performed in accordance with CSA C282-09 Emergency Electrical Power Supply for buildings and CSA Z462-09 Workplace Electrical Safety (Arc Flash). The report will be provided in electronic format and in a D-ring binder, properly labelled and sectioned by building.
- The contractor shall develop and supply an action plan with specific time frames and estimated costs to address all deficiencies or issues within 30 days of completion of semi-annual and annual inspection and testing.
- The contractor will supply 3 copies of their required on-site tool list to the commissionaire for the proper internal distribution.
- The contractor shall provide a copy of their company's Occupational Health and Safety Policy and Program to the Technical Authority prior to commencing the work. It shall meet the most stringent of the Federal and Provincial Occupational Health and Safety Acts.
- The contractor shall provide all documentation in electronic format on CD or DVD optical storage. All reports are to have an interactive index that will link that table of contents to documents within the report. All documents within the report are to be presented in Adobe Acrobat PDF format.
- The contractor shall provide electronic and paper copies as-built drawings of the site modification or upgrade in AutoCAD. Revision to be confirmed by the Chief Facilities Management or his/her delegate.

- The Contractor shall provide a written Semi Annual Inspection/Maintenance/Testing Report, Annual Inspection/Maintenance/Testing Report and a Quinquennial Inspection/Maintenance/Testing Report to be submitted, to the Site Authority or his/her delegate and the Regional Chief of Engineering and Maintenance, no later than 30 days after the Inspection/Maintenance/Testing has been completed and to be forward to the following generic account: GEN-ATL RHQ Tech Services Technique.
- The contractor shall provide required work materials to perform inspection and maintenance functions.
- The contractor shall dispose of all waste materials in approved locations and containers. The waste must be disposed of by the contractor in compliance with all conditions set out under the New Brunswick Environmental Act for the disposal of hazardous materials.
- The contractor must provide to the Technical Authority or his/her delegate after each visit a Service Report containing all test results, an oil and fuel analysis report. A list of defects/deficiencies discovered during the visit with recommended corrective actions and cost to correct any deficiencies must be provided.
- The contractor must submit a Job Slip(s) with a work order number signed by the Technical Authority or his/her delegate with the invoice. No invoice will be considered for payment unless accompanied by a signed Job Slip(s) with a work order number.

**ANNEX B
BASIS OF PAYMENT**

You will be paid your costs reasonably and properly incurred for the performance of the work as follows;

For the period from DATE OF AWARD to March 31, 2013;

Item #	Description	Unit of Issue	Estimated Quantity	FOB Destination Unit Price
Atlantic Institution				
Certified Electrical Generator Systems Technician (Labour at the following all inclusive rates)				
1	Hourly Rate, First Hour (to include travel and meals), Monday to Friday 0700 to 1730 hours	Hour	2	\$
2	Hourly Rate, After First Hour	Hour	16	\$
3	Hourly Rate, First Hour (to include travel and meals), Monday to Friday 1730 to 0700 hours, Weekends and Holidays	Hour	1	\$
4	Hourly Rate, After First Hour	Hour	4	\$
Certified System Manufacture Tech. - Transfer Switch (Labour at the following all inclusive rates)				
5	Hourly Rate, First Hour (to include travel and meals), Monday to Friday 0700 to 1730 hours	Hour	1	
6	Hourly Rate, After First Hour	Hour	4	\$
7	Hourly Rate, First Hour (to include travel and meals), Monday to Friday 1730 to 0700 hours, Weekends and Holidays	Hour	1	\$
8	Hourly Rate, After First Hour	Hour	4	\$
Monthly Inspection and Testing, if required				
9	Inspection Flat Rate (to include travel and meals)	Inspection	10	\$
Semi-Annual Inspection and Testing (Includes one monthly inspection + semi-annual inspection)				
10	Inspection Flat Rate (to include travel and meals)	Inspection	1	\$
Annual Inspection and Testing (Includes one monthly inspection + annual inspection)				
11	Inspection Flat Rate (to include travel and meals)	Inspection	1	\$
Annual Inspection Transfer Switch				
12	Inspection Flat Rate (to include travel and meals)	Inspection	1	\$
Sub-Total Estimated Cost for Atlantic Institution 2012-13				\$

**ANNEX B
BASIS OF PAYMENT**

Item #	Description	Unit of Issue	Estimated Quantity	FOB Destination Unit Price
Dorchester Penitentiary				
Certified Electrical Generator Systems Technician (Labour at the following all inclusive rates)				
1	Hourly Rate, First Hour (to include travel and meals), Monday to Friday 0700 to 1730 hours	Hour	8	\$
2	Hourly Rate, After First Hour	Hour	48	\$
3	Hourly Rate, First Hour (to include travel and meals), Monday to Friday 1730 to 0700 hours, Weekends and Holidays	Hour	2	\$
4	Hourly Rate, After First Hour	Hour	14	\$
Certified System Manufacture Tech. - Transfer Switch (Labour at the following all inclusive rates)				
5	Hourly Rate, First Hour (to include travel and meals), Monday to Friday 0700 to 1730 hours	Hour	1	
6	Hourly Rate, After First Hour	Hour	4	\$
7	Hourly Rate, First Hour (to include travel and meals), Monday to Friday 1730 to 0700 hours, Weekends and Holidays	Hour	1	\$
8	Hourly Rate, After First Hour	Hour	4	\$
Monthly Inspection and Testing, if required				
9	Inspection Flat Rate (to include travel and meals)	Inspection	10	\$
Semi-Annual Inspection and Testing (Includes one monthly inspection + semi-annual inspection)				
10	Inspection Flat Rate (to include travel and meals)	Inspection	1	\$
Annual Inspection and Testing (Includes one monthly inspection + annual inspection)				
11	Inspection Flat Rate (to include travel and meals)	Inspection	1	\$
Annual Inspection Transfer Switch				
12	Inspection Flat Rate (to include travel and meals)	Inspection	1	\$
Quinquennial Inspection and Testing				
13	Inspection Flat Rate (to include travel and meals)	Inspection	1	\$
Sub-Total Estimated Cost for Dorchester Penitentiary 2012-13				\$

**ANNEX B
BASIS OF PAYMENT**

Item #	Description	Unit of Issue	Estimated Quantity	FOB Destination Unit Price
Springhill Institution				
Certified Electrical Generator Systems Technician (Labour at the following all inclusive rates)				
1	Hourly Rate, First Hour (to include travel and meals), Monday to Friday 0700 to 1730 hours	Hour	5	\$
2	Hourly Rate, After First Hour	Hour	33	\$
3	Hourly Rate, First Hour (to include travel and meals), Monday to Friday 1730 to 0700 hours, Weekends and Holidays	Hour	2	\$
4	Hourly Rate, After First Hour	Hour	8	\$
Certified System Manufacture Tech. - Transfer Switch (Labour at the following all inclusive rates)				
5	Hourly Rate, First Hour (to include travel and meals), Monday to Friday 0700 to 1730 hours	Hour	1	
6	Hourly Rate, After First Hour	Hour	4	\$
7	Hourly Rate, First Hour (to include travel and meals), Monday to Friday 1730 to 0700 hours, Weekends and Holidays	Hour	1	\$
8	Hourly Rate, After First Hour	Hour	4	\$
Monthly Inspection and Testing, if required				
9	Inspection Flat Rate (to include travel and meals)	Inspection	10	\$
Semi-Annual Inspection and Testing (Includes one monthly inspection + semi-annual inspection)				
10	Inspection Flat Rate (to include travel and meals)	Inspection	1	\$
Annual Inspection and Testing (Includes one monthly inspection + annual inspection)				
11	Inspection Flat Rate (to include travel and meals)	Inspection	1	\$
Annual Inspection Transfer Switch				
12	Inspection Flat Rate (to include travel and meals)	Inspection	1	\$
Sub-Total Estimated Cost for Springhill Institution 2012-13				\$

**ANNEX B
BASIS OF PAYMENT**

Item #	Description	Unit of Issue	Estimated Quantity	FOB Destination Unit Price
Nova Institution				
Certified Electrical Generator Systems Technician (Labour at the following all inclusive rates)				
1	Hourly Rate, First Hour (to include travel and meals), Monday to Friday 0700 to 1730 hours	Hour	1	\$
2	Hourly Rate, After First Hour	Hour	5	\$
3	Hourly Rate, First Hour (to include travel and meals), Monday to Friday 1730 to 0700 hours, Weekends and Holidays	Hour	1	\$
4	Hourly Rate, After First Hour	Hour	2	\$
Certified System Manufacture Tech. - Transfer Switch (Labour at the following all inclusive rates)				
5	Hourly Rate, First Hour (to include travel and meals), Monday to Friday 0700 to 1730 hours	Hour	1	
6	Hourly Rate, After First Hour	Hour	4	\$
7	Hourly Rate, First Hour (to include travel and meals), Monday to Friday 1730 to 0700 hours, Weekends and Holidays	Hour	1	\$
8	Hourly Rate, After First Hour	Hour	4	\$
Monthly Inspection and Testing, if required				
9	Inspection Flat Rate (to include travel and meals)	Inspection	10	\$
Semi-Annual Inspection and Testing (Includes one monthly inspection + semi-annual inspection)				
10	Inspection Flat Rate (to include travel and meals)	Inspection	1	\$
Annual Inspection and Testing (Includes one monthly inspection + annual inspection)				
11	Inspection Flat Rate (to include travel and meals)	Inspection	1	\$
Sub-Total Estimated Cost for Nova Institution 2012-13				\$

**ANNEX B
BASIS OF PAYMENT**

Item #	Description	Unit of Issue	Estimated Quantity	FOB Destination Unit Price
Westmorland Institution				
Certified Electrical Generator Systems Technician (Labour at the following all inclusive rates)				
1	Hourly Rate, First Hour (to include travel and meals), Monday to Friday 0700 to 1730 hours	Hour	3	\$
2	Hourly Rate, After First Hour	Hour	7	\$
3	Hourly Rate, First Hour (to include travel and meals), Monday to Friday 1730 to 0700 hours, Weekends and Holidays	Hour	1	\$
4	Hourly Rate, After First Hour	Hour	4	\$
Certified System Manufacture Tech. - Transfer Switch (Labour at the following all inclusive rates)				
5	Hourly Rate, First Hour (to include travel and meals), Monday to Friday 0700 to 1730 hours	Hour	1	
6	Hourly Rate, After First Hour	Hour	4	\$
7	Hourly Rate, First Hour (to include travel and meals), Monday to Friday 1730 to 0700 hours, Weekends and Holidays	Hour	1	\$
8	Hourly Rate, After First Hour	Hour	4	\$
Monthly Inspection and Testing, if required				
9	Inspection Flat Rate (to include travel and meals)	Inspection	10	\$
Semi-Annual Inspection and Testing (Includes one monthly inspection + semi-annual inspection)				
10	Inspection Flat Rate (to include travel and meals)	Inspection	1	\$
Annual Inspection and Testing (Includes one monthly inspection + annual inspection)				
11	Inspection Flat Rate (to include travel and meals)	Inspection	1	\$
Quinquennial Inspection and Testing				
12	Inspection Flat Rate (to include travel and meals)	Inspection	1	\$
Sub-Total Estimated Cost for Westmorland Institution 2012-13				\$
TOTAL ESTIMATED COST FOR 2012-13 (Atlantic Institution + Dorchester Penitentiary + Springhill Institution + Nova Institution + Westmorland Institution)				\$

**ANNEX B
BASIS OF PAYMENT**

For the period from April 1, 2013 to March 31, 2014;

Item #	Description	Unit of Issue	Estimated Quantity	FOB Destination Unit Price
Atlantic Institution				
Certified Electrical Generator Systems Technician (Labour at the following all inclusive rates)				
1	Hourly Rate, First Hour (to include travel and meals), Monday to Friday 0700 to 1730 hours	Hour	2	\$
2	Hourly Rate, After First Hour	Hour	16	\$
3	Hourly Rate, First Hour (to include travel and meals), Monday to Friday 1730 to 0700 hours, Weekends and Holidays	Hour	1	\$
4	Hourly Rate, After First Hour	Hour	4	\$
Certified System Manufacture Tech. - Transfer Switch (Labour at the following all inclusive rates)				
5	Hourly Rate, First Hour (to include travel and meals), Monday to Friday 0700 to 1730 hours	Hour	1	
6	Hourly Rate, After First Hour	Hour	4	\$
7	Hourly Rate, First Hour (to include travel and meals), Monday to Friday 1730 to 0700 hours, Weekends and Holidays	Hour	1	\$
8	Hourly Rate, After First Hour	Hour	4	\$
Monthly Inspection and Testing, if required				
9	Inspection Flat Rate (to include travel and meals)	Inspection	10	\$
Semi-Annual Inspection and Testing (Includes one monthly inspection + semi-annual inspection)				
10	Inspection Flat Rate (to include travel and meals)	Inspection	1	\$
Annual Inspection and Testing (Includes one monthly inspection + annual inspection)				
11	Inspection Flat Rate (to include travel and meals)	Inspection	1	\$
Annual Inspection Transfer Switch				
12	Inspection Flat Rate (to include travel and meals)	Inspection	1	\$
Sub-Total Estimated Cost for Atlantic Institution 2013-14				\$

**ANNEX B
BASIS OF PAYMENT**

Item #	Description	Unit of Issue	Estimated Quantity	FOB Destination Unit Price
Dorchester Penitentiary				
Certified Electrical Generator Systems Technician (Labour at the following all inclusive rates)				
1	Hourly Rate, First Hour (to include travel and meals), Monday to Friday 0700 to 1730 hours	Hour	8	\$
2	Hourly Rate, After First Hour	Hour	48	\$
3	Hourly Rate, First Hour (to include travel and meals), Monday to Friday 1730 to 0700 hours, Weekends and Holidays	Hour	2	\$
4	Hourly Rate, After First Hour	Hour	14	\$
Certified System Manufacture Tech. - Transfer Switch (Labour at the following all inclusive rates)				
5	Hourly Rate, First Hour (to include travel and meals), Monday to Friday 0700 to 1730 hours	Hour	1	
6	Hourly Rate, After First Hour	Hour	4	\$
7	Hourly Rate, First Hour (to include travel and meals), Monday to Friday 1730 to 0700 hours, Weekends and Holidays	Hour	1	\$
8	Hourly Rate, After First Hour	Hour	4	\$
Monthly Inspection and Testing, if required				
9	Inspection Flat Rate (to include travel and meals)	Inspection	10	\$
Semi-Annual Inspection and Testing (Includes one monthly inspection + semi-annual inspection)				
10	Inspection Flat Rate (to include travel and meals)	Inspection	1	\$
Annual Inspection and Testing (Includes one monthly inspection + annual inspection)				
11	Inspection Flat Rate (to include travel and meals)	Inspection	1	\$
Annual Inspection Transfer Switch				
12	Inspection Flat Rate (to include travel and meals)	Inspection	1	\$
Sub-Total Estimated Cost for Dorchester Penitentiary 2013-14				\$

**ANNEX B
BASIS OF PAYMENT**

Item #	Description	Unit of Issue	Estimated Quantity	FOB Destination Unit Price
Springhill Institution				
Certified Electrical Generator Systems Technician (Labour at the following all inclusive rates)				
1	Hourly Rate, First Hour (to include travel and meals), Monday to Friday 0700 to 1730 hours	Hour	5	\$
2	Hourly Rate, After First Hour	Hour	33	\$
3	Hourly Rate, First Hour (to include travel and meals), Monday to Friday 1730 to 0700 hours, Weekends and Holidays	Hour	2	\$
4	Hourly Rate, After First Hour	Hour	8	\$
Certified System Manufacture Tech. - Transfer Switch (Labour at the following all inclusive rates)				
5	Hourly Rate, First Hour (to include travel and meals), Monday to Friday 0700 to 1730 hours	Hour	1	
6	Hourly Rate, After First Hour	Hour	4	\$
7	Hourly Rate, First Hour (to include travel and meals), Monday to Friday 1730 to 0700 hours, Weekends and Holidays	Hour	1	\$
8	Hourly Rate, After First Hour	Hour	4	\$
Monthly Inspection and Testing, if required				
9	Inspection Flat Rate (to include travel and meals)	Inspection	10	\$
Semi-Annual Inspection and Testing (Includes one monthly inspection + semi-annual inspection)				
10	Inspection Flat Rate (to include travel and meals)	Inspection	1	\$
Annual Inspection and Testing (Includes one monthly inspection + annual inspection)				
11	Inspection Flat Rate (to include travel and meals)	Inspection	1	\$
Annual Inspection Transfer Switch				
12	Inspection Flat Rate (to include travel and meals)	Inspection	1	\$
Quinquennial Inspection and Testing				
13	Inspection Flat Rate (to include travel and meals)	Inspection	1	\$
Sub-Total Estimated Cost for Springhill Institution 2013-14				\$

**ANNEX B
BASIS OF PAYMENT**

Item #	Description	Unit of Issue	Estimated Quantity	FOB Destination Unit Price
Nova Institution				
Certified Electrical Generator Systems Technician (Labour at the following all inclusive rates)				
1	Hourly Rate, First Hour (to include travel and meals), Monday to Friday 0700 to 1730 hours	Hour	1	\$
2	Hourly Rate, After First Hour	Hour	5	\$
3	Hourly Rate, First Hour (to include travel and meals), Monday to Friday 1730 to 0700 hours, Weekends and Holidays	Hour	1	\$
4	Hourly Rate, After First Hour	Hour	2	\$
Certified System Manufacture Tech. - Transfer Switch (Labour at the following all inclusive rates)				
5	Hourly Rate, First Hour (to include travel and meals), Monday to Friday 0700 to 1730 hours	Hour	1	
6	Hourly Rate, After First Hour	Hour	4	\$
7	Hourly Rate, First Hour (to include travel and meals), Monday to Friday 1730 to 0700 hours, Weekends and Holidays	Hour	1	\$
8	Hourly Rate, After First Hour	Hour	4	\$
Monthly Inspection and Testing, if required				
9	Inspection Flat Rate (to include travel and meals)	Inspection	10	\$
Semi-Annual Inspection and Testing (Includes one monthly inspection + semi-annual inspection)				
10	Inspection Flat Rate (to include travel and meals)	Inspection	1	\$
Annual Inspection and Testing (Includes one monthly inspection + annual inspection)				
11	Inspection Flat Rate (to include travel and meals)	Inspection	1	\$
Sub-Total Estimated Cost for Nova Institution 2013-14				\$

**ANNEX B
BASIS OF PAYMENT**

Item #	Description	Unit of Issue	Estimated Quantity	FOB Destination Unit Price
Westmorland Institution				
Certified Electrical Generator Systems Technician (Labour at the following all inclusive rates)				
1	Hourly Rate, First Hour (to include travel and meals), Monday to Friday 0700 to 1730 hours	Hour	3	\$
2	Hourly Rate, After First Hour	Hour	7	\$
3	Hourly Rate, First Hour (to include travel and meals), Monday to Friday 1730 to 0700 hours, Weekends and Holidays	Hour	1	\$
4	Hourly Rate, After First Hour	Hour	4	\$
Certified System Manufacture Tech. - Transfer Switch (Labour at the following all inclusive rates)				
5	Hourly Rate, First Hour (to include travel and meals), Monday to Friday 0700 to 1730 hours	Hour	1	
6	Hourly Rate, After First Hour	Hour	4	\$
7	Hourly Rate, First Hour (to include travel and meals), Monday to Friday 1730 to 0700 hours, Weekends and Holidays	Hour	1	\$
8	Hourly Rate, After First Hour	Hour	4	\$
Monthly Inspection and Testing, if required				
9	Inspection Flat Rate (to include travel and meals)	Inspection	10	\$
Semi-Annual Inspection and Testing (Includes one monthly inspection + semi-annual inspection)				
10	Inspection Flat Rate (to include travel and meals)	Inspection	1	\$
Annual Inspection and Testing (Includes one monthly inspection + annual inspection)				
11	Inspection Flat Rate (to include travel and meals)	Inspection	1	\$
Sub-Total Estimated Cost for Westmorland Institution 2013-14				\$
TOTAL ESTIMATED COST FOR 2013-14 (Atlantic Institution + Dorchester Penitentiary + Springhill Institution + Nova Institution + Westmorland Institution)				\$

**ANNEX B
BASIS OF PAYMENT**

For the period from April 1, 2014 to March 31, 2015;

Item #	Description	Unit of Issue	Estimated Quantity	FOB Destination Unit Price
Atlantic Institution				
Certified Electrical Generator Systems Technician (Labour at the following all inclusive rates)				
1	Hourly Rate, First Hour (to include travel and meals), Monday to Friday 0700 to 1730 hours	Hour	2	\$
2	Hourly Rate, After First Hour	Hour	16	\$
3	Hourly Rate, First Hour (to include travel and meals), Monday to Friday 1730 to 0700 hours, Weekends and Holidays	Hour	1	\$
4	Hourly Rate, After First Hour	Hour	4	\$
Certified System Manufacture Tech. - Transfer Switch (Labour at the following all inclusive rates)				
5	Hourly Rate, First Hour (to include travel and meals), Monday to Friday 0700 to 1730 hours	Hour	1	
6	Hourly Rate, After First Hour	Hour	4	\$
7	Hourly Rate, First Hour (to include travel and meals), Monday to Friday 1730 to 0700 hours, Weekends and Holidays	Hour	1	\$
8	Hourly Rate, After First Hour	Hour	4	\$
Monthly Inspection and Testing, if required				
9	Inspection Flat Rate (to include travel and meals)	Inspection	10	\$
Semi-Annual Inspection and Testing (Includes one monthly inspection + semi-annual inspection)				
10	Inspection Flat Rate (to include travel and meals)	Inspection	1	\$
Annual Inspection and Testing (Includes one monthly inspection + annual inspection)				
11	Inspection Flat Rate (to include travel and meals)	Inspection	1	\$
Annual Inspection Transfer Switch				
12	Inspection Flat Rate (to include travel and meals)	Inspection	1	\$
Sub-Total Estimated Cost for Atlantic Institution 2014-15				\$

**ANNEX B
BASIS OF PAYMENT**

Item #	Description	Unit of Issue	Estimated Quantity	FOB Destination Unit Price
Dorchester Penitentiary				
Certified Electrical Generator Systems Technician (Labour at the following all inclusive rates)				
1	Hourly Rate, First Hour (to include travel and meals), Monday to Friday 0700 to 1730 hours	Hour	8	\$
2	Hourly Rate, After First Hour	Hour	48	\$
3	Hourly Rate, First Hour (to include travel and meals), Monday to Friday 1730 to 0700 hours, Weekends and Holidays	Hour	2	\$
4	Hourly Rate, After First Hour	Hour	14	\$
Certified System Manufacture Tech. - Transfer Switch (Labour at the following all inclusive rates)				
5	Hourly Rate, First Hour (to include travel and meals), Monday to Friday 0700 to 1730 hours	Hour	1	
6	Hourly Rate, After First Hour	Hour	4	\$
7	Hourly Rate, First Hour (to include travel and meals), Monday to Friday 1730 to 0700 hours, Weekends and Holidays	Hour	1	\$
8	Hourly Rate, After First Hour	Hour	4	\$
Monthly Inspection and Testing, if required				
9	Inspection Flat Rate (to include travel and meals)	Inspection	10	\$
Semi-Annual Inspection and Testing (Includes one monthly inspection + semi-annual inspection)				
10	Inspection Flat Rate (to include travel and meals)	Inspection	1	\$
Annual Inspection and Testing (Includes one monthly inspection + annual inspection)				
11	Inspection Flat Rate (to include travel and meals)	Inspection	1	\$
Annual Inspection Transfer Switch				
12	Inspection Flat Rate (to include travel and meals)	Inspection	1	\$
Sub-Total Estimated Cost for Dorchester Penitentiary 2014-15				\$

**ANNEX B
BASIS OF PAYMENT**

Item #	Description	Unit of Issue	Estimated Quantity	FOB Destination Unit Price
Springhill Institution				
Certified Electrical Generator Systems Technician (Labour at the following all inclusive rates)				
1	Hourly Rate, First Hour (to include travel and meals), Monday to Friday 0700 to 1730 hours	Hour	5	\$
2	Hourly Rate, After First Hour	Hour	33	\$
3	Hourly Rate, First Hour (to include travel and meals), Monday to Friday 1730 to 0700 hours, Weekends and Holidays	Hour	2	\$
4	Hourly Rate, After First Hour	Hour	8	\$
Certified System Manufacture Tech. - Transfer Switch (Labour at the following all inclusive rates)				
5	Hourly Rate, First Hour (to include travel and meals), Monday to Friday 0700 to 1730 hours	Hour	1	
6	Hourly Rate, After First Hour	Hour	4	\$
7	Hourly Rate, First Hour (to include travel and meals), Monday to Friday 1730 to 0700 hours, Weekends and Holidays	Hour	1	\$
8	Hourly Rate, After First Hour	Hour	4	\$
Monthly Inspection and Testing, if required				
9	Inspection Flat Rate (to include travel and meals)	Inspection	10	\$
Semi-Annual Inspection and Testing (Includes one monthly inspection + semi-annual inspection)				
10	Inspection Flat Rate (to include travel and meals)	Inspection	1	\$
Annual Inspection and Testing (Includes one monthly inspection + annual inspection)				
11	Inspection Flat Rate (to include travel and meals)	Inspection	1	\$
Annual Inspection Transfer Switch				
12	Inspection Flat Rate (to include travel and meals)	Inspection	1	\$
Sub-Total Estimated Cost for Springhill Institution 2014-15				\$

**ANNEX B
BASIS OF PAYMENT**

Item #	Description	Unit of Issue	Estimated Quantity	FOB Destination Unit Price
Nova Institution				
Certified Electrical Generator Systems Technician (Labour at the following all inclusive rates)				
1	Hourly Rate, First Hour (to include travel and meals), Monday to Friday 0700 to 1730 hours	Hour	1	\$
2	Hourly Rate, After First Hour	Hour	5	\$
3	Hourly Rate, First Hour (to include travel and meals), Monday to Friday 1730 to 0700 hours, Weekends and Holidays	Hour	1	\$
4	Hourly Rate, After First Hour	Hour	2	\$
Certified System Manufacture Tech. - Transfer Switch (Labour at the following all inclusive rates)				
5	Hourly Rate, First Hour (to include travel and meals), Monday to Friday 0700 to 1730 hours	Hour	1	
6	Hourly Rate, After First Hour	Hour	4	\$
7	Hourly Rate, First Hour (to include travel and meals), Monday to Friday 1730 to 0700 hours, Weekends and Holidays	Hour	1	\$
8	Hourly Rate, After First Hour	Hour	4	\$
Monthly Inspection and Testing, if required				
9	Inspection Flat Rate (to include travel and meals)	Inspection	10	\$
Semi-Annual Inspection and Testing (Includes one monthly inspection + semi-annual inspection)				
10	Inspection Flat Rate (to include travel and meals)	Inspection	1	\$
Annual Inspection and Testing (Includes one monthly inspection + annual inspection)				
11	Inspection Flat Rate (to include travel and meals)	Inspection	1	\$
Sub-Total Estimated Cost for Nova Institution 2014-15				\$

**ANNEX B
BASIS OF PAYMENT**

Item #	Description	Unit of Issue	Estimated Quantity	FOB Destination Unit Price
Westmorland Institution				
Certified Electrical Generator Systems Technician (Labour at the following all inclusive rates)				
1	Hourly Rate, First Hour (to include travel and meals), Monday to Friday 0700 to 1730 hours	Hour	3	\$
2	Hourly Rate, After First Hour	Hour	7	\$
3	Hourly Rate, First Hour (to include travel and meals), Monday to Friday 1730 to 0700 hours, Weekends and Holidays	Hour	1	\$
4	Hourly Rate, After First Hour	Hour	4	\$
Certified System Manufacture Tech. - Transfer Switch (Labour at the following all inclusive rates)				
5	Hourly Rate, First Hour (to include travel and meals), Monday to Friday 0700 to 1730 hours	Hour	1	
6	Hourly Rate, After First Hour	Hour	4	\$
7	Hourly Rate, First Hour (to include travel and meals), Monday to Friday 1730 to 0700 hours, Weekends and Holidays	Hour	1	\$
8	Hourly Rate, After First Hour	Hour	4	\$
Monthly Inspection and Testing, if required				
9	Inspection Flat Rate (to include travel and meals)	Inspection	10	\$
Semi-Annual Inspection and Testing (Includes one monthly inspection + semi-annual inspection)				
10	Inspection Flat Rate (to include travel and meals)	Inspection	1	\$
Annual Inspection and Testing (Includes one monthly inspection + annual inspection)				
11	Inspection Flat Rate (to include travel and meals)	Inspection	1	\$
Sub-Total Estimated Cost for Westmorland Institution 2014-15				\$
TOTAL ESTIMATED COST FOR 2014-15 (Atlantic Institution + Dorchester Penitentiary + Springhill Institution + Nova Institution + Westmorland Institution)				\$

**ANNEX B
BASIS OF PAYMENT**

For the period from April 1, 2015 to March 31, 2016;

Item #	Description	Unit of Issue	Estimated Quantity	FOB Destination Unit Price
Atlantic Institution				
Certified Electrical Generator Systems Technician (Labour at the following all inclusive rates)				
1	Hourly Rate, First Hour (to include travel and meals), Monday to Friday 0700 to 1730 hours	Hour	2	\$
2	Hourly Rate, After First Hour	Hour	16	\$
3	Hourly Rate, First Hour (to include travel and meals), Monday to Friday 1730 to 0700 hours, Weekends and Holidays	Hour	1	\$
4	Hourly Rate, After First Hour	Hour	4	\$
Certified System Manufacture Tech. - Transfer Switch (Labour at the following all inclusive rates)				
5	Hourly Rate, First Hour (to include travel and meals), Monday to Friday 0700 to 1730 hours	Hour	1	
6	Hourly Rate, After First Hour	Hour	4	\$
7	Hourly Rate, First Hour (to include travel and meals), Monday to Friday 1730 to 0700 hours, Weekends and Holidays	Hour	1	\$
8	Hourly Rate, After First Hour	Hour	4	\$
Monthly Inspection and Testing, if required				
9	Inspection Flat Rate (to include travel and meals)	Inspection	10	\$
Semi-Annual Inspection and Testing (Includes one monthly inspection + semi-annual inspection)				
10	Inspection Flat Rate (to include travel and meals)	Inspection	1	\$
Annual Inspection and Testing (Includes one monthly inspection + annual inspection)				
11	Inspection Flat Rate (to include travel and meals)	Inspection	1	\$
Annual Inspection Transfer Switch				
12	Inspection Flat Rate (to include travel and meals)	Inspection	1	\$
Sub-Total Estimated Cost for Atlantic Institution 2015-16				\$

**ANNEX B
BASIS OF PAYMENT**

Item #	Description	Unit of Issue	Estimated Quantity	FOB Destination Unit Price
Dorchester Penitentiary				
Certified Electrical Generator Systems Technician (Labour at the following all inclusive rates)				
1	Hourly Rate, First Hour (to include travel and meals), Monday to Friday 0700 to 1730 hours	Hour	8	\$
2	Hourly Rate, After First Hour	Hour	48	\$
3	Hourly Rate, First Hour (to include travel and meals), Monday to Friday 1730 to 0700 hours, Weekends and Holidays	Hour	2	\$
4	Hourly Rate, After First Hour	Hour	14	\$
Certified System Manufacture Tech. - Transfer Switch (Labour at the following all inclusive rates)				
5	Hourly Rate, First Hour (to include travel and meals), Monday to Friday 0700 to 1730 hours	Hour	1	
6	Hourly Rate, After First Hour	Hour	4	\$
7	Hourly Rate, First Hour (to include travel and meals), Monday to Friday 1730 to 0700 hours, Weekends and Holidays	Hour	1	\$
8	Hourly Rate, After First Hour	Hour	4	\$
Monthly Inspection and Testing, if required				
9	Inspection Flat Rate (to include travel and meals)	Inspection	10	\$
Semi-Annual Inspection and Testing (Includes one monthly inspection + semi-annual inspection)				
10	Inspection Flat Rate (to include travel and meals)	Inspection	1	\$
Annual Inspection and Testing (Includes one monthly inspection + annual inspection)				
11	Inspection Flat Rate (to include travel and meals)	Inspection	1	\$
Annual Inspection Transfer Switch				
12	Inspection Flat Rate (to include travel and meals)	Inspection	1	\$
Sub-Total Estimated Cost for Dorchester Penitentiary 2015-16				\$

**ANNEX B
BASIS OF PAYMENT**

Item #	Description	Unit of Issue	Estimated Quantity	FOB Destination Unit Price
Springhill Institution				
Certified Electrical Generator Systems Technician (Labour at the following all inclusive rates)				
1	Hourly Rate, First Hour (to include travel and meals), Monday to Friday 0700 to 1730 hours	Hour	5	\$
2	Hourly Rate, After First Hour	Hour	33	\$
3	Hourly Rate, First Hour (to include travel and meals), Monday to Friday 1730 to 0700 hours, Weekends and Holidays	Hour	2	\$
4	Hourly Rate, After First Hour	Hour	8	\$
Certified System Manufacture Tech. - Transfer Switch (Labour at the following all inclusive rates)				
5	Hourly Rate, First Hour (to include travel and meals), Monday to Friday 0700 to 1730 hours	Hour	1	
6	Hourly Rate, After First Hour	Hour	4	\$
7	Hourly Rate, First Hour (to include travel and meals), Monday to Friday 1730 to 0700 hours, Weekends and Holidays	Hour	1	\$
8	Hourly Rate, After First Hour	Hour	4	\$
Monthly Inspection and Testing, if required				
9	Inspection Flat Rate (to include travel and meals)	Inspection	10	\$
Semi-Annual Inspection and Testing (Includes one monthly inspection + semi-annual inspection)				
10	Inspection Flat Rate (to include travel and meals)	Inspection	1	\$
Annual Inspection and Testing (Includes one monthly inspection + annual inspection)				
11	Inspection Flat Rate (to include travel and meals)	Inspection	1	\$
Annual Inspection Transfer Switch				
12	Inspection Flat Rate (to include travel and meals)	Inspection	1	\$
Sub-Total Estimated Cost for Springhill Institution 2015-16				\$

**ANNEX B
BASIS OF PAYMENT**

Item #	Description	Unit of Issue	Estimated Quantity	FOB Destination Unit Price
Nova Institution				
Certified Electrical Generator Systems Technician (Labour at the following all inclusive rates)				
1	Hourly Rate, First Hour (to include travel and meals), Monday to Friday 0700 to 1730 hours	Hour	1	\$
2	Hourly Rate, After First Hour	Hour	5	\$
3	Hourly Rate, First Hour (to include travel and meals), Monday to Friday 1730 to 0700 hours, Weekends and Holidays	Hour	1	\$
4	Hourly Rate, After First Hour	Hour	2	\$
Certified System Manufacture Tech. - Transfer Switch (Labour at the following all inclusive rates)				
5	Hourly Rate, First Hour (to include travel and meals), Monday to Friday 0700 to 1730 hours	Hour	1	
6	Hourly Rate, After First Hour	Hour	4	\$
7	Hourly Rate, First Hour (to include travel and meals), Monday to Friday 1730 to 0700 hours, Weekends and Holidays	Hour	1	\$
8	Hourly Rate, After First Hour	Hour	4	\$
Monthly Inspection and Testing, if required				
9	Inspection Flat Rate (to include travel and meals)	Inspection	10	\$
Semi-Annual Inspection and Testing (Includes one monthly inspection + semi-annual inspection)				
10	Inspection Flat Rate (to include travel and meals)	Inspection	1	\$
Annual Inspection and Testing (Includes one monthly inspection + annual inspection)				
11	Inspection Flat Rate (to include travel and meals)	Inspection	1	\$
Quinquennial Inspection and Testing				
12	Inspection Flat Rate (to include travel and meals)	Inspection	1	\$
Sub-Total Estimated Cost for Nova Institution 2015-16				\$

**ANNEX B
BASIS OF PAYMENT**

Item #	Description	Unit of Issue	Estimated Quantity	FOB Destination Unit Price
Westmorland Institution				
Certified Electrical Generator Systems Technician (Labour at the following all inclusive rates)				
1	Hourly Rate, First Hour (to include travel and meals), Monday to Friday 0700 to 1730 hours	Hour	3	\$
2	Hourly Rate, After First Hour	Hour	7	\$
3	Hourly Rate, First Hour (to include travel and meals), Monday to Friday 1730 to 0700 hours, Weekends and Holidays	Hour	1	\$
4	Hourly Rate, After First Hour	Hour	4	\$
Certified System Manufacture Tech. - Transfer Switch (Labour at the following all inclusive rates)				
5	Hourly Rate, First Hour (to include travel and meals), Monday to Friday 0700 to 1730 hours	Hour	1	
6	Hourly Rate, After First Hour	Hour	4	\$
7	Hourly Rate, First Hour (to include travel and meals), Monday to Friday 1730 to 0700 hours, Weekends and Holidays	Hour	1	\$
8	Hourly Rate, After First Hour	Hour	4	\$
Monthly Inspection and Testing, if required				
9	Inspection Flat Rate (to include travel and meals)	Inspection	10	\$
Semi-Annual Inspection and Testing (Includes one monthly inspection + semi-annual inspection)				
10	Inspection Flat Rate (to include travel and meals)	Inspection	1	\$
Annual Inspection and Testing (Includes one monthly inspection + annual inspection)				
11	Inspection Flat Rate (to include travel and meals)	Inspection	1	\$
Sub-Total Estimated Cost for Westmorland Institution 2015-16				\$
TOTAL ESTIMATED COST FOR 2015-16 (Atlantic Institution + Dorchester Penitentiary + Springhill Institution + Nova Institution + Westmorland Institution)				\$

**ANNEX B
BASIS OF PAYMENT**

For the period from April 1, 2016 to March 31, 2017;

Item #	Description	Unit of Issue	Estimated Quantity	FOB Destination Unit Price
Atlantic Institution				
Certified Electrical Generator Systems Technician (Labour at the following all inclusive rates)				
1	Hourly Rate, First Hour (to include travel and meals), Monday to Friday 0700 to 1730 hours	Hour	2	\$
2	Hourly Rate, After First Hour	Hour	16	\$
3	Hourly Rate, First Hour (to include travel and meals), Monday to Friday 1730 to 0700 hours, Weekends and Holidays	Hour	1	\$
4	Hourly Rate, After First Hour	Hour	4	\$
Certified System Manufacture Tech. - Transfer Switch (Labour at the following all inclusive rates)				
5	Hourly Rate, First Hour (to include travel and meals), Monday to Friday 0700 to 1730 hours	Hour	1	
6	Hourly Rate, After First Hour	Hour	4	\$
7	Hourly Rate, First Hour (to include travel and meals), Monday to Friday 1730 to 0700 hours, Weekends and Holidays	Hour	1	\$
8	Hourly Rate, After First Hour	Hour	4	\$
Monthly Inspection and Testing, if required				
9	Inspection Flat Rate (to include travel and meals)	Inspection	10	\$
Semi-Annual Inspection and Testing (Includes one monthly inspection + semi-annual inspection)				
10	Inspection Flat Rate (to include travel and meals)	Inspection	1	\$
Annual Inspection and Testing (Includes one monthly inspection + annual inspection)				
11	Inspection Flat Rate (to include travel and meals)	Inspection	1	\$
Annual Inspection Transfer Switch				
12	Inspection Flat Rate (to include travel and meals)	Inspection	1	\$
Quinquennial Inspection and Testing				
13	Inspection Flat Rate (to include travel and meals)	Inspection	1	\$
Sub-Total Estimated Cost for Atlantic Institution 2016-17				\$

**ANNEX B
BASIS OF PAYMENT**

Item #	Description	Unit of Issue	Estimated Quantity	FOB Destination Unit Price
Dorchester Penitentiary				
Certified Electrical Generator Systems Technician (Labour at the following all inclusive rates)				
1	Hourly Rate, First Hour (to include travel and meals), Monday to Friday 0700 to 1730 hours	Hour	8	\$
2	Hourly Rate, After First Hour	Hour	48	\$
3	Hourly Rate, First Hour (to include travel and meals), Monday to Friday 1730 to 0700 hours, Weekends and Holidays	Hour	2	\$
4	Hourly Rate, After First Hour	Hour	14	\$
Certified System Manufacture Tech. - Transfer Switch (Labour at the following all inclusive rates)				
5	Hourly Rate, First Hour (to include travel and meals), Monday to Friday 0700 to 1730 hours	Hour	1	
6	Hourly Rate, After First Hour	Hour	4	\$
7	Hourly Rate, First Hour (to include travel and meals), Monday to Friday 1730 to 0700 hours, Weekends and Holidays	Hour	1	\$
8	Hourly Rate, After First Hour	Hour	4	\$
Monthly Inspection and Testing, if required				
9	Inspection Flat Rate (to include travel and meals)	Inspection	10	\$
Semi-Annual Inspection and Testing (Includes one monthly inspection + semi-annual inspection)				
10	Inspection Flat Rate (to include travel and meals)	Inspection	1	\$
Annual Inspection and Testing (Includes one monthly inspection + annual inspection)				
11	Inspection Flat Rate (to include travel and meals)	Inspection	1	\$
Annual Inspection Transfer Switch				
12	Inspection Flat Rate (to include travel and meals)	Inspection	1	\$
Sub-Total Estimated Cost for Dorchester Penitentiary 2016-17				\$

**ANNEX B
BASIS OF PAYMENT**

Item #	Description	Unit of Issue	Estimated Quantity	FOB Destination Unit Price
Springhill Institution				
Certified Electrical Generator Systems Technician (Labour at the following all inclusive rates)				
1	Hourly Rate, First Hour (to include travel and meals), Monday to Friday 0700 to 1730 hours	Hour	5	\$
2	Hourly Rate, After First Hour	Hour	33	\$
3	Hourly Rate, First Hour (to include travel and meals), Monday to Friday 1730 to 0700 hours, Weekends and Holidays	Hour	2	\$
4	Hourly Rate, After First Hour	Hour	8	\$
Certified System Manufacture Tech. - Transfer Switch (Labour at the following all inclusive rates)				
5	Hourly Rate, First Hour (to include travel and meals), Monday to Friday 0700 to 1730 hours	Hour	1	
6	Hourly Rate, After First Hour	Hour	4	\$
7	Hourly Rate, First Hour (to include travel and meals), Monday to Friday 1730 to 0700 hours, Weekends and Holidays	Hour	1	\$
8	Hourly Rate, After First Hour	Hour	4	\$
Monthly Inspection and Testing, if required				
9	Inspection Flat Rate (to include travel and meals)	Inspection	10	\$
Semi-Annual Inspection and Testing (Includes one monthly inspection + semi-annual inspection)				
10	Inspection Flat Rate (to include travel and meals)	Inspection	1	\$
Annual Inspection and Testing (Includes one monthly inspection + annual inspection)				
11	Inspection Flat Rate (to include travel and meals)	Inspection	1	\$
Annual Inspection Transfer Switch				
12	Inspection Flat Rate (to include travel and meals)	Inspection	1	\$
Sub-Total Estimated Cost for Springhill Institution 2016-17				\$

**ANNEX B
BASIS OF PAYMENT**

Item #	Description	Unit of Issue	Estimated Quantity	FOB Destination Unit Price
Nova Institution				
Certified Electrical Generator Systems Technician (Labour at the following all inclusive rates)				
1	Hourly Rate, First Hour (to include travel and meals), Monday to Friday 0700 to 1730 hours	Hour	1	\$
2	Hourly Rate, After First Hour	Hour	5	\$
3	Hourly Rate, First Hour (to include travel and meals), Monday to Friday 1730 to 0700 hours, Weekends and Holidays	Hour	1	\$
4	Hourly Rate, After First Hour	Hour	2	\$
Certified System Manufacture Tech. - Transfer Switch (Labour at the following all inclusive rates)				
5	Hourly Rate, First Hour (to include travel and meals), Monday to Friday 0700 to 1730 hours	Hour	1	
6	Hourly Rate, After First Hour	Hour	4	\$
7	Hourly Rate, First Hour (to include travel and meals), Monday to Friday 1730 to 0700 hours, Weekends and Holidays	Hour	1	\$
8	Hourly Rate, After First Hour	Hour	4	\$
Monthly Inspection and Testing, if required				
9	Inspection Flat Rate (to include travel and meals)	Inspection	10	\$
Semi-Annual Inspection and Testing (Includes one monthly inspection + semi-annual inspection)				
10	Inspection Flat Rate (to include travel and meals)	Inspection	1	\$
Annual Inspection and Testing (Includes one monthly inspection + annual inspection)				
11	Inspection Flat Rate (to include travel and meals)	Inspection	1	\$
Sub-Total Estimated Cost for Nova Institution 2016-17				\$

**ANNEX B
BASIS OF PAYMENT**

Item #	Description	Unit of Issue	Estimated Quantity	FOB Destination Unit Price
Westmorland Institution				
Certified Electrical Generator Systems Technician (Labour at the following all inclusive rates)				
1	Hourly Rate, First Hour (to include travel and meals), Monday to Friday 0700 to 1730 hours	Hour	3	\$
2	Hourly Rate, After First Hour	Hour	7	\$
3	Hourly Rate, First Hour (to include travel and meals), Monday to Friday 1730 to 0700 hours, Weekends and Holidays	Hour	1	\$
4	Hourly Rate, After First Hour	Hour	4	\$
Certified System Manufacture Tech. - Transfer Switch (Labour at the following all inclusive rates)				
5	Hourly Rate, First Hour (to include travel and meals), Monday to Friday 0700 to 1730 hours	Hour	1	
6	Hourly Rate, After First Hour	Hour	4	\$
7	Hourly Rate, First Hour (to include travel and meals), Monday to Friday 1730 to 0700 hours, Weekends and Holidays	Hour	1	\$
8	Hourly Rate, After First Hour	Hour	4	\$
Monthly Inspection and Testing, if required				
9	Inspection Flat Rate (to include travel and meals)	Inspection	10	\$
Semi-Annual Inspection and Testing (Includes one monthly inspection + semi-annual inspection)				
10	Inspection Flat Rate (to include travel and meals)	Inspection	1	\$
Annual Inspection and Testing (Includes one monthly inspection + annual inspection)				
11	Inspection Flat Rate (to include travel and meals)	Inspection	1	\$
Sub-Total Estimated Cost for Westmorland Institution 2016-17				\$
TOTAL ESTIMATED COST FOR 2016-17 (Atlantic Institution + Dorchester Penitentiary + Springhill Institution + Nova Institution + Westmorland Institution)				\$
TOTAL ESTIMATED COST FOR 5 YEARS (2012-2017), HST EXTRA				\$

**ANNEX B
BASIS OF PAYMENT**

Item #	Description	Unit of Issue	Estimated Quantity	FOB Destination Unit Price
Miscellaneous Payment Terms				
A	Material and replacement manufactured parts will be at the manufacturer's published price list less _____% discount. Replacement part unit prices will be adjusted annually upon renewal of this agreement at the cost of living.	\$		
B	All other material and replacement parts (except free issue) at laid down cost (which includes invoice cost, transportation costs, exchange, customs and brokerage charges) plus a mark up of _____%, taxes extra.	\$		

Invoices must indicate the following:

- ✓ Work Location
- ✓ Date of Service
- ✓ Contract Number
- ✓ Purchase Order Number
- ✓ Work order Number
- ✓ Name of person who authorized the call
- ✓ Hours Worked / Lump Sum of Inspection
- ✓ Cost per Hours, if applicable
- ✓ Material net cost and mark-up percentage
- ✓ Trades person(s) name(s) and license number(s)

ANNEX E MANDATORY REQUIREMENTS

- The contractor will demonstrate the company overall knowledge characteristics in the field of Emergency Power System in regards to inspections, emergency, modifications, upgrades and routine repair in an Institutional environment in similar work in term of size, tasks, client's responsibilities, etc.
 - ✓ The company will supply at the time of submittal to PWGSC a client list, client references, company experience, etc.

- The Contractor will provide the following Personal Protective Equipment to employees as per CSAZ462-08 (Arc Flash Protective Equipment):
 - ✓ Body Protection: Arc Flash suit must have an arc rating and must meet ASTM specifications.
 - ✓ Face Protection: CSA approved face shield must have an arc rating.
 - ✓ Eye Protection: CSA approved safety glasses or goggles
 - ✓ Hand Protection: Leather or FR gloves, where necessary for protection and must meet ASTM specifications.
 - ✓ Foot Protection: CSA approved heavy-duty leather work shoes shall be used in all tasks in hazard/risk category 2 and must meet ASTM specifications.

- The Contractor will submit at the time of submittal to PWGSC proof of the following training for each technician:

Must be certified for a least one of the following courses:

 - Heavy Equipment Service Technician or
 - Truck and Transport Service Technician or
 - Marine Diesel Mechanics

And

 - Trained in Workplace Electrical Safety (Arc Flash) as per CSA Z462-08 and CSA C282-09 Emergency electrical power supply for buildings.

And

 - Certified System Manufacturer Technician to work on Transfer Switch.
(This work can be sub-contacted out, please indicate supplier name)- ✓ The contractor will supply to CSC each year at the time of renewal a copy of all certifications of each Technician.

- All technicians must have a minimum 5 years experience in the field of Emergency Power System related to inspection, repairs, maintenance/testing, upgrades, modification in an Institutional environment.

The contractor will submit a detailed resume to PWGSC at the time of submittal outlining the technician education, training and experience.

- The inspection, testing and maintenance must be performed by a qualified contactor and/or the system manufacturer and/or individuals trained and must be **certified** by the system manufacturer WHO must hold a valid Electrical Generator Systems Technician certification.