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PART 1 - GENERAL INFORMATION

1.1 Security Requirement

There is a security requirement associated with the requirement. For additional information, consult Part 4 - Evaluation Procedures and Basis of Selection, and Part 7 - Resulting Contract Clauses.

1.2 Statement of Work

The Contractor must perform the Work in accordance with the Statement of Work located in Annex A. Documents provided are Waste Water Treatment Plant and Water Treatment Plant.

The Resulting Contract will be for a three (3) year period with two (2) additional twelve (12) month periods.

1.3 Debriefings

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



PART 2 - BIDDER INSTRUCTIONS

2.1 Standard Instructions, Clauses and Conditions

All instructions, clauses and conditions identified in the bid solicitation by number, date and title are set out in the [Standard Acquisition Clauses and Conditions](http://ccua-sacc.tpsgc-pwgsc.gc.ca/pub/acho-eng.jsp) (<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

2.1.1 SACC Manual Clauses

B1000T (2007-11-30) Condition of Material

Material supplied must be new and conform to the latest issue of the applicable drawing, specification and/or part number that is in effect on the bid solicitation closing date.

2.2 Submission of Bids

Bids must be submitted only to The Royal Canadian Mounted Police 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 facsimile to The Royal Canadian Mounted Police **will not be accepted**. Only amendments to the original bid will be accepted via facsimile, as long as they are received prior to the tender closing.

Submit bids via Courier or by hand only to:

Royal Canadian Mounted Police
Procurement and Contracting
Place 123
#203, 12315 Stony Plain Road
Edmonton, AB T5N 3Y8

Fax amendments to: (780) 454-4523

Bids are to be directed only to the bid receiving address specified above. Royal Canadian Mounted Police (RCMP) will NOT assume responsibility for bids directed to any other location.



Royal Canadian Mounted Police
Gendarmerie royale du Canada

Government
of Canada

Gouvernement
du Canada

Solicitation No. / No de l'invitation: M5000-4-0558/A



2.3 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.

2.4 Applicable Laws

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

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

3.1 Bid Preparation Instructions

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

Section I: Technical Bid one (1) hard copy
Section II: Financial Bid one (1) hard copy
Section II: Certifications one (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) (<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 explain and demonstrate how they propose to meet the requirements and how they will carry out the work.

Section II: Financial Bid

- 1) Bidders must submit their financial bid in accordance with the Basis of Payment in Annex C. The total amount of Goods and Services Tax (GST) or Harmonized Sales Tax (HST) must be shown separately, if applicable.
- 2) **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

4.1 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.

4.1.1. Technical Evaluation

4.1.1.1 Mandatory Technical Criteria (Fill in Annex D)

Failure to meet any of the following mandatory criteria at bid closing will render your submission non-responsive and it will be given no further consideration.

- (a) Acceptance of RCMP General Conditions and Resulting Contract Clauses contained within this solicitation
- (b) Provision of pricing as requested in Annex B, Basis of Payment.
- (c) Compliance with the certification requirements as per Part 5, Section 5.1, Certification Required:
 - i) Federal Contractors Program – Certification
 - ii) Former Public Servant – Certification
 - iii) Education and Experience
- (d) Ability to perform the full scope of the work described in Annex A
 - i) The Contractor shall be qualified to operate, adjust, and maintain a biological nutrient removal Waste Water Treatment Plant (WWTP) with a minimum three (3) years experience
 - ii) The Contractor shall be qualified and capable to maintain and update an electronic control system for the Waste Water Treatment Plant (WWTP)
 - iii) The Contractor shall be qualified to maintain a WTP that involves multi-media filtration and disinfectant system and a reverse osmosis membrane system with a minimum three (3) years experience
 - iv) The Contractor shall be governed by the Provincial Manitoba Water Stewardship Regulatory Information – Acts and Regulations
 - v) The Contractor shall be governed by Health Canada, Environmental and Workplace Health Canadian Drinking Water Guidelines

4.1.2 Financial Evaluation

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

The price of the bid will be evaluated in Canadian dollars, the Goods and Services Tax or the Harmonized Sales Tax excluded and FOB destination, Canadian customs duties and excise taxes included.



4.2 Basis of Selection

4.2.1 SACC Manual Clause A0031T (2010-08-16) Basis of Selection – Mandatory Technical Criteria

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



PART 5 - CERTIFICATIONS

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

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

5.1 Certifications Precedent to Contract Award and Certifications Required with the Bid

Bidders must submit the certifications as provided below:

5.1.1 Certifications Precedent to Contract Award

The certifications listed in Annex "E" 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.

See Annex "E" Certification Precedent to Contract Award

5.1.2 Certifications Required with the Bid

Bidders **MUST** submit a duly completed certification as part of their bids. Failure to comply will render the bid non-responsive.

See Annex "F" Certifications Required with the Bid



PART 6 - SECURITY, INSURANCE, AND HEALTH & SAFETY REQUIREMENTS

6.1 Security Requirement

6.1.1 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 personal data including the full name, date of birth, present address and other data as requested by the RCMP representative, for all individuals who will require access to classified or protected information, assets or sensitive work sites. This information will be used for security clearance purposes. Fingerprinting may be required. This information must be provided within (3) days of request. The RCMP form 330-23 will need to be completed for each staff member assigned to complete the work on this project.

6.1.2 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.

6.1.3 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)" (<http://www.tpsgc-pwgsc.gc.ca/app-acq/lc-pl/lc-pl-eng.html#a31>) document on the Departmental Standard Procurement Documents Web site.

6.2 Insurance Requirements

6.2.1 The Bidder must provide a letter from an insurance broker or an insurance company licensed to operate in Canada stating that the Bidder, if awarded a contract as a result of the bid solicitation, can be insured in accordance with the Insurance Requirements specified in Part 7 – Resulting Contract Clauses, 13. Insurance Terms. The Bidder is not required to purchase the insurance until in receipt of Notification of Contract Award through a Letter of Intent.

6.3 Mandatory Health and Safety

FOR WORK IN THE PROVINCE OF MANITOBA

6.3.1 EMPLOYER/PRIME CONTRACTOR

6.3.1.1 The Contractor shall, for the purposes of the Safety Act and Regulations, Manitoba, and for the duration of the Work of the Contract:

- 6.3.1.1.1 act as the Employer, where there is only one employer on the work site, in accordance with the Authority Having Jurisdiction;



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Government
of Canada

Gouvernement
du Canada

Solicitation No. / No de l'invitation: M5000-4-0558/A



- 6.3.1.1.2 accept the role of Contractor/Principal Contractor/Constructor, where there are two or more employers involved in work at the same time and space at the work site, in accordance with the Authority Having Jurisdiction; and
- 6.3.1.1.3 agree, in the event of two or more Contractors working at the same time and space at the work site, without limiting the GC3 - Execution and Control of Work GC 3.7, to the Project Managers order * to:
 - 6.3.1.1.3.1 assume, as the Principal Contractor, the responsibility for the Canada's other Contractor(s); or
 - 6.3.1.1.3.2 accept that Canada's other Contractor is Principal Contractor and conform to that Contractor's Site Specific Health and Safety Plan.

* "order definition": after contract award, Contractor is ordered by a Change Order

6.3.2 WORKERS COMPENSATION BOARD AND SAFETY PROGRAM

6.3.2.1 The recommended Tenderer shall provide to the Contracting Authority, prior to Contract Award:

- 6.3.2.1.1 A Workers Compensation Board Claims Cost Summary - Manitoba
- 6.3.2.1.2 a Workers Compensation Board letter of good standing, also listing covered Directors, Principals, Proprietor(s) or Partners who will be or will be or who are anticipated to be present on the work site(s); and
- 6.3.2.1.3 a Certificate of Recognition (COR) or Registered Safety Plan (RSP) acceptable to the Authority Having Jurisdiction (AHJ). A health and safety policy and program, as required by the respective provincial/territorial Occupational Health and Safety Act, will be acceptable in lieu of a COR or RSP. If none is required by law, a copy of a health and safety policy and program that has been sent to the AHJ for review will also be acceptable, provided that the recommended Tenderer certifies that it has been sent to the AHJ.

6.3.2.2 The recommended Tenderer shall deliver all of the above documents to the Contracting Authority on or before the date stated (usually 3-5 days after notification) by the Contracting Authority. Failure to comply will result in a breach of promise/disqualification from the project, at which time the Contracting Authority will be free to approach the next lowest responsive/another Tenderer.

6.3.3 PERMITS, NOTIFICATIONS AND SAFETY PLAN

6.3.3.1 The Contractor shall provide to the Project Manager prior to commencement of work:

- 6.3.3.1.1 copies of all other necessary permits, notifications and related documents as called for in the scope of work/specifications and/or (AHJ); and
- 6.3.3.1.2 a site specific Health and Safety Plan which is acceptable to the



AHJ, unless this requirement is waived by the Project Manager.



PART 7 - RESULTING CONTRACT CLAUSES

7.1 Security Requirement

The RCMP has established that the level of security required to carry out this work is "FACILITY ACCESS" per the attached Security Requirement Checklist – Annex C.

The successful Contractor MUST:

- (a) Provide personal data including the full name, date of birth, present address and other data as requested by the RCMP representative, for each person working on this project if requested. This information will be used for security clearance purposes. Fingerprinting may be required. This information must be provided within (3) days of request. The RCMP form 330-23 will need to be completed for each staff member assigned to complete the work on this project.
- (b) Ensure that all persons working on site hold a valid security clearance issued by RCMP Departmental Security. It is the responsibility of the successful bidder to ensure that the security requirements are met throughout the performance of the contract. Canada will not be held liable or accountable for any delays or additional costs associated with the successful bidder's non-compliance with the mandatory security requirement

7.2 Statement of Work

The Contractor must perform the Work in accordance with the Statement of Work at Annexes "A" and the Contractor's technical bid entitled _____, dated _____.

7.3 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/ach-eng.jsp) (http://ccua-sacc.tpsgc-pwgsc.gc.ca/pub/ach-eng.jsp) Manual issued by Public Works and Government Services Canada.

7.3.1 General Conditions

2010B (2012-03-02), General Conditions - Professional Services (Medium Complexity) apply to and form part of the Contract.

7.4 Term of Contract

7.4.1 Period of the Contract

The Contract period is three (3) years from the date of Contract Award.



7.4.2 Option to Extend the Contract

The Contractor grants to Canada the irrevocable option to extend the term of the Contract by up to (2) additional consecutive periods of 12 months each under the same terms and 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 Contract expiry date. The option may only be exercised by the Contracting Authority, and will be evidenced for administrative purposes only, through a contract amendment.

7.5 Authorities

7.5.1 Contracting Authority

The Contracting Authority for the Contract is:

Name: Cyndi Ryan
Title: Senior Contracting Officer
Address: Royal Canadian Mounted Police
11140 – 109th Street
Edmonton, AB T5G 2T4

Telephone: 780-341-3034
Facsimile: 780-454-4523
E-mail address: cyndi.ryan@rcmp-grc.gc.ca

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

7.5.2 Project Authority

Information to be disclosed upon contract award.

The Project Authority for the Contract is:

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.

7.5.3 Contractor's Representative

Name: _____
Title: _____
Organization: _____
Address: _____

Telephone : _____
Facsimile: _____
E-mail address: _____

7.6 Payment

7.6.1 Basis of Payment

7.6.1.1 Basis of Payment – Firm Price, Firm Unit Price(s) or Firm Lot Price(s)

For the Work described in PART “A” – MAINTENANCE of the Price Table in Annex “B”:

In consideration of the Contractor satisfactorily completing its obligations under the Contract, the Contractor will be paid a firm price for a cost of \$_____, Goods and Services Tax or Harmonized Sales Tax is extra, if applicable.

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

7.6.1.2 Basis of Payment – Limitation of Expenditure

For the Work described in PART “B” – REPAIRS of the Price Table in Annex “B”:

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 \$_____, Goods and Services Tax or Harmonized Sales Tax is extra, if applicable.

7.6.2 Limitation of Expenditure

7.6.2.1 Canada’s total liability to the Contractor under the Contract must not exceed \$_____, Goods and Services Tax or Harmonized Sales Tax is extra, if applicable.

7.6.2.2 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.

7.6.2.3 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.

7.6.3 Terms of Payment

SACC Manual Clause H1001C (2008-05-12) Multiple Payments

7.6.4 SACC Manual Clauses

SACC Manual Clause C0711C (2008-05-12) Time Verification

7.7 Invoicing Instructions

7.7.1 Applicable to bi-monthly Preventative Maintenance and Treatment Performance portions of the contract

SACC Manual Clause H3020C (2011-05-16)
Invoicing Instructions – Maintenance Services

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

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

7.7.1.2 The Contractor must distribute the invoices and reports as follows:

- a. The original and one (1) copy of the invoices and "bi-monthly" maintenance reports must be forwarded to the address shown on page 1 of the Contract for certification and payment.



7.7.2 Applicable to the Emergency Work Performed After-hours and Replacement Parts portions of the contract

SACC Manual Clause H5001C (2008-12-12) – Terms of Payment

7.7.2.1 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 be supported by:

- a. a copy of time sheets to support the time claimed;
- b. a copy of the release document and any other documents as specified in the Contract;
- c. a copy of the invoices, receipts, vouchers for all direct expenses, and all travel and living expenses;
- d. a copy of the monthly progress report.

7.7.2.2 Invoices must be distributed as follows:

- a. The original and one (1) copy must be forwarded to the address shown on page 1 of the Contract for certification and payment.

7.8 Certifications

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

7.9 Applicable Laws

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

7.10 Priority of Documents

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

- (a) the Articles of Agreement;
- (b) the general conditions 2010B (2012-03-02), General Conditions - Professional Services (Medium Complexity)
- (c) Annex A, Statement of Work;
- (d) Annex B, Basis of Payment
- (e) Annex C, Security Requirements Check List;
- (f) the Contractor's bid dated _____, as clarified on _____



7.11 SACC Manual Clauses

B1501C (2006-06-16) Electrical Equipment
B7500C (2006-06-16) Excess Goods
A9068C (2010-01-11) Government Site Regulations

7.12 Insurance Terms

The Contractor must comply with the insurance requirements specified in Appendix 1. 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 within Insurer licensed to carry out business in Canada. The Contractor must, if requested by the Contracting Authority, forward to Canada a certified true copy of all applicable insurance policies.

7.12.1 SACC Manual Clauses

The following is the Insurance Coverage that must be obtained. The Insurance Provider must complete Appendix 1 – RCMP Certificate of Insurance. That document is to be forwarded to the Contracting Authority for verification of coverage:

G2001C (2008-05-12) 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.

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. Sudden and Accidental Pollution Liability (minimum 120 hours): To protect the Contractor for liabilities arising from damages caused by accidental pollution incidents.
- 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.

G2040C (2008-05-12) Environmental Impairment Liability Insurance

Type 1: "Pollution Legal Liability - Fixed Site Coverage"

1. The Contractor must obtain Pollution Legal Liability – Fixed Site Coverage 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 \$1,000,000 per accident or occurrence and in the annual aggregate.
2. 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.
3. The Pollution Legal Liability - Fixed Site Coverage policy must include the following:
 - a. Additional Named Insured: Canada (as Represented by the RCMP) is added as an additional named insured, but only with respect to liability arising out of the Contract.
 - b. Notice of Cancellation: The Insurer will endeavour to provide the Contracting Authority thirty (30) days written notice of policy cancellation.
 - c. Separation of Insureds: The policy must apply to each Insured in the same manner and to the same extent as if a separate policy had been issued to each.
 - d. Contractual Liability: The policy must, on a blanket basis or by specific reference to the Contract, extend to assumed liabilities with respect to contractual provisions.
 - e. Incidental Transit Extension: The policy must extend to losses arising from any waste, products or materials transported, shipped, or delivered via any transportation mode to a location beyond the boundaries of a site at which the Contractor or any entity for which the Contractor is legally liable is performing or has performed the operations described in the contract.
 - f. 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.



ANNEX "A"

STATEMENT OF WORK

A.1. Sewage Treatment Plant (STP) Service Maintenance

The contractor shall be governed by the Provincial Manitoba Water Stewardship Regulatory Information – Acts and Regulations and the Manitoba Environment Act Water and Wastewater Facility Operators Regulation

1. Requirements

- 1.1 Contractor shall furnish proof of being qualified to operate, adjust, and maintain a biological nutrient removal STP.
- 1.2 Contractor shall furnish proof of being capable of a sufficient understanding of electronic control to maintain and update an electronic control system programmed to IEC 61131-3 standard (ST variant) of the STP.
- 1.3 Contractor shall provide evidence of being capable to maintain and update a LAMP-based SCADA system. LAMP is an acronym for the combination Linux – Apache – MySQL – PHP; the installation as of October 2009 operates with Debian GNU/Linux version 5.02, Apache version 2.2.9, MySQL version 5.0.51a, and PHP version 5.2.6. The process visualization is based on ProcessView, an open-source process visualization system integrated into the overall LAMP system. Contractor shall be familiar with the OSAUT communication protocol (IANA port 6679) applied in the communication between PLC and SCADA.
- 1.4 Contractor shall prepare for review by RCMP a list of recommended repairs and maintenance items above and beyond maintenance done to date, with the goal that those items can be completed upon approval by RCMP while on site in the course of scheduled preventative maintenance.
- 1.5 Certification of maintenance qualification by BioCompact Ltd. shall be deemed proof for item 1.1.
- 1.6 Certification of support qualification by Osorno Enterprises Inc. shall be deemed proof of items 1.2 and 1.3 above.
- 1.7 Contractor shall confirm that the content of the STP operations and maintenance manual has been reviewed no later than the first site visit. If changes or additions are required, they shall be made within a reasonable time period following said first site visit.
- 1.8 The Scope of Work calls for replacement of failing blowers, air filters, membranes, UV lamps, and samples to be submitted to a certified laboratory, all of these listed are to be supplied by the contractor and forms the price submitted in the contract bid.

2. Preventative Maintenance

Preventive maintenance shall be carried out quarterly (four times per year) and shall include, but not be limited to the following items described below:

- 2.1 Preventative maintenance of BioCompact® STP aeration blowers:
 - .1 Service and verification of performance of two aeration blowers by measuring pressure and current;



- .2 Replacement of failing aeration blowers or blower capacitors, supplied and included by the contractor.
- .3 Replacement of air filters on aeration blowers if there is an indication of undue pressure drop across the filter. Supplied and included as part of the contract.
- 2.2 If blower pressure exceeds reasonable values or limits set by the manufacturer, and filter pressure drop is within range, the aeration membranes shall be removed and visually inspected. If required, membranes shall be replaced. EPDM aeration membranes have a typical lifetime of about 5 years and were installed in 2008. It is therefore expected that the contractor will supply and install new aeration membranes during the term of this contract.
- 2.3 Preventative maintenance of BioCompact® STP discharge pump:
 - .1 Service and verification of performance of discharge pump by measuring the current;
 - .2 Check the pump impeller for debris, fibres, or any other obstruction. The discharge pump shall be cleaned and properly primed prior to re-installation, if it needs to be uninstalled in the course of maintenance;
 - .3 Test discharge pump for appropriate flow rate;
 - .4 Replace discharge pump if there is an indication of a failing bearing, damage to impeller, or insufficient pumping rate, to be supplied and included as part of the contract.
- 2.4 Preventative maintenance of lift station pumps:
 - .1 Verification of performance of both lift station pumps by measuring current;
 - .2 If pump is powered but is not pumping check the pump intake for debris, fibres, or any other obstruction.
 - .3 Replace the pump if there is any indication of failure.
- 2.5 Verification of proper opening angle of the intake valve to the STP; this valve is controlled by the PLC.
- 2.6 Preventative maintenance of UV disinfection unit:
 - .1 Cleaning of the UV disinfection unit with approved cleaning substances – mechanical cleaning by wiping is not considered acceptable.
 - .2 Replace UV lamp when the radiation intensity falls below 60% of the intensity of a new lamp, supplied and installed as part of the contract.
 - .3 Replace UV lamp sleeve when the radiation intensity does not increase after cleaning and installation of a new lamp, supplied and installed as part of the contract.
- 2.7 Cleaning and calibration of four electrochemical sensors (2 pH and 2 ORP sensors). These sensors may require annual replacement, owing to their limited lifetime, to be supplied and installed as part of the contract.
- 2.8 Visual inspection of the clarifier (Chamber 2) from the top hatch.
- 2.9 Visual inspection and re-adjustment (if required) of suction cups in the clarifier (chamber 2) of the BioCompact® STP.
- 2.10 Pumping out of accumulated solids from the clarifier (if required, see below "Performance Verification").
- 2.11 Check all piping and connections for leakage.
- 2.12 Check plausibility of the wastewater production versus the potable water consumption.
- 2.13 At the beginning of winter, check all heat-traced lines to ensure they are free of obstruction and ice build-up. Heat traces is to be turned on for winter during the autumn inspection, and turned off for summer during the spring inspection. The current has to be measured on all heat-trace lines during the autumn and the winter inspections to verify that heat traces are in operation.



- 2.14 Check to ensure that the electric heating unit of the building is operational.
- 2.15 Remove any frost accumulation from ventilation stack during winter.

3. Controls and Data System

- 3.1 Update the software of the process visualization computer as required.
- 3.2 Prepare a security copy of the performance and operations database on CD or DVD. The security copy shall use a non-proprietary format. A written log is required as well which is to be located within the STP
- 3.3 Verification of PLC program integrity. Update PLC program as may be required from time to time.
- 3.4 Update the SecureWall™ firewall software as may be required from time to time.
- 3.5 Verify wireless communication between water and sewage treatment plants. Re-point antennas if communication is unstable or lost.

4. Treatment Performance

- 4.1 Measure and record the concentration of activated sludge from Chambers 1a and 1b using the Imhoff test. The plant shall operate within the limits of activated sludge concentration defined by BioCompact Ltd (MLSS should be within 500-600 ml/l range). Take remedial action if the concentration is outside of the acceptable range (Item 2.10).
- 4.2 Submit activated sludge samples of Chambers 1a and 1b to a qualified laboratory for an assessment of sludge quality and activity.
- 4.3 Take sample of the raw sewage and treated effluent, measure and record the concentration of ammonia-nitrogen, nitrate and phosphate with on-site photometric testing.
- 4.4 Take samples of raw sewage and treated effluent for BOD (biochemical oxygen demand) analyses and sample of treated effluent for total coliforms and faecal coliforms analyses. Submit samples to a certified laboratory for testing.

5. Other

- 5.1 Qualified personnel of Contractor shall be available for remedial action on 48 hour notice in case of emergencies.
- 5.2 Assure the integrity of the spare parts inventory kept at the plant.
- 5.3 Establish a list of recommended spare parts and submit to the RCMP maintenance department with pricing.
- 5.4 A written log shall be maintained in the building by Contractor in which he shall record all measurement results and the work carried out.
- 5.5 A written report has to be submitted to the Contracting Authority no later than 14 calendar days after each maintenance visit.



List of the equipment used in conjunction with BioCompact® STP:

1. 2 x Regenerative blowers SCL 15DH 1hp 115/208-230v 60hz 1ph. Manufacturer FPZ, Inc. with following auxiliary parts:
 - a). 2 x VRL6 (2"npt) Safety relief valves for blowers
 - b). 2 x FS-14-075 Intake filter with filter element FE 14 for blowers
2. 1 x Taco pump 0010-SF3, 115/1/60, SS. Manufacturer Taco, Inc.
3. 6 x OxyFlex® plate aerators. Distributor in North America: Osorno Enterprises Inc.
4. 1 x UV water disinfection system Sanitron S2400C: 120v/60Hz 40GPM, w/5mm Sport, SS with germicidal lamp GX48L. Manufacturer Atlantic Ultraviolet Corporation.
5. 1 x UV intensity monitor: 120v/S2400B/C/Digital w/probe. Manufacturer Atlantic Ultraviolet Corporation.
6. 1 x Level sensor UA18CLD15AGM. Manufacturer Carlo Gavazzi.
7. 2 x Mini-float level switches LVH-200 series. Manufacturer Omega.
8. 2 x OrbiPack sensors CPF81-NN12D2 & 2 x OrbiPack sensors CPF82-PA11B2. Manufacturer Endress+Hauser.
9. 1 x Magmeter Enviromag 2000 with transmitter. Manufacturer Krohne.
10. 2 x WHR-DS waste handling pumps ½ hp, 1ph, 230 V. Manufacturer: Myers Company.
11. 1 x 2" Eccentric plug valve (manufactured by Milliken Valve Company) with Keystone EPI₂-MAN-652NA-SG electric actuator (manufactured by Tyco Valves and Controls).
12. 3 x Electronic UTC thermostats (Urecon).

Inventory of the spare parts stored at the STP:

1. 2 x FPZ regenerative blowers SCL 15DH 1hp 115/208-230v 60hz 1ph.
2. 2 x FPZ blower capacitors.
3. 1 x Taco discharge pump 0010-SF3, 115/1/60, SS.
4. 2 x Atlantic Ultraviolet germicidal UV lamps GX48L.
5. 2 x Atlantic Ultraviolet UV quartz sleeves.



A2. Water Treatment Plant (WTP) Maintenance

The Contractor shall be governed by Health Canada, Environmental and Workplace Health, Canadian Drinking Water Guidelines <http://www.hc-sc.gc.ca/ewh-semt/water-eau/drink-potab/guide/index-eng.php>

1. Requirements

- 1.1 Contractor shall furnish proof of being qualified to operate, adjust, and maintain a water treatment plant classified as a Small System (Manitoba Environment Act, Water and Wastewater Facility Operators Regulation, Regulation 77/2003).
- 1.2 Contractor shall furnish proof of being capable of a sufficient understanding of electronic control to maintain and update an electronic control system programmed to IEC 61131-3 standard (ST variant) of said WTP.
- 1.3 Contractor shall furnish proof of being capable of reprogramming variable frequency drive (VFD) units, should that be required in the course of maintenance. Danfoss VFDs are installed at the plant.
- 1.4 Contractor shall prepare for review by RCMP a list of recommended repairs and maintenance items above and beyond maintenance done to date, with the goal that those items can be completed upon approval by RCMP while on site in the course of scheduled preventative maintenance.
- 1.5 Contractor shall provide evidence of being capable to maintain and update a LAMP-based SCADA system. LAMP is an acronym for the combination Linux – Apache – MySQL – PHP; the installation as of October 2009 operates with Debian GNU/Linux version 5.02, Apache version 2.2.9, MySQL version 5.0.51a, and PHP version 5.2.6. The process visualization is based on ProcessView, an open-source process visualization system integrated into the overall LAMP system by Osorno Enterprises. Contractor shall be familiar with the OSAUT communication protocol (IANA port 6679) applied in the communication between PLC and SCADA.
- 1.6 Contractor shall provide evidence of being familiar with advanced drinking water disinfection technologies. At the present time, chlorine dioxide disinfection is used.
- 1.7 Contractor shall confirm that the content of the WTP operations and maintenance manual has been reviewed no later than the first site visit. If changes or additions are required, they shall be made within a reasonable time period following said first site visit.

2. Preventive Maintenance

Preventive maintenance shall be carried out on a quarterly basis (four times per year) and shall include, but not be limited to items listed below.

- 2.1 Preventative maintenance of the pressure filter:
 - .1 Verification of flow rates through the filter, and adjustment via VFD and PLC reprogramming if required;
 - .2 Verification of performance of the pressure filter by measuring turbidity before and after filter;
 - .3 Verification of the filter backwash rate, and adjustment via VFD and PLC reprogramming if required;
 - .4 Backwash the filter if required;



- .5 At the beginning of winter, check the backwash heat-traced line by measuring the current to ensure that line is in operation.
- 2.2 Preventative maintenance of the chemical dosing pumps. Due to the high corrosivity of the chemical disinfectant (chlorine dioxide) the maintenance has to be carried out accurately and in observance of the safety requirements for chlorine dioxide as per schedule listed below:
 - .1 Clean injection points of disinfectant from any build-up on each visit;
 - .2 Re-gasket the suction and the injection valves at least every six month;
 - .3 Exchange pump diaphragms at least once a year, to be supplied by the contractor and included as part of the contract.
 - .4 Re-place all injection and suction lines (tubing) every six months, supplied and included in contract
 - .5 Check venting valves for leaks on every maintenance visit and re-place if required, supplied and included in contract.
 - .6 Exchange the tubing in the chemical container once per year, supplied and included in contract.
- 2.3 Preventative maintenance of the well pumps:
 - .1 Service and verification of performance of well pumps by measuring the current via VFD;
 - .2 Check each pump for appropriate flow rate (Magmeter reading) versus RPM reading on VFD;
 - .3 Replace pump if there is an indication of any failure, or insufficient pumping rate. Replacement pump must be Grundfos or approved equal, price of pump to supply and install will be priced separately.
- 2.4 Preventative maintenance of the Conex chlorine dioxide monitoring station:
 - .1 Clean the measurement cell;
 - .2 Check whether the magnetic impeller in the mixing chamber is rotating freely and does not show signs of oxidation. Remove any particles that may obstruct rotation;
 - .3 Calibrate pH and chlorine dioxide sensors, record calibration data;
 - .4 Exchange the sensor if calibration fails or slope is lower than can be reasonably expected, sensor to be supplied by the contractor and included in the contract price
 - .5 Adjust the flow through the monitoring station after maintenance.
- 2.5 Check level of the disinfectant in the canister. If required, prepare a new batch of disinfectant solution.
- 2.6 At the beginning of winter, check all heat-traced lines (lake, distribution and backwash) to ensure they are free of obstruction and ice build-up. Heat traces are to be turned on for winter during the autumn inspection, and turned off for summer during the spring inspection. The electrical current shall be measured on all heat-trace lines during the autumn and the winter inspections to verify that heat traces are operational.
- 2.7 Check all piping and connections for leakage.
- 2.8 Check the electric heating unit of the building during autumn inspection to ensure that it is operational for the winter season.
- 2.9 Verify the plausibility of flow rates from WTP to distribution.
- 2.10 Preventative maintenance of the reverse osmosis system located at the basement of the detachment building:
 - .1 Inspect visually the colour of the pre-membrane filters and exchange them if required;
 - .2 Measure and record conductivity and colour of the permeate water and conductivity of the reject water;



- .3 If the conductivity of permeate exceeds 70 $\mu\text{S}/\text{cm}$ or colour exceeds 5 CU, exchange all RO membranes, membranes to be supplied and included in the contract. There are 5 RO membranes in the RO system.
- .4 Measure and record chlorine dioxide concentration in the permeate.
- .5 Drain and refill RO water pressure tank quarterly to prevent any bacterial re-contamination.
- .6 Verification of PLC program integrity. Update PLC program as may be required from time to time.

3. Controls and Data System

- 3.1 Update the software of the process visualization computer as required.
- 3.2 Prepare a security copy of the performance and operations database on CD or DVD. The security copy shall use a non-proprietary format. Written log to be located on site.
- 3.3 Verification of PLC program integrity. Update PLC program as may be required from time to time.
- 3.5 Verify wireless communication between water and sewage treatment plants. Re-point antennas if communication is unstable or lost.
- 3.6 Remote monitoring of both the sewage treatment plant and the water treatment plant is a requirement for the contractor to perform and allows him to make changes as required remotely, this is done through a secure internet wireless satellite internet connection, the monthly service fee for the internet connection supplier is to be included as part of the contract price. Any change to a service provider and related costs for the change and infrastructure during the term of the contract is to be borne by the contractor.

4. Treatment Performance

- 4.1 Adjustment of the system pressure and flows if deemed necessary, based on the performance verification.
- 4.2 Measure and record pH values of the raw and treated water (raw and treated water ports are located in the water treatment plant and another treated water port is located in the detachment office).
- 4.3 Measure concentration of chlorine dioxide in the distribution (treated water port in the water treatment plant and in the detachment office). Adjust dosing pump settings if required.
- 4.4 On-site testing of Ammonia-Nitrogen, Nitrates, Phosphate as part of a monitoring program to assure drinking water quality. THM concentration in treated water to be analysed at least once a year, or more frequently when there is an indication that THM values are encroaching on legal limits.
- 4.5 Review chlorine dioxide dosage at least by-weekly with RCMP members to assure optimum water quality.
- 4.6 Review potable water consumption periodically with RCMP members to identify possible leaks in the distribution system, or water losses in houses.
- 4.7. Submit three (3) samples once per month to an accredited laboratory for testing of potable drinking water for *E. coli* and total coliform (measurement units are in cfu/100 ml). Potable water is defined as water that meets the Guidelines for Canadian Drinking Water Quality. Water samples should be drawn from the treated water port **in the water treatment plant**, and **at the detachment kitchen from regular and RO water faucets**. Follow industry standards for sampling procedures for sample collections. The RCMP detachment personnel can take the three potable water samples and transport the samples to the local airport once per month.



5. Other

- 5.1 Qualified personnel of Contractor shall be available for remedial action on 48 hour notice in case of emergencies.
- 5.2 Assure the integrity of the spare parts inventory kept at the plant.
- 5.3 Establish a list of recommended spare parts and submit to the RCMP maintenance department with pricing.
- 5.4 Mark all curb stops on the detachment property site to ease searching during winter season.
- 5.5 A written log shall be maintained in the building by Contractor in which Contractor shall record all measurement results and the work carried out.
- 5.6 A written report has to be submitted to the Contracting Authority no later than 14 calendar days after each maintenance visit.

List of equipment installed at the WTP:

1. 2 x Submersible (Well) Pumps, MC 5402, 3 ph, 60 Hz, 230 VAC, 1.5 hp, P_{max} 15 bar, RPM 3450. Manufacturer Grundfos.
2. 2 x Metering (Chemical) Pumps, Type DME12-6 A-PP/V/C-F-21RRB, 120 V, 60 Hz, 0.3 A, 12 l/h, P_{max} 6 bar. Manufacturer Grundfos.
3. 1 x Conex® DIA-2Q chlorine dioxide monitoring station with AQC-D1 measuring cell, 115/120 V, 50/60 Hz, P_{max} 4 bar. Manufacturer Grundfos.
4. 1 x Magmeter Enviromag 2100C with IFC 100 compact converter, 120 VAC, 1 ph. Manufacturer Krohne.
5. 2 x Danfoss FC 200 VLT AQUA Drive, Model: FC-202P3K7S2E55H2, 3.7 kW/5 hp, 220/240 V, 50/60 Hz. Manufacturer Danfoss.
6. 1 x Pressure tank WellMate WM-25WB-WM0330, capacity 328 l, drawdown volume 98.5 l (30/50 psi).
7. 1 x Filter tank 24" x 72", 4"T composite pressure vessel. Manufactured by Structural Pentair Water.
8. 2 x Pressure switches Omega PSW21G & PSW21J with PS-8E pressure fluctuation reducers, 24 VDC, Max 100 psi. Manufacturer Omega.
9. 1 x Pressure sensor Omega PX309-100GI with PS-4E pressure fluctuation reducer, 24 VDC, max 100 psi. Manufacturer Omega.
10. 1 x Electronically controlled filter head, 110 VAC, 24 VDC. Manufacturer Osorno Enterprises Inc.
11. 1 x Control cabinet with WAGO PLC. Manufacturer Osorno Enterprises Inc.
12. 2 x Modem TP-Link, TL-WR741ND, 110 VAC, 1000 mA.
13. 2 x TP-Link 24 dBi parabolic directional antenna TL-ANT2424B.

List of the equipment related to water treatment by reverse osmosis:

1. 1 x RO water treatment unit, model RO/UF L120, 120 l/h capacity, 120 VAC, 1 ph. Manufacturer Osorno Enterprises Inc. in cooperation with Aquacare GmbH. Unit located at the RCMP detachment office. System uses 10 and 5 micron 9 3/4" x 2 3/8" filter cartridges; and CSM membranes type RE2012-100, manufactured by Woongjin Chemical America Inc.
2. 1 x Pressure tank for RO water Signature 2000, model SR119-35-01.
3. 2 x Pressure switches Omega PSW21G & PSW21H. Manufacturer Omega.



Inventory of the spare parts for WTP stored at the STP (dated Aug. 2012):

Set for pump cable connection	1	WTP
Set of tubing for metering pumps	2	WTP
Compression fittings with inserts 1 ½" x MPT (brass)	4	Water distribution line
Compression fittings with inserts 1" x MPT (brass)	2	Water distribution line
Compression fittings with inserts 2" x MPT (brass)	3	Water distribution line
Tee 2" FPT (brass)	1	Water distribution line
Elbow 1 ½" FPT (brass)	1	Water distribution line
Reducer 2" x 1 ¼" FPT x MPT (brass)	2	Water distribution line
Reducer 2" x 1 ½" FPT x MPT (brass)	3	Water distribution line
Reducer 1 ½" x 1" FPT x MPT (brass)	2	Water distribution line
Reducer 1 ½" x ¾" FPT x MPT (brass)	2	Water distribution line
Tee 1 ½" x 2" x 2" (brass)	2	Water distribution line
Coupling 1" FPT (brass)	2	Water distribution line
Coupling ¾" FPT (brass)	1	Water distribution line
HB x MPT 1" (brass)	5	Water distribution line
HB x MPT ¾" (brass)	4	Water distribution line
HB x MPT 1 ¼" (brass)	1	Water distribution line
HB x MPT 1 ½" (brass)	1	Water distribution line
HB x HB 1" (brass)	2	Water distribution line
Clamp 31 - 34 SS	9	Water distribution line
Clamp 2 ¼" - 1 ¼" SS	4	Water distribution line



ANNEX "B"

BASIS OF PAYMENT

Part A - Preventative Maintenance (3 year contract will be awarded with 2 option years)

LOCATION	MAINTENANCE & TREATMENT	AMOUNT	FREQUENCY	LENGTH OF CONTRACT	TOTAL
Sewage Treatment Plant (STP)	Preventative Maintenance (3 year contract)	\$	X 4 PER YEAR	X 3 YEARS	\$
	Preventative Maintenance (1 st option year)	\$	X 4 PER YEAR	X 1 YEAR	\$
	Preventative Maintenance (2 nd option year)	\$	X 4 PER YEAR	X 1 YEAR	\$
	Treatment Performance (3 year contract)	\$	X _____ PER YEAR	X 3 YEARS	\$
	Treatment Performance (1 st option year)	\$	X _____ PER YEAR	X 1 YEAR	\$
	Treatment Performance (2 nd option year)	\$	X _____ PER YEAR	X 1 YEAR	\$
Water Treatment Plant (WTP)	Preventative Maintenance (3 year contract)	\$	X 4 PER YEAR	X 3 YEARS	\$
	Preventative Maintenance (1 st option year)	\$	X 4 PER YEAR	X 1 YEAR	\$
	Preventative Maintenance (2 nd option year)	\$	X 4 PER YEAR	X 1 YEAR	\$
	Treatment Performance (3 year contract)	\$	X _____ PER YEAR	X 3 YEARS	\$
	Treatment Performance (1 st option year)	\$	X _____ PER YEAR	X 1 YEAR	\$
	Treatment Performance (2 nd option year)	\$	X _____ PER YEAR	X 1 YEAR	\$
				TOTAL	(A1)
					\$



Part B – Repairs (see note 2)

MATERIALS	Provisional amount for repair materials only based on those listed in Annex A <i>Note: Replacement parts at cost with an allowable markup of 20%</i>			(B1) \$ 10,000.00
LABOUR	Labour cost for repairs during term of contract (3 years) (see note 3)			
	Unit Cost	Number of approximate hours	Hourly Rate	TOTAL
	Licensed Technician Regular Working Hours(from 8 am to 4 pm Monday to Friday (3 year contract)	50	X \$	\$
	Licensed Technician After Hours (from 4 pm to 8 am Monday to Saturday (3 year contract)	25	X \$	\$
	Licensed Technician Sundays and Statutory Holidays (3 year contract)	25	X \$	\$
	Licensed Technician Regular Working Hours(from 8 am to 4 pm Monday to Friday (1 st option period)	15	X \$	\$
	Licensed Technician After Hours (from 4 pm to 8 am Monday to Saturday (1 st option period)	10	X \$	\$
	Licensed Technician Sundays and Statutory Holidays (1 st option period)	10	X \$	\$
	Licensed Technician Regular Working Hours(from 8 am to 4 pm Monday to Friday (2 nd option period)	15	X \$	\$
	Licensed Technician After Hours (from 4 pm to 8 am Monday to Saturday (2 nd option period)	10	X \$	\$
	Licensed Technician Sundays and Statutory Holidays (2 nd option period)	10	X \$	\$
			TOTAL LABOUR	(B2) \$
			GRAND TOTAL	(A1 + B1 + B2) \$



Notes to the bidders:

1. The Grand total of the bid is used for evaluation only; the **“3 year contract”** amount in Part A is subject to this contract. The Department undertakes to pay the “3 year contract” amount in Part A and option periods only (if picked up by the RCMP), subject to approval of the work and other conditions of the specifications.

1. The Department does not undertake to pay the Contractor the amounts for materials and labour shown in Part B. However, the Department will pay the Contractor the amounts negotiated for each repair authorized by the Departmental Representative. The Contractor will be paid for work at the hourly rate and materials according the General Provisions and will not be entitled to any additional compensation for any difference between the hours negotiated for each repair and the hours actually worked. The Contractor will be paid only for materials authorized and used to carry out the work and will have to obtain prior approval from the Department's authorized representative before starting any work under Part B.

3. The hourly rates above must include all labour costs, related to employees' work, including benefits, travel, parking, administrative costs and the Contractor's profit.

4. Bidders **MUST** provide pricing for the initial contract period and all two option periods identified above in order to be deemed compliant.



ANNEX "C"

SECURITY REQUIREMENTS CHECK LIST

(See PDF attached)



ANNEX "D"

MANDATORY TECHNICAL CRITERIA

Failure to meet any of the following mandatory criteria at bid closing will render your submission non-responsive and it will be given no further consideration.

	MEETS (section where information can be found in your submission)	DOES NOT MEET
Acceptance of RCMP General Conditions and Resulting Contract Clauses contained within this solicitation		
Provision of pricing as requested in Annex B, Basis of Payment.		
Compliance with the certification requirements as per Part 5, Section 5.1, Certification Required:		
i) Federal Contractors Program – Certification		
ii) Former Public Servant – Certification		
iii) Education and Experience (<u>submit proof</u>)		
Ability to perform the full scope of the work described in Annex A		
i) The Contractor shall be qualified to operate, adjust, and maintain a biological nutrient removal Waste Water Treatment Plant (WWTP) with a minimum three (3) years experience.		
ii) The Contractor shall be qualified and capable to maintain and update an electronic control system for the Waste Water Treatment Plant (WWTP)		
iii) The Contractor shall be qualified to maintain a WTP that involves multi-media filtration and disinfectant system and a reverse osmosis membrane system with a minimum three (3) years experience. <u>Submit proof.</u>		
iv) The Contractor shall be governed by the Provincial Manitoba Water Stewardship Regulatory Information – Acts and Regulations		
v) The Contractor shall be governed by Health Canada, Environmental and Workplace Health Canadian Drinking Water Guidelines		



ANNEX "E"

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.

E.1 Federal Contractors Program – Certification

SACC Manual Clause A3031T (2010-08-16) Federal Contractors Program (over \$25K below \$200K)

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

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

The Bidder or the member of the joint venture

- a. () is not subject to the FCP, having a workforce of less than 100 full-time or part-time permanent employees, 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;
- d. () has not been declared an ineligible contractor by HRSDC, and has a valid certificate number as follows: _____ .

Further information on the [FCP](#) is available on the HRSDC Web site.



E.2 Former Public Servant Certification

SACC Manual Clause A3025T (2010-01-11) 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.

The Bidder certifies that, should it be awarded a contract as a result of the bid solicitation, every individual proposed in its bid will be available to perform the Work as required by Canada's representatives and at the time specified in the bid solicitation or agreed to with Canada's representatives. If for reasons beyond its control, the Bidder is unable to provide the services of an individual named in its bid, the Bidder may propose a substitute with similar qualifications and experience. The Bidder must advise the Contracting Authority of the reason for the substitution and provide the name, qualifications and experience of the proposed replacement. For the purposes of this clause, only the following reasons will be considered as beyond the control of the Bidder: death, sickness, maternity and parental leave, retirement, resignation, dismissal for cause or termination of an agreement for default.

If the Bidder has proposed any individual who is not an employee of the Bidder, the Bidder certifies that it has the permission from that individual to propose his/her service in relation to the Work to be performed and to submit his/her resume to Canada. The Bidder must, upon request from the Contracting Authority, provide a written confirmation, signed by the individual, of the permission given to the Bidder and of his/her availability. Failure to comply with the request may result in the bid being declared non-responsive.



ANNEX "F"

CERTIFICATIONS REQUIRED WITH THE BID

The Contractor must have classification certification as outlined in the "Manitoba Environment Act – Water and Wastewater Facility Operators' Regulation" attached as Annex "G".

Bidders must submit the following duly completed certifications with their bid. Failure to comply will render the bid non-responsive.

F.1 Education and Experience

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

The Bidder certifies that all the information provided in the résumés and supporting material submitted with its bid, particularly the information pertaining to education, achievements, experience and work history, has been verified by the Bidder to be true and accurate.

The contractor must have classification certification as outlined in the Manitoba Environment Act - Water and Wastewater Facility Operators Regulation. (as per the attached document – Annex G "*Water and Wastewater Facility Operators Regulation*")

Furthermore, the Bidder warrants that every individual proposed by the Bidder for the requirement is capable of performing the Work described in the resulting contract.

Note: The Bidder must provide a photocopy of the required certification and all "supporting material" mentioned above.



ANNEX "G"

Manitoba Environment Act – “Water and Wastewater Facility Operators Regulation”

(see attached PDF)



APPENDIX 1 – RCMP CERTIFICATE OF INSURANCE / ATTESTATION D'ASSURANCE – GRC

CONTRACT - MARCHÉ			
Description and Location of Work -Description et endroit des travaux			Contract No. -N° de contrat
			Project No. -N° de projet
INSURER - ASSUREUR		BROKER - COURTIER	
Name-Nom		Name-Nom	
Address (No., Street)-Adresse (N°, rue)		Address (No., Street)- Adresse (N°, rue)	
City -Ville		City -Ville	
Province	Postal Code -Code postal	Province	Postal Code -Code postal
INSURED - ASSURÉ		ADDITIONAL INSURED -ASSURÉ ADDITIONNEL	
Name of Contractor - Nom de l' entrepreneur		Her Majesty the Queen in right of Canada as represented by the Minister of Public Safety Canada.	
Address (No., Street)-Adresse (N°, rue)		Sa Majesté la Reine du chef du Canada représentée par le Ministre de la Sécurité publique Canada.	
City -Ville			
Province	Postal Code -Code postal		



This insurer certifies that the following policies of insurance are at present in force covering all operations of the Insured. in connection with the contract made between the named insured and Her Majesty the Queen in right of Canada, represented by the Minister of Public Safety Canada.

L'assureur atteste que les polices d'assurance suivantes sont présentement en vigueur et couvrent toutes les activités de l'assuré, en fonction du marché conclu entre l'Assuré dénommé et Sa Majesté la Reine du chef du Canada représentée par le Ministre de la Sécurité publique Canada.

POLICY -POLICE

Type Genre	Number Numéro	Inception Date Date d'effet	Expiry Date Date d'expiration	Limit of Liability Limites de garantie
Commercial General Liability Responsabilité civile des entreprises				
Builder's Risk "All Risks" Assurance des chantiers « Tous risques »				
Installation Floater "All Risks" Risques d'installation ((T ous risques))				
Other (List) -Autre (enumerer)				

Each of these policies includes the coverages and provisions as specified in Insurance Terms and each policy has been endorsed to cover Her Majesty as an Additional Insured. The Insurer agrees to notify Her Majesty and the Named insured in writing thirty (30) days prior to any material change in, or cancellation of any policy or coverage.

Chacune des présentes polices renferment les garanties et dispositions spécifiées aux Conditions d'assurances, et chaque police a été amendée pour couvrir Sa Majesté en tant qu'assuré additionnel. L'assureur convient de donner un préavis de trente (30) jours à Sa Majesté et à l'assuré désigné en cas de changement visant la garantie d'assurance

 Name of Insurer's Officer or Authorized Employee -Nom du cadre ou de la personne autorisée

 Telephone Number – Numéro de téléphone

 Signature

 Date (Y-A M D-J)