

RETURN BIDS TO:
RETOURNER LES SOUMISSIONS À:

**Bid Receiving Public Works and Government
Services Canada/Réception des soumissions
Travaux publics et Services gouvernementaux
Canada
1713 Bedford Row
Halifax, N.S./Halifax, (N.É.)
B3J 1T3
Bid Fax: (902) 496-5016**

Request For a Standing Offer Demande d'offre à commandes

National Master Standing Offer (NMSO)
Offre à commandes principale et nationale (OCPN)

Canada, as represented by the Minister of Public Works and Government Services Canada, hereby requests a Standing Offer on behalf of the Identified Users herein.

Le Canada, représenté par le ministre des Travaux Publics et Services Gouvernementaux Canada, autorise par la présente, une offre à commandes au nom des utilisateurs identifiés énumérés ci-après.

Comments - Commentaires

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

Issuing Office - Bureau de distribution
Acquisitions
1713 Bedford Row
Halifax, N.S./Halifax, (N.É.)
B3J 3C9

Title - Sujet ASBESTOS/HAZARDOUS MATERIAL TESTING	
Solicitation No. - N° de l'invitation W010C-13C002/A	Date 2013-06-14
Client Reference No. - N° de référence du client W010C-13-C002	GETS Ref. No. - N° de réf. de SEAG PW-\$HAL-309-9017
File No. - N° de dossier HAL-3-71002 (309)	CCC No./N° CCC - FMS No./N° VME
Solicitation Closes - L'invitation prend fin at - à 02:00 PM on - le 2013-07-29	Time Zone Fuseau horaire Atlantic Daylight Saving Time ADT
Delivery Required - Livraison exigée SEE HEREIN	
Address Enquiries to: - Adresser toutes questions à: MacNeil, Blaine A.	Buyer Id - Id de l'acheteur hal309
Telephone No. - N° de téléphone (902)496-5180 ()	FAX No. - N° de FAX (902)496-5016
Destination - of Goods, Services, and Construction: Destination - des biens, services et construction: DEPARTMENT OF NATIONAL DEFENCE MARITIME FORCES ATLANTIC, BLDG. 7 WILLOW PARK, BOX 99000, STN. FORCES HALIFAX NOVA SCOTIA B3K 5X5 Canada	
Security - Sécurité This request for a Standing Offer does not include provisions for security. Cette Demande d'offre à commandes ne comprend pas des dispositions en matière de sécurité.	

Instructions: See Herein

Instructions: Voir aux présentes

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

"THIS DOCUMENT CONTAINS A SECURITY REQUIREMENT"

TABLE OF CONTENTS

PART 1 - GENERAL INFORMATION

1. Introduction
2. Summary
3. Security Requirement
4. Debriefings

PART 2 - OFFEROR INSTRUCTIONS

1. Standard Instructions, Clauses and Conditions
2. Submission of Offers
3. Enquiries - Request for Standing Offers
4. Applicable Laws

PART 3 - OFFER PREPARATION INSTRUCTIONS

1. Offer Preparation Instructions

PART 4 - EVALUATION PROCEDURES AND BASIS OF SELECTION

1. Evaluation Procedures
2. Basis of Selection

PART 5 - CERTIFICATIONS

1. Code of Conduct Certifications - Consent to a Criminal Record Verification
2. Certifications Precedent to Issuance of a Standing Offer

PART 6 - SECURITY, FINANCIAL AND INSURANCE REQUIREMENTS

1. Insurance Requirements

PART 7 - STANDING OFFER AND RESULTING CONTRACT CLAUSES

A. STANDING OFFER

1. Offer
2. Security Requirement
3. Standard Clauses and Conditions
4. Term of Standing Offer
5. Authorities
6. Identified Users
7. Call-up Procedures
8. Call-up Instrument
9. Limitation of Call-ups

10. Financial Limitation
11. Priority of Documents
12. Certifications
13. Applicable Laws

B. RESULTING CONTRACT CLAUSES

1. Statement of Work OR Requirement
2. Standard Clauses and Conditions
3. Term of Contract
4. Payment
5. Invoicing Instructions
6. Insurance
7. SACC Manual Clauses

List of Annexes:

- Annex A - Statement of Requirement
 Annex B - Basis of Payment
 Annex C - Security Requirements Checklist

PART 1 - GENERAL INFORMATION

1. Introduction

The Request for Standing Offers (RFSO) is divided into seven parts plus attachments and annexes, as follows:

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

Part 2 Offeror Instructions: provides the instructions applicable to the clauses and conditions of the RFSO;

Part 3 Offer Preparation Instructions: provides offerors with instructions on how to prepare their offer to address the evaluation criteria specified;

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

Part 5 Certifications: includes the certifications to be provided;

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

Part 7 7A, Standing Offer, and 7B, Resulting Contract Clauses:

7A, includes the Standing Offer containing the offer from the Offeror and the applicable clauses and conditions;

7B, includes the clauses and conditions which will apply to any contract resulting from a call-up made pursuant to the Standing Offer.

2. Summary

Work of this Standing Offer Agreement comprises the furnishing of all labour, materials, tools, equipment, transportation and supervision required to perform testing, sampling and air monitoring for asbestos and other hazardous materials to various buildings of CFB Halifax in accordance with specification attached entitled "Hazardous Material Testing and Air Monitoring, Job No, W010C-13-C002"

See Annex A, Statement of Requirement for detailed specifications.

3. Security Requirement

There is a security requirement associated with the requirement of the Standing Offer. For additional information, see Part 6 - Security, Financial and Insurance Requirements, and Part 7- Standing Offer and Resulting Contract Clauses.

4. Debriefings

After issuance of a standing offer, offerors may request a debriefing on the results of the request for standing offers process. Offerors should make the request to the Standing Offer Authority within 15 working days of receipt of the results of the request for standing offers process. The debriefing may be in writing, by telephone or in person.

PART 2 - OFFEROR INSTRUCTIONS

1. Standard Instructions, Clauses and Conditions

All instructions, clauses and conditions identified in the Request for Standing Offers (RFSO) 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.

Offerors who submit an offer agree to be bound by the instructions, clauses and conditions of the RFSO and accept the clauses and conditions of the Standing Offer and resulting contract(s).

The 2006 (2013-03-21) Standard Instructions - Request for Standing

Offers - Goods or Services - Competitive Requirements, are incorporated by reference into and form part of the RFSO.

2. Submission of Offers

Offers 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 Request for Standing Offers.

3. Enquiries - Request for Standing Offers

All enquiries must be submitted in writing to the Standing Offer Authority no later than five (5) calendar days before the Request for Standing Offers (RFSO) closing date. Enquiries received after that time may not be answered.

Offerors should reference as accurately as possible the numbered item of the RFSO to which the enquiry relates. Care should be taken by offerors 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 offerors do so, so that the proprietary nature of the question is eliminated, and the enquiry can be answered with copies to all offerors. Enquiries not submitted in a form that can be distributed to all offerors may not be answered by Canada.

4. Applicable Laws

The Standing Offer and any contract resulting from the Standing Offer must be interpreted and governed, and the relations between the parties determined, by the laws in force in Nova Scotia.

Offerors may, at their discretion, substitute the applicable laws of a Canadian province or territory of their choice without affecting the validity of their offer, 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 offerors.

PART 3 - OFFER PREPARATION INSTRUCTIONS

1. Offer Preparation Instructions

Canada requests that offerors provide their offer in separately bound sections as follows:

Section I: Technical Offer (2 hard copies)

Section II: Financial Offer (1 hard copy)

Section III: Certifications (1 hard copy)

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

Canada requests that offerors follow the format instructions described below in the preparation of their offer.

- (a) use 8.5 x 11 inch (216 mm x 279 mm) paper;
- (b) use a numbering system that corresponds to that of the Request for Standing Offers.

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, offerors 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 Offer

In their technical offer, offerors should explain and demonstrate how they propose to meet the requirements and how they will carry out the Work.

Section II: Financial Offer

Offerors must submit their financial offer in accordance with the Basis of Payment detailed below. The total amount of Goods and Services Tax or Harmonized Sales Tax must be shown separately, if applicable.

Payment by Credit Card

Canada requests that offerors complete one of the following:

- (a) () Government of Canada Acquisition Cards (credit cards) will be accepted for payment of call-ups against the standing offer.

The following credit card(s) are accepted:

VISA _____

Master Card _____

- (b) () Government of Canada Acquisition Cards (credit cards) will not be accepted for payment of call-ups against the standing offer.

The Offeror is not obligated to accept payment by credit card.

Acceptance of credit cards for payment of call-ups will not be considered as an evaluation criterion.

Section III: Certifications

Offerors must submit the certifications required under Part 5.

PART 4 - EVALUATION PROCEDURES AND BASIS OF SELECTION

1. Evaluation Procedures

- (a) Offers will be assessed in accordance with the entire requirement of the Request for Standing Offers including the technical and financial evaluation criteria.
- (b) An evaluation team composed of representatives of Canada will evaluate the offers.

1.1 Technical Evaluation

1.1.1 Mandatory Technical Criteria

The following documentation is required with bid submission:

-Confirmation Offerer's firm has 5+ years experience in good order for similar projects in size and nature to this requirement.

-Bulk Sample Analysis: Offeror must provide proof (i.e. Copy of certificate) that their laboratory is accredited under the **National Voluntary Laboratory Accreditation Program (NVLAP)** for selected test methods for the identification of asbestos in bulk samples.

-Air Monitoring Analysts: Must identify personnel available for this requirement that are accredited by the American Industrial Hygiene Association (AIHA), Asbestos Analysts Registry (AAR), Proficiency Analytical Testing (PAT), or equivalent.

-Documentation of Confined Space Training: Must identify qualified confined space trained personnel available to carry out asbestos testing and air monitoring within tunnels or other confined spaces on DND property.

Please note that in addition to the required documentation above with the bid that firms responding to this requirement may be asked to provide, within ten (10) calendar days following a request from the Standing Offer or Project Authority, any other trade certificates relevant to the services described in the Statement of Requirement.

2.1 Financial Evaluation

2.1.1 Mandatory Financial Criteria

The offeror is required to complete Annex B, Basis of Payment.

2. Basis of Selection

2.1 An Offer must comply with all requirements of the solicitation to be declared responsive. The responsive Offer with the lowest evaluated price will be recommended for award of a Standing Offer.

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 an Issuance of a Standing Offer

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. Code of Conduct Certifications - Certifications Required Precedent to Issuance of a Standing Offer

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

The Contracting Authority may, at any time, request that a Bidder provide properly completed and Signed Consent Forms (Consent to a Criminal Record Verification form -PWGSC-TPSGC 229) for any or all individuals named in the aforementioned list within a specified delay. Failure to provide such Consent Forms within the delay will result in the bid being declared non-responsive.

1.2 Federal Contractors Program

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 the issuance of a standing offer. If the Offeror, or, if the Offeror 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 issuance of a standing offer.

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 offers from ineligible contractors, including an offer from a joint venture that has a member who is an ineligible contractor, will be declared non-responsive.

If the Offeror 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 Offeror must fax (819-953-8768) a copy of the signed form LAB 1168, Certificate of Commitment to Implement Employment Equity, to the Labour Branch of HRSDC.

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

The Offeror or the member of the joint venture

() 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;

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

() 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;

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

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

1.3 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, offerors 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:

an individual;
 an individual who has incorporated;
 a partnership made of former public servants; or
 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 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

As per the above definitions, is the Offeror a FPS in receipt of a pension? YES () NO ()

If so, the Offeror must provide the following information, for all FPS in receipt of a pension, as applicable:

name of former public servant;
 date of termination of employment or retirement from the Public Service.

By providing this information, Offerors agree that the successful Offeror's status, with respect to being a former public servant in receipt of a pension, will be reported on departmental websites as part of the published proactive disclosure reports in accordance with Contracting Policy Notice: 2012-2 and the Guidelines on the Proactive Disclosure of Contracts.

Work Force Reduction Program

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

If so, the Offeror must provide the following information:

name of former public servant;
 conditions of the lump sum payment incentive;
 date of termination of employment;
 amount of lump sum payment;
 rate of pay on which lump sum payment is based;
 period of lump sum payment including start date, end date and number of weeks;
 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.

1.4 Status and Availability of Resources

The Offeror certifies that, should it be issued a standing offer as a result of the Request for Standing Offer, every individual proposed in its offer will be available to perform the Work resulting from a call-up against the Standing Offer as required by Canada's representatives and at the time specified in a call-up or agreed to with Canada's representatives. If for reasons beyond its control, the Offeror is unable to provide the services of an individual named in its offer, the Offeror may propose a substitute with similar qualifications and experience. The Offeror must advise the Standing Offer 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 Offeror: death, sickness, maternity and parental leave, retirement, resignation, dismissal for cause or termination of an agreement for default.

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

1.5 Certificate of Recognition

All firms tendering for this requirement must comply with the Nova Scotia Occupational Health and Safety Act, 1996, C.7, s.1. Firms must provide, within ten (10) calendar days following a request from the Contracting Authority, a copy of a valid "Letter of Good Standing " indicating active participation towards achieving, or having achieved a "Certificate of Recognition" or equivalent issued by an association or institution prior to Contract Award/Acceptance of Offer.

1.6 Workers Compensation Certification

All firms tendering for this requirement must provide, within ten (10) calendar days following a request from the Contracting Authority, a confirmation letter from the vendor that Workers Compensation (1.2) and Certificate of Recognition (1.3) will be maintained for the life of the Contract.

1.7 Safety Policy

All firms tendering for this requirement must provide, within ten (10) calendar days following a request from the Contracting Authority, a copy of the company safety policy, signed by the owner of the company, or designated and authorized representative.

1.8 WHMIS Certification

All firms tendering for this requirement must provide, within ten (10) calendar days following a request from the Contracting Authority, copies of WHMIS training certificates that demonstrate that contractor

employees proposed to perform the services described under this solicitation/contract have completed WHMIS training within the last two (2) years.

PART 6 - SECURITY, FINANCIAL AND INSURANCE REQUIREMENTS

1. Security Requirements

At the Request for Standing Offers closing date, the following conditions must be met:

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

PART 7 - STANDING OFFER AND RESULTING CONTRACT CLAUSES

A. STANDING OFFER

1. Offer

1.1 The Offeror offers to fulfill the requirement in accordance with the specification indicated in Annex "A".

2. Security Requirement

1. The Contractor must, at all times during the performance of the Contract, 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 personnel requiring access to sensitive work site(s) must EACH hold a valid RELIABILITY STATUS, granted or approved by CISD/PWGSC. Until the security screening of the Contractor personnel required by this Contract has been completed satisfactorily by theCISD, PWGSC, the Contractor personnel MAY NOT ENTER sites without an escort.

3. Subcontracts which contain security requirements are NOT to be awarded without the prior written permission of CISD/PWGSC.

4. The Contractor must comply with the provisions of the:

- (a) Security Requirements Check List and security guide (if applicable), attached at Annex C;
- (b) Industrial Security Manual (Latest Edition).

3. Standard Clauses and Conditions

All clauses and conditions identified in the Standing Offer and resulting contract(s) 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.

3.1 General Conditions

2005 (2012-11-19) General Conditions - Standing Offers - Goods or Services, apply to and form part of the Standing Offer.

3.2 Standing Offers Reporting

4. Term of Standing Offer

4.1 Period of the Standing Offer

The period for making call-ups against the Standing Offer is from the date of issuance for a one (1) year period.

4.2 Extension of Standing Offer

If the Standing Offer is authorized for use beyond the initial period, the Offeror offers to extend its offer for three (3) additional periods of twelve (12) months each under the same conditions and at the rates or prices specified in the Standing Offer, or at the rates or prices calculated in accordance with the formula specified in the Standing Offer.

The Offeror will be advised of the decision to authorize the use of the Standing Offer for an extended period by the Standing Offer Authority before the expiry date of the Standing Offer. A revision to the Standing Offer will be issued by the Standing Offer Authority.

5. Authorities

5.1 Standing Offer Authority

The Standing Offer Authority for the Contract is:

Name: Blaine MacNeil

Title: Supply Specialist

Public Works and Government Services Canada

Acquisitions Branch

Address: 1713 Bedford Row / Halifax, NS / B3J 3C9

Telephone: (902)496-5180

Facsimile: (902)496-5016

E-mail address: blaine.macneil@pwgsc.gc.ca

The Standing Offer Authority is responsible for the management of the Standing Offer

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

5.2 Project Authority

The Project Authority will be identified upon the issuance of a Standing Offer.

The Project Authority is the representative of the department or agency for whom the Work is being carried out under the Standing Offer and is responsible for all matters concerning the technical content of the Work under the Standing Offer. 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 Standing Offer Authority.

5.3 Offeror's Representative

Name:

Title:

Organization:

Address:

Telephone:

Facsimile:

E-mail address:

6. Identified Users

A list of persons authorized to place service calls will be supplied to the contractor upon the issuance of a Standing Offer.

7. Call-up Procedures

The identified user will issue a call-up against a standing offer each time goods/services are required.

8. Call-up Instrument

The Work will be authorized or confirmed by the Identified User(s) using Form PWGSC-TPSGC 942, Call-up Against a Standing Offer or electronic document.

9. Limitation of Call-ups

Individual call-ups against the Standing Offer must not exceed \$22,125.00 (Goods and Services Tax or Harmonized Sales Tax included).

10. Financial Limitation

The total cost to Canada resulting from call ups against the Standing Offer must not exceed the sum of \$TBD (Goods and Services Tax or Harmonized Sales Tax included) unless otherwise authorized in writing by the Standing Offer Authority. The Offeror must not perform any work or services or supply any articles in response to call ups which would cause the total cost to Canada to exceed the said sum, unless an increase is so authorized.

The Offeror must notify the Standing Offer Authority as to the adequacy of this sum when 75 percent of this amount has been committed, or two (2) months before the expiry date of the Standing Offer, whichever comes first. However, if at any time, the Offeror considers that the said sum may be exceeded, the Offeror must promptly notify the Standing Offer Authority.

11. 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 call up against the Standing Offer, including any annexes;
- b) the articles of the Standing Offer;
- c) the general conditions 2005 (2012-11-19), General Conditions - Standing Offers - Goods or Services;
- d) the general conditions 2010C (2013-03-21), General Conditions - Services, Medium Complexity;
- e) Annex A, Statement Requirement;
- f) the Offeror's offer _____ (insert date of offer) and any applicable amendments

12. Certifications

12.1 Compliance

Compliance with the certifications provided by the Offeror is a condition of authorization of the Standing Offer and subject to verification by Canada during the term of the Standing Offer and of any resulting contract that would continue beyond the period of the Standing Offer. In the event that the Offeror does not comply with any certification or it is determined that any certification made by the Offeror in its offer is untrue, whether made knowingly or unknowingly, Canada has the right to terminate any resulting contract for default and set aside the Standing Offer.

12.2 SACC Manual Clauses

M3800 Estimates (2006-08-15)

13. Applicable Laws

The Standing Offer and any contract resulting from the Standing Offer must be interpreted and governed, and the relations between the parties determined, by the laws in force in Nova Scotia.

B. RESULTING CONTRACT CLAUSES

The following clauses and conditions apply to and form part of any contract resulting from a call-up against the Standing Offer.

1. Statement of Requirement

The Contractor must perform the work described in the call-up against Standing Offer.

2. Standard Clauses and Conditions

2.1 General Conditions

2010C (2013-03-21), General Conditions - Services (Medium Complexity) apply to and form part of the Contract.

2.3 SACC Manual Clauses

M3020C - Status and Availability of Resources (2010-01-11)

If for reasons beyond its control, the Offeror is unable to provide the services of an individual named in its offer, the Offeror may propose a substitute with similar qualifications and experience. The Offeror must advise the Standing Offer 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 Offeror: death, sickness, maternity and parental leave, retirement, resignation, dismissal for cause or termination of an agreement for default.

If the Offeror is unable to provide a substitute with similar qualifications and experience, Canada may set aside the standing offer.

3. Term of Contract

3.1 Delivery

The Work must be completed in accordance with the call-up against the Standing Offer.

4. Payment

4.1 Basis of Payment

4.2 Limitation of Price

SACC Manual clause C6000C (2011-05-16) Limitation of Price

4.3 Multiple Payments

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

4.4 SACC Manual Clauses

4.5 Payment by Credit Card

The following credit cards are accepted: _____ and _____.

5. Invoicing Instructions

6. Insurance

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.

7. SACC Manual Clauses

A9062C Canadian Forces Site Regulations (2011-05-16)

Solicitation No. - N° de l'invitation

W010C-13C002/A

Amd. No. - N° de la modif.

Buyer ID - Id de l'acheteur

hal309

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

W010C-13-C002

File No. - N° du dossier

HAL-3-71002

CCC No./N° CCC - FMS No/ N° VME

Annex A - Statement of Requirement

See attachment entitled "Hazardous Material Testing and Air Monitoring, Job No, W010C-13-C002"

Annex B - Basis of Payment

1. The Contractor will be paid in accordance with the following 3.0 Pricing Table for Work performed in accordance with the Standing Offer. It is MANDATORY that the bidders submit firm prices/rates (*unit price*) for all items listed hereafter. This section, when completed, will be considered as the bidder's Financial Offer.

1.1 Using the information provided in the specification accompanying this solicitation, please provide a firm, *all-inclusive* rate (excluding HST), including all required supervision, profit, overhead, equipment, upgrades, materials, travel, parts and labour required to complete the work as requested.

1.1.1 Pricing will be evaluated using the total rates offered for all four (4) years.

1.1.2 Canada reserves the right to enter into contract without negotiation.

1.2 The Offeror agrees that the following pricing table to be used for the purposes of the Standing Offer, that prices as tendered govern in calculating the total amount of tender and the errors in the extension of unit prices and/or the addition of the estimated total prices will be corrected in order to obtain the actual amount of tender.

1.3 The estimated usage (*Est. Usage*), if provided, is an estimate only for the purposes of evaluation and does not infer that all the quantities for that item will be utilized or that the quantities may not be exceeded.

1.4 All deliverables (if applicable) are FOB Destination, and Canadian Customs Duty included, where applicable.

1.5 No rate adjustments will be provided for either legislated minimum wage increases or increases in employer contributions.

1.6 The Offeror shall provide cost estimates for additional service or miscellaneous equipment when requested during the term of the contract. Actual cost will not be greater than 10% of the estimated net cost.

1.6.1 Quantities of work must be agreed upon between contractor and Engineer prior to commencement of any work.

2. Canada will not accept travel and living expenses incurred by any contractor as a consequence of a relocation required to satisfy the terms of this Standing Offer or any resulting Contract.

3.0 Pricing Tables

Evaluation of Price

The price of the bid will be evaluated in Canadian dollars, Applicable Taxes excluded, FOB destination, Canadian customs duties and excise taxes included.

Basis of Selection

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

Standing Offer Year 1

Item	Rate/Cost (A)	Estimated Usage (# per year) (B)	Total (AxB)
1. Asbestos testing and air monitoring:			
1. Cost of 'normal' bulk sample collection and analysis			
1. Tested by PLM System	\$ _____	250	\$ _____
2. Tested by TEM System	\$ _____	250	\$ _____
2. Cost of 'rush' bulk sample collection and analysis			
1. Tested by PLM System	\$ _____	125	\$ _____
2. Tested by TEM System	\$ _____	125	\$ _____
3. Cost of PCM sample collection and analysis			
1. Cost per sample	\$ _____	125	\$ _____
2. Cost of technician per hour .	\$ _____	125	\$ _____
4. Cost of FAM air monitoring			
1. Cost per year	\$ _____	30	\$ _____
		Subtotal 1.	\$ _____
2. Building Asbestos Surveys:			
1. Cost of bulk sample: collection and analysis			
1. Tested by PLM System	\$ _____	15	\$ _____
2. Tested by TEM System	\$ _____	15	\$ _____
2. Cost of technician per hour	\$ _____	15	\$ _____
3. Provide full report c/w picture, recommendations, and findings.	\$ _____	15	\$ _____
4. Five (5) copies of report.	\$ _____	15	\$ _____
		Subtotal 2.	\$ _____
3. Confined Spaces Equipment:			
1. An approved metre	\$ _____	20	\$ _____
2. Two telecommunication radios	\$ _____	20	\$ _____
3. Safety harness for each person	\$ _____	20	\$ _____
4. One air intake fan c/w hose for tunnel	\$ _____	20	\$ _____

5.One exhaust fan c/w hose for tunnel	\$ _____	20	\$ _____
6.Road barriers c/w caution tape	\$ _____	20	\$ _____
7.Extension cords c/w flashlights	\$ _____	20	\$ _____
8.SCBA (Scot Air Pak)	\$ _____	20	\$ _____
9.Plus standby personnel.	\$ _____	20	\$ _____
		Subtotal 3.	\$ _____
		Total Year 1 (1 + 2. + 3. = Y)	\$ _____

Option Year 1

Item	Rate/Cost (A)	Estimated Usage (# per year) (B)	Total (Ax B)
1. Asbestos testing and air monitoring:			
1.Cost of 'normal' bulk sample collection and analysis			
1.Tested by PLM System	\$ _____	250	\$ _____
2.Tested by TEM System	\$ _____	250	\$ _____
2.Cost of 'rush' bulk sample collection and analysis			
1. Tested by PLM System	\$ _____	125	\$ _____
2. Tested by TEM System	\$ _____	125	\$ _____
3.Cost of PCM sample collection and analysis			
1.Cost per sample	\$ _____	125	\$ _____
2.Cost of technician per hour .	\$ _____	125	\$ _____
4.Cost of FAM air monitoring			
1.Cost per year	\$ _____	30	\$ _____
		Subtotal 1.	\$ _____
2. Building Asbestos Surveys:			
1. Cost of bulk sample: collection and analysis			
1.Tested by PLM System	\$ _____	15	\$ _____
2.Tested by TEM System	\$ _____	15	\$ _____
2.Cost of technician per hour	\$ _____	15	\$ _____
3.Provide full report c/w picture, recommendations, and findings.	\$ _____	15	\$ _____
4.Five (5) copies of report.	\$ _____	15	\$ _____

		Subtotal 2.	\$ _____
3. Confined Spaces Equipment:			
1.An approved metre	\$ _____	20	\$ _____
2.Two telecommunication radios	\$ _____	20	\$ _____
3.Safety harness for each person	\$ _____	20	\$ _____
4.One air intake fan c/w hose for tunnel	\$ _____	20	\$ _____
5.One exhaust fan c/w hose for tunnel	\$ _____	20	\$ _____
6.Road barriers c/w caution tape	\$ _____	20	\$ _____
7.Extension cords c/w flashlights	\$ _____	20	\$ _____
8.SCBA (Scot Air Pak)	\$ _____	20	\$ _____
9.Plus standby personnel.	\$ _____	20	\$ _____
		Subtotal 3.	\$ _____
		Total Option Year 1 (1 + 2. + 3. = Yi)	\$ _____

Option Year 2

Item	Rate/Cost (A)	Estimated Usage (# per year) (B)	Total (AxB)
1. Asbestos testing and air monitoring:			
1.Cost of 'normal' bulk sample collection and analysis			
1.Tested by PLM System	\$ _____	250	\$ _____
2.Tested by TEM System	\$ _____	250	\$ _____
2.Cost of 'rush' bulk sample collection and analysis			
1. Tested by PLM System	\$ _____	125	\$ _____
2. Tested by TEM System	\$ _____	125	\$ _____
3.Cost of PCM sample collection and analysis			
1.Cost per sample	\$ _____	125	\$ _____
2.Cost of technician per hour .	\$ _____	125	\$ _____
4.Cost of FAM air monitoring			
1.Cost per year	\$ _____	30	\$ _____
		Subtotal 1.	\$ _____
2. Building Asbestos Surveys:			
1. Cost of bulk sample: collection and analysis			
1.Tested by PLM System	\$ _____	15	\$ _____
2.Tested by TEM System	\$ _____	15	\$ _____
2.Cost of technician per hour	\$ _____	15	\$ _____

3. Provide full report c/w picture, recommendations, and findings.	\$ _____	15	\$ _____
4. Five (5) copies of report.	\$ _____	15	\$ _____
		Subtotal 2.	\$ _____
3. Confined Spaces Equipment:			
1. An approved metre	\$ _____	20	\$ _____
2. Two telecommunication radios	\$ _____	20	\$ _____
3. Safety harness for each person	\$ _____	20	\$ _____
4. One air intake fan c/w hose for tunnel	\$ _____	20	\$ _____
5. One exhaust fan c/w hose for tunnel	\$ _____	20	\$ _____
6. Road barriers c/w caution tape	\$ _____	20	\$ _____
7. Extension cords c/w flashlights	\$ _____	20	\$ _____
8. SCBA (Scot Air Pak)	\$ _____	20	\$ _____
9. Plus standby personnel.	\$ _____	20	\$ _____
		Subtotal 3.	\$ _____
		Total Option Year 2 (1 + 2. + 3. = Yii)	\$ _____

Option Year 3

Item	Rate/Cost (A)	Estimated Usage (# per year) (B)	Total (AxB)
1. Asbestos testing and air monitoring:			
1. Cost of 'normal' bulk sample collection and analysis			
1. Tested by PLM System	\$ _____	250	\$ _____
2. Tested by TEM System	\$ _____	250	\$ _____
2. Cost of 'rush' bulk sample collection and analysis			
1. Tested by PLM System	\$ _____	125	\$ _____
2. Tested by TEM System	\$ _____	125	\$ _____
3. Cost of PCM sample collection and analysis			
1. Cost per sample	\$ _____	125	\$ _____
2. Cost of technician per hour .	\$ _____	125	\$ _____
4. Cost of FAM air monitoring			
1. Cost per year	\$ _____	30	\$ _____
		Subtotal 1.	\$ _____
2. Building Asbestos Surveys:			
1. Cost of bulk sample: collection and analysis			
1. Tested by PLM System	\$ _____	15	\$ _____

2. Tested by TEM System	\$ _____	15	\$ _____
2. Cost of technician per hour	\$ _____	15	\$ _____
3. Provide full report c/w picture, recommendations, and findings.	\$ _____	15	\$ _____
4. Five (5) copies of report.	\$ _____	15	\$ _____
		Subtotal 2.	\$ _____
3. Confined Spaces Equipment:			
1. An approved metre	\$ _____	20	\$ _____
2. Two telecommunication radios	\$ _____	20	\$ _____
3. Safety harness for each person	\$ _____	20	\$ _____
4. One air intake fan c/w hose for tunnel	\$ _____	20	\$ _____
5. One exhaust fan c/w hose for tunnel	\$ _____	20	\$ _____
6. Road barriers c/w caution tape	\$ _____	20	\$ _____
7. Extension cords c/w flashlights	\$ _____	20	\$ _____
8. SCBA (Scot Air Pak)	\$ _____	20	\$ _____
9. Plus standby personnel.	\$ _____	20	\$ _____
		Subtotal 3.	\$ _____
		Total Option Year 3 (1 + 2. + 3. = Yiii)	\$ _____

Evaluation Total = Y+Yi+Yii+Yiii: \$ _____

Annex C

Please see attached Security Requirements Check List (SRCL)

Department of National Defence



Specification

Standing Offer Agreement

Hazardous Material Testing and Air Monitoring

CFB Halifax, NS

Job No.W010C-13-C002

2012-09-14

<u>Section</u>	<u>Title</u>	<u>Pages</u>
<u>Division 01 - General Requirements</u>		
01 11 00	GENERAL INSTRUCTIONS	5
01 35 30	HEALTH AND SAFETY REQUIREMENTS	6
01 35 35	DND FIRE SAFETY REQUIREMENTS	4
01 35 36	SECURITY, SAFETY AND FIRE REGULATIONS CFAD BEDFORD, NS	5
01 35 37	ACCESS TO DRDC ATLANTIC COMPLEX	1
01 35 73	CONFINED SPACES REQUIREMENTS	8
<u>Division 02 - Existing Conditions</u>		
02 81 01.01	HAZARDOUS MATERIALS TESTING	3

PART 1 - GENERAL

- | | | |
|-----------------------------------|----|---|
| <u>1.1 DESCRIPTION OF WORK</u> | .1 | Work of this Standing Offer Agreement comprises the furnishing of all labour, materials, tools, equipment, transportation and supervision required to perform testing, sampling and air monitoring for asbestos and other hazardous materials to various buildings of CFB Halifax in accordance with this specification. |
| <u>1.2 ENGINEER</u> | .1 | All reference to the Engineer in this specification, who is the Contract Inspector which is representing the Formation Construction Engineering Officer(FCEO). |
| | .2 | The Engineer will provide the Contractor with a list of his/her authorized representatives at the pre-job meeting. |
| <u>1.3 WORK INCLUDED</u> | .1 | Work included in this Standing Offer Agreement includes but will not be limited to the following: <ul style="list-style-type: none">.1 Perform asbestos testing and air monitoring;.2 Conduct building asbestos survey;.3 Conduct sampling and testing of hazardous materials such as lead, mould, PCB, etc..4 Perform confined space entry as required;.5 Provide Engineer with test reports; and.6 Clean up. |
| <u>1.4 LOCATIONS OF JOB SITES</u> | .1 | Areas covered under this specification include but not limited to the following locations: <ul style="list-style-type: none">.1 Stadacona - Halifax, NS;.2 Windsor Park - Halifax, NS;.3 Willow Park - Halifax, NS;.4 HMC Dockyard - Halifax, NS;.5 Halifax Armoury - Halifax, NS;.6 Royal Artillery(RA) Park - Halifax, NS; |

1.4 LOCATIONS OF
JOB SITES
(Cont'd)

- .1 (Cont'd)
- .7 Damage Control Division - Herring Cove, NS;
 - .8 Dockyard Annex(NAD) - Dartmouth, NS;
 - .9 DRDC Atlantic - Dartmouth, NS;
 - .10 Shannon Park - Dartmouth, NS;
 - .11 Wright's Cove Degaussing Range - Dartmouth, NS;
 - .12 12 Wing Shearwater - Eastern Passage, NS;
 - .13 Osbourne Head Gunnery Range - Cow Bay, NS;
 - .14 Hartlen Point Golf Course - Cow Bay, NS;
 - .15 CFAD Bedford - Bedford, NS;
 - .16 Bedford Rifle Range - Bedford, NS;
 - .17 Ferguson's Cove - Ferguson's Cove, NS;
 - .18 NRS Mill Cove - Mill Cove, NS;
 - .19 NRS Newport Corner - Newport Corner, NS; and
 - .20 Windsor Armoury - Windsor, NS.

1.5 SITE ACCESS

- .1 Access to the site is under the direction of the Department of National Defence. All visitors entering areas issuing a daily pass will be aware of the requirement for search as a condition of issue.
- .2 While within the confines of CFB Halifax all employees and representatives of the Contractor must comply with all of the Standing Orders as promulgated by Base Authorities.

1.6 PRE-JOB
MEETING

- .1 Immediately upon receipt of award of Standing Offer Agreement, the successful Contractor will contact the Engineer to arrange a pre-job meeting prior to commencement of any work.

1.7 CONTRACTOR
QUALIFICATIONS

- .1 The Contractor must satisfy the Engineer that he/she has adequate and qualified staff to perform the service expected. This includes all service calls within an acceptable time period and having adequate parts on hand to meet the requirements of the job, both during silent and normal working hours.

<u>1.7 CONTRACTOR QUALIFICATIONS (Cont'd)</u>	.2	Whenever the Contractor uses sub-contractors, they too must perform to and comply with all requirements of this Standing Offer.
<u>1.8 WORKMANSHIP</u>	.1	Workmanship must be the best quality executed by workers experienced and skilled in the respective duties for which they are employed.
	.2	Do not employ any unfit person or anyone unskilled in their required duties. The Engineer reserves the right to require the dismissal from the site, workers deemed incompetent, careless, insubordinate or otherwise objectionable.
	.3	Decisions as to the quality or fitness of workmanship in cases of dispute rest solely with the Engineer whose decision is final.
	.4	The Contractor will employ a competent and experienced supervisor with the authority to speak on his behalf on day-to-day routine matters.
<u>1.9 CONTRACTOR'S USE OF SITE</u>	.1	Contractor will be briefed on use of site by the Engineer.
	.2	Do not unreasonably encumber site with materials or equipment.
	.3	Move stored products or equipment which interferes with operations of Engineer or other Contractors.
	.4	The Engineer will brief the Contractor on access to restricted areas.
<u>1.10 PARKING</u>	.1	One parking space will be made available on site for company vehicles and equipment only. Maintain and administer this space as directed.
<u>1.11 NORMAL WORKING HOURS</u>	.1	Normal working hours will be 0730 to 1600 hours, Monday to Friday. Any work carried out other than normal working hours must be authorized by the Engineer.
<u>1.12 CODES AND STANDARDS</u>	.1	Perform work in accordance with the latest edition of National Building Code of Canada(NBCC), Canadian Electrical Code Part I, Canada Labour Code Part II, National Fire Code of Canada, NS Fall Protection and Scaffolding Regulations, and any other Provincial or municipal regulations and by-laws provided that in

<u>1.12 CODES AND STANDARDS (Cont'd)</u>	.1	(Cont'd) any case of conflict or discrepancy, the more stringent requirements will apply.
	.2	Meet or exceed requirements of Standing Offer documents, specified standards, codes and referenced documents.
<u>1.13 PROTECTION OF EXISTING FACILITIES</u>	.1	The Contractor must take all necessary precautions to ensure against damage to existing facilities. Any damage to such facilities as a result of the Contractor's operations must be repaired or replaced by the Contractor at his own expense, as soon as is reasonably possible.
	.2	Special coverings and protection must be provided to protect plants, walls, projections and adjacent work where materials are being removed, installed or hoisted.
	.3	The Contractor must protect all occupant owned furnishings and equipment, and the building from damage during execution of the Contract.
	.4	Where the Engineer considers it necessary, provide and erect warning signs and barriers.
<u>1.14 ALTERATIONS, ADDITIONS OR REPAIRS TO EXISTING BUILDING</u>	.1	Execute work with least possible interference or disturbance to occupants, public and normal use of premises. Arrange with Engineer to facilitate execution of work.
<u>1.15 INSPECTION</u>	.1	All work and materials covered by this specification will be subject to inspection at any time by the Engineer or his/her representative.
<u>1.16 REPORTING IRREGULARITIES</u>	.1	The Contractor must notify the Engineer of irregularities in the work area, such as structural defects, mechanical and/or electrical problems and/or any work beyond the scope of work.

PART 2 - PRODUCTS

Not used.

PART 3 - EXECUTION

Not used.

PART 1 - GENERAL

1.1 CONSTRUCTION SAFETY MEASURES

- .1 Observe and enforce construction safety measures by complying with the requirements of the following statutes and authorities:
 - .1 Canada Labour Code Part II and the Canada Occupational Health and Safety Regulations.
 - .2 The Nova Scotia Occupational Health and Safety Act and supporting Occupational General Safety Regulations as amended from time to time.
 - .3 Most recent amendments to the National Building Code of Canada, Part 8 and National Fire Code of Canada.
- .2 Refer to Section 01 35 35, DND Fire Safety Requirements.
- .3 Engineer will provide a copy of any relevant special written instructions to be followed.
- .4 **Before Work Begins**
 - .1 Bidder/Tender to provide documentation if requested by the Crown, indicating all safety training attained for each person who will be involved with the Standing Offer.
- .5 The following disciplinary measures will be taken for any violations of safety under this Standing Offer Agreement:
 - .1 **First Violation:** Verbal warning issued to the Contractor for the first violation of a safety regulation(Violation will be documented on Standing Offer file, copy to Contractor DCC or PWGSC).
 - .2 **Second Violation:** Written warning to Contractor for second violation of a safety regulation(Violation will be documented on Standing Offer file, copy to Contractor, DCC or PWGSC).
 - .3 **Third Violation:** A third violation of a safety regulation may result in the termination of the Standing Offer with a recommendation to the Contracting Authority that the Contractor be denied access to Formation Construction Engineering contracts(Documented to Standing Offer file, copies to Contractor, DCC or PWGSC).
 - .4 **Serious Violation:** For a serious violation of a safety regulation as deemed by a regulator, project manager or safety officer a recommendation will be made to the Contracting Authority to immediately terminate the Contract/Standing Offer(Violation documented on Standing Offer file, copies to Contractor, DCC or PWGSC).

1.1 CONSTRUCTION
SAFETY MEASURES
(Cont'd)

- .5 (Cont'd)
.5 **Charges Laid or Guilty Determination by Courts :**
Infractions of safety regulations that result in charges being laid by a regulator against the Contractor or the Contractor being found guilty by the courts may result in that Contractor being denied access to Formation Construction Engineering contracts.

1.2 HAZARD
ASSESSMENTS

- .1 Contractor must implement and carry out a health and safety hazard assessment program as part of the Work. Program to include:
- .1 **Initial Hazard Assessment:** Carried out upon notification of Contract award and/or prior to commencement of Work.
 - .2 **On-going Hazard Assessments:** Performed during the progress of Work identifying new or potential health risks and safety hazards not previously known. As a minimum, hazards assessments must be carried out when:
 - .1 New sub-trade work, new sub-contractor(s) or new workers arrive at the site to commence another portion of the Work.
 - .2 The scope of Work has been changed.
 - .3 Work conducted in confined spaces.
 - .4 Potential hazard or weakness in current health and safety practices are identified by the Engineer.
 - .2 Hazard assessments will be project and site specific, based on review of Standing Offer documents and site.
 - .3 Each hazard assessment to be made in writing. Keep copies of all assessments on site for duration of Work. Upon request, make available to Engineer.
 - .4 The Contractor must notify the Engineer of suspected hazardous material during work and not apparent from drawings, specifications, or report pertaining to work(e.g. lead, asbestos etc.). Do not disturb such material pending instructions from the Engineer. The Engineer will make the necessary arrangements for testing the material as required.

1.3 ASBESTOS
PRODUCT & ASBESTOS
ACTIVITY

- .1 Within the confines of the Base, the provision of new products containing fibrous asbestos materials is prohibited.
- .2 Demolition or disturbance of spray or trowel-applied asbestos can be hazardous to health. Should material resembling spray or trowel-applied asbestos be encountered in course of work, stop work and notify Engineer immediately. Do not proceed until written instructions have been received from Engineer.

1.4 FASTENING
DEVICES EXPLOSIVE
ACTUATED

- .1 Explosive actuated devices must not be used.

1.5 HOT WORK

- .1 All hot work activity is to take place with Engineer's approval and written permission from the Formation Fire Chief(Hot work permit). Hot work permits and fire-watch requirements will be provided by the Dockyard Fire Hall at 427-3500.
- .2 The ventilation system in the area of any Hot Work activity is to be isolated to prevent migration of fumes/smoke and to reduce any possible spread of fire to other areas of the facility.
- .3 Contractor is to employ an employee trained in the use of fire extinguishers as fire watch during any Hot Work for a minimum of 30 minutes after activity has ceased.

1.6 CONFINED SPACES

- .1 All work in confined spaces will be carried out in compliance with the Canada Occupational Safety and Health Regulations, Part XI.
- .2 The Contractor to provide and maintain all equipment as required by any person to enter and/or perform work in a safe manner, in compliance with the Canada Occupational Safety and Health Regulations, Part XI.
- .3 The Contractor to provide and maintain training, as required by the Canada Occupational Safety and Health Regulations, Part XI.
 - .1 The Contractor and/or his employees must provide proof of training and qualifications when requested by the Engineer.
- .4 The Contractor to provide the Engineer with a copy of an «Entry Permit» for each and every entry into the confined space to ensure compliance with the Canada Occupational Safety and Health Regulations, Part XI.
- .5 The Contractor to have a hazard assessment of the confined space performed.

1.6 CONFINED SPACES .5
(Cont'd)

(Cont'd)

- .1 The Contractor to provide the Engineer with a copy of the hazard assessment.

1.7 FALL PROTECTION .1

All work carried out above the mandatory height restrictions, from unguarded structure and/or scaffolding, will be done in compliance with the Canada Occupational Safety and Health Regulations, Part XII, Section 12.10.

- .2 The components of a fall protection system must meet the standards as outlined in the Canada Occupational Safety and Health Regulations, Part XII, Section 12.10(2).

- .3 The Contractor is to ensure fall protection equipment is maintained, inspected and tested by a qualified technician as required by the Canada Occupational Safety and Health Regulations, Part XII, Section 12.3.

1.8 ARC FLASH .1

The Contractor is to ensure all electrical equipment such as switchboards, panel boards, motor control centres and meter socket enclosures be marked to warn persons of potential electric shock and arc flash hazards. This labeling is required for all new & modified installations.

- .2 The warning label must also include information regarding «arc flash hazard category(0 to 4)» and the «Flash Protection Boundary» as defined in NFPA 70E. All projects specifications must include short circuit study and flash hazard analysis.

- .3 In accordance with the new CSA Standards Z462-08 para 4.3.3.3 Electrical Contractors are now required to perform a shock and flash hazard analysis to select the appropriate PPE to wear. Electrical Contractors are now required Arc-rated personal protective equipment while troubleshooting and diagnostic testing that cannot be performed unless the electrical conductor or circuit part is energized. All Contractor work practices must protect each employee from arc flash and from contact with live parts directly with any part of the body or indirectly through some other conductive object.

1.9 SAFETY .1

The Contractor must perform site hazard assessments to establish site specific safe work practice procedures for the safety and well being of his/her employees. Copies must be made available to Department of National Defence upon request.

- .2 All copies of the formal Hazard Assessments conducted by the Contractor throughout the duration of the work will be retained and made available to the Engineer immediately upon request.

1.9 SAFETY
(Cont'd)

- .3 It is the Contractor's responsibility to be familiar with all applicable Safety Acts, Regulations, Codes and Standing Offer 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 will become mandatory.
- .4 The Contractor must 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 will not be permitted on the site.
- .5 Contractor must ensure that all applicable personal protective equipment(PPE) is used.
 - .1 All personnel are required to wear hard hats, in accordance with CSA Z94.1-05.
 - .2 All personnel are required to wear safety footwear, in accordance with CSA Z195-09.
 - .3 All personnel are required to wear eye & face protection, in accordance with CSA Z94.3.1-09.
 - .4 When and where noise level is above 85 decibels; all personnel are required to wear hearing protection, in accordance with CAN/CSA Z94.2-02(R2007).
 - .5 Where toxic or noxious gas fumes, or oxygen deficiency or excessive dust may occur, so as to create a hazard to life, safety or health; all personnel are required to wear respiratory protection, in accordance with CAN/CSA Z94.4-02(R2007).
- .6 The Engineer will coordinate arrangements for the Contractor to be briefed on site safety within fourteen(14) days of award of Standing Offer Agreement.

1.10 SITE SIGNS
AND NOTICES

- .1 Safety and instruction signs and notices:
 - .1 Signs and notices for safety and instruction must be in both official languages. Graphic symbols must conform to CAN/CSA Z321-96(R2006).

PART 2 - PRODUCTS

Not used.

PART 3 - EXECUTION

Not used.

PART 1 - GENERAL

<u>1.1 EMERGENCY REPORTING</u>	.1	Telephone number: Dial 9-1-1.
<u>1.2 FIRE SAFETY ENFORCEMENT</u>	.1	Within the confines of the Base, the prescription and enforcement of mandatory fire safety measures will be exercised under the authority of the Formation Fire Chief.
	.2	Comply with and enforce compliance by all Contractor personnel with all requirements of this specification section, and with the most recent edition of the National Building Code of Canada(NBCC) and the National Fire Code of Canada(NFC), including all subsequent revisions issued by the National Research Council of Canada.
	.3	The Engineer reserves the right to require the dismissal from site of persons deemed careless or otherwise in violation of the fire safety requirements.
<u>1.3 FIRE SAFETY BRIEFING</u>	.1	Prior to commencement of work under this Standing Offer, the Engineer will arrange a meeting of all parties concerned to review and clarify requirements for fire safety measures. This may involve a briefing by the Formation Fire Chief.
	.2	The Engineer will provide direction for reporting of fire including the emergency telephone number for fire reporting and location of fire alarms within or adjacent to work area.
<u>1.4 FIRE WATCH</u>	.1	For hot work activity, the Contractor will provide the service of fire-watch persons on a scale and schedule as prescribed by the Dockyard Fire Hall at the time of issuance of the hot work permit.
<u>1.5 FIRE EXTINGUISHERS</u>	.1	Supply fire extinguishers, as prescribed by the Formation Fire Chief, necessary to protect work in progress and contractor's physical plant on site.
<u>1.6 SMOKING PRECAUTIONS</u>	.1	In accordance with these fire safety requirements particular to the work area and site, the Engineer and Formation Fire Chief will designate hazardous areas as well as non-restricted areas where smoking may be permitted.

1.6 SMOKING
PRECAUTIONS
(Cont'd)

- .2 Smoking is prohibited in all buildings.
- .3 In all other areas, exercise care and comply with written or oral directives of the Engineer for the use of smoking materials.

1.7 REPORTING
FIRE INCIDENTS

- .1 Report immediately all fire incidents as follows:
 - .1 Activate nearest fire alarm, or
 - .2 Dial 9-1-1 or designated number given at the time of briefing.
 - .3 Telephone the Engineer.
- .2 Persons activating fire alarm must remain at the alarm to direct the Fire Department to the scene of the fire.
- .3 When reporting a fire by telephone, give location of fire, name and number of building and be prepared to direct the Fire Department to the scene of the fire.

1.8 INTERIOR &
EXTERIOR FIRE
PROTECTION AND
ALARM SYSTEM

- .1 Notify Formation Fire Chief at least 48 hours prior to scheduling any work that may require fire alarm and/or protection systems to be:
 - .1 Obstructed in any way.
 - .2 Shut-off.
 - .3 Left inactive at the end of a working day or shift.
- .2 Do not commence any such work until Engineer confirms approval and direction by the Formation Fire Chief.
- .3 Fire hydrants, standpipes and hose systems must not be used for other than fire fighting purposes unless authorized by the Engineer and the Formation Fire Chief.

1.9 BLOCKAGE OF
ACCESS FOR FIRE
APPARATUS

- .1 Obtain approval of the Engineer and Formation Fire Chief 24 hours prior to commencing any work that by any means would impede access for fire fighting apparatus. Immediately notify the Engineer of any infringement on minimum vertical or horizontal clearances either inside or outside buildings, as prescribed by the Formation Fire Chief.

1.10 RUBBISH &
WASTE MATERIAL

- .1 Storage:
 - .1 Where it is necessary to store oily waste in work areas exercise extreme care to ensure maximum possible safety and cleanliness.
 - .2 Greasy or oily rags or materials subject to spontaneous combustion must be deposited and kept in a receptacle approved by the Formation Fire Chief and removed as directed by the Engineer.
- .2 The burning of rubbish is prohibited.
- .3 Removal:
 - .1 All rubbish must be removed from the work site at the end of the work day or shift or as directed by the Engineer.

1.11 FLAMABLE
LIQUIDS

- .1 The handling, storage and use of flammable liquids are to be governed and guided by the requirements established by the Formation Fire Chief and in accordance with the approved fire safety plan.
- .2 Indoor storage of flammable liquids must not exceed thirty(30) litres provided that they are stored in areas and containers approved by the Formation Fire Chief.
- .3 The Engineer reserves the right to require removal from the site any storage containers not acceptable to the Formation Fire Chief.
- .4 The Engineer will not permit indoor storage of quantities of flammable liquids exceeding thirty(30) litres for on-site work purposes, without the written permission of the Formation Fire Chief.
- .5 Transfer of flammable liquids within buildings is prohibited.
- .6 Transfer of flammable liquids must not be carried out in the vicinity of open flames or any type of heat producing devices.
- .7 Flammable liquids having a flash point below twenty-two(22) degrees C such as naphtha or gasoline must not be used as solvents or cleaning agents.
- .8 Flammable waste liquids, for disposal, must be stored in approved containers located in a safe ventilated area. Quantities are not to exceed thirty(30) litres. Dumping or burning of flammable liquids on site is prohibited.

1.12 HAZARDOUS
SUBSTANCES

- .1 Exercise special precautions necessary to safeguard life and property from damage by fire or explosives.
- .2 If the work entails the use of any toxic or hazardous materials, chemicals or explosives, or otherwise creates a hazard to life, safety or health, work must be in accordance with the most recent edition of the requirements of the National Fire Code of Canada, and measures prescribed by the Formation Fire Chief.

1.13 HAZARDOUS
HOT WORK

- .1 Prior to commencing any «Hot Work» involving open flame, burning, welding or heating, the Contractor must obtain a «hot work permit» issued by the Formation Fire Chief at the Dockyard Fire Hall, 427-3500.

PART 2 - PRODUCTS

Not used.

PART 3 - EXECUTION

Not used.

PART 1 - GENERAL

CONTRACTOR MUST ENSURE THAT ALL THEIR PERSONNEL ARE FAMILIAR WITH THESE REGULATIONS AND REQUIREMENTS.

- | | | |
|--|--------|--|
| <u>1.1 GENERAL</u> | .1 | The following is a summary of the security, safety and fire regulations of Canadian Forces Ammunition Depot, Bedford, as promulgated by the Base Commander, CFB Halifax and administered by the Superintendant CFAD Bedford NS. |
| | .2 | Contractor's personnel will be subject to all of the regulations while working within confines of CFAD Bedford. |
|
<u>1.2 PRE JOB SECURITY AND SAFETY MEETING</u> |
.1 |
Prior to commencement of Work, the Contractor must meet with the Site Security, Safety and Fire Safety Regulations Officers. In accordance with direction of Engineer and these site officers, ensure that all employees of the Contractor are given thorough instructions on security, safety and fire precautions peculiar to an Ammunition Depot and that the regulations are fully compiled with, at all times, by all Contractor personnel. |
|
<u>1.3 SECURITY PASSES</u> |
.1 |
Contractors must report to the NCO I/C Commissionaires at Building 153; submit names of all their personnel and description of all their vehicles to arrange the issue of the required temporary passes prior to proceeding to work within the the confines of the depot. |
|
<u>1.4 CONDITIONS FOR ACCESS</u> |
.1 |
All visitors will be issued a daily pass and will be required to sign an acknowledgement that they are aware of and consent to the following conditions for access. |
| | .2 | The person to whom this pass is issued agrees to return the pass to the Security Guard at the gate when the Contract or employment at CFAD Bedford expires. |
| | .3 | All vehicles entering and leaving CFAD Bedford may be searched to ensure that no prohibited articles are taken into nor contraband articles are taken out of the Ammunition Depot. |
|
<u>1.5 FIRE SERVICE CFAD BEDFORD</u> |
.1 |
Fire service at CFAD Bedford is provided by DND Fire Service from 0730 until 1600 hours, Monday to Friday. All Contract work will be ended by 1530 hours daily. Fire response at all other times is provided by HRM. Before any work is carried out during |

-
- 1.5 FIRE SERVICE
CFAD BEDFORD
(Cont'd)
- .1 (Cont'd)
silent hours, the Dockyard Platoon Chief must be contacted at 427-0550, local 3500.
- 1.6 SEARCHES
- .1 The Canadian Corps of Commissionaires may conduct a personal search of individuals at any time within the Ammunition Depot. Vehicles entering or leaving the Depot may be searched to ensure that contraband articles are not taken into the Explosives Area and that property is not taken out without authorization.
- 1.7 ALARMS
- .1 **Depot Alarms:** A siren is sounded only in the event of an emergency such as a fire, explosion, thunderstorm or evacuation. A siren is also sounded to signify «All Clear».
- .2 **Fire Emergency:** A series of «Hi-Lo» sounds on the Depot Alarm System signifies an emergency in the explosive area. Contractors must cease operations and proceed in their own vehicles to the nearest exit gate out of the explosive area. If no vehicle available proceed to the nearest «Fire Assembly Point» at Buildings 169 or 143.
- .3 **Thunder and Lightning:** A series of «Beeps» on the Depot Alarm System signifies a thunder/lightning storm warning. Contractors must cease operations and proceed in their own vehicles to the nearest exit gate out of the explosive area. If no vehicle available proceed to the nearest «Fire Assembly Point» at Buildings 169 or 143.
- .4 **Evacuation:** A series of «Slow Whoops» on the Depot Alarm System signifies that evacuation in the explosive area has been ordered by the Superintendent. The evacuation could be extended to include the non-explosive area as well as so ordered by the Superintendent.
- .5 **All Clear:** A continuous blast on the Depot Alarm System signifies that the emergency situation is «All Clear».
- 1.8 REPORTING OF FIRES
- .1 All fires, regardless of whether they have been extinguished or not, must be reported immediately to the Base Fire Department.
- .2 All Contractors and employees must familiarize themselves with the locations of the nearest fire alarm box or telephone.
- .3 Fires may be reported by ringing the nearest street alarm box or by telephoning 911. Persons reporting the fire must remain at the alarm box or telephone until the Fire Department arrives and be prepared to direct Fire Fighters to the scene of the fire.
-

1.9 PROHIBITED
ARTICLES

- .1 The following articles are prohibited and/or controlled from being taken inside the explosive area. Permission by the Superintendent may be granted for certain articles:
- .1 Matches or other flame producing equipment(including vehicle lighters);
 - .2 Pipes, smoking appliances, tobacco products, or smoking materials in any form;
 - .3 Explosives or chemicals;
 - .4 Lights, lamps or electrical devices/tools which are not explosion proof;
 - .5 Cameras;
 - .6 Food and drink; and
 - .7 Radio transmitting devices(i.e. mobile radios, cellular phones, remote car starters, and garage door openers, etc).
- .2 No persons will introduce, possess or consume alcoholic beverages, narcotics or any intoxicant within the confines of the Ammunition Depot.
- .3 The site security officers will seize and hold at the gate, any such materials found by search.

1.10 SAFETY AND
FIRE REGULATIONS

- .1 **Smoking:** Is strictly prohibited in explosive areas.
- .2 **Buildings:** Smoking is prohibited in all buildings.
- .3 **Safety Precautions Electrical/Electronic Equipment:** All personnel operating or maintaining electrical/electronic equipment involving the use of voltage higher than 50V must brief the Site Safety and Fire Safety Officers concerning all safety rules in the operating and instructional manuals covering the equipment.
- .4 **Flammables, Explosives or Chemicals:** As required, may be allowed into the explosive area provided that the Depot Safety Officer and the Depot Fire Department are made aware of this and that approval by the Superintendent is given. These items after approval may be transported by the Contractors provided the transportation route is known by the Depot Fire Department and adequate fire extinguishers are available.
- .5 **Open Flame or Welding:** Prior approval must be obtained before commencing any work involving cutting, welding or use of open flame appliances in or around buildings containing explosives. The Fire Safety Officer will check out the work area and ensure

1.10 SAFETY AND
FIRE REGULATIONS
(Cont'd)

- .5 Open Flame or Welding:(Cont'd)
that adequate fire extinguishers and first aid appliances are available and that fire watchers have been posted.
- .6 **Fuel Dispensing Containers:** Contractors must ensure that all of their fuel dispensing containers meet or exceed the following standards:
 - .1 Type II safety container, leakproof, Terne plate construction, UL listed and FM approved.
 - .2 Container must have spring-operated spout cap which opens to allow vapours to escape and self closes on release of internal pressures.
 - .3 Container must have flexible or rigid built-in metal dispensing nozzle to prevent static sparks.
 - .4 Standard of Acceptance: Protectoseal, Model Nos. 247, 249, 8410 and 8420.
 - .5 Other acceptable products: Safe-T-Way.
 - .6 Any other model must be approved by the BFC.
 - .7 Violation of any of the above regulations will result in immediate cancellation of the offender's Security Pass and expulsion from the site.

1.11 TRAFFIC
REGULATIONS

- .1 **Vehicles:** All operators must adhere strictly to the following rules while proceeding through the Ammunition Depot.
 - .1 Drivers must not leave the motors of their vehicles running or leave the vehicles unattended when parked between buildings or traverses.
 - .2 Drivers must not drive vehicles in the direction opposite to that indicated by the «One-Way» signs.
 - .3 No one will operate a vehicle within the Depot area at a speed greater than 25 kilometers per hour at any time.
 - .4 No one will operate a vehicle within the Depot area at a speed greater than 8 kilometers per hour at any time, while passing between blast walls and buildings.
 - .5 No one will leave a vehicle unattended within 10 metres of a fire hydrant or within 30 metres of a building containing explosives.

1.11 TRAFFIC
REGULATIONS
(Cont'd)

- .1 Vehicles:(Cont'd)
 - .6 All vehicles must be equipped with a fire extinguisher of a suitable size and type so that it may be used to extinguish any fire originating in that vehicle.
 - .7 Violation of any of the above regulations will result in immediate cancellation of the offender's Vehicle Pass and expulsion from the site.
- .2 **Roadways:** In the event of a fire or emergency all roads and buildings within CFAD Bedford must be accessible at all times. Contractors required to disrupt roadways during the course of their work, must ensure that at least one lane of each roadway is passable, at all times. Vehicles not required to transport personnel to the nearest exit gate must be parked on the side of the road and away from the nearest building.
- .3 **Fueling:** Fueling of vehicles within the explosive areas is prohibited. Small equipment(lawn mowers, chainsaws, etc.) may be re-fueled, but only at sites designated by the Safety Officer and Fire Safety Officer. Comply with all safety practices pertaining to re-fueling hot equipment. Provide adequate fire extinguishers of types prescribed by the Fire Safety Officer. Only approved safety dispensing containers, as specified at sub-paragraph 1.10.6, will be permitted within the confines of the Ammunition Depot.
- .4 Violation of any of the above regulations will result in immediate cancellation of the vehicle pass and expulsion of the offender from the site.

PART 2 - PRODUCTS

Not used.

PART 3 - EXECUTION

Not used.

PART 1 - GENERAL

- 1.1 SITE ACCESS .1 Contractors' personnel are required to report to the main desk each morning, sign the register and obtain an identification badge which must be displayed on their person at all times. Upon leaving the Complex at the end of the day, or at lunch time, the Contractors' personnel must report to the main desk, return the badge and be signed off the register.
- 1.2 PARKING .1 Contractors' vehicles will be allowed into the inner compound only under the following conditions; namely, for short periods of time, to load or unload equipment and supplies and then remove to the upper parking lot adjacent to Windmill Road or to the street. The site supervisor of the contracting firm will be allowed to park his/her vehicle, for short periods of time, in one of the visitor's parking slots or, if filled, he/she will be permitted to park in the inner compound while making periodic progress visits. It is emphasized that Contractors' vehicles entering the inner compound can be subject to search by the Commissionaire on duty upon their departure. DRDC reserves the right to limit the above-mentioned parking privileges if they are being abused.

PART 2 - PRODUCTS

Not used.

PART 3 - EXECUTION

Not used.

PART 1 - GENERAL

- 1.1 REFERENCES
- .1 Canada Occupational Health and Safety Regulations, Part XI (latest edition including all amendments).
 - .2 American Conference of Governmental Industrial Hygienists publication "Threshold Limit Values For Chemical Substances and Physical Agents and Biological Indices"(latest edition including all amendments).
- 1.2 DESCRIPTION
- .1 This section outlines the mandatory regulations which must be followed to ensure safe operations in and around potentially hazardous confined spaces and the emergency procedures that are to be followed.
 - .2 The safety standards in this section are applicable to contractors and consultants, their employees(including subcontractors), materials, works and buildings throughout Canadian Forces Base Halifax.
 - .3 All personnel entering a confined space, acting as an observer, or as a rescuer will be thoroughly trained in all procedures in accordance with above reference, No.1.
 - .4 The Contractor will be responsible for and ensure compliance with the provisions of this Section and of the Standards in above reference, No.1.
- 1.3 RESTRICTIONS
- .1 No Contractor, Subcontractor, Consultant, or their employee must:
 - .1 Be permitted to enter a hazardous confined space without receiving an evaluation, written in language which is understood by the employee/contractor, concerning the level of hazard in the confined space. Entry must be made in compliance with this Section and with the requirements in reference, No.1.
 - .2 Enter a hazardous confined space without a safe entry permit posted at the site of work and a copy on file.
- 1.4 DEFINITIONS
- .1 For the purpose of this Section the following definitions will apply:
 - .1 **Confined space:** A tank, process vessel, underground vault, tunnel or other enclosure not designed or intended

1.4 DEFINITIONS
(Cont'd)

- .1 (Cont'd)
- .1 Confined space:(Cont'd)
for human occupancy, except for the purpose of performing work:
- .1 That has limited number of openings for entry and exit;
- .2 That has poor natural ventilation;
- .3 In which there may be an oxygen deficient atmosphere; or
- .4 In which there may be an airborne dangerous substance.
- .2 **Dangerous substance:** A hazardous substance or a chemical, physical or biological agent that, because of a property it possesses, is hazardous to the safety or health of a person exposed to it.
- .3 **Qualified person:** In respect to a specified duty, a person who, because of their knowledge, training and experience is qualified to perform that duty safely and properly.
- .4 **Class of confined space:** A group of at least two confined spaces that are likely, by reason of their similarity, to present the same hazards to persons entering, exiting or occupying them. Confined spaces are identified as Class A, B, or C by DND depending on hazard assessment.
- .1 **Class A** - Hazardous confined space: Any confined space that cannot be made safe by ventilation and maintained in this safe condition even when lock-out, blank and bleed, and all other actions have been taken.
- .2 **Class B** - Confined space: Hazards exist but can be eliminated by ventilation, lock-out, and blank and bleed.
- .3 **Class C** - Considered confined space: Conditions could arise to make the area a confined space.

1.5 COMMON HAZARDS.1

Hazards common to confined spaces that Contractors must watch for are:

- .1 Toxic vapours from sludge or leakage into the space;
- .2 Flammable gases and vapours with potential fire or explosion hazards;

1.5 COMMON HAZARDS.1
(Cont'd)

- (Cont'd)
- .3 Oxygen below 19.5% or over 23%(normal 20.9%);
 - .4 Electric shock from tools, lights or other electrical equipment;
 - .5 Chemical burns from corrosives or injury from dermatitis producing materials;
 - .6 Burns from high pressure steam, hot water or fuel oil;
 - .7 High pressure air;
 - .8 Physical hazards from slips, falls, protruding objects or falling objects; and
 - .9 Excess corrosion on metal components.

1.6 SAFE ENTRY
PERMIT

- .1 Where the Contractor must enter a confined space, a Safe Entry Permit must be obtained from the Engineer, completed in triplicate and returned to the Engineer before access will be permitted. One copy must be posted at site of work. Original copy must be sent to the Unit General Safety Officer.

1.7 VERIFICATIONS

- .1 Prior to entering a confined space the Contractor must provide a qualified person to ensure/verify:
 - .1 That there are openings for entry and exit from the confined space of sufficient size to allow the safe passage of a person using protective equipment. This opening can be:
 - .1 a manhole; or
 - .2 other clear opening.
 - .2 That the entry of any liquid or free flowing solid or hazardous material has been prevented by secure means of disconnection or by blanking off the flanges from any source of these materials. In addition, that any liquid in which the person could drown, or free flowing solid in which they could be entrapped, has been removed.
 - .3 That all electrical/mechanical equipment which may present a hazard to the person has been disconnected from it's power source, either real or residue, and has been locked out in the off position by the person entering the space. Note: The key must be held by the person who locked out the equipment until such time as the work is

1.7 VERIFICATIONS
(Cont'd)

- .1 (Cont'd)
- .3 (Cont'd)
complete and the lock out is removed by the individual. As well, the removal of fuses is encouraged.
- .4 Tests for oxygen levels, combustibility, and toxicity of hazardous substances(in that order) are conducted and evaluated(e.g. oxygen, explosive gases or vapours, hydrogen sulfide, and then carbon monoxide).
 - .1 Tests for oxygen levels and combustibility and toxicity must be made with a probe at the point of entry to the confined space with cover in place. If no hazard is detected the cover will then be removed.
 - .2 If oxygen deficient, combustible atmosphere, or toxic substances are detected, the space must not be entered until such time as the space is rendered safe through appropriate purging and ventilation.
 - .3 The entire space will then be tested for oxygen deficiency, combustibility and toxicity. Note: In the event the possibility exists for oxygen deficiency, combustible atmosphere or the presence of hazardous substances which could exceed allowable limits, despite purging and ventilation, these tests will only be conducted by a person who is wearing the required Personal Protective Equipment(PPE) such as air supplied respirator, gloves/hand protection, harness, etc.(if tests are to be done in the confined space).
- .5 That verification, by means of tests, is conducted to ensure that the following specifications can be achieved and maintained during the duration of time the person will be in the confined space, namely:
 - .1 The concentration of any chemical agent, or combination of chemical agents in the confined space to which the person is likely to be exposed:
 - .1 Will not result in a value exceeding the value for that chemical agent, or for any chemical agent in the combination of chemical agents, other than grain dust, as prescribed by reference No.2.
 - .2 Will not result in an airborne grain dust, respirable and non respirable, in excess of 10 mg/m³, subject to para. 1.8.1.5.2; and
 - .3 Is less than 50 percent of the lower explosive limit of the chemical agent or combination of chemical agents, subject to para. 1.8.1.5.2.

1.7 VERIFICATIONS .1
(Cont'd)

(Cont'd)

.5 (Cont'd)

.2 Where a source of ignition exists the concentration does not exceed 10 percent of the lower explosive limit of the airborne chemical agent or combination of airborne chemical agents.

.3 The concentration of airborne hazardous substances, other than chemical agents, in the confined space is not hazardous to the safety or health of the person.

.4 The percentage of oxygen in the air in the confined space is not less than 19.5 percent by volume and not more than 23 percent by volume, at normal temperature.

.6 The space has been purged and ventilated to provide and continue to provide a safe working atmosphere, and that in the event of ventilation equipment failure there is:

.1 Sufficient time available for the employee to escape the confined space hazard before contamination of the atmosphere.

.2 The ventilation equipment is either equipped with an approved alarm or monitored by an employee who is in constant attendance on the ventilation equipment and in constant contact with the worker(s) in the confined space.

.7 The qualified person must, in a signed report, set out the results of the preceding sections, including any test results and a list of test equipment used and must ensure these results are given to the Engineer and Safety Officer.

PART 2 - PRODUCTS

2.1 EQUIPMENT .1

All PPE identified on the area work permit must be utilized during entry into the confined space. The appropriate PPE depends upon the nature of the exposure, and may include goggles, hardhats, safety footwear, a complete body covering or suitable breathing apparatus. It is stressed that PPE is not a substitute for proper ventilation. Where the Hazard Assessment Form deems it necessary, workers must wear an emergency five minute constant air flow self contained breathing apparatus (SKAT-PAK by SCOTT) and must have an air monitoring device with them at all times while in the confined space. Contractor will supply appropriate PPE for their employees.

2.1 EQUIPMENT
(Cont'd)

- .2 A safety harness with an attached lifeline must be worn by all workers, entering a confined space: with only one manhole or opening at the top or where rescue may be difficult; or where dangerous gases, vapours, mists, fumes, dusts, oxygen deficiency or extremes of temperature are likely to be present; or where respiratory protection is necessary. The free end of the lifeline attached must be secured outside the enclosed space. The lifeline must be of sufficient length to reach from an outside support to any point of work inside the confined space, and must be of sufficient strength to bear the weight of the worker. A tripod hoist and lifting device(vertical use only) must be in place prior to and during work in the confined space. Appropriate positive pressure air supplied respiratory protection must be available at the site for use in the rescue/extraction of persons working in the space. Contractor will supply all required rescue equipment.
- .3 Minimum equipment requirement:
- .1 **Class A confined space:** Ventilator, multi-gas detector, communication system, safety harness, retrieval system, SCBA or air line system(to be worn at all times), and duplicate equipment above kept at entrance of confined space for emergency rescue.
- .2 **Class B confined space:** Ventilator, multi-gas detector, communication system, safety harness, retrieval system, and SCBA or air line system on hand at entrance of confined space for emergency rescue.
- .3 **Class C confined space:** Multi-gas detector, communication system, and SCAT-PAK.

PART 3 - EXECUTION

3.1 CONDITIONS OF
ENTRY

- .1 The following conditions must be met, prior to entry, so that response to any emergency can be made in the shortest time frame:
- .1 A minimum of one person must be posted outside a confined space as an observer and must:
- .1 Have no other tasking which would detract from his function of observing the person(s) in the space.
- .2 Control the lifeline(s) attached to the person(s) in the space and ensure that the lifeline is attached to a solid object.
- .3 Be equipped with a safety harness.

3.1 CONDITIONS OF ENTRY
(Cont'd)

- .1 (Cont'd)
 - .1 (Cont'd)
 - .4 Ensure continuous radio contact with the persons in the space or be able to observe the person(s) in the space(Note: radios are not to be used if combustible atmosphere is present).
 - .5 Have a means of summoning assistance (qualified personnel) in case of an emergency situation.
 - .6 Be trained in rescue procedures and Standard First Aid.
 - .2 In addition to the observer, for Class A confined spaces, an additional individual(a rescuer) must be present at the entrance to the confined space. The individual must:
 - .1 Be wearing all required PPE including harness, lifeline and positive pressure air supplied respiratory protection(where required).
 - .2 Be present at all times when person(s) are working in the confined space.
 - .3 Be trained in rescue procedures and Standard First Aid.
 - .4 Must not enter the space unless to rescue the person(s) working in the space and only after additional assistance has been summoned and all required protective equipment is worn.
 - .3 In the event that the observer or the additional person (rescuer, if present) is required to leave the entrance to the space, the space must be vacated by those working in it until such time as the observer and the additional person return. Before re-entering the confined space, the conditions set out in para 1.7 and 1.8 must be followed.
 - .4 The minimum number of persons present during entry into and work in a confined space must be three(3) for Class A confined spaces(worker, observer, and rescuer) and two(2) for Class B and C confined spaces(the worker and the observer). Where conditions warrant, an additional person to respond in emergencies is required.
 - .5 The contact for additional assistance will be DND Fire Department at local 427-3333.
 - .6 No person will enter any confined space for the purpose of rescuing an individual until they are wearing all required PPE including positive pressure air supplied respiratory protection and an observer is on site.

3.2 TESTING &
MAINTENANCE OF
EQUIPMENT

- .1 All testing equipment, safety harnesses, lifelines, breathing apparatus, ventilation equipment and any other equipment used in connection with entry into a confined space by the Contractor will be inspected, maintained and tested by a qualified person as frequent as is necessary to ensure that it is in safe condition for use at all times, but not less frequent than is recommended by the manufacturer or as directed in writing by the Engineer or Safety Officer.

3.3 REGULATIONS

- .1 In the event of conflict or discrepancy between this Section and the source document(Canada Occupational Safety and Health Regulations, Part XI, including all amendments) the more stringent requirements will apply.

PART 1 - GENERAL

1.1 REFERENCES

- .1 **Federal Acts and Regulations:**
 - .1 Canada Labour Code, Part II;
 - .2 Canada Occupational Health and Safety Regulation, Part X - Hazardous Substances;
 - .3 Hazardous Products Act;
 - .4 Hazardous Products(Crocidolite Asbestos) Regulations;
 - .5 Transportation of Dangerous Goods Act, 1992;
 - .6 Transportation of Dangerous Goods Regulations;
 - .7 Canadian Environmental Protection Act, 1999.
- .2 **Provincial Acts and Regulations:**
 - .1 Environment Act;
 - .1 Asbestos Waste Management Regulations(53/95);
 - .2 Occupational Health and Safety Act and Regulations;
 - .1 Workplace Hazardous Materials Information(WHMIS) Regulations;
 - .3 Code of Practice for Managing Asbestos in Buildings;
 - .4 Code of Practice for Removing Friable Asbestos Materials;
 - .5 Outdoor Work with Asbestos Guidelines;
 - .6 Dangerous Goods Transportation Act.

1.2 EMPLOYEES

- .1 All work must be in accordance with Federal and Provincial Acts and Regulations.
 - .2 Apply the appropriate practices, procedures, and equipment for the type of asbestos-related work required.
 - .3 Wear and/or utilize and maintain the required personal protective equipment.
-

PART 2 - PRODUCTS

Not used.

PART 3 - EXECUTION

- 3.1 BULK SAMPLING
- .1 Bulk samples for testing will be collected and analyzed by the Contractor.
 - .2 Samples will be analyzed by polarized light microscopy(PLM) and dispersion staining in accordance with U.S. test method EPA 600-R-93-116.
 - .3 Upon written approval from the Engineer, some samples will be allowed to be analyzed by the transmission electron microscope(TEM) method.
 - .4 For bidding, costing and estimating purposes, "normal analysis" will be provided within 30-72 hours and the "rush analysis" will be provided within 24-30 hours.
 - .5 Submit to Engineer the company parameters for samples upon award of Contract.
- 3.2 AIR MONITORING
- .1 Provide air monitoring inside and outside work area by one of the following methods:
 - .1 From beginning of Work until completion of cleaning operations take air samples inside and outside of asbestos work area by means of air samples analyzed by Phase Contrast Microscopy(PCM).
 - .1 After asbestos removal, analyze as many inside and outside work areas PCM samples as required by Engineer.
 - .2 Contractor will provide on-site lab with one hour sample analysis turn around time.
 - .2 Provide continuous fibrous aerosol monitor(FAM) air monitoring outside the work area during all work at risk of disturbing asbestos.
 - .1 Collect and analyze one(1) PCM sample per day within work site and one(1) PCM sample outside the work area adjacent to the location of FAM.
 - .2 PCM results must be available to Engineer within one(1) hour of sample collection.

3.2 AIR MONITORING
(Cont'd)

- .2 All air monitoring sampling analysis must be done by an analyst accredited by the American Industrial Hygiene Association(AIHA), Asbestos Analysts Registry(AAR), Proficiency Analytical Testing(PAT), or equivalent.
- .3 Analyses procedures must be in accordance with the current National Institute of Occupation Safety and Health(NIOSH).



Government of Canada
Gouvernement du Canada

Contract Number / Numéro du contrat

W010C-13-C002

Security Classification / Classification de sécurité

UNCLASSIFIED

SECURITY REQUIREMENTS CHECK LIST (SRCL)

LISTE DE VÉRIFICATION DES EXIGENCES RELATIVES À LA SÉCURITÉ (LVERS)

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



Government of Canada
Gouvernement du Canada

Contract Number / Numéro du contrat

W010C-13-C002

Security Classification / Classification de sécurité

UNCLASSIFIED

PART A (continued) / PARTIE A (suite)

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

☒ No
Non ☐ Yes
Oui

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

☒ No
Non ☐ Yes
Oui

Short Title(s) of material / Titre(s) abrégé(s) du matériel :

Document Number / Numéro du document :

PART B - PERSONNEL (SUPPLIER) / PARTIE B - PERSONNEL (FOURNISSEUR)

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

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

Special comments:

Commentaires spéciaux : IF REQUIRED, A COMMISSIONAIRE WILL BE PROVIDED.

NOTE: If multiple levels of screening are identified, a Security Classification Guide must be provided.

REMARQUE : Si plusieurs niveaux de contrôle de sécurité sont requis, un guide de classification de la sécurité doit être fourni.

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

☐ No
Non ☒ Yes
Oui

PART C - SAFEGUARDS (SUPPLIER) / PARTIE C - MESURES DE PROTECTION (FOURNISSEUR)

INFORMATION / ASSETS / RENSEIGNEMENTS / BIENS

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

☒ No
Non ☐ Yes
Oui

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

☒ No
Non ☐ Yes
Oui

PRODUCTION

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

☒ No
Non ☐ Yes
Oui

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

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

☒ No
Non ☐ Yes
Oui

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

☒ No
Non ☐ Yes
Oui



Gouvernement
of Canada

Gouvernement
du Canada

Contract Number / Numéro du contrat
W010C-13-C002

Security Classification / Classification de sécurité
UNCLASSIFIED

PART C - (continued) / PARTIE C - (suite)

For users completing the form manually use the summary chart below to indicate the category(ies) and level(s) of safeguarding required at the supplier's site(s) or premises.

Les utilisateurs qui remplissent le formulaire manuellement doivent utiliser le tableau récapitulatif ci-dessous pour indiquer, pour chaque catégorie, les niveaux de sauvegarde requis aux installations du fournisseur.

For users completing the form online (via the Internet), the summary chart is automatically populated by your responses to previous questions.

Dans le cas des utilisateurs qui remplissent le formulaire en ligne (par Internet), les réponses aux questions précédentes sont automatiquement saisies dans le tableau récapitulatif.

SUMMARY CHART / TABLEAU RÉCAPITULATIF

Category Catégorie	PROTECTED PROTÉGÉ			CLASSIFIED CLASSIFIÉ			NATO					COMSEC				
	A	B	C	CONFIDENTIAL CONFIDENTIEL	SECRET	TOP SECRET TRÈS SECRET	NATO RESTRICTED NATO DIFFUSION RESTREINTE	NATO CONFIDENTIAL	NATO SECRET	COSMIC TOP SECRET COSMIC TRÈS SECRET		PROTECTED PROTÉGÉ	CONFIDENTIAL	SECRET	TOP SECRET TRÈS SECRET	
												A	B	C	CONFIDENTIAL	
Information / Assets Sensibilisations / Biens Production	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
IT Media / Support TI	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
IT Link / Lien électronique	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

12. a) Is the description of the work contained within this SRCL PROTECTED and/or CLASSIFIED?

La description du travail visé par la présente LVERS est-elle de nature PROTÉGÉE et/ou CLASSIFIÉE?

☒ No
Non

☐ Yes
Oui

If Yes, classify this form by annotating the top and bottom in the area entitled "Security Classification".

Dans l'affirmative, classifiez le présent formulaire en indiquant le niveau de sécurité dans la case intitulée « Classification de sécurité » au haut et au bas du formulaire.

12. b) Will the documentation attached to this SRCL be PROTECTED and/or CLASSIFIED?

La documentation associée à la présente LVERS sera-t-elle PROTÉGÉE et/ou CLASSIFIÉE?

☒ No
Non

☐ Yes
Oui

If Yes, classify this form by annotating the top and bottom in the area entitled "Security Classification" and indicate with attachments (e.g. SECRET with Attachments).

Dans l'affirmative, classifiez le présent formulaire en indiquant le niveau de sécurité dans la case intitulée « Classification de sécurité » au haut et au bas du formulaire et indiquer qu'il y a des pièces jointes (p. ex. SECRET avec des pièces jointes).



Government of Canada
Gouvernement du Canada

Contract Number / Numéro du contrat
W010C-13-C002

Security Classification / Classification de sécurité
UNCLASSIFIED

PART D - AUTHORIZATION / PARTIE D - AUTORISATION

13. Organization Project Authority / Chargé de projet de l'organisme

Name (print) - Nom (en lettres moulées)

WO RUSS ANSTEY

Title - Titre

CONTRACTS 2IC

Signature

Telephone No. - N° de téléphone
902-722-1811

Facsimile No. - N° de télécopieur
902-722-1847

E-mail address - Adresse courriel
russell.anstey@forces.gc.ca

Date
06 Nov 12

14. Organization Security Authority / Responsable de la sécurité de l'organisme

Name (print) - Nom (en lettres moulées)

Devin Heggison

Title - Titre

VCDS DPM SEC 3-3
NDHQ OTTAWA

Signature

Telephone No. - N° de téléphone
(613) 949-1045

Facsimile No. - N° de télécopieur

E-mail address - Adresse courriel
devin.heggison@forces.gc.ca

Date
2012 Nov 14

15. Are there additional instructions (e.g. Security Guide, Security Classification Guide) attached?

Des instructions supplémentaires (p. ex. Guide de sécurité, Guide de classification de la sécurité) sont-elles jointes?

☐ No
Non ☐ Yes
Oui

16. Procurement Officer / Agent d'approvisionnement

Name (print) - Nom (en lettres moulées)

Blaine MacNeil

Title - Titre

Supply Specialist

Signature

Telephone No. - N° de téléphone
902 496 5190

Facsimile No. - N° de télécopieur
902 496 5016

E-mail address - Adresse courriel
blaine.meneal@pws.gc.ca

Date
June 14 / 13

17. Contracting Security Authority / Autorité contractante en matière de sécurité

Name (print) - Nom (en lettres moulées)

Whitney Ball
Contract Security Officer, Contract Security Division
Whitney.Ball@tpsgc-pwgsc.gc.ca

Title - Titre

Contract Security Officer, Contract Security Division

Signature

Telephone No. - N° de téléphone
Tel/Tel: 613-948-1659 / Fax/Téléc: 613-954-4171

Facsimile No. - N° de télécopieur

E-mail address - Adresse courriel

Date
2012-11-20