

RETURN BIDS TO:
RETOURNER LES SOUMISSIONS À:
**Bid Receiving Public Works & Government
Services Canada/Réception des soumissions Travaux
publics et Services gouvernementaux Canada**
1713 Bedford Row
Halifax, N.S./Halifax,(N.E.)
B3J 1T3
Halifax
Bid Fax: (902) 496-5016

REQUEST FOR PROPOSAL DEMANDE DE PROPOSITION

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

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

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

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

Comments - Commentaires

Title - Sujet UPS UNITS MAJOR/MINOR MAINTENANCE	
Solicitation No. - N° de l'invitation W010C-13C466/A	Date 2013-07-04
Client Reference No. - N° de référence du client W010C-13-C466	
GETS Reference No. - N° de référence de SEAG PW-\$PWA-122-4996	
File No. - N° de dossier PWA-3-70001 (122)	CCC No./N° CCC - FMS No./N° VME
Solicitation Closes - L'invitation prend fin at - à 02:00 PM on - le 2013-08-15	
Time Zone Fuseau horaire Atlantic Daylight Saving Time ADT	
F.O.B. - F.A.B. Plant-Usine: <input type="checkbox"/> Destination: <input checked="" type="checkbox"/> Other-Autre: <input type="checkbox"/>	
Address Enquiries to: - Adresser toutes questions à: Chinye, Chukwudi	
Buyer Id - Id de l'acheteur pwa122	
Telephone No. - N° de téléphone (902) 496-5476 ()	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	

Instructions: See Herein

Instructions: Voir aux présentes

Vendor/Firm Name and Address

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

Issuing Office - Bureau de distribution

Real Property Contracting
1713 Bedford Row
P.O. Box 2247/C.P.2247
Halifax, N.S./Halifax, (N.E.)
B3J 3C9
Halifax

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

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PART 1 - GENERAL INFORMATION

1. Introduction

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

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

The Annexes include the Statement of Work, the Basis of Payment, the Security Requirements Checklist, the Insurance Requirements, DND 626 Task Authorization Form and any other annexes.

2. Summary

Work to be performed under this services contract comprises of the furnishings of all labour, equipment, tools and supervision required to provide Uninterrupted Power Supply (UPS) maintenance and repairs throughout Canadian Forces base (CFB) Halifax, Nova Scotia, in accordance to the Statement of Work in Annex A . This requirement is subject to the provisions of the World Trade Organization Agreement on Government Procurement (WTO-AGP), the North American Free Trade Agreement (NAFTA), and the Agreement on Internal Trade (AIT), Canada-Peru, and Canada-Colombia free trade agreements

3. Debriefings

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

PART 2 - BIDDER INSTRUCTIONS

1. Standard Instructions, Clauses and Conditions

All instructions, clauses and conditions identified in the bid solicitation by number, date and title are set out in the *Standard Acquisition Clauses and Conditions Manual* (<https://buyandsell.gc.ca/policy-and-guidelines/standard-acquisition-clauses-and-conditions-manual>) issued by Public Works and Government Services Canada.

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

The 2003 (2013-06-01) Standard Instructions - Goods or Services - Competitive Requirements, are incorporated by reference into and form part of the bid solicitation.

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

Delete: sixty (60) days

Insert: ninety(90) days

2. Submission of Bids

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

3. Former Public Servant

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

Definitions

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

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 Bidder a FPS in receipt of a pension? Yes () No ()

If so, the Bidder 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, Bidders agree that the successful Bidder'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 Bidder a FPS who received a lump sum payment pursuant to the terms of a work force reduction program? Yes () No ()

If so, the Bidder must provide the following information:

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 Applicable Taxes.

4. Enquiries - Bid Solicitation

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

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

5. Applicable Laws

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

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

PART 3 - BID PREPARATION INSTRUCTIONS

1. Bid Preparation Instructions

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

Section I: Technical Bid (one hard copy)

Section II: Financial Bid (one hard copy)

Section III: Certifications (one hard copy)

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

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

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

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

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

- 1) use 8.5 x 11 inch (216 mm x 279 mm) paper containing fibre certified as originating from a sustainably-managed forest and 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.

1.2 Exchange Rate Fluctuation

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

Section III: Certifications

Bidders must submit the certifications required under Part 5.

PART 4 - EVALUATION PROCEDURES AND BASIS OF SELECTION**1. Evaluation Procedures**

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

1.1 Technical Evaluation**1.1.1. Mandatory Technical Criteria**

A BID MUST MEET ALL OF THE MANDATORY REQUIREMENTS STATED BELOW TO BE CONSIDERED COMPLIANT. A BID THAT DOES NOT MEET ALL OF THE MANDATORY REQUIREMENTS BELOW WILL BE DEEMED NON- RESPONSIVE AND GIVEN NO FURTHER CONSIDERATION.

MANDATORY requirement at solicitation closing date

Bidder's must possess a minimum of 5 years related experience in maintenance, repairs and installation of various UPS systems. Bidders MUST use the tables below to list three (3) major projects/ contracts (one for each project).

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PROJECT/CONTRACT NO. 1	
Name of client organization or Company Name: _____	
Name and title of client contact	Name: _____ Title: _____
Telephone and facsimile number of client contact	Phone No.: _____ Fax No.: _____
Start date of Project/Contract	Month _____ Year _____
Completion date of Project/Contract	Month _____ Year _____
Brief Description of Project or Contract: _____ _____ _____ _____ _____ _____	
PROJECT/CONTRACT NO. 2	
Name of client organization or Company Name: _____	
Name and title of client contact	Name: _____ Title: _____
Telephone and facsimile number of client contact	Phone No.: _____ Fax No.: _____
Start date of Project/Contract	Month _____ Year _____
Completion date of Project/Contract	Month _____ Year _____
Brief Description of Project or Contract: _____ _____ _____ _____ _____ _____	
PROJECT/CONTRACT NO. 3	
Name of client organization or Company Name: _____	
Name and title of client contact	Name: _____ Title: _____

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Telephone and facsimile number of client contact	Phone No.: _____ Fax No.: _____
Start date of Project/Contract	Month _____ Year _____
Completion date of Project/Contract	Month _____ Year _____
Brief Description of Project or Contract: _____ _____ _____ _____ _____ _____ _____	

1.2 Financial Evaluation

1.2.1 Mandatory Financial Criteria

SACC Manual Clause A0220T (2013-04-25), Evaluation of Price

2. Basis of Selection

2.1 Mandatory Technical Criteria

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

PART 5 - CERTIFICATIONS

Bidders must provide the required certifications and related documentation to be awarded a contract. Canada will declare a bid non-responsive if the required certifications and related documentation 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, to provide the related documentation or to comply with the request of the Contracting Authority for additional information will also render the bid non-responsive.

1. Mandatory Certifications Required Precedent to Contract Award

1.1 Code of Conduct and Certifications - Related documentation

By submitting a bid, the Bidder certifies that the Bidder and its affiliates are in compliance with the provisions as stated in Section 01 Code of Conduct and Certifications - Bid of Standard Instructions 2003. The related documentation therein required will assist Canada in confirming that the certifications are true.

1.2 Federal Contractors Program for Employment Equity - Bid Certification

By submitting a bid, the Bidder certifies that the Bidder, and any of the Bidder's members if the Bidder is a Joint Venture, is not named on the Federal Contractors Program (FCP) for employment equity "FCP Limited Eligibility to Bid" list (http://www.labour.gc.ca/eng/standards_equity/eq/emp/fcp/list/inelig.shtml) available from Human Resources and Skills Development Canada (HRSDC) - Labour's website

Canada will have the right to declare a bid non-responsive if the Bidder, or any member of the Bidder if the Bidder is a Joint Venture, appears on the "FCP Limited Eligibility to Bid" list at the time of contract award

PART 6 - SECURITY, FINANCIAL AND OTHER REQUIREMENTS

1. Security Requirement

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

5. Insurance Requirements

The Bidder must provide a letter from an insurance broker or an insurance company licensed to operate in Canada stating that the Bidder, if awarded a contract as a result of the bid solicitation, can be insured in accordance with the Insurance Requirements specified in Annex D .

If the information is not provided in the bid, 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.

PART 7 - RESULTING CONTRACT CLAUSES

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

1. Statement of Work

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

1.1 Task Authorization

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

1.1.1 Task Authorization Process

The Project Authority will provide the Contractor with a description of the task using DND 626, Task Authorization Form specified in Annex E .

The Task Authorization (TA) will contain the details of the activities to be performed, a description of the deliverables, and a schedule indicating completion dates for the major activities or submission dates for the deliverables. The TA will also include the applicable basis(bases) and methods of payment as specified in the Contract.

The Contractor must provide the Project Authority, within one (1) calendar day of its receipt, the proposed total estimated cost for performing the task and a breakdown of that cost, established in accordance with the Basis of Payment specified in the Contract.

The Contractor must not commence work until a TA authorized by the Project Authority has been received by the Contractor. The Contractor acknowledges that any work performed before a TA has been received will be done at the Contractor's own risk.

1.1.2 Task Authorization Limit

The Project Authority may authorize individual task authorizations up to a limit of \$11,500.00, Goods and Services Tax or Harmonized Sales Tax included, inclusive of any revisions.

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

1.1.3 Canada's Obligation - Portion of the Work - Task Authorizations

Canada's obligation with respect to the portion of the Work under the Contract that is performed through task authorizations is limited to the total amount of the actual tasks performed by the Contractor.

1.1.4 Periodic Usage Reports - Contracts with Task Authorizations

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

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

The data must be submitted on a quarterly basis to the Contracting Authority.

The quarterly periods are defined as follows:

1st quarter: April 1 to June 30;

2nd quarter: July 1 to September 30;

3rd quarter: October 1 to December 31; and

4th quarter: January 1 to March 31.

The data must be submitted to the Contracting Authority no later than (14) calendar days after the end of the reporting period.

Reporting Requirement- Details

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

For each authorized task:

the authorized task number or task revision number(s);
a title or a brief description of each authorized task;
the total estimated cost specified in the authorized Task Authorization (TA) of each task, exclusive of Applicable Taxes;
the total amount, exclusive of Applicable Taxes, expended to date against each authorized task;
the start and completion date for each authorized task; and
the active status of each authorized task, as applicable.

For all authorized tasks:

the amount (exclusive of Applicable Taxes) specified in the contract (as last amended, as applicable) as Canada's total liability to the contractor for all authorized TAs; and
the total amount, exclusive of Applicable Taxes, expended to date against all authorized TAs.

1.1.5 Task Authorization - Department of National Defence

The administration of the Task Authorization process will be carried out by Department of National Defence designation, i.e. FCE Halifax-contracts). This process includes monitoring, controlling and reporting on expenditures of the contract with task authorizations to the Contracting Authority.

2. Standard Clauses and Conditions

All clauses and conditions identified in the Contract by number, date and title are set out in the [Standard Acquisition Clauses and Conditions Manual](https://buyandsell.gc.ca/policy-and-guidelines/standard-acquisition-clauses-and-conditions-manual) (<https://buyandsell.gc.ca/policy-and-guidelines/standard-acquisition-clauses-and-conditions-manual>) issued by Public Works and Government Services Canada.

2.1 General Conditions

2010C (2013-04-25), General Conditions - Services (Medium Complexity) apply to and form part of the Contract.

3. Security Requirement

3.1 The following security requirement (SRCL and related clauses) applies and form part of the Contract.

SECURITY REQUIREMENT FOR CANADIAN SUPPLIER:

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1. The Contractor/Offeror must, at all times during the performance of the Contract/Standing Offer, hold a valid Designated Organization Screening (DOS), issued by the Canadian Industrial Security Directorate (CISD), Public Works and Government Services Canada (PWGSC).

2. The Contractor/Offeror personnel requiring access to sensitive work site(s) must EACH hold a valid RELIABILITY STATUS, granted or approved by CISD/PWGSC.

Until the security screening of the Contractor personnel required by this Contract has been completed satisfactorily by the CISD, PWGSC, the Contractor personnel MAY NOT ENTER sites without an escort.

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

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

(a) Security Requirements Check List and security guide (if applicable), attached at Annex C;

(b) Industrial Security Manual (Latest Edition).

4. Term of Contract

4.1 Period of the Contract

The period of the Contract is from _____ to _____ inclusive (one year contract with start and end date to be determined at contract award).

4.2 Option to Extend the Contract

The Contractor grants to Canada two (2) irrevocable option to extend the term of the Contract each for an additional, consecutive twelve (12) month period each under the same conditions. The Contractor agrees that, during the extended period of the Contract, it will be paid in accordance with the applicable provisions as set out in the Basis of Payment.

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

5. Authorities

5.1 Contracting Authority

The Contracting Authority for the Contract is:

Name: Chukwudi Chinye
 Title: Real Property Contracting Officer
 Public Works and Government Services Canada
 Acquisitions Branch
 Address: 1713 Bedford Row, Halifax, NS B3J 3C9
 Telephone: 902-496-5476
 Facsimile: 902-496-5016

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

5.2 Project Authority

The Project Authority for the Contract is: (To be determined at contract award)

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

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

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

Name: _____
 Telephone Number: _____
 Cellular Number: _____
 Facsimile Number: _____

6. Proactive Disclosure of Contracts with Former Public Servants

By providing information on its status, with respect to being a former public servant in receipt of a Public Service Superannuation Act (PSSA) pension, the Contractor has agreed that this information will be reported on departmental websites as part of the published proactive disclosure reports, in accordance with Contracting Policy Notice: 2012-2 of the Treasury Board Secretariat of Canada.

7. Payment

7.1 Basis of Payment- Scheduled Service- Table A- Annex B- Basis of Payment

In consideration of the Contractor satisfactorily completing all of its obligations under the Contract, the Contractor will be paid a firm unit price as specified in Annex B. Customs duties are excluded and Goods and Services Tax or Harmonized Sales Tax is extra, if applicable.

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

7.2 Limitation of Expenditure- Scheduled Service- Table A- Annex B- Basis of Payment

Canada's total liability to the Contractor under the Contract must not exceed \$_____ (To be determined at contract award). Customs duties are included and Goods and Services Tax or Harmonized Sales Tax is extra, if applicable.

No increase in the total liability of Canada or in the price of the Work resulting from any design changes, modifications or interpretations of the Work, will be authorized or paid to the Contractor unless these design changes, modifications or interpretations have been approved, in writing, by the Contracting Authority before their incorporation into the Work. The Contractor must not perform any work or provide any service that would result in Canada's total liability being exceeded before obtaining the written approval of the Contracting Authority. The Contractor must notify the Contracting Authority in writing as to the adequacy of this sum:
 when it is 75 percent committed, or
 four (4) months before the contract expiry date, or
 as soon as the Contractor considers that the contract funds provided are inadequate for the completion of the Work,
 whichever comes first.

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

7.2.1 Basis of Payment - Firm Unit Price(s) or Firm Lot Price - Task Authorizations

In consideration of the Contractor satisfactorily completing all of its obligations under the authorized Task Authorization (TA), the Contractor will be paid firm unit price in accordance with the basis of payment, in Annex B, as specified in the authorized TA. Customs duties are included and Goods and Services Tax or Harmonized Sales Tax is extra, if applicable.

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

7.2.2 Limitation of Expenditure - Cumulative Total of all Task Authorizations

1.Canada's total liability to the Contractor under the Contract for all authorized Task Authorizations (TAs), inclusive of any revisions, must not exceed the sum of **\$25,000.00**. Customs duties are included and the Goods and Services Tax or Harmonized Sales Tax is extra, if applicable.

2.No increase in the total liability of Canada will be authorized or paid to the Contractor unless an increase has been approved, in writing, by the Contracting Authority.

3.The Contractor must notify the Contracting Authority in writing as to the adequacy of this sum:

a.when it is 75 percent committed, or

b.four (4) months before the contract expiry date, or

c.as soon as the Contractor considers that the sum is inadequate for the completion of the Work required in all authorized TAs, inclusive of any revisions, whichever comes first.

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

7.3 Single Payment

SACC Manual clause H1000C (2008-05-12) Single Payment

7.4 SACC Manual Clauses

T1204 - Direct Request by Customer Department

A9117C

2007-11-30

Time Verification

C0711C

2008-05-12

8. Invoicing Instructions

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

(a) The original and two (2) copies must be forwarded to the following address for certification and payment.

Formation Construction Engineering
Maritime Forces Atlantic
Building 7, Willow Park,
P.O.Box 99000, Station Forces
Halifax, NS
B3K 5X5

Each TA invoice must be supported by:

a) Task Authorization invoices must show the reference Contract and Task numbers.

(b) a list of all expenses, in accordance with the TA;

(c) a copy of time sheets to support the time claimed;

- (d) a copy of the invoices, receipts, vouchers for all direct expenses, travel and living expenses;

9. Certifications

9.1 Compliance

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

10. Applicable Laws

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

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 Articles of Agreement;
- (b) the general conditions (2010C, 2013-04-25 -Services Medium Complexity);
- (c) Annex A, Statement of Work;
- (d) Annex B, Basis of Payment;
- (e) Annex C, Security Requirements Check List;
- (f) Annex D, Insurance Requirements;
- (g) the signed Task Authorizations (including all of its annexes, if any);
- (h) Annex F, Periodic Usage Reports - Contracts with Task Authorizations
- (i) Annex "G", Code of Conduct and Certifications - Related documentation
- (j) the Contractor's bid dated _____, (*insert date of bid*)

12. Insurance Requirements

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

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

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

13. SACC Manual Clauses

Inspection and Acceptance

D5328C

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Buyer ID - Id de l'acheteur

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Canadian Forces Site Regulations

A9062C

Electrical Equipment

B1501C

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

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ANNEX A

STATEMENT OF WORK

Solicitation No. - N° de l'invitation

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Amd. No. - N° de la modif.

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ANNEX B**BASIS OF PAYMENT**

Regular Hours: Monday to Friday 8:00 a.m - 4:00 pm

Emergency Hours defined as outside Regular Hours- Monday- Friday 4:00 pm - 8:00 am.

Outside regular hours to include all day Saturday, Sunday and Statutory Holidays

Table A- Scheduled Service**Year 1**

Column A	Column B Item Description	Column C Unit of Measurement	Column D Estimated Quantity	Column E Price per Unit	Column F Extended Price (Column D*Column E)
1	Major (Annual) maintenance of all UPS systems listed in Annex A-Statement of Work	each	34	\$ _____	\$ _____
2	Minor(Semi-A nnual) maintenance of all UPS systems listed in Annex A-Statement of Work	each	34	\$ _____	\$ _____
Year 1 Total					\$ _____

TABLE B - TASK AUTHORIZATION**Year 1:**

Column A	Column B Item Description	Column C Unit of measurement	Column D Estimated Quantity	Column E Price per Unit	Column F Extended price= (Column D* Column E)
1. Willow Park Building 7 Unit: (APC Symmetra 16 kVA unit)					
First Hour of Service Call , which includes travel time and all related expenses and one person hour productive labour at the job site					
	During Regular hours	Per hour	1	\$ _____	\$ _____
	Outside Regular Hours	Per hour	1	\$ _____	\$ _____
Subsequent hours: Labour only					
	During Regular hours	Per hour	5.5	\$ _____	\$ _____

	Outside Regular Hours	Per hour	1	\$ _____	\$ _____
2 Willow Park Building 1 Unit: (APC RT3000 3kVA unit)					
First Hour of Service Call , which includes travel time and all related expenses and one person hour productive labour at the job site					
	During Regular hours	Per hour	1	\$ _____	\$ _____
	Outside regular hours	Per hour	1	\$ _____	\$ _____
Subsequent hours: Labour only.					
	During Regular hours	Per hour	5.5	\$ _____	\$ _____
	Outside Regular hours	Per hour	1	\$ _____	\$ _____
3. Stadacona Building S89 unit: (Chloride EDP70 80kVA Unit).					
First Hour of Service Call , which includes travel time and all related expenses and one person hour productive labour at the job site					
	During Regular hours	Per hour	1	\$ _____	\$ _____
	Outside regular hours	Per hour	1	\$ _____	\$ _____
Subsequent hours: Labour only.					
	During regular hours	Per hour	5.5	\$ _____	\$ _____
	Outside Regular hours	Per hour	1	\$ _____	\$ _____
4. Stadacona S80 unit: (APC Symmetra PX 500kVA)					
First Hour of :First Hour of Service Call , which includes travel time and all related expenses and one person hour productive labour at the job site					
	During regular hours	Per hour	1	\$ _____	\$ _____
	Outside regular hours	Per hour	1	\$ _____	\$ _____
Subsequent hours: Labour only.					
	During regular hours	Per hour	5.5	\$ _____	\$ _____
	Outside regular hours	Per hour	1	\$ _____	\$ _____
5. HMC Dockyard D196 Unit: (APC 3000 Smart UPS 3kVA)					
First Hour of :First Hour of Service Call , which includes travel time and all related expenses and one person hour productive labour at the job site					
	During regular hours	Per hour	1	\$ _____	\$ _____
	Outside regular hours	Per hour	1	\$ _____	\$ _____
Subsequent hours: Labour only.					

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	During regular hours	Per hour	5.5	\$ _____	\$ _____
	Outside regular hours	Per hour	1	\$ _____	\$ _____
6. HMC Dockyard Building D200/A: (Eaton Powerware 9170 18kVA)					
First Hour of :First Hour of Service Call , which includes travel time and all related expenses and one person hour productive labour at the job site					
	During regular hours	Per hour	1	\$ _____	\$ _____
	Outside regular hours	Per hour	1	\$ _____	\$ _____
Subsequent hours: Labour only.					
	During regular hours	Per hour	5.5	\$ _____	\$ _____
	Outside regular hours	Per hour	1	\$ _____	\$ _____
7. HMC Dockyard Building D200/B Unit. (Eaton Powerware 9170 18kVA)					
First Hour of :First Hour of Service Call , which includes travel time and all related expenses and one person hour productive labour at the job site					
	During regular hours	Per hour	1	\$ _____	\$ _____
	Outside regular hours	Per hour	1	\$ _____	\$ _____
Subsequent hours: Labour only.					
	During regular hours	Per hour	5.5	\$ _____	\$ _____
	Outside regular hours	Per hour	1	\$ _____	\$ _____
8. HMC Dockyard Building D201 unit APC Symmetra PX 500kw (500kVA)					
First Hour of :First Hour of Service Call , which includes travel time and all related expenses and one person hour productive labour at the job site					
	During regular hours	Per hour	1	\$ _____	\$ _____
	Outside Regular hours	Per hour	1	\$ _____	\$ _____
Subsequent hours: Labour only.					
	During regular hours	Per hour	5.5	\$ _____	\$ _____
	Outside regular hours	Per hour	1	\$ _____	\$ _____
9. HMC Dockyard Building D207 (APC Smart UPS VT 15kVA)					
First Hour of :First Hour of Service Call , which includes travel time and all related expenses and one person hour productive labour at the job site					
	During regular hours	Per hour	1	\$ _____	\$ _____
	Outside regular hours	Per hour	1	\$ _____	\$ _____

Subsequent hours: Labour only.					
	During regular hours	Per hour	5.5	\$ _____	\$ _____
	Outside regular hours	Per hour	1	\$ _____	\$ _____
10. Wing Sheawater HGR3 Unit (APC 18.75kVA)					
First Hour of :First Hour of Service Call , which includes travel time and all related expenses and one person hour productive labour at the job site					
	During regular hours	Per hour	1	\$ _____	\$ _____
	Outside regular hours	Per hour	1	\$ _____	\$ _____
Subsequent hours: Labour only.					
	During regular hours	Per hour	5.5	\$ _____	\$ _____
	Outside regular hours	Per hour	1	\$ _____	\$ _____
11. Wing Shearwater Building SH38 (APC Symmetra PX 40kVA)					
First Hour of :First Hour of Service Call , which includes travel time and all related expenses and one person hour productive labour at the job site					
	During regular hours	Per hour	1	\$ _____	\$ _____
	Outside regular hours	Per hour	1	\$ _____	\$ _____
Subsequent hours: Labour only.					
	During regular hours	Per hour	5.5	\$ _____	\$ _____
	Outside regular hours	Per hour	1	\$ _____	\$ _____
12. Wing Shearwater SH15 (EPS 2050 40kVA)					
First Hour of :First Hour of Service Call , which includes travel time and all related expenses and one person hour productive labour at the job site					
	During regular hours	Per hour	1	\$ _____	\$ _____
	Outside regular hours	Per hour	1	\$ _____	\$ _____
Subsequent hours: Labour only.					
	During regular hours	Per hour	5.5	\$ _____	\$ _____
	Outside regular hours	Per hour	1	\$ _____	\$ _____
13. Wing Shearwater HGR F: (Eaton Powerware 9155-12 12kVA)					
First Hour of :First Hour of Service Call , which includes travel time and all related expenses and one person hour productive labour at the job site					
	During regular hours	Per hour	1	\$ _____	\$ _____
	Outside regular hours	Per hour	1	\$ _____	\$ _____

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	regular hours				
Subsequent hours: Labour only.					
	During regular hours	Per hour	5.5	\$ _____	\$ _____
	Outside regular hours	Per hour	1	\$ _____	\$ _____
14. Wing Shearwater SH47, Two Units (APC 1500 1.5kVA) (Tripp-lite 900VA)					
First Hour of :First Hour of Service Call , which includes travel time and all related expenses and one person hour productive labour at the job site					
	During regular hours	Per hour	1	\$ _____	\$ _____
	Outside regular hours	Per hour	1	\$ _____	\$ _____
Subsequent hours: Labour only.					
	During regular hours	Per hour	5.5	\$ _____	\$ _____
	Outside regular hours	Per hour	1	\$ _____	\$ _____
15. Wing Shearwater HGR 342, 5 units. (Frequency Converter 1- GES-1603NFC- 160kVA) (Frequency Converter 2-GES-2503NFC-250kVA) (Frequency Converter 3-GES-1203NFC 120kVA) (Frequency Converter 4 -GES-1603NFC 160kVA) (Eaton Powerware 80kVA)					
First Hour of :First Hour of Service Call , which includes travel time and all related expenses and one person hour productive labour at the job site					
	During regular hours	Per hour	1	\$ _____	\$ _____
	Outside regular hours	Per hour	1	\$ _____	\$ _____
Subsequent hours: Labour only.					
	During regular hours	Per hour	5.5	\$ _____	\$ _____
	Outside regular hours	Per hour	1	\$ _____	\$ _____
16. Wing Shearwater SH343, Two Units (Eaton Powerware 500 kVA (Eaton Powerware 380kVA)					
First Hour of :First Hour of Service Call , which includes travel time and all related expenses and one person hour productive labour at the job site					
	During regular hours	Per hour	1	\$ _____	\$ _____
	Outside regular hours	Per hour	1	\$ _____	\$ _____
Subsequent hours: Labour only.					
	During regular hours	Per hour	5.5	\$ _____	\$ _____
	Outside regular hours	Per hour	1	\$ _____	\$ _____

17. Wing Shearwater HGR 344, three Units:					
(Frequency Converter 1- GES-1603NFC160kVA)					
(Frequency Converter 2- GES-1603NFC160kVA)					
(Frequency Converter 3- GES-2503NFC250kVA)					
First Hour of :First Hour of Service Call , which includes travel time and all related expenses and one person hour productive labour at the job site					
	During regular hours	Per hour	1	\$ _____	\$ _____
	Outside regular hours	Per hour	1	\$ _____	\$ _____
Subsequent hours: Labour only.					
	During regular hours	Per hour	5.5	\$ _____	\$ _____
	Outside regular hours	Per hour	1	\$ _____	\$ _____
18. Osbourne Head Building OH301 unit					
(Power+FS 100kVA)					
First Hour of :First Hour of Service Call , which includes travel time and all related expenses and one person hour productive labour at the job site					
	During regular hours	Per hour	1	\$ _____	\$ _____
	Outside regular hours	Per hour	1	\$ _____	\$ _____
Subsequent hours: Labour only.					
	During regular hours	Per hour	5.5	\$ _____	\$ _____
	Outside regular hours	Per hour	1	\$ _____	\$ _____
19. CFAD Bedford Commissionaire Gate Unit					
(APC 1000 1kVA)					
First Hour of :First Hour of Service Call , which includes travel time and all related expenses and one person hour productive labour at the job site					
	During regular hours	Per hour	1	\$ _____	\$ _____
	Outside regular hours	Per hour	1	\$ _____	\$ _____
Subsequent hours: Labour only.					
	During regular hours	Per hour	5.5	\$ _____	\$ _____
	Outside regular hours	Per hour	1	\$ _____	\$ _____
20. CFAD Bedford BM200 Unit					
(APC 1500 1.5kVA)					
First Hour of :First Hour of Service Call , which includes travel time and all related expenses and one person hour productive labour at the job site					
	During regular hours	Per hour	1	\$ _____	\$ _____
	Outside regular hours	Per hour	1	\$ _____	\$ _____
Subsequent hours: Labour only.					

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	During regular hours	Per hour	5.5	\$ _____	\$ _____
	Outside regular hours	Per hour	1	\$ _____	\$ _____
21. CFAD Bedford BM239 Unit (Spectron LSN 12.5kVA)					
First Hour of :First Hour of Service Call , which includes travel time and all related expenses and one person hour productive labour at the job site					
	During regular hours	Per hour	1	\$ _____	\$ _____
	Outside regular hours	Per hour	1	\$ _____	\$ _____
Subsequent hours: Labour only.					
	During regular hours	Per hour	5.5	\$ _____	\$ _____
	Outside regular hours	Per hour	1	\$ _____	\$ _____
22. NRS Mill Cove MC8 Unit (APC Symmetra PX 40kVA)					
First Hour of :First Hour of Service Call , which includes travel time and all related expenses and one person hour productive labour at the job site					
	During regular hours	Per hour	1	\$ _____	\$ _____
	Outside regular hours	Per hour	1	\$ _____	\$ _____
Subsequent hours: Labour only.					
	During regular hours	Per hour	5.5	\$ _____	\$ _____
	Outside regular hours	Per hour	1	\$ _____	\$ _____
23. Masstown Rx Site Commissionaire Gate Unit (Liebert 122kVA)					
First Hour of :First Hour of Service Call , which includes travel time and all related expenses and one person hour productive labour at the job site					
	During regular hours	Per hour	1	\$ _____	\$ _____
	Outside regular hours	Per hour	1	\$ _____	\$ _____
Subsequent hours: Labour only.					
	During regular hours	Per hour	5.5	\$ _____	\$ _____
	Outside regular hours	Per hour	1	\$ _____	\$ _____
Total Year 1:					\$ _____

Year 1 Total = Total (table A) +Total (Table B)= \$ _____

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Buyer ID - Id de l'acheteur

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CCC No./N° CCC - FMS No/ N° VME

Regular Hours: Monday to Friday 8:00 a.m - 4:00 pm

Emergency Hours defined as outside Regular Hours- Monday- Friday 4:00 pm - 8:00 am.

Outside regular hours to include all day Saturday, Sunday and Statutory Holidays

Table A- Scheduled Service**Option Year 1**

Column A	Column B Item Description	Column C Unit of Measurement	Column D Estimated Quantity	Column E Price per Unit	Column F Extended Price (Column D*Column E
1	Major (Annual) maintenance of all UPS systems listed in Annex A-Statement of Work	each	34	\$ _____	\$ _____
2	Minor(Semi-Annual) maintenance of all UPS systems listed in Annex A-Statement of Work	each	34	\$ _____	\$ _____
Year 1 Total					\$ _____

TABLE B - TASK AUTHORIZATION**Option Year 1:**

Column A	Column B Item Description	Column C Unit of measurement	Column D Estimated Quantity	Column E Price per Unit	Column F Extended price= (Column D* Column E)
1. Willow Park Building 7 Unit: (APC Symmetra 16 kVA unit)					
First Hour of Service Call , which includes travel time and all related expenses and one person hour productive labour at the job site					
	During Regular hours	Per hour	1	\$ _____	\$ _____
	Outside Regular Hours	Per hour	1	\$ _____	\$ _____
Subsequent hours: Labour only					
	During Regular hours	Per hour	5.5	\$ _____	\$ _____
	Outside Regular Hours	Per hour	1	\$ _____	\$ _____
2 Willow Park Building 1 Unit: (APC RT3000 3kVA unit)					

First Hour of Service Call , which includes travel time and all related expenses and one person hour productive labour at the job site					
	During Regular hours	Per hour	1	\$ _____	\$ _____
	Outside regular hours	Per hour	1	\$ _____	\$ _____
Subsequent hours: Labour only.					
	During Regular hours	Per hour	5.5	\$ _____	\$ _____
	Outside Regular hours	Per hour	1	\$ _____	\$ _____
3. Stadacona Building S89 unit: (Chloride EDP70 80kVA Unit).					
First Hour of Service Call , which includes travel time and all related expenses and one person hour productive labour at the job site					
	During Regular hours	Per hour	1	\$ _____	\$ _____
	Outside regular hours	Per hour	1	\$ _____	\$ _____
Subsequent hours: Labour only.					
	During regular hours	Per hour	5.5	\$ _____	\$ _____
	Outside Regular hours	Per hour	1	\$ _____	\$ _____
4. Stadacona S80 unit: (APC Symmetra PX 500kVA)					
First Hour of :First Hour of Service Call , which includes travel time and all related expenses and one person hour productive labour at the job site					
	During regular hours	Per hour	1	\$ _____	\$ _____
	Outside regular hours	Per hour	1	\$ _____	\$ _____
Subsequent hours: Labour only.					
	During regular hours	Per hour	5.5	\$ _____	\$ _____
	Outside regular hours	Per hour	1	\$ _____	\$ _____
5. HMC Dockyard D196 Unit: (APC 3000 Smart UPS 3kVA)					
First Hour of :First Hour of Service Call , which includes travel time and all related expenses and one person hour productive labour at the job site					
	During regular hours	Per hour	1	\$ _____	\$ _____
	Outside regular hours	Per hour	1	\$ _____	\$ _____
Subsequent hours: Labour only.					
	During regular hours	Per hour	5.5	\$ _____	\$ _____
	Outside regular hours	Per hour	1	\$ _____	\$ _____

6. HMC Dockyard Building D200/A: (Eaton Powerware 9170 18kVA)					
First Hour of :First Hour of Service Call , which includes travel time and all related expenses and one person hour productive labour at the job site					
	During regular hours	Per hour	1	\$ _____	\$ _____
	Outside regular hours	Per hour	1	\$ _____	\$ _____
Subsequent hours: Labour only.					
	During regular hours	Per hour	5.5	\$ _____	\$ _____
	Outside regular hours	Per hour	1	\$ _____	\$ _____
7. HMC Dockyard Building D200/B Unit. (Eaton Powerware 9170 18kVA)					
First Hour of :First Hour of Service Call , which includes travel time and all related expenses and one person hour productive labour at the job site					
	During regular hours	Per hour	1	\$ _____	\$ _____
	Outside regular hours	Per hour	1	\$ _____	\$ _____
Subsequent hours: Labour only.					
	During regular hours	Per hour	5.5	\$ _____	\$ _____
	Outside regular hours	Per hour	1	\$ _____	\$ _____
8. HMC Dockyard Building D201 unit APC Symmetra PX 500kw (500kVA)					
First Hour of :First Hour of Service Call , which includes travel time and all related expenses and one person hour productive labour at the job site					
	During regular hours	Per hour	1	\$ _____	\$ _____
	Outside Regular hours	Per hour	1	\$ _____	\$ _____
Subsequent hours: Labour only.					
	During regular hours	Per hour	5.5	\$ _____	\$ _____
	Outside regular hours	Per hour	1	\$ _____	\$ _____
9. HMC Dockyard Building D207 (APC Smart UPS VT 15kVA)					
First Hour of :First Hour of Service Call , which includes travel time and all related expenses and one person hour productive labour at the job site					
	During regular hours	Per hour	1	\$ _____	\$ _____
	Outside regular hours	Per hour	1	\$ _____	\$ _____
Subsequent hours: Labour only.					
	During regular hours	Per hour	5.5	\$ _____	\$ _____
	Outside	Per hour	1	\$ _____	\$ _____

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	regular hours				
10. Wing Sheawater HGR3 Unit (APC 18.75kVA)					
First Hour of :First Hour of Service Call , which includes travel time and all related expenses and one person hour productive labour at the job site					
	During regular hours	Per hour	1	\$ _____	\$ _____
	Outside regular hours	Per hour	1	\$ _____	\$ _____
Subsequent hours: Labour only.					
	During regular hours	Per hour	5.5	\$ _____	\$ _____
	Outside regular hours	Per hour	1	\$ _____	\$ _____
11. Wing Shearwater Building SH38 (APC Symmetra PX 40kVA)					
First Hour of :First Hour of Service Call , which includes travel time and all related expenses and one person hour productive labour at the job site					
	During regular hours	Per hour	1	\$ _____	\$ _____
	Outside regular hours	Per hour	1	\$ _____	\$ _____
Subsequent hours: Labour only.					
	During regular hours	Per hour	5.5	\$ _____	\$ _____
	Outside regular hours	Per hour	1	\$ _____	\$ _____
12. Wing Shearwater SH15 (EPS 2050 40kVA)					
First Hour of :First Hour of Service Call , which includes travel time and all related expenses and one person hour productive labour at the job site					
	During regular hours	Per hour	1	\$ _____	\$ _____
	Outside regular hours	Per hour	1	\$ _____	\$ _____
Subsequent hours: Labour only.					
	During regular hours	Per hour	5.5	\$ _____	\$ _____
	Outside regular hours	Per hour	1	\$ _____	\$ _____
13. Wing Shearwater HGR F: (Eaton Powerware 9155-12 12kVA)					
First Hour of :First Hour of Service Call , which includes travel time and all related expenses and one person hour productive labour at the job site					
	During regular hours	Per hour	1	\$ _____	\$ _____
	Outside regular hours	Per hour	1	\$ _____	\$ _____
Subsequent hours: Labour only.					
	During regular	Per hour	5.5	\$ _____	\$ _____

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	hours				
	Outside regular hours	Per hour	1	\$ _____	\$ _____
14. Wing Shearwater SH47, Two Units (APC 1500 1.5kVA) (Tripp-lite 900VA)					
First Hour of :First Hour of Service Call , which includes travel time and all related expenses and one person hour productive labour at the job site					
	During regular hours	Per hour	1	\$ _____	\$ _____
	Outside regular hours	Per hour	1	\$ _____	\$ _____
Subsequent hours: Labour only.					
	During regular hours	Per hour	5.5	\$ _____	\$ _____
	Outside regular hours	Per hour	1	\$ _____	\$ _____
15. Wing Shearwater HGR 342, 5 units. (Frequency Converter 1- GES-1603NFC- 160kVA) (Frequency Converter 2-GES-2503NFC-250kVA) (Frequency Converter 3-GES-1203NFC 120kVA) (Frequency Converter 4 -GES-1603NFC 160kVA) (Eaton Powerware 80kVA)					
First Hour of :First Hour of Service Call , which includes travel time and all related expenses and one person hour productive labour at the job site					
	During regular hours	Per hour	1	\$ _____	\$ _____
	Outside regular hours	Per hour	1	\$ _____	\$ _____
Subsequent hours: Labour only.					
	During regular hours	Per hour	5.5	\$ _____	\$ _____
	Outside regular hours	Per hour	1	\$ _____	\$ _____
16. Wing Shearwater SH343, Two Units (Eaton Powerware 500 kVA) (Eaton Powerware 380kVA)					
First Hour of :First Hour of Service Call , which includes travel time and all related expenses and one person hour productive labour at the job site					
	During regular hours	Per hour	1	\$ _____	\$ _____
	Outside regular hours	Per hour	1	\$ _____	\$ _____
Subsequent hours: Labour only.					
	During regular hours	Per hour	5.5	\$ _____	\$ _____
	Outside regular hours	Per hour	1	\$ _____	\$ _____
17. Wing Shearwater HGR 344, three Units: (Frequency Converter 1- GES-1603NFC160kVA) (Frequency Converter 2- GES-1603NFC160kVA)					

(Frequency Converter 3- GES-2503NFC250kVA)					
First Hour of :First Hour of Service Call , which includes travel time and all related expenses and one person hour productive labour at the job site					
	During regular hours	Per hour	1	\$ _____	\$ _____
	Outside regular hours	Per hour	1	\$ _____	\$ _____
Subsequent hours: Labour only.					
	During regular hours	Per hour	5.5	\$ _____	\$ _____
	Outside regular hours	Per hour	1	\$ _____	\$ _____
18. Osbourne Head Building OH301 unit (Power+FS 100kVA)					
First Hour of :First Hour of Service Call , which includes travel time and all related expenses and one person hour productive labour at the job site					
	During regular hours	Per hour	1	\$ _____	\$ _____
	Outside regular hours	Per hour	1	\$ _____	\$ _____
Subsequent hours: Labour only.					
	During regular hours	Per hour	5.5	\$ _____	\$ _____
	Outside regular hours	Per hour	1	\$ _____	\$ _____
19. CFAD Bedford Commissionaire Gate Unit (APC 1000 1kVA)					
First Hour of :First Hour of Service Call , which includes travel time and all related expenses and one person hour productive labour at the job site					
	During regular hours	Per hour	1	\$ _____	\$ _____
	Outside regular hours	Per hour	1	\$ _____	\$ _____
Subsequent hours: Labour only.					
	During regular hours	Per hour	5.5	\$ _____	\$ _____
	Outside regular hours	Per hour	1	\$ _____	\$ _____
20. CFAD Bedford BM200 Unit (APC 1500 1.5kVA)					
First Hour of :First Hour of Service Call , which includes travel time and all related expenses and one person hour productive labour at the job site					
	During regular hours	Per hour	1	\$ _____	\$ _____
	Outside regular hours	Per hour	1	\$ _____	\$ _____
Subsequent hours: Labour only.					
	During regular hours	Per hour	5.5	\$ _____	\$ _____
	Outside	Per hour	1	\$ _____	\$ _____

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	regular hours				
21. CFAD Bedford BM239 Unit (Spectron LSN 12.5kVA)					
First Hour of :First Hour of Service Call , which includes travel time and all related expenses and one person hour productive labour at the job site					
	During regular hours	Per hour	1	\$ _____	\$ _____
	Outside regular hours	Per hour	1	\$ _____	\$ _____
Subsequent hours: Labour only.					
	During regular hours	Per hour	5.5	\$ _____	\$ _____
	Outside regular hours	Per hour	1	\$ _____	\$ _____
22. NRS Mill Cove MC8 Unit (APC Symmetra PX 40kVA)					
First Hour of :First Hour of Service Call , which includes travel time and all related expenses and one person hour productive labour at the job site					
	During regular hours	Per hour	1	\$ _____	\$ _____
	Outside regular hours	Per hour	1	\$ _____	\$ _____
Subsequent hours: Labour only.					
	During regular hours	Per hour	5.5	\$ _____	\$ _____
	Outside regular hours	Per hour	1	\$ _____	\$ _____
23. Masstown Rx Site Commissionaire Gate Unit (Liebert 122kVA)					
First Hour of :First Hour of Service Call , which includes travel time and all related expenses and one person hour productive labour at the job site					
	During regular hours	Per hour	1	\$ _____	\$ _____
	Outside regular hours	Per hour	1	\$ _____	\$ _____
Subsequent hours: Labour only.					
	During regular hours	Per hour	5.5	\$ _____	\$ _____
	Outside regular hours	Per hour	1	\$ _____	\$ _____
Option Total Year 1:					\$ _____

Option Year 1 Total = Total (table A) +Total (Table B)= \$ _____

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Regular Hours: Monday to Friday 8:00 a.m - 4:00 pm

Emergency Hours defined as outside Regular Hours- Monday- Friday 4:00 pm - 8:00 am.

Outside regular hours to include all day Saturday, Sunday and Statutory Holidays

Table A- Scheduled Service**Option Year 2**

Column A	Column B Item Description	Column C Unit of Measurement	Column D Estimated Quantity	Column E Price per Unit	Column F Extended Price (Column D*Column E
1	Major (Annual) maintenance of all UPS systems listed in Annex A-Statement of Work	each	34	\$ _____	\$ _____
2	Minor(Semi-Annual) maintenance of all UPS systems listed in Annex A-Statement of Work	each	34	\$ _____	\$ _____
Option Year 2 Total					\$ _____

TABLE B - TASK AUTHORIZATION**Option Year 1:**

Column A	Column B Item Description	Column C Unit of measurement	Column D Estimated Quantity	Column E Price per Unit	Column F Extended price= (Column D* Column E)
1. Willow Park Building 7 Unit: (APC Symmetra 16 kVA unit)					
First Hour of Service Call , which includes travel time and all related expenses and one person hour productive labour at the job site					
	During Regular hours	Per hour	1	\$ _____	\$ _____
	Outside Regular Hours	Per hour	1	\$ _____	\$ _____
Subsequent hours: Labour only					
	During Regular hours	Per hour	5.5	\$ _____	\$ _____
	Outside Regular Hours	Per hour	1	\$ _____	\$ _____
2 Willow Park Building 1 Unit: (APC RT3000 3kVA unit)					
First Hour of Service Call , which includes travel time and all related expenses and					

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one person hour productive labour at the job site					
	During Regular hours	Per hour	1	\$ _____	\$ _____
	Outside regular hours	Per hour	1	\$ _____	\$ _____
Subsequent hours: Labour only.					
	During Regular hours	Per hour	5.5	\$ _____	\$ _____
	Outside Regular hours	Per hour	1	\$ _____	\$ _____
3. Stadacona Building S89 unit: (Chloride EDP70 80kVA Unit).					
First Hour of Service Call , which includes travel time and all related expenses and one person hour productive labour at the job site					
	During Regular hours	Per hour	1	\$ _____	\$ _____
	Outside regular hours	Per hour	1	\$ _____	\$ _____
Subsequent hours: Labour only.					
	During regular hours	Per hour	5.5	\$ _____	\$ _____
	Outside Regular hours	Per hour	1	\$ _____	\$ _____
4. Stadacona S80 unit: (APC Symmetra PX 500kVA)					
First Hour of :First Hour of Service Call , which includes travel time and all related expenses and one person hour productive labour at the job site					
	During regular hours	Per hour	1	\$ _____	\$ _____
	Outside regular hours	Per hour	1	\$ _____	\$ _____
Subsequent hours: Labour only.					
	During regular hours	Per hour	5.5	\$ _____	\$ _____
	Outside regular hours	Per hour	1	\$ _____	\$ _____
5. HMC Dockyard D196 Unit: (APC 3000 Smart UPS 3kVA)					
First Hour of :First Hour of Service Call , which includes travel time and all related expenses and one person hour productive labour at the job site					
	During regular hours	Per hour	1	\$ _____	\$ _____
	Outside regular hours	Per hour	1	\$ _____	\$ _____
Subsequent hours: Labour only.					
	During regular hours	Per hour	5.5	\$ _____	\$ _____
	Outside regular hours	Per hour	1	\$ _____	\$ _____
6. HMC Dockyard Building D200/A:					

(Eaton Powerware 9170 18kVA)					
First Hour of :First Hour of Service Call , which includes travel time and all related expenses and one person hour productive labour at the job site					
	During regular hours	Per hour	1	\$ _____	\$ _____
	Outside regular hours	Per hour	1	\$ _____	\$ _____
Subsequent hours: Labour only.					
	During regular hours	Per hour	5.5	\$ _____	\$ _____
	Outside regular hours	Per hour	1	\$ _____	\$ _____
7. HMC Dockyard Building D200/B Unit. (Eaton Powerware 9170 18kVA)					
First Hour of :First Hour of Service Call , which includes travel time and all related expenses and one person hour productive labour at the job site					
	During regular hours	Per hour	1	\$ _____	\$ _____
	Outside regular hours	Per hour	1	\$ _____	\$ _____
Subsequent hours: Labour only.					
	During regular hours	Per hour	5.5	\$ _____	\$ _____
	Outside regular hours	Per hour	1	\$ _____	\$ _____
8. HMC Dockyard Building D201 unit APC Symmetra PX 500kw (500kVA)					
First Hour of :First Hour of Service Call , which includes travel time and all related expenses and one person hour productive labour at the job site					
	During regular hours	Per hour	1	\$ _____	\$ _____
	Outside Regular hours	Per hour	1	\$ _____	\$ _____
Subsequent hours: Labour only.					
	During regular hours	Per hour	5.5	\$ _____	\$ _____
	Outside regular hours	Per hour	1	\$ _____	\$ _____
9. HMC Dockyard Building D207 (APC Smart UPS VT 15kVA)					
First Hour of :First Hour of Service Call , which includes travel time and all related expenses and one person hour productive labour at the job site					
	During regular hours	Per hour	1	\$ _____	\$ _____
	Outside regular hours	Per hour	1	\$ _____	\$ _____
Subsequent hours: Labour only.					
	During regular hours	Per hour	5.5	\$ _____	\$ _____
	Outside regular hours	Per hour	1	\$ _____	\$ _____

10. Wing Sheawater HGR3 Unit (APC 18.75kVA)					
First Hour of :First Hour of Service Call , which includes travel time and all related expenses and one person hour productive labour at the job site					
	During regular hours	Per hour	1	\$ _____	\$ _____
	Outside regular hours	Per hour	1	\$ _____	\$ _____
Subsequent hours: Labour only.					
	During regular hours	Per hour	5.5	\$ _____	\$ _____
	Outside regular hours	Per hour	1	\$ _____	\$ _____
11. Wing Shearwater Building SH38 (APC Symmetra PX 40kVA)					
First Hour of :First Hour of Service Call , which includes travel time and all related expenses and one person hour productive labour at the job site					
	During regular hours	Per hour	1	\$ _____	\$ _____
	Outside regular hours	Per hour	1	\$ _____	\$ _____
Subsequent hours: Labour only.					
	During regular hours	Per hour	5.5	\$ _____	\$ _____
	Outside regular hours	Per hour	1	\$ _____	\$ _____
12. Wing Shearwater SH15 (EPS 2050 40kVA)					
First Hour of :First Hour of Service Call , which includes travel time and all related expenses and one person hour productive labour at the job site					
	During regular hours	Per hour	1	\$ _____	\$ _____
	Outside regular hours	Per hour	1	\$ _____	\$ _____
Subsequent hours: Labour only.					
	During regular hours	Per hour	5.5	\$ _____	\$ _____
	Outside regular hours	Per hour	1	\$ _____	\$ _____
13. Wing Shearwater HGR F: (Eaton Powerware 9155-12 12kVA)					
First Hour of :First Hour of Service Call , which includes travel time and all related expenses and one person hour productive labour at the job site					
	During regular hours	Per hour	1	\$ _____	\$ _____
	Outside regular hours	Per hour	1	\$ _____	\$ _____
Subsequent hours: Labour only.					
	During regular hours	Per hour	5.5	\$ _____	\$ _____
	Outside regular hours	Per hour	1	\$ _____	\$ _____

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	regular hours				
14. Wing Shearwater SH47, Two Units					
(APC 1500 1.5kVA)					
(Tripp-lite 900VA)					
First Hour of :First Hour of Service Call , which includes travel time and all related expenses and one person hour productive labour at the job site					
	During regular hours	Per hour	1	\$ _____	\$ _____
	Outside regular hours	Per hour	1	\$ _____	\$ _____
Subsequent hours: Labour only.					
	During regular hours	Per hour	5.5	\$ _____	\$ _____
	Outside regular hours	Per hour	1	\$ _____	\$ _____
15. Wing Shearwater HGR 342, 5 units.					
(Frequency Converter 1- GES-1603NFC- 160kVA)					
(Frequency Converter 2-GES-2503NFC-250kVA)					
(Frequency Converter 3-GES-1203NFC 120kVA)					
(Frequency Converter 4 -GES-1603NFC 160kVA)					
(Eaton Powerware 80kVA)					
First Hour of :First Hour of Service Call , which includes travel time and all related expenses and one person hour productive labour at the job site					
	During regular hours	Per hour	1	\$ _____	\$ _____
	Outside regular hours	Per hour	1	\$ _____	\$ _____
Subsequent hours: Labour only.					
	During regular hours	Per hour	5.5	\$ _____	\$ _____
	Outside regular hours	Per hour	1	\$ _____	\$ _____
16. Wing Shearwater SH343, Two Units					
(Eaton Powerware 500 kVA)					
(Eaton Powerware 380kVA)					
First Hour of :First Hour of Service Call , which includes travel time and all related expenses and one person hour productive labour at the job site					
	During regular hours	Per hour	1	\$ _____	\$ _____
	Outside regular hours	Per hour	1	\$ _____	\$ _____
Subsequent hours: Labour only.					
	During regular hours	Per hour	5.5	\$ _____	\$ _____
	Outside regular hours	Per hour	1	\$ _____	\$ _____
17. Wing Shearwater HGR 344, three Units:					
(Frequency Converter 1- GES-1603NFC160kVA)					
(Frequency Converter 2- GES-1603NFC160kVA)					
(Frequency Converter 3- GES-2503NFC250kVA)					
First Hour of :First Hour of Service Call , which includes travel time and all related					

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expenses and one person hour productive labour at the job site					
	During regular hours	Per hour	1	\$ _____	\$ _____
	Outside regular hours	Per hour	1	\$ _____	\$ _____
Subsequent hours: Labour only.					
	During regular hours	Per hour	5.5	\$ _____	\$ _____
	Outside regular hours	Per hour	1	\$ _____	\$ _____
18. Osbourne Head Building OH301 unit (Power+FS 100kVA)					
First Hour of :First Hour of Service Call , which includes travel time and all related expenses and one person hour productive labour at the job site					
	During regular hours	Per hour	1	\$ _____	\$ _____
	Outside regular hours	Per hour	1	\$ _____	\$ _____
Subsequent hours: Labour only.					
	During regular hours	Per hour	5.5	\$ _____	\$ _____
	Outside regular hours	Per hour	1	\$ _____	\$ _____
19. CFAD Bedford Commissionaire Gate Unit (APC 1000 1kVA)					
First Hour of :First Hour of Service Call , which includes travel time and all related expenses and one person hour productive labour at the job site					
	During regular hours	Per hour	1	\$ _____	\$ _____
	Outside regular hours	Per hour	1	\$ _____	\$ _____
Subsequent hours: Labour only.					
	During regular hours	Per hour	5.5	\$ _____	\$ _____
	Outside regular hours	Per hour	1	\$ _____	\$ _____
20. CFAD Bedford BM200 Unit (APC 1500 1.5kVA)					
First Hour of :First Hour of Service Call , which includes travel time and all related expenses and one person hour productive labour at the job site					
	During regular hours	Per hour	1	\$ _____	\$ _____
	Outside regular hours	Per hour	1	\$ _____	\$ _____
Subsequent hours: Labour only.					
	During regular hours	Per hour	5.5	\$ _____	\$ _____
	Outside regular hours	Per hour	1	\$ _____	\$ _____
21. CFAD Bedford BM239 Unit					

(Spectron LSN 12.5kVA)					
First Hour of :First Hour of Service Call , which includes travel time and all related expenses and one person hour productive labour at the job site					
	During regular hours	Per hour	1	\$ _____	\$ _____
	Outside regular hours	Per hour	1	\$ _____	\$ _____
Subsequent hours: Labour only.					
	During regular hours	Per hour	5.5	\$ _____	\$ _____
	Outside regular hours	Per hour	1	\$ _____	\$ _____
22. NRS Mill Cove MC8 Unit (APC Symmetra PX 40kVA)					
First Hour of :First Hour of Service Call , which includes travel time and all related expenses and one person hour productive labour at the job site					
	During regular hours	Per hour	1	\$ _____	\$ _____
	Outside regular hours	Per hour	1	\$ _____	\$ _____
Subsequent hours: Labour only.					
	During regular hours	Per hour	5.5	\$ _____	\$ _____
	Outside regular hours	Per hour	1	\$ _____	\$ _____
23. Masstown Rx Site Commissionaire Gate Unit (Liebert 122kVA)					
First Hour of :First Hour of Service Call , which includes travel time and all related expenses and one person hour productive labour at the job site					
	During regular hours	Per hour	1	\$ _____	\$ _____
	Outside regular hours	Per hour	1	\$ _____	\$ _____
Subsequent hours: Labour only.					
	During regular hours	Per hour	5.5	\$ _____	\$ _____
	Outside regular hours	Per hour	1	\$ _____	\$ _____
Option Total Year 2:					\$ _____

Option Year 2 Total = Total (table A) +Total (Table B)= \$ _____

Grand Total = Year 1 Total + Option Year 1 Total +Option year 2 Total= \$ _____

The Grand Total amount, will be the amount that will be considered during evaluation of all bids tendered.

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ANNEX C

SECURITY REQUIREMENTS CHECK LIST (Attached)

ANNEX D**INSURANCE REQUIREMENTS****Commercial General Liability Insurance**

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

The Commercial General Liability policy must include the following:

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.

Bodily Injury and Property Damage to third parties arising out of the operations of the Contractor.

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.

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.

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.

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.

Employees and, if applicable, Volunteers must be included as Additional Insured.

Employers' Liability (or confirmation that all employees are covered by Worker's compensation (WSIB) or similar program)

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.

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

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.

Owners' or Contractors' Protective Liability: Covers the damages that the Contractor becomes legally obligated to pay arising out of the operations of a subcontractor.

Non-Owned Automobile Liability - Coverage for suits against the Contractor resulting from the use of hired or non-owned vehicles.

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

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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.

Automobile Liability Insurance

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

The policy must include the following:

Third Party Liability - \$2,000,000 Minimum Limit per Accident or Occurrence

Accident Benefits - all jurisdictional statutes

Uninsured Motorist Protection

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

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ANNEX “E”

DND 626 TASK AUTHORIZATION FORM

(Attached)

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ANNEX F

Solicitation No. - N° de l'invitation

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TASK AUTHORIZATION USAGE REPORT

The Contractor must provide quarterly Task Authorization (TA) usage reports . The Contractor agrees that it is their responsibility to implement a system for tracking TAs under this Contract for the purposes of providing usage reports. This is to ensure that the Limitation of Expenditure indicated for "as and when requested" Work under this Contract is not exceeded.

Each Task Authorization Usage Report must include all the completed TAs for goods and services supplied under this Contract.

Task Authorization Usage Report Submission Schedule:

REPORT DUE	WORK PERIOD START DATE	WORK PERIOD END DATE
15 January	01 October	31 December
15 April	01 January	31 March
15 July	01 April	30 June
15 October	01 July	30 September

The Contractor must provide information on each completed TA using the following format:

TA NUMBER	TA DOLLAR VALUE (GST INCLUDED)	CUMULATIVE TA DOLLAR VALUE (GST INCLUDED)	COMMENTS
Total Dollar Value of TAs for this Period:			
Accumulated TAs to Date (Cumulative Dollar Value + Period Dollar Value):			

[] Check this box if you are submitting a NIL **REPORT** (We have not done any business with Canada under this Contract, for this period).

SEND TO:

Chukwudi.chinye@pwgsc.gc.ca

Or

Facsimile: (902)496-5016

ANNEX G

Solicitation No. - N° de l'invitation

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**Code of Conduct and Certifications - Related documentation
(See attached)**

Bidder's List of Directors below: Please provide a list of names of all individuals who are currently Directors **in** accordance with **PART 5-CERTIFICATION**.

Directors: (Please print clearly)

NAME	NAME	NAME	NAME

Attach additional names on a separate sheet if required.

Department of National Defence



Specification

Service Contract

**UPS Maintenance
Various Locations**

CFB Halifax, NS

Job No.W010C-13-C466

2013-01-16

<u>Section</u>	<u>Title</u>	<u>Pages</u>
<u>Division 01 - General Requirements</u>		
01 11 00	General Instructions	8
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	5
01 61 00	Common Product Requirements	3
<u>Division 26 - Electrical</u>		
26 33 53	Uninterruptible Power Systems Static	15
26 33 53.01	Annex A UPS Systems Locations	2

PART 1 - GENERAL

<u>1.1 RELATED SECTIONS</u>	.1	Section 01 61 00 Common product Requirements.
	.2	Section 26 33 53 Uninterruptible Power Systems Static.
<u>1.2 DESCRIPTION OF WORK</u>	.1	Work under this Service Contract comprises the furnishing of all labour, material, tools, test and calibration equipment and software key updates required for the completion of major and minor planned maintenance to various UPS units of CFB Halifax as specified herein.
<u>1.3 WORK INCLUDED</u>	.1	Work under this Service Contract comprises the following:
	.1	Perform major(annual) and minor(semi-annual) planned maintenance of UPS units listed in Annex A and as detailed in Section 26 33 53 Uninterruptible Power Systems Static.
	.1	Annual Planned Maintenance: Major PM where a complete mechanical & electrical check-out to be performed to ensure that the unit will perform to published specifications. Appropriate field change orders to be installed at time of PM(Ultimate Service Agreement)(excluding batteries, AC and DC capacitors, fans and SCRs).
	.2	To include replacement parts, labour & travel expenses associated with corrective maintenance as required(excluding batteries).
	.3	Call management and factory technical support during normal business hours and telephone service monitoring as required.
	.2	Provide a yearly report listing UPS routine maintenance, call in problems; repairs and solutions will be given to Engineer.
	.2	The Contractor will be notified of additional work as requested by the Engineer with the issue of a DND 626 "Task authorization" form for the following:
	.1	The Contractor must provide a 7 day/24 hours emergency service(on site) as required.
	.2	Service calls as required by the Engineer.

-
- 1.3 WORK INCLUDED .2 (Cont'd)
(Cont'd) .2 (Cont'd)
- .1 The Contractor must submit a written report on all service calls that require the Contractor to respond by visiting the site. Report must contain problem and solution statements with a list of parts replaced.
- .3 Clean up.
- 1.4 LOCATIONS OF .1 Areas covered under this specification include but not limited to
JOB SITES
- .1 Stadacona - Halifax, NS;
- .2 Windsor Park - Halifax, NS;
- .3 Willow Park - Halifax, NS;
- .4 HMC Dockyard - Halifax, NS;
- .5 CFAD Bedford - Bedford, NS;
- .6 12 Wing Shearwater - Eastern Passage, NS;
- .7 Osbourne Head Gunnery Range - Cow Bay, NS;
- .8 NRS Mill Cove - Mill Cove, NS;
- .9 Masstown Rx site - Masstown, 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 .1 Immediately upon receipt of award of Contract, the successful
MEETING 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.
- .2 Whenever the Contractor uses sub-contractors, they too must perform to and comply with all requirements of this Contract.

1.8 WORKMANSHIP

- .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.

1.9 CONTRACTOR'S
USE OF SITE

- .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.

1.10 PARKING

- .1 One parking space will be made available on site for company vehicles and equipment only. Maintain and administer this space as directed.

1.11 NORMAL
WORKING HOURS

- .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.

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|--|----|--|
| <u>1.12 CODES AND STANDARDS</u> | .1 | Perform work in accordance with the latest edition of National Building Code of Canada(NBC), Canadian Electrical Code Part I, National Fire Code of Canada, Canada Labour Code Part II, CSA and ULC Standards, and any other Provincial or municipal regulations and by-laws provided that in any case of conflict or discrepancy, the more stringent requirements will apply. |
| | .2 | Meet or exceed requirements of Contract documents, specified standards, codes and referenced documents. |
|
 | | |
| <u>1.13 FALSE ALARMS</u> | .1 | A charge of \$100.00 will be charged to Contractors working on DND property who cause any false alarms on fire or security. |
| | .2 | The Contractor is responsible to notify the Base Fire Hall should there be a chance of an alarm because of the work to be performed or if any work is to be carried out on the alarm system. |
| | .3 | The fire Services must be advised so that proper action can be taken. Should this not happen and the alarm Services respond to a false alarm the Contractor caused, the Contractor will pay \$100.00 for the service response. |
|
 | | |
| <u>1.14 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>1.15 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. |
| | .2 | Where security has been reduced by work of Contract, provide temporary means to maintain security. |
-

1.15 ALTERATIONS,
ADDITIONS OR
REPAIRS TO EXISTING
BUILDING
(Cont'd)

- .3 Provide temporary dust screens, barriers, warning signs in locations where renovation and alteration work is adjacent to areas used by public or government staff.
- .4 Use only elevators existing in building for moving workers and material.
 - .1 Protect walls of passenger elevators, to approval of Engineer prior to use.
 - .2 Accept liability for damage, safety of equipment and overloading of existing equipment.

1.16 EXISTING
SERVICES

- .1 Where Work involves breaking into or connecting to existing services, give 48 hours notice for necessary interruption of mechanical or electrical service throughout course of work. Minimize duration of interruptions. Carry out work at times as directed by governing authorities with minimum disturbance to pedestrian and tenant operations.
- .2 Establish location and extent of service lines in area of work before starting Work. Notify Engineer of findings.
- .3 Submit schedule to and obtain approval from Engineer for any shut-down or closure of active service or facility including power and communications services. Adhere to approved schedule and provide notice to affected parties.
- .4 Where unknown services are encountered, immediately advise Engineer and confirm findings in writing.

1.17 CUTTING,
FITTING AND
PATCHING

- .1 Execute cutting, fitting and patching required to make work fit properly.
- .2 Where new work connects with existing and where existing work is altered, or cut; patch and make good to match existing work.
- .3 Obtain Engineer's approval before cutting, boring or sleeving load-bearing members.
- .4 Make cuts with clean, true, smooth edges. Make patches inconspicuous in final assembly.

1.18 POWER AND
WATER SUPPLY

- .1 DND may provide, free of charge, temporary electric power and water for construction purposes.
- .2 Engineer will determine delivery points and quantitative limits. Engineer's written permission is required before any connection

1.18 POWER AND
WATER SUPPLY
(Cont'd)

- .2 (Cont'd)
is made. Connect to existing power supply in accordance with Canadian Electrical Code.
- .3 Provide, at no cost to DND, all equipment and temporary lines to bring these services to project site.
- .4 Supply of temporary services by DND is subject to DND requirements and may be discontinued by DND site representative at any time without notice, without acceptance of any liability for damage or delay caused by such withdrawal of temporary services.
- .5 After the temporary service lines are no longer required, the Contractor must remove all lines and equipment, restore the connection points to their original condition and return the land to its original contour.

1.19 HEATING
AND VENTILATING

- .1 Provide temporary heat and ventilation as required to:
 - .1 Facilitate progress of work;
 - .2 Protect work and products against dampness and cold;
 - .3 Prevent moisture condensation on surfaces;
 - .4 Provide ambient temperatures and humidity levels for storage, installation and curing of materials.
 - .5 Provide adequate ventilation to meet health regulations for safe working environment.
- .2 Maintaining strict supervision of operation of temporary heating and ventilating equipment to:
 - .1 Conform with applicable codes and standards.
 - .2 Enforce safe practices.
 - .3 Prevent abuse of services.
 - .4 Prevent damage to finishes.
 - .5 Vent direct-fired combustion units to outside.

1.20 EMERGENCY
AND SERVICE
CALL-UPS

- .1 The Contractor must maintain and provide the Engineer with contact numbers to be able to provide response to request for service from the Engineer or representative on a 24 hour, 7 day per week basis. If the request for service from the after hours Departmental Representative, the Contractor must, immediately upon completion of the service, report back to the Engineer describing the action taken to correct the problem. The following Work priorities and response time will apply:
- .1 **Emergency:** A priority of "Emergency" is defined as a deficiency or breakdown that requires immediate attention to reduce the potential for danger to occupants, the general public, the environment, or the facility. Maintenance and minor construction identified with this priority must be responded to immediately and must be reported without delay to designated manager.
- .1 Standard response times:
- .1 Urban/rural: ASAP - Maximum 2 hours.
- .2 **Routine:** A priority of "Routine" is defined as essential maintenance and minor construction which should be rectified at the earliest possible opportunity. It is considered as deficiencies or breakdowns that do not impair current operations or pose any danger to the occupants, the general public, the environment, or the facility.
- .1 Standard response times:
- .1 Urban/rural: 4 hours.
- .2 The Contractor will be advised of the personnel authorized to request emergency service. Services undertaken at the request of unauthorized persons will be done at the Contractor's risk, with regards to payment.
- .3 Report service calls executed outside normal working hours to the Engineer, immediately on the next working day.

1.21 INSPECTION

- .1 All work and materials covered by this specification will be subject to inspection at any time by the Engineer or his/her representative.

1.22 REPORTING
IRREGULARITIES

- .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.

1.23 CLEANING

- .1 Conduct cleaning and disposal operations to comply with local ordinances and anti-pollution laws.
- .2 On completion of the work under this Contract, all surplus material including materials declared surplus by DND, plant, tools, equipment and debris must be removed from the job site.
- .3 Disposal of debris will be the Contractor's responsibility and must be off DND property.

1.24 ADDITIONAL
REQUIRED WORK

- .1 From time to time throughout this Contract, additional work or upgrades to existing units may be required, DND reserves the right to have this work completed by the Service Contractor or to Tender. This Work is budget driven and can vary in amounts.

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 Contract:
 - .1 **First Violation:** Verbal warning issued to the Contractor for the first violation of a safety regulation(Violation will be documented on Contract 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 Contract file, copy to Contractor, DCC or PWGSC).
 - .3 **Third Violation:** A third violation of a safety regulation may result in the termination of the Contract with a recommendation to the Contracting Authority that the Contractor be denied access to Formation Construction Engineering contracts(Documented to Contract 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 Contract 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 Contract 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 Z462-12 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 Contract requirements. These must be identified and addressed in the Safety Plan, by identifying Standard Operating Procedures(SOP) and safe work practices(SWP) which incorporate clear and specific control measures, applicable rules, procedures and practices, all of which 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(R2010).
 - .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(R2011).
 - .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 Z94.4-11.
- .6 The Engineer will coordinate arrangements for the Contractor to be briefed on site safety within fourteen(14) days of award of Contract.

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).
 - .2 Signs must have Contractor's name and be posted when working.
 - .3 Safety binder and procedures must be on site at all times.
 - .4 In accordance with lockout/tagout procedures.

PART 2 - PRODUCTS

Not used.

PART 3 - EXECUTION

Not used.

PART 1 - GENERAL

1.1 EMERGENCY
REPORTING

- .1 Telephone number:
 - .1 from Base phone: Dial 9-1-1;
 - .2 from cell phone: 427-3500.

1.2 FIRE SAFETY
ENFORCEMENT

- .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(NBC) 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.

1.3 FIRE SAFETY
BRIEFING

- .1 Prior to commencement of work under this Contract, 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.

1.4 FIRE WATCH

- .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.

1.5 FIRE
EXTINGUISHERS

- .1 Supply fire extinguishers, as prescribed by the Formation Fire Chief, necessary to protect work in progress and Contractor's physical plant on site.

1.6 SMOKING
PRECAUTIONS

- .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.
- .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; and
 - .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; and/or
 - .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.

1.11 FLAMABLE
LIQUIDS
(Cont'd)

- .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.

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|--|--------|--|
| <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 RELATED
SECTIONS

- .1 Section 01 11 00 General Instructions.
- .2 Section 26 33 53 Uninterruptible Power Systems Static.

1.2 GENERAL

- .1 Use new material and equipment unless otherwise specified.
- .2 Within 10 days of written request by Engineer, submit following information for materials and equipment proposed for supply:
 - .1 name and address of manufacturer;
 - .2 trade name, model and catalogue number;
 - .3 performance, descriptive and test data;
 - .4 manufacturer's installation or application instructions;
 - .5 evidence of arrangements to procure.
- .3 Provide material and equipment of specified design and quality, performing to published ratings and for which replacement parts are readily available.
- .4 Use products of one manufacturer for material and equipment of same type or classification unless otherwise specified.

1.3 AVAILABILITY

- .1 Immediately upon signing Contract, review product delivery requirements and anticipate foreseeable supply delays for items. If delays in supply of products are foreseeable, notify Engineer of such, in order that substitutions or other remedial action may be authorized in ample time to prevent delay in performance of Work.
- .2 In event of failure to notify Engineer at commencement of Work and should it subsequently appear that Work may be delayed for such reason, Engineer reserves right to substitute more readily available products of similar character, at no increase in Contract Price or Contract Time.

1.4 STORAGE,
HANDLING AND
PROTECTION

- .1 Handle and store products in manner to prevent damage, adulteration, deterioration and soiling and in accordance with manufacturer's instructions when applicable.

1.4 STORAGE,
HANDLING AND
PROTECTION
(Cont'd)

- .2 Store packaged or bundled products in original and undamaged condition with manufacturer's seal and labels intact. Do not remove from packaging or bundling until required in Work.
- .3 Store products subject to damage from weather in weatherproof enclosures.
- .4 Remove and replace damaged products at own expense and to satisfaction of Engineer.
- .5 Touch-up damaged factory finished surfaces to Engineer's satisfaction. Use touch-up materials to match original. Do not paint over name plates.

1.5 TRANSPORTATION

- .1 Pay costs of transportation of products required in performance of Work.
- .2 Transportation cost of products supplied by Owner will be paid for by Engineer. Unload, handle and store such products.

1.6 MANUFACTURER'S
INSTRUCTIONS

- .1 Unless otherwise indicated in specifications, install or erect products in accordance with manufacturer's instructions. Do not rely on labels or enclosures provided with products. Obtain written instructions directly from manufacturers.
- .2 Notify Engineer in writing, of conflicts between specifications and manufacturer's instructions, so that Engineer will establish course of action.
- .3 Improper installation or erection of products, due to failure in complying with these requirements, authorizes Engineer to require removal and re-installation at no increase in Contract Price or Contract Time.

1.7 LOCATION OF
FIXTURES

- .1 Consider location of fixtures, outlets, and mechanical and electrical items indicated as approximate.
- .2 Inform Engineer of conflicting installation. Install as directed.

1.8 FASTENINGS

- .1 Provide metal fastenings and accessories in same texture, colour and finish as adjacent materials, unless indicated otherwise.
- .2 Prevent electrolytic action between dissimilar metals and materials.

- | | |
|------------------------------------|---|
| <u>1.8 FASTENINGS
(Cont'd)</u> | <p>.3 Use non-corrosive hot dip galvanized steel fasteners and anchors for securing exterior work, unless stainless steel or other material is specifically requested in affected specification Section.</p> <p>.4 Space anchors within individual load limit or shear capacity and ensure they provide positive permanent anchorage. Wood, or any other organic material plugs are not acceptable.</p> <p>.5 Keep exposed fastenings to a minimum, space evenly and install neatly.</p> <p>.6 Fastenings which cause spalling or cracking of material to which anchorage is made are not acceptable.</p> |
| <u>1.9 CONFORMANCE</u> | <p>.1 When material or equipment is specified by standard or performance specifications, upon request of Engineer, obtain from manufacturer an independent testing laboratory report, stating that material or equipment meets or exceeds specified requirements.</p> |

PART 2 - PRODUCTS

Not used.

PART 3 - EXECUTION

Not used.

PART 1 - GENERAL

<u>1.1 RELATED SECTIONS</u>	.1	Section 01 11 00 - General Instructions.
	.2	Section 01 61 00 - Common Product Requirements.
<u>1.2 REFERENCES</u>	.1	Canadian Standards Association(CSA International)
	.1	CSA C813.1-01(R2011), Performance Test Method for Uninterruptible Power Supplies.
<u>1.3 SYSTEM DESCRIPTION</u>	.1	System to consist of:
	.1	rectifier cubicle;
	.2	invertor cubicle;
	.3	battery cubicle;
	.4	bypass switch cubicle;
	.5	controls and meters;
	.2	System to use normal power supply mains and battery to provide continuous, regulated ac power to isolated load.
<u>1.4 SYSTEM PERFORMANCE</u>	.3	Equipment to operate continuously and unattended.
	.4	Ensure that Uninterruptible Power Systems(UPS) is compatible with equipment that it feeds.
	.5	Systems make, model and location are identified in Annex A UPS Systems Locations.
	.1	Normal operation:
	.1	System operates on mains power when mains voltage is within +/-10% of nominal value and mains frequency is between 59.5 and 60.5 Hz.
	.2	Battery operation:
	.1	Ensure system transfers automatically to battery operation:
	.1	when manually selected at control panel;

1.4 SYSTEM
PERFORMANCE
(Cont'd)

- .2 Battery operation:(Cont'd)
 - .1 (Cont'd)
 - .2 when mains power fails;
 - .3 when mains voltage varies more than 10% from nominal or mains frequency varies more than 0.5 Hz from 60 Hz;
 - .4 when mains power is restored and mains voltage is within 10% of nominal and mains frequency is within 0.3 Hz of 60 Hz, system automatically resynchronizes with mains;
 - .5 slew rate of frequency during transition period of system output automatically synchronizing with mains and return to its internal frequency to be set between 0.5 to 1.0 Hz per second.
 - .3 **Bypass operation:**
 - .1 For maintenance purposes, system can be bypassed automatically by manual selection at control panel to connect load directly to AC mains. Transfer without load interruption and leaving inverter energized.
 - .2 Ensure load transfer from mains back to system automatically by manual selection at control panel when maintenance completed.
 - .3 Ensure bypass capable of closing onto and withstanding momentary fault current of 800% of rating for 0.01 s.

1.5 SYSTEM
PROTECTION

- .1 Ensure circuit breakers and other safety devices in system used to isolate it from load and from mains for safe working on equipment, and for manual blocking of bypass automatic control to prevent inadvertent operation of bypass during Work on inverter.
- .2 **Automatic circuit breakers and protection included in:**
 - .1 AC input to rectifier;
 - .2 battery input;
 - .3 bypass circuit input;
 - .4 inverter output.
- .3 **Surge suppressors:**
 - .1 to protect system against supply voltage switching transients;

1.5 SYSTEM
PROTECTION
(Cont'd)

- .3 Surge suppressors:(Cont'd)
 - .2 to protect internal circuits where necessary against voltage transients.
- .4 Ensure current limiting devices, with panel front indication of device operation, to protect inverter SCR's.
- .5 Ensure suitable devices, with panel front indication of device operation, to protect rectifier diodes are in good working order.
- .6 Ensure anti-fault devices are operating as designed to ensure failure of circuit or component not to cause equipment to operate in dangerous or uncontrolled mode.

1.6 SYSTEM
START-UP

- .1 **Arrange with Engineer:**
 - .1 for supervise start-up of system, checking, adjusting and testing on site;
 - .2 for instruction of FCE/EGS personnel on theory, operation and maintenance of system:
 - .1 during site maintenance and testing.
- .2 **Advise on:**
 - .1 expected failure rate of equipment;
 - .2 type of expected failures;
 - .3 estimated time between major overhauls based and equipment life;
 - .4 estimated cost of major overhaul based on current costs.

1.7 QUALITY CONTROL .1
MAINTENANCE

- .1 Perform quality maintenance of the complete system including rectifier, inverter, bypass switch, remote annunciator panel & controls as required an as per manufacturer's specifications and perform tests in presence of Engineer. The purpose of this procedure is to realign and calibrate as necessary the operating parameters of the equipment to its original operating specifications.
- .2 **Notify Engineer:**
 - .1 one week in advance of date of planned maintenance;
 - .2 that system has met design requirements satisfactorily by means of a written report.

1.7 QUALITY CONTROL .3
MAINTENANCE
(Cont'd)

Provide Engineer's signature on form to indicate concurrence in results reported.

.1 Given to Engineer at end of test.

.4 **Test equipment:**

- .1 Indicating and recording instruments to satisfaction of Engineer.
- .2 Instruments used during test, including indicating meters part of system to have been calibrated, or calibrated in presence of Engineer against instruments which have calibration certificates.
- .3 Dummy load for testing, adjustable to 150% of system rated output at 0.8 power factor lagging. Load on each phase adjustable from zero to 100% so that unbalanced output maybe tested for 3 phase systems.
- .4 Necessary tools and equipment/materials required to perform the preventive maintenance of this equipment:
 - .1 standard field engineer tool kit;
 - .2 technical manual;
 - .3 true RMS volt meter;
 - .4 oscilloscope with accessories;
 - .5 vacuum cleaner; and
 - .6 409 cleaner and paper towels.

.5 **Tests:**

- .1 Visual inspection to determine that:
 - .1 materials, workmanship, and assembly conform with design requirements;
 - .2 parts are free of defects;
 - .3 components are not damaged;
 - .4 proper size fuses are installed;
 - .5 meters have suitable range;
 - .6 accessories are present;
 - .7 portable meters for acceptance tests are suitable and instrument transformers connected correctly.

1.7 QUALITY CONTROL .5
MAINTENANCE
(Cont'd)

Tests:(Cont'd)

.2 **Demonstrate:**

- .1 System start-up and shut down.
- .2 Operation during main power failure, recording output during failure and return of main power, using oscilloscope attachment. Repeat several times.
- .3 Adjustable settings.
- .4 Record values measured at test points using oscilloscope, digital multimeter.
- .5 That protective devices and indications function as designed. Record actual settings, and note operation of remote indications and transfer to bypass. Tests to include:
 - .1 annunciator lights correct indication;
 - .2 overcurrent on inverter output;
 - .3 overvoltage and undervoltage of inverter output;
 - .4 DC input voltage to inverter too low. Gradually reduce DC input voltage to inverter while delivering full load output and load to transfer automatically to bypass and inverter shut down. Record input and output values.
 - .5 Simulate over temperature by applying heat to sensor with hot air blower.
 - .6 Simulate fuse blowing to test indication response.
 - .7 Simulate fan failure.
 - .8 Bypass switch automatic operations. Record with camera/oscilloscope absence of load disturbance during automatic bypass switching.
 - .9 Verify voltage of rectifier DC output.
- .6 **Harmonic test:**
 - .1 With system fully loaded, one-half loaded, and at no load, determine total harmonic content with harmonic distortion meter at output terminals.

1.7 QUALITY CONTROL .5
MAINTENANCE
(Cont'd)

Tests:(Cont'd)

.2 Demonstrate:(Cont'd)

.6 Harmonic test:(Cont'd)

.2 Determine each harmonic magnitude with harmonic wave analyser.

.3 Measure phase to neutral at 0.8 lagging power factor.

.7 **Transients:**

.1 With normal power input, apply full load to system.

.2 Remove one half load from each phase.

.3 Reapply one half load instantly.

.4 Record voltages and currents using camera/oscilloscopes and/or visicorder.

.8 **Steady load:**

.1 Switch system onto AC main, start inverter and connect dummy 0.8 power factor load.

.2 Record data including:

.1 input frequency;

.2 input voltage each phase;

.3 input current each phase;

.4 input kW;

.5 output voltage phase to phase, phase to neutral;

.6 output current each phase;

.7 output kW;

.8 temperature of ventilating air-in;

.9 temperature of ventilating air-out;

.10 temperature at critical zones;

.11 DC voltage to inverter;

.12 DC current to inverter;

.13 rectifier DC current.

1.7 QUALITY CONTROL .5
MAINTENANCE
(Cont'd)

Tests:(Cont'd)

.2 Demonstrate:(Cont'd)

.9 **Varying loads:**

- .1 Take one set of readings as above of no load, 25% load, 50% load, 75% load and 125% load.
- .2 Calculate efficiencies of rectifier, inverter, and complete system.

.10 **Unbalanced loads:**

- .1 Adjust loads on inverter to full load on two phases, 80% load on third phase.
- .2 Adjust loads on inverter to zero load on two phases, 20% load on third phase.
- .3 For both cases, record phase and line voltages and currents with phase angles to prove that phase relation remains unchanged with unbalanced loads.

.11 **Battery:**

- .1 Two(2) minor and one(1) major inspection per year.

PART 2 - PRODUCTS

2.1 UNINTERRUPTIBLE .1
POWER SYSTEM
PLANNED MAINTENANCE

Minor inspection(semi-annual): Two(2) inspections per year. The minor inspection is designed to visually inspect the unit, under normal operation, for any sign of deterioration.

.1 **Verification:**

- .1 fan operation;
- .2 power connection;
- .3 control connection;
- .4 electronic circuits;
- .5 filter DC;
- .6 filter AC;
- .7 power semi-conductors;

2.1 UNINTERRUPTIBLE .1
POWER SYSTEM
PLANNED MAINTENANCE
(Cont'd)

(Cont'd)

.1 Verification:(Cont'd)

.8 fuses;

.9 charger operation;

.10 magnetic circuits.

.2 **Measure:**

.1 input voltage and current;

.2 DC voltage and current;

.3 output voltage and current;

.4 written report per inspection.

.2 Major inspection(annual): One major inspection per year. Major inspection is done with the unit stopped in order to verify and confirm all calibrations and mode of operations with and without load, in addition of all items included in the minor inspection.

.1 **Verification:**

.1 rectifier calibration;

.2 inverter calibration;

.3 static switch calibration;

.4 control circuit calibration;

.5 by-pass transfer; and

.6 battery operation.

.2 **Measure:**

.1 input voltage and current;

.2 DC voltage and current;

.3 output voltage and current;

.4 written report per inspection.

2.2 ELECTRICAL
REQUIREMENTS

.1 Bring out test points to protected coded pin jacks at convenient locations to permit testing without hazard, including:

.1 inverter output ahead of output switch, 3 phase functions as required;

2.2 ELECTRICAL
REQUIREMENTS
(Cont'd)

- .1 (Cont'd)
- .2 check mains power 3 phase and neutral;
- .3 check voltage across each SCR;
- .4 check points requiring monitoring for on-site alignment, for determination of faulty sub-assemblies or printed circuit cards, including indication of oscillator pulse and operation of voltage control.
- .2 Check wires number tagged or colour coded with same designation on drawings. Tags: non deteriorating type.
- .3 **Variable resistors:** fine adjustment, rheostat type as required.
- .4 Phasing marked on input and output terminals, viewed from front of equipment:
 - .1 Left to right;
 - .2 Top to bottom;
 - .3 Front to back.
- .5 **Indicator lamps:** Check all indicator lamps & holders and if replacement is required use long life incandescent or neon, rated for continuous duty, with sockets having adequate heat dissipation of lamps and dropping resistor if used.
- .6 Check complete solid state circuitry.
- .7 Check small components, related to specific function, removable plug-in modular sub-assembly or printed circuit card.
- .8 Check heavy sub-assemblies easily accessible, or slide on runners of anti-friction material, and have flexible leads and bolted connections.

2.3 ENCLOSURE

- .1 Check free standing sheet steel enclosures.
- .2 Access from front only.
- .3 Check hinged doors, to open and close smoothly, locking type handle with keys.
- .4 Check enclosure ambient temperature. Temperature range during operation -20 degrees C to +40 degrees C. Check natural or forced ventilation as required. For forced ventilation check fan operation for vibration & noise. Check enclosure to have redundant fans, with fan failures alarmed. Check air inlet and outlet openings protected with screens and metal guards.

2.3 ENCLOSURE
(Cont'd)

- .5 Replace all disposable air filters on fan cooled enclosures.
- .6 Ensure maximum operating sound level not to exceed 80 db(A) as measured on sound level meter with A weighting and slow response, at distance of 1.8m.
- .7 Check enclosure frames interconnected by ground bus with ground lug for connection to ground.

2.4 RECTIFIER

- .1 **Check input power supply from:**
 - .1 AC mains;
 - .2 automatic diesel engine driven generating unit.
- .2 **Input disconnect:** Check input disconnect for manual or automatic operation.
- .3 **Isolating transformer:** Connected between AC input and rectifier input
- .4 **Surge suppressor:** Check surge processor as required.
- .5 **Rectifier:** Check rectifier assembly.
- .6 **Filter:** Check rectifier DC output.
- .7 **Fuse:** Check fuse to protect DC output.
- .8 **Check meters:**
 - .1 DC voltmeter, switchboard type, accuracy +/-2% of full scale, to measure rectifier output voltage.
 - .2 DC ammeter, switchboard type, accuracy +/-2% of full scale, to measure rectifier output current.
- .9 **Check adjustments and controls:**
 - .1 Line voltage adjusting taps to allow for +/-10% variation from nominal.
 - .2 Manual adjustment of float voltage with range of +/-5%.
 - .3 Manual adjustment of equalizing voltage.
 - .4 Automatic current limiting on rectifier adjustable between 80 and 120% of normal rating.
 - .5 Provision to disconnect rectifier from inverter and battery if rectifier DC output exceeds safe voltage limits of battery.

2.4 RECTIFIER
(Cont'd)

- .10 **Check the performance of rectifier:**
- .1 Automatically maintain battery in fully charged state while mains power available, and maintain DC float voltage within +/-1% of setting, no load to full load, during mains voltage variations up to +/-10%.
 - .2 Battery charging rate such that after battery has provided full load power output for specified duration, charger returns battery to 95% of fully charged state in 4 hours.
 - .3 Automatic equalize charging circuit to initiate equalize charging of battery for 24 hours after discharge of 5% of ampere hour battery rating.
 - .4 Manually initiated equalize charging feature with automatic timer adjustable from 0 to 24 hours to return unit to float charge.

2.5 INVERTER

- .1 **Check input power supply from:**
- .1 rectifier DC output;
 - .2 battery DC output.
- .2 **Input disconnect:** Check input disconnect as required.
- .3 **Input filter:** Check/clean or replace as required the input filter, capacitor banks and indicator lights.
- .4 **Power stage:** Check power stage high frequency switching, dual cooled disc type silicon controlled rectifier(SCR), all components and solid state devices as required.
- .5 **Check logic module:**
- .1 integrated circuit logic;
 - .2 silicon semiconductors;
 - .3 plug-in modules;
 - .4 plug-in connector;
 - .5 front accessible field adjustments for voltage and frequency;
 - .6 Check front accessible test points, suitably protected coded pin jacks;
 - .7 frequency reference module;

2.5 INVERTER
(Cont'd)

- .5 Check logic module:(Cont'd)
 - .8 current limiting module, automatic high speed by controlled reduction of output voltage;
 - .9 voltage regulator.
- .6 **Output filter:** Check output of high frequency switching stage contains elements of carrier frequency which are filtered to low harmonic sine wave.
- .7 **Meters:**
 - .1 Check all meters for accuracy(AC voltmeter, AC ammeter, wattmeter & frequency meter).
 - .2 Use synchroscope to check inverter output potential against supply mains potential.
- .8 **Output disconnect:** Check for manual or automatic operation, temperature compensated for 40 degrees C ambient, magnetic instantaneous trip element.

2.6 BATTERY

- .1 **Minor inspection(semi-annual):** Two(2) inspections per year. Minor inspection is designed to visually inspect the battery bank, under normal operation, for any sign of deterioration.
 - .1 **Verification:**
 - .1 cleanliness of batteries;
 - .2 cleanliness of posts;
 - .3 power connections;
 - .4 signs of leaking;
 - .5 battery supports.
 - .2 **Measure:**
 - .1 all cell voltage;
 - .2 battery room temperature;
 - .3 total bank voltage;
 - .4 written report of findings.
- .2 **Major inspection(annual):** One(1) inspection per year. Major inspection is done with the battery bank disconnected in order to verify and measure all parameters,in addition of all items included in the minor inspection.

2.6 BATTERY
(Cont'd)

- .2 Major inspection(annual):(Cont'd)
 - .1 **Verification:**
 - .1 cleaning of each cell;
 - .2 cleaning of posts;
 - .3 short discharge;
 - .4 mechanical of support.
 - .2 **Measure:**
 - .1 100% of cell voltage;
 - .2 total Bank voltage;
 - .3 written report of findings.

2.7 STATIC BYPASS
SWITCH

- .1 Check solid state closed circuit automatic transfer switches.
- .2 Check logic unit voltage sensors, which monitor overvoltage undervoltage and loss of voltage.
- .3 Check the high speed automatic transfer from normal voltage to alternate source.
- .4 Check switch position lights and contacts.
- .5 Check synchronizing verification light.
- .6 Check manual reset pushbutton.
- .7 Check transfer test switch.
- .8 Check alternate power source monitor light.
- .9 **Accessories:**
 - .1 Check the manual bypass switch for maintenance and testing without load disturbance.

2.8 OPERATING
DEVICES

- .1 Check all operating devices such as but not limited to the following:
 - .1 counter for number of failures of normal mains AC power;
 - .2 elapsed time meter;

2.8 OPERATING
DEVICES
(Cont'd)

- .1 (Cont'd)
- .3 elapsed time meter indicating accumulated time of inverter operation in hours.
- .2 Mode lights mounted on front panel to indicate:
 - .1 AC output on inverter - green;
 - .2 AC input available - green;
 - .3 inverter and AC input synchronized - green;
 - .4 inverter and AC input not synchronized - amber;
 - .5 static bypass switch in bypass position - red;
 - .6 overtemperature alarms:
 - .1 rectifier - red;
 - .2 inverter - red;
 - .3 bypass switch - red;
 - .7 cooling fan fuse open - red;
 - .8 inverter output over voltage - red;
 - .9 inverter output under voltage - red;
 - .10 battery over voltage - red;
 - .11 battery under voltage - red;
 - .12 inverter fuse/breaker open - red;
 - .13 rectifier fuse/breaker open - red;
 - .14 static bypass switch fuse/breaker open - red;
 - .15 UPS on battery operation - red;
 - .16 rectifier in equalize mode - amber;
 - .17 battery discharging indicator - red, to change from steady to flashing during final 5 to 10 min of battery duration.
- .3 **Alarms:** Audible alarm when any mode light shows red. Silence pushbutton not to extinguish trouble light.
- .4 Fan operation.

PART 3 - EXECUTION

- 3.1 INSTALLATION .1 Start-up UPS and make preliminary tests to ensure satisfactory performance.
- 3.2 TESTING .1 Perform the following required tests to insure unit is operating properly and to manufacturer's specs:
- .1 Connect laptop and verify UPS personalization.
 - .2 Calibrate core PCA's.
 - .3 Verify inverter startup & inverter transfer on-line.
 - .4 Verify LED's.
 - .5 Perform forced transfer tests.
 - .6 Verify UPS is functioning properly.
 - .7 Verify all alarm faults by testing all.
 - .8 Verify load transfer to UPS from maintenance bypass.
 - .9 Verify all meters.
 - .10 Ensure that all applicable options have been tested, calibrated & verified.
- .2 **Provide:**
- .1 Competent field personnel to perform testing, adjustments and instruction on UPS equipment.

Location	Building	UPS or Frequency Converter	Make	Model	Size	Voltage	Year Installed
Willow Park	WL7	UPS	APC Symmetra	SYMSTRF	16kVA	1Ø 240V	unknown
Willow Park	WL7	UPS	APC RT3000	SURTA3000XL	3kVA	1Ø 120V	unknown
Windsor Park	WP64	UPS	APC Smart UPS VT	SUVTSPB10K15F	10kVA	3Ø 120/208V	unknown
Stadacona	S89	UPS	Chloride EDP70	E-P80805445F	80kVA	3Ø 480V	2008
Stadacona	S80	UPS	APC Symmetra PX 500kw	OG-SY10F500KD	500kVA	3Ø 480V	2013
HMC Dockyard	D196	UPS	APC3000 Smart UPS	SUA3000	3kVA	1Ø 120V	unknown
HMC Dockyard	D200/A	UPS	Eaton Powerware 9170	PW9170	18kVA	1Ø 240V	unknown
HMC Dockyard	D200/B	UPS	Eaton Powerware 9170	PW9170+	18kVA	1Ø 240V	unknown
HMC Dockyard	D201	UPS	APC Symmetra PX 500kw	OG-SY10F500KD	500kVA	3Ø 480V	2011
HMC Dockyard	D207	UPS	APC Smart UPS VT	SUVTPIF15KB2F	15kVA	3Ø 208V	unknown
12 Wing Shearwater	HGR 3	UPS	APC	SBPS10K15FC1M1	18.75kVA	3Ø 120/208V	2009
12 Wing Shearwater	SH38	UPS	APC Symmetra PX	SYCF40KF	40kVA	3Ø 120/208V	2005
12 Wing Shearwater	SH15	UPS	EPS 2050	EPS-2050-22.66REV-H	54kVA	3Ø 208V	1995
12 Wing Shearwater	HGR F	UPS	Eaton Powerware 9155-12	PW9155-12	12kVA	1Ø 240V	unknown
12 Wing Shearwater	SH47	UPS	APC 1500	P8GT	1.5kVA	1Ø 120V	unknown
12 Wing Shearwater		UPS	Tripp-lite	RS-1215	900VA	1Ø 120V	unknown
12 Wing Shearwater		Frequency Converter 1	Always On	GES-1603NFC	160kVA	3Ø 600V	2008
12 Wing Shearwater		Frequency Converter 2	Always On	GES-2503NFC	250kVA	3Ø 600V	2008
12 Wing Shearwater	HGR 342	Frequency Converter 3	Always On	GES-1203NFC	120kVA	3Ø 600V	2008
12 Wing Shearwater		Frequency Converter 4	Always On	GES-1603NFC	160kVA	3Ø 600V	2008
12 Wing Shearwater		UPS	Eaton Powerware	KM080L37703E1-DYA-B	80kVA	3Ø 600V	2008
12 Wing Shearwater	SH343	UPS	Eaton Powerware	KM500L37703E2	500kVA	3Ø 600V	2008
12 Wing Shearwater		UPS	Eaton Powerware	KM380L076003W-DD	380kVA	3Ø 600V	2008
12 Wing Shearwater		UPS	Eaton Powerware	KM120L37703E1-DYA-B	120kVA	3Ø 600V	2008
12 Wing Shearwater	HGR 344	Frequency Converter 1	Always On	GES-1603NFC	160kVA	3Ø 600V	2008
12 Wing Shearwater		Frequency Converter 2	Always On	GES-1603NFC	160kVA	3Ø 600V	2008
12 Wing Shearwater		Frequency Converter 3	Always On	GES-2503NFC	250kVA	3Ø 600V	2008

Location	Building	UPS or Frequency Converter	Make	Model	Size	Voltage	Year Installed
Osbourne Head	OH301	UPS	Power+FS	Power+FS100kVA/80kW	100kVA	3Ø 120/208V	unknown
CFAD Bedford	Commissionaire Gate	UPS	APC 1000	SMX1000	1kVA	1Ø 120V	unknown
CFAD Bedford	BM200	UPS	APC 1500	SUA1500	1.5kVA	1Ø 120V	unknown
CFAD Bedford	BM239	Lighting Inverter	Spectron LSN	D347-10s347-SMT-AR30	12.5kVA	1Ø 347V	unknown
NRS Mill Cove	MC8	UPS	APC Symmetra PX	SYCF40KF	40kVA	3Ø 208V	unknown
Masstown Rx site	Commissionaire Gate	UPS	Liebert	375A130BBB6BA45	122kVA	3Ø 600V	unknown



Government of Canada
Gouvernement du Canada

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SECURITY REQUIREMENTS CHECK LIST (SRCL)

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

PARTIE 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 UPS MAINTENANCE - MINOR/MAJOR		
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? Le fournisseur ainsi que les employés auront-ils accès à des renseignements ou à des biens PROTÉGÉS et/ou CLASSIFIÉS? (Specify the level of access using the chart in Question 7. c) (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"/>



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PART A (continued) / PARTIE A (suite)

8. Will the supplier require access to PROTECTED and/or CLASSIFIED COMSEC information or assets?
Le fournisseur aura-t-il accès à des renseignements ou à des biens COMSEC désignés PROTÉGÉS et/ou CLASSIFIÉS? ☒ No / Non ☐ Yes / Oui

If Yes, indicate the level of sensitivity:

Dans l'affirmative, indiquer le niveau de sensibilité:

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? ☒ No / Non ☐ Yes / Oui

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



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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 CONFIDENTIEL	NATO SECRET	COMSEC TOP SECRET COSMIC TRÈS SECRET	PROTECTED PROTÉGÉ			TOP SECRET TRÈS SECRET
											A	B	C	
Information / Assets Renseignements / Éléments	<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"/>
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"/>
IT Media / Support IT	<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"/>

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).



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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.anstoy@forcas.gc.ca

Date
31 Jan 13

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

Name (print) - Nom (en lettres moulées)
DDV (Canada) - CF MP GP HQ - Industrial Security
Senior Security Analyst

Signature

Tel: 613-946-1035 / Fax: 613-946-1050

Telephone No. - N° de téléphone

E-mail address - Adresse courriel

Date
10 March 2013

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 ☒ Yes
Non Oui

16. Procurement Officer / Agent d'approvisionnement

Name (print) - Nom (en lettres moulées)

Chaukwudi CHINYE

Title - Titre

SUPPLY OFFICER

Signature

Telephone No. - N° de téléphone
902-496-5476

Facsimile No. - N° de télécopieur
902-496-5016

E-mail address - Adresse courriel
Chaukwudi.Chinye@pwgsc.gc.ca

Date
July 02, 2013

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

Name (print) - Nom (en lettres moulées)

Title - Titre

Signature

Telephone No. - N° de téléphone

Facsimile No. - N° de télécopieur

E-mail address - Adresse courriel

Date
April 8, 2013

Maria Mendoza

Contract Security Officer, Contract Security Division

Maria.Mendoza@tpsgc-pwgsc.gc.ca

Tel/Tél: 613-938-1618 / Fax/Téléc: 613-954-4171



**FOR GOVERNMENT USE ONLY
POUR USAGE DU GOUVERNEMENT SEULEMENT**

Special Investigations Directorate File No.
N° de dossier de la Direction des enquêtes spéciales

Date Received (Y-A M D-J)
Date de réception

**CONSENT TO A CRIMINAL RECORD VERIFICATION
CONSENTEMENT À LA VÉRIFICATION DE L'EXISTENCE D'UN CASIER JUDICIAIRE**

This form must be completed and signed by each individual who is currently a director of the Bidder/Offeror/Supplier and provided with the Bid/Offer/Arrangement.

Le présent formulaire doit être rempli et signé par chaque individu qui est actuellement un administrateur du soumissionnaire/de l'offrant/du fournisseur et fourni avec la soumission/l'offre/l'arrangement.

**A PRIVACY ACT STATEMENT
ÉNONCÉ CONCERNANT LA LOI SUR LA PROTECTION DES RENSEIGNEMENTS PERSONNELS**

The personal information requested on this form is collected under the authority of subsection 750(3) of the *Criminal Code*, paragraph 42(1(c)) of the *Financial Administration Act*, and sections 7 and 21 of the *Department of Public Works and Government Services Act*. The information will be used for validating the criminal conviction certifications necessary for obtaining and maintaining a procurement instrument. It may be shared with other government departments, agencies, as well as provincial, territorial, and federal courts, within the limits of what is required to conduct the criminal conviction verification.

A refusal to provide information will result in the bid/offer/arrangement being rejected or the contract terminated, the standing offer being set-aside or the supply arrangement being cancelled, as applicable.

The personal information is described in personal information bank PWGSC PPU 184 - Integrity Assessment Program. Individuals have a right of access to, correction of and protection of their information in accordance with the *Privacy Act*.

Les renseignements personnels demandés dans le présent formulaire sont recueillis en vertu du paragraphe 750(3) du *Code criminel*, du paragraphe 42(1(c)) de la *Loi sur la gestion des finances publiques* et des articles 7 et 21 de la *Loi sur le ministère des Travaux publics et des Services gouvernementaux*. Ces renseignements seront utilisés pour valider les attestations de condamnation au criminel nécessaires pour obtenir et conserver un instrument d'approvisionnement. Les renseignements peuvent être diffusés à d'autres ministères et organismes fédéraux, ainsi qu'à des tribunaux provinciaux, territoriaux et fédéraux, dans les limites de ce qui est requis pour la vérification des condamnations au criminel.

À défaut de fournir les renseignements demandés, la soumission/l'offre/l'arrangement sera rejeté ou le contrat résilié, l'offre à commandes sera mise de côté ou l'arrangement en matière d'approvisionnement sera annulé, selon le cas.

Les renseignements personnels sont décrits dans les fichiers de renseignement personnels n° TPSGC PPU 184 - Programme de l'évaluation de l'intégrité. Les personnes ont le droit d'accéder aux renseignements personnels qui les concernent, ainsi que de les faire corriger ou protéger, conformément à la *Loi sur la protection des renseignements personnels*.

**B BIOGRAPHICAL INFORMATION - Must be completed by the individual
RENSEIGNEMENTS BIOGRAPHIQUES - À remplir par l'individu**

Family Name (Last Name) - Nom (de famille)

Family Name at Birth - Nom de famille à la naissance

Full Given Names (No initials) - Prénoms au complet (aucune initiale)

All other previously used names (i.e. maiden name, previously married names, legal name change, nicknames)
Tout autre nom utilisé (tel que nom de jeune fille, noms maritaux précédents, changement de nom légaux, sobriquets)

Gender - Sexe

☐

Male
Masculin

☐

Female
Féminin

Date of Birth - Date de naissance (Y-A M D-J)

**Current Permanent Residential Information
Information résidentielle permanente actuelle**

Apartment No. - N° d'appartement

Street No. - N° civique

Street Name - Nom de la rue

City - Ville

Province/State - État

Country - Pays

Postal Code/Zip Code - Code postal/Code zip

C	CONSENT - Must be signed by the individual CONSENTEMENT - Doit être signé par l'individu
----------	---

I, the undersigned, confirm that I have read and understand the above *Privacy Act* statement and that I consent to the collection and use of my personal information as described therein.

Je, soussigné, confirme avoir pris connaissance de l'Énoncé concernant la *Loi sur la protection des renseignements personnels* et consens à la collecte et à l'utilisation des renseignements personnels fournis aux présentes.

Signature	
Print Name - Nom en lettres moulées	Date (Y-A M D-J)

D	ADMINISTRATIVE INFORMATION - Internal Government Use Only RENSEIGNEMENTS ADMINISTRATIFS - Pour usage interne du gouvernement seulement
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Requesting Branch/Sector/Directorate/Division - Direction générale/Secteur/Direction/Division requérante

Solicitation/Proposed Contract No. - N° de la demande de soumission/N° du contrat	Date of Request (Y-A M D-J) Date de la demande
Requesting Contact Person - Personne-ressource requérante	Contact Person Tel. No. - N° de tél. de la personne-ressource

Design: Forms Management 993-4050
Conception : Gestion des formulaires 993-4062

Instructions for completing DND 626 - Task Authorization

Contract no.

Enter the PWGSC contract number in full.

Task no.

Enter the sequential Task number.

Amendment no.

Enter the amendment number when the original Task is amended to change the scope or the value.

Increase/Decrease

Enter the increase or decrease total dollar amount including taxes.

Previous value

Enter the previous total dollar amount including taxes.

To

Name of the contractor.

Delivery location

Location where the work will be completed, if other than the contractor's location.

Delivery/Completion date

Completion date for the task.

for the Department of National Defence

Signature of the DND person who has delegated **Authority** for signing DND 626 (level of authority based on the dollar value of the task and the equivalent signing authority in the PAM 1.4). **Note:** the person signing in this block ensures that the work is within the scope of the contract, that sufficient funds remain in the contract to cover this task and that the task is affordable within the Project/Unit budget.

Services

Define the requirement briefly (attach the SOW) and identify the cost of the task using the contractor's quote on the level of effort. The Task must use the basis of payment stipulated in the contract. If there are several basis of payment then list here the one(s) that will apply to the task quote (e.g. milestone payments; per diem rates/labour category hourly rates; travel and living rates; firm price/ceiling price, etc.). All the terms and conditions of the contract apply to this Task Authorization and cannot be ignored or amended for this task. Therefore it is not necessary to restate these general contract terms and conditions on the DND 626 Task form.

Cost

The cost of the Task broken out into the individual costed items in **Services**.

GST/HST

The GST/HST cost as appropriate.

Total

The total cost of the task. The contractor may not exceed this amount without the approval of DND indicated on an amended DND 626. The amendment value may not exceed 50% (or the percentage for amendments established in the contract) of the original value of the task authorization. The total cost of a DND 626, including all amendments, may not exceed the funding limit identified in the contract.

Applicable only to PWGSC contracts

This block only applies to those Task Authorization contracts awarded by PWGSC. The contract will include a specified threshold for DND sole approval of the DND 626 and a percentage for DND to approve amendments to the original DND 626. Tasks that will exceed these thresholds must be passed to the PWGSC Contracting Authority for review and signature prior to authorizing the contractor to begin work.

Note:

Work on the task may not commence prior to the date this form is signed by the DA Authority - for tasks within the DND threshold; and by both DND and PWGSC for those tasks over the DND threshold.

Instructions pour compléter le formulaire DND 626 - Autorisation des tâches

N° du contrat

Inscrivez le numéro du contrat de TPSGC en entier.

N° de la tâche

Inscrivez le numéro de tâche séquentiel.

N° de la modification

Inscrivez le numéro de modification lorsque la tâche originale est modifiée pour en changer la portée.

Augmentation/Réduction

Inscrivez le montant total de l'augmentation ou de la diminution, y compris les taxes.

Valeur précédente

Inscrivez le montant total précédent, y compris les taxes.

À

Nom de l'entrepreneur.

Expédiez à

Endroit où le travail sera effectué, si celui-ci diffère du lieu d'affaires de l'entrepreneur.

Date de livraison/d'achèvement

Date d'achèvement de la tâche.

pour le ministère de la Défense nationale

Signature du représentant du MDN auquel on a délégué le **pouvoir d'approbation** en ce qui a trait à la signature du formulaire DND 626 (niveau d'autorité basé sur la valeur de la tâche et le signataire autorisé équivalent mentionné dans le MAA 1.4). **Nota :** la personne qui signe cette attache de signature confirme que les travaux respectent la portée du contrat, que suffisamment de fonds sont prévus au contrat pour couvrir cette tâche et que le budget alloué à l'unité ou pour le projet le permet.

Services

Définissez brièvement le besoin (joignez l'ET) et établissez le coût de la tâche à l'aide de la soumission de l'entrepreneur selon le niveau de difficulté de celle-ci. Les modalités de paiement stipulées dans le contrat s'appliquent à la tâche. Si plusieurs d'entre elles sont prévues, énumérez ici celle/celles qui s'appliqueront à la soumission pour la tâche à accomplir (p.ex. acompte fondé sur les étapes franchies; taux quotidien ou taux horaire établi selon la catégorie de main-d'œuvre; frais de déplacement et de séjour; prix fixe ou prix plafond; etc.). Toutes les modalités du contrat s'appliquent à cette autorisation de tâche et ne peuvent être négligées ou modifiées quant à la tâche en question. Il n'est donc pas nécessaire de répéter ces modalités générales afférentes au contrat sur le formulaire DND 626.

Prix

Mentionnez le coût de la tâche en le répartissant selon les frais afférents à chaque item mentionné dans la rubrique **Services**.

TPS/TVH

Mentionnez le montant de la TPS/TVH, s'il y a lieu.

Total

Mentionnez le coût total de la tâche. L'entrepreneur ne peut dépasser ce montant sans l'approbation du MDN, formulaire DND 626 modifié à l'appui. Le coût de la modification ne peut pas être supérieur à 50 p. 100 du montant initial prévu dans l'autorisation de tâche (ou au pourcentage prévu dans le contrat pour les modifications). Le coût total spécifié dans le formulaire DND 626, y compris toutes les modifications, ne peut dépasser le plafond de financement mentionné dans le contrat.

Ne s'applique qu'aux contrats de TPSGC

Le présent paragraphe s'applique uniquement aux autorisations de tâche accordées par TPSGC. On inscrira dans le formulaire DND 626 un plafond précis qui ne pourra être approuvé que par le MDN et un pourcentage selon lequel le MDN pourra approuver des modifications au formulaire DND 626 original. Les tâches dont le coût dépasse ces plafonds doivent être soumises à l'autorité contractante de TPSGC pour examen et signature avant qu'on autorise l'entrepreneur à débiter les travaux.

Nota :

Les travaux ne peuvent commencer avant la date de signature de ce formulaire par le responsable du MDN, pour les tâches dont le coût est inférieur au plafond établi par le MDN, et par le MDN et TPSGC pour les tâches dont le coût dépasse le plafond établi par le MDN.