

**RETURN BIDS TO:**  
**RETOURNER LES SOUMISSIONS À:**  
**Public Works Government Services Canada-**  
**Bid Receiving / Réception des soumissions**  
**189 Prince William Street**  
**Room 421**  
**Saint John**  
**New Brunswick**  
**E2L 2B9**

## **INVITATION TO TENDER**

## **APPEL D'OFFRES**

**Tender 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.

### **Soumission 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 et sur toute feuille ci-annexée, au(x) prix indiqué(s).

### **Comments - Commentaires**

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

### **Issuing Office - Bureau de distribution**

Public Works Government Services Canada- Bid  
Receiving / Réception des soumissions  
189 Prince William Street  
Room 421  
Saint John  
New Bruns  
E2L 2B9

<b>Title - Sujet</b> Moncton Arm.& Area,Snow Clearance	
<b>Solicitation No. - N° de l'invitation</b> W0105-13E062/A	<b>Date</b> 2013-08-23
<b>Client Reference No. - N° de référence du client</b> W0105-13E062	<b>GETS Ref. No. - N° de réf. de SEAG</b> PW-\$PWB-004-3298
<b>File No. - N° de dossier</b> PWB-3-36038 (004)	<b>CCC No./N° CCC - FMS No./N° VME</b>
<b>Solicitation Closes - L'invitation prend fin</b> <b>at - à 02:00 PM</b> <b>on - le 2013-10-07</b>	
<b>Time Zone</b> <b>Fuseau horaire</b> Atlantic Daylight Saving Time ADT	
<b>F.O.B. - F.A.B.</b> <b>Plant-Usine:</b> <input type="checkbox"/> <b>Destination:</b> <input type="checkbox"/> <b>Other-Autre:</b> <input type="checkbox"/>	
<b>Address Enquiries to: - Adresser toutes questions à:</b> Doucet, Gisele PWB	<b>Buyer Id - Id de l'acheteur</b> pwb004
<b>Telephone No. - N° de téléphone</b> (506) 636-4541 ( )	<b>FAX No. - N° de FAX</b> (506) 636-4376
<b>Destination - of Goods, Services, and Construction:</b> <b>Destination - des biens, services et construction:</b> Snow Clearance & Removal Moncton Armouries & Surrounding A Area Moncton New Brunswick Canada	

**Instructions: See Herein**

**Instructions: Voir aux présentes**

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

**SNOW CLEARANCE AND REMOVAL  
MONCTON ARMOURIES AND SURROUNDING AREA  
MONCTON, NEW BRUNSWICK**

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## **PART 1 - GENERAL INFORMATION**

### **1. Requirement**

The Department of National Defence (DND) has a requirement for the furnishing of all labour, materials, tools, equipment required to carry out snow clearance and removal at Moncton Armouries (299 Park Street), VIP House (202 Dickson Blvd.), MMFRC Annex (110 Athlone Ave.), MMFRC Office (21 & 25 Bennett Ave.), MMFRC Day Care (121 Athlone Ave.) and the Salisbury Rifle Range, Moncton, New Brunswick. The Service Contract is required for the period from Date of Award to April 30, 2014 with an option to extend for two additional one year periods. The services must be provided in accordance with the Specification attached at Annex "E".

This agreement is subject to the provisions of the Agreement on Internal Trade, the North American Free Trade Agreement, World Trade Organization as well as the Canada-Peru, Canada-Columbia, and Canada-Panama Free Trade Agreements.

### **2. Debriefings**

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

## PART 2 - BIDDER INSTRUCTIONS

### 1. Standard Instructions, Clauses and Conditions

All instructions, clauses and conditions identified in the bid solicitation by number, date and title are set out in the *Standard Acquisition Clauses and Conditions*

(<https://buyandsell.gc.ca/policy-and-guidelines/standard-acquisition-clauses-and-conditions-manual>)  
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.

#### 1.1 SACC Manual Clauses (by reference)

##### A0220T - Evaluation of Price (2013-04-25)

### 2. Submission of Bids

Tenders shall be received at the office designated for the receipt of tenders, on or before the date and time set for tender closing. Late tenders will be returned unopened.

- (a) Bids must be complete and submitted on prescribed tender form;
- (b) Include the tender call number/project number and description of proposed work;
- (c) Include the closing date and time;
- (d) Must be received prior to bid closing time and at the designated place and facsimile number - FACSIMILE NUMBER IS ( 506-636-4376 ).

#### NOTE: FACSIMILE BIDS

Only incorrect handling by the Department of Public Works and Government Services will excuse the delay of responses transmitted by facsimile. Misrouting, traffic volume, weather disturbances, or any cause for the late receipt of such responses are not acceptable.

**Bid Receiving**  
**Public Works and Government Services Canada**  
**Room 421**  
**189 Prince William Street**  
**Saint John, New Brunswick**  
**E2L 2B9**

**NOTE: THIS IS NOT A PUBLIC OPENING**

### **3. Enquiries - Bid Solicitation**

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

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

### **4. Applicable Laws**

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

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

### **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 "C".

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.

### **6. Workers Compensation Certification - Letter of Good Standing**

The Bidder must have an account in good standing with the applicable provincial or territorial Workers' Compensation Board.

The Bidder must provide, within seven (7) days following a request from the Contracting Authority, a certificate or letter from the applicable Workers' Compensation Board confirming the Bidder's good standing account. Failure to comply with the request may result in the bid being declared non-responsive.

## **PART 3 - BID PREPARATION INSTRUCTIONS**

### **1. Bid Preparation Instructions**

Price must not appear in any other area of the bid except in the **Financial Bid**.

It is required that the bids follow the response format/instructions as detailed below:

#### **Section I: Technical Bid**

No Technical Bid required as part of this requirement.

#### **Section II: Financial Bid**

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

#### **Section III: Certifications**

Bidders must submit the certification required under Part 5.

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## **PART 4 - EVALUATION PROCEDURES AND BASIS OF SELECTION**

### **1. Evaluation Procedures and Basis of Selection**

Bids will be evaluated in accordance with the **Evaluation Criteria and Basis of Selection** specified in **Annex "A"** and **Basis of Payment** specified in **Annex "B"**. Bids will be assessed in accordance with the entire requirement of the bid solicitation including the technical and financial evaluation criteria.



## PART 5 - CERTIFICATIONS

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

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

### 1. Mandatory Certifications Required Precedent to Contract Award

#### 1.1 Code of Conduct and Certifications - Related documentation

By submitting a bid, the Bidder certifies, for himself and his affiliates, to be in compliance with the Code of

Conduct and Certifications clause of the Standard instructions. The related documentation hereinafter mentioned will help Canada in confirming that the certifications are true. By submitting a bid, the Bidder certifies that it is aware, and that its affiliates are aware, that Canada may request additional information, certifications, consent forms and other evidentiary elements proving identity or eligibility. Canada may also verify the information provided by the Bidder, including the information relating to the acts or convictions specified herein, through independent research, use of any government resources or by contacting third parties. Canada will declare non-responsive any bid in respect of which the information requested is missing or inaccurate, or in respect of which the information contained in the certifications is found to be untrue, in any respect, by Canada. The Bidder and any of the Bidder's affiliates, will also be required to remain free and clear of any acts or convictions specified herein during the period of any contract arising from this bid solicitation.

Bidders who are incorporated, including those bidding as a joint venture, must provide with their bid or promptly thereafter a complete list of names of all individuals who are currently directors of the Bidder. Bidders bidding as sole proprietorship, including those bidding as a joint venture, must provide the name of the owner with their bid or promptly thereafter. Bidders bidding as societies, firms, partnerships or associations of persons do not need to provide lists of names. If the required names have not been received by the time the evaluation of bids is completed, Canada will inform the Bidder of a time frame within which to provide the information. Failure to comply will render the bid non-responsive. Providing the required names is a mandatory requirement for contract award.

Canada may, at any time, request that a Bidder provide properly completed and Signed Consent Forms (Consent to a Criminal Record Verification form- PWGSC-TPSGC 229)

(<http://www.tpsgc-pwgsc.gc.ca/app-acq/forms/formulaires-forms-eng.html>) for any or all individuals aforementioned within the time specified. Failure to provide such Consent Forms within the time period provided will result in the bid being declared non-responsive.

### 2. Additional Certifications Precedent to Contract Award

The certifications listed below should be completed and submitted with the bid, but may be submitted afterwards. If any of these required certifications is not completed and submitted as requested, the Contracting Authority will so inform the Bidder and provide the Bidder with a time frame within which to

meet the requirement. Failure to comply with the request of the Contracting Authority and meet the requirement within that time period will render the bid non-responsive.

## 2.1 Former Public Servant Certification

Contracts awarded to 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 before contract award.

### 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.**

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**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 Adjustment Directive**

Is the Bidder a FPS who received a lump sum payment pursuant to the terms of the Work Force Adjustment Directive? **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 adjustment 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.**

## **PART 6 - RESULTING CONTRACT CLAUSES**

### **1. Requirement**

The Department of National Defence (DND) has a requirement for the furnishing of all labour, materials, tools, equipment required to carry out snow clearance and removal at Moncton Armouries (299 Park Street), VIP House (202 Dickson Blvd.), MMFRC Annex (110 Athlone Ave.), MMFRC Office (21 & 25 Bennett Ave.), MMFRC Day Care (121 Athlone Ave.) and the Salisbury Rifle Range, Moncton, New Brunswick. The Service Contract is required for the period from Date of Award to April 30, 2014 with an option to extend for two additional one year periods. The services must be provided in accordance with the Specification attached at Annex "E".

### **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*

(<https://buyandsell.gc.ca/policy-and-guidelines/standard-acquisition-clauses-and-conditions-manual>)  
Manual issued by Public Works and Government Services Canada.

#### **2.1 General Conditions**

2010C (2013-06-27), General Conditions - Services (Medium Complexity) apply to and form part of the Contract.

### **3. Term of Contract**

#### **3.1 Period of the Contract**

The work is to be performed from Date of Award to April 30, 2014.

#### **3.2 Option to Extend the Contract**

The Contractor grants to Canada the irrevocable option to extend the term of the Contract by up to two (2) additional one (1) year period(s) under the same conditions. The Contractor agrees that, during the extended period of the Contract, it will be paid in accordance with the applicable provisions as set out in the Basis of Payment.

Canada may exercise this option at any time by sending a written notice to the Contractor at least thirty (30) calendar days before the expiry date of the Contract. The option may only be exercised by the Contracting Authority, and will be evidenced for administrative purposes only, through a contract amendment.

#### **4. Authorities**

##### **4.1 Contracting Authority**

The Contracting Authority for the Contract is:

Name: Gisèle Doucet  
Title: Supply Specialist  
Organization: Public Works and Government Services Canada  
Acquisitions Branch  
Directorate: Real Property Contracting  
Address: 189 Prince William Street  
Saint John, New Brunswick  
E2L 2B9  
Telephone: (506) 636-4541  
Facsimile: (506) 636-4376  
E-mail address: gisele.doucet@pwgsc.gc.ca

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

##### **4.2 Project Authority - Will be made available at time of award**

The Project Authority for the Contract is:

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

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

##### **4.3 Contractor's Representative**

Name:  
Title:  
Organization:  
Address:  
Telephone:  
Fax:  
E-mail:

## 5. Payment

Basis of payment is in accordance with Annex "B" and section 12, Payment Period, of the 2010C (2013-06-27), General Conditions - Services (Medium Complexity).

### 5.1 Monthly Payment

SACC Manual clause H1008C (2008-05-12) Monthly Payment

## 6. Invoicing Instructions

The Contractor must submit invoices in accordance with the information required in section 10, Invoice Submission, of the 2010C (2013-06-27), General Conditions - Services (Medium Complexity).

## 7. Certifications

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

## 8. Applicable Laws

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

## 9. 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) 2010C (2013-06-27);
- (c) Specification (Annex "E") and annexes;
- (d) Any Amendment issued or any allowable bid revision received before the date and time set for solicitation closing;
- (e) the Contractor's bid dated \_\_\_\_\_

## 10. SACC Manual Clauses

SACC Manual Clause A0285C (2007-05-25) Worker's Compensation  
 SACC Manual Clause A2000C (2006-06-16) Foreign Nationals (Canadian Contractor)  
 SACC Manual Clause A2001C (2006-06-16) Foreign Nationals (Foreign Contractor)

## 11. Insurance Requirements

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

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

The Contractor must forward to the Contracting Authority within seven (7) days after request from the Contracting Authority and prior to award of Service 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.

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## **ANNEX "A"**

### **EVALUATION CRITERIA AND BASIS OF SELECTION**



## **ANNEX "A"**

### **EVALUATION CRITERIA AND BASIS OF SELECTION**

Bids received will be assessed in accordance with the entire requirement of the bid solicitation.

#### **1. Mandatory Criteria**

1. Submission of firm prices/rates for one (1) year including two (2) option years in accordance with Invitation to Tender.
2. A duly completed and signed Invitation to Tender including all Addenda.
3. Within seven (7) days of request from contracting authority and prior to award of Service Contract, provide proof that Bidder has an account in good standing with the Provincial Workers Compensation Board/Commission.
4. Within seven (7) days of request from contracting authority and prior to award of Service Contract, the bidder shall be required to provide proof of Commercial General Liability Insurance in the amount of \$2,000,000.00.
5. Within seven (7) days of request from contracting authority and prior to award of Service Contract, the bidder shall be required to provide proof of Public Liability and Property Damage Insurance (PL&PD) for the vehicles used for this Service Contract in the amount of \$2,000,000.00.
6. Within seven (7) days of request from contracting authority and prior to award of Service Contract, the bidder must provide a list of equipment that they propose to use on this Service Contract. Equipment is subject to inspection and approval by the Department of National Defence (DND) prior to award of Service Contract.
7. Within seven (7) days of request from contracting authority and prior to award of Service Contract, the bidder must provide proof that they are an established Snow and Ice Control Service Company with three (3) years experience.

#### **2. 2007/05/07 A0069T Basis of Selection - Mandatory Requirements Only**

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

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## **ANNEX "B"**

### **BASIS OF PAYMENT**

**ANNEX "B"**  
**BASIS OF PAYMENT**

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

It is mandatory that the bidders submit firm rates for the Period of the Service Contract for all items listed hereafter. Unit Price Tables, will be considered as the bidder's Financial Proposal.

Each item specified in the Unit Price Tables, includes wages, traveling time and costs, allowances, supervision, liabilities as employer, insurance, and the use of all tools, tackle, etc., overhead, profit, and all other liabilities whatsoever.

The prices inserted in the Unit Price Tables, includes all applicable federal, provincial and municipal taxes. However, they do not include any amount for the Goods and Services Tax (GST)/Harmonized Sales Tax (HST). The appropriate GST/HST amounts will be paid by Her Majesty to the Offeror in addition to the amount paid against the amount of the contract.

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## **W0105-13E062**

The estimated quantity entered in column four for each item is an estimate only for service as and when required and does not infer all the quantities for that item will be utilized or that the quantities may not be exceeded.

**NOTE: TENDERS WILL BE EVALUATED ON THE TOTAL BID FOR THE FIRST TERM OF THE CONTRACT PLUS THE OPTION YEARS. HOWEVER, ANY CONTRACT AWARD WILL BE FOR THE PERIOD FROM THE DATE OF AWARD TO APRIL 30, 2014.**

<u>Item</u>	<u>Class of Service</u>	<u>Unit of Measure</u>	<u>Estimated Quantity</u>	<u>A</u>			<u>B</u>			<u>C</u>		
				<u>Term</u>			<u>Option Year</u>			<u>Option Year</u>		
				<u>Date of Award to</u>			<u>October 1, 2014, to</u>			<u>October 1, 2015, to</u>		
				<u>April 30, 2014</u>			<u>April 30, 2015</u>			<u>April 30, 2016</u>		
				<u>Price per</u>	<u>Unit</u>	<u>Total</u>	<u>Price per</u>	<u>Unit</u>	<u>Total</u>	<u>Price per</u>	<u>Unit</u>	<u>Total</u>
1.	Snow and Ice Control Services - Moncton Armoury and Surrounding Areas (November to March)	Per Month	5									
2.	Snow and Ice Control Services as and when requested - Moncton Armoury and Surrounding Areas (October and April)	Per Occurrence	2									
3.	Removal of snow from DND Property and dispose of at provincially approved site as and when requested	Per Hour	200									

**TOTAL FOR FIRST TERM AND OPTION YEARS**

\$ \_\_\_\_\_ A      \$ \_\_\_\_\_ B      \$ \_\_\_\_\_ C

**GRAND TOTAL FOR FIRST TERM AND OPTION YEARS**

\$ \_\_\_\_\_ A, B AND C

Solicitation No. - N° de l'invitation

W0105-13E050/A

Amd. No. - N° de la modif.

File No. - N° du dossier

PWB-2-35142

Buyer ID - Id de l'acheteur

pwb020

CCC No./N° CCC - FMS No/ N° VME

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## **ANNEX "C"**

# **INSURANCE REQUIREMENTS**

## ANNEX "C"

### INSURANCE REQUIREMENTS

#### 1. Commercial General Liability Insurance

1. The Contractor must obtain Commercial General Liability Insurance, and maintain it in force throughout the duration of the Contract, in an amount usual for a contract of this nature, **but for not less than \$2,000,000 per accident or occurrence and in the annual aggregate.**
2. The Commercial General Liability policy must include the following:
  - (a) Additional Insured: Canada is added as an additional insured, but only with respect to liability arising out of the Contractor's performance of the Contract. The interest of Canada should read as follows: Canada, as represented by Public Works and Government Services Canada.
  - (b) Bodily Injury and Property Damage to third parties arising out of the operations of the Contractor.
  - (c) Products and Completed Operations: Coverage for bodily injury or property damage arising out of goods or products manufactured, sold, handled, or distributed by the Contractor and/or arising out of operations that have been completed by the Contractor.
  - (d) Personal Injury: While not limited to, the coverage must include Violation of Privacy, Libel and Slander, False Arrest, Detention or Imprisonment and Defamation of Character.
  - (e) Cross Liability/Separation of Insureds: Without increasing the limit of liability, the policy must protect all insured parties to the full extent of coverage provided. Further, the policy must apply to each Insured in the same manner and to the same extent as if a separate policy had been issued to each.
  - (f) Blanket Contractual Liability: The policy must, on a blanket basis or by specific reference to the Contract, extend to assumed liabilities with respect to contractual provisions.
  - (g) Employees and, if applicable, Volunteers must be included as Additional Insured.
  - (h) Employers' Liability (or confirmation that all employees are covered by Worker's compensation (WSIB) or similar program)

- 
- (i) **Broad Form Property Damage including Completed Operations:** Expands the Property Damage coverage to include certain losses that would otherwise be excluded by the standard care, custody or control exclusion found in a standard policy.
  - (j) **Notice of Cancellation:** The Insurer will endeavour to provide the Contracting Authority thirty (30) days written notice of policy cancellation.
  - (k) **If the policy is written on a claims-made basis,** coverage must be in place for a period of at least 12 months after the completion or termination of the Contract.
  - (l) **Owners' or Contractors' Protective Liability:** Covers the damages that the Contractor becomes legally obligated to pay arising out of the operations of a subcontractor.
  - (m) **Non-Owned Automobile Liability -** Coverage for suits against the Contractor resulting from the use of hired or non-owned vehicles.
  - (n) **Sudden and Accidental Pollution Liability (minimum 120 hours):** To protect the Contractor for liabilities arising from damages caused by accidental pollution incidents.

## **2. Public Liability and Property Damage Insurance (PL&PD)**

The vehicles used by the Contractor must carry Public Liability and Property Damage Insurance (PL&PD) **for not less than \$2,000,000.**

Solicitation No. - N° de l'invitation

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PWB-2-35142

Buyer ID - Id de l'acheteur

pwb020

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

W0105-13E050

CCC No./N° CCC - FMS No/ N° VME

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## **ANNEX "D" Complete List of Each Individual Who is Currently on the Board of Directors**

### ***NOTE TO BIDDERS***

***WRITE DIRECTORS SURNAMES AND GIVEN NAMES IN BLOCK LETTERS***



Solicitation No. - N° de l'invitation

W0105-13E050/A

Amd. No. - N° de la modif.

File No. - N° du dossier

PWB-2-35142

Buyer ID - Id de l'acheteur

pwb020

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

W0105-13E050

CCC No./N° CCC - FMS No/ N° VME

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# **ANNEX "E"**

## **SPECIFICATION**



**DEPARTMENT OF NATIONAL DEFENCE  
5 ENGINEER SERVICES SQUADRON  
5 ENGINEER SERVICES UNIT  
CFB GAGETOWN**

**SPECIFICATION**

**SERVICE CONTRACT  
SNOW CLEARANCE AND REMOVAL  
MONCTON ARMOURIES AND SURROUNDING AREAS  
FROM DATE OF AWARD TO 30 APRIL 2014  
WITH OPTION TO RENEW FOR  
TWO (1 YEAR PERIODS)**

  
Designed by

  
Fire Inspector

  
Project O

  
Engineering O

**PF No:**

**Job No:** L-M186-9301/4

**Date:** 2012-07-24

National Defence	List of Contents	Section 00000
Job L-M186-9301/4		Page 1
CFB Gagetown, N.B.		2012-07-24

<b>SECTION NO.</b>	<b>TITLE</b>	<b>PAGES</b>
<b><u>DIVISION 1 - GENERAL REQUIREMENTS</u></b>		
00 21 13	Instructions To Bidders	9
01 35 30	Health and Safety Requirements	2
01 35 35	DND Fire Safety Requirements	3
01 35 43	Environmental Procedures	1

<b><u>ANNEXES</u></b>		
<b><u>No.</u></b>	<b><u>Description</u></b>	<b><u>Pages</u></b>
Annex A	Moncton Garrison Site Drawing	1
Annex B	Acadia Park Site Drawing	1

PART 1 - GENERAL

1.1 Description of Work

- .1 Work under this Service Contract comprises the furnishing of all labour, material, tools and equipment required to carry out snow clearance and removal at Moncton Armouries (299 Park Street), VIP House (202 Dickson Blvd.), MMFRC Annex (110 Athlone Ave), MMFRC Office (21 & 25 Bennett Ave.), MMFRC Day Care (121 Athlone Ave.) and the Salisbury Rifle Range, Moncton, New Brunswick as directed by the Engineer, CFB Gagetown, Oromocto, New Brunswick.
- .2 Work will include:
  - .1 Clear all snow and apply an ice control mixture to roads, parking areas, walks, building entrances, Fire Dept. connections and hydrants at the Moncton Armouries (Annex A), VIP house (Annex B), MMFRC Annex (Annex B), MMFRC office (Annex B), MMFRC day care (Annex B) after each snow or ice event or as required from the month of November to the month of March;
  - .2 clear all snow from, and apply an ice control mixture to all roadways, parking areas, vehicle compounds, fire hydrants, doorways and walkways as shown on Annex A and Annex B, as and when requested by the Engineer for the months of October and April; and
  - .3 Snow clearance and removal for the Detachment Moncton Site, MMFRC Buildings and the VIP house are to commence immediately when approximately 5 cm of snow has accumulated.
  - .4 Snow clearance for the Salisbury Rifle Range will commence only when requested by the Engineer.
- .3 Ice control mixture is to consist of a mixture of one 9.7 kg bag of calcium chloride and one 9.7 kg bag of sodium chloride to .75 cubic metres of sand at a rate of 60 to 120 mL per m<sup>2</sup>.
- .4 The Contractor will be responsible to maintain all areas shown in Annex A and Annex B passable and safe for vehicular and pedestrian traffic at all times from the months of November to March on a (7) seven day per week basis, Sunday to Saturday inclusive.
- .5 The Contractor will install snow stakes at locations of obstructions within the service

1.1 Description of Work  
(Cont'd)

- (Cont'd)
- area that may interfere with the Snow and Ice Control process or may be damaged by equipment.
- .1 Snow stakes must be installed before the ground freezes and well in advance of the first anticipated snowfall.
- .2 Snow stakes may be made from wood or metal and must be long enough to extend above the anticipated depth of snow in the area. The top 150mm of the stake should be painted, flagged, taped, or have an appropriate colored delineator in place, to provide better visibility.
- .3 All solid objects within the service area that are likely to be covered with snow, will be identified by snow stakes. These include, but are not limited to: hydrants, gutters, isolated curb sections, catch basins, drop inlets and other drainage structures.
- .4 The Contractor will monitor the snow stakes throughout the season and replace them as and when required. Snow stakes will be removed at the end of the snow season.
- .6 The Contractor will be responsible to repair all damage to structures, surrounding property and installations caused by their snow clearing equipment at the end of the snow clearing season. This will also include removing all sand, stones and debris from grassed areas and repairing any damage to sod.
- .7 The Contractor will be responsible to remove all accumulated sand, stones and debris from all roadways, parking areas, vehicle compounds, fire hydrants, doorways and walkways and the end of the snow clearing season.
- .8 The Snow and Ice Control (SNIC) Service will be performed to the complete satisfaction of the Engineer.
- .9 The period of this Service Contract is from 01 October 2013 to 30 April 2014 with the option to renew for two (2) one (1) year periods.
- 1.2 Engineer .1 The Engineer, as defined and stated in this specification will be the Commanding Officer, 5 Engineer Services Unit or a designated representative.

- 1.2 Engineer  
(Cont'd)
- .2 The address of the engineer is:
- Contracts Office  
5 Engineer Services Unit  
Building B18 CFB/ASU Gaagetown  
PO Box 17000 Station Forces  
Oromocto, N.B. E2V 4J5
- Tel. (506) 422-2677 Fax (506) 422-1248
- 1.3 Site Visit
- .1 Before submitting a tender, it is suggested the Contractor visit the sites and acquaint themselves with all ascertainable conditions that may affect the work.
- .2 Consult with the Engineer regarding services available, access to the site and obtain any/all information that may affect the Tender.
- 1.4 Liability Insurance
- .1 The Contractor shall provide proof of liability insurance in the amount of Two Million Dollars (\$2,000 000.00) to PWGSC before the award of this contract.
- 1.5 Documents Required
- .1 Maintain at the job site, one copy each of the following:
- .1 specifications; and
- .2 addenda.
- 1.6 Qualifications
- .1 The Contractor will be an established Snow and Ice Control Service Company with a minimum of three (3) years experience in snow and ice control. Proof of such must be provided to PWGSC prior to award of this Service Contract.

- 1.7 Contractors Use of Site
- .1 Work site access will be directed by the Engineer.
  - .2 Movement around the site is subject to restrictions laid down by the Engineer.
  - .3 Do not unreasonably encumber the site with materials or equipment.
- 1.8 Codes
- .1 Meet or exceed the requirements of:
    - .1 specification standards, codes and referenced documents.
- 1.9 Damage to Facility
- .1 The Contractor will take all necessary precautions to protect and prevent damage to all property and installations. Damage caused by the Contractor will be made good without undue delay, to the complete satisfaction of the Engineer.
- 1.10 Clean up
- .1 On completion of all work, leave the site in a clean and tidy condition to the complete satisfaction of the Engineer.
  - .2 If hydraulic fluid, diesel fuel, etc. are spilled at the site the affected area shall be cleaned by the Contractor to the satisfaction of the Engineer.
- 1.11 Work Requisition
- .1 The Contractor will provide service on demand, when requested by the Engineer.
  - .2 The Contractor will advise the Engineer of the telephone number or location at which they
-

1.11 Work  
Requisition  
(Cont'd)

- .2 (Cont'd)  
or their representative may be contacted at all times.
- .3 The Contractor, on receipt of an Acceptance of Tender will be advised by the Engineer in writing, the names of persons authorized to request service. Work undertaken, at the request of others will be entirely at the Contractor's risk with regard to payment.
- .4 The Contractor will not refuse any call for service requested by the Engineer and shall carry out the service with a minimum of delay.
- .5 When service is required, the authorized person will notify the Contractor and detail the job and equipment required.

1.12 Equipment

- .1 The Contractor must have sufficient personnel and equipment to be able to perform Snow and Ice Control (SNIC) service and restore traction on all areas shown in Annex A within 3 hours after a snow or ice event or as required.
- .2 Contractors will present with their Tender, a list of equipment that they propose to use for this Service Contract. The equipment list is to include the manufacturer's name, model, and capacity.
  - .1 Minimum equipment requirements for this Service Contract are:
    - .1 four-wheel drive truck equipped with hydraulically-operated snow plow and a sander attachment capable of spreading the ice control mixture.
    - .2 rubber tired loader with hydraulically operated blade (4 meter reversible blade) for snow plowing;
    - .3 rubber-tired loader (minimum 110 net HP) equipped with a bucket (minimum size 1.7 m<sup>3</sup> ) and snow blower attachment. (minimum width 152 cm);
    - .4 tandem truck with dump. (minimum size 11.4 m<sup>3</sup>); and
    - .5 ten HP or larger walk behind snowblower
- .3 Prior to award of this Service Contract, the Contractor will make arrangements with the Engineer for inspection of their equipment. If the equipment does not meet the approval of



1.12 Equipment  
(Cont'd)

- .3 (Cont'd)  
the Engineer the Contractor will replace the equipment to the satisfaction of the Engineer before award of this Service Contract.
- .4 Vehicles and operators used for this Service Contract will be licensed in accordance with regulations of the Province of New Brunswick. Proof of such must be provided to PWGSC prior to award of this Service Contract.
- .5 Vehicles used for this Service Contract will be inspected in accordance with regulations of the Province of New Brunswick.
- .6 Vehicles used for this Service Contract will carry Public Liability and Property Damage Insurance (PL&PD) to a minimum value of Two Million Dollars (\$2,000,000). Proof of such must be provided to PWGSC prior to award of this Service Contract.
- .7 Vehicles used for this Service Contract will be equipped with lights, horn, signal lights, rear view mirrors, clearly audible back-up alarm and roof mounted 360 degree rotating beacon.
- .8 All snow and ice control equipment will be maintained in first class condition at all times throughout this Service Contract. The equipment will be inspected frequently and must be maintained to the satisfaction of the Engineer.
- .9 The Contractor is to maintain a record of all fuel consumed in specific makes and models of equipment. The type of fuel used (gas, diesel, mixed gas etc.) to be indicated along with horsepower of equipment.

1.13 Basis of Payment.1

- 1 The work done under this Service Contract will be paid for on a unit price basis. The Contractor will accept the payment as full consideration for everything furnished and done by them in respect of the work.
- .2 The Contractor will submit unit prices and an hourly rate for the following in accordance with the specifications. Such prices will

1.13 Basis of Payment.2  
(Cont'd)

(Cont'd)

include supervision, expenses, tools, equipment, transportation and profit.

.1 Price per month for Snow and Ice Control Services on all roadways, parking areas, vehicle compounds, fire hydrants, doorways and walkways including application of ice control mixture, after each snow or ice event or as required at Moncton Armoury as shown in Annex A and outlying areas as per Annex B for the

months of November to March. **Guaranteed Quantities: (Five)**

.2 Price per occurrence for Snow and Ice Control Services on all roadways, parking areas, vehicle compounds, fire hydrants, doorways and walkways including application of ice control mixture, as and when requested by the Engineer at Moncton Armoury as shown in Annex A and outlying areas as per Annex B during the months of October and April.

**Estimated Quantities: (Two)**

.3 Price per hour to remove snow from DND Property and dispose of at a Provincially approved site as and when requested by the Engineer. **Estimated Quantities: (200 hours)**

- .3 The quantities described in Para 1.13.2.2 and 1.13.2.3 may increase or decrease and are used only as a guide for tendering. The quantities are not guaranteed and the Contractor will have no claim for loss of anticipated profits as a result of these estimated quantities.
- .4 Time charged and contract prices may be verified by Government Audit before or after payment is made under the terms of this Standing Offer.
- .5 The Contractor will provide service as required on a seven (7) day per week basis Sunday to Saturday inclusive.
- .6 The Contractor will advise the Engineer of the telephone number or location at which they or their representative may be contacted at all times.
- .7 The Contractor, upon receipt of an Acceptance of Tender, will be advised by the Engineer in writing of the names of persons authorized to request service. Work undertaken at the request of others, such as building occupants, will be entirely at the Contractor's risk with regard to payment.

1.13 Basis of Payment.8  
(Cont'd)

- The Contractor will not refuse any call for service by the Engineer and will initiate the work within 24 hours. When extra service is required, the authorized person will notify the Contractor and detail the job to be performed.
- .9 The Contractor will report to the Engineer or authorized person prior to starting work and upon completion of work on a daily basis to sign in and out.
- .10 The Contractor will submit one invoice monthly covering all charges. The invoice will identify the type of service provided, location and the hourly rate. In addition, the invoice shall reference the Contract, work order and requisition numbers. Any invoices for extra work must itemize technician/operator's names, dates and hours worked.

1.14 Invoices

- .1 The original and one copy of the invoices covering all changes and quoting the PWGSC Contract Number, will be submitted monthly to the Engineer.
- .2 Invoices will detail location and description of work performed and list equipment and hours used.
- .3 Invoices will quote PWGSC Number.
- .4 All invoices and services must be received by Contracts Office no later than 31 March of each year. DND will not be responsible for payment of invoices received after 31 March.

1.15 Security  
Clearances

- .1 The Contractor shall maintain an up to date roster of technicians involved in the contract. This roster shall be made available to the Engineer upon demand.
- .2 The Contractor shall provide proof of the information contained within the roster to the Engineer upon demand. The Engineer reserves the right to have removed from the site those personnel who do not meet security requirements, as laid down by the Military Police Identification Section.

- 1.16 Instruction to Contractor
- .1 Equipment is subject to inspection before Contract will be awarded.
  - .2 Any equipment found to be unacceptable during the Contract must be repaired or replaced within 8 hours by the Contractor at their expense.
- 1.17 Sign-in
- .1 All drivers, operators and labourers are required to sign-in at the Commissionaire's Office, Building MG70 , or another location to be determined prior to commencement of work.
  - .2 Information required at time of sign-in is company name, employee name, equipment operated and time-in.
  - .3 Upon completion of work/shift the employee shall sign-out at the Commissionaire's Office, Building MG70, or another location to be determined.
  - .4 Failure to sign-in/out will result in non payment.
- 1.18 Workmanship
- .1 Workmanship will be of a uniformly high standard and in accordance with generally accepted trade practice.
- 1.19 Building Smoking Enviroment
- .1 Smoking in not permitted within DND Buildings.

PART 1 - GENERAL

- 1.1 References .1 Canada Labour Code, Part II, Canada Occupational Safety and Health Regulations.
- .2 Province of New Brunswick Occupational Health and Safety Act, 1991.
- .3 National Building Code of Canada, 2010.
- 1.2 Regulatory Requirements .1 Do work in accordance with the safety measures of the National Building Code of Canada 2010, the Canada Labour Code Part II, the New Brunswick Occupational Health and Safety Act and WorkSafeNB provided that in any case of conflict or discrepancy the more stringent requirements shall apply.
- 1.3 Responsibility .1 Contractor is responsible for the health and safety of all persons on site. Contractor is also responsible for the protection of property, persons and the environment on or adjacent to the site in so far as the work may affect these.
- .2 Contractor and all contractor's employees are to comply with all safety requirements specified in the Contract Documents as well as all applicable federal, provincial and local statutes, regulations, ordinances and with Contractor's site-specific Health and Safety Plan.
- .3 As outlined in the Canada Labour Code Part II, the Contractor is responsible to provide a site-specific Health and Safety Plan that includes a Confined Space Entry Procedure in the event that work is deemed by the Engineer to be in a confined space. Work is not to begin until this Health and Safety Plan is submitted and approved by the Engineer.
- .4 CFB Gagetown Construction Engineering Branch employs a Lock Out/Tag Out program to prevent work related injuries due to electrical or mechanical systems being energized while personnel are working in or around these systems. The Contractor must respect these locks and tags when encountered. Do not

- 1.3 Responsibility .4 (Cont'd)  
(Cont'd)
- .5 As per the Canada Labour Code Part II, it is the Contractor's responsibility to employ their own Lock Out/Tag Out program to ensure that equipment is not energized by other personnel while they are working in or around equipment.
- .6 It is the Contractor's responsibility to ensure that all their employees are provided all Personal Protective Equipment (PPE) necessary to perform all work. Hard hats and safety glasses are to be worn at all times.
- 1.4 Unforeseen Hazards .1  
Hazards
- .1 Should any unforeseen or peculiar safety-related factor, hazard, or condition become evident during performance of work, the Contractor must have procedures in place to facilitate the Employee's Right to Refuse Work in accordance with Acts and Regulations of New Brunswick. The Contractor is to advise the Engineer verbally and in writing of any employee who exercises this right.
- 1.5 Correction of Non-Compliance .1  
Non-Compliance
- .2 Immediately address health and safety non-compliance issues identified by authority having jurisdiction or by Engineer.
- .3 Provide Engineer with written report of action taken to correct non-compliance of health and safety issues identified.
- .4 Engineer may stop work if non-compliance of health and safety regulations is not corrected.
- 1.6 Work Stoppage .1  
Work Stoppage
- .1 Give precedence to safety and health of public and site personnel and protection of environment over cost and schedule considerations for work.

PART 1 - GENERAL

- 1.1 Reporting Fires .1 Know location of nearest fire alarm box and telephone, including emergency phone number.
- .2 Report immediately all fire incidents to Fire Department as follows:  
.1 telephone 911.
- .3 When reporting fire by telephone, give location of fire, name or number of building and be prepared to verify the location.
- 1.2 Interior and Exterior Fire Protection and Alarm Systems .1 Fire protection and alarm system will not be:  
.1 obstructed;  
.2 shut-off; and  
.3 left inactive at end of working day or shift without authorization from Fire Chief.
- .2 Fire hydrants, standpipes and hose systems will not be used for other than fire-fighting purposes unless authorized by Fire Chief.
- 1.3 Fire Extinguishers .1 Supply fire extinguishers, as scaled by Fire Chief, necessary to protect work in progress and contractor's physical plant on site.
- 1.4 Blockage of Roadways .1 Advise Fire Chief of any work that would impede fire apparatus response. This includes violation of minimum overhead clearance, as prescribed by Fire Chief, erecting of barricades and digging of trenches.
- 1.5 Smoking Precautions .1 Observe smoking regulations at all times.
- 1.6 Rubbish and Waste Materials .1 Rubbish and waste materials are to be kept to a minimum.
- .2 Burning of rubbish is prohibited.

1.6 Rubbish and  
Waste Materials  
(Cont'd)

- .3 Removal:
  - .1 Remove all rubbish from work site at end of work day or shift or as directed.
- .4 Storage:
  - .1 Store oily waste in approved receptacles to ensure maximum cleanliness and safety.
  - .2 Deposit greasy or oily rags and materials subject to spontaneous combustion in approved receptacles and remove.

1.7 Flammable and  
Combustible Liquids

- .1 Handling, storage and use of flammable and combustible liquids are to be governed by the current National Fire Code of Canada.
- .2 Flammable and combustible liquids such as gasoline, kerosene and naphtha will be kept for ready use in quantities not exceeding 45 litres provided they are stored in approved safety cans bearing Underwriters' Laboratory of Canada or Factory Mutual seal of approval. Storage of quantities of flammable and combustible liquids exceeding 45 litres for work purposes requires permission of Fire Chief.
- .3 Transfer of flammable and combustible liquids is prohibited within buildings or jetties.
- .4 Transfer of flammable and combustible liquids will not be carried out in vicinity of open flames or any type of heat-producing devices.
- .5 Flammable liquids having a flash point below 38° C such as naphtha or gasoline will not be used as solvents or cleaning agents.
- .6 Flammable and combustible waste liquids, for disposal, will be stored in approved containers located in a safe ventilated area. Quantities are to be kept to a minimum and Fire Department is to be notified when disposal is required.

1.8 Hazardous  
Substances

- .1 Work entailing use of toxic or hazardous materials, chemicals and/or explosives, or otherwise creating hazard to life, safety or health, will be in accordance with National Fire Code of Canada.



1.8    Hazardous  
Substances  
(Cont'd)

- .2    Obtain from Fire Chief a "Hot Work" permit for work involving welding, burning or use of blow torches and salamanders in buildings or facilities.
- .3    When Work is carried out in dangerous or hazardous areas involving use of heat, provide fire watchers equipped with sufficient fire extinguishers. Determination of dangerous or hazardous areas along with level of protection necessary for Fire Watch is at discretion of the Fire Chief. Contractors are responsible for providing fire watch service for work on a scale established and in conjunction with Fire Chief at pre-work conference.
- .4    Where flammable liquids, such as lacquers or urethanes are to be used, proper ventilation will be assured and all sources of ignition are to be eliminated. Fire Chief is to be informed prior to and at cessation of such work.

1.9    Questions  
and/or  
Clarification

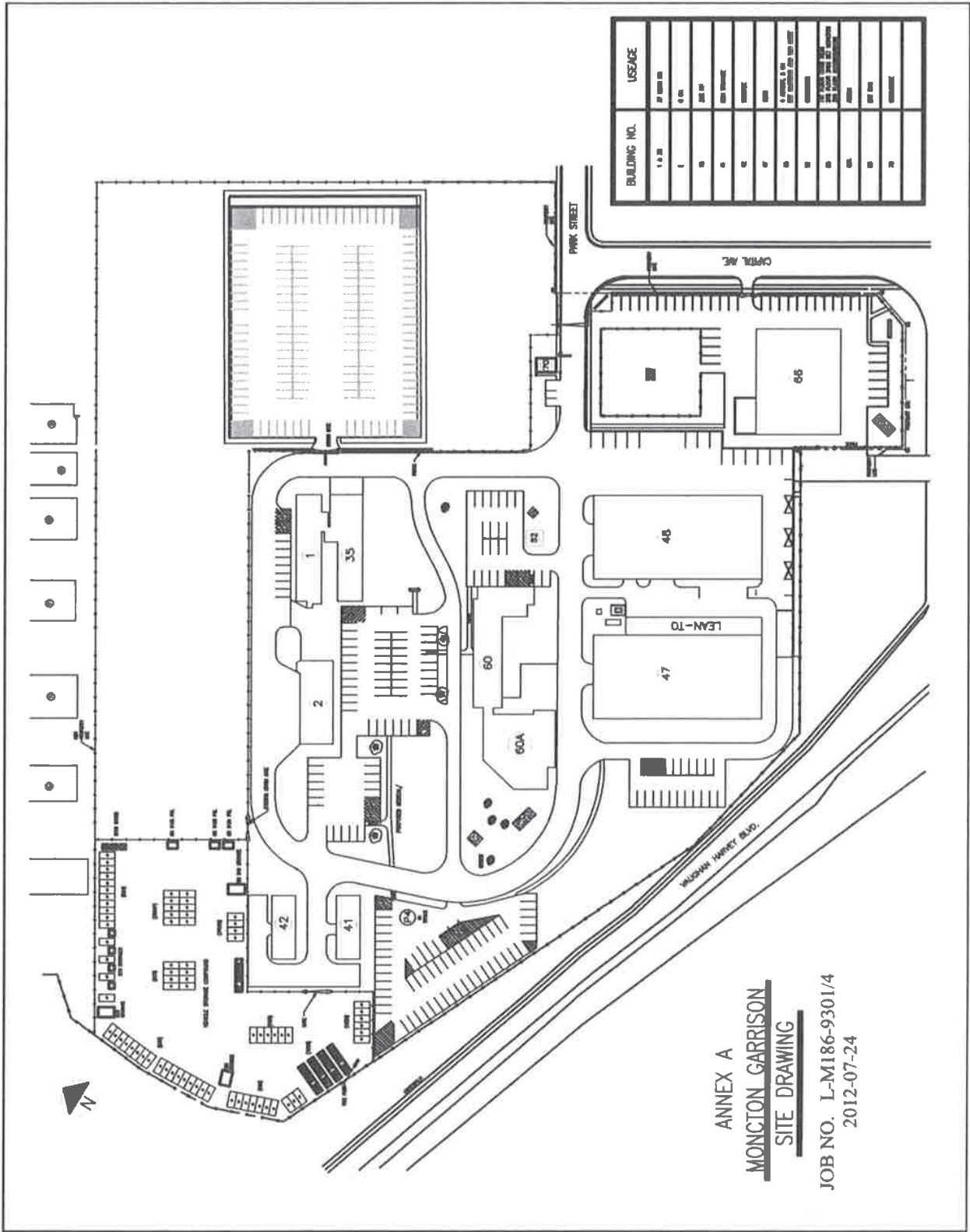
- .1    Direct any questions or clarification on Fire Safety in addition to above requirements to Fire Chief through the Engineer.

1.10   Fire  
Inspection

- .1    Site inspections by Fire Chief will be coordinated through Engineer.
- .2    Allow Fire Chief unrestricted access to work site.
- .3    Co-operate with Fire Chief during routine fire safety inspection of work site.
- .4    Immediately remedy all unsafe fire situations observed by Fire Chief.

PART 1 - GENERAL

- |                               |    |  |
|-------------------------------|----|--|
| <u>1.1 General</u>            | .1 | Contractor will take all reasonable steps to ensure that they and their employees have complied with all pertinent legislation and have protected the environment.       |
| <u>1.2 Fires</u>              | .1 | Fires and burning of rubbish on site not permitted.  |
| <u>1.3 Disposal of Wastes</u> | .1 | Do not bury rubbish and waste materials on site unless approved by Engineer.   |
|                               | .2 | Do not dispose of waste or volatile materials, such as mineral spirits, oil or paint thinner into waterways, storm or sanitary sewers.                                   |
| <u>1.4 Spill Protection</u>   | .1 | The Contractor must have adequate clean up materials for any potential hazardous materials used in the completion of the work (ie. Foams, fuels, oils, lubricants, etc). |



BUILDING NO.	USEAGE
1 & 2	OFFICE
1	OFFICE
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76	OFFICE
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95	OFFICE
96	OFFICE
97	OFFICE
98	OFFICE
99	OFFICE
100	OFFICE

ANNEX A  
MONCTON GARRISON  
SITE DRAWING  
 JOB NO. L-M186-9301/4  
 2012-07-24



MMFRC OFFICE  
21 & 25 BENNETT AVE.

VIP HOUSE  
202 DICKSON BLVD



ANNEX B  
ACADIA PARK  
MONCTON, NEW BRUNSWICK  
JOB NO. L-M186-9301/4  
2012-07-24