



INVITATION TO TENDER

FOR

CONTROLLER REPLACEMENT PASSENGER ELEVATOR Building 55

**CENTRAL EXPERIMENTAL FARM (CEF)
Agriculture and Agri-Food Canada (AAFC)
K.W. Neatby Building
960 Carling Avenue
Ottawa, Ontario K1A 0C6**

SOLICITATION #13-1208

**Jean-Pierre Simard
Senior Contracts Officer
613 759-6157
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**CLOSING: Thursday September 26, 2013 at 02:00 p.m.
Eastern Daylight Saving Time (EDT)**

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DESSINS ET DEVIS

SPECIAL INSTRUCTIONS TO BIDDERS (SI)

SI01 BID DOCUMENTS

- 1) The following are the bid documents:
 - a) Invitation to Tender - Page 1;
 - b) Special Instructions to Bidders;
 - c) General Instructions to Bidders;
 - d) Clauses & Conditions identified in "Contract Documents";
 - e) Drawings and Specifications;
 - f) Bid and Acceptance Form and related Appendice(s); and
 - g) Any amendment issued prior to solicitation closing.

Submission of a bid constitutes acknowledgement that the Bidder has read and agrees to be bound by these documents.

SI02 ENQUIRIES DURING THE SOLICITATION PERIOD

- 1) Enquiries regarding this bid must be submitted in writing as early as possible within the solicitation period to:

Jean-Pierre Simard
Senior Contracts Officer
Agriculture and Agri-Food Canada
960 Carling Ave. (K.W. Neatby building)
Ottawa, Ontario
K1A 0C6
Telephone: 613 759-6157
Facsimile: 613 759-7005
Jean-pierre.simard@agr.gc.ca

Except for the approval of alternative materials as described in G114 of the "General Instructions to Bidders", enquiries should be received no later than five (5) calendar days prior to the date set for solicitation closing to allow sufficient time to provide a response. Enquiries received after that time may not result in an answer being provided.

- 2) To ensure consistency and quality of the information provided to Bidders, the Contracting Officer shall examine the content of the enquiry and shall decide whether or not to issue an amendment.
- 3) All enquiries and other communications related to this bid sent throughout the solicitation period are to be directed **ONLY** to the Contracting Officer named herein. Failure to comply with this requirement may result in the bid being declared non-responsive.

SI03 MANDATORY SITE VISIT

It is mandatory that the Bidder or a representative of the Bidder visit the work site. Arrangements have been made for site visit to be held at the **CEF Ottawa, K.W. Neatby building, 960 Carling Avenue, Ottawa, Ontario on Thursday September 19, 2013 at 10:00 am**. Bidders will be required to sign an attendance form. Bidders should confirm in their bids that they have attended the site visit. Bidders who do not attend or send a representative will not be given an alternative appointment and their bids will be rejected as non-compliant. Any clarifications or changes to the bid solicitation resulting from the site visit will be included as an amendment to the bid solicitation.

SI04 REVISION OF BID

A bid may be revised by letter in accordance with G108 of the "General Instructions to Bidders".

SI05 BID RESULTS

Following solicitation closing, bidders may ask the results of the bid opening by calling the CEF at Telephone No. (613) 759-6157.

SI06 INSUFFICIENT FUNDING

In the event that the lowest compliant bid exceeds the amount of funding allocated for the Work, Canada in its sole discretion may:

- a) cancel the solicitation; or
- b) obtain additional funding and award the Contract to the Bidder submitting the lowest compliant bid; and/or
- c) negotiate a reduction in the bid price and/or scope of work of not more than 15% with the Bidder submitting the lowest compliant bid. Should an agreement satisfactory to Canada not be reached, Canada shall exercise option (a) or (b).

SI07 BID VALIDITY PERIOD

- 1) Canada reserves the right to seek an extension to the bid validity period prescribed in BA04 of the Bid and Acceptance Form. Upon notification in writing from Canada, Bidders shall have the option to either accept or reject the proposed extension.
- 2) If the extension referred to in paragraph 1) of SI07 is accepted, in writing, by all those who submitted bids, then Canada shall continue immediately with the evaluation of the bids and its approvals processes.
- 3) If the extension referred to in paragraph 1) of SI07 is not accepted in writing by all those who submitted bids then Canada shall, at its sole discretion, either
 - a) continue to evaluate the bids of those who have accepted the proposed extension and seek the necessary approvals; or
 - b) cancel the invitation to tender.
- 4) The provisions expressed herein do not in any manner limit Canada's rights in law or under GI09 of the "General Instructions to Bidders".

SI08 CONSTRUCTION DOCUMENTS

The successful contractor will be provided with one paper copy of the sealed and signed drawings, the specifications and the amendments upon acceptance of the offer. Obtaining more copies shall be the responsibility of the contractor including costs.

SI09 SECURITY CLEARANCE

This document contains a mandatory security requirement for the performance of the subsequent contract (refer to clause SC01 of the Supplementary Conditions included herein).

- 1) The Successful Bidder's personnel, as well as any subcontractor and its personnel, who are required to perform any part of the work pursuant to the subsequent contract must meet the mandatory security requirement as indicated in section SC01 of the Supplementary Conditions. Individuals who do not have the required level of security will not be allowed on site. It is the responsibility of the successful bidder to ensure that the security requirements are met throughout the performance of the contract. Canada will not be held liable or accountable for any delays or additional costs associated with the successful bidder's non-compliance with the mandatory security requirement.
- 2) For any enquiries concerning the project security requirement, during the bidding period, the Bidder must follow the instructions as detailed in SI02 "Enquiries during the Solicitation

Period". Additional information on security can also be found on the following web site:
<http://ssi-iss.tpsgc-pwgsc.gc.ca/index-eng.html> or by dialling 1-866-368-4646 (Toll free)

SI10 WEB SITES

The connection to some of the Web sites in the solicitation documents is established by the use of hyperlinks. The following is a list of the addresses of the Web sites:

Treasury Board Appendix L, Acceptable Bonding Companies:

<http://www.tbs-sct.gc.ca/pol/doc-eng.aspx?id=14494§ion=text#appl>

Contracts Canada (Buy and Sell):

<https://www.achatsetventes-buyandsell.gc.ca/eng/welcome>

Canadian economic sanctions:

<http://www.international.gc.ca/sanctions/index.aspx?lang=eng>

Contractor Performance Evaluation Report (Form PWGSC-TPSGC 2913):

<http://www.tpsgc-pwgsc.gc.ca/app-acq/forms/documents/2913.pdf>

Certificate of Insurance (form PWGSC-TPSGC 357):

<http://www.tpsgc-pwgsc.gc.ca/app-acq/forms/documents/357.pdf>

SACC Manual:

<http://ccua-sacc.tpsgc-pwgsc.gc.ca/pub/acho-eng.jsp>

Schedules of Wage Rates for Federal Construction Contracts:

http://www.rhdcc-hrsdc.gc.ca/eng/labour/employment_standards/contracts/schedule/index.shtml

PWGSC, Industrial Security Services

[Http://ssi-iss.tpsgc-pwgsc.gc.ca/index-eng.html](http://ssi-iss.tpsgc-pwgsc.gc.ca/index-eng.html)

GENERAL INSTRUCTIONS TO BIDDERS (GI)

GI01 Code of Conduct and Certifications – Bid

1. Bidders must comply with the [Code of Conduct for Procurement](#). In addition to the [Code of Conduct for Procurement](#), bidders must:
 - a) respond to bid solicitations in an honest, fair and comprehensive manner,
 - b) accurately reflect their capacity to satisfy the requirements stipulated in the bid solicitations and resulting contracts,
 - c) submit bids and enter into contracts only if they will fulfill all obligations of the Contract.
2. Bidders further understand that, to ensure fairness, openness and transparency in the procurement process, the commission of certain acts or offences will render them ineligible to be awarded a contract. Canada will declare non-responsive any bid in respect of which the information herein requested is missing or inaccurate, or in respect of which the information contained in the certifications specified hereinafter is found to be untrue, in any respect, by Canada. If it is determined, after contract award, that the Bidder made a false declaration, Canada will have the right to terminate the Contract for default. The Bidder will be required to diligently maintain up-to-date the information herein requested. 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.
3. For the purpose of this section, everyone, including but not limited to organizations, bodies corporate, societies, companies, firms, partnerships, associations of persons,

parent companies, and subsidiaries, whether partly or wholly-owned, as well as individuals, and directors, are Bidder's affiliates if:

- a. directly or indirectly either one controls or has the power to control the other, or
- b. a third party has the power to control both.

Indicia of control, include, but are not limited to, interlocking management or ownership, identity of interests among family members, shared facilities and equipment, common use of employees, or a business entity created following the acts or convictions specified in this section which has the same or similar management, ownership, or principal employees, as the case may be.

4. 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 with their bid or promptly thereafter the name of the owner. Bidders bidding as societies, firms, or partnerships 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](#)) 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.

5. The Bidder must diligently maintain an up-to-date list of names by informing Canada in writing of any change occurring during the validity period of the bid as well as during the period of any contract arising from this bid solicitation. The Bidder must also, when so requested, provide Canada with the corresponding Consent Forms.
6. 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.
7. By submitting a bid, the Bidder certifies that neither the Bidder nor any of the Bidder's affiliates have directly or indirectly, paid or agreed to pay, and will not, directly or indirectly, pay a contingency fee to any individual for the solicitation, negotiation or obtaining of the Contract if the payment of the fee would require the individual to file a return under section 5 of the [Lobbying Act](#).
8. By submitting a bid, the Bidder certifies that no one convicted under any of the provisions under a) or b) are to receive any benefit under a contract arising from this bid solicitation. In addition, the Bidder certifies that except for those offences where a criminal pardon or a record suspension has been obtained or capacities restored by the Governor in Council, neither the Bidder nor any of the Bidder's affiliates has ever been convicted of an offence under any of the following provisions:
 - a. paragraph 80(1)(d) (*False entry, certificate or return*), subsection 80(2) (*Fraud against Her Majesty*) or section 154.01 (*Fraud against Her Majesty*) of the [Financial Administration Act](#), or

- b. section 121 (*Frauds on the government and Contractor subscribing to election fund*), section 124 (*Selling or Purchasing Office*), section 380 (*Fraud*) for fraud committed against Her Majesty or section 418 (*Selling defective stores to Her Majesty*) of the [Criminal Code](#) of Canada, or
 - c. section 462.31 (*Laundering proceeds of crime*) or sections 467.11 to 467.13 (*Participation in activities of criminal organization*) of the [Criminal Code](#) of Canada, or
 - d. section 45 (*Conspiracies, agreements or arrangements between competitors*), 46 (*Foreign directives*) 47 (*Bid rigging*), 49 (*Agreements or arrangements of federal financial institutions*), 52 (*False or misleading representation*), 53 (*Deceptive notice of winning a prize*) under the [Competition Act](#), or
 - e. section 239 (*False or deceptive statements*) of the [Income Tax Act](#), or
 - f. section 327 (*False or deceptive statements*) of the [Excise Tax Act](#), or
 - g. section 3 (*Bribing a foreign public official*) of the [Corruption of Foreign Public Officials Act](#), or
 - h. section 5 (*Trafficking in substance*), section 6 (*Importing and exporting*), or section 7 (*Production of substance*) of the [Controlled Drugs and Substance Act](#).
9. In circumstances where a criminal pardon or a record suspension has been obtained, or capacities have been restored by the Governor in Council, the Bidder must provide with its bid or promptly thereafter a copy of confirming documentation from an official source. If such documentation has 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.
10. Bidders understand that Canada may contract outside of the present solicitation process with a supplier who has been convicted of an offense enumerated under c) to h) of the paragraph hereinabove, or who is affiliated with someone who has been convicted of an offense enumerated under c) to h) of the paragraph hereinabove, when required to do so by law or legal proceedings, or when Canada considers it necessary to the public interest for reasons which include, but are not limited to:
- o Only one person is capable of performing the contract;
 - o Emergency;
 - o National security;
 - o Health and safety;
 - o Economic harm;

Canada reserves the right to impose additional conditions or measures to ensure the integrity of the procurement process.

GI02 Completion of Bid

1. The bid shall be
 - a. submitted on the Bid and Acceptance Form;
 - b. based on the Bid Documents listed in the Special Instructions to Bidders;
 - c. correctly completed in all respects;
 - d. signed by a duly authorized representative of the Bidder; and
 - e. accompanied by any other document or documents specified elsewhere in the solicitation where it is stipulated that said documents are to accompany the bid.
2. Subject to paragraph 6) of GI09, any alteration to the pre-printed or pre-typed sections of the Bid and Acceptance Form, or any condition or qualification placed upon the bid shall be cause for disqualification. Alterations, corrections, changes or erasures made to

statements or figures entered on the Bid and Acceptance Form by the Bidder shall be initialed by the person or persons signing the bid. Alterations, corrections, changes or erasures that are not initialed shall be deemed void and without effect.

3. Unless otherwise noted elsewhere in the Bid Documents, facsimile copies of bids are not acceptable.

GI03 Identity or Legal Capacity of the Bidder

1. In order to confirm the authority of the person or persons signing the bid or to establish the legal capacity under which the Bidder proposes to enter into Contract, any Bidder who carries on business in other than its own personal name shall, if requested by Canada, provide satisfactory proof of
 - a. such signing authority; and
 - b. the legal capacity under which it carries on business;

prior to contract award. Proof of signing authority may be in the form of a certified copy of a resolution naming the signatory(ies) that is (are) authorized to sign this bid on behalf of the corporation or partnership. Proof of legal capacity may be in the form of a copy of the articles of incorporation or the registration of the business name of a sole proprietor or partnership.

GI04 Applicable Taxes

1. "Applicable Taxes" means the Goods and Services Tax (GST), the Harmonized Sales Tax (HST) and any provincial tax, by law, payable by Canada such as, the Quebec Sales Tax (QST) as of April 1, 2013.

GI05 Capital Development and Redevelopment Charges

1. For the purposes of GC1.8, "Laws, Permits and Taxes", in the General Conditions of the Contract, only fees or charges directly related to the processing and issuing of building permits shall be included. The Bidder shall not include any monies in the bid amount for special municipal development, redevelopment or other fees or charges which a municipal authority may seek as a prerequisite to the issuance of building permits.

GI06 Listing of Subcontractors and Suppliers

1. Notwithstanding any list of Subcontractors that the Bidder may be required to submit as part of the bid, the Bidder shall, within forty-eight (48) hours of receipt of a notice to do so, submit all information requested in the said notice including the names of Subcontractors and Suppliers for the part or parts of the Work listed. Failure to do so shall result in the disqualification of its bid.

GI07 Submission of Bid

1. The Bid and Acceptance Form, duly completed, shall be enclosed and sealed in an envelope provided by the Bidder, and shall be addressed and submitted to the office designated on the Front Page "Invitation to Tender" for the receipt of bids. The bid must be received on or before the date and time set for solicitation closing.
2. Unless otherwise specified in the Special Instructions to Bidders

- a. the bid shall be in Canadian currency;
 - b. exchange rate fluctuation protection is not offered; and
 - c. any request for exchange rate fluctuation protection shall not be considered.
3. Prior to submitting the bid, the Bidder shall ensure that the following information is clearly printed or typed on the face of the bid envelope:
 - a. Solicitation Number;
 - b. Name of Bidder;
 - c. Return address; and
 - d. Closing Date and Time.
4. Timely and correct delivery of bids is the sole responsibility of the Bidder.

GI08 Revision of Bid

1. A bid submitted in accordance with these instructions may be revised by letter provided the revision is received at the office designated for the receipt of bids, on or before the date and time set for the closing of the solicitation. The letter shall bear the Bidder's letterhead or a signature that identifies the Bidder.
2. A revision to a bid that includes unit prices must clearly identify the change(s) in the unit price(s) and the specific item(s) to which each change applies.
3. A letter submitted to confirm an earlier revision shall be clearly identified as a confirmation.
4. Failure to comply with any of the above provisions shall result in the rejection of the non-compliant revision(s) only. The bid shall be evaluated based on the original bid submitted and all other compliant revision(s).

GI09 Rejection of Bid

1. Canada may accept any bid, whether it is the lowest or not, or may reject any or all bids.
2. Without limiting the generality of paragraph 1) of GI09, Canada may reject a bid if any of the following circumstances is present:
 - a. the Bidder's bidding privileges are suspended or are in the process of being suspended;
 - b. the bidding privileges of any employee or subcontractor included as part of the bid are suspended or are in the process of being suspended, which suspension or pending suspension would render that employee or subcontractor ineligible to bid on the Work, or the portion of the Work the employee or subcontractor is to perform;
 - c. the Bidder is bankrupt, or where for whatever reason, its activities are rendered inoperable for an extended period;
 - d. evidence, satisfactory to Canada, of fraud, bribery, fraudulent misrepresentation or failure to comply with any law protecting individuals against any manner of discrimination, has been received with respect to the Bidder, any of its employees or any subcontractor included as part of its bid;
 - e. evidence satisfactory to Canada that based on past conduct or behavior, the Bidder, a sub-contractor or a person who is to perform the Work is unsuitable or has conducted himself/herself improperly;

- f. with respect to current or prior transactions with Canada
 - i. Canada has exercised, or intends to exercise, the contractual remedy of taking the work out of the contractor's hands with respect to a contract with the Bidder, any of its employees or any subcontractor included as part of its bid; or
 - ii. Canada determines that the Bidder's performance on other contracts is sufficiently poor to jeopardize the successful completion of the requirement being bid on.
3. In assessing the Bidder's performance on other contracts pursuant to subparagraph 2.f. i & ii of GI09, Canada may consider, but not be limited to, such matters as:
 - a. the quality of workmanship in performing the Work;
 - b. the timeliness of completion of the Work;
 - c. the overall management of the Work and its effect on the level of effort demanded of the department and its representative; and
 - d. the completeness and effectiveness of the Contractor's safety program during the performance of the Work.
4. Without limiting the generality of paragraphs 1), 2) and 3) of GI09, Canada may reject any bid based on an unfavourable assessment of the
 - a. adequacy of the bid price to permit the work to be carried out and, in the case of a bid providing prices per unit, whether each such price reasonably reflects the cost of performing the part of the work to which that price applies;
 - b. Bidder's ability to provide the necessary management structure, skilled personnel, experience and equipment to perform competently the work under the Contract; and
 - c. Bidder's performance on other contracts.
5. When Canada intends to reject a bid pursuant to a provision of paragraphs 1), 2), 3) or 4) of GI09, other than subparagraph 2)(a) of GI09, the Contracting Authority will inform the Bidder and provide the Bidder ten (10) days within which to make representations, before making a final decision on the bid rejection.
6. Canada may waive informalities and minor irregularities in bids received if Canada determines that the variation of the bid from the exact requirements set out in the Bid Documents can be corrected or waived without being prejudicial to other Bidders.

GI10 Bid Costs

1. No payment will be made for costs incurred in the preparation and submission of a bid in response to the bid solicitation. Costs associated with preparing and submitting a bid, as well as any costs incurred by the Bidder associated with the evaluation of the bid, are the sole responsibility of the Bidder.

GI11 Procurement Business Number

1. Bidders are required to have a Procurement Business Number (PBN) before contract award. Bidders may register for a PBN in the Supplier Registration Information system on the [Contracts Canada](#) Web site. For non-Internet registration, Bidders may contact the nearest [Supplier Registration Agent](#).

G112 Compliance with Applicable Laws

1. By submission of a bid, the Bidder certifies that the Bidder has the legal capacity to enter into a contract and is in possession of all valid licences, permits, registrations, certificates, declarations, filings, or other authorizations necessary to comply with all federal, provincial and municipal laws and regulations applicable to the submission of the bid and entry into any ensuing contract for the performance of the work.
2. For the purpose of validating the certification in paragraph 1) of G112, a Bidder shall, if requested, provide a copy of every valid licence, permit, registration, certificate, declaration, filing or other authorization listed in the request, and shall provide such documentation within the time limit(s) set out in the request.
3. Failure to comply with the requirements of paragraph 2) of G112 shall result in disqualification of the bid.

G113 Approval of Alternative Materials

1. When materials are specified by trade names or trademarks, or by manufacturers' or suppliers' names, the bid shall be based on use of the named materials. During the solicitation period, alternative materials may be considered provided full technical data is received in writing by the Contracting Officer at least ten (10) calendar days prior to the solicitation closing date. If the alternative materials are approved for the purposes of the bid, an addendum to the bid documents shall be issued.

G114 Performance Evaluation

1. Bidders shall take note that the performance of the Contractor during and upon completion of the work shall be evaluated by Canada. The evaluation shall be based on the quality of workmanship; timeliness of completion of the work; project management, contract management and management of health and safety. Should the Contractor's performance be considered unsatisfactory, the Contractor's bidding privileges on future work may be suspended indefinitely.
2. The form [PWGSC-TPSGC 2913](#), SELECT - Contractor Performance Evaluation Report Form, is used to record the performance.

G115 Conflict of Interest - Unfair Advantage

1. In order to protect the integrity of the procurement process, bidders are advised that Canada may reject a bid in the following circumstances:
 - a. if the Bidder, any of its subcontractors, any of their respective employees or former employees was involved in any manner in the preparation of the bid solicitation or in any situation of conflict of interest or appearance of conflict of interest;
 - b. if the Bidder, any of its subcontractors, any of their respective employees or former employees had access to information related to the bid solicitation that was not available to other bidders and that would, in Canada's opinion, give or appear to give the Bidder an unfair advantage.
2. The experience acquired by a bidder who is providing or has provided the goods and services described in the bid solicitation (or similar goods or services) will not, in itself, be

considered by Canada as conferring an unfair advantage or creating a conflict of interest. This bidder remains however subject to the criteria established above.

3. Where Canada intends to reject a bid under this section, the Contracting Authority will inform the Bidder and provide the Bidder an opportunity to make representations before making a final decision. Bidders who are in doubt about a particular situation should contact the Contracting Authority before bid closing. By submitting a bid, the Bidder represents that it does not consider itself to be in conflict of interest nor to have an unfair advantage. The Bidder acknowledges that it is within Canada's sole discretion to determine whether a conflict of interest, unfair advantage or an appearance of conflict of interest or unfair advantage exists.

SUPPLEMENTARY CONDITIONS (SC)

SC01 SECURITY REQUIREMENT FOR CANADIAN CONTRACTORS

The Contractor/Offeror personnel working on the Central Experimental Farm (CEF) site must EACH hold a valid “**Reliability Status**”, granted or approved by CISD/PWGSC. They also must be part of the list of authorised personnel of the CEF, AAFC.

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

- a) Security Requirements Check List, attached at Appendix “D”;
- b) Departmental Security Requirements when on AAFC's property;
- c) Industrial Security Manual (Latest Edition)

SC02 LIMITATION OF LIABILITY

GC1.6 of R2810D is deleted and replaced with the following:

GC1.6 Indemnification by the Contractor

1. The Contractor shall indemnify and save Canada harmless from and against all claims, demands, losses, costs, damages, actions, suits, or proceedings whether in respect to losses suffered by Canada or in respect of claims by any third party, brought or prosecuted and in any manner based upon, arising out of, related to, occasioned by, or attributable to the activities of the Contractor in performing the Work, provided such claims are caused by the negligent or deliberate acts or omissions of the Contractor, or those for whom it is responsible at law.
2. The Contractor's obligation to indemnify Canada for losses related to first party liability shall be limited to:
 - a. In respect to each loss for which insurance is to be provided pursuant to the insurance requirements of the Contract, the Commercial General Liability insurance limit for one occurrence, as referred to in the in the insurance requirements of the Contract.

- b. In respect to losses for which insurance is not required to be provided in accordance with the insurance requirements of the Contract, the greater of the Contract Amount or \$5,000,000, but in no event shall the sum be greater than \$20,000,000.

The limitation of this obligation shall be exclusive of interest and all legal costs and shall not apply to any infringement of intellectual property rights or any breach of warranty obligations.

3. The Contractor's obligation to indemnify Canada for losses related to third party liability shall have no limitation and shall include the complete costs of defending any legal action by a third party. If requested by Canada, the Contractor shall defend Canada against any third party claims.
4. The Contractor shall pay all royalties and patent fees required for the performance of the Contract and, at the Contractor's expense, shall defend all claims, actions or proceedings against Canada charging or claiming that the Work or any part thereof provided or furnished by the Contractor to Canada infringes any patent, industrial design, copyright trademark, trade secret or other proprietary right enforceable in Canada.
5. Notice in writing of a claim shall be given within a reasonable time after the facts, upon which such claim is based, became known.

SC03 INSURANCE

GC9.3.3 of R2590D is deleted and replaced with the following:

The policy shall insure the Contractor and shall include Her Majesty the Queen in right of Canada, represented by the Minister of Agriculture and Agri-Food Canada as an additional Insured, with respect to liability arising out of the operations of the contractor with regard to the work.

CONTRACT DOCUMENTS (CD)

1) The following are the contract documents:

- a) Contract Page(s) when signed by Canada;
 - b) Duly completed Bid and Acceptance Form and any Appendices attached thereto;
 - c) Drawings and Specifications;
 - d) General Conditions and clauses
 - GC1 General Provisions R2810D (2013-04-25);
 - GC2 Administration of the Contract R2820D (2012-07-16);
 - GC3 Execution and Control of the Work R2830D (2010-01-11);
 - GC4 Protective Measures R2840D (2008-05-12);
 - GC5 Terms of Payment R2550D (2010-01-11);
 - GC6 Delays and Changes in the Work R2865D (2008-05-12);
 - GC7 Default, Suspension or Termination of Contract R2870D (2008-05-12);
 - GC8 Dispute Resolution R2884D (2008-05-12);
 - GC9 Insurance R2590D (2011-05-16);
- Supplementary Conditions
Fair Wages and Hours of Labour - Labour Conditions R2940D (2012-07-16);
Allowable Costs for Contract Changes under GC6.4.1 R2950D (2007-05-25);

- Schedules of Wage Rates for Federal Construction Contracts;
- e) Any amendment issued or any allowable bid revision received before the date and time set or solicitation closing;
 - f) Any amendment incorporated by mutual agreement between Canada and the Contractor before acceptance of the bid; and
 - g) Any amendment or variation of the contract documents that is made in accordance with the General Conditions.
- 2) The documents identified by title, number and date above are incorporated by reference and are set out in the Standard Acquisition Clauses and Conditions (SACC) Manual, issued by Public Works and Government Services Canada (PWGSC). The SACC Manual is available on the PWGSC Web site: <https://buyandsell.gc.ca/policy-and-guidelines/standard-acquisition-clauses-and-conditions-manual>
 - 3) Schedules of Wage Rates for Federal Construction Contracts are included by reference and may be accessed from the Web site: http://www.rhdcc-hrsdc.gc.ca/eng/labour/employment_standards/contracts/schedule/index.shtml
 - 4) The language of the contract documents is the language of the Bid and Acceptance Form submitted.

BID AND ACCEPTANCE FORM (BA)

BA01 IDENTIFICATION

CONTROLLER REPLACEMENT – Passenger Elevator
Building 55, CEF Ottawa
Project # CEF13 0056
Solicitation # 13-1208

BA02 BUSINESS NAME AND ADDRESS OF BIDDER

Name: _____

Address: _____

Telephone: _____

Fax: _____

Email: _____

PBN: _____

BA03 THE OFFER

The Bidder offers to Her Majesty the Queen in right of Canada to perform and complete the Work for the above named project in accordance with the Bid Documents for the Total Bid Amount of \$ _____ excluding GST/HST.
(amount in numbers)

BA04 BID VALIDITY PERIOD

The bid shall not be withdrawn for a period of 30 days following the date of solicitation closing.

BA05 ACCEPTANCE AND CONTRACT

Upon acceptance of the Contractor's offer by Canada, a binding Contract shall be formed between Canada and the Contractor. The documents forming the Contract shall be the contract documents identified in Contract Documents (CD).

BA06 CONSTRUCTION TIME

The Contractor shall perform and complete the Work within four 12 weeks from the date of notification of acceptance of the offer.

BA07 SIGNATURE

Name and title of person authorized to sign on behalf of Bidder (Type or print)

Signature

Date



**SECURITY REQUIREMENTS CHECK LIST (SRCL)
LISTE DE VÉRIFICATION DES EXIGENCES RELATIVES À LA SÉCURITÉ (LVERS)**

PART A - CONTRACT INFORMATION / PARTIE A - INFORMATION CONTRACTUELLE

1. Originating Government Department or Organization / Ministère ou organisme gouvernemental d'origine AAFC	2. Branch or Directorate / Direction générale ou Direction CBM
3. a) Subcontract Number / Numéro du contrat de sous-traitance N/A	3. b) Name and Address of Subcontractor / Nom et adresse du sous-traitant N/A

4. Brief Description of Work / Brève description du travail
**Controller replacement passenger elevator at building 55.
Remplacement du contrôleur de l'ascenseur passager à l'édifice 55.**

5. a) Will the supplier require access to Controlled Goods? / Le fournisseur aura-t-il accès à des marchandises contrôlées?
 No / Non 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?
 No / Non 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)
 No / Non 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.
 No / Non 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?
 No / Non 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"/>



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 : _____

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



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	COSMIC TOP SECRET / COSMIC TRÈS SECRET	PROTECTED / PROTÉGÉ			CONFIDENTIAL / CONFIDENTIEL	SECRET	TOP SECRET / TRÈS SECRET
											A	B	C			
Information / Assets / Renseignements / Biens / Production	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
IT Media / Support TI	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
IT Link / Lien électronique	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

12. a) Is the description of the work contained within this SRCL PROTECTED and/or CLASSIFIED?
La description du travail visé par la présente LVERS est-elle de nature PROTÉGÉE et/ou CLASSIFIÉE?

No / Non Yes / Oui

If Yes, classify this form by annotating the top and bottom in the area entitled "Security Classification".
Dans l'affirmative, classifiez le présent formulaire en indiquant le niveau de sécurité dans la case intitulée « Classification de sécurité » au haut et au bas du formulaire.

12. b) Will the documentation attached to this SRCL be PROTECTED and/or CLASSIFIED?
La documentation associée à la présente LVERS sera-t-elle PROTÉGÉE et/ou CLASSIFIÉE?

No / Non Yes / Oui

If Yes, classify this form by annotating the top and bottom in the area entitled "Security Classification" and indicate with attachments (e.g. SECRET with Attachments).
Dans l'affirmative, classifiez le présent formulaire en indiquant le niveau de sécurité dans la case intitulée « Classification de sécurité » au haut et au bas du formulaire et indiquez qu'il y a des pièces jointes (p. ex. SECRET avec des pièces jointes).



Contract Number / Numéro du contrat 13-1208
Security Classification / Classification de sécurité Unclassified

PART D - AUTHORIZATION / PARTIE D - AUTORISATION

13. Organization Project Authority / Chargé de projet de l'organisme			
Name (print) - Nom (en lettres moulées) Wladyslaw Wrzesniewski		Title – Titre Project Officer	Signature
Telephone No. - N° de téléphone 613-759-1416	Facsimile No. - N° de télécopieur 613-759-7005	E-mail address - Adresse courriel wladyslaw.wrzesniewski@agr.gc.ca	Date
14. Organization Security Authority / Responsable de la sécurité de l'organisme			
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
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?			<input type="checkbox"/> No / Non <input type="checkbox"/> Yes / Oui
16. Procurement Officer / Agent d'approvisionnement			
Name (print) - Nom (en lettres moulées) Jean-Pierre Simard		Title – Titre Senior Contracts Officer	Signature
Telephone No. - N° de téléphone 613-759-6157	Facsimile No. - N° de télécopieur 613-759-7005	E-mail address - Adresse courriel jean-pierre.simard@agr.gc.ca	Date
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



Agriculture and
Agri-Food Canada

Agriculture et
Agroalimentaire Canada

DRAWINGS AND SPECIFICATIONS

#13-1208

FOR

**CONTROLLER REPLACEMENT
PASSENGER ELEVATOR**

Building 55

Project: CEF13 0056

CENTRAL EXPERIMENTAL FARM (CEF)

Agriculture and Agri-Food Canada (AAFC)

K.W. Neatby building

960 Carling Avenue

Ottawa, Ontario K1A 0C6

1. PART I GENERAL

1.1 SCOPE OF WORK

1.1.1 The work described herein includes for all labour and material, including overtime required to meet the agreed project schedule, to replace the existing controller in the one (1) hydraulic passenger elevator at Building 55, Experimental farm, provincial number 77284.

1.2 RELATED WORK

1.2.1 To Be Carried Out by the Elevator Contractor:

1.2.1.1 Provide required fire signals to elevator controller including new main lobby fire signal and machine space fire signal. Ensure the activation of a pull station at the ground floor that is not fire separated from any given elevator does not recall the elevator.

1.3 CUTTING, PATCHING AND MAKING GOOD

1.3.1 Cut existing surfaces as required to accommodate new work.

1.3.2 Patch and make good surface cuts, damaged or disturbed, to Consultant's approval. Match existing material, colour, finish and texture.

1.4 REFERENCE STANDARDS

1.4.1 ASME A17.1-2010/CSA-B44-10 Safety Code for Elevators.

1.4.2. CSA C22. No.77 Motors with Inherent Overheating Protection.

1.4.3 CSA C22.2 No. 141 Unit Equipment for Emergency Lighting.

1.4.4 Technical Standards and Safety Act and Ontario Regulations.

1.4.5 2006 Ontario Building Code.

1.4.6 C22.1 Canadian Electrical Code, particularly Section 38.

1.4.7. Firefighters Emergency Operation Phase 1 and 2.

1.5 MEASUREMENTS

- 1.5.1 Before ordering of materials, verify all dimensions with the actual site conditions.

1.6 SUMMARY DESCRIPTION OF SYSTEM

TYPE:	One (1) cantilevered hydraulic passenger elevator
INSTALLATION:	Prov. Number 77 284
LANDINGS:	Retain existing 3 stops to front: L, G, 2
SPEED:	Retain existing speed of 110 fpm.
PIT DEPTH:	Per site conditions
TRAVEL:	Per site conditions

ELEVATOR CONTRACTOR TO VERIFY ALL DIMENSIONS ON SITE

1.7 FEATURES

Provide Simplex Selective Collective Operation with special features:

- 1.7.1 Independent service operation;
- 1.7.2. Emergency battery lowering.
- 1.7.3 Firefighters Emergency Operation Phase 1 and 2.

For signals provide:

- 1.7.4 Retain existing illuminated stainless steel buttons.
- 1.7.5 Retain existing Car position indicator.
- 1.7.6 Retain existing hall position indicator at the main level.
- 1.7.7 Comply to Appendix "E" of CSA-B44-10 code.

1.8 PERMITS AND INSPECTIONS

- 1.8.1 Obtain and pay for necessary Municipal or Provincial inspections and permits and make such tests as are called for by the regulations of such authorities. Make tests in the presence of the authorized representatives of such authorities.
- 1.8.2 Make application for TSSA approval of design submission immediately upon approval of shop drawings.
- 1.8.3 Provide the Owner and the Consultant with copies of applications and reports, the same day they are sent to or received from the TSSA.

1.9 RECORD DRAWINGS AND DATA

- 1.9.1 Before final acceptance of the elevator, provide two (2) sets of reproducible as-built wiring diagrams, including all apparatus on controllers, covering any specific devices and two copies of final layout. All drawings to be laminated or enclosed in plastic protectors and marked "as-built".
- 1.9.2 Mark-up in red colour changes or additions to original wiring diagrams.
- 1.9.3 Submit drawings and data in accordance with project specification and General Requirements if applicable.

1.10 OPERATION AND MAINTENANCE MANUALS

- 1.10.1 Provide three (3) copies of manufacturer's instructions and operation and maintenance manuals.
- 1.10.2 Bind data in vinyl hard cover 3"D" ring type loose leaf binders for 212 x 275 mm size paper. Binders must not exceed 75 mm thick or be more than 2/3 full.
- 1.10.3 Enclose title sheet labelled "Operation Data and Maintenance Manual", project name, date and list of contents. Show project name on binder face and spine.
- 1.10.4 Provide Organize contents into applicable sections of work to parallel project specifications breakdown. Mark each section by labelled tabs protected with celluloid covers fastened to hard paper dividing sheets.
- 1.10.5 Include the following maintenance data for each elevator:

1.10.5.1 Description of elevator system's method of operation and control including, but not restricted to, motor control system, emergency power operation, door operation, and special or non-standard features provided;

1.10.5.2 Replacement parts list.

1.10.6 Provide legible schematic wiring diagrams covering all electrical equipment as supplied and installed, including all changes made in final work, with all symbols listed corresponding to identity or markings on both machine room and hoistway apparatus. Cover one (1) copy in plastic or glass, frame and mount in machine room. Include lubrication chart.

1.10.7 Include all wiring diagrams for all equipment on controllers.

1.10.8 List information on each piece of equipment including:

- approval drawing number
- model, part and serial number

1.10.9 Detail the following maintenance information:

- lubrication products and schedules
- trouble shooting procedures
- adjustment techniques
- operational checks
- maintenance of special finishes
- planned maintenance tasks and their frequencies

1.10.10 List recommended spare parts to be maintained on site to ensure optimum elevator efficiency. List all special tools and appropriate unique applications. Detail manufacturer and supplier names and addresses.

1.10.11 Include in the manuals a copy of the registered design submission and T.S.S.A. inspection reports.

1.11 MAINTENANCE SERVICE

Maintenance to be assumed by Owner's chosen maintenance provider

1.12 POWER SUPPLY

1.12.1 Make all necessary modifications to the electrical services relating to the elevators such as supplementary disconnect devices and connections to the controller.

1.12.2 Accommodate existing three-phase power supply.

1.13 USE OF ELEVATORS BY HANDICAPPED

1.13.1 Sound audible soft-toned signal in car when car is passing or stopping at a floor.

1.14 WARRANTY

1.14.1 Warranty materials and workmanship of the apparatus installed under these specifications to be first-class in every respect and make good any defects, not due to ordinary wear and tear or improper use or care, which may develop within one (1) year from the date of acceptance.

1.14.2 Use of elevator during construction period shall not affect this guarantee.

1.15 NON PROPRIETARY CONTROLLER

1.15.1 Provide new controller as manufactured for elevator duty by only one of Motion Control Engineering, JRT (Quebec) or GAL (New York). Provide a written guarantee from the manufacturer of the equipment, including controller, that the equipment is non-proprietary. This includes:

1.15.1.1 Extra spare parts are available for purchase, not just exchange. Parts may be purchased by anyone, not just the building owner. A published price list is to be supplied upon demand.

1.15.1.2 All diagnostics are on board. All wiring diagrams and other documentation for maintenance are supplied with the elevator.

1.15.1.3 The elevator programming does not expire, self-alter or degrade in any way.

2. PART II PRODUCTS

2.1 COMPONENTS

- 2.1.1 Use major elevator components from standard product line of one manufacturer unless otherwise approved.
- 2.1.2 Use components only which have performed satisfactorily together under conditions of normal use in not less than three (3) other elevator installations of similar design and for a period of at least three (3) years. Furnish, if requested, names and addresses of Owners or Managers of buildings, in which proposed combination of major components has so performed.
- 2.1.3 Provide materials and equipment new, the best of their respective kinds and installed in a neat, accurate, workmanlike manner. Furnish to the Consultant samples as directed and material is to be in accordance with the approved samples.
- 2.1.4 Provide only system designs field tested for the application, with adequate capacity to meet all performance criteria and to provide long term, reliable operation.

2.2 ELECTRICAL WIRING, CONDUIT AND FITTINGS

- 2.2.1 Furnish and install all new insulated wiring to connect all parts of the equipment.
- 2.2.2 Use steel compression type fittings where electrical metallic tubing is used. Fittings with set screws are not acceptable unless a separately identified grounding conductor is also installed inside raceway.
- 2.2.3 Provide new wiring from machine room disconnect to new controller.
- 2.2.4 Provide a suitable communication system junction box on the outside of the controller and identify the wires. Provide uninterrupted shielded wiring from the autodialer in car to junction box located at controller in machine room.
- 2.2.5 Provide insulated wiring having a flame retarding and moisture resisting outer cover. Wiring shall be run in metal conduit, metallic tubing or wire ducts.
- 2.2.6 Any of existing conduit or trough in good condition may be retained.

- 2.2.7 Suitably suspend the travelling cables to relieve strain in the individual conductors.
- 2.2.8 Run three-phase power wiring must in electrical metallic tubing or other galvanized steel raceway. Include a covered ground wire same size as feeders in the raceway.
- 2.2.9 Include at least 10% spare conductors and two (2) pairs of shielded audio cables in travelling cables. Clearly identify these at the controller.
- 2.2.10 Do not parallel conductors to increase current carrying capacity unless individually fused.
- 2.2.11 Limit use of flexible conduit on car top to items that require movement or periodic adjustment. Provide all new wiring on car top.
- 2.2.12 Do not use armoured flexible metal conduit as grounding conductor.
- 2.2.13 Use threaded rigid galvanized conduit, electrical metallic tubing or other galvanized steel raceway.
- 2.2.14 Provide new type E.T.T. travelling cables.

2.3 MOTOR CONTROLLER

- 2.3.1 Provide a CSA approved modular microcomputer controller to provide solid state soft starting.
- 2.3.2 Provide the following protection during the starting and running modes.
 - 2.3.2.1 Start fault.
 - 2.3.2.2 Line fault.
 - 2.3.2.3 Temperature fault.
 - 2.3.2.4 Stall motor.
 - 2.3.2.5 Provide LED indicators for advisory status and fault annunciation.
 - 2.3.2.6 Design controller to be capable of delivering its rated current and ambient temperatures ranging from 10C to 35C.

2.4 SELECTIVE COLLECTIVE AUTOMATIC OPERATION

Provide simplex selective-collective automatic operation:

- 2.4.1 Arrange car so that momentary pressure of one or more of its car buttons causes car to start.
- 2.4.2 When the car has been started, either in response to its own car button calls or to landing calls, respond to its own car button calls and to landing calls registered for direction in which car is travelling in order in which landings are reached, irrespective of sequence in which calls were registered. When travelling down the car will not respond to up calls, but these will remain registered and be answered on the next up trip.
- 2.4.3 Return first car to clear all its calls to the first floor.
- 2.4.4 If no car buttons are pressed and a car starts up in response to several down calls, it shall proceed first to the highest down call and reverse to collect other down calls. Similarly, up calls shall be collected when the car starts down in response to such calls.
- 2.4.5 If the car stops for a landing call and a car button is pressed within a pre-determined interval thereafter, corresponding to the direction in which the car is travelling, the car shall proceed in the same direction regardless of other landing calls registered.
- 2.4.6 If down landing buttons are pressed while the car is travelling up, the car shall not stop at these landings, but shall allow these calls to remain registered.
- 2.4.7 After the highest car and landing calls have been answered and the door interlock circuit is established, the car shall automatically reverse and respond to down car and landing calls.
- 2.4.8 Provide a time relay to hold the car for an adjustable interval at landings at which stops are made to enable passengers to enter or leave the car.
- 2.4.9 Cause the car to start before this time upon registration of a car button for another landing.
- 2.4.10 Permit a car to be registered to establish direction of travel when car has answered the furthest call, even if other landing calls are registered.

2.5 POWER FAILURE OPERATION

2.5.1 Include means to automatically return elevator to the lowest landing upon failure of normal power supply and independent of any building power source. Include door operation. Include battery device.

2.6 DOOR PROTECTIVE DEVICES

2.6.1 Retain existing solid state, electronically operated door reversal device.

2.7 CONTROLLER AND CABINET

2.7.1 Enclose controller in enamelled ventilated sheet metal cabinet with hinged doors for easy access conforming to CSA C22.2 .

2.7.2 Provide direct current operated equipment.

2.7.3 Provide properly sized primary and secondary fusing for transformers.

2.7.4 Provide similar switch and relay units of same manufacturer and clearly identify controller components and terminal connections to agree with wiring diagrams.

2.7.5 Include reverse and open phase protection.

2.7.6 Use two (2) main line contactors to avoid possibility of continued operation of pump if one switch should fail.

2.8 HALL BUTTON FIXTURES

2.8.1 Retain existing push buttons.

2.9 DIRECTION INDICATION

2.9.1 Retain existing direction indication.

2.10 POSITION INDICATORS

2.10.1 Retain existing position indicators over top of main floor entrance and in the car cab a new.

2.11 CAR OPERATING STATION

2.11.1 Retain existing car operating station.

2.12 PHASE I AND II FIREFIGHTERS EMERGENCY OPERATION

2.12.1 Provide emergency recall service which will be initiated automatically or manually by any recall switch.

2.13 CAR TOP RAILING

2.13.1 Provide OHSA compliant car top railing on three sides of car top.

2.14 SAFETY FEATURES

2.14.1 Include code required safety features as documented by Ontario's code adoption document including:

- 2.14.1.1 2.26.1.4 Inspection Operation
- 2.14.1.2 2.26.1.5 Inspection Operation with Open Door Circuits
- 2.14.1.3 2.26.4.3 Positively Opened Contacts
- 2.14.1.4 2.26.5 Monitor & Prevent Automatic Operation w/ Faulty Door Contacts
- 2.14.1.5 3.26.2 Inspection Operation
- 2.14.1.6 3.26.3 Anti-Creep and Leveling Operation
- 2.14.1.7 3.26.7 Recycling Operation for Multiple or Telescopic Plungers
- 2.14.1.8 3.26.10 Auxiliary Power Lowering Operation
- 2.14.1.9 3.25 Terminal-Stopping Devices
- 2.14.1.10 3.27.Firefighters' Emergency Operation - Automatic Elevators.

3 PART III EXECUTION

3.1 REMOVAL OF OLD EQUIPMENT

- 3.1.1 Remove and dispose of all redundant elevator equipment from the site. Engage a licensed handler of hazardous materials to remove and dispose of power unit oil.

3.2 ARRANGEMENT OF EQUIPMENT

- 3.2.1 Arrange equipment in machine room so that equipment can be removed for repairs or replacement without dismantling or removing other equipment components.
- 3.2.2 Arrange equipment for clear passage to machine room door.
- 3.2.3 Accommodate equipment in existing spaces including machine room, pit, overhead and hoistway width and depth.

3.3 WELDING

- 3.3.1 Where welding is used for cylinder and pressure piping, prepare joints and weld in approved manner using welders fully qualified.
- 3.3.2 Identify field welds with welder's identification stamp.

3.4 FINISHING AND PAINTING

- 3.4.1 Upon completion, touch up and restore to new conditions all factory finished surfaces where damaged or defaced.
- 3.4.2 Remove protective coverings and clean exposed surfaces after completion and leave in first-class condition.

3.5 PERFORMANCE

- 3.5.1 Provide smooth acceleration and deceleration of car without perceptible steps so adjusted as not to cause passenger discomfort.
- 3.5.2 Provide elapsed time required to travel a typical floor not to exceed 15.0 seconds, measured when the fully-opened doors start to close until the car is level with the next floor and the car and hall doors are open to three-

quarters of the fully- open position. The above time shall be measured with full load in the car in both directions of travel. For other conditions of loading the time shall not vary more than 10%.

- 3.5.3 With the control adjusted to give the required time, provide smooth acceleration and deceleration and provide a comfortable and agreeable ride to the passengers.
- 3.5.4 Maintain floor levelling accuracy of 9 mm or better.
- 3.5.5 Adjust acceleration rate to 0.03 g.
- 3.5.6 Adjust jerk rate (change in rate of acceleration) not to exceed 10 f/s/s/s.
- 3.5.7 Provide adjustable dwell times, independent settings for car and hall. Set the dwell times to 6 seconds for car, and 8 seconds for hall initially.
- 3.5.8 Achieve performance standards with dependable, consistent operation without undue wear or excessive maintenance over the life of the elevator installation.

3.6 FIELD QUALITY CONTROL

- 3.6.1 Perform and meet tests required by ASME A17.1-2010/CSA-B44-10 Safety Code. Furnish test and approval certificates issued by appropriate authorities.
- 3.6.2 Supply instruments and carry out additional tests specified herein.
- 3.6.3 Provide 2 days written notice to Consultant of date and time of tests.
- 3.6.4 Have a copy of the Specifications on site and available to the Mechanic.
- 3.6.5 Provide to Consultant a copy of all speeds, current readings and pressure readings taken at the time of TSSA inspection.

Table 1- Commissioning Data to Be Submitted by Contractor

PARAMETER	Elev. 1
Car speed UP(fpm)	
Car speed DOWN (fpm)	
Start to stop UP (sec)	
Start to stop DOWN (sec)	
Operating pressure UP (psi)	
Relief Pressure (psi)	
Door open (sec)	
Door close (sec)	
Car call dwell (sec)	
Hall call dwell (sec)	
Door stall force (pounds)	
Door timeout (sec)	

- End of section -