

**RETURN BIDS TO:**  
**RETOURNER LES SOUMISSIONS À:**

**Public Works and Government Services Canada  
Telus Plaza North/Plaza Telus Nord  
10025 Jasper Ave./10025 ave. Jaspe  
5th floor/5e étage  
Edmonton  
Alberta  
T5J 1S6  
Bid Fax: (780) 497-3510**

## Request For a Standing Offer Demande d'offre à commandes

Regional Individual Standing Offer (RISO)

Offre à commandes individuelle régionale (OCIR)

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

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

## Comments - Commentaires

**Vendor/Firm Name and Address**

Raison sociale et adresse du fournisseur/de l'entrepreneur

**Issuing Office - Bureau de distribution**

Public Works and Government Services Canada  
Telus Plaza North/Plaza Telus Nord  
10025 Jasper Ave./10025 ave Jasper  
5th floor/5e étage  
Edmonton  
Alberta  
T5J 1S6

<b>Title - Sujet</b> Fire Suppression System Maintenance	
<b>Solicitation No. - N° de l'invitation</b> W0134-14CYLO/A	<b>Date</b> 2013-11-04
<b>Client Reference No. - N° de référence du client</b> DND	<b>GETS Ref. No. - N° de réf. de SEAG</b> PW-\$PWU-909-9985
<b>File No. - N° de dossier</b> PWU-3-36203 (909)	<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 2013-11-25</b>	<b>Time Zone</b> <b>Fuseau horaire</b> Mountain Standard Time MST
<b>Delivery Required - Livraison exigée</b> See Herein	
<b>Address Enquiries to: - Adresser toutes questions à:</b> Mayhew (RPC), Sylvia	<b>Buyer Id - Id de l'acheteur</b> pwu909
<b>Telephone No. - N° de téléphone</b> (780)497-3645 ( )	<b>FAX No. - N° de FAX</b> (780)497-3510
<b>Destination - of Goods, Services, and Construction:</b> <b>Destination - des biens, services et construction:</b> DEPARTMENT OF NATIONAL DEFENCE WCE Contracts 4 Wing Cold Lake PO Box 6550 Stn Forces COLD LAKE Alberta T9M2C6 Canada	
<b>Security - Sécurité</b> This request for a Standing Offer includes provisions for security. Cette Demande d'offre à commandes comprend des dispositions en matière de sécurité.	

**Instructions: See Herein**

**Instructions: Voir aux présentes**

<b>Vendor/Firm Name and Address</b>	
Raison sociale et adresse du fournisseur/de l'entrepreneur	
<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 (type or print)</b>	
<b>Nom et titre de la personne autorisée à signer au nom du fournisseur/ de l'entrepreneur (taper ou écrire en caractères d'imprimerie)</b>	
<b>Signature</b>	<b>Date</b>

## TABLE OF CONTENTS

### **PART 1 - GENERAL INFORMATION**

1. Introduction
2. Summary
3. Health & Safety
4. Debriefings
5. Security Requirement

### **PART 2 - INSTRUCTIONS TO OFFERORS**

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

### **PART 3 - OFFER PREPARATION INSTRUCTIONS**

1. Offer Preparation Instructions

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

1. Evaluation Procedures
2. Basis of Selection
3. Ranking

### **PART 5 - CERTIFICATIONS**

1. Certifications Required Precedent to Issuance of a Standing Offer

### **PART 6 - SECURITY AND INSURANCE REQUIREMENTS**

1. Security Requirement
2. Insurance Requirements

### **PART 7 - STANDING OFFER AND RESULTING CONTRACT CLAUSES**

#### **A. STANDING OFFER**

1. Offer - Annex E
2. Security Requirement
3. Standard Clauses and Conditions
4. Term of Standing Offer
5. Authorities
6. Identified Users
7. Call-up Procedures
8. Call-up Instrument
9. Limitation of Call-ups
10. Financial Limitation
11. Priority of Documents
12. Certifications
13. Applicable Laws
14. Estimates

**B.RESULTING CONTRACT CLAUSES**

## General Conditions:

(i) GC1 General Provisions	R2810D (2013-04-25);
(ii) GC2 Administration of the Contract	R2820D (2012-07-16);
(iii) GC3 Execution and Control of the Work	R2830D (2010-01-11);
(iv) GC4 Protective Measures	R2840D (2008-05-12);
(v) GC5 Terms of Payment	R2550D (2010-01-11);
(vi) GC6 Delays and Changes in the Work	R2865D (2013-04-25);
(vii) GC7 Default, Suspension or Termination of Contract	R2870D (2008-05-12);
(viii) GC8 Dispute Resolution	R2884D (2008-05-12);
(ix) GC9 Insurance	R2590D (2011-05-16);

## Supplementary Conditions, if any;

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);

**ANNEXES**

Annex A	Statement of Work
Annex B	Basis of Payment
Annex C	Health & Safety Requirements - Alberta
Annex D	Periodic Usage Report Form
Annex E	Offer
Annex F	List of Individuals who are Currently Directors of the Offeror
Annex G	Security Requirements Checklist

**ANNEX F - COMPLETE LIST OF EACH INDIVIDUAL WHO ARE CURRENTLY DIRECTORS OF THE OFFEROR**

## PART 1 - GENERAL INFORMATION

### 1. Introduction

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

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

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

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

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

Part 5, Certifications: includes the certifications to be provided;

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

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

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

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

The Annexes include the Statement of Work, the Basis of Payment, Health & Safety, Usage Reports, Offer, SRCL and any other annexes.

### 2. Summary

Standing Offer - Repair, Maintenance and Certification Services for Fire Suppression Systems, Department of National Defence, Cold Lake, AB

Request for a Standing Offer for the provision of skilled licensed labour, tools, equipment, supervision and material as requested by Department of National Defence, WCE Contracts, 4 Wing Cold Lake, Cold Lake, Alberta in the form of call ups for the provision of repair, maintenance and certification of the Fire Suppression Systems, Extinguisher and Back Flow Preventing devices as listed in the Statement of Work, Annex "A". Services are to be provided on an "as required" basis. It is anticipated that one (1) firm will be issued a standing offer. The standing offer will be issued for a term of three (3) years from date of Standing Offer issuance. The total expenditures over the term is estimated at \$350,000.00 (GST/HST included).

Pursuant to section 01 of Standard Instructions 2006, Offerors must submit a complete list of names of all individuals who are currently directors of the Offeror. Furthermore, as determined by the Special Investigations Directorate, Departmental Oversight Branch, each individual named on the list may be requested to complete a Consent to a Criminal Record Verification form and related documentation.

"The requirement is subject to the provisions of the Agreement on Internal Trade (AIT)."

### 3. Health & Safety Requirements

There are Health & Safety requirements associated with this requirement. See Annex C

#### 4. Debriefing

After issuance of a standing offer, offerors may request a debriefing on the results of the request for standing offers. Offerors should make the request to the Standing Offer Authority within 15 working days of receipt of notification that their offer was unsuccessful. The debriefing may be provided in writing, by telephone or in person. The debriefing will include an outline of the reasons the submission was not successful, making reference to the evaluation criteria. The confidentiality of information relating to other submissions will be protected.

#### 5. Security Requirement

There is a security requirement associated with the requirement of the Standing Offer. For additional information, see Part 6 - Security, Financial and Insurance Requirements, and Part 7 - Standing Offer and Resulting Contract Clauses. Offerors should consult the "Security Requirements for PWGSC Bid Solicitations - Instructions for Bidders" document "<http://www.tpsgc-pwgsc.gc.ca/app-acq/lc-pl/lc-pl-eng.html#a31>) on the Departmental Standard Procurement Documents Web site."

### PART 2 - STANDING OFFER - INSTRUCTIONS TO OFFERORS

#### 1. Standard Instructions, Clauses and Conditions

All instructions, clauses and conditions identified in the Request for Standing Offers RFSO by title, number and date are set out in the Standard Acquisition Clauses and Conditions Manual issued by Public Works and Government Services Canada (PWGSC). The Manual is available on the PWGSC Web site: <http://ccua-sacc.tpsgc-pwgsc.gc.ca/pub/acho-eng.jsp>

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

The 2006 (2013-06-01) Standard Instructions - Request for Standing Offers - Goods or Services - Competitive Requirements, are incorporated by reference into and form part of the RFSO.

Subsection 5.4 of 2006, Standard Instructions - Request for Standing Offers - Goods or Services - Competitive Requirements, is amended as follows:

**DELETE** sixty (60) days and **INSERT** One hundred twenty (120) days

#### 2. Submission of Offers

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

##### 2.1 Revision of Offer:

An offer submitted in accordance with these instructions may be revised by letter or facsimile, provided that the revision is received at the office designated for the receipt of offers (Offering address) on or before the date and time set for the closing of the RFSO. The facsimile shall be on the offeror's letterhead or bear a signature that identifies the offeror.

A revision to the unit price schedule must clearly identify the change(s) in the unit price(s) and the specific item(s) to which each change applies.

A letter or facsimile submitted to confirm an earlier revision shall be clearly identified as a confirmation.

Failure to comply with any of the above provisions shall result in the rejection of the non-compliant revision(s) only. The offer shall be evaluated based on the original offer submitted and all other compliant revision(s).

Facsimile number for receipt of revisions: **(780) 497-3510**

## **2.2 Firm Price and/or Rates:**

The Offeror is required to submit firm prices, rates or both that will apply for the entire period of the Standing Offer.

## **2.3 Form:** Offers not submitted on the prescribed Offer Form will not be considered.

## **2.4 Alterations:** Any alteration to the pre-printed or pre-typed sections of the Offer Form, or any condition or qualification placed upon the offer may be cause for disqualification of the offer. Alterations, corrections, changes or erasures made to statements or figures entered on the Offer Form by the offeror shall be initialed by the person or persons signing the offer. Initials shall be original(s). Alterations, corrections, changes or erasures that are not initialed shall be deemed void and without effect.

## **2.5 Incomplete Offers:** Incomplete offers may be rejected.

## **2.6 Taxes**

The offeror is responsible for all applicable taxes.

Offerors are not to include any amounts for the Goods and Services Tax (GST) or Harmonized Sales Tax (HST), whichever is applicable. Any amount levied in respect of the GST/HST shall be billed as a separate item on invoices submitted by the contractor, and shall be paid in addition to the amount approved by Canada for work performed under any resulting Contract. The Contractor shall be required to remit the appropriate amount to the Canada Revenue Agency in accordance with the applicable legislation.

The Federal Government is exempt from the Quebec Sales Tax (QST). Offerors shall not include in their prices any amount that is intended to cover the QST on goods and services performed in the execution of the Work except for such amounts for which an Input Tax Refund is not available. The successful Offeror should make arrangements directly with the Province of Quebec to recover any QST paid by it in performing the Work under the resulting Contract.

## **2.7 Performance Evaluation**

Offerors 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.

An electronic version of the form PWGSC-TPSGC 2913, SELECT - Contractor Performance Evaluation Report Form, used to record the performance is available on the Public Works and Government Services Canada (PWGSC) Web site.

## **3. Enquiries - Request for Standing Offers**

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

Offerors should reference as accurately as possible the numbered item of the RFSO to which the enquiry relates. Care should be taken by offerors to explain each question in sufficient detail in order to enable Canada to provide an accurate answer. Technical enquiries that are of a proprietary nature must be clearly marked "proprietary" at each relevant item. Items identified as "proprietary" will be treated as such except where Canada determines that the enquiry is not of a proprietary nature. Canada may edit the questions or may request that offerors do so, so that the proprietary nature of the

question is eliminated, and the enquiry can be answered with copies to all offerors. Enquiries not submitted in a form that can be distributed to all offerors may not be answered by Canada.

#### 4. Applicable Laws

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

### PART 3 - OFFER PREPARATION INSTRUCTIONS

#### 1. General

- 1.1 Insert the hourly rate or unit price against each class of labour, plant, or item of specified material listed on the Unit Price Schedule of the Offer form. Insert the percentage mark-up for Unspecified Material, if any; mathematical extensions against all items including the Contractor's Mark-up on Unspecified Material if applicable, and Total Estimated Amount, GST/HST extra.
- 1.2 Submit the Offer, duly completed, to the office designated on page 1 of the RFSO in accordance with the Standard Instructions.
- 1.3 Sign and date the Offer in accordance with the RFSO.

#### 2. Offer Preparation Instructions

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

##### Section I: Financial Offer

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

##### Payment by Credit Card

Canada requests that offerors complete one of the following:

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

The following credit card(s) are accepted:

VISA \_\_\_\_\_

Master Card \_\_\_\_\_

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

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

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

##### Section II: Certifications

Offerors must submit the certifications required under Part 5.

## PART 4 - EVALUATION PROCEDURES AND BASIS OF SELECTION

### 1. Evaluation Procedures

- (a) Offers will be assessed in accordance with the entire requirement of the Request for Standing Offers including the technical and financial evaluation criteria.
- (b) An evaluation team composed of representatives of Canada will evaluate the offers.
- (c) Offers shall be evaluated on the basis of the lowest price compliant offer, with the lowest offer being ranked first, the second lowest offer second.

#### 1.1 Evaluation

##### 1.1.1 Mandatory Criteria

##### a) MANDATORY REQUIREMENTS - Required as part of the Offer

i) Pursuant to the General Instructions, submission of Request for Standing Offer (RFSO), offers must be submitted to the office designated for the receipt of offers, and must be received on or before the date and time set for solicitation closing shown on page 1 of the RFSO. A rate must be entered for each item listed in the unit price schedule of the offer.

##### b) MANDATORY REQUIREMENTS - Precedent to issuance of a Standing Offer

- i) Health & Safety Requirements
- ii) Code of Conduct Certifications (*see Part 5 - Certifications*)
- iii) Insurance
- iv) Security Requirements

#### 1.2. Financial Evaluation

- 1.2.1 Price Schedule - A rate must be entered for each item.
- 1.2.2 Offers retained pursuant to Part 4, will be evaluated on the basis of the total estimated amount quoted, GST/HST extra. It is anticipated that one standing offer will be issued to the lowest compliant offeror.

### 2. Basis of Selection

#### 2.1 Basis of Selection - Mandatory Criteria Only

An offer must comply with the requirements of the Request for Standing Offers and meet all mandatory evaluation criteria to be declared responsive. The responsive offer with the lowest evaluated price will be recommended for issuance of a standing offer.

2.2 Offers not meeting (a) and (b) above will be declared non-responsive.

### 3. Ranking

- 3.1 Only 1 firm will be issued a standing offer.
- 3.2 The firm submitting the lowest aggregate price compliant submission will be issued a Standing Offer.



## PART 5 - CERTIFICATIONS

Offerors must provide the required certifications to be issued a standing offer. Canada will declare an offer non-responsive if the required certifications are not completed and submitted as requested.

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

### 1. Mandatory Certifications Required Precedent to Issuance of a Standing Offer

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

By submitting an offer, the Offeror certifies, for itself and its affiliates, to be in compliance with the Code of Conduct and Certifications clause of the 2006 (2013-06-01) Standard Instructions. The related documentation therein required will help Canada in confirming that the certifications are true.

#### 2.2 Additional Certifications Precedent to Issuance of a Standing Offer

The certifications listed below should be completed and submitted with the offer, but may be submitted afterwards. If any of these required certifications is not completed and submitted as requested, the Standing Offer Authority will so inform the Offeror and provide the Offeror with a time frame within which to meet the requirement. Failure to comply with the request of the Standing Offer Authority and meet the requirement within that time period will render the offer non-responsive.

**2.2.1 Health & Safety Requirements** - per attached Annex C .

**2.2.2 Insurance**, per article 3 of Part 6. (R2590D GC9 - Insurance)

**2.2.3 Security Requirement** - per article 1 of Part 6.

---

## PART 6 - SECURITY AND INSURANCE REQUIREMENTS

### 1. Security Requirement

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

### 2. Insurance Requirements

The Offeror must provide a letter from an insurance broker or an insurance company licensed to operate in Canada stating that the Offeror, if issued a standing offer as a result of the request for standing offer, can be insured in accordance with the Insurance Requirements specified in SACC Manual clause R2590D GC9 - Insurance (2011-05-16)

If the information is not provided in the offer, the Standing Offer Authority will so inform the Offeror and provide the Offeror with a time frame within which to meet the requirement. Failure to comply with the request of the Standing Offer Authority and meet the requirement within that time period will render the offer non-responsive.

Certificate of Insurance form - PWGSC-TPSGC 357 (06/2007) is available at web site:

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

## PART 7 - CLAUSES & CONDITIONS

### PART 7(A) - STANDING OFFER

#### 1. Offer - attached at ANNEX E

- .1 General Provisions
- .2 Financial Terms
- .3 Prices

#### 2. Security Requirement

1. The Contractor/Offeror must, at all times during the performance of the Contract/Standing Offer, hold a valid Designated Organization Screening (DOS), issued by the Canadian Industrial Security Directorate (CISD), Public Works and Government Services Canada (PWGSC).
2. The Contractor/Offeror personnel requiring access to sensitive work site(s) must EACH hold a valid **RELIABILITY STATUS**, granted or approved by CISD/PWGSC. Until the security screening of the Contractor personnel required by this Contract has been completed satisfactorily by the CISD, PWGSC, the Contractor personnel **MAY NOT ENTER** sites without an escort.
3. Subcontracts which contain security requirements are **NOT** to be awarded without the prior written permission of CISD/PWGSC.
4. The Contractor/Offeror must comply with the provisions of the:
  - (a) Security Requirements Check List and security guide (if applicable),
  - (b) Industrial Security Manual (Latest Edition).

For additional information on security requirements, proponents should consult the Industrial Security web site at: <http://ssi-iss.tpsgc-pwgsc.gc.ca/index-eng.html>.

#### 3. Standard Clauses and Conditions

- 1) .1 General Conditions - Standing Offer, 2005 (2012-11-19)
- 2) The documents identified by title, number and date in paragraph 1) 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/5/R>
- 3) Schedules of Wage Rates for Federal Construction Contracts is included by reference and may be accessed from the Web site:
 

[http://www.hrsdc.gc.ca/eng/labour/employment\\_standards/contracts/schedule/index.shtml](http://www.hrsdc.gc.ca/eng/labour/employment_standards/contracts/schedule/index.shtml)

#### 4. Term of Standing Offer

##### 3.1 Period of the Standing Offer

The period for making call-ups against the Standing Offer is for three years from date of Standing Offer issuance.

**5. Authorities****4.1 Standing Offer Authority**

The Standing Offer Authority is:

Name: *see front page of Standing Offer for details*  
Public Works and Government Services Canada  
Acquisitions Branch

Directorate: Real Property Contracting

The Standing Offer Authority is responsible for the establishment of the Standing Offer, its administration and its revision, if applicable. Upon the making of a call-up, as Contracting Authority, they are responsible for any contractual issues relating to individual call-ups made against the Standing Offer by any Identified User.

**4.2 Project Authority**

The Project Authority for the Standing Offer is identified in the call-up against the Standing Offer.

The Project Authority is the representative of the department or agency (Departmental Representative) for whom the Work will be carried out pursuant to a call-up against the Standing Offer and is responsible for all the technical content of the Work under the resulting Contract.

**6. Identified users**

The Identified Users authorized to make call-ups against the Standing Offer include:

Department of National Defence, 4 Wing Cold Lake, Cold Lake, Alberta

**7. Call-up Procedures**

1. Best Standing Offer: the offer that provides best value (lowest aggregate prices) will be retained.

The Project Authority will establish the scope of work to be performed by the successful firm and negotiate the level of effort required to perform the work based on the hourly rates contained in the Standing Offer.

Solicitation No. - N° de l'invitation

W0134-14CYLO/A

Amd. No. - N° de la modif.

Buyer ID - Id de l'acheteur

pwu909

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

File No. - N° du dossier

CCC No./N° CCC - FMS No/ N° VME

DND

PWU-3-36203

**8. CALL-UP INSTRUMENT**Public Works and  
Government Services  
CanadaTravaux publics et  
Services gouvernementaux  
Canada**CALL-UP AGAINST A STANDING OFFER**  
**COMMANDE SUBSÉQUENTE À UNE OFFRE**  
**PERMANENTE**In accordance with  
STANDING OFFER NO.: \_\_\_\_\_Conformément à  
L'OFFRE PERMANENTE No. \_\_\_\_\_Call-up no.  
- No de  
commandeDated \_\_\_\_\_  
and the terms and conditions therein, you are  
Requested to carry out the worked described below.En date du \_\_\_\_\_  
Et les modalités qui y sont énumérées, vous êtes prié  
d'exécuter les travaux décrits ci-après.

Contractor's name and address - Nom et adresse de l'entrepreneur		Send invoice to - Expédier la facture à
Fax No. ( )		attention:
Project no. - No du projet	Note: Quote standing offer number, project number and call-up number on your invoice. Inscrire le numéro de l'offre permanente, le numéro du projet et le numéro de commande sur la facture.	
Location of work - Endroit des travaux	Call-up cost, GST/HST extra - Coût de la commande, TPS en plus	

Work description - Description des travaux

Certified pursuant to subsection 32 (1) of the Financial Administration Act  
Certifié en vertu du paragraphe 32 (1) de la Loi sur la gestion des finances publiques\_\_\_\_\_  
Signature\_\_\_\_\_  
Date

Departmental Representative - Représentant du ministère

\_\_\_\_\_  
Signature\_\_\_\_\_  
Date

PWGSC-TPSGC 2829 (03/2006)

## 9. Limitation of Call-ups

Individual call-ups against the Standing Offer must not exceed \$25,000.00 (Applicable Taxes Extra).

## 10. Financial Limitation

The total cost to Canada resulting from call ups against the Standing Offer must not exceed the sum of \$350,000.00 (Applicable Taxes included) unless otherwise authorized in writing by the Standing Offer Authority. The Offeror must not perform any work or services or supply any articles in response to call ups which would cause the total cost to Canada to exceed the said sum, unless an increase is so authorized.

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

## 11. Priority Documents

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

- a) the call up against the Standing Offer, including any annexes and any amendments;
- b) the articles of the Standing Offer;
- c) the general conditions 2005 (2012-11-19), General Conditions - Standing Offers - Goods or Services
- d) any amendment or variation in the Standing Offer that is made in accordance with the terms and conditions of the Standing Offer;
- e) the general conditions dated and listed in Part 7B, Resulting Contract Clauses;
- f) the Supplemental general conditions;
- g) Annexes:  
Annex A, Statement of Work, and any amendment to the solicitation document incorporated in the Standing Offer before the date of the Standing Offer;  
Annex B, Basis of Payment;  
Annex C, Health & Safety Requirements - Alberta;  
Annex D, Periodic Usage Report Form;  
Annex G, Security Requirements Checklist and
- h) the Offeror's offer Annex E, dated \_\_\_\_\_ (insert date of offer);

## 12. Certifications

### 12.1 Compliance

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

## 13. Applicable Laws

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

## 14. Estimates

Where an estimate of the cost of performing specific work is required, the Identified User will provide the Offeror with a statement of the work required and the Offeror must provide the Identified User with an estimate of the cost of performing the specified work in accordance with the pricing provision of the Standing Offer. The Offeror must not undertake any of the specified work unless and until a call-up is issued by the Identified User. The estimated cost stated in the call-up must not be exceeded without the specific written authorization of the Identified User.

## PART 7 (B) - RESULTING CONTRACT CLAUSES

- 1) The following clauses and conditions apply to and form part of any contract resulting from a call-up against the Standing Offer:
  - (a) Statement of Work - The Contractor must perform the Work described in the call-up against the Standing Offer;
  - (b) General Conditions:
 

(i)	GC1	General Provisions	R2810D	(2013-04-25);
(ii)	GC2	Administration of the Contract	R2820D	(2012-07-16);
(iii)	GC3	Execution and Control of the Work	R2830D	(2010-01-11);
(iv)	GC4	Protective Measures	R2840D	(2008-05-12);
(v)	GC5	Terms of Payment	R2550D	(2010-01-11);
(vi)	GC6	Delays and Changes in the Work	R2865D	(2013-04-25);
(vii)	GC7	Default, Suspension or Termination of Contract	R2870D	(2008-05-12);
(viii)	GC8	Dispute Resolution	R2884D	(2008-05-12);
(ix)	GC9	Insurance	R2590D	(2011-05-16);
  - (c) Supplementary Conditions, if any;
  - (d) Fair Wages and Hours of Labour - Labour Conditions R2940D (2012-07-16);
  - (e) Allowable Costs for Contract Changes Under GC6.4.1 R2950D (2007-05-25);
  - (f) Schedules of Wage Rates for Federal Construction Contracts;
  - (g) Any amendment issued or any allowable bid revision received before the date and time set for solicitation closing;
  - (h) Any amendment incorporated by mutual agreement between Canada and the Contractor before acceptance of the bid; and
  - (i) 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 in paragraph 1) 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 Website:
 

<https://buyandsell.gc.ca/policy-and-guidelines/standard-acquisition-clauses-and-conditions-manual/5/R>
- 3) Schedules of Wage Rates for Federal Construction Contracts is included by reference and may be accessed from the Website:
 

[http://www.hrsdc.gc.ca/eng/labour/employment\\_standards/contracts/schedule/index.shtml](http://www.hrsdc.gc.ca/eng/labour/employment_standards/contracts/schedule/index.shtml)

**NOTE:** Contractors should note that a copy of the Labour Conditions and the Fair Wage Schedule applicable to the project location must be posted at the work site in a convenient, easily accessible location.

- 4) The language of the contract documents shall be the language of the Bid and Acceptance Form submitted.
- 5) A contract is formed between Canada and the Offeror only when a Call-up duly signed is issued by the Departmental Representative and accepted by the Offeror\*. The Offeror shall then be referred to as "the Contractor" and the Contract includes the Offer, the Specifications referred to in the Unit Price Schedule, the General Conditions, and the Call-up .

6) Interpretation

*"Accepted by the Offeror"* \* means that the Offeror has agreed to, and commenced performance of the work.

*"Minister"* includes a person acting for the Minister, the Minister's successor in office, their lawful deputy and their representatives appointed for the purpose of the Standing Offer.

*"Departmental Representative"* means the Project Authority who is the representative of the department or agency for whom the Work will be carried out pursuant to a call-up against the Standing Offer and is responsible for all the technical content of the Work under the resulting Contract.

*"Superintendent"* or *"Supervisor"* means the employee or representative of the Contractor designated by the Contractor to act as Superintendent;

*"Unit Price Table"* means the table of prices per unit set out in the Offer; and

*"Work"* means, subject only to any express stipulation in the Contract to the contrary, everything that is necessary to be done, furnished or delivered by the Contractor to perform the Contract in accordance with the work as described in each Call-up, and in the technical specifications or statement of work.

## 1. SUPPLEMENTAL CONDITIONS

**INSERT** the following supplementary conditions in the resulting General Conditions:

### 1.1. T1204 - Direct Request by Customer Department

- 1.1.1 Pursuant to paragraph 221 (1)(d) of the Income Tax Act, R.S. 1985, c.1 (5th Supp.), payments made by departments and agencies to contractors under applicable services contracts (including contracts involving a mix of goods and services) must be reported on a T1204 Government Service Contract Payments slip.
- 1.1.2 To enable departments and agencies to comply with this requirement, the Contractor must provide Canada, upon request, its business number or Social Insurance Number, as applicable. (These requests may take the form of a general call-letter to contractors, in writing or by telephone).

### 1.2. Periodic Reports

- 1.2.1 The Offeror shall provide to the Standing Offer Authority biannual reports on usage of the Standing Offer, showing the number and total value of call-ups by each consignee. Reports shall be submitted in the format shown on the attached Annex D "Periodic Usage Report Form" and forwarded to the Standing Offer Authority no later than fifteen (15) days after the designated reporting period.
- 1.2.2 The Offeror understands that failure to comply may result in the setting aside of the Standing Offer.



## 2. Term of Contract

### 2.1 Period of the Contract

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

## 3. Payment

### 3.1 CHANGES TO GC5 R2550D - TERMS OF PAYMENT

**DELETE** GC5.4, GC5.5, and GC5.6 and **INSERT** the following:

#### GC5.4 Payment

##### .1 Terms of Payment

1. Where the duration of the work identified in a call-up is greater than 30 days, the Contractor may submit monthly progress claims, and shall be entitled to receive progress payments at monthly or other agreed intervals. Subject to verification by the Departmental Representative, payment of the Contractor's invoice for work satisfactorily completed shall be made not later than 30 days after receipt thereof. The due date shall be the 30th day following receipt of a properly submitted invoice.
2. The Contractor shall submit a separate invoice for each Call-up to the Departmental Representative in accordance with any invoicing instructions set out herein. The properly submitted invoice shall be delivered to the Departmental Representative in the agreed format with sufficient detail, information, and backup to permit verification.  
The Contractor's invoice shall show the following, as separate items:
  - (a) the amount of the progress payment being claimed for Work satisfactorily performed excluding GST/HST;
  - (b) the amount for any tax calculated (GST/HST) in accordance with the applicable federal tax legislation; and
  - (c) the total amount which shall be the sum of the amounts referred to in (a) and (b) above.
3. The amount of the tax shown on the invoice shall be paid by Canada to the Contractor in addition to the amount of the progress payment for Work satisfactorily performed.
4. If, within 15 days of receipt of the invoice, additional information is requested by the Departmental Representative for the purpose of verification, the 30 day payment period shall commence upon receipt of the requested information. Payment shall be made prior to or on the thirtieth (30) day after receipt of the corrected invoice or the required information.
  - .1 Any monthly progress payment made to the Contractor may be subject to a 10% holdback which shall be released to the Contractor with the final payment unless the amount held back is required by Canada to remedy any defect in the Contractor's work.
  - .2 Where the duration of the Work identified in a call-up is equal to or less than thirty (30) days, the Contractor may receive a single payment as full consideration for the Work performed.

5. Upon completion of the Work in the progress claim, the Contractor maybe requested to provide a completed and signed statutory declaration containing a declaration that, up to the date of the progress claim, the Contractor has complied with all lawful obligations with respect to the Labour Conditions and that, in respect of the Work, all lawful obligations of the Contractor to its Subcontractors and Suppliers, referred to collectively in the declaration as "subcontractors and suppliers", have been fully discharged before any further payment is made.
6. Upon written notice by a Sub-Contractor, with whom the Contractor has a direct contract, of an alleged non payment to the Sub-Contractor, the Departmental Representative may provide the Sub-Contractor with a copy of the latest approved progress payment made to the Contractor for the Work.
7. Upon the satisfactory completion of all Work, the amount due, less any payments already made, shall be paid to the Contractor not later than thirty (30) days after receipt of a properly submitted invoice, and upon request, with a Statutory Declaration in accordance with paragraph 5 above.

### **3.2 Basis of Payment - see Annex B**

### **3.3 Limitation of Price**

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

### **3.4 Payment of Invoices by Credit Card (see PART 3)**

The credit card \_\_\_\_\_ is accepted.

**OR**

The credit cards \_\_\_\_\_ and \_\_\_\_\_ are accepted.

Section GC5.11 Delay in Making Payment, Interest on Overdue Accounts, of GC5 - Terms of Payment R2550D (2010-01-11) will not apply to payments made by credit cards.

Solicitation No. - N° de l'invitation

W0134-14CYLO/A

Amd. No. - N° de la modif.

Buyer ID - Id de l'acheteur

pwu909

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

File No. - N° du dossier

CCC No./N° CCC - FMS No/ N° VME

DND

PWU-3-36203

---

## ANNEXES

Annex A	Statement of Work
Annex B	Basis of Payment
Annex C	Health & Safety Requirements
Annex D	Periodic Usage Report Form
Annex E	Offer
Annex F	Code of Conduct Certifications - List
Annex G	Security Requirements Checklist

Solicitation No. - N° de l'invitation

W0134-14CYLO/A

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

DND

Amd. No. - N° de la modif.

File No. - N° du dossier

PWU-3-36203

Buyer ID - Id de l'acheteur

pwu909

CCC No./N° CCC - FMS No/ N° VME

---

**ANNEX A**

**STATEMENT OF WORK**  
*REFER TO PDF ATTACHED*

---

## ANNEX B

### .1 Basis of Payment

Payments in respect of the agreed price shall be made upon satisfactory performance of the Work, and upon approval of the Departmental Representative, but such payments shall not exceed the amount(s) as specified in the Call Up, for the Work without written authorization.

In consideration of the Contractor satisfactorily completing all of its obligations under the resulting Contract, the Contractor will be paid a firm price, Goods and Services Tax or Harmonized Sales Tax extra.

#### .1 Hourly Rates:

The Contractor will be paid firm hourly rates as follows, for work performed in accordance with the Contract.

See attached for details

Total Estimated Cost - Limitation of Expenditure: \$350,000.00 (Applicable Taxes included)

## ANNEX C

### MANDATORY HEALTH AND SAFETY - *for Work in the Province of Alberta*

#### 1.) SPECIAL INSTRUCTIONS TO BIDDERS (SI):

##### WCB AND SAFETY PROGRAM

- 1) The recommended Bidder shall provide to the Contracting Authority, prior to Standing Offer issue:
  - 1.1 a Workers Compensation Board Premium Rate Statement - Alberta, or equivalent documentation from another jurisdiction;
  - 1.2 a Workers Compensation Board letter of good standing, also listing covered Directors, Principals, Proprietor(s) or Partners who will be or who are anticipated to be present on the work site(s), or equivalent documentation from another jurisdiction; and
  - 1.3 a Certificate of Recognition (COR) or Registered Safety Plan (RSP). A health and safety policy and program, as required by other provincial/territorial Occupational Health and Safety Acts, will be acceptable in lieu of a COR or RSP.
- 2) The recommended Bidder shall deliver all of the above documents to the Contracting Authority on or before the date stated (usually 3-5 days after notification) by the Contracting Authority. Failure to comply with the request may result in the bid being declared non-compliant.

#### 2.) SUPPLEMENTARY CONDITIONS (SC):

##### Workplace Safety and Health

##### 1. EMPLOYER/PRIME CONTRACTOR

- 1.1 The Contractor shall, for the purposes of the Occupational Health and Safety Act, Alberta, and for the duration of the Work:
  - 1.1.1 act as the Employer, where there is only one employer on the work site, in accordance with the Authority Having Jurisdiction;
  - 1.1.2 accept the role of Prime Contractor, where there are two or more employers involved in work at the same time and space at the work site, in accordance with the Authority Having Jurisdiction; and
  - 1.1.3 agree, in the event of two or more Contractors working at the same time and space at the work site, without limiting the General Conditions, to Canada's order \* to:
    - 1.1.3.1 accept, as the Prime Contractor, the responsibility for Canada's other Contractor(s); or
    - 1.1.3.2 accept that Canada's other Contractor is Prime Contractor and conform to that Contractor's Site Specific Health and Safety Plan.

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

## 2. SUBMITTALS

### 2.1 The Contractor shall provide to Canada:

- 2.1.1 prior to the pre-construction meeting, a transmittal and copy of a completed Notice of Project form PWGSC - TPSGC 458 (form will be provided to the proposed contractor prior to award), as sent to the Authority Having Jurisdiction (AHJ); and
- 2.1.2 prior to commencement of work and without limiting the terms of the General Conditions:
  - 2.1.2.1 copies of all other necessary permits, notifications and related documents as called for in the scope of work/specifications and/or by the AHJ; and
  - 2.1.2.2 a site specific Health and Safety Plan as requested.

*NOTE: Please do not include any forms that include personal 3rd party information such as the names of the contractor's employees and their related claims information.*

## 3. LABOUR AUTHORITY CONTACT:

*The contact below represents the Labour Authority in the jurisdiction (AHJ). They are not representatives of the Workers Compensation.*

Do not contact the people referenced below for issues pertaining to WCB or WCB Clearances. Those queries must be directed specifically to the WCB, and where the WCB has both a Labour and Compensation component, WCB issues must be directed to the Compensation/Employer Services sections.

### **ALBERTA North**

**Alberta Human Resources and Employment  
Workplace Health and Safety  
10th Floor, 7th Street Plaza  
10030-107 Street  
Edmonton, Alberta, T5J 3E4  
Attention: Gisele Auger**

**Telephone: (780)422-5949  
Facsimile: (780) 427-0999**

Solicitation No. - N° de l'invitation

W0134-14CYLO/A

Amd. No. - N° de la modif.

Buyer ID - Id de l'acheteur

pwu909

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

File No. - N° du dossier

CCC No./N° CCC - FMS No/ N° VME

DND

PWU-3-36203

### ANNEX D Periodic Usage Report Form

As a requirement of this Request for Standing Offer, a report shall be submitted as follows:

Return to:

Sylvia Mayhew	(780) 497-3510	sylvia.mayhew@pwgsc-tps.gc.gc.ca
<i>Name</i>	<i>Fax</i>	<i>Email Address</i>

at:

Public Works and Government Services Canada  
Real Property Contracting, Acquisitions Branch  
Telus Plaza North, 10025 - Jasper Avenue  
Edmonton, Alberta T5J 1S6

#### REPORT ON THE VOLUME OF BUSINESS

SUPPLIER: \_\_\_\_\_

REPORT FOR THE PERIOD ENDING: \_\_\_\_\_

Description of Work	Call-up #	TOTAL BILLIN G

**NIL REPORT:** We have not done any business with the federal government for this period \_\_\_\_\_.

**PREPARED BY:**

NAME: \_\_\_\_\_

SIGNATURE: \_\_\_\_\_

TELEPHONE NO.: \_\_\_\_\_



## ANNEX E OFFER

**Description of Work:** Fire Suppression System Repair/Maintenance Services Standing Offer -  
Department of National Defence, Cold Lake, AB

### 1. OFFER

- .1 This Standing Offer is made by the Offeror to Canada;
- .2 This Offer is to furnish all necessary tools, plant, equipment, services, materials and labour to execute and complete the Work described above in careful and workmanlike manner;
- .3 The Work shall be more particularly described in individual Call-ups to be issued by the Project Authority, hereinafter called the "Departmental Representative";
- .4 Individual Call-ups may be issued, from time to time, during the period identified in Part 7A, clause 4.1, hereinafter called the "Term".

### 2. GENERAL PROVISIONS

- .1 This Offer when signed by or on behalf of the Offeror, the Specifications referred to in the Unit Price Schedule below and the General Conditions shall constitute the complete Offer subject to the provisions contained therein;
- .2 The Hourly Rate and the Unit Price, as offered, govern in calculating each Estimated Total Price; any errors in the extension of the Unit Price and in the addition of the Estimated Total Prices will be corrected in order to obtain the actual Total Estimated Amount;
- .3 This Offer supersedes and cancels all communications, negotiations and agreements relating to the Work other than those contained in the Offer;
- .4 that this tender may not be withdrawn for a period of 120 days following the tender closing time,

The Offeror agrees

- .1 to carry out individual work projects as requisitioned from time to time by the Departmental Representative in **Call- ups Against a Standing Offer**, form PWGSC/TPSGC 2829, copies of which the Offeror acknowledges to have in its possession, in accordance with the requirements set out therein and in consideration of payment of amounts to be determined pursuant to section 3. Below;
- .2 to provide, on demand from the Departmental Representative, a detailed price estimate, calculated in accordance with section 4 below, and a proposed work schedule for each work project; and
- .3 to commence Work promptly upon receipt of each Call-up issued pursuant to this Offer, duly signed by the Departmental Representative.

- 
- .5 This Offer does not constitute a binding contract between Canada and the Offeror. The Departmental Representative shall have the right to issue a Call-up with those other offerors which have also submitted offers to Canada.
  - .6 A contract is formed between Canada and the Offeror only when a Call-up duly signed is issued by the Departmental Representative and accepted by the Offeror. The Offeror shall then be referred to as "the Contractor" and the Contract includes the Offer, the Specifications referred to in the Unit Price Schedule below, the General Conditions and the Call-up .
  - .7 The estimated number of hours, the quantities of material and plant, and the amount of the Allowance for Unspecified material set out in the Unit Price Schedule are for the purpose of comparative evaluation of the offers and do not express an obligation on the part of Canada to order any or all of the work, material or plant listed therein.
  - .8 The Offeror declares that no bribe, gift or benefit has been or will be paid, given, promised or offered directly or indirectly to any official or employee of Canada or to a member of the family of such person, with a view to influence the entry into or the administration of any contract which may result from this Offer.

### 3. FINANCIAL TERMS

- .1 Each item specified in the Unit Price Schedule in subsection 4.1 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.
- .2 Unspecified Material shall be reimbursed at net cost, as supported by invoices, plus Markup as established in section 4 of this Offer. "Net Cost" means all amounts reasonably and properly paid by the Offeror in respect of materials required for and used in the Work, and includes packing, handling and delivery charges, less any trade discounts received by the Offeror. The Offeror's Markup on Unspecified Material covers overheads, profit, and all other expenses whatsoever.
- .3 The prices inserted in section 4 of this Offer include all applicable federal, provincial, and municipal taxes.
  - .1 However, they do not include any amount for the Goods and Services Tax (GST) or Harmonized Sales Tax (HST). The appropriate GST/HST amounts will be paid by Canada to the Offeror in addition to the amounts paid against the amount of the contract. The Offeror shall make appropriate remittances to Revenue Canada in accordance with the legislation.
  - .2 The prices do not include the Québec Sales Tax. The Offeror shall arrange directly with the Province of Québec for the reimbursement of Provincial Sales Tax paid to this Province for the purpose of any contract resulting from this Offer.
- .4 Payment by Canada for the Offeror's own special equipment not covered by the Unit Price Schedule and required at the job site will be no greater than the local going rental rate for such equipment or the rate published by the local construction association for such equipment, whichever is the lower.
- .5 The cost of subcontract work, including special equipment rentals approved by the Project Authority, shall be reimbursed at actual cost with the addition of ten (10) percent to cover overheads, profit, and all other expenses whatsoever. "Actual cost" means all amounts reasonably and properly paid by the Contractor for those parts of the Work carried out by subcontractors.

## .6 Pricing

### .1 The prices requested in the Offer are:

- .1 Service Call including first hour of on site labour for regular hours;
- .2 Service Call including first hour of on site labour for outside regular hours;
- .3 Labour: hourly rates for regular hours;
- .4 Labour: hourly rates for each hour outside of regular hours;
- .5 Mark up on allowance for unspecified material, replacement parts, required permits and certificates. for purposes of evaluation.

### .2 The hourly rates requested in the offer and acceptance for specific types of service shall be the total cost to perform the work including but not limited to:

- .1 labour including supervision, allowances and liability insurance;
- .2 travel time;
- .3 transportation/vehicle expenses;
- .4 tools and tackle;
- .5 overhead and profit;
- .6 any other incidental expenses other than supply of materials and replacement parts relating to the delivery of labour.
- .7 Service call rates will be paid only on the initial call-out. Should the work carry over to subsequent days, the labour rates only will be applied. In case of emergency a service call will be made other than that repairs and maintenance will be pre-negotiated through individual quotes.
- .8 For work carried over to subsequent days, accommodations will be reimbursed as per Travel Directive Policy. The current Travel Directive Policy is available at following website. Accommodation costs are not to include a mark-up and must be supported with receipts. <http://www.njc-cnm.gc.ca/directive/travel-voyage/index-eng.php>

### .3 It is considered that regular hours of work fall between 0800 and 1600 hours, Monday to Friday. Overtime must be authorized in advance by the Project Authority

## .7 .1 Invoices

### .1 All invoices submitted for payment shall show:

- .1 Construction Engineering Work Order Number,
- .2 Construction Engineering File Number,
- .3 Requisition Number, DSS 942 (Requisition on Contract),
- .4 Public Works and Government Services Canada (PWGSC) Standing Offer Number, and
- .5 same address as on PWGSC contract.

### .2 Invoices are to include a breakdown as follows:

- .1 Hourly rate per the Offer and hours of work for each tradesperson.
- .2 An itemized list of materials used, by cost, shall be shown on all invoices submitted for payment.
- .3 Extended total.
- .4 Good and Services Tax (GST/HST) shall be shown as a separate item.
- .5 Where subcontracting is involved a copy of subcontractor's invoice shall accompany the invoice against the requisition.
- .6 Where discount or markup is applicable, indicate separately.

### .3 Invoices submitted for payment against this contract that are not properly identified will be returned to the Contractor for proper annotation before certification for payment is made.

#### 4. PRICES

The Offeror agrees that the following are the prices referred to in sections 2 and 3 above:

##### 4.1 Unit Price Schedules - Rates

###### SCHEDULE A) Year 1

Col. 1	Col. 2	Col. 3	Col. 4	Col. 5	Col. 6
Item	Class of Labour, material or plant	Unit	Unit Price \$                      ¢	Estimated Annual Hours/ Quantity	Estimated total price \$                      ¢
1	Service Call, including the first hour of on-site, productive labour During Regular Working Hours: Monday through Friday (08:00 - 16:00)				
i.	Journeyman	/Call	\$_____/Call	25 Calls	\$_____
ii.	Helper	/Call	\$_____/Call	25 Calls	\$_____
2	Labour Rate, in addition to above (to start following the first hour of on-site productive labour)				
a	During Regular Working Hours: Monday through Friday (08:00 - 16:00)				
i.	Journeyman	/Hour	\$_____/Hour	1090 Hours	\$_____
ii.	Helper	/Hour	\$_____/Hour	1090 Hours	\$_____
b	Hourly rate, including travel time and all related expenses outside Regular Working Hours: Monday through Friday (16:00 -08:00)				
i.	Journeyman	/Hour	\$_____/Hour	38 Hours	\$_____
ii.	Helper	/Hour	\$_____/Hour	38 Hours	\$_____
c	Hourly rate, including travel time and all related expenses Weekends and Statutory Holidays				
i.	Journeyman	/Hour	\$_____/Hour	38 Hours	\$_____
ii.	Helper	/Hour	\$_____/Hour	38 Hours	\$_____
3	Material and Replacement Parts Contractor's Mark Up on Allowance for unspecified material, replacement parts, required permits and certificates. Mark up _____ %			\$125,000.00	\$_____ (= % mark up x \$125,000.00)
Sub Total A): Estimated Total Amount 1st Year GST Extra					\$_____

.....continued

**4.1 Unit Price Schedules - Rates (continued)****SCHEDULE B) Year 2**

Col. 1	Col. 2	Col. 3	Col. 4	Col. 5	Col. 6
Item	Class of Labour, material or plant	Unit	Unit Price \$                      ¢	Estimated Annual Hours/ Quantity	Estimated total price \$                      ¢
1	Service Call, including the first hour of on-site, productive labour During Regular Working Hours: Monday through Friday (08:00 - 16:00)				
i.	Journeyman	/Call	\$_____/Call	25 Calls	\$_____
ii.	Helper	/Call	\$_____/Call	25 Calls	\$_____
2	Labour Rate, in addition to above (to start following the first hour of on-site productive labour)				
a	During Regular Working Hours: Monday through Friday (08:00 - 16:00)				
i.	Journeyman	/Hour	\$_____/Hour	1090 Hours	\$_____
ii.	Helper	/Hour	\$_____/Hour	1090 Hours	\$_____
b	Hourly rate, including travel time and all related expenses outside Regular Working Hours: Monday through Friday (16:00 -08:00)				
i.	Journeyman	/Hour	\$_____/Hour	38 Hours	\$_____
ii.	Helper	/Hour	\$_____/Hour	38 Hours	\$_____
c	Hourly rate, including travel time and all related expenses Weekends and Statutory Holidays				
i.	Journeyman	/Hour	\$_____/Hour	38 Hours	\$_____
ii.	Helper	/Hour	\$_____/Hour	38 Hours	\$_____
3	Material and Replacement Parts Contractor's Mark Up on Allowance for unspecified material, replacement parts, required permits and certificates. <b>Mark up _____ %</b>			\$125,000.00	\$_____ (= % mark up x \$125,000.00)
Sub Total B): Estimated Total Amount 2nd Year GST Extra					\$_____

.....continued

**4.1 Unit Price Schedules - Rates (continued)****SCHEDULE C) Year 3**

Col. 1	Col. 2	Col. 3	Col. 4	Col. 5	Col. 6
Item	Class of Labour, material or plant	Unit	Unit Price \$                      ¢	Estimated Annual Hours/ Quantity	Estimated total price \$                      ¢
1	Service Call, including the first hour of on-site, productive labour During Regular Working Hours: Monday through Friday (08:00 - 16:00)				
i.	Journeyman	/Call	\$_____/Call	25 Calls	\$_____
ii.	Helper	/Call	\$_____/Call	25 Calls	\$_____
2	Labour Rate, in addition to above (to start following the first hour of on-site productive labour)				
a	During Regular Working Hours: Monday through Friday (08:00 - 16:00)				
i.	Journeyman	/Hour	\$_____/Hour	1090 Hours	\$_____
ii.	Helper	/Hour	\$_____/Hour	1090 Hours	\$_____
b	Hourly rate, including travel time and all related expenses outside Regular Working Hours: Monday through Friday (16:00 -08:00)				
i.	Journeyman	/Hour	\$_____/Hour	38 Hours	\$_____
ii.	Helper	/Hour	\$_____/Hour	38 Hours	\$_____
c	Hourly rate, including travel time and all related expenses Weekends and Statutory Holidays				
i.	Journeyman	/Hour	\$_____/Hour	38 Hours	\$_____
ii.	Helper	/Hour	\$_____/Hour	38 Hours	\$_____
3	Material and Replacement Parts Contractor's Mark Up on Allowance for unspecified material, replacement parts, required permits and certificates. Mark up _____ %			\$125,000.00	\$_____ (= % mark up x \$125,000.00)
Sub Total C): Estimated Total Amount 3rd Year GST Extra					\$_____

.....continued

**4.2 TOTAL EVALUATED PRICE (Year 1 + Year 2 + Year 3)**

Col. 1	Col. 2	Col. 3	Col. 4
Sub Total SCHEDULE A) 1st Year	Sub Total SCHEDULE B) 2nd Year	Sub Total SCHEDULE C) 3rd Year	Total Evaluated Price (col.1 + col.2 + col.3 = col.4)
\$ _____	\$ _____	\$ _____	\$ _____ <b>GST/HST Extra</b>

These items will be used for cost evaluation purposes only and do not constitute a guarantee or commitment on behalf of Canada of the quantity or amount to be used under the Standing Offer.

A rate must be entered for each item.

The Offeror agrees that the Price(s) per Unit as tendered govern in calculating the Total Evaluated Price. The Offeror understands that any errors in the extension of the Price per Unit, in the addition of the Estimated Total Price, and Estimated Total Amount will be corrected in order to obtain the Total Evaluated Price.

**Cost will be evaluated on the Total Evaluated Price in Column 4. It is anticipated that one (1) standing offer will be issued to the lowest compliant offeror.**

SIGNATURE:

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

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

Offeror's Contact Information:

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Telephone: \_\_\_\_\_

Facsimile No. \_\_\_\_\_

Email: \_\_\_\_\_

Solicitation No. - N° de l'invitation

W0134-14CYLO/A

Amd. No. - N° de la modif.

Buyer ID - Id de l'acheteur

pwu909

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

File No. - N° du dossier

CCC No./N° CCC - FMS No/ N° VME

DND

PWU-3-36203

---

## **ANNEX F**

### **Code of Conduct and Certifications**

#### **COMPLETE LIST OF EACH INDIVIDUAL WHO IS CURRENTLY ON THE OFFEROR'S BOARD OF DIRECTORS**

*NOTE TO OFFERORS: LEGIBLY PRINT OR TYPE DIRECTOR' SURNAMES AND GIVEN NAMES*

---

---

---

---

---

---

---

---



Solicitation No. - N° de l'invitation

W0134-14CYLO/A

Amd. No. - N° de la modif.

Buyer ID - Id de l'acheteur

pwu909

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

File No. - N° du dossier

CCC No./N° CCC - FMS No/ N° VME

DND

PWU-3-36203

---

## ANNEX G

Security Requirements Checklist - Refer to pdf attached

**ANNEX 'A'**  
**DEPARTMENT OF NATIONAL DEFENCE**  
**4 WING COLD LAKE**

**WING CONSTRUCTION ENGINEERING**

**STATEMENT OF WORK**  
**FOR**

**Fire Suppression Systems and Backflow Preventer**  
**Repair & Maintenance**

**CFB COLD LAKE**  
**ALBERTA, T9M 2C6**



<b>Requisition Number:</b>	<b>W0134-14-CYLO</b>
<b>Contract Card:</b>	<b>FSSYSLO</b>
<b>Date:</b>	<b>30 Aug 13</b>
<b>Project Authority:</b>	

## Table of Contents

Description of Work .....	1
Warranty .....	1
Contractor's Use of Site .....	2
Workmanship .....	2
Request for Estimate.....	2
Sub-Contracting Work.....	3
Operational Security .....	3
Health & Safety Requirements.....	4
Orientation Meeting .....	4
Environmental Protection Procedures .....	4
Special Procedures: Airports In Use .....	5

## Description of Work

1. Work under this Standing Offer Agreement (SOA) shall comprise the supply of all labour, materials, tools, equipment, transportation and supervision necessary for the repair, maintenance and certification after simulation test of the replaced or repaired equipment of the Fire Suppression, Extinguishing Systems and all Backflow Preventers listed in Appendix A.
  - a. The Contractor will conduct the majority of the work required between 0700 and 1600 hrs each working day or as otherwise directed.
  - b. All equipment to be serviced in accordance with manufacturer's instructions. It shall be the Contractor's responsibility to follow the manufacturer's instructions for the application or installation of a material or product. Personnel performing the work shall be equipped with an adequate supply of spare parts and material to ensure that any system found broken during the repair or installation shall be made serviceable and placed back into operation as soon as possible.
  - c. Only those parts approved by the manufacturer shall be used for repairs or maintenance of the systems. Materials shall be standard components provided by the manufacturers or their authorized representatives. Formula changes will not be permitted. Chemical agents must be identical to those originally supplied.
  - d. Contractor shall provide a detail quote for requested projects within five working days unless there is a reasonable ground for delaying. An estimated time to complete the job will be mentioned in the CF942 call up form and contractor should respect the time line. Service calls must be actioned within 24 hours from notice or call.
  - e. Prior to working on any fire suppression system, the Contractor will ensure that the automatic fire suppression work permit, available from the Project Authority, has been completed and the fire department is notified. The contractor is responsible for notifying the building occupants and Project Authority prior to and upon completion of the sounding of any alarms.
  - f. Upon completion of each project, the Contractor shall successfully complete a thorough test and submit a written report on the installation and on the condition of the equipment covered by this Contract to the Project Authority. Reports will indicate the date of installation, location of equipment, manufacturer's details of the added parts and equipment, faults found if any, and corrective action taken. This report shall be submitted within 7 working days post completion.
  - g. It shall be the Contractor's responsibility to abide by all codes, standards and regulations which may govern and/or restrict the manner in which the contract is completed. The latest of all standards shall govern. The contractor shall comply with the Construction Safety Measures of the National Building Code of Canada, 2010 or latest revision, and with all other applicable provisions of Federal, Provincial, and Municipal safety laws to prevent accident or injury to persons on, about or adjacent to the site of work.

## Warranty

2. All workmanship carried out under this Standing Offer Agreement (SOA) must be warranted for a period of 12 months from date of repair or replacement. All material/ equipment replaced under this agreement will be warranted as per the manufacturer's warranty. The Contractor is to supply the Project Authority with the associated manufacturer warranties upon completion of the work.

## Contractor's Use of Site

3. For execution of the work only, subject to the following:
  - a. Movement around site will be subject to restrictions imposed by the Project Authority;
  - b. Do not unreasonably encumber site with materials or equipment;
  - c. Maintain work in tidy condition, free from accumulation of waste products and debris; and
  - d. Execute work with the least possible interference or disturbance to occupants and normal use of premises.

## Workmanship

4. Workmanship must be of the best quality, executed by workers skilled and ticketed in the respective trades for which they are employed. It is the responsibility of the Contractor to supply fully licensed and accredited employees. All related licenses, tickets and accreditation are the responsibility of the Contractor and must be provided as proof of quality of skills required for the terms of this contract.
5. Contractor must not employ any unfit person or anyone unskilled in their respective duties. The Work must not be performed by any person who, in the opinion of the Project Authority, is incompetent, unsuitable or has been conducting himself/herself improperly. Project Authority reserves the right to request the dismissal from the site, workers deemed incompetent, careless, insubordinate or otherwise objectionable.
6. Decisions as to the quality or fitness of workmanship in cases of dispute rest solely with the Project Authority, whose decision is final.

## Request for Estimate

7. Upon receipt of Request for Estimate (RFE) from Project Authority, Contractor shall issue a cost estimate for repairs or replacement of specific item(s) prior to carrying out work. The following shall be included in the Estimate;
  - a. The cost estimate must be in accordance with the Basis of Payment. Any line items not covered by the pricing provisions of the Basis of Payment will not be approved;
  - b. Cost estimate shall be faxed (780-840-7310) or emailed to Project Authority. The estimate shall indicate a breakdown of materials, labour, mark-up and GST; and
  - c. Upon acceptance of the Contractor's cost estimate and receipt of the CF942 - Call-Up, Contractor carries out the work within 48 hours or a time mutually agreed to by both parties.

Fire Suppression System and Back Flow Preventer Repair & Maintenance  
4 Wing Cold Lake, AB  
W0134-14-CYLO

8. A copy of the 4Wing Contractor Safety Orientation Checklist - Appendix "B" completed and signed shall be submitted prior to the Project Authority approving the commencement of the work

## Sub-Contracting Work

9. If the Contractor is required to sub-contract any work, the Contractor shall provide to the Project Authority the Sub-Contractor's contact information and Worker Compensation Board clearance certification. Failure to provide this information will result in work denied by the Project Authority.

## Operational Security

10. Work carried out within the General Restricted Area (GRA) is subject to special and unique security regulations. All Contractors' employees must carry company I.D. and GRA pass. Individuals without authorized passes in their possession will not be permitted to enter the GRA. If the Project Authority requires the Contractor to work in the GRA where their Reliability clearance does not give them access, the Project Authority will attempt to provide Security Escorts.
11. The use of cell phones are restricted in the GRA;
  - a. Use of cellular phones is prohibited within Refuelling compounds; and
  - b. Cell phones will not be operated within 15 metres of an aircraft.
12. Contractors are not to take any pictures within the GRA. If required to take a picture, the Project Authority could take the picture for the Contractor. A request must be submitted to the Project Authority well in advance; this request will be considered but might not be supported due to other requirements.

## Health & Safety Requirements

13. All accidents are to be reported to the Project Authority immediately.
14. All hazardous material must be identified and labelled in accordance with the Workplace Hazardous Material Information System (WHMIS) and copies of the Material Safety Data Sheet (MSDS) must be supplied to the Project Authority.
15. Should any unforeseen or peculiar safety-related factor, hazard, or condition become evident during the performance of work, report it to Project Authority immediately.
16. If during execution of contract work, workers uncover or disturb suspected asbestos products that are not covered in the contract specifications, STOP work in that area and report to Project Authority immediately.
17. 4 Wing Cold Lake has a no smoking policy in effect with exceptions in designated smoking areas.

## Orientation Meeting

18. A kickoff meeting will be conducted for the Contractor and Project Authority to discuss the terms of the Standing Offer Agreement (SOA). This meeting provides both parties an opportunity to bring forward or answer all inquiries or questions. This meeting will be held prior to initial call-up to ensure there is no misunderstanding. Depending on the Standing Offer Agreement (SOA), this meeting can be conducted by teleconference. The Project Authority will contact the Contractor to arrange for this meeting as soon as possible after the issuance of the Standing Offer Agreement (SOA). The meeting is expected to last approximately one hour but may vary from this time frame.

Fire Suppression System and Back Flow Preventer Repair & Maintenance  
4 Wing Cold Lake, AB  
W0134-14-CYLO

19. The Contractor's personnel who will be working on 4 Wing must read and abide by the 4 Wing Cold Lake Fire Orders and Regulations for Contractors, which will be provided by the Project Authority during the orientation meeting or before the commencement of the work.

The Project Authority will coordinate arrangements for the Contractor to be briefed on Fire Safety at their orientation meeting before any work is commenced.

20. Contractors/visitors/subcontractors working with/supporting DND personnel will attend work-specific briefings by the Project Authority lasting approximately one (1) hour relating to health, safety, environmental and emergency response procedures. Documentation including Standing Operating Procedures (SOP's) or other procedures, and safety standards will be cited or made available to contract/visitor principals on a loan basis for reference, as applicable.

21. The Contractor, his employees and/or subcontractors, undertakes and agrees to comply with all DND regulations in force at the worksite, including the observance of all safety, health and environmental standards and those in place to preserve and protect DND property from loss or damage from all causes including fire.

22. The Contractor is responsible to ensure that all employees and subcontractors that will be working on the site are fully briefed and have completed and signed the Contractor Safety Orientation Checklist prior to the start of any portion of the on site work. A copy of the signed checklist is to be provided to the Project Authority. No payments will be issued until all documentation is in place.

## Environmental Protection Procedures

23. The following are disposals regulations:

- c. Burying of rubbish or waste materials on site is prohibited;
- d. Do not dispose of waste or volatile materials, such as mineral spirits, oil or paint thinner into waterways, storm or sanitary sewers;
- e. Costs associated with appropriate removal, transportation and disposal of wastes is the responsibility of the Contractor;
- f. The Contractor must dispose of all rubbish and residue in accordance with existing provincial and/or municipal regulations and/or bylaws;
- g. Do not pump contaminated water into waterways, storm drains, sanitary sewers, or drainage systems;
- h. Control the disposal or runoff of contaminated water or other harmful substances in accordance with local authority requirements;
- i. Do not dump excavated fill, waste material or debris in waterways; and
- j. The Contractor must immediately notify the Project Authority of any damage incident.

## Special Procedures: Airports in Use

24. When operating within the 4 Wing areas the following restrictions apply:

- a. Do not disrupt airport business except as permitted by Project Authority;
- b. Provide temporary protection for safe handling of public, personnel, pedestrians and vehicular traffic; and
- c. Provide barricades and lights where directed.

25. In areas of airport not closed to aircraft traffic, the Contractor will:

Fire Suppression System and Back Flow Preventer Repair & Maintenance  
4 Wing Cold Lake, AB  
W0134-14-CYLO

- a. Obtain Project Authority's approval on scheduling of work;
  - b. Control movements of equipment and personnel as directed by Project Authority;
  - c. Obey signals and directions from escort instantly;
  - d. For all services that are required on the airfield an escort will be provided; and
  - e. All personnel must be aware of Jet Blast (exhaust) from running and turning aircraft when working on the aerodrome. Jet Blast is extremely hot and forceful.
26. The Contractors must be aware of the following FOD Controls:
- a. Where travel routes cross active runways, taxiways or aircraft parking aprons, the Contractor and/or his designate must broom clean debris from area immediately;
  - b. Where access routes cross active runways, taxiways or parking aprons, the Contractor and/or his designate must keep crossings free of mud and debris at all times; and
  - c. FOD Control must be exercised on a continuous basis in vicinity of aircraft, runways or aprons. Control all blowing debris at all times, stop and check vehicle tires at all designated FOD Check Stop.



**SYSTEMS IN USE AT 4 WING**  
**WET/DRY CHEMICAL AND COMPRESSED GAS SYSTEMS**

Hanger 1	1 AMS Canteen (1x wet chemical-Range Guard Model 2.5G)
Hanger 2	Paint Booth (1x dry chemical-Kiddie Fenwall model HDR 500)
Hanger 3	Paint Booth (1x dry chemical-Kiddie Fenwall model HDR 500)
Hanger 4	Paint Booth (1x dry chemical-Kiddie Fenwall model HDR 500)
Hanger 7	Canteen (1x wet chemical Kiddie-Model K RS-50)
Hanger 10	Flight Simulator (3x Inergen-Special Extinguishing System), with Notifier AFP-400 Release Panel-Total 22 cylinders
Bldg 7	CE Canteen (1x wet chemical-Range Guard Model 2.56)
Bldg 7	CE Paint Booth (1xdry chemical-Kiddie IND 45 and 21)
Bldg 20	Officers Mess Kitchen (1x wet chemical-Range Guard Model 6G)
Bldg 30	Snr NCM's Kitchen (1x wet chemical-Range Guard Model 6G)
Bldg 40	Junior Mess Kitchen (4x wet chemical-Range Guard Models 2x6G/2x2.5G)
Bldg 41	Junior Ranks Club (1x wet chemical-Range Guard Model 2.5G)
Bldg 69	Kitchen (2x wet chemical-Range Guard Model 6G)
Bldg 173	Hush House (1x CO2 Flood System-2x100lb Cylinders)
Bldg 177	Paint Booth (1x Dry Chemical)
	Main Kitchen (1x Dry Chemical Karbaloy size 2.5x4 gal manufacturer Range Guard, fusible link, eight plenum nozzles, 5 fusible links, auto gas shut off, 2 cylinders above walk in fridge, disconnect discharge heads before maintaining.)
Bldg 686	Cadet Kitchen (1x wet chemical-Pyro chemical)
Bldg 739	Airfield Lighting (1x CO2 Flood System-4x100lb Cylinders)
Bldg 814	Inergen System

**WATER BASED SYSTEMS**

Hanger 1	Center portion of hanger, 3 <sup>rd</sup> floor road side A and B not including offices on south wall  (1 x TYCO 6" wet pipe with Honey Well/Secutron panel, Fire Alarm appliance vane VSR-F, manufacturer Mcavity, approximate # of closed heads=786)  Tower, Hanger Line, annexes, and 3 <sup>rd</sup> floor ramp side (1 x TYCO 6" wet pipe with Honey Well panel, Fire alarm appliance vane VSR-F, manufacturer Mcavity, approximate # of closed heads= 815)  East side hanger floor, SNAG office North side, Inspectors test hanger floor tarmac side
----------	--

Appendix A  
4 Wing Cold Lake, AB  
W0134-14-CYLO

(1 x TYCO 6" wet pipe with Honey Well model B, Fire Alarm Appliance Vane VSR-F, manufacturer Reliable, approximate # of closed heads-556)

-West side hanger floor, inspectors test hanger floor ramp side wall. (1 x 6" TYCO wet pipe with Honey Well model B Fire alarm appliance Vane VSR-F manufacturer Reliable supervised CGV PIV approximate # heads-540 with 3 supervised sectional control valves.)

Hanger 2 Roadside ½ of hanger including offices, fire alarm will affect HVAC and Paint Booth. (Wet pipe road side room 127, Honey Well model B, Fire Alarm Appliance Vane VSR-F, PIV, CGV and FDC road side, approximate numbers of closed heads-268. Inspectors test valve room- Rm 124.)

Ramp side ½ of hanger to include A/C bay, offices, and basement. (Wet pipe north side model B, Vane potter VSR-F, manufacturer Reliable, CGV, PIV and FDC supervised, approximate number of closed sprinkler heads -412. Fire alarm will affect HVAC and paint booths.

Hanger 3 N side, Model B, Vane potter VSR-F, manu: Reliable, PIV Road side pk area, supervised CGV and PIV, FDC, road side, SP closed approx-180, 36 closed pendant, installed in 1970, low pressure set at 110 psi affecting the paint booth, inspectors test valve NW corner rm 100 main fl. Coverage area ½ Hgr road side includes offices ground and 1<sup>st</sup> fl.

Road side, Model B, Fire alarm appliance vane potter VSR -F, manu: Reliable, PIV Road side, supervised CGV and PIV, FDC road side, SP heads-6 side wall closed,-127 pendent closed and-162 upright, installed in 1970. Low pressure alarm set at 110 psi affecting paint booth. Coverage area ½ hgr tarmac side includes offices.

Hanger 4 Wet Pipe - 6" Vernon  
NE corner hgn fl, panel chemtronics micro 1002, model hdr 500, 2 X 50 lbs sodium bicarbonate, manu: kidde (Fenwal), 5 detectors supervised, HVAC shut down, 7 nozzles open with caps, install 1996, coverage area Paint booth total floor.  
C252-H004-D4014-0002 |Wet Pipe – 6" Vernon  
road side, model B, Fire alarm appliances Vane Potter VSR- F , manu: Reliable, PIV road side, supervised CGV and PIV, FDC roadside SP heads 8 QR closed pendant, 109 Closed Pendant,-187 closed upright total heads-304, installed in 1954, modified 1976 and 1996. Coverage area- ½ hgr tarmac side, includes offices low pressure alarm set for 110 psi. Inspectors test tool crib SW corner

Appendix A  
4 Wing Cold Lake, AB  
W0134-14-CYLO

Hanger 6	<p>C252-H006-D4014-0001  Wet Pipe – 6" Reliable</p> <p>Model B, FA appliance Vane potter VSR-F, manu: Reliable, PIV roadside, HVAC shutdown, SP heads-13 QR pendant,-1 QR upright,- 29 pendant. Total-218. Installed in 1954, modified 1970 and 1996. Low pressure alarm set at 110 psi.</p> <p>Coverage area ½ hgr road side, includes offices.</p>
Hanger 7	<p>11X6 inch Deluge, 1X2.5 inch Pre-Action, 1X4 inch Wet Pipe,1X Electric Fire Pump with Cutler-Hammer Type FD Full service Controller,1X Jockey Pump with Westinghouse CH Jockey Pump Controller, 2X10 inch Watts reduced Pressure Backflow preventers, 2X Foam tanks 2271Litters each (AFFF 3%), 12X Foam Stations.</p>
Hanger 8	<p>C252-H008-D4014-0001  Wet Pipe – 8" Grinnel</p> <p>Mech room SW corner, panel system 3, Model A, FA appliance Pressure and Vane, Manu: Grinnel, PIV W side, Supervised, PIV CGV low pressure</p> <p>FDC W side, SP heads-242 closed, installed in 1975. Inspectors test NW corner office.</p> <p>Coverage area W side hgr fl and offices and 2 hose stations on hgr fl.</p> <p>C252-H008-D4014-0002  Wet Pipe – 8" Grinnell</p> <p>Mech room SW corner, Model A, FA appliance pressure and Vane, manu: Grinnel, PIV W side, Supervised, PIV CGV low pressure, FDC W side, SP heads-260 closed, installed in 1975. Coverage area E side hgn FI and offices and 2 hose stations on hgr fl.</p>
Hanger 9	<p>C252-H009-D4014-0001  Wet Pipe – 6" F2001</p> <p>E wall hgr fl, Model F2001, FA appliance, Vane, Supervised CGV PIV, FDC E side, SP heads-9 fused pendant-132 fused upright. Installed in 1983. Inspectors test SW corner in Hgr door. Coverage area all areas</p>
Hanger 10	<p>3X6 inch Deluge with AFP-400 Release Fire Panel, 2X2.5 inch Pre-Action with AFP-400</p> <p>Fire Panel, 4X4 inch wet pipe, 3X Diesel Fire Pumps with Tornatech Diesel Fire Pump Controller Model # FPD- N-24-F-BC-10,9100 litter AFFF Tank,6X Foam Stations,5X Hydrants and 11X PIV's</p>

Appendix A  
4 Wing Cold Lake, AB  
W0134-14-CYLO

Bldg 5	C252-B005-D4014-0001  Wet Pipe -6" Grinnel
	Hgr side, panel Pyrotronics sys3, Model F2001/ NO Retard chamber, manu: Grinnell, PIV Athabasca Road side, supervised CGV and PIV FDC, Hgr lane side,-311 closed fused heads, installed in 1954, mod 1980. Inspector test SW storage room. EPP manual. coverage area original bldg, including 2 vehicle bays, 1 hose station, 1 paint booth and stores and main offices
	C252-B005-D4014-0002  Wet Pipe - 4" Gem
	New ad722dition E side, panel sys 3 main entrance, Model F2001/ No retard chamber, FA appliance Vane VSR-F, manu: Grinnell, PIV ref sys 1 FDC, Hgr line side, SP heads-78 quick response. Installed in 1993. Inspectors test SW corner office side. Coverage area new addition facing Fire Hall.
Bldg 63	C252-B005-D4014-0003  Wet Pipe - 4" Gem
	Wash bay, panel sys 3, model F2001, FA appliance PS10-1, manu: Grinnell, PIV Athabasca Road side, supervised CGV and PIV,
	C252-B063-D4014-0001  Wet Pipe - 6" Gem F2001
	Basement, panel sys 3, Model F2001, FA appliance pressure, manu: Grinnell, PIV SW side, FDC Hgr lane side, SP heads closed and fused installed in 1958, mod 1990. Inspectors test E wall battery shop and new garage. Coverage area entire bldg
Bldg 69	C252-B069-D4014-0001  Wet Pipe - 4" Globe H-3
	No info available
	C252-B069-D4014-0002  Wet Pipe - 4" Globe H-3
	No info available
Bldg 75	coverage are N side
	C252-B075-D4014-0001  Wet Pipe - 6" Flow Switch
	NE mech rm , panel Edwards, Model A1 FA appliance pressure/ game well cat. Rm 47463,manu: Mcavity, PIV N side (ifrc picnic area)
	supervised Honeywell Low pressure and PIV, FDC E side, SP heads 99 upright closed, installed in 1962. Inspectors test NW corner. Coverage area entire bldg. Low pressure set at 90pis.
Bldg 102a	419 pump house  EGS does maintenance located in TACK ramp
Bldg 170	C252-B170-D4014-0001  Wet Pipe - 4" Fryco
	Rm101 mech rm, panel Secutron,MR2200X2, PIV N side by mech rm, FDC N side by mech rm auto futures HVAC

Appendix A  
4 Wing Cold Lake, AB  
W0134-14-CYLO

SP heads 584 x2 closed and open. Installed in 1984. Inspectors test Rm 309 NE corner 3fl. Supervised CGV and PIV.

Coverage area avionics E side.

C252-B170-D4014-0002 |Wet Pipe - 4" Astra

Rm 128 mech rm, panel pyrotronics sys3, model C manu: astra, PIV N side by mech rm, supervised CGV and PIV, FDC N side by mechanical rm

Auto features HVAC, SP heads 236 closed and fused. Installed in 1984. Inspectors test rm 109A.

Coverage area-all fl simulator side (1 AMS AVSO) W side \*\*\*\* **all halon has been removed. Release panels still present\*\*\*\***

Bldg 171

C252-B171-D4014-0001 |Wet Pipe - 6" Gem F3201

Mech rm E side, Panel Pyrotronics sys 3, model E, FA appliances VSR-F vane on risers, Manu: reliable, PIV Road side locked not supervised. Supervised 4 CGV on each riser, FDC road side, auto features excess pressure pump, SP heads-246 closed fuse and frangible. Installed in 1994/1995.

Coverage area-entire bldg. Inspectors test NW corner of warehouse

Bldg 172

1X4 inch Dry Pipe/Foam 2052 liters AFFF Tank, 1X4 inch Wet Pipe.

Bldg 173

1X4 inch Deluge with 2736 liters AFFF Tank, 1X2 inch Pre-Action with a Secutron Model R Fire Control release Panel ModelMR-2400.

Bldg 177

3X6 inch Deluge, 2X4 inch Wet Pipe with 3000 liters AFFF 6% Foam and Simplex System 3 Release Fire Panel. 3X6 inch Wet Pipe.

Bldg 183

3X6 inch Deluge, 2X4 inch Deluge, 1X3 inch Deluge, 2X757 liters Tank of AFFF with Secutron Model-R MR 2400 Fire Panel, 1X Wet Pipe with 4 inch Alarm Valve.

Bldg 325

Fire Pump House (PLER).

Bldg 420

PLER |Sys 1-Wet

Mech Rm 140, alarm local only, Type DVAC, Panel S main entrance, secturon MR 2400, Model 744, size 1500sq/ ft area, manu: Viking detectors HAD and smoke, supervised, FDC E side, SP heads open. Installed in 2002. Inspectors test in fire fighter work shop

Bldg 426

PLER |Sys 1 - Dry

PLER hill top. Alarm local only. Clean agent, panel E wall simplex, model Inergen, 2 banks of (15) and (16) bottled, manual dump N wall main door manu: Ansul detectors

Appendix A  
4 Wing Cold Lake, AB  
W0134-14-CYLO

	<p>HAD and smoke, arm and disarm E wall, supervised, auto features, exhaust/ air intake shut off. Installed in 2011. Heads 5 open, manual dump pull station main door.</p> <p>Coverage area 224.4 M2 includes APU and electrical panels</p>
Bldg 549	<p>C252-B549-D4014-0001  Wet Pipe - Gem F-3021- 4" Grinnell</p> <p>Mech rm E side, Model F2001, FA appliance Potter, WFS-5,Manu: Grinnel, PIV E side, supervised PIV, CGV, Lo pressure PSS 120. FDC E side, aqccess Pressure Pump, SP Heads closed and fused 60 + heads, Installed 1991. Coverage area-Class rooms, training aids, Secured storage, Comms equipments, Electrical rm, Mech rm, corridor, Meeting rm, Offices.</p> <p>C252-B549-D4016-0001  Pre-action 2" Grinnell _Mech rm E side, Panel Computer rm, Pyrotronic, Model B, Flooding, Manu: Grinnell, 6 Smoke Detectors, 2 Zones, PIV E side, Supervised CGV FDC E side, HVAC shut down , SP heads,-6 pendant closed. Installed in 1991. Coverage- inspectors test computer rm, computer room only, ***Prior to testing call local 7791 ops***</p>
Bldg 551	<p>1X4 inch Deluge, 1X4 inch Wet Pipe, 900 litter Tank with a pyrotronics System 3 Release Fire panel.</p>
Bldg 581	<p>C252-B581-D4014-0001  Wet Pipe - 6" Gem F-3021</p> <p>Mech room N side, model F2001, FA appliance pressure, manu: Grinnel, PIV Road side W, supervised CGVS PIV anti freeze, FDC road side W SP heads-158 closed. Installed in 1992. Inspectors test SE corner</p> <p>Coverage area all areas</p>
Bldg 582	<p>C252-B582-D4013-0001  Dry Pipe-6" Gem F-3021.</p> <p>Mech rm 105, Panel Edwards 6616,ModelF3021,FA appliance Pressure, Manu: Grinnel, PIV NE Corner, Supervised, PIV CGV FDC main entrance, SP heads 60+Gem F950 closed. Installed in 1992.</p> <p>Coverage area complete.</p>
Bldg 674	<p>C252- B674-D4013-0001  Dry Pipe - 4" Central CSC</p> <p>Room 138, model CSC, FA appliance Pressure, PIV none, supervised, FDC main entrance, SP heads 20 upright closed, install 1996. Inspectors test E side storage by exit door.</p> <p>Coverage area E side storage area.</p>
Bldg 688	<p>C252-B688-D4014-0001  Wet Pipe - 4" Viking F-1 / Flow Switch.</p> <p>Rm 101 NE Corner, FA appliance Vane VSR-f, manu: Viking, PIV NE corner, supervised 2xCGV and PIV, FDC NE corner. SP heads closed frangible 100+, installed in 1997. Inspectors test rm 117.</p>

Appendix A  
4 Wing Cold Lake, AB  
W0134-14-CYLO

	Coverage area all areas except for missile vault.
Bldg 720	C252-B720-D4013-0001  Dry pipe - 4" Mech rm 2 fl, panel Notifer AFP 4000, Model F3 3021, FA appliance pressure, manu: Grinnel, PIV none, supervised CGV, FDC N side HVAC and air compressor, SP heads closed 148 QR upright. Installed in 1999. Inspectors test SE corner of arena. Coverage area blue arena
Bldg 720	C252-B720-D4013-0002  Dry pipe - 4" Mech rm 2 fl, panel notifer AFP 400, Model F3 3021, FA appliance pressure, manu: Grinnel, PIV none, supervised CGV, FDC N side HVAC and air compressor, SP heads Closed-156 QR upright. Installed in 1999. Inspectors test SE corner of arena. Coverage area red arena.
Bldg 722	Wet sys Pump house for 10hgr 419 pump house on TAC Ramp
Bldg 785	C252-B785-D4014-001  Wet Pipe- 150mm basic trim Mech rm 2 <sup>nd</sup> fl, panel secturon- mr 2900/2990, model Grinnell, FA appliance PS 110 and vane type for zones, manu: Grinnell, PIV none Supervised CGV, FDC road side E, auto features pressure pump auto start, SP heads 140+ closed, installed in 2003. Coverage area-whole bldg and 2 hose stations
Bldg 786	C252-B786-D4014-0001  Wet Pipe - Flow Switch - 2" C252-B786-D4013-001  Dry Pipe - Tyco DPV- 1- 4" C252-B786-D4013-0002  Dry Pipe C252-B786-D4014-002  Wet Pipe -2"

Appendix A  
4 Wing Cold Lake, AB  
W0134-14-CYLO

**4 WING BACKFLOW PREVENTION DEVICES**

BLDG	LOCATION	MFG	TYPE	MOD#	SER#	SIZE
B005	Wash Bay	Watts	RP	909	178833	4"
B005	Mech Rm 123	Watts	RP	0.009	A05328	1/2"
B020	Mech Rm	Watts	RP	909QT	608634	3/4"
B030	Mech Rm	Watts	RP	909QT	467005	3/4"
B040	Mech Rm	Watts	RP	909QT3	47514	3/4"
B042	Mech Rm	Wilkins	DC	950	A01079	4"
B044	Mech Rm	Ames	DC	4000S	48J0497	4"
B054	Mech RM	Watts	RP	909	82804	3/4"
B083	Boiler Rm	Watts	RP	909QT	160971	3/4"
B085	Boiler Rm	Watts	DC	709	243592	6"
B104	Boiler Rm	Watts	RP	909	143446	3"
B104	Boiler Rm	Watts	RP	0.009	105535	1"
B170	Chiller Rm	Watts	DC	709	48140	3/4"
B170	Air Hand Rm	Watts	DC	709	41371	3/4"
B170	Air Hand Rm	Watts	RP	009QT	15078	2"
B170	Air Hand Rm	Watts	RP	009QT	14720	2"
B170	Engine Air Rm	Watts	DC	700	302241	3/4"
B171	Boiler Rm	Watts	RP	2000SS	4FJ3205	2"
B172	Mech Rm	Zurn	RP	375XL	A089348	1"
B177	Paint Storage	Febco	RP	825Y	15336	3"
B400	Boiler Rm	Watts	RP	2551	9	3/4"
B420	Boiler Rm	Watts	DCVA	774X	1049492	4"
B551	Sprinkler Rm	Hersey	DC	No.2	9009698	4"
B551	HWT	Watts	VB	288A	9752E	3/4"
B581	Boiler Rm	Febco	DC	805 type YD	B17297	6"
B581	Boiler Rm	Watts	RP	009MT	43078	3/4"
B582	Boiler Rm	Gruvlok		7800FP	7811FP	6"
B582	Boiler Rm	Febco	RP	825Y	AG5466	3/4"
B624	Boiler Rm	Watts	RP	909QT	505914	3/4"
B624	Boiler Rm	Watts	RP	909QT	648952	3/4"
B674	Mech Rm	Ames	DC	2000SS	2CL0072	4"
B688	Boiler Rm	Ames	DC	2000SS	2GM0261	4"
B688	Boiler Rm	Watts	RP	009M2QT	85134	3/4"
B720	Soccer Field	Watts	RP	009MTQT	A04549	2"



Appendix A  
4 Wing Cold Lake, AB  
W0134-14-CYLO

B720	Boiler Rm	Wilkins	DC	975XL	719932	2"
B720	Boiler Rm	Ames	DC	2000SS	JN006	4"
B720	Boiler Rm	Watts	RP	23947	9	1"
B783	Mech Rm	Ames	DCVA	2000SS	128127	6"
B783	Mech Rm	Watts	DC	709	137029	3"
B786	Boiler Rm	Conbraco	RP	40204T2	TK027	¾"
H007	Sprinkler Rm	Watts	RP	909-M1	402006	10"
H007	Siamese Conn	Watts	RP	909-M1	402010	10"
H007	Mech Rm	Wilkins	DC	975XL	673801	1"
H008	Boiler Rm	Hersey	RP	FDC	60049	¾"
H009	Boiler Rm	Watts	RP	009QT	52820	1"
H010	Boiler Rm	Watts	RP	009QT	52823	1"
H010	Generator Rm	Conbraco	RP	40-209-02	NE407	2 ½"
H010	Mech Rm	Watts	RP	009M267	146486	2
H010	Boiler Rm	Conbraco	RP	4020499T	KA092	¾"
B654	2 <sup>nd</sup> Floor	Watts	RP	909M1QT	447639	2"
B654	2 <sup>nd</sup> Floor	Watts	RP	909M1QT	446175	2"
B70B		Watts	RP	909M2QT	143740	2"
B731	Basement			009M2QT	318645	1"
B545	Main Level	Watts		309		4"
B545	Basement	Watts		Z3	0743W	½"
B70B	Basement	Watts		Z3	0547W	½"
B813	Mech Rm	Conbraco	RPZ	40203T2	161144	½"

Appendix A  
 4 Wing Cold Lake, AB  
 W0134-14-CYLO

**4 WING STANDPIPES**

<u>BLDG</u>	<u>NUMBER OF STANDPIPES</u>	<u>BLDG</u>	<u>NUMBER OF STANDPIPES</u>
B104	2	B6	1
B165	2	B624	3
B166	2	B63	1
B172	2	B66	2
B173	1	B69	8
B174	2	B7	4
B175	2	B785	3
B176	2	B79	2
B177	1	B8	2
B19	4	B84	4
B192	2	B85	6
B42	18	B9	2
B420	3	H1	21
B43	6	H10	4
B44	18	H2	8
B45	6	H3	8
B48	6	H4	8
B5	2	H6	8
B506	1	H7	13
B507	1	H8	4
B508	1	B52	1
B53	1	B512	1
B551	2	B511	1
B581	2	B509	1
B510	1		
<b>Total 206</b>			

## ANNEX 'G'

Government  
of CanadaGouvernement  
du Canada

Contract Number / Numéro du contrat

W0134-14-CYLO

Security Classification / Classification de sécurité  
UNCLASSIFIED

## SECURITY REQUIREMENTS CHECKLIST (SRCL)

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

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

TBS/SCT 350-103(2004/12)

Security Classification / Classification de sécurité  
UNCLASSIFIED

Canada



Government of Canada  
Gouvernement du Canada

Contract Number / Numéro du contrat

W0134-14-CYLO

Security Classification / Classification de sécurité  
UNCLASSIFIED

**PART A (continued) / PARTIE A (suite)**

8. Will the supplier require access to PROTECTED and/or CLASSIFIED COMSEC information or assets?  
Le fournisseur aura-t-il accès à des renseignements ou à des biens COMSEC désignés PROTÉGÉS et/ou CLASSIFIÉS? ☒ No ☐ Yes  
Non 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 ☐ Yes  
Non 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<br>COTE DE FIABILITÉ | <input type="checkbox"/> CONFIDENTIAL<br>CONFIDENTIEL           | <input type="checkbox"/> SECRET<br>SECRET           | <input type="checkbox"/> TOP SECRET<br>TRÈS SECRET               |
| <input type="checkbox"/> TOP SECRET - SIGINT<br>TRÈS SECRET - SIGINT        | <input type="checkbox"/> NATO CONFIDENTIAL<br>NATO CONFIDENTIEL | <input type="checkbox"/> NATO SECRET<br>NATO SECRET | <input type="checkbox"/> COSMIC TOP SECRET<br>COSMIC TRÈS SECRET |
| <input type="checkbox"/> SITE ACCESS<br>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 ☒ Yes  
Non Oui  
If Yes, will unscreened personnel be escorted?  
Dans l'affirmative, le personnel en question sera-t-il escorté? ☐ No ☒ Yes  
Non 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 ☐ Yes  
Non 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 ☐ Yes  
Non 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 ☐ Yes  
Non 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 ☐ Yes  
Non 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 ☐ Yes  
Non Oui

TBS/SCT 350-103(2004/12)

Security Classification / Classification de sécurité  
UNCLASSIFIED

Canada



Government of Canada  
Gouvernement du Canada

Contract Number / Numéro du contrat

W0134-14-CYLO

Security Classification / Classification de sécurité  
UNCLASSIFIED

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

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

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

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

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

**SUMMARY CHART / TABLEAU RÉCAPITULATIF**

Category Catégorie	PROTECTED PROTÉGÉ			CLASSIFIED CLASSIFIÉ			NATO				COMSEC			
	A	B	C	CONFIDENTIAL CONFIDENTIEL	SECRET	TOP SECRET TRÈS SECRET	RESTRICTED NATO DIFFUSION RESTREINT	CONFIDENTIAL NATO CONFIDENTIEL	SECRET	COMSEC TOP SECRET COMSEC TRÈS SECRET	PROTECTED PROTÉGÉ			TOP SECRET TRÈS SECRET
											A	B	C	
Information / Assets Renseignements / Biens														
Production														
IT Media / Support TI														
IT Link / Lien Électronique														

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).