

REQUEST FOR PROPOSAL

RETURN BIDS TO:

Parks Canada Agency
 635 – 8 Avenue S.W., Suite 1300
 Calgary, AB T2P 3M3
 Bid Fax No.: (403) 292-4475

Proposal to: Parks Canada Agency

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

Issuing Office:

Parks Canada Agency
 635 – 8 Avenue S.W., Suite 1300
 Calgary, AB T2P 3M3

Title: Parks Canada Garden River Contaminated Site Remediation Project; Wood Buffalo National Park, AB		
Solicitation No.: 5P420-13-5137/A	Date: December 12, 2013	
GETS Reference No.: PW-13-00549075		
Solicitation Closes:		
At: 02:00 PM	On: January 22, 2014	Time Zone: Mountain Standard Time (MST)
Address Inquiries to: Adam Krisch		
Telephone No.: (403) 292-4560	Fax No.: (403) 292-4475	Email Address: adam.krisch@pc.gc.ca
Destination of Goods, Services, and/or Construction: See Herein		

TO BE COMPLETED BY THE BIDDER (type or print)

Vendor/Firm Name	
Address	
Telephone No.	Fax No.
Name of person authorized to sign on behalf of the Vendor/Firm	
Title	
Signature	Date



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PART 1 – GENERAL INFORMATION

1. Security Requirement

There is no security requirement associated with this bid solicitation.

2. Statement of Work

The Work to be performed is detailed under Article 2 of the resulting contract clauses.

3. Bidders' Conference

A bidders' conference will be held by teleconference on January 09, 2014. The conference will begin at 10:00 AM Mountain Standard Time. The scope of the requirement outlined in the bid solicitation will be reviewed during the conference and questions will be answered. It is recommended that bidders who intend to submit a bid attend or send a representative.

Bidders are requested to communicate with the Contracting Authority before the conference to confirm attendance. **Bidders should provide, in writing, to the Contracting Authority, the names of the person(s) who will be attending and a list of issues they wish to table at least three (03) working days before the scheduled conference.** The teleconference call coordinates will be provided to confirmed participants following notification of attendance with the Contracting Authority.

Any clarifications or changes to the bid solicitation resulting from the bidders' conference will be included as an amendment to the bid solicitation. Bidders who do not attend will not be precluded from submitting a bid.

4. Debriefings

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

PART 2 – BIDDER INSTRUCTIONS

1. Standard Instructions, Clauses and Conditions

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

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

The 2003 (2011-05-16) Standard Instructions – Goods or Services – Competitive Requirements, are incorporated by reference into and form part of the bid solicitation.

All reference to the Minister of Public Works and Government Services should be deleted and replaced with the Chief Executive Officer of Parks Canada. All reference to the Department of Public Works and Government Services should be deleted and replaced with Parks Canada Agency.

2. Submission of Bids

Bids must be submitted only to Parks Canada Agency (PCA) Bid Receiving Unit by the date, time and place indicated on page 1 of the bid solicitation.

3. Former Public Servant

Contracts awarded to former public servants (FPS) in receipt of a pension or of a lump sum payment must bear the closest public scrutiny, and reflect fairness in the spending of public funds. In order to comply with Treasury Board policies and directives on contracts awarded to FPS, bidders must provide the information required below before contract award. If the answer to the questions and, as applicable the information required have not been received by the time the evaluation of bids is completed, Canada will inform the Bidder of a time frame within which to provide the information. Failure to comply with Canada's request and meet the requirement within the prescribed time frame will render the bid non-responsive.



Definitions

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

- (a) an individual;
- (b) an individual who has incorporated;
- (c) a partnership made of former public servants; or
- (d) a sole proprietorship or entity where the affected individual has a controlling or major interest in the entity.

"lump sum payment period" means the period measured in weeks of salary, for which payment has been made to facilitate the transition to retirement or to other employment as a result of the implementation of various programs to reduce the size of the Public Service. The lump sum payment period does not include the period of severance pay, which is measured in a like manner.

"pension" means a pension or annual allowance paid under the [Public Service Superannuation Act](#) (PSSA), R.S., 1985, c.P-36, and any increases paid pursuant to the [Supplementary Retirement Benefits Act](#), R.S., 1985, c.S-24 as it affects the PSSA. It does not include pensions payable pursuant to the [Canadian Forces Superannuation Act](#), R.S., 1985, c.C-17, the [Defence Services Pension Continuation Act](#), 1970, c.D-3, the [Royal Canadian Mounted Police Pension Continuation Act](#), 1970, c.R-10, and the [Royal Canadian Mounted Police Superannuation Act](#), R.S., 1985, c.R-11, the [Members of Parliament Retiring Allowances Act](#), R.S., 1985, c.M-5, and that portion of pension payable to the [Canada Pension Plan Act](#), R.S., 1985, c.C-8.

Former Public Servant in Receipt of a Pension

As per the above definitions, is the Bidder a FPS in receipt of a pension? **Yes** () **No** ()

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

- (a) name of former public servant;
- (b) date of termination of employment or retirement from the Public Service.

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

Work Force Adjustment Directive

Is the Bidder a FPS who received a lump sum payment pursuant to the terms of the Work Force Adjustment Directive? **Yes** () **No** ()

If so, the Bidder must provide the following information:

- (a) name of former public servant;
- (b) conditions of the lump sum payment incentive;
- (c) date of termination of employment;
- (d) amount of lump sum payment;
- (e) rate of pay on which lump sum payment is based;
- (f) period of lump sum payment including start date, end date and number of weeks;
- (g) number and amount (professional fees) of other contracts subject to the restrictions of a work force adjustment program.

For all contracts awarded during the lump sum payment period, the total amount of fees that may be paid to a FPS who received a lump sum payment is \$5,000, including Applicable Taxes.



4. Enquiries - Bid Solicitation

All enquiries must be submitted in writing to the Contracting Authority no later than ten (10) calendar days before the bid closing date. Enquiries received after that time may not be answered.

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

5. Applicable Laws

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

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

PART 3 – BID PREPARATION INSTRUCTIONS

1. Bid Preparation Instructions

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

- Section I: Technical Bid (one (1) hard copy)
- Section II: Financial Bid (one (1) hard copy)
- Section III: Certifications (one (1) hard copy)

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

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

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

In April 2006, Canada issued a policy directing federal departments and agencies to take the necessary steps to incorporate environmental considerations into the procurement process [Policy on Green Procurement](http://www.tpsgc-pwgsc.gc.ca/ecologisation-greening/achats-procurement/politique-policy-eng.html) (<http://www.tpsgc-pwgsc.gc.ca/ecologisation-greening/achats-procurement/politique-policy-eng.html>). To assist Canada in reaching its objectives, bidders are encouraged to:

- (a) use paper containing fibre certified as originating from a sustainably-managed forest and/or containing minimum 30% recycled content; and
- (b) use an environmentally-preferable format including black and white printing instead of colour printing, printing double sided/duplex, using staples or clips instead of cerlox, duotangs or binders.

Section I: Technical Bid

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

Section II: Financial Bid

Bidders must submit their financial bid in accordance with the Basis of Payment. The total amount of Applicable Taxes must be shown separately.



Section III: Certifications

Bidders must submit the certifications required under Part 5.

PART 4 – EVALUATION PROCEDURES AND BASIS OF SELECTION

1. Evaluation Procedures

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

1.1. Technical Evaluation

1.1.1. Point Rated Technical Criteria

Bids will be evaluated per the Point Rated Technical Evaluation Criteria at Annex D.

1.2. Financial Evaluation

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

2. Basis of Selection

2.1. Highest Combined Rating of Technical Merit (70%) and Price (30%)

2.1.1. To be declared responsive, a bid must:

- (a) comply with all the requirements of the bid solicitation; and
- (b) meet all mandatory criteria; and
- (c) obtain the required minimum of 75 points overall for the technical evaluation criteria which are subject to point rating. The rating is performed on a scale of 100 points.

2.1.2. Bids not meeting (a) or (b) or (c) will be declared non-responsive.

2.1.3. The selection will be based on the highest responsive combined rating of technical merit and price. The ratio will be 70% for the technical merit and 30% for the price.

2.1.4. To establish the technical merit score, the overall technical score for each responsive bid will be determined as follows: total number of points obtained / maximum number of points available multiplied by the ratio of 70%.

2.1.5. To establish the pricing score, each responsive bid will be prorated against the lowest evaluated price and the ratio of 30%.

2.1.6. For each responsive bid, the technical merit score and the pricing score will be added to determine its combined rating.

2.1.7. Neither the responsive bid obtaining the highest technical score nor the one with the lowest evaluated price will necessarily be accepted. The responsive bid with the highest combined rating of technical merit and price will be recommended for award of a contract.

The table below illustrates an example where all three bids are responsive and the selection of the contractor is determined by a 70/30 ratio of technical merit and price, respectively. The total available points equals 135 and the lowest evaluated price is \$45,000.



Basis of Selection - Highest Combined Rating Technical Merit (70%) and Price (30%)

	Bidder 1	Bidder 2	Bidder 3
Overall Technical Score	115/135	89/135	92/135
Evaluated Bid Price	\$55,000	\$50,000	\$45,000
Technical Merit Score	$(115/135) \times 70 = 59.63$	$(89/135) \times 70 = 46.15$	$(92/135) \times 70 = 47.70$
Pricing Score	$(45,000/55,000) \times 30 = 24.55$	$(45,000/50,000) \times 30 = 27.00$	$(45,000/45,000) \times 30 = 30.00$
Combined Rating	$59.63 + 24.55 = 84.18$	$46.15 + 27.00 = 73.15$	$47.70 + 30.00 = 77.70$
Overall Rating	1st	3rd	2nd



PART 5 – CERTIFICATIONS

Bidders must provide the required certifications and documentation to be awarded a contract.

The certifications provided by bidders to Canada are subject to verification by Canada at all times. Canada will declare a bid non-responsive, or will declare a contractor in default, if any certification made by the Bidder is found to be untrue whether during the bid evaluation period or during the contract period.

The Contracting Authority will have the right to ask for additional information to verify the Bidder’s certifications.

1. Mandatory Certifications Required Precedent to Contract Award

1.1. Federal Contractors Program for Employment Equity – Bid Certification

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

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

2. Additional Certifications Precedent to Contract Award

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

2.1. Status and Availability of Resources

The Bidder certifies that, should it be awarded a contract as a result of the bid solicitation, every individual proposed in its bid will be available to perform the Work as required by Canada's representatives and at the time specified in the bid solicitation or agreed to with Canada's representatives. If for reasons beyond its control, the Bidder is unable to provide the services of an individual named in its bid, the Bidder may propose a substitute with similar qualifications and experience. The Bidder must advise the Contracting Authority of the reason for the substitution and provide the name, qualifications and experience of the proposed replacement. For the purposes of this clause, only the following reasons will be considered as beyond the control of the Bidder: death, sickness, maternity and parental leave, retirement, resignation, dismissal for cause or termination of an agreement for default.

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

Signature:

Date:

2.2. Education and Experience

The Bidder certifies that all the information provided in the résumés and supporting material submitted with its bid, particularly the information pertaining to education, achievements, experience and work history, has been verified by the Bidder to be true and accurate. Furthermore, the Bidder warrants that every individual proposed by the Bidder for the requirement is capable of performing the Work described in the resulting contract.

Signature:

Date:



PART 6 – RESULTING CONTRACT CLAUSES

1. Security Requirement

There is no security requirement applicable to this Contract.

2. Statement of Work

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

3. Standard Clauses and Conditions

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

All reference to the Minister of Public Works and Government Services should be deleted and replaced with the Chief Executive Officer of Parks Canada. All reference to the Department of Public Works and Government Services should be deleted and replaced with Parks Canada Agency.

3.1. General Conditions

2010B (2011-05-16) General Conditions – Professional Services (Medium Complexity) apply to and form part of the Contract.

4. Term of Contract

4.1. Period of the Contract

The period of the Contract is from date of Contract to March 31, 2015 inclusive.

5. Authorities

5.1. Contracting Authority

The Contracting Authority for the Contract is:

Adam Krisch

Contracts, Procurement and Materiel Management Officer

Parks Canada Agency

635 – 8 Avenue S.W., Suite 1300

Calgary, AB T2P 3M3

Telephone No.: (403) 292-4560

Fax No.: (403) 292-4475

Email address: adam.krisch@pc.gc.ca

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

5.2. Technical Authority

The Technical Authority for the Contract is:

(to be inserted at contract award)

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



5.3. Contractor’s Representative

The Contractor’s Representative for the Contract is:

Representative’s Name:		
Title:		
Vendor/ Firm Name:		
Mailing Address:		
City:	Province/ Territory:	Postal Code:
Telephone No.:	Fax No.:	
Email Address:		
Procurement Business Number (PBN) or Goods and Services Tax (GST) Number:		

Instruction on how to obtain a Procurement Business Number (PBN)

Canadian Bidders are requested to have a Procurement Business Number (PBN) before Contract award. Bidders may register for a PBN in the Supplier Registration Information service on line at the Business Access Canada Website at: <https://buyandsell.gc.ca>. For non- Internet registration, Bidders may contact the Business Access Canada InfoLine at 1-800-811-1148 to obtain the telephone number of the nearest Supplier Registration Agent.

6. Payment

6.1. Basis of Payment – Limitation of Expenditure

The Contractor will be reimbursed for the costs reasonably and properly incurred in the performance of the Work as determined in accordance with the Basis of Payment in Annex B , to a limitation of expenditure of \$ *(to be inserted at contract award)*. Customs duties are included and Applicable Taxes are extra.

6.2. Limitation of Expenditure

6.2.1. Canada's total liability to the Contractor under the Contract must not exceed \$ *(to be inserted at contract award)*. Customs duties are included and Applicable Taxes are extra.

6.2.2. No increase in the total liability of Canada or in the price of the Work resulting from any design changes, modifications or interpretations of the Work, will be authorized or paid to the Contractor unless these design changes, modifications or interpretations have been approved, in writing, by the Contracting Authority before their incorporation into the Work. The Contractor must not perform any work or provide any service that would result in Canada's total liability being exceeded before obtaining the written approval of the Contracting Authority. The Contractor must notify the Contracting Authority in writing as to the adequacy of this sum:

- (a) when it is 75 percent committed, or
- (b) four (4) months before the contract expiry date, or
- (c) as soon as the Contractor considers that the contract funds provided are inadequate for the completion of the Work,

whichever comes first.



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

6.3. Limitation of Price

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

6.4. Milestone Payments

6.4.1. Canada will make milestone payments in accordance with the Schedule of Milestones detailed in the Contract and the payment provisions of the Contract, up to **75 percent** of the amount claimed and approved by Canada if:

- (a) an accurate and complete claim for payment using form [PWGSC-TPSGC 1111](#), Claim for Progress Payment, and any other document required by the Contract have been submitted in accordance with the invoicing instructions provided in the Contract;
- (b) the total amount for all milestone payments paid by Canada does not exceed 75 percent of the total amount to be paid under the Contract;
- (c) all the certificates appearing on form [PWGSC-TPSGC 1111](#) (with the exception of the PWGSC Contracting Authority) have been signed by the respective authorized representatives;
- (d) all work associated with the milestone and as applicable any deliverable required have been completed and accepted by Canada.

6.4.2. The balance of the amount payable will be paid in accordance with the payment provisions of the Contract upon completion and delivery of all Work required under the Contract if the Work has been accepted by Canada and a final claim for the payment is submitted.

6.5. Schedule of Milestones

The schedule of milestones for which payments will be made in accordance with the Contract is as follows:

Milestone No.	Description or Deliverable	Firm Amount	Due Date
01	Installation of monitoring wells	<i>(to be inserted at contract award)</i>	March 15, 2014
02	Preliminary design drawings and specifications for review	<i>(to be inserted at contract award)</i>	June 15, 2014
03	Finalized design drawings and specifications following the fall groundwater monitoring event	<i>(to be inserted at contract award)</i>	December 15, 2014

7. Invoicing Instructions – Progress Payment Claim

7.1. The Contractor must submit a claim for payment using form [PWGSC-TPSGC 1111](#), Claim for Progress Payment.

Each claim must show:

- (a) all information required on form [PWGSC-TPSGC 1111](#);
- (b) all applicable information detailed under the section entitled "Invoice Submission" of the general conditions; and
- (c) the description and value of the milestone claimed as detailed in the Contract.

Each claim must be supported by:

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



7.2. Applicable Taxes must be calculated on the total amount of the claim before the holdback is applied. At the time the holdback is claimed, there will be no Applicable Taxes payable as it was claimed and payable under the previous claims for progress payments.

7.3. The Contractor must prepare and certify one copy of the claim on form [PWGSC-TPSGC 1111](#), and forward it to the Project Authority identified under the section entitled "Authorities" of the Contract for appropriate certification after inspection and acceptance of the Work takes place.

The Project Authority will then forward the claim for onward submission to the Payment Office for the remaining certification and payment action.

7.4. The Contractor must not submit claims until all work identified in the claim is completed.

8. Certifications

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

9. Applicable Laws

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

10. Priority of Documents

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

- (a) the Articles of Agreement;
- (b) the general conditions 2010B (2011-05-16) General Conditions - Professional Services (Medium Complexity);
- (c) Annex A, Statement of Work;
- (d) Annex B, Basis of Payment;
- (e) Annex C, Attestation and Proof of Compliance with Occupational Health and Safety (OHS); and
- (f) the Contractor's bid dated *(to be inserted at contract award)*.

11. SACC Manual Clauses

- A7017C (2008-05-12) Replacement of Specific Individuals
- B6802C (2007-11-30) Government Property
- D5328C (2007-11-30) Inspection and Acceptance
- G1005C (2008-05-12) Insurance



ANNEX A – STATEMENT OF WORK

PARKS CANADA GARDEN RIVER CONTAMINATED SITE REMEDIATION PROJECT; WOOD BUFFALO NATIONAL PARK, AB

1. Background

Garden River, AB is a First Nations community of the Little Red River Cree Nation with a population of approximately 500. The community is located within Wood Buffalo National Park (WBNP) near the western boundary of the park at the confluence of Garden Creek and the Peace River (Map A-1). The community of Garden River is part of a First Nations land claim area and the lands are to be transferred. Phase I and II environmental site assessments have been conducted at various locations in the community to identify any environmental concerns prior to the lands being transferred. Two locations that have been assessed are the Garden River Old Dump and the community airstrip fuel storage area (Map A-2). The old dump was assessed to determine the potential for impacts to soil and groundwater from landfill leachate and the airstrip was assessed to determine the potential for impacts to soil and groundwater from jet fuel storage drums.

The Garden River Old Dump

The Garden River Old Dump site is located towards the eastern edge of the community, 500 m south of the airstrip and 275 m north of the Peace River (Map A-2). The Old Dump was in use until 1998, at which time it was decommissioned by capping with soil. Today the site is heavily overgrown (Photograph B-1 and Photograph B-2). Since 1998, the community has been placing their waste in the Garden River Landfill located 3 km northwest of the community (Map A-2). A Phase I & II Assessment was completed for the Old Dump in 2008 by EBA (EBA, 2009) and a detailed site assessment was completed in 2010 by Columbia Environmental Consulting & Franz Environmental (Columbia/Franz, 2011).

The footprint of the Old Dump includes one main area covering approximately 4000 m², and small partially buried debris areas to the north and south covering approximately 2000 m². The volume of material in the Old Dump is estimated to be 8,000 m³. The old dump is unlined and the composition of the old dump contents is assumed to be highly variable as there were no restrictions on materials for disposal in the dump. Therefore there is potential for soil and groundwater contamination. In soil, contaminants of concern (CoC) identified in the previous reports include arsenic, boron, cadmium, copper, lead, naphthalene, phenanthrene, selenium, tin and zinc. In groundwater the CoC's identified include aluminum, arsenic, cadmium, fluoride, iron, manganese, selenium, sulfate and zinc. Although a background program has not been conducted, all of the parameters of concern in groundwater are thought to be naturally occurring (EBA, 2013).

A remedial options analysis was completed for the Old Dump in 2013 by EBA (EBA, 2013) and the report outlined four options for remediating the Old Dump. The remediation option selected by the community of Garden River is option 4 which is to construct a new landfill next to the currently operating Garden River Landfill located 3 km northwest of the community (Map A-2). The Old Dump will be excavated and placed in a new landfill cell that conforms to Alberta standards and which will be capped and closed.

The Garden River Community Airstrip

The Phase I and II assessments conducted at the airstrip have identified a small amount of hydrocarbon contamination at the eastern edge of the airstrip (Map A-2). Parameters found to be above criteria were BTEX, F1 and F2 at two locations. The volume of contaminated soil was estimated to be approximately 250 m³. The selected remedial option, based on the Option Analysis conducted in 2013 (EBA, 2013), is to excavate the contaminated material and place it in the new landfill cell with the contents of the Old Dump.

The Current Garden River Landfill

The currently active landfill used by the Garden River community has reached its capacity. Aboriginal Affairs and Northern Development Canada wants to decommission the waste site and develop a new engineered landfill cell that conforms to the Government of Alberta (GOA) Standards for Landfills (<http://environment.gov.ab.ca/info/library/7316.pdf>) and the GOA Code of Practice for Landfills (<http://www.gp.alberta.ca/documents/codes/landfill.pdf>).

The current cell is unlined and the composition of the contents is assumed to be highly variable as there are no restrictions on materials for disposal in the dump. Therefore there is potential for soil and groundwater contamination.



Travelling to Garden River

An airstrip is located in the community for charter aircraft; there are no commercial flights to Garden River or commercial accommodations in the community. The town of High Level, AB (pop. 3600) is located approximately 190 km west of Garden River along Highway 58, which has commercial air travel and accommodations. Fort Smith, NT (pop. 2500) is located outside the northeastern boundary of WBNP, and has charter aircraft, commercial air travel and accommodations. It is approximately a 1.5 hour charter flight from Fort Smith to Garden River. See Map A-1 for locations of Fort Smith and High Level in relation to Garden River.

2. Project Scope

The project scope includes two separate but related components which are described below and will be hereon referred to as Project A and Project B. The principal goals of project A and project B are:

Project A

Design a new landfill facility with a maximum capacity of 10,000 m³ located at the operational Garden River Landfill site 3 km northwest of the community (Map A-2) to receive waste from at least two separate locations: the first is the Old Dump (approximately 8,000 m³), and the second is a volume of soil with moderate hydrocarbon contamination (less than 2,000 m³ total soil volume). Once the transfer of waste is complete, the new landfill shall be closed and the appropriate post-closure monitoring program implemented. Preliminary characterization of the waste material to be transferred has determined that a Class I facility is required; however, additional review should be completed as part of this project is to confirm the Class of facility required. For example, it is conceivable that a Class II facility could be applied providing a suitable alternative management scheme is developed for any potential liquid or solid hazardous waste material. For costing and planning purposes, assume that a Class I landfill facility is necessary, however, time and effort should be included in the proposal to consider alternative strategies such as a class II facility with a hazardous waste diversion component.

Project B

Develop a plan for decommissioning the existing (currently active) Garden River waste site and develop a design for a new engineered landfill cell for use by the Garden River Community. The new cell should be able to accommodate approximately 10 years of waste from the community with a 20 - 30 year plan for expansion. For costing and planning purposes, assume that there are no restrictions on materials accepted for disposal in the landfill and that a Class I landfill facility is necessary. However, time and effort should be included in the proposal to consider incorporating other suitable alternative waste management measures that are cost effective and that could change the requirement for a Class 1 facility to a Class II facility. Characterization of the currently active landfill content is required to develop an appropriate scheme for decommissioning and determining appropriate Class and size for the new Landfill cell.

The scope of the project is to include a comprehensive hydrogeological investigation, groundwater monitoring program, and all material related to the design, operation and closure of the landfill design activities described in Project A and Project B. However, construction activities and construction supervision are outside the scope of this project.

Although provincial approval is not required, Project A and Project B must adhere to all Government of Alberta Government of Alberta (GOA) Standards for Landfills (<http://environment.gov.ab.ca/info/library/7316.pdf>) and the GOA Code of Practice for Landfills (<http://www.qp.alberta.ca/documents/codes/landfill.pdf>).

For costing and planning purposes consider that Project A waste transfer and landfill construction activities will commence as soon as possible following completion of the landfill design activity. The Project B decommissioning and landfill construction activities are projected to commence within the next 3 to 5 years.

For costing and planning purposes, wherever practical and cost effective, Little Red River Cree Nation (LLRCN) personnel, buildings and equipment will be used to assist in the carrying out of the landfill design and construction activities, with the costs for their use being funded by the party responsible for the work. Where possible, training will also be provided to LLRCN's personnel in the application and use of contracting resources, tools and equipment.

3. Objectives

The Contract objectives are as follows:

- (a) Design and implement a year-long monitoring program intended to both characterize groundwater quality in the vicinity of the operational Garden River landfill and to provide the necessary background hydrogeological information to support the landfill



design activities required as part of Project A and Project B.

- (b) For Project A design a new Class I landfill facility or acceptable alternative that is shown to be cost effective, consistent with Alberta landfill design requirements, with a maximum capacity of 10,000 m³ to accept waste from the garden River Old Dump and the community airstrip. The design is to include all design drawings, specifications, geotechnical investigations, site inspections, topographical surveys, a class A cost estimate and operations, quality assurance and monitoring plans.
- (c) As part of Project B develop a scheme for decommissioning the currently active landfill in a cost effective manner. The strategy is to include all design drawings, specifications, geotechnical investigations, site inspections, topographical surveys, a class A cost estimate and operations, quality assurance and monitoring plans.
- (d) Also as part of Project B design a new Class I facility consistent with Alberta landfill requirements. The new facility will accommodate approximately 10 years of waste from the community with a 20 - 30 year plan for expansion or other suitable alternative waste management measures. The design is to include all design drawings, specifications, geotechnical investigations, site inspections, topographical surveys, a class A cost estimate and operations, quality assurance and monitoring plans.

4. Tasks

The Contractor must complete the following tasks:

4.1. TASK 1: Monitoring Program

A preliminary hydrogeological investigation of the proposed site has been completed and limited hydrogeological and groundwater quality information is available (EBA, 2009). This previous assessment included the installation of three monitoring wells installed to a maximum depth of approximately 9 m. The corresponding borehole logs, and preliminary analysis of hydrogeological properties, are provided in Appendix C. These wells have been damaged and are no longer serviceable. In addition, the single water level measurements obtained at these three wells is deemed insufficient to fully characterise groundwater gradient, seasonal variability, or surficial geology in support of the final landfill design. Therefore, the first task of this project focuses on additional site characterisation and monitoring. Specific sub tasks are listed below.

- 4.1.1. Task 1.1. Install up to 6 additional monitoring wells:** Based on the preliminary borehole logs, and previous investigations, up to 6 new monitoring wells are to be installed on the subject property. The monitoring well installation logs must provide sufficient information regarding surficial soils to support a Class I landfill design. The monitoring well installations should be designed to establish both vertical and horizontal gradients. Nested well installation should be considered in at least two of the monitoring wells. Construction of all monitoring wells shall be done in accordance with all applicable requirements as set out in Part 7 of the current version of the Water (Ministerial) Regulation (Alberta Regulation 205/98, including 2013 amendments).

In addition to logging each well, representative soil samples should be collected for grain size analysis and other in-lab testing. Wells should include lockable secure caps, bentonite seals, and clean silica sand surrounding each well screen. Once construction is complete, a survey should be completed to determine the elevation of the top of casing to within 1.0 cm and the well location to within 0.5 m.

The wells should be used for any hydrogeological assessment, such as slug tests, deemed necessary to support the land fill design activity.

Note: In addition to the monitoring well installation, preliminary well development and survey activities, the Contractor should allow for one on-site meeting and one additional client meeting to present and discuss monitoring well design recommendations.

- 4.1.2. Task 1.2. Groundwater Characterization:** A groundwater monitoring program that captures data across all four seasons must be designed and implemented to characterize seasonal variability in groundwater conditions, both flow and quality. Ideally, monitoring wells will be installed in early in 2014 following contract award to enable construction to proceed as early as practicable. Using the results of previous investigations, as well as recommendations published in the Alberta Standards (Table 5.1 and 5.2, Standards for Landfills, 2010), the Contractor must design a groundwater monitoring program with an adequate monitoring frequency and an appropriate parameter list for characterization of ambient groundwater



conditions. For planning purposes, consider a bimonthly sampling as a minimum sampling frequency. Since the site is relatively remote, some consideration may be given to enlisting local support for the monitoring program.

The information collected during this seasonal monitoring program should be sufficient to fully characterize ambient groundwater quality to allow for the assessment of potential impacts post closure. The site selected for the new landfill includes the operational Garden River landfill that is currently in use and planned for decommissioning that may or may not be impacting current groundwater quality, and as such, the monitoring program must be designed to establish if the existing operational landfill is impacting ambient groundwater conditions.

A maximum of three Monitoring wells will also be installed at Garden River away from impacted site areas as part of a background groundwater sampling program

Note: The Contractor should allow for one client meeting to present and discuss monitoring program design.

4.2. TASK 2: Landfill Design and Class “A” Cost Estimate

Project A and Project B should result in a complete set of design drawings and construction specifications and a class A cost estimate. As well, any necessary monitoring, operational and closure plans must be provided. For Project A assume a total waste volume of 10,000 m³, however, the landfill design must be sufficiently flexible to accommodate a reduced volume if, for example, the initial waste estimates are overly conservative, or some acceptable recycle and waste reduction options are found. For Project B the landfill design must be able accommodate 10 years of community waste and include a 20 to 30 year expansion plan for the waste site. The Contractor may want to consider suitable, alternative waste management measures that are cost effective to maximize the lifespan of the facility.

4.2.1. Task 2.1. Confirm Landfill Requirements:

For Project A preliminary investigations have determined that a Class I landfill, with a capacity of less than 10,000 m³ is required. The Contractor should review these findings prior to completing the land fill design. For Project B the Contractor will need to review current and anticipated waste management practices to estimate the volume required to accommodate ten years of community waste based on a population increase of 3% per year.

Note: The Contractor should allow for one client meeting to present and discuss design requirements.

4.2.2. Task 2.2. Develop Landfill Design Drawing and Specifications:

All required drawings and documents supporting the new landfill designs must be produced. In general, the designs should confirm to Alberta Standards for Landfills (2010). At a minimum, the following information is required:

- (a) An engineering design report that provides, but is not limited to:
 - i. Using previous investigations, site inspections and interviews, a description of the type and quantity of waste that is anticipated to be accepted at the new landfill should be provided;
 - ii. A description of all major components of the facility must be provided, include liner material, leachate collections systems (if required), cover material, cell volumes and so forth;
 - iii. An evaluation of the potential for leachate generation and leachate composition based on site specific conditions.
 - iv. An evaluation of the potential for landfill gas generation and gas composition based on the type of waste accepted climate, the landfill design, or other site specific conditions;
 - v. A description of monitoring systems;
 - vi. Engineering design drawings and plans that illustrate surface topography, the overall proposed site development, setbacks, fencing and access roads;
 - vii. A site plan that shows the proposed landfill footprint;
 - viii. Cross-section illustrations showing the proposed surface elevations, base elevations and grades for the landfill development; and
 - ix. Drawings for structural components of the landfill including liner systems and, if necessary, leachate collection and removal systems.

Note: The Contractor should allow for one client meeting to present and discuss design recommendations.



4.2.3. Task 2.3. Develop Operations/Maintenance/Closure Plans:

For Project A, since this landfill facility is to be operated solely for disposal of existing waste from the Old Dump, the operations plan must address the removal and transfer of this waste including excavation, heavy equipment requirements, traffic issues, duration of transfer activities, weather contingencies, and manpower. It is anticipated that the construction, operation and closure of this facility would span a period of less than 5 months; however, as part of the operations plan development for Project A, the Contractor will provide a more detailed estimate of the duration of operation.

For Project B at a minimum the operations plan for decommissioning and construction activities must address the heavy equipment requirements, traffic issues, duration of activities, weather contingencies, and manpower. It is anticipated that the decommissioning and construction activities would span a period of less than 5 months; however, as part of the operations plan development for Project B, the Contractor will provide a more detailed estimate of the duration of operation.

At a minimum the closure plans for Project A and Project B will define the final surface cover and vegetation, erosion control measures, surface grading and drainage, and changes or decommissioning of site access roads and temporary structures.

4.2.4. Task 2.4. Develop Construction Quality Assurance Plan:

A Construction Quality Assurance Plan must be developed to ensure that the actual landfill construction and decommissioning activities adhere to all aspects of the designs, and if adjustments are necessary, a protocol will be provided to address the approval process.

4.2.5. Task 2.5. Develop Monitoring Plan:

The monitoring plan will follow general guidelines provided in the Alberta Standards for Landfills (2010) and enable the timely detection of any groundwater or surface water impacts resulting from the new or decommissioned landfill facilities. This plan should provide guidance for interpretation of ongoing monitoring results based on estimated ambient groundwater quality and seasonal variability. As well, contingency measures should be defined in the event that off-site impacts exceed a predetermined level.

4.2.6. Task 2.6. Develop Class A Cost Estimates:

A Class A cost estimate that is expected to be within 5 to 10% of the final construction costs is required as part of the deliverables. For Project A the cost estimate for the landfill design activity will include construction and associated costs for the excavation and transfer of waste as well as the construction and associated costs for the building and closure of the new disposal facility. For Project B the cost estimate will include decommissioning and closure of the currently active landfill as well as construction and associated costs for building the new landfill facility. Please refer to the PWGSC web page link provided below for additional information: <http://www.tpsgc-pwgsc.gc.ca/biens-property/sngp-npms/bi-rp/conn-know/couts-cost/definition-eng.html>

5. Progress Reports

The Contractor must submit monthly progress reports including a detailed breakdown of costs incurred with Project A and Project B costs shown separately.



APPENDIX A – MAPS

Under separate attachment: *AppendixA_13-5137A.pdf*

Map A-1: Location Map for Wood Buffalo National Park and Garden River Community

Map A-2: Garden River Site Plan Showing Areas of Interest to the Scope of Work

APPENDIX B – PHOTOGRAPHS



Photograph B- 1: At the center of the Old Dump between MW 08MW04 and MW 2018-10BH-2M looking North at the dump surface.



Photograph B- 2: At the center of the Old Dump between MW 08MW04 and MW 2018-10BH-2M looking South at the dump surface.



Photograph B- 3: Dump to the left and behind people.



Photograph B- 4: Old dump.



Photograph B- 5: View of dump looking North.



Photograph B- 6: Wells 08MW04 & 4B looking South.



Photograph B- 7: South debris area looking South.



Photograph B- 8: Looking West at 2018-10BH-4M-small.



APPENDIX C – REFERENCE REPORTS

Appendix C1:

Contaminated Site Assessment Initial and Detailed Testing Programs Wood Buffalo National Park Various Locations in the Community Garden River, Alberta. EBA, 2009.

Under separate attachment: *AppendixC1_13-5137A.pdf*

Appendix C2:

Detailed Site Assessment Garden River Old Dump in Wood Buffalo National Park. Columbia Environmental Consulting Ltd and Franz Environmental Inc, 2011.

Under separate attachment: *AppendixC2_13-5137A.pdf*

Appendix C3:

Garden River, AB Community Airstrip and Old Landfill Reports Review and Remediation Options Analysis. EBA, 2013

Under separate attachment: *AppendixC3_13-5137A.pdf*



ANNEX B – BASIS OF PAYMENT

1. Firm Price Amount

Work included in the Firm Price Amount (FPA) represents all work not included under 2. *Travel and Living Expenses*.

Item No.	Description	Firm Price
1.1.	All work required under Project A	\$
1.2.	All work required under Project B	\$
FIRM PRICE AMOUNT (FPA)		\$

Assumptions for Bidding Purposes:

(a) The Bidder should assume the following for Project A:

- i. Class I facility is necessary.

(b) The Bidder should assume the following for Project B:

- i. There are no restrictions on materials accepted for disposal in the landfill; and
- ii. A Class I landfill facility is necessary;
- iii. Project A waste transfer and landfill construction activities will commence as soon as possible following completion of the landfill design activity

2. Travel and Living Expenses

The Contractor will be reimbursed for the authorized travel and living expenses reasonably and properly incurred in the performance of the Work, at cost, without any allowance for overhead or profit, in accordance with the meal, private vehicle and incidental expense allowances specified in Appendices B, C and D of the [Treasury Board Travel Directive](#), and with the other provisions of the directive referring to "travellers", rather than those referring to "employees".

All travel must have the prior authorization of the Project Authority. All payments are subject to government audit.

ESTIMATED TRAVEL & LIVING EXPENSES (ETLE)	\$
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Assumptions for Bidding Purposes:

(a) The Bidder should allow for the following meetings:

- i. One (01) on-site meeting and one (01) client meeting to present and discuss monitoring well design recommendations (under 4.1.1. Task 1.1. Install up to 6 Additional Monitoring Wells of the Statement of Work at Annex A);
- ii. One (01) client meeting to present and discuss monitoring program design (under 4.1.2. Task 1.2. Groundwater Characterization of the Statement of Work at Annex A);
- iii. One (01) client meeting to present and discuss design requirements (under 4.2.1. Task 2.1. Confirm Landfill Requirements of the Statement of Work at Annex A); and
- iv. One (01) client meeting to present and discuss design Recommendations (under 4.2.2. Task 2.2. Develop Landfill Design Drawing and Specifications of the Statement of Work at Annex A)

3. Total Bid Amount

The total bid amount is the sum of the Firm Price Amount (FPA) and the Estimated Travel & Living Expenses (ETLE).

TOTAL BID AMOUNT (FPA + ETLE)	\$
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Canada requests that the Bidder include a detailed cost breakdown of the Total Bid Amount including but not limited to the following:

- (a) Geotechnical investigation;
- (b) Topographical Survey;
- (c) Site Inspections;
- (d) Construction quality assurance plan;
- (e) Operations, maintenance and monitoring plan;
- (f) Design Drawings; and
- (g) Specifications

Notes

- (a) Prices must appear in the financial bid only. No prices must be indicated in any other section of the bid.
- (b) Bidders must submit their financial bid in accordance with the Basis of Payment.
- (c) Customs duties are included and Applicable Taxes are extra, if applicable.

4. Milestone Schedule

The schedule of milestones for which payments will be made in accordance with the Contract will be established as follows:

Milestone No.	Deliverable	Firm Percentage	Due Date
01	Installation of monitoring wells	75%	March 15, 2014
02	Preliminary design drawings and specifications for review	15%	June 15, 2014
03	Finalized design drawings and specifications following the fall groundwater monitoring event	10%	December 15, 2014



APPENDIX C – ATTESTATION AND PROOF OF COMPLIANCE WITH OCCUPATIONAL HEALTH AND SAFETY (OHS)

Submission of this completed form, satisfactory to Parks Canada, is a condition of gaining access to the work place. The following form must be completed and signed prior to commencing work on Parks Canada Sites.

Instructions:

- (a) Prime contractor must sign this form for all projects undertaken at Parks Canada work places.
- (b) This form is to be administered by the Project Manager and completed by the Prime Contractor **AFTER** contract award.

Parks Canada recognizes that federal OHS legislation places certain specific responsibilities upon Parks Canada as owner of the work place. In order to meet those responsibilities, Parks Canada is implementing a contractor safety regime that will ensure that roles and responsibilities assigned under Part II of the *Canada Labour Code* and the *Canada Occupational Health and Safety Regulations* are implemented and observed when involving contractor(s) to undertake works in Parks Canada work places.

Parks Canada Responsible Authority/Project Lead	Address	Contact Information
Project Manager		
Prime Contractor		
Subcontractor(s) (add additional fields as required)		

Location of Work

General Description of Work to be Completed



Mark "Yes" where applicable.

	A meeting has been held to discuss hazards and access to the work place and all known and foreseeable hazards have been identified to the contractor and/or subcontractor(s)
	The contractor and/or its subcontractor(s) will comply with all federal and provincial/territorial legislation and Parks Canada's policies and procedures, regarding occupational health and safety.
	The contractor and/or its subcontractor(s) will provide all prescribed safety materials, equipment, devices and clothing.
	The contractor and/or its subcontractor(s) will ensure that its employees are familiar with and use all prescribed safety materials, equipment, devices and clothing at all times.
	The contractor and/or its subcontractor(s) will ensure that its activities do not endanger the health and safety of Parks Canada employees.
	The contractor and/or its subcontractor(s) has inspected the site and has carried out a hazard assessment and has put in place a health and safety plan and informed its employees accordingly, prior to the commencement of the work.
	Where a contractor and/or its subcontractor(s) will be storing, handling or using hazardous substances in the work place, it will place warning signs at access points warning persons of the presence of the substances and any precautions to be taken to prevent or reduce any hazard of injury or death.
	The contractor and/or its subcontractor(s) will ensure that its employees are instructed in respect of any emergency procedures applicable to the site.

I, _____ (contractor),
 certify that I have read, understood and attest that my firm, employees and all sub-contractors will comply with the requirements set out in this document and the terms and conditions of the contract.

Signature:

Date:



ANNEX D – TECHNICAL EVALUATION

The technical bid should address clearly and in sufficient depth the points that are subject to the point rated evaluation criteria against which the bid will be evaluated. **In order to facilitate the evaluation of the bid, Canada requests that bidders address and present topics in the order of the evaluation criteria under the same headings.** To avoid duplication, bidders may refer to different sections of their bids by identifying the specific paragraph and page number where the subject topic has already been addressed.

Assumptions for Bidding Purposes:

- (a) The Bidder should assume the following for Project A:
- i. A Class I landfill facility is necessary; however, time and effort should be included in the proposal to consider alternative strategies such as a class II facility with a hazardous waste diversion component.
 - ii. A bimonthly sampling as a minimum sampling frequency under 4.1.2. Task 1.2. Groundwater Characterization of the Statement of Work at Annex A
- (b) The Bidder should assume the following for Project B:
- i. There are no restrictions on materials accepted for disposal in the landfill and that a Class I landfill facility is necessary. However, time and effort should be included in the proposal to consider incorporating other suitable alternative waste management measures that are cost effective and that could change the requirement for a Class 1 facility to a Class II facility.
 - ii. Project A waste transfer and landfill construction activities will commence as soon as possible following completion of the landfill design activity.

1. Mandatory Technical Criteria

Bids will be evaluated per the Mandatory Technical Criteria below:

Item No.	Evaluation Criteria
1.	The bidder must demonstrate that personnel completing the hydrogeological investigations, groundwater monitoring programs, and activities related to the design, operation and closure of landfill facilities have a minimum of ten (10) years of cumulative experience in decommissioning and designing landfills according to the Government of Alberta standards and guidelines for landfills and code of practice for landfills.

For a bid to be declared responsive to the solicitation requirements it must demonstrate and meet all Mandatory Technical Criteria. Bids declared non-responsive to the Mandatory Technical Criteria will be given no further evaluation.

2. Point Rated Technical Criteria

Bids will be evaluated per the Point Rated Technical Criteria below.

Item No.	Evaluation Criteria	Point Criteria	Maximum Points (Weight)	Maximum Weighted Points
1.	Qualifications and Experience		10	30
1.1.	The Bidder should identify key personnel working on this project by functional roles, organization, qualifications and training. The project leader must have a minimum of 5 years relevant experience. The Bidder should include relevant project <i>Continued ...</i>	9 – 10: Exceptionally demonstrated and should ensure extremely effective performance. Key personnel demonstrate extensive experience (12 years or more cumulative) in conducting the required investigations in remote environments, description of relevant projects and project experience is extensive. 8: Very well demonstrated and should be more than <i>Continued ...</i>	10 (Weight : 3.0)	30



	<p>experience as well as copies of CV's for the project team in their proposal. Project personnel should demonstrate a strong background/ experience with environmental and hydrological investigations in remote northern environments, and with the design of landfills and associated operation, maintenance and closure programs.</p>	<p>adequate for effective performance. Key personnel demonstrate sufficient experience (more than 8 years but less than 12 years cumulative) in conducting the required investigations in remote environments, description of relevant projects and project team experience is sufficient.</p> <p>6 – 7: Limited demonstration and evaluated as meeting minimum performance requirements. Key personnel demonstrate limited relevant experience (5 to 8 years cumulative) in conducting the required investigations in remote environments, description of project and project team experience in designing landfill cell designs for remote environments is limited.</p> <p>0 – 5: Unsatisfactorily demonstrated and evaluated as insufficient for performance requirements. Key personnel insufficiently identified, project experience is insufficiently relevant (less than 5 years cumulative), CV's for project team not included and/or background/experience insufficient.</p>		
2.	Understanding of Requirements of Work	20	30	
2.1.	<p>The Bidder should clearly demonstrate an understanding of the scope and objectives of the work required.</p>	<p>9 - 10: Exceptionally demonstrated and should ensure extremely effective performance. In depth and specific details are provided, demonstrates a complete and accurate understanding of the objectives and expected outcomes of the requirement, demonstrates a clear and in depth understanding and appreciation of the potential challenges with creative and innovative options for resolution.</p> <p>8: Very well demonstrated and should be more than adequate for effective performance. All of the necessary details are provided, demonstrates a good understanding of the objectives and expected outcomes of the requirement, demonstrates a clear and good understanding and appreciation of the challenges with detailed options for resolution.</p> <p>7: Well demonstrated and should be adequate for effective performance. Most of the necessary details are provided, minor deficiencies exist with the objectives and expected outcomes of the requirement, good description of potential challenges and options for resolution.</p> <p>6: Limited demonstration and evaluated as meeting minimum performance requirements. Minimal details provided, major deficiencies exist with the objectives and expected outcomes of the requirement, limited description of challenges and options for resolution.</p> <p>0 – 5: Unsatisfactorily demonstrated and evaluated as not meeting performance requirements. Necessary details are <i>Continued ...</i></p>	<p>10 (Weight : 1.5)</p>	<p>15</p>



		not provided, insufficient explanation of how the bidder will meet the objectives and expected outcomes of the requirement, no discussion of anticipated challenges.		
2.2.	The Bidder should clearly demonstrate a sound understanding of the technical specifications of the Statement of Work at Annex A and how it can meet them.	<p>9 – 10: Exceptionally demonstrated and should ensure extremely effective performance. In depth and specific details are provided, details are original and innovative, demonstrates an in depth and accurate understanding of the technical requirements.</p> <p>8: Very well demonstrated and should be more than adequate for effective performance of all requirements. A complete and accurate list of details are provided, demonstrates a complete understanding of the technical requirements.</p> <p>7: Well demonstrated and should be adequate for effective performance of most requirements. Most of the necessary details are provided with some minor deficiencies, demonstrates a good understanding of the technical requirements.</p> <p>6: Limited demonstration and evaluated as meeting minimum performance requirements. Major deficiencies exist in the level of detail provided, demonstrates a limited understanding of the technical requirements.</p> <p>0 – 5: Unsatisfactorily demonstrated and evaluated as insufficient for performance requirements. Necessary details not provided, demonstrates lack of understanding of technical requirements.</p>	10 (Weight : 1.5)	15
3.	Quality of Work Plan and Methodology		30	40
3.1.	The Bidder proposes a work plan that will meet the requirements of the Statement of Work at Annex A in an effective and timely manner.	<p>9 - 10: Exceptionally demonstrated and should ensure extremely effective performance. Exceptional explanation of work plan and schedule, demonstrates a creative and innovative approach, provides in depth and specific details of how the bidder will meet all of the tasks, no deficiencies exist, demonstrates a clear understanding and appreciation for anticipated problems with creative options for risk mitigation.</p> <p>8: Very well demonstrated and should be more than adequate for effective performance. Excellent explanation of work plan and schedule, provides complete details on how the bidder will meet all of the tasks, no deficiencies exist, demonstrates a clear understanding and appreciation of anticipated problems with detailed options for risk mitigation.</p> <p>7: Well demonstrated and should be adequate for effective performance. Good explanation of work plan and schedule, level of effort and availability of resources is outlined for <i>Continued ...</i></p>	10 (Weight : 3.0)	30



		<p>most tasks, only minor deficiencies exist, details are provided on anticipated problems and risk mitigation</p> <p>6: Limited demonstration and evaluated as meeting minimum performance requirements. Details provided in the work plan and schedule are minimal and unclear, level of effort and availability of resources is poorly outlined for many tasks, major deficiencies exist, limited description of anticipated problems and risk mitigation</p> <p>0 – 5: Unsatisfactorily demonstrated and evaluated as insufficient for performance requirements. Work plan is insufficiently demonstrated or insufficient for project requirements and/or proposed timeline is not within an acceptable timeframe</p>		
3.2.	<p>The Bidder should demonstrate a willingness to work with stakeholders and community to meet project requirements.</p>	<p>9 – 10: Exceptionally demonstrated and should ensure extremely effective performance. Work plan includes in-depth and specific details on the level and form of stakeholder engagement and community involvement, demonstrates a complete understanding and appreciation for this project requirement.</p> <p>8: Very well demonstrated and should be more than adequate for effective performance. Work plan includes regularly scheduled meetings with stakeholders and identifies opportunities for local capacity building, demonstrates a clear understanding of this project requirement.</p> <p>6 – 7: Limited demonstration and evaluated as meeting minimum performance requirements. The work plan provides few details on stakeholder and community engagement, demonstrates a limited understanding of this project requirement.</p> <p>0 – 5: Unsatisfactorily demonstrated and evaluated as insufficient for performance requirements. No details provided or does not meet the needs of project stakeholders.</p>	<p>10 (Weight : 0.5)</p>	<p>5</p>
3.3.	<p>The bidder should clearly outline what information will be presented in the completed landfill design report.</p>	<p>9 – 10: Exceptionally demonstrated and should ensure extremely effective performance. Provides a complete and in depth description of the final project deliverable, demonstrates extensive understanding and familiarity with project requirements.</p> <p>8: Very well demonstrated and should be more than adequate for effective performance. Sufficient description of the final project deliverables, demonstrates good understanding of project requirements.</p> <p>6 – 7: Limited demonstration and evaluated as meeting <i>Continued ...</i></p>	<p>10 (Weight : 0.5)</p>	<p>5</p>



		<p>minimum performance requirements. Limited description of the final project deliverable. Demonstrates limited understanding of the project requirements</p> <p>0 – 5: Unsatisfactorily demonstrated and evaluated as insufficient for performance requirements. No details provided or does not meet the requirements of the final project deliverable</p>		
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Total Weighted Points Available		100
Minimum Weighted Points Required		75