

RETURN BIDS TO:
RETOURNER LES SOUMISSIONS À:
Bid Receiving Public Works and Government
Services Canada/Réception des
soumissions/Travaux publics et Services
gouvernementaux Canada
189 Prince William Street
4th Floor, Room 421
Saint John
New Brunswick
E2L 2B9

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

Veillez adresser toute demande de renseignements par
écrit à l'attention de l'autorité contractante, Darlene Reay,
soit par télécopieur ou par courriel à:
darlene.reay@tpsgc.gc.ca.

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
The Cambridge Building
3 Queen Street/3 rue, Queen
PO Box 1268/CP 1268
Charlottetown
Prince Ed
C1A 4A2

Title - Sujet Offre à commandes - ENLÈVEMENT DES	
Solicitation No. - N° de l'invitation W0105-14E030/A	Date 2014-01-15
Client Reference No. - N° de référence du client W0105-14E030	GETS Ref. No. - N° de réf. de SEAG PW-\$PWC-008-3371
File No. - N° de dossier PWC-3-36113 (008)	CCC No./N° CCC - FMS No./N° VME
Solicitation Closes - L'invitation prend fin at - à 02:00 PM on - le 2014-02-25	
Time Zone Fuseau horaire Atlantic Standard Time AST	
Delivery Required - Livraison exigée See Herein	
Address Enquiries to: - Adresser toutes questions à: Reay, D (PWC)	Buyer Id - Id de l'acheteur pwc008
Telephone No. - N° de téléphone (902)566-7518 ()	FAX No. - N° de FAX (506)636-4376
Destination - of Goods, Services, and Construction: Destination - des biens, services et construction: Offre à commandes - ENLÈVEMENT DES DÉCHETS DE PP À LA BFC GAGETOWN, DANS LA BASE ET LE SECTEUR D'ENTRAÎNEMENT ET À DIVERS ENDROITS AU NOUVEAU-BRUNSWICK ET À L'Î.-P.-É.I	
Security - Sécurité This request for a Standing Offer does not include provisions for security. Cette Demande d'offre à commandes ne comprend pas des dispositions en matière de sécurité.	

Instructions: See Herein

Instructions: Voir aux présentes

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

REQUEST FOR STANDING OFFER (RFSO)

POL WASTE REMOVAL CFB GAGETOWN, BASE AND TRAINING AREA AND VARIOUS LOCATIONS IN NEW BRUNSWICK AND PRINCE EDWARD ISLAND

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PART 1 - GENERAL INFORMATION

1. Introduction

The Request for Standing Offers (RFSO) 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 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 Basis of Payment, Certifications, Complete list of each individual who is currently on the Bidder's Board of Directors and Specification.

2. Summary

The Department of National Defence (DND), CFB Gagetown, Oromocto, New Brunswick, has a requirement for the establishment of a Regional Individual Standing Offer (RFSO). The work covered under this Standing Offer comprises the furnishing of all labour, materials, tools and equipment required for the removal and disposal of waste Petroleum, Oil and Lubricant (POL) from locations within CFB Gagetown, Oromocto, NB, Base and Training Area plus various locations within New Brunswick and Prince Edward Island.

Work will be performed as and when requested, from April 1, 2014 to March 31, 2016, in accordance with Annex "D".

This agreement is subject to the provisions of the Agreement on Internal Trade, the World Trade Organizations Agreement on Government Procurement, the North American Free Trade Agreement and the Canada-Peru, Canada-Colombia and Canada-Panama Free Trade Agreement.

3. Debriefings

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.

PART 2 - OFFEROR INSTRUCTIONS

1. Standard Instructions, Clauses and Conditions

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

Offerors who submit an offer agree to be bound by the instructions, clauses and conditions of the RFSO and accept the clauses 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.

1.1 SACC Manual clauses

SACC Manual clause M0019T (2007-05-25) Firm Prices and/or Rates

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.

Offers by facsimile will be accepted. Facsimile Number is (506) 636-4376.

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 New Brunswick and Prince Edward Island..

Offerors may, at their discretion, substitute the applicable laws of a Canadian province or territory of their choice without affecting the validity of their offer, 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 offerors.

Solicitation No. - N° de l'invitation

W0105-14E030/A

Amd. No. - N° de la modif.

File No. - N° du dossier

PWC-3-36113

Buyer ID - Id de l'acheteur

pwc008

CCC No./N° CCC - FMS No/ N° VME

PART 3 - OFFER PREPARATION INSTRUCTIONS

1. Offer Preparation Instructions

Section I: Financial Offer

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

PART 4 - EVALUATION PROCEDURES AND BASIS OF SELECTION

1. Evaluation Procedures

Offers will be assessed in accordance with the entire requirement of the Request for Standing Offers, including the financial evaluation criteria.

1.1 Financial Evaluation

1.1.1 Offerors will be evaluated on the basis of the lowest overall Total Estimated Amount in Canadian dollars, the Harmonized Sales Tax (HST) excluded. The Total Evaluated Price will be calculated using the estimated usage figures on the Pricing Schedule (See Annex "A"). Offerors are required to bid on all line items in the Pricing Schedule or their offer may be considered non-responsive.

2. Basis of Selection

2.1 An offer must comply with the requirements of the Request for Standing Offers to be declared responsive. The responsive offer with the lowest evaluated price will be recommended for issuance of 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 the 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

1.1.1 By submitting an offer, the Offeror certifies, for himself and his affiliates, to be in compliance with the Code of Conduct and Certifications clause of the Standard instructions. The related documentation hereinafter mentioned will help Canada in confirming that the certifications are true. By submitting an offer, the Offeror certifies that it is aware, and that its affiliates are aware, that Canada may request additional information, certifications, consent forms and other evidentiary elements proving identity or eligibility. Canada may also verify the information provided by the Offeror, including the information relating to the acts or convictions specified herein, through independent research, use of any government resources or by contacting third parties. Canada will declare non-responsive any offer in respect of which the information requested is missing or inaccurate, or in respect of which the information contained in the certifications is found to be untrue, in any respect, by Canada. The Offeror and any of the Offerors affiliates, will also be required to remain free and clear of any acts or convictions specified herein during the entire period of the Standing Offer and any call-ups made against the Standing Offer.

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

Canada may, at any time, request that an Offeror provide properly completed and Signed Consent Forms (Consent to a Criminal Record Verification form- PWGSC-TPSGC 229) (<http://www.tpsgc-pwgsc.gc.ca/app-acq/forms/formulaires-forms-eng.html>) for any or all individuals aforementioned within the time specified. Failure to provide such Consent Forms within the time period provided will result in the offer being declared non-responsive.

2. Additional Certifications Precedent to Issuance of Standing Offer

The certifications listed below and the certifications in **Annex “B” Certifications** 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 requirements within that time period will render the offer non-responsive.

2.1 Qualifications

The Contractor must provide all certifications in accordance with Specification Section 00 21 13, Subsection 1.4 Qualifications. These must be provided with seven (7) days of request from Standing Offer Authority and prior to award of Standing Offer Agreement.

2.2 Former Public Servants - Competitive Requirements M3025T (2013-11-06)

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, offerors must provide the information required below before the issuance of a standing offer. If the answer to the questions and, as applicable the information required have not been received by the time the evaluation of offers is completed, Canada will inform the Offeror 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 offer 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 Offeror a FPS in receipt of a pension? YES () NO ()

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

name of former public servant;

date of termination of employment or retirement from the Public Service.

By providing this information, Offerors agree that the successful Offeror'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 Offeror a FPS who received a lump sum payment pursuant to the terms of the Work Force Adjustment Directive? YES () NO ()

If so, the Offeror 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.

PART 6 - INSURANCE REQUIREMENTS

1. 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 **Annex B**. 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

PART 7 - STANDING OFFER AND RESULTING CONTRACT CLAUSES

A. STANDING OFFER

1. Offer

1.1 The Offeror offers to fulfill the requirement in accordance with the Specification in Annex "D".

2. Standard Clauses and Conditions

All clauses and conditions identified in the Standing Offer and resulting contract(s) by number, date and title are set out in the Standard Acquisition Clauses and Conditions Manual

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

2.1 General Conditions

2005 (2012-11-19) General Conditions - Standing Offers - Goods or Services, apply to and form part of the Standing Offer.

3. Term of Standing Offer

3.1 Period of the Standing Offer

The period for making call-ups against the Standing Offer is from April 1, 2014 to March 31, 2016.

4. Authorities

4.1 Standing Offer Authority

The Standing Offer Authority is:

Darlene Reay
Public Works and Government Services Canada
Acquisitions Branch
Real Property Contracting
3 Queen Street
Charlottetown, PEI
C1A 4A2

Telephone: (902) 566-7518
Facsimile: (902) 566-7514
E-mail address: darlene.reay@pwgsc.gc.ca

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, he is 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 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.

4.3 Offeror's Representative

Name: _____
Telephone: () _____
Fax: () _____
E-mail: _____

5. Identified Users

The Identified User authorized to make call-ups against the Standing Offer is: Department of National Defence.

6. Call-up Instrument

The Work will be authorized or confirmed by the Identified User(s) using form CF942.

7. Limitation of Call-ups

Individual call-ups against the Standing Offer must not exceed \$40,000.00 (Harmonized Sales Tax extra).

8. Financial Limitation

The total cost to Canada resulting from call-ups against the Standing Offer must not exceed the sum of \$300,000.00 (Harmonized Sales Tax extra) 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 4 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.

9. Priority of Documents

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

- a) the call up against the Standing Offer, including any annexes;
- b) the articles of the Standing Offer;
- c) the general conditions 2005 (2012-11-19), General Conditions - Standing Offers - Goods or Services
- d) Supplemental General Conditions 2010C (2013-06-27), General Conditions - Services(Medium Complexity);
- e) Specifications and drawings;
- f) Annex "A", Basis of Payment;
- g) Any amendment issued or any allowable offer revision received before the date and time set for solicitation closing
- h) the Offeror's offer

10. Certifications

10.1. 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.

11. 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 New Brunswick and Prince Edward Island.

12. Estimates

SACC Manual clause M3800C (2006-08-15) Estimates

13. Insurance Requirements

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

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

The Contractor must forward to the Standing Offer Authority within seven (7) days after request from the Standing Offer Authority and prior to award of the Standing Offer, a Certificate of Insurance evidencing the insurance coverage and confirming that the insurance policy complying with the requirements is in force. Coverage must be placed with an Insurer licensed to carry out business in Canada. The Contractor must, if requested by the Standing Offer Authority, forward to Canada a certified true copy of all applicable insurance policies.

B. RESULTING CONTRACT CLAUSES

The following clauses and conditions apply to and form part of any contract resulting from a call-up against the Standing Offer.

1. Statement of Work

The Contractor must perform the Work described in the call-up against the Standing Offer.

2. Standard Clauses and Conditions

2.1 General Conditions

2005 (2012-11-19), General Conditions - Standing Offers - Goods or Services
Supplemental General Conditions 2010C (2013-06-27), General Conditions - Services
(Medium Complexity); apply to and form part of the Contract.

3. Term of Contract

3.1 Period of the Contract

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

4. Payment

4.1 Basis of Payment

Refer to "Annex "A", Basis of Payment"

4.2 Limitation of Price

SACC Manual clause C6000C (2011-05-16) Limitation of Price

4.3 Single Payment

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

5. Invoicing Instructions

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

2. Invoices must be distributed as follows:

(a) The original and one (1) copy must be forwarded to the address shown on page 1 of the Contract for certification and payment.

ANNEX "A"
BASIS OF PAYMENT - PRICING SCHEDULE
April 1, 2014 to March 31, 2016

Item	Description, Class of Labour, Material or Plant	Unit of Measure	Estimated Hrs / Qty	Unit Price		Estimated Total Price	
				\$	¢	\$	¢
1	Credit for Recovery of Non-Contaminated Drummed or Tanked Oil.	Litres	400,000	\$		\$	
2	Disposal of Low Flash Fuel	Litres	2,000	\$		\$	
3	Disposal of Used Vehicle Glycol	Litres	40,000	\$		\$	
4	Disposal of Transmission Fluid	Litres	10,000	\$		\$	
5	Disposal of Aviation Fuel	Litres	26,000	\$		\$	
6	Disposal of Contaminated Waste Water	Litres	500,000	\$		\$	
7	Disposal of one (1) litre Grease Tubes, including 205 litre Drum Liner	Drum Liners	4	\$		\$	
8	Disposal of 205 litre Drums of Oil Filters	Drums	70	\$		\$	
9	Disposal of 205 litre Drums of Fuel Filters	Drums	30	\$		\$	
10	Disposal of 205 litre Drum Liners of Oily Rags	Drum Liners	900	\$		\$	
11	Disposal of 205 litre Drum Liners of Plastic Oil Containers	Drum Liners	900	\$		\$	
12	Disposal of 205 litre Drums of Oil Absorbent Material	Drums	250	\$		\$	
13	Disposal of Aviation Refuelling Hoses 6 centimeters in diameter by 15 meters long	Hoses	20	\$		\$	
14	Disposal of Empty 20 litre Plastic Oil Containers	Container	1,000	\$		\$	
15	Decontamination and Disposal of Empty 205 litre on-site Metal and Plastic Drums	Drums	30	\$		\$	
Total Estimated Amount used for Evaluation						\$	_____

Solicitation No. - N° de l'invitation

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Buyer ID - Id de l'acheteur

pwc008

CCC No./N° CCC - FMS No/ N° VME

W0105-14E030

DND will not accept any travel and/or living expenses incurred by any contractor as a consequence of any removal of POL waste required to satisfy the terms of this Standing Offer. Prices above will include all burdens including transportation, supervision, overhead and profit.

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

ANNEX "B"

Certifications Precedent to Standing Offer Award

1. Within seven (7) days and prior to award, provide proof that the Offeror has an account in good standing with the Provincial Workers' Compensation Board/Commission
2. Within seven (7) days and prior to award, provide Former Public Servant Certification.
3. Within seven (7) days and prior to award, bidder may be asked to provide a list of equipment. Equipment is subject to inspection and approval by the Department of National Defence (DND).
4. Qualifications - The Contractor must provide all certifications in accordance with Specification Section 00 21 13, Subsection 1.4 Qualifications. These must be provided with seven (7) days of request from Standing Offer Authority and prior to award of Standing Offer Agreement.
4. Within seven (7) days and prior to award, provide proof of liability insurance for a minimum amount of two million (\$2,000,000) as specified below.

INSURANCE REQUIREMENTS

Commercial General Liability Insurance

1. The Contractor must obtain Commercial General Liability Insurance, and maintain it in force throughout the duration of the Contract, in an amount usual for a contract of this nature, **but for not less than \$2,000,000 per accident or occurrence and in the annual aggregate.**
2. The Commercial General Liability policy must include the following:
 - (a) Additional Insured: Canada is added as an additional insured, but only with respect to liability arising out of the Contractor's performance of the Contract. The interest of Canada should read as follows: Canada, as represented by the Department of National Defence.
 - (b) Bodily Injury and Property Damage to third parties arising out of the operations of the Contractor.

-
- (c) **Products and Completed Operations:** Coverage for bodily injury or property damage arising out of goods or products manufactured, sold, handled, or distributed by the Contractor and/or arising out of operations that have been completed by the Contractor.
- (d) **Personal Injury:** While not limited to, the coverage must include Violation of Privacy, Libel and Slander, False Arrest, Detention or Imprisonment and Defamation of Character.
- (e) **Cross Liability/Separation of Insureds:** Without increasing the limit of liability, the policy must protect all insured parties to the full extent of coverage provided. Further, the policy must apply to each Insured in the same manner and to the same extent as if a separate policy had been issued to each.
- (f) **Blanket Contractual Liability:** The policy must, on a blanket basis or by specific reference to the Contract, extend to assumed liabilities with respect to contractual provisions.
- (g) **Employees and, if applicable, Volunteers** must be included as Additional Insured.
- (h) **Employers' Liability** (or confirmation that all employees are covered by Worker's compensation (WSIB) or similar program)
- (i) **Broad Form Property Damage including Completed Operations:** Expands the Property Damage coverage to include certain losses that would otherwise be excluded by the standard care, custody or control exclusion found in a standard policy.
- (j) **Notice of Cancellation:** The Insurer will endeavour to provide the Contracting Authority thirty (30) days written notice of policy cancellation.
- (k) If the policy is written on a claims-made basis, coverage must be in place for a period of at least 12 months after the completion or termination of the Contract.
- (l) **Owners' or Contractors' Protective Liability:** Covers the damages that the Contractor becomes legally obligated to pay arising out of the operations of a subcontractor.
- (m) **Non-Owned Automobile Liability - Coverage** for suits against the Contractor resulting from the use of hired or non-owned vehicles.
- (n) **Sudden and Accidental Pollution Liability (minimum 120 hours):** To protect the Contractor for liabilities arising from damages caused by accidental pollution incidents.

Solicitation No. - N° de l'invitation

W0105-14E030/A

Amd. No. - N° de la modif.

File No. - N° du dossier

PWC-3-36113

Buyer ID - Id de l'acheteur

pwc008

CCC No./N° CCC - FMS No/ N° VME

ANNEX C

COMPLETE LIST OF EACH INDIVIDUAL WHO IS CURRENTLY ON THE BIDDER'S BOARD OF DIRECTORS

NOTE TO OFFERORS

WRITE DIRECTOR'S SURNAMES AND GIVEN NAMES IN BLOCK LETTERS

Solicitation No. - N° de l'invitation

W0105-14E030/A

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

W0105-14E030

Amd. No. - N° de la modif.

File No. - N° du dossier

PWC-3-36113

Buyer ID - Id de l'acheteur

pwc008

CCC No./N° CCC - FMS No/ N° VME

ANNEX D
SPECIFICATION



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

SPECIFICATION

**STANDING OFFER AGREEMENT
POL WASTE REMOVAL CFB GAGETOWN, BASE AND
TRAINING AREA AND VARIOUS LOCATIONS IN NEW
BRUNSWICK AND PEI
01 APRIL 2014 TO 31 MARCH 2016**

M. Sellen
Designed by

[Signature]
Fire Inspector

M. Sellen
Project O

[Signature]
Engineering O

PF No:
Job No: L-G2-9900/1619

Date: 2013-06-26

<u>Section</u>	<u>Title</u>	<u>Pages</u>
<u>Division 00 - Procurement and General Requirements</u>		
00 21 13	Instructions to Bidder	11
<u>Division 01 - General Requirements</u>		
01 35 30	Health and Safety	2
01 35 35	DND Fire Safety Requirements	3
01 35 43	Environmental Protection	1
<u>List of Annexes</u>		
Annex A	POL and POL Waste Collection Points at CFB Gagetown	3
Annex B	POL and POL Waste Collection Points for Armouries in New Brunswick and PEI	1
Annex C	POL and POL Waste Types and Quantities	1

PART 1 - GENERAL

- 1.1 Description of Work .1 The work covered under this Standing Offer Agreement comprises the furnishing of all labour, materials, tools and equipment required for the removal and disposal of waste Petroleum, Oil and Lubricant (POL) from locations within CFB Gagetown, Oromocto, NB, Base and Training Area plus various locations within New Brunswick and Prince Edward Island when requested on Form CF942, Call-Up Against a Standing Offer, and as specified herein.
- .2 The work will include: collection, packaging, labeling, transportation, storage, treatment, destruction and disposal of POL and POL waste at an approved POL waste disposal site.
- 1.2 Duration of Contract .1 This Standing Offer will extend from 01 April 2014 to 31 March 2016.
- 1.3 References .1 Canada Labour Code Part II.
- .2 The New Brunswick Occupational Health and Safety Act, 1991.
- .3 The Canadian Electrical Code, CSA C22.1-09.
- .4 The Canadian Environmental Protection Act, 2008 (CEPA 2008).
- .5 Transportation of Dangerous Goods Act, 1992.
- 1.4 Qualifications .1 The Contractor will be an established and registered POL Waste Management Company with a minimum five (5) years experience in shipment and disposal of POL and POL waste. Proof of such must be provided to PWGSC prior to award of this Standing Offer Agreement.
- .2 The Contractor must own and operate a POL waste transfer facility in the Maritimes
-

1.4 Qualifications
(Cont'd)

- .2 (Cont'd)
Provinces. This POL waste transfer facility must be capable of receiving and storing all types of POL and POL waste indicated in the attached "Annex C" POL and POL Waste Types and Quantities. The Engineer retains the right to inspect this facility at any time.
- .3 The Contractor must hold all of all permits, waivers, licenses and certificates of approval required by law and regulations for the collection, identification, packaging, labeling, transportation, storage, treatment, destruction and disposal of POL and POL waste as described in the specification. Proof of such must be provided to PWGSC prior to award of this Standing Offer Agreement.
- .4 The Technicians shall hold all licenses required for the performance of the work as described in the specification. Proof of such must be provided to PWGSC prior to award of this Sanding Offer Agreement.
- .5 The Contractor shall provide the requisite number of personnel required to conduct the work as described in this specification and in compliance with all Health and Safety Regulations.
- .6 Employees must be trained and certified in the Workplace Hazardous Materials Information System (WHMIS) to a minimum level. Proof of such must be provided to PWGSC prior to award of this Standing Offer Agreement.
- .7 Employees to be involved in confined space entry must be in possession of current qualification documentation. Proof of such must be provided to PWGSC prior to award of this Standing Offer Agreement.
- .8 All permits and licenses must remain current throughout the life of Standing Offer Agreement.

1.5 Engineer

- .1 The Engineer, as defined and stated in this specification, will be the Commanding Officer of 5 Engineer Services Unit or a designated representative. The address of the Engineer is:

- 1.5 Engineer .1 (Cont'd)
Contracts Office
5 Engineer Services Unit
Building B18
CFB/ASU Gagetown PO BOX 17000 Station Forces
Oromocto, N.B. E2V 4J5

Tel.(506) 422-2677
Fax (506) 422-1248
- 1.6 Liability Insurance .1 The Contractor shall provide proof of liability insurance in the amount of Two Million Dollars (\$2,000 000.00) to PWGSC before the award of this Standing Offer Agreement.
- 1.7 Documents Required .1 Maintain at the job site one copy each of the following:
.1 Specifications; and
.2 Addenda.
.3 Material Safety Data Sheets (MSDS) for cleaning agents.
- 1.8 Contractor's Use of Site .1 Work site access will be as directed by the Engineer.
.2 Movement around the site is subject to restrictions laid down by the Engineer.
.3 Do not unreasonably encumber the site with materials or equipment.
.4 Contractor is to ensure adherence by personnel to DND regulations pertaining to traffic control, parking and speed limits. When vehicles are to be parked, they will be backed into a parking space or risk being towed, at the owners expense.
.5 Travel in the training area is prohibited without prior authority from Range Control at building K69 (506) 422-3121.
- 1.9 Power and Water .1 DND can provide, free of charge, temporary electric power and water for the purposes of this agreement.
-

- 1.9 Power and Water (Cont'd)
- .2 Engineer will determine delivery points and quantitative limits. Engineer's written permission is required before any connection is made. Connect to existing power supply in accordance with Canadian Electrical Code, CSA C22.1-09.
- .3 Contractor to provide, at no cost to DND, all equipment and temporary lines to bring these services to work site.
- .4 Supply of temporary services by DND is subject to DND requirements and may be discontinued by Engineer at any time without notice or acceptance of any liability for damage or delay caused by such withdrawal of temporary services.
- 1.10 Codes and Standards
- .1 Perform work to and enforce safety measures in accordance with the Canadian Labour Code Part II, the New Brunswick Occupational Health and Safety Act, the Canadian Environmental Protection Act and the Transportation of Dangerous Goods Act.
- .2 Contractor must be registered with WorkSafeNB. Proof of such must be provided to PWGSC prior to award of this Standing Offer Agreement.
- .3 In the event of a spill at the site during loading or in transit to the approved disposal site, the affected area will be cleaned by the Contractor to the satisfaction of the Engineer. The Contractor is to immediately notify the CFB Gagetown Fire Hall at 422-2106 if a spill occurs.
- .4 Contractor shall comply with all legislative and regulatory provisions whether Federal, Provincial or Municipal applicable to the performance of the work. The Contractor will be responsible for any charges imposed by such regulations and by-laws.
- .5 The Contractor will take all necessary precautions to protect and prevent damage to all structures, surrounding property and installations. Damage caused by the Contractor will be repaired without delay to the satisfaction of the Engineer.

1.10 Codes and Standards (Cont'd)

- .6 When necessary, the Contractor must provide their own Confined Space Entry Procedure with a Site Safety Plan. The Contractor will provide a copy of their Confined Space Certification to the Engineer, upon request.
- .7 The Engineer reserves the right to suspend, and where applicable terminate the contract, in accordance with the General Requirements where it is determined that the Contractor is not able to provide current permits and licenses as noted in this Specification.
- .8 Comply with the requirements of Workplace Hazardous Materials Information System (WHMIS) regarding use, handling, storage and disposal of hazardous materials; and labelling and provision of Material Safety Data Sheets acceptable to Human Resources and Skills Development Canada and Health Canada.
- .9 Work to meet or exceed requirements of specified standards, codes and referenced documents. In event of conflict between any provisions of above authorities, the most stringent provision will apply.

1.11 Overloading

- .1 Ensure no part of work is subject to a load which will endanger its safety or will cause permanent deformation.

1.12 Temporary Structures

- .1 The Contractor will furnish and maintain all equipment such as temporary ramps, ladders, scaffolds, hoists, chutes, etc, as may be required for the proper execution of the work.
- .2 Temporary structures erected by the Contractor will remain their property and will be removed by them from the site on completion of the work.

1.13 Clean Up

- .1 On completion of all work, the Contractor will remove all surplus material, tools, equipment and debris. The building and site must be left in a clean and tidy condition which meets the satisfaction of the Engineer. The Contractor will not remove any salvageable material or equipment from the job site without permission from the Engineer.

- 1.14 Equipment
- .1 Due to the limited pick up areas tractor trailers cannot be used.
 - .2 All trucks must be equipped with a pumping system capable of pumping POL from drums and holding tanks.
 - .3 The Contractor must have the trucks and transportation services required to transport the volumes and types of POL and POL waste stipulated in this specification.
 - .4 All vehicles used for the transport of POL and POL waste stipulated in this specification must be registered, licensed and approved by the authority having jurisdiction for transport of POL and POL waste at any location forming part of the route to the Contractor's POL waste transfer facility.
 - .5 Vehicles used on this Standing Offer Agreement will carry Public Liability and Property Damage Insurance (PL&PD) to a minimum value of Two Million Dollars (\$2,000,000). Proof of such must be provided to PWGSC prior to award of this Standing Offer Agreement.
 - .6 All circuit drums used in this contract will remain the property of DND. The Contractor will provide a drum for every drum removed from the sites during collection. If a drum must be replaced due to damage caused by DND, the Engineer will provide a new drum. If a drum is damaged by the Contractor, the Contractor will replace the drum with a UN approved, steel 18 gauge drum with removable drum rings, bolts or bungs.
 - .7 A Three ton with lift gate is required when picking up waste packaged in drums and other solids.
 - .8 IBC Totes: A total of 16 open-topped IBC totes will be provided by the contractor for the handling and transportation of oily rags, plastic containers and 20 litre pails. The totes will be stored at the 5 CDSG Hazardous Waste Facility. The contractor will remove the full totes at each pick-up and leave an empty tote for each full tote removed

-
- 1.15 Collection Points .1 Within CFB Gagetown there are approximately forty-three (43) collection points as detailed in Annex "A" POL and POL Waste Collection Points at CFB Gagetown. These require collection on a monthly basis, unless otherwise directed by the Engineer.
- .2 Collection points also include Armouries in New Brunswick and Prince Edward Island as detailed in Annex "B" POL and POL Waste Collection Points for Armouries in New Brunswick and Prince Edward Island. These require collection as detailed in Annex "B", unless otherwise directed by the Engineer.
- .3 Prior to leaving the collection point, the Contractor must accurately quantify all volumes of wastes in units shown in Annex "C" POL and POL Waste Types and Quantities and submit the quantities to the Engineer.
- .4 Collection points may be added or deleted during the term of this Standing Offer Agreement.
- 1.16 Schedule .1 Collections will be performed during the first week of every month, unless otherwise directed by the Engineer.
- 1.17 Work Requisition .1 All work is to be done only when directed by the Engineer on form CF942, Call-Up Against a Standing Offer and as follows;
- .1 The Contractor will provide service on a five (5) days per week basis between the hours of 0730hrs to 1600hrs Monday to Friday inclusive and emergency service after normal working hours.
- .2 The Contractor will advise the Engineer of the telephone number or location at which they or their representative may be contacted at all times.
- .3 The Contractor, upon receipt of an Acceptance of Tender, will be advised by the Engineer in writing of the names of persons authorized to request service. Work undertaken at the request of others, such as building occupants, will be entirely at the Contractor's risk with regard to payment.
- .4 The Contractor will not refuse any call for service by the Engineer and will initiate the work within 24 hours on normal service
-

1.17 Work
Requisition
(Cont'd)

.1

(Cont'd)

.4 (Cont'd)

calls and within 4 hours on emergency service calls.

.5 When service is required, the Engineer will notify the Contractor. When requested by the Engineer, a written estimate will be provided indicating labour costs in accordance with the Standing Offer Agreement. Service will be requested on form CF942, Call-Up Against a Standing Offer. This form will detail the work to be done and will be signed by the Engineer or his Representative. One copy of this form will be given to the Contractor.

.6 The Contractor will report to the Engineer prior to starting work and upon completion of work on a daily basis to sign in and out. If work is started or completed outside normal working hours and the Engineer's office is closed, the Base Firehall has a sign in/sign out sheet available for the Contractor.

.7 After reporting, the Contractor will proceed to the job and carry out the work. The contractor will provide daily work reports to the Engineer detailing work performed, contractor's employees assigned to work, location or building number of work site, quantities removed from the site. This work report must indicate the work order number and the requisition number by which the work was requested from the Engineer. Contractor is to have the Engineer sign the work report either at the end of the work day or at the beginning of the next work day while signing in. The Standard Operating Procedure for work reports will be provided to the successful bidder after award of Contract.

.8 The Contractor is to return one copy of the signed form CF942 that requested the work with their invoice, as well as copies of all daily work reports and copies of all manifests plus quantities of product removed from the site. Invoices must detail the location and description of work performed for each CF942. The Contractor's invoice shall reference the contract, work order and requisition numbers issued on the CF942.

.9 The Contractor will submit his invoice for payment to the Engineer within 15 working days of completion of each work request.

1.18 Quantities and .1
Basis of Payment

The work performed under this Standing Offer Agreement shall be paid for on a unit price basis. The Contractor will accept the payment as full consideration for everything furnished and done by him with respect to the work.

.2 The Contractor will submit prices for the following as described in Annex "C" POL and POL Waste Types and Quantities and in accordance with the specification. Such prices will include supervision, expenses, tools, equipment, profit and transportation (travel time to and from the contractors base of operation will be included in the rates provided).

.1 Credit for Recovery of Non-Contaminated Drummed or Tanked Oil. **Estimated Quantity: 400,000 litres.** Note: This would appear as a credit on the Contractors monthly invoice.

.2 Disposal of Low Flash Fuel. **Estimated Quantity: 2,000 litres.**

.3 Disposal of Used Vehicle Glycol. **Estimated Quantity: 40,000 litres.**

.4 Disposal of Transmission Fluid. **Estimated Quantity: 10,000 litres.**

.5 Disposal of Aviation Fuel. **Estimated Quantity: 26,000 litres.**

.6 Disposal of Contaminated Waste Water. **Estimated Quantity: 500,000 litres.**

.7 Disposal of one (1) litre Grease Tubes, including 205 litre Drum Liner. **Estimated Quantity: 4 Drum Liners.**

.8 Disposal of 205 litre Drums of Oil Filters. **Estimated Quantity: 70 Drums.**

.9 Disposal of 205 litre Drums of Fuel Filters. **Estimated Quantity: 30 Drums.**

.10 Disposal of 205 litre Drum Liners of Oily Rags. **Estimated Quantity: 900 Drum Liners.**

.11 Disposal of 205 litre Drum Liners of Plastic Oil Containers. **Estimated Quantity: 900 Drum Liners.**

.12 Disposal of 205 litre Drums of Oil Absorbent Material. **Estimated Quantity: 250 Drums.**

.13 Disposal of Aviation Refuelling Hoses 6 centimeters in diameter by 15 meters long. **Estimated Quantity: 20 Hoses**

.14 Disposal of Empty 20 litre Plastic Oil Containers. **Estimated Quantity: 1,000 Containers.**

.15 Decontamination and Disposal of Empty 205 litre on-site Metal and Plastic Drums. **Estimated Quantity: 30 Drums.**

1.18 Quantities and .3
Basis of Payment
(Cont'd)

- The above mentioned quantities may increase or decrease and are used only as a guide for tendering. The quantities are not guaranteed and the Contractor will have no claim for loss of anticipated profits as a result of these estimated quantities.
- .4 Credit for Group 1 as detailed in Annex "C" will be calculated by the amount, in litres, of product removed from the site. Not by the volume of the storage containers.
 - .5 Payment for Groups 2 to 6 as detailed in Annex "C" will be calculated by the amount, in litres, of product removed from the site. Not by the volume of the storage containers.
 - .6 Payment for Groups 7 to 12 as detailed in Annex "C" will be calculated by the number of full drums or drum liners of product removed from the site.
 - .7 Payment for Groups 13 to 15 as detailed in Annex "C" will be calculated by the number of empty hoses, containers or drums removed from the site.
 - .8 When waste is manifested under the Transportation of Dangerous Goods Act (TDGA), payment will not be made until the buff copy of the TDGA manifest with Part "C" completed is received by the Engineer.
 - .9 Invoices and supporting documentation may be verified by Government audit before or after payment is made under the terms of this Standing Offer Agreement.

1.19 Contractor
Passes

- .1 All Contractor employees will have in their possession at all times while on the Base an authorized Contractor Pass while employed on DND property. Such passes will be produced on demand to the Military Police, Commissionaires, Security Guards and persons in authority.
- .2 The Contractor will complete an application form for contractor passes for each individual. The Contractor will accompany the employee to the Military Police Identification Section building F-19 for the issuance of pass.

- 1.19 Contractor Passes
(Cont'd)
- .3 Photocopies of passes are to be provided to the Engineer.
- .4 The Contractor will ensure Contractor passes are recovered from employees who cease to be employed on DND property. Such passes shall be returned to the Military Police Identification Section by the Contractor.
- 1.20 Security Clearance
- .1 The Contractor shall maintain an up-to-date roster of all employees involved in this contract including managers, supervisors, tradespersons, drivers and labourers. This roster must be made available to the Engineer upon request.
- .2 The Contractor shall provide proof of the information contained within the roster to the Engineer upon request. The Engineer reserves the right to have removed from the site those personnel who do not meet security requirements as laid down by the Military Police Section.

PART 1 - GENERAL

- 1.1 References
- .1 Canada Labour Code, Part 11, Canada Occupational Safety and Health Regulations.
 - .2 Province of New Brunswick Occupational Health and Safety Act, 1991.
 - .3 National Building Code of Canada, 2010
- 1.2 Regulatory Requirements
- .1 Do work in accordance with the safety measures of the National Building Code of Canada 2010, the Canada Labour Code Part II, the New Brunswick Occupational Health and Safety Act and WorkSafeNB provided that in any case of conflict or discrepancy the more stringent requirements shall apply.
- 1.3 Responsibility
- .1 Contractor is responsible for the health and safety of all persons on site. Contractor is also responsible for the protection of property, persons and the environment on or adjacent to the site in so far as the work may affect these.
 - .2 Contractor and all contractor's employees are to comply with all safety requirements specified in the Contract Documents as well as all applicable federal, provincial and local statutes, regulations, ordinances and with Contractor's site-specific Health and Safety Plan.
 - .3 As outlined in the Canada Labour Code Part II, the Contractor is responsible to provide a site-specific Health and Safety Plan that includes a Confined Space Entry Procedure in the event that work is deemed by the Engineer to be in a confined space. Work is not to begin until this Health and Safety Plan is submitted and approved by the Engineer.
 - .4 CFB Gagetown Construction Engineering Branch employs a Lock Out/Tag Out program to prevent work related injuries due to electrical or mechanical systems being energized while personnel are working in or around these systems. The Contractor must respect these locks and tags when encountered. Do not
-

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

PART 1 - GENERAL

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

- 1.6 Rubbish and Waste Materials
(Cont'd)
- .3 Removal:
 - .1 Remove all rubbish from work site at end of work day or shift or as directed.
 - .4 Storage:
 - .1 Store oily waste in approved receptacles to ensure maximum cleanliness and safety.
 - .2 Deposit greasy or oily rags and materials subject to spontaneous combustion in approved receptacles and remove.
- 1.7 Flammable and Combustible Liquids
- .1 Handling, storage and use of flammable and combustible liquids are to be governed by the current National Fire Code of Canada.
 - .2 Flammable and combustible liquids such as gasoline, kerosene and naphtha will be kept for ready use in quantities not exceeding 45 litres provided they are stored in approved safety cans bearing Underwriters' Laboratory of Canada or Factory Mutual seal of approval. Storage of quantities of flammable and combustible liquids exceeding 45 litres for work purposes requires permission of Fire Chief.
 - .3 Transfer of flammable and combustible liquids is prohibited within buildings or jetties.
 - .4 Transfer of flammable and combustible liquids will not be carried out in vicinity of open flames or any type of heat-producing devices.
 - .5 Flammable liquids having a flash point below 38° C such as naphtha or gasoline will not be used as solvents or cleaning agents.
 - .6 Flammable and combustible waste liquids, for disposal, will be stored in approved containers located in a safe ventilated area. Quantities are to be kept to a minimum and Fire Department is to be notified when disposal is required.
- 1.8 Hazardous Substances
- .1 Work entailing use of toxic or hazardous materials, chemicals and/or explosives, or otherwise creating hazard to life, safety or health, will be in accordance with National Fire Code of Canada.
-

- 1.8 Hazardous Substances (Cont'd)
- .2 Obtain from Fire Chief a "Hot Work" permit for work involving welding, burning or use of blow torches and salamanders, in buildings or facilities.
 - .3 When Work is carried out in dangerous or hazardous areas involving use of heat, provide fire watchers equipped with sufficient fire extinguishers. Determination of dangerous or hazardous areas along with level of protection necessary for Fire Watch is at discretion of the Fire Chief. Contractors are responsible for providing fire watch service for work on a scale established and in conjunction with Fire Chief at pre-work conference.
 - .4 Where flammable liquids, such as lacquers or urethanes are to be used, proper ventilation will be assured and all sources of ignition are to be eliminated. Fire Chief is to be informed prior to and at cessation of such work.
- 1.9 Questions and/or Clarification
- .1 Direct any questions or clarification on Fire Safety in addition to above requirements to Fire Chief.
- 1.10 Fire Inspection
- .1 Site inspections by Fire Chief will be coordinated through Engineer.
 - .2 Allow Fire Chief unrestricted access to work site.
 - .3 Co-operate with Fire Chief during routine fire safety inspection of work site.
 - .4 Immediately remedy all unsafe fire situations observed by Fire Chief.

PART 1 - GENERAL

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

Annex A
 Job No: L-G2-9900/1619
 Dated 2013-06-26
 CFB Gagetown, NB

**POL and POL Waste Collection Points at
 CFB Gagetown**

1. BARREL PICK-UP				
NO.	BUILDING	LOCATION	DESCRIPTION	REMARKS
1	B1	Inside Building		
2	B7	Inside Building		
3	B9	Inside Building and Shed		
4	B14	Inside Building		
5	B52	Behind B19		
6	B58	Inside		
7	B59			HAZMAT BUILDING
8	C8	Inside Building		
9	C9	Inside		
10	D56	Inside Building		
11	D57	Inside Building		
12	D58	Inside Building		
13	J1	Outside Sheds		5 Sites
14	J7	Inside Building		3 Sites
15	J9	Outside Shed		
16	J10	Outside Shed		
17	K1	Inside		Leave 20 litre Pails
18	K4	Inside Door 7		
19	K6	Outside Shed		
20	K8	Inside		
21	K10	Inside		
22	K13	Inside		
23	K14	Inside		
24	K15	Inside		
25	K16	Inside		
26	K17	Outside Shed		
27	K20	Outside		
28	K61	Outside Shed		
29	K73	Outside Shed		
30	K77	Outside Shed		2 Sites
31	K87	Outside Shed		2 Sites
32	L10	Outside Shed		Grey in Color
33	L33	Inside		Maintenance Area
34	L33	Outside Shed and Inside (LFAA)		
35	LW3	Inside		Located in Training Area
36	LW5	Inside		Located in Training Area
37	Camp Petersville	Shed by Tent		Located in Training Area
38	WTP (Tank Park)	Sea Container and Inside WP 4		Located in Training Area
39	BIO Pad	Outside		Located in Training Area
40	Swan Lake	Inside		Located in Training Area

Annex A
 Job No: L-G2-9900/1619
 Dated 2013-06-26
 CFB Gagetown, NB

**POL and POL Waste Collection Points at
 CFB Gagetown**

2. PUMPER TRUCK PICK-UP				
NO.	BUILDING	CONTAINER STYLE	DESCRIPTION	REMARKS
1	A15	AGST (2000 litres) Myers 035	Waste Oil	
2	B1	AGST (2000 litres) Myers 014	Waste Oil	
3		Barrels		
4	B9	Heated Tank (4546 litres)		Water Drums Inside
5		Barrels		
6	B14	AGST (500 litres) Myers 002	Waste Oil	
7	B19	AGST Heated		End of Building
8	B52	AGST (2000 litres) Myers 037	Waste Oil	
9	B54	Barrels		
10	B58	Barrels		
11	B59	UGST Plus Barrels	Miscellaneous	
12	C7	Barrels		
13	C8	AGST (4500 litres)	Waste Oil	
14	C9	AGST (2000 litres) Myers 006		
15	D56	AGST (>2500 litres) Myers 011	Waste Oil	Plus Barrels
16		AGST (>2500 litres) Myers 036	Waste Oil	
17		AGST (>2500 litres) Myers	Waste Coolant	
18	H19	Barrels		
19	J1	AGST (4546 litres)	Waste Oil	
20		AGST (<2500 litres) Myers 003		
21	J8	AGST (1377 litres)	Waste Oil	
23	J9	AGST (1377 litres)	Waste Oil	
24	J10	AGST (2000 litres) Myers 009	Waste Oil	
25		Barrels		
26	K1	AGST (2000 litres) Myers 010	Waste Oil	
27		Barrels		
28	K4	ASGT (7579 litres)	Waste Oil	
29		AGST (1500 litres) Myers 039	Waste Oil	
30		AGST (4700 litres)	Waste Coolant	
31	K6	AGST (2000 litres) Myers	Waste Oil	
32		Barrels		
33	K8	AGST (2000 litres) Myers 013	Waste Oil	
34	K10	AGST (2000 litres) Myers 015	Waste Oil	
35	K14	AGST (2000 litres) Myers 016	Waste Oil	
36	K15	AGST (2000 litres) Myers 017	Waste Oil	
37	K16	AGST (2000 litres) Myers 018	Waste Oil	
38	K17	AGST (1069 litres)	Waste Oil	Two (2) Tanks
39		AGST (1069 litres)	Waste Coolant	
40		AGST (1069 litres)	Waste Trans Fluid	
41		AGST (2000 litres) Myers 019	Waste Oil	
42	K19	AGST (2000 litres) Myers 025	Waste Oil	
43		AGST (2273 litres)		
44	K20	UGST	Contaminated Water	Two (2) Tanks
45		UG Sump Pump		Five (5) Pumps

Annex A
 Job No: L-G2-9900/1619
 Dated 2013-06-26
 CFB Gagetown, NB

**POL and POL Waste Collection Points at
 CFB Gagetown**

2. PUMPER TRUCK PICK-UP Cont'd				
NO.	BUILDING	CONTAINER STYLE	DESCRIPTION	REMARKS
46	K60	AGST (10000 litres)	Waste Oil	
47	K61	Barrels	Turbo	
48	K72	AGST (1377 litres)	Waste Oil	
49	K73	AGST (4687 litres)	Waste Oil	
50		AGST (1500 litres)	Waste Coolant	
51		AGST (1500 litres)	Waste Oil	
52		AGST (1250 litres, square)	Waste Coolant	
53		AGST (1250 litres, square)	Waste Oil	
54	K77	AGST (500 litres) Myers 022	Waste Oil	
55		AGST (500 litres) Myers 008	Waste Oil	
56	L4	Westeel (2500 litres)		
57	L10	AGST (1377 litres)	Waste Oil	
58	L33	AGST (>2500 litres) Myers 023	Waste Oil	
59		AGST (>2500 litres) Myers 024	Waste Oil	
60	L33	AGST (>2500 litres) Myers	Waste Oil	
61		AGST (>2500 litres)	Waste Coolant	
62		AGST (>2500 litres)	Waste Coolant	
63	N102	AGST (500 litres)	Waste Oil	
64	LW3	AGST (>2000 litres) Myers 026	Waste Oil	Located in Training Area
65		AGST (>2000 litres) Myers 027	Waste Oil	Located in Training Area
66		AGST (<2500 litres) Myers	Waste Coolant	Located in Training Area
69	PC54 (Petersville)	AGST (2000 litres) Myers 029	Waste Oil	Located in Training Area
67	Swan Lake	AGST (2000 litres) Myers 028	Waste Oil	Located in Training Area
68		Barrels		Located in Training Area
69	WTP (Tank Park)	AGST (2000 litres) Myers 030	Waste Coolant	Located in Training Area
70		AGST (2000 litres) Myers 031	Waste Oil	Located in Training Area
71		Barrels		Located in Training Area

UG - Underground
 AGST - Aboveground Storage Tank
 UGST - Underground Storage Tank

Annex B
 Job No: L-G2-9900/1619
 Dated 2013-06-26
 CFB Gagetown, NB

**POL and POL Waste
 Collection Points
 for Armouries in New
 Brunswick and PEI**

NO.	BUILDING	ADDRESS	CONTAINER STYLE	DESCRIPTION
1. Approximately 1000 litres of Waste POL (Groups 2 to 6 of Annex "C") would be removed three (3) times a year from the sites listed below				
1	Moncton Garrison	Edmonton Avenue, Moncton, NB		
2	Barrack Green Armoury	60 Broadview Avenue, Saint John, NB		
3	HMCS Brunswicker	160 Chesley Avenue, Saint John, NB		
4	Bathurst Armoury	1820 King Street, Bathurst, NB		
5	Sussex Armoury	9 Leonard Drive, Sussex, NB		
6	Woodstock Armoury	107 Chapel Street, Woodstock, NB		
7	Support Detachment	88 Watts Ave, West Royalty Park, Charlottetown, PEI		
2. Pick up from the sites listed below is seldom required. If required, only a Pumper Truck would be needed.				
1	Fredericton Armoury	3 Carleton Street, Fredericton, NB		
2	Newcastle Armoury	305 George Street, Miramichi, NB		
3	Grand Falls Armoury	576 Madawaska Road, Grand Falls, NB		
4	Edmundston Armoury	810 Canada Road, Edmundston, NB		
5	Campbellton Armoury	169 Water Street, Campbellton, NB		
6	Queen Charlotte Armoury	3 Haviland Drive, Charlottetown, PEI		
7	HMCS Queen Charlotte	210 Water Street Parkway, Charlottetown, PEI		
8	Brighton Compound	1029 Brighton Road, Charlottetown, PEI		
9	Summerside Armoury	10 Parkway Drive, Summerside, PEI		

Annex C

Job No: L-G2-9900/1619 POL and POL Waste Types and Quantities

Dated 2013-06-26

CFB Gagetown, NB

NO.	GROUP	UNIT of MEASURE	ESTIMATED QUANTITIES
1	Credit for Recovery of Non-Contaminated Drummed or Tanked Oil (This can be bulked in a pumper truck) * Shown as Credit on Monthly Invoice	litres	400,000 litres
2	Disposal of Low Flash Fuel	litres	2000 litres
3	Disposal of Used Vehicle Glycol	litres	40,000 litres
4	Disposal of Used Transmission Fluid	litres	10,000 litres
5	Disposal of Aviation Fuel	litres	26,000 litres
6	Disposal of Contaminated Waste Water (Water contains small amounts of oil, glycol, hydraulic fluid and grease)	litres	500,000 litres
7	Disposal of 1 litre grease tubes, including 205L Drum Liner (Load the on-site drum liner, with waste, to truck and remove from site)	each	4 Drum Liners
8	Disposal of 205L Drums of Oil Filters (Load the on-site drums, with waste, to truck and leave clean empty replacement drums)	each	70 Drums
9	Disposal of 205L Drums of Fuel Filters (Load the on-site drums, with waste, to trucks and leave clean empty replacement drums)	each	30 Drums
10	Disposal of 205L Drum Liners of Oily Rags (Load the on-site drum liners, with waste, to trucks and remove from site)	each	900 Drum Liners
11	Disposal of 205L Drum Liners of Plastic Oil Containers (Load the on-site drum liners, with waste, to trucks and remove from site)	each	900 Drum Liners
12	Disposal of 205L Drums of Oil Absorbent Material ie: Absorb-All (Load the on-site drums, with waste, to trucks remove from site and leave clean empty replacement drums)	each	250 Drums
13	Disposal of Aviation Refuelling Hoses 6 centimeter in diameter by 15 meters long (Load onto truck and remove from site)	each	20 Hoses
14	Disposal of Empty 20 Litre Plastic Oil Containers (Remove containers from site)	each	1000 Containers
15	Decontamination and Disposal of empty 205 litre on-site Metal and Plastic Drums (Remove drums from site)	each	30 Drums

Note: Drum Liner is a heavy duty clear plastic bag made for 205 litre drums.