

RETURN BIDS TO:
RETOURNER LES SOUMISSIONS À:
Bid Receiving - PWGSC / Réception des
soumissions - TPSGC
1550 D'Estimauville Avenue
1550, Avenue d'Estimauville
Québec
Québec
G1J 0C7

REQUEST FOR PROPOSAL
DEMANDE DE PROPOSITION

Proposal To: Public Works and Government
Services Canada

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

Proposition aux: Travaux Publics et Services
Gouvernementaux Canada

Nous offrons par la présente de vendre à Sa Majesté la Reine du chef du Canada, aux conditions énoncées ou incluses par référence dans la présente et aux annexes ci-jointes, les biens, services et construction énumérés ici sur toute feuille ci-annexée, au(x) prix indiqué(s).

Comments - Commentaires

Title - Sujet Rental of Chemical - Toilets	
Solicitation No. - N° de l'invitation W0138-140771/A	Date 2014-03-19
Client Reference No. - N° de référence du client W0138-140771	
GETS Reference No. - N° de référence de SEAG PW-\$BAL-002-15875	
File No. - N° de dossier BAP-3-36328 (002)	CCC No./N° CCC - FMS No./N° VME
Solicitation Closes - L'invitation prend fin at - à 02:00 PM on - le 2014-04-15	Time Zone Fuseau horaire Heure Avancée de l'Est HAE
F.O.B. - F.A.B. Plant-Usine: <input type="checkbox"/> Destination: <input checked="" type="checkbox"/> Other-Autre: <input type="checkbox"/>	
Address Enquiries to: - Adresser toutes questions à: Larouche, Denise	Buyer Id - Id de l'acheteur bal002
Telephone No. - N° de téléphone (418) 677-4000 (4137)	FAX No. - N° de FAX (418) 677-3288
Destination - of Goods, Services, and Construction: Destination - des biens, services et construction: MINISTERE DE LA DEFENSE NATIONALE 3E ESCADRE BAGOTVILLE Voir: Annexe A - A.3 et A.1.1 ALOUETTE Québec GOV1A0 Canada	

Instructions: See Herein

Instructions: Voir aux présentes

Vendor/Firm Name and Address

Raison sociale et adresse du
fournisseur/de l'entrepreneur

Issuing Office - Bureau de distribution

TPSGC/PWGSC
BFC Bagotville, CP 380
CFB Bagotville, PO Box 380
Bâtiment 62, local 112
Building 62, Room 112
Alouette
Québec
GOV1A0

Delivery Required - Livraison exigée See Herein	Delivery Offered - Livraison proposée
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

«RENTAL OF CHEMICAL TOILETS»

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PART 1 - GENERAL INFORMATION

1. Security Requirement

This solicitation includes requirements relating to safety in order to acquire a pass according to the procedure detailed in the specifications in point A.1.1

2. Statement of Work

Perform the work described in the Annex "A" Specification, attached which is an integral part of this document.

3. Debriefings

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 Manual

(<https://buyandsell.gc.ca/policy-and-guidelines/standard-acquisition-clauses-and-conditions-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 (**2014-03-01**) Standard Instructions - Goods or Services - Competitive Requirements, are incorporated by reference into and form part of the bid solicitation.

Subsection 5.4 of 2003, Standard Instructions - Goods or Services - Competitive Requirements, is amended as follows:

Delete: sixty (60) days

Insert: cent-vingt (120) days

2. Submission of Bids

Bids 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 bid solicitation.

Your proposal must be transmitted **by fax** to no **418-648-2209** or **by mail** to the following address:

→ **Bid Receiving Unit**
Public Works and Government Services Canada (PWGSC)
1550 D'Estimauville Avenue
Quebec City, Quebec, Canada, G1J 0C7.

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:

an individual;

an individual who has incorporated;

a partnership made of former public servants; or

a sole proprietorship or entity where the affected individual has a controlling or major interest in the entity.

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

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

Former Public Servant in Receipt of a Pension

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

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

name of former public servant;

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

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

Work Force Adjustment Directive

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

If so, the Bidder must provide the following information:

name of former public servant;

conditions of the lump sum payment incentive;

date of termination of employment;

amount of lump sum payment;

rate of pay on which lump sum payment is based;

period of lump sum payment including start date, end date and number of weeks;

number and amount (professional fees) of other contracts subject to the restrictions of a work force adjustment program.

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

4. Enquiries - Bid Solicitation

All enquiries must be submitted in writing to the Contracting Authority no later than five (5) 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 province of Quebec.

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 (1 copy)
Section II: Financial Bid (1 copy)
Section III: Certifications (1 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;
- (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](http://www.tpsgc-pwgsc.gc.ca/ecologisation-greening/achats-procurement/politique-policy-eng.html) [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 should:

- 1) use 8.5 x 11 inch (216 mm x 279 mm) paper containing fibre certified as originating from a sustainably-managed forest and containing minimum 30% recycled content; and
- 2) 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.

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ba1002

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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.
- (c) The evaluation team will determine first if there are three (3) or more bids with a valid Canadian Content certification. In that event, the evaluation process will be limited to the bids with the certification; otherwise, all bids will be evaluated. If some of the bids with a valid certification are declared non-responsive, or are withdrawn, and less than three responsive bids with a valid certification remain, the evaluation will continue among those bids with a valid certification. If all bids with a valid certification are subsequently declared non-responsive, or are withdrawn, then all the other bids received will be evaluated.

1.1 Technical Evaluation

1.1.1 Mandatory Technical Criteria at closing date

Bidders must complete and include with their proposal Annex "B" Basis of payment.

1.2 Financial Evaluation

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

2. Basis of Selection

2.1 SACC Manual clauses A0069T (2007-05-25) Basis of selection -

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. Failure to comply with this request will also render the bid non-responsive or will constitute a default under the Contract.

1. Mandatory Certifications Required Precedent to Contract Award

1.1 Code of Conduct and Certifications - Related documentation

By submitting a bid, the Bidder certifies that the Bidder and its affiliates are in compliance with the provisions as stated in Section 01 Code of Conduct and Certifications - Bid of Standard Instructions 2003. The related documentation therein required will assist Canada in confirming that the certifications are true.

1.2 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.

This procurement is limited of Canadian services.

() the service offered is a Canadian service and defined in paragraph 1 of clause A3050T

2.1 Canadian Content Certification

2.1.1 SACC Manual clause A3050T (2010-01-11) Canadian Content Definition

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PART 6 - RESULTING CONTRACT CLAUSES

1. Security Requirement

This solicitation includes requirements relating to safety in order to acquire a pass according to the procedure detailed in the specifications in point A.1.1

2. Statement of Work

The Contractor must perform the work in accordance with Annex "A" Specification attached.

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>) issued by Public Works and Government Services Canada.

3.1 General Conditions

2010C (2014-03-01), General Conditions - 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 **June 1st, 2014 t to May 31, 2016** inclusive.

5. Authorities

5.1 Contracting Authority

The Contracting Authority for the Contract is:

Name: Denise Larouche
Title: Supply Officer
Telephone: (418)677-4000 ext. 4137
E-mail address: denise.larouche@tpsgc.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 Project Authority (to be completed at the contract award)

The Project Authority for the Contract is:

Name: _____
Title: _____
Organization: _____
Address: _____

Telephone : ____ ____ _____
Facsimile: ____ ____ _____
E-mail address: _____

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

5.3 Contractor's Representative

Name and telephone number of the person responsible for:

Name: _____
 Title: _____
 Telephone No.: _____
 Fax No: _____
 E-Mail Address: _____

6. Payment

6.1 Basis of Payment - Price firm

In consideration of the Contractor satisfactorily completing all of its obligations under the Contract, the Contractor will be paid a price of lots and firm rates, as specified in Annex "B" Basis of payment . Customs duties are included and Applicable Taxes are extra.

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

6.2 SACC Manual Clause

- A9117C (2007/11/30), T1204 - Direct Request by Customer Department
- C6000C (2011-05-16) C6000C Limitation of Price
- H1001C (2008-05-12), Multiple Payment

7. Invoicing Instructions

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

8. Certifications

8.1 Compliance

Compliance with the certifications and related documentation 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, provide the related documentation or if it is determined that any certification made by the Contractor in its bid is untrue, whether made knowingly or unknowingly, Canada has the right, pursuant to the default provision of the Contract, to terminate the Contract for default.

8.2 SACC Manual Clause

A3060C (2008-05-12) Canadian Content Certification

9. Applicable Laws

The Contract must be interpreted and governed, and the relations between the parties determined, by the laws in force in the province of Quebec.

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 2010C (2014-03-01) General Conditions Services (Medium Complexity);
- (c) Attachments - Annex "A" Specification and Annex "B" Basis of payment
- (d) the Contractor's bid dated _____

11. SACC Manual Clauses

A9006C (2012-07-16), Defence Contract

G1005C (2008-05-12), Insurance

Annex "A" Specification and Annex "B" Basis of payment

* These documents are attached to this application and must be inserted here and are an integral part of the present.



SPECIFICATIONS

A.1 GENERAL

A.1.1 Terminologies and definitions

Unless the context indicates otherwise, the following expressions and terms mean:

3 Wing Bagotville territory	The territory of the 3 Wing Bagotville consists of an area bounded by a radius of 60 km from the Wing Headquarters, building 70.
3 Wing Bagotville	<ul style="list-style-type: none"> • Formerly CFB Bagotville • The expression "3 Wing" or "Wing" may also be used.
3 Wing cadet camp	Air cadet camp located at 3 Wing near the Saguenay airport and is in operation from the end of June to mid August
Glider runway / Cadet flight familiarisation site	Glider runway / Cadet flight familiarisation site is located at 3 Wing near the Saguenay airport and is in operation from the end of April to the end of June and from mid August to mid October.
Cadet survival camp in ZEC Mars Moulin	Air cadet survival camp located 3 kilometres after the "Centre plein air Bec Scie", 7400 chemin des Chutes in La Baie, in the ZEC Mars Moulin and is in operation from the end of June to mid August
Nautical training site in Shipshaw	3920 de la Péninsule, Shipshaw, Saguenay, G7P 1H1
Nautical training site in Anse-à-Benjamin	822 route de l'Anse à Benjamin, La Baie, G7B 3P4
Disposal	Action to eliminate waste in accordance with the " Loi sur la qualité de l'environnement - L.R.Q, chapitre Q-2 ".
Equipment	The facilities, tools, implements, devices, machines, vehicles, buildings and works required to perform the contract.
Grey water	Wash water produced during activity such as cadet survival camp and Bagotville's International Air Show (SAIB).

**Rental of chemical toilets
3 Wing Bagotville****SPECIFICATIONS**

A.1.2 DND Security requirements 3 Wing Bagotville restricted area

Circulation in the restricted area of 3 Wing Bagotville requires a pass or an escort.

The provider of services must have personnel able to acquire a pass as soon as possible after the awarding of the contract; an escort may be provided by personnel from 3 Wing at the beginning of the contract in order to fulfill this requirement.

To acquire a pass, the following steps must be followed:

1. Employees of the provider that require access to the restricted area of 3 Wing will have to get a Police Verification from the Municipal Police in order to get their pass from the identification section of the Military Police.
2. The employees requiring a pass will have to follow an information briefing from the Military Police on the rules and regulations that must be followed while circulating in the restricted area before they will be given their pass.
3. The pass must be renewed every 12 months.

This pass is a right which may be suspended by the Military Police at any time or if the employee is accused under the Criminal Code.

An employee who has lost his right to a pass cannot perform the tasks assigned by this contract; the provider will have to provide another employee with a pass to perform the tasks.

If the provider does not have another employee with a pass, an escort can be provided by personnel from 3 Wing for a short period in order for another employee to acquire one.

If an escort is required repeatedly, the provider may be required to pay the cost associated for an escort as established by the Office of the Receiver General as directed in the Provision of Services document (PS) - B-GS-055-000/AG -001 and the Cost Factor Manual (CFM), the refusal to pay the costs will constitute the termination of the contract by the provider.

A.1.3 Traffic at 3 Wing

The provider shall take all the necessary actions to avoid impeding traffic. In addition, he shall comply with the traffic regulations in effect at 3 Wing Bagotville during the period of this contract. As a rule, the speed limits in effect at 3 Wing are as follows:

- a) Streets: **30 km/h**;
- b) Perimeter road: **50 km/h**;
- c) Aircraft apron (tarmac): **20 km/h**;
- d) Runways and taxiways: **50 km/h**;
- e) Around aircrafts: **6 km/h**.

Vehicles must drive on the paved part of the street to avoid damaging shoulders or grassed areas. Vehicles shall not drive on sidewalks.



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A.1.4 Vehicles used for collection and transportation of chemical toilets

The contractor shall ensure that the vehicles used to collect and transport chemical toilets are clean, adequately maintained and in good operating condition (no oil leaks on pavement, no holes in exhaust, etc.).

The contractor's vehicles shall be clearly identified on each side with the company's name, address and telephone number. In addition, each vehicle shall be identified by an individual number.

No commercial advertising, decorative accessories or objects recovered from collection shall be attached to or displayed on vehicle exteriors.

Only advertising messages inviting users to participate in the selective collection efforts may be affixed or attached to vehicles.

A.1.5 Random check of collection equipment

3 Wing Bagotville reserves the right, at all times, to check the collection equipment used or supplied by the contractor. It may request the replacement, repair or cleaning of material that is non-standard, dangerous, inadequate, and dirty or a source of unpleasant odours.

A.1.6 Hazardous material spills

The contractor shall take the actions required to avoid any spill or leak into the environment of materials considered hazardous as defined in the Workplace Hazardous Materials Information System (WHMIS), and specifically leaks of fuel, oil or mineral grease.

If a spill occurs, all actions compatible with the health and safety of its personnel and the public shall be taken by the contractor to:

- a) Confine the spilled material;
- b) Stop the spillage or leak of dangerous material;
- c) Eliminate all sources of ignition located in the vicinity;
- d) Protect storm and sanitary sewers (for example, by covering drains, manholes and screens, or using absorbent flotation collars);
- e) Recover the spilled material
- f) Clean up the site and return it to its original condition.

Any hazardous material spill, regardless of size, shall be reported by the contractor to the 3 Wing Bagotville fire hall, within minutes following its discovery (677-4000, ext. 7222).

Any hazardous material spill shall be cleaned up by the contractor without delay. The site shall be cleaned up and decontaminated to return it to its original condition, to the satisfaction of 3 Wing Bagotville. If 3 Wing considers that action was not taken quickly enough or was inadequate, it shall take the necessary actions to prevent risks to safety, the environment and to infrastructures. In that case, the costs incurred for the cleanup and decontamination work made necessary by a spill shall be reimbursed by the contractor.



SPECIFICATIONS

A.1.7 Servicing and emptying of chemical toilets

Workers servicing toilets must do it carefully as to avoid the projection of any material outside of the toilet. If any materials fall to the ground, the worker will pick it up immediately, and this, in order to leave the area completely clean.

At each servicing the toilets must be disinfected and two new rolls of toilet paper must be available for use.

If a toilet becomes too damaged, it must be replaced or repaired immediately.

When emptying the toilets, the chemical fluid will be replaced and disposed of in accordance with applicable laws and regulations.

Worker shall ensure, at all times, that there are no leaks coming from his truck.

A.1.8 Preventing damage to aircraft

The contractor shall ensure that it does not leave any debris or material on aircraft aprons, taxiways or runways. It shall also ensure that such debris or materials cannot be blown by the wind to those locations. In addition, when one of the contractor's vehicles is preparing to travel on an aircraft apron, taxiway or runway, it shall be mandatory for the driver to stop the vehicle and remove any pebbles trapped in the vehicle tires, as indicated on FOD (foreign object damage) check warning signs. Any debris, material or pebble in any of these locations could be sucked into aircraft engines, thereby causing serious damage to 3 Wing Bagotville's equipment.

A.1.9 Idling of engines

To minimize greenhouse gas emissions, the contractor is prohibited from allowing its vehicle engines to idle for more than five (5) minutes, unless such idling is necessary for the safe operation of the vehicles in question.

A.1.10 Parking

The contractor's vehicles shall at no times park in locations where they could cause hygiene and contamination problems. For this purpose, the contractor shall take special care to avoid parking its vehicles close to building air-conditioning system air intakes. In addition, the contractor's vehicles may be parked only in locations specified for that purpose.

A.1.11 Response time

The services described above shall be made within a period of 24 hours following the request from the Technical Authority.



SPECIFICATIONS

A.2 DESCRIPTION OF ACTIVITIES

The activities covered herein includes rental, delivery, installation, maintenance, emptying and pick-up of chemical toilets used for various activities by 3 Wing Bagotville

A.2.1 Main activities

There are four (4) main activities other than providing chemical toilets on demand

- a) Glider runway / cadet familiarisation site (end of April to the end of June and mid August to mid October);
- b) 3 Wing Cadet camp, Cadet survival camp and Nautical training sites (end June to mid-August);
- c) 3 Wing firing range and gas chamber training area (12 months)
- d) Bagotville's International Air Show (SAIB) planned for 2015.

A.2.2 Condition of chemical toilets

Toilets must be in good shape and meet the following conditions:

- a) they must be of polyethylene;
- b) they must be clean and disinfected using a bactericidal disinfectant;
- c) they must be equipped with a toilet deodorant;
- d) the door hardware must be in perfect working order; and
- e) all accessories must be in good conditions.

Toilets are subject to a favourable report by the Department of National Defence (DND) prior to the awarding of the contract and during the course of the contract.

A.2.3 Servicing and emptying frequency

Unless otherwise indicated in this contract, chemical toilets shall be emptied and serviced once (1) a week.

A.2.4 Invoicing

Invoices shall be sent to the address below with the name of the activity or as indicated in section A.3 under "Invoicing" of the activity:

**3^e Escadre Bagotville
Bâtiment 225 - Matières Dangereuses
CP 5000, Succ. Bureau-chef
Alouette (Québec) G0V 1A0**



SPECIFICATIONS

A.3 DETAILS OF ACTIVITIES

A.3.1 Glider runway / Cadet flight familiarisation site

A.3.1.1 Requirements

Supply one (1) chemical toilet for the Glider runway / Cadet flight familiarisation site from the end of April to the end of June and from mid August to mid October, exact dates will be provided by the Technical authority as soon as available.

A.3.1.2 Servicing and emptying frequency

Servicing and emptying of the toilet located at the Glider runway - Cadet flight familiarisation site shall be done two times (2) per week, Mondays and Thursdays.

A.3.1.3 Invoicing

Invoicing for this activity shall be identified "**Piste des planeurs**" and shall be sent to the address indicated in article A.2.4.

A.3.2 Cadet camps

A.3.2.1 Requirements

Supply the chemical toilets indicated in the table below for the different location of the 3 Wing cadet camp, the cadet survival camp in ZEC Mars Moulin, the nautical training site in Shipshaw and the nautical training site in Anse-à-Benjamin from the end of June to mid-August, exact dates will be provided by the Technical authority as soon as available.

	Location	Quantity of toilets	Quantity of toilets with hand wash stations
1	Glider runway / Cadet flight familiarisation site	0	1
2	3 Wing cadet camp gate	1	0
3	3 Wing Cadet camp transport trailer (behind Wing arena)	0	1
4	Cadet survival camp in ZEC Mars Moulin	6	6
5	Nautical training site in Shipshaw	2	3
6	Nautical training site in Anse-à-Benjamin	0	2
Total :		9	13



SPECIFICATIONS

A.3.2.2 Servicing and emptying frequency

Servicing and emptying of the toilets located for locations 1, 2, 3, 5 and 6 of the cadet camp shall be done two times (2) per week, Mondays and Thursdays

Servicing and emptying of the toilets located at the cadet survival camp in ZEC Mars Moulin, location 4, shall be done three times (3) per week, Mondays, Wednesdays and Fridays

A.3.2.3 Invoicing

Original invoice for this activity shall be identified "**Cadet camp**" and sent to:

Unité régional de soutien aux Cadets (Est)
3^e Escadre Bagotville
Alouette, QC G0V 1A0
Attn: Cadets, bât 86, Porte 3

A copy of the invoice indicating
"COPY - Do not pay - Original sent to Cadet for payment"
 shall be sent to the address indicated in article A.2.4.

A.3.3 **3 Wing firing range and gas chamber training area**

A.3.3.1 Requirements

Supply two (2) chemical toilets year round. (12 months), one for the 3 Wing firing range and one for the gas chamber training area.

A.3.3.2 Servicing and emptying frequency

Servicing and emptying of the toilets located at the firing range and gas chamber training facility shall be done one time (1) per week.

A.3.3.3 Invoicing

Invoicing for this activity shall be identified "**Entraînement opérationnel**" and shall be sent to the address indicated in article A.2.4.

A.3.4 **On request rental of chemical toilets**

A.3.4.1 Requirements

Supply chemical toilets as requested by the Technical Authority.

A.3.4.2 Servicing and emptying frequency

Servicing and emptying of the toilets on-demand shall be done one time (1) per week.

A.3.4.3 Invoicing

Invoicing for this service shall be identified as requested by the Technical Authority.

A.3.5 **Extra servicing and emptying of toilets**

A.3.5.1 Requirements

On request from the Technical Authority only, provide extra servicing and emptying of toilets listed in this document.



SPECIFICATIONS

A.3.5.2 Invoicing

Charges for this service shall be added to the toilet invoice.

A.3.6 **Emptying grey water containers**

A.3.6.1 Requirements

On request from the **Technical Authority only**, empty containers containing grey water produced during different activities. This service will normally be performed at the same time as servicing and emptying toilets related to the activities.

These containers will be supplied by 3 Wing and will normally be "Tote tanks" with a maximum capacity of 1000 L.

A.3.6.2 Invoicing

Charges for this service shall be added to the toilet invoice of the activity.

A.3.7 **Bagotville International Air Show (SAIB 2015)**

A.3.7.1 Requirements

Supply chemical toilets and containers for grey water produced by food stands and mobile kitchen as indicated in the table below for the SAIB 2015 and provide servicing, cleaning and septic tank flushing of the mobile toilets trailer supplied by SAIB. Exact dates will be provided by the Technical authority as soon as available.

Type		Quantity of toilets
1	Regular chemical toilets	250
2	VIP chemical toilets (deluxe)	8
3	Disable person chemical toilets	6
4	Grey water container (1000 L Tote tank)	20

A.3.7.2 Servicing and emptying frequency

Servicing of chemical toilets and mobile toilet trailer will be done as required during the air show. At the end of each day, the chemical fluid shall be emptied and replaced; all toilets shall be cleaned and disinfected as to be in perfect condition for the next day of the air show.

Grey water containers shall be emptied at the end of each day.



SPECIFICATIONS

A.3.7.3 Invoicing

Original invoice for this activity shall be identified "SAIB 2015" and sent to:

Spectacle Aérien Internationale de Bagotville
C.P. 80
Alouette, QC G0V 1A0
Attn: Michel Aubin

A copy of the invoice indicating
"COPY - Do not pay - Original sent to SAIB for payment"
shall be sent to the address indicated in article A.2.4.



BASIS OF PAYMENT

B.1 BASIS OF PAYMENT

Unit or lot prices for the rental of chemical toilets shall be firm for two years and shall include all costs and expenses that may be incurred by the supplier in carrying out the work.

These costs and expenses include but are not limited to: delivery, installation, pick-up at the end of the rental period, administration, profit, servicing once a week (or more, as indicated) and the replacement and disposal of chemical fluid.

B.1.1 Glider runway / Cadet flight familiarisation site

Please submit a price for the rental of (1) chemical toilet from the end of April to the end of June and from mid August to mid October with servicing as described at article A.3.1 of Annex A for the Glider runway / Cadet flight familiarisation site:

For the amount of (value A):

\$ _____

Note: An invoice for half (1/2) of the amount may be sent at the end of June and the balance when the toilets are picked-up in mid October.

B.1.2 Cadets

Please submit a lot price for the rental of twenty two (22) chemical toilets with servicing as described at article A.3.2 of Annex A from the end of June to mid August for the 3 Wing cadet camp, the cadet survival camp in ZEC Mars Moulin, the nautical training site in Shipshaw and the nautical training site in Anse-à-Benjamin:

For the amount of (value B):

\$ _____

Note: An invoice for half (1/2) of the amount may be sent in mid July and the balance when the toilets are picked-up at the end of the camp in mid August

B.1.3 3 Wing firing range and gas chamber training area

Please submit a monthly rate for the rental of (2) chemical toilet with servicing as described at article A.3.3 of Annex A for the 3 Wing firing range and gas chamber training area:

Rate per month (value C):

\$ _____



BASIS OF PAYMENT

B.1.4 On request rental of chemical toilets

Please submit rates by period indicated in table below with servicing as described at article A.3.4 of Annex A for the rental of toilets on request:

	Period	Rate per toilet
1	1 day	\$ _____
2	1 week (value D)	\$ _____
3	1 month (value E)	\$ _____
4	6 months	\$ _____
5	1 year (12 months)	\$ _____

Note: Invoicing may be submitted monthly or at the end of the rental period.

For evaluation purposes only:

The quantity of chemical toilets rented per year is estimated at fifteen (15) for one week and eight (8) for one month.

B.1.5 Extra servicing and emptying of toilets

Please submit a rate for each extra servicing and emptying of toilets as described at article A.3.5 of Annex A.

Rate for extra servicing and emptying per toilets (value F):

For evaluation purposes only:

The estimated amount of extra servicing will be calculated at five (5) per year

B.1.6 Emptying grey water containers

Please submit a rate for each emptying of grey water containers as described at article A.3.6 of Annex A.

Rate per emptying (value G):

For evaluation purposes only:

The estimated amount of grey water containers to be emptied will be calculated at five (5) per year.


**Rental of chemical toilets
 3 Wing Bagotville**
BASIS OF PAYMENT

B.1.7 Bagotville International Air Show (SAIB 2015)

Please submit a daily rate for the rental of chemical toilets with servicing as described at article A.3.7 of Annex A for the air show planned in 2015:

	Type	Quantity	Unit rate per day
1	Regular chemical toilet (value H)	250	\$ _____
2	VIP chemical toilet (deluxe) (value I)	8	\$ _____
3	Disable person chemical toilets (value J)	6	\$ _____
4	Grey water container (tote tank) (value K)	20	\$ _____
5	Mobile toilet trailer servicing, cleaning and septic tank flushing (value L)	1	\$ _____



BASIS OF PAYMENT

B.2 EVALUATION

The evaluation of bids will be done for the two year period according to the following formula:

value A x 2 seasons	\$ _____
value B x 2 seasons	\$ _____
value C x 24 months	\$ _____
value D x 30 toilets	\$ _____
value E x 16 toilets	\$ _____
value F x 10 extra servicing	\$ _____
value H x 10 containers	\$ _____
value H x 250 toilets x 2 days	\$ _____
value I x 8 toilets x 2 days	\$ _____
value J x 6 toilets x 2 days	\$ _____
value K x 20 containers x 2 days	\$ _____
Value L x 1 trailer x 2 days	\$ _____
Sum of bid	\$ _____