

**RETURN BIDS TO:
RETOURNER LES SOUMISSIONS À:**
**Bid Receiving Public Works and Government
Services Canada/Réception des soumissions
Travaux publics et Services gouvernementaux
Canada**
**Room 1650, 635 8th Ave. S.W.
Calgary
Alberta
T2P 3M3**

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 Vegetation Study	
Solicitation No. - N° de l'invitation W0142-15X012/A	Date 2014-06-06
Client Reference No. - N° de référence du client W0142-15X012	
GETS Reference No. - N° de référence de SEAG PW-\$CAL-125-6238	
File No. - N° de dossier CAL-4-37009 (125)	CCC No./N° CCC - FMS No./N° VME
Solicitation Closes - L'invitation prend fin at - à 02:00 PM on - le 2014-07-21	Time Zone Fuseau horaire Mountain Daylight Saving Time MDT
F.O.B. - F.A.B. Plant-Usine: <input type="checkbox"/> Destination: <input type="checkbox"/> Other-Autre: <input type="checkbox"/>	
Address Enquiries to: - Adresser toutes questions à: Chan, Linda S.	Buyer Id - Id de l'acheteur cal125
Telephone No. - N° de téléphone (403) 292-5306 ()	FAX No. - N° de FAX (403) 292-5786
Destination - of Goods, Services, and Construction: Destination - des biens, services et construction: BASE COMMANDER CANADIAN FORCES BASE SUFFIELD ATTENTION CMTT, BLDG 322 RALSTON, AB T0J 2N0	

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

Public Works and Government Services Canada/Travaux
publics et Services gouvernementaux Canada
Room 1650, 635 8th Ave. S.W.
Calgary
Alberta
T2P 3M3

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

THIS DOCUMENT CONTAINS A SECURITY REQUIREMENT

TABLE OF CONTENTS

TITLE - ECOSYSTEM INDICATORS STUDY

PART 1 - GENERAL INFORMATION

1. Security Requirement
2. Statement of Work
3. Debriefings
4. Trade Agreements

PART 2 - BIDDER INSTRUCTIONS

1. Standard Instructions, Clauses and Conditions
2. Submission of Bids
3. Former Public Servant
4. Enquiries - Bid Solicitation
5. Applicable Laws
6. Mandatory Site Visit

PART 3 - BID PREPARATION INSTRUCTIONS

1. Bid Preparation Instructions

PART 4 - EVALUATION PROCEDURES AND BASIS OF SELECTION

1. Evaluation Procedures
2. Basis of Selection

PART 5 - CERTIFICATIONS

1. Certifications Required Precedent to Contract Award

PART 6 - RESULTING CONTRACT CLAUSES

1. Security Requirement
2. Statement of Work
3. Standard Clauses and Conditions
4. Term of Contract
5. Authorities
6. Proactive Disclosure of Contracts with Former Public Servants
7. Payment
8. Invoicing Instructions
9. Certifications
10. Applicable Laws
11. Priority of Documents
12. SACC Manual Clauses
13. Insurance Requirements

Solicitation No. - N° de l'invitation

W0142-15X012/A

Amd. No. - N° de la modif.

Buyer ID - Id de l'acheteur

cal125

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

File No. - N° du dossier

CCC No./N° CCC - FMS No/ N° VME

W0142-15X012

CAL-4-37009

List of Annexes:

Annex A	Statement of Work
Annex B	Basis of Payment
Annex C	Mandatory Technical Criteria
Annex D	Security Requirements Check List

TITLE - ECOSYSTEM INDICATORS STUDY

PART 1 - GENERAL INFORMATION

1. Security Requirement

1.1 Before award of a contract, the following conditions must be met:

- (a) the Bidder must hold a valid organization security clearance as indicated in Part 6 - Resulting Contract Clauses;
- (b) the Bidder's proposed individuals requiring access to classified or protected information, assets or sensitive work site(s) must meet the security requirement as indicated in Part 6 - Resulting Contract Clauses;
- (c) the Bidder must provide the name of all individuals who will require access to classified or protected information, assets or sensitive work sites;

1.2 Bidders are reminded to obtain the required security clearance promptly. Any delay in the award of a contract to allow the successful bidder to obtain the required clearance will be at the entire discretion of the Contracting Authority.

1.3 For additional information on security requirements, bidders should refer to the Canadian Industrial Security Directorate (CISD), Industrial Program of Public Works and Government Services Canada (<http://ssi-iss.tpsgc-pwgsc.gc.ca/index-eng.html>) website.

2. Statement of Work

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

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.

4. Trade Agreements

The requirement is subject to the provisions of the World Trade Organization Agreement on Government Procurement (WTO-AGP), the North American Free Trade Agreement (NAFTA), and the Agreement on Internal Trade (AIT).

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: one hundred and eighty (180) 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.

Due to the nature of the bid solicitation, bids transmitted by electronic mail to PWGSC will not be accepted.

3. Former Public Servant

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

Definitions

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

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

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

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

Former Public Servant in Receipt of a Pension

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

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

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

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

Work Force Adjustment Directive

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

If so, the Bidder must provide the following information:

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

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

4. Enquiries - Bid Solicitation

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

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

the question(s) or may request that the Bidder do so, so that the proprietary nature of the question(s) is eliminated, and the enquiry can be answered to all bidders. Enquiries not submitted in a form that can be distributed to all bidders may not be answered by Canada.

5. Applicable Laws

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

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

6. Mandatory Site Visit

It is mandatory that the Bidder or a representative of the Bidder visit the work site. Arrangements have been made for site visit to be held on **June 25, 2014 at 10:30 a.m. MDST, Canadian Forces Base Suffield, Ralston, Alberta**. Bidders must communicate with the Contracting Authority no later than 3 days before the scheduled visit to confirm attendance and provide the names of the person(s) who will attend. Bidders will be required to sign an attendance form. Bidders should confirm in their bids that they have attended the site visit. Bidders who do not attend or send a representative will not be given an alternative appointment and their bids will be rejected as non-compliant. Any clarifications or changes to the bid solicitation resulting from the site visit will be included as an amendment to the bid solicitation.

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 (2 hard copies)
Section II: Financial Bid (1 hard copy)
Section III: Certifications (1 hard copy)

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

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

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

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

1.1 Exchange Rate Fluctuation

C3011T (2013-11-06), Exchange Rate Fluctuation

Section III: Certifications

Bidders must submit the certifications required under Part 5.

PART 4 - EVALUATION PROCEDURES AND BASIS OF SELECTION

1. Evaluation Procedures

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

1.1 Technical Evaluation

1.1.1 Mandatory Technical Criteria

Please refer to Annex "C" for minimum requirement.

1.2 Financial Evaluation

SACC Manual Clause A0222T (2013-04-25), Evaluation of Price

2. Basis of Selection

A bid must comply with the requirements of the bid solicitation and meet all mandatory technical evaluation criteria to be declared responsive. The responsive bid with the lowest evaluated price on an aggregate basis will be recommended for award of a contract.

PART 5 - CERTIFICATIONS

Bidders must provide the required certifications and associated information 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 in carrying out any of its obligations under the Contract, if any certification made by the Bidder is found to be untrue whether made knowingly or unknowingly, 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 and to cooperate with any request or requirement imposed by the Contracting Authority may render the bid non-responsive or constitute a default under the Contract.

1. Certifications Required Precedent to Contract Award

1.1 Integrity Provisions - Associated Information

By submitting a bid, the Bidder certifies that the Bidder and its Affiliates are in compliance with the provisions as stated in Section 01 Integrity Provisions - Bid of Standard Instructions 2003. The associated information required within the Integrity Provisions 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" list (http://www.labour.gc.ca/eng/standards_equity/eq/emp/fcp/list/inelig.shtml) available from Employment and Social Development Canada (ESDC) - 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 Required 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 inform the Bidder of a time frame within which to provide the information. Failure to comply with the request of the Contracting Authority and to provide the certifications within the time frame provided will render the bid non-responsive.

2.1 Status and Availability of Resources

SACC Manual clause A3005T (2010-08-16) Status and Availability of Resources

2.2 Education and Experience

SACC Manual clause A3010T (2010-08-16) Education and Experience

PART 6 - RESULTING CONTRACT CLAUSES

1. Security Requirement

- 1.1** The following security requirement (SRCL and related clauses) applies and form part of the Contract.
- 1.1.1** The Contractor/Offeror must, at all times during the performance of the Contract/Standing Offer, hold a valid Designated Organization Screening(DOS), issued by the Canadian Industrial Security Directorate (CISD), Public Works and Government Services Canada (PWGSC).
- 1.1.2** The Contractor/Offeror personnel requiring access to sensitive work site(s) must EACH hold a valid RELIABILITY STATUS, granted or approved by CISD/PWGSC.
- 1.1.3** Subcontracts which contain security requirements are NOT to be awarded without the prior written permission of CISD/PWGSC.
- 1.1.4** The Contractor/Offeror must comply with the provisions of the:
 (a) Security Requirements Check List, attached at Annex "D";
 (b) Industrial Security Manual (Latest Edition).

2. Statement of Work

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

3. Standard Clauses and Conditions

All clauses and conditions identified in the Contract by number, date and title are set out in the Standard Acquisition Clauses and Conditions Manual

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

3.1 General Conditions

2010B (2014-03-01), General Conditions - Professional Services (Medium Complexity) apply to and form part of the Contract.

4. Term of Contract

4.1 Period of the Contract

The period of the Contract is from Date of Award for 2 years.

4.2 Option to Extend the Contract

The Contractor grants to Canada the irrevocable option to extend the term of the Contract by up to three (3) additional one (1) year period(s), under the same conditions. The Contractor agrees that, during the extended period of the Contract, it will be paid in accordance with the applicable provisions as set out in the Basis of Payment at Annex "B".

Canada may exercise this option at any time by sending a written notice to the Contractor at least thirty (30) calendar days before the expiry date of the Contract. The option may only be exercised by the Contracting Authority, and will be evidenced for administrative purposes only, through a contract amendment.

5. Authorities

5.1 Contracting Authority

The Contracting Authority for the Contract is:

Linda Chan, Acting Supply Specialist
Public Works and Government Services Canada
Acquisitions, Calgary
1650, 635 - 8 Avenue SW
Calgary, AB T2P 3M3

Telephone:(403) 292-5306
Facsimile:(403) 292-5786
E-mail address: linda.chan@pwgsc-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 Procurement Authority

The Procurement Authority for the Contract is:

To be determined at Contract Award.

The Procurement Authority is the representative of the department or agency for whom the Work is being carried out under the Contract. The Procurement Authority is responsible for the implementation of tools and processes required for the administration of the Contract. The Contractor may discuss administrative matters identified in the Contract with the Procurement Authority however the Procurement 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 Technical Authority

The Technical Authority for the Contract is:

To be determined at Contract Award.

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

5.4 Contractor's Representative (To be completed by bidder)

Name: _____

Title: _____

Telephone: _____

Facsimile: _____

E-mail address: _____

6. Proactive Disclosure of Contracts with Former Public Servants

By providing information on its status, with respect to being a former public servant in receipt of a Public Service Superannuation Act (PSSA) pension, the Contractor has agreed that this information will be reported on departmental websites as part of the published proactive disclosure reports, in accordance with Contracting Policy Notice: 2012-2 of the Treasury Board Secretariat of Canada.

7. Payment**7.1 Basis of Payment**

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

7.2 Limitation of Expenditure

Canada's total liability to the Contractor under the Contract must not exceed \$ _____. Customs duties are included and Applicable Taxes are extra.

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

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

whichever comes first.

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

7.3 Monthly Payments

SACC *Manual* clause H1008C (2008-05-12) Monthly Payments

8. Invoicing Instructions

- 8.1** 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.
- 8.2** 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.

9. Certifications

- 9.1** The continuous compliance with the certifications provided by the Contractor in its bid and the ongoing cooperation in providing associated information are conditions of the Contract. Certifications are subject to verification by Canada during the entire period of the Contract. If the Contractor does not comply with any certification, fails to provide the associated information, 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.

10. Applicable Laws

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

11. Priority of Documents

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

- (a) the Articles of Agreement;
- (b) the general conditions 2010B (2014-03-01) Professional Services (Medium Complexity);
- (c) Annex A, Statement of Work;
- (d) Annex B, Basis of Payment;
- (e) Annex C, Mandatory Technical Criteria
- (f) Annex D, Security Requirements Check List;
- (g) the Contractor's bid dated _____.

12. SACC *Manual* Clauses

A7017C (2008-05-12), Replacement of Specific Individuals
A9062C (2011-05-16), Canadian Forces Site Regulations

13. Insurance Requirements

The Contractor must comply with the insurance requirements specified below. The Contractor must maintain the required insurance coverage for the duration of the Contract. Compliance with the insurance requirements does not release the Contractor from or reduce its liability under the Contract.

The Contractor is responsible for deciding if additional insurance coverage is necessary to fulfill its obligation under the Contract 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 Contracting Authority within ten (10) days after the date of award of the Contract, 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 Contracting Authority, forward to Canada a certified true copy of all applicable insurance policies.

13.1 Commercial General Liability Insurance

13.1.1 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.

13.1.2 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 Public Works and Government Services Canada.
- (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.

13.2 Automobile Liability Insurance

13.2.1 The Contractor must obtain Automobile 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.

13.2.2 The policy must include the following:

- (a) Third Party Liability - \$2,000,000 Minimum Limit per Accident or Occurrence
- (b) Accident Benefits - all jurisdictional statutes
- (c) Uninsured Motorist Protection
- (d) Notice of Cancellation: The Insurer will endeavour to provide the Contracting Authority thirty (30) days written notice of cancellation.
- (e) Liability for Physical Damage to Non-owned Automobiles: SEF#27

ANNEX "A"**STATEMENT OF WORK****1. Title:**

Ecosystem Indicators Study

2. Background:**2.1 Ecosystem Management**

One of the main goals of protected areas management is the maintenance of biodiversity. Maintaining and enhancing biological diversity involves the hierarchical consideration of landscape, ecosystem, species, and genetic levels of organization. Ecosystem approaches and ecosystem-based management are terms that typically describe management activities that address and incorporate ecological processes or multiple species interactions across larger planning landscapes than often addressed in the past (Healy, W. M., 2002). It is proposed that the main goal for conservation at CFB Suffield is to maintain biodiversity.

However, planning and implementing ecosystem-based management activities requires the inherent assumption that managing higher levels of the hierarchy (e.g., ecosystem) will conserve the lower levels (e.g., species). This assumption requires careful consideration, because species' responses are typically poorly understood and hence may be opposite to what is expected through ecosystem-level manipulation. The obvious benefit is that single-species approaches can be avoided, and a more holistic approach can be adopted. It is acknowledged that single-species approaches (e.g., species at risk) for management may be unavoidable in some circumstances, and that while some species may thrive, others are likely to be negatively affected. Thus, any ecosystem-based management activity requires monitoring and evaluation, both at the coarse (ecosystem), and fine-scale (species) levels.

2.2 Ecological Range Sites as Coarse Filter Indicators

A coarse filter is an approach to measuring landscape or ecological communities and their functions (The Nature Conservancy, 1982). At the ecosystem and finer scales, unique vegetation communities arise under different soils and climate; these are referred to as ecological range sites. Ecological range sites function ideally as a coarse filter, because they describe the characteristics of habitat at its most fundamental level - water (moisture), soil, and vegetation (as a reference plant community).

Plant communities develop in a successional response to disturbance. Thus, for any given ecological range site, several successional communities may exist, depending on the degree and extent of disturbance. If a diversity of habitat conditions (successional communities) can be maintained across a planning landscape, it is assumed that biodiversity will be maintained. This diversity of conditions is provided by disturbance, historically by grazing and fire. Thus, the course of action to maintain biodiversity will be to identify different successional conditions across ecosystems (ecological range sites) and assure that all successional conditions are provided, by employing fire, military training, and grazing in different temporal, spatial, and intensity patterns.

A coarse "indicator" or performance measure of overall ecosystem health will be a vegetation monitoring program, which addresses strictly "habitat", by surveying species composition, range health, and employing remote-sensing across the Base. This monitoring program must be robust enough to detect gross changes in habitat, but also monitor important "fine-scale" vegetation communities, which are otherwise lost in an ecosystem-based approach. Finally, the program must be cost effective and practical enough to be carried out every year.

2.3 Goals:

- a. Maintain or enhance biodiversity, with a focus on managing ecosystems (ecological range sites) as a priority vs. single species approaches
- b. Understand ecosystem response to disturbance and management activities with meaningful results, which will direct management by adaptive processes
- c. Evaluate success/failure of management activities
- d. Evaluate success/failure of monitoring program
- e. Generate questions which can direct scientific studies
- f. Correlate habitat variables with terrestrial species' niches; identify optimal habitat/ecological range site states for terrestrial species
- g. Identify thresholds and ranges of acceptable end-states for ecological range sites
- h. Quantify the rate of habitat response to disturbance
 - i. short-term responses
 - ii. long-term responses

3. Objective:

To assess the impact of military training on the health and function of soil and vegetation resources at Canadian Forces Base (CFB) Suffield. The objective of the study is to collect and assess soil and vegetation information from 65 previously established transects within the Military Training Area for each year for a period of 5 years (2 years contract with 3 option years).

4. Scope of Work:

The work will involve the collection of vegetation information to continue the long-term vegetation monitoring program. This study is designed to satisfy requirements of the Sustainable Development Strategy of Department of National Defence; in particular the management of training areas and protection of ecosystems. The work will entail the assessment of vegetation transects stratified across ecological range sites and military training disturbance factors within the Military Training Area (MTA).

The Contractor must:

- a. Evaluate and describe characteristics of the grassland
- b. Evaluate and describe the disturbance factors at each transect location, including soil compaction, vehicular rutting, and fire history;
- c. Document current range health of each transect, including photographs

Sampling Methodology:

- a. Vegetation nomenclature will follow Moss (1983);

- b. Vegetation will be collected by assessing percent canopy cover by species, and recording the midpoint of the class in which each species falls. Cover classes will be estimated using the Daubenmire cover class scale:

Daubenmire Cover Class	Percentage of coverage (%) (midpoint)
1	0-1 (.5)
2	2-5 (2.5)
3	5-25 (15)
4	25-50 (37.5)
5	50-75 (62.5)
6	75-95 (85)
7	95-100 (97.5)

- c. The Contractor must convert the scales value to the midpoint of the class. Amount of litter, exposed soil and moss/lichen cover must also be assessed.
- d. Data will be collected at 65 pre-determined randomly-selected locations, with information provided to the contractor by Canadian Forces Base Suffield. There will be an additional requirement to refine the location, based on topographical and moisture gradients, as well as oil and gas disturbance infrastructure and rights-of-way.
- e. A sample is defined as a linear 30 m transect, with vegetation assessed every 2 m for a total of 15 sub-samples. Each sub-sample will be assessed using a 20 x 50 cm (.1m²) metal quadrate frame placed at 2 m intervals perpendicular to the right hand side of the transect. Within each sub-sample/microplot, all herbaceous plants will be recorded using a seven-letter species code (Moss taxonomy). Where shrubs are encountered, their abundance will be assessed using a 1 m² nested microplot at the same 2 m intervals.

Note: A metal detector will be required to re-locate the steel transect marker pins which are flush to the ground surface. Marker pins may be covered by vegetation and/or soil, and may be damaged or altered as a result of military training. Shrapnel and other metal fragments from training may be present on site and can make relocating existing pins more difficult. The Contractor can expect to take up to 2.5 hours per site to locate the pins, site the transect, and collect/record field data.

- f. The following parameters must be noted at each transect: landform type, soil type, drainage, aspect, slope, elevation, vegetation community, range use category, long-term grazing intensity, percent current use, plant vigour, distribution and percent cover, size of woody species, and general comments regarding wildlife use, site disturbance, and erosion. Finally, plant structural measurements will be taken at each site to monitor changes in the three dimensional structure of plant communities using a Robel pole. Robel pole measurements will be made at four randomly selected sample locations along the 30 m transect.
- g. A range health assessment (Adams, 2003) must also be conducted at each site to evaluate site integrity and ecological status, community structure, hydrological function, nutrient cycling, site stability, and presence of invasive species/noxious weeds.

- h. Finally, disturbance factors will be assessed at each site, including soil compaction (collection of bulk density samples), number and type of vehicle ruts (crossing the transect) categorized by relative age, and fire history (provided by CFB Suffield).

5. Meetings:

There is a need for a pre-field season meeting with the contractor and the subject matter expert at CFB Suffield to coordinate the monitoring practice, locations of primary and alternate sites for the season, methodology, and deliverables. The military training calendar will also be reviewed to determine the windows of opportunity for access to the sites. The pre-field season meeting will be approximately 4 hours in duration. In addition, all field personnel will be required to take a Range Safety Brief, which takes approximately 1 hour. Finally, the Project Lead will be required to attend a Contractor Brief, which takes approximately 1 hour.

6. Reports and Deliverables:

The raw data deliverable (completed field data sheets) for year 1 to 5 is to be provided by 30 September of each year and a final report is due on 28 February of year 5 or at the end of the contract.

- a. Upon completion of the field collection, all data will be entered by the Contractor into a Windows compatible (Excel) digital database for future analysis by CFB Suffield. Data entry must be subject to a rigorous Quality Control/Quality Assurance program.
- b. A final report, based on all information collected, must be produced. The report must include, at minimum:

Intellectual Property should be limited to the copyright of the reports, which is always retained by the Crown.

- i. A comprehensive summary of complete statistical analysis (including repeated measures ANOVA, De-trended Correspondence Analysis, and Cluster Analysis conducted by the Contractor for each location). Analysis must include an assessment of change between the original sample states and the current sampling states;
- ii. A detailed description of "baseline" vegetation communities including landform type, soil type, drainage, aspect, slope, elevation, percent cover of vegetative species, exposed soil, litter cover, species prominence, size of woody species, and structural measurement derived from Robel pole;
- iii. A detailed description of succession plant communities including landform type, soil type, drainage, aspect, slope, elevation, percent cover of vegetative species, exposed soil, litter cover, species prominence, size of woody species, and structural measurement derived from Robel pole;
- iv. Identification and validation of possible succession pathways between vegetation communities for ecological range sites assessed;
- v. Description of "baseline" soil conditions, including bulk density, shear vane strength, and organic carbon (bulk density and organical carbon data must be processed by a laboratory, and results will be provided by CFB Suffield);

- vi. Recommendations for future studies;
 - a. Recommendations for the management of grasslands, considering tracked vehicles and fire impacts, and implementation of mitigation measures;
 - b. Recommendations for ongoing monitoring.
- c. The statistical summaries and analyses of the data will be limited to the final report. Annual reports only provide updates, photos, and raw data.

7. Government Furnished Support/Equipment/Information

The Contractor will receive the followings:

- Geo-reference study locations
- Land use information
- GIS Data (shapefiles or equivalent geospatial format)
- Shear vane and bulk density probes (must use CFB Suffield's as the standard)
- Range Control Radio
- Range Map
- Range Keys
- Range Safety Brief
- General Safety Briefing

8. Special Conditions

- a. Contractor must receive a Range Safety brief prior to any work conducted in the Military Training Area. The Project Lead will be required to attend a Contractor Brief, which takes approximately 1 hour.
- b. Access to the Military Training Area may be restricted during large portions of the field season due to live fire training. Contingencies must be in place to complete the work in limited time window. For example, in a given month, only 2 to 3 days may be available to access the area.
- c. Contractor access to the base is coordinated through, and controlled by CFB Suffield Range Control.
- d. Movement throughout the areas is rough terrain, and contractor will be responsible for self recovery. Any sub contractors for towing etc, must comply with same security levels, and access permissions set in this contract for the primary contractor. Four wheel drive vehicles are highly recommended.
- e. Level of effort. Because of the primacy of Military training on the range and the flexibility required of training schedule, access will need to be coordinated during the meeting before and during the vegetation season as explained in paragraph 5 of the Statement of Work. Once the contractor is on the ground at the agreed on dates the average day when the training area will be available is 12-17 hour days (summer sunlit hours), over a 20 day non consecutive timeline, based on the available days according to the Military training calendar. Long days during unrestricted access to the Military Training Area are required to accomplish the task. This is a requirement, and the Contractor must have the right number of persons working in order to achieve the deliverable.
- f. Field Time. Field time is expected to take between 200 and 250 hours per year. Proposals which do not allocate sufficient field time will not be accepted.

9. References

Solicitation No. - N° de l'invitation

W0142-15X012/A

Amd. No. - N° de la modif.

File No. - N° du dossier

CAL-4-37009

Buyer ID - Id de l'acheteur

cal125

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

W0142-15X012

CCC No./N° CCC - FMS No/ N° VME

Adams, B.W., L. Poulin-Klein, D. Moisey and R.L. McNeil. 2005. Rangeland Plant Communities and Range Health Assessment Guidelines for the Dry Mixed grass Natural Sub region of Alberta. Alberta Sustainable Resource Development.

Moss. E.H. 1992. Flora of Alberta. University of Toronto Press.

ANNEX "B"**BASIS OF PAYMENT**

A price proposal should be submitted as a separate section and should contain the following:

Please note: GST is to be excluded from price proposal. GST will be added as a separate line item.

- (a) Firm all-inclusive daily or hourly rates (exclusive of profit) for each category of personnel. Although detailed support for the rates is not required at this time, Canada may require supporting information as to how the rates were established. Bidders should be prepared to provide supporting information if required.
- (b) Total manpower costs per task, calculated using daily or hourly rates, and the task schedule.
- (c) Materials and supplies: provide a listing of material and supplies of the sort likely to be used or consumed during the course of the work and provide a detailed cost estimate.
- (d) Equipment: provide a listing of equipment (e.g. hardware/software) to be purchased for use under the proposed contract and provide a detailed cost estimate.
- (e) Subcontracts: list individually any subcontracts proposed and provide a cost breakdown including labour rates by category of personnel. Identify the basis of selection of any subcontractors.
- (f) Travel and living: provide a cost estimate for each trip, specifying the purpose of the trip, who will be traveling, destination, duration of the trip, mode of transportation, estimated cost of meals and accommodation. Travel and living expenses will be reimbursed at actual cost incurred, except for meals and private vehicle mileage which are not to exceed Treasury Board Travel and Living Guidelines in effect at the time of travel. Travel rates can be found by accessing the following link: [Http://www.tbs-sct.gc.ca/pubs_pol/hrpubs/tbm_113/menu-travel-voyage_e.asp](http://www.tbs-sct.gc.ca/pubs_pol/hrpubs/tbm_113/menu-travel-voyage_e.asp)
- (g) Other direct costs: list any other costs which may be applicable, giving an estimated cost for each (e.g. computing costs, long distance telephone/facsimile charges, reproduction, shipping).
- (h) Estimated total price to complete work.

Period of Contract (Date of Award for a period of 2 years) : \$ _____
 Option Period 1 : \$ _____
 Option Period 2 : \$ _____
 Option Period 3 : \$ _____

ANNEX "C"**MANDATORY TECHNICAL CRITERIA****Mandatory Requirements**

1. Minimum Education for Project Lead :

M.Sc. Ecology or Biology

Met _____ Not Met _____

(Proof of education must be provided with proposal)

2. Minimum Experience for field personnel :

10 years experience in rangeland assessment in mixedgrass or dry mixedgrass ecoregion, for anyone directly involved with field data collection

Met _____ Not Met _____

(Proof of experience must be provided with proposal including details of previous work experience)

Details for three (3) previous work experience:-

(1) Name _____
 Company _____
 Address _____
 Contact Method
 (Phone, Fax, Email) _____
 Period of Work Performed _____
 Study Description _____

(2) Name _____
 Company _____
 Address _____
 Contact Method
 (Phone, Fax, Email) _____
 Period of Work Performed _____
 Study Description _____

(3) Name _____
 Company _____
 Address _____

Solicitation No. - N° de l'invitation

W0142-15X012/A

Amd. No. - N° de la modif.

File No. - N° du dossier

CAL-4-37009

Buyer ID - Id de l'acheteur

cal125

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

W0142-15X012

CCC No./N° CCC - FMS No/ N° VME

Contact Method

(Phone, Fax, Email)_____

Period of Work Performed_____

Study Description_____

Solicitation No. - N° de l'invitation

W0142-15X012/A

Amd. No. - N° de la modif.

File No. - N° du dossier

CAL-4-37009

Buyer ID - Id de l'acheteur

cal125

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

W0142-15X012

CCC No./N° CCC - FMS No/ N° VME

ANNEX "D"

SECURITY REQUIREMENTS CHECK LIST

(attached)



Government of Canada
Gouvernement du Canada

Contract Number / Numéro du contrat

W0142-15X012

Security Classification / Classification de sécurité
UNCLASS

SECURITY REQUIREMENTS CHECK LIST (SRCL)

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

PART A - CONTRACT INFORMATION / PARTIE A - INFORMATION CONTRACTUELLE		
1. Originating Government Department or Organization / Ministère ou organisme gouvernemental d'origine		2. Branch or Directorate / Direction générale ou Direction
DND CFB SUFFIELD		G3 Range Sustainability Section
3. a) Subcontract Number / Numéro du contrat de sous-traitance		3. b) Name and Address of Subcontractor / Nom et adresse du sous-traitant
Nil		Nil
4. Brief Description of Work / Brève description du travail		
The work will involve the collection of vegetation information according to a set methodology that will inform a long-term vegetation monitoring program. This study is designed to satisfy requirements of the Sustainable Development Strategy of Department of National Defence; in particular the management of training areas and protection of ecosystems. The work will entail the assessment of vegetation transects stratified across the ecological range sites and military training disturbance factors within the Military Training Area (MTA).		
5. a) Will the supplier require access to Controlled Goods? Le fournisseur aura-t-il accès à des marchandises contrôlées?		<input checked="" type="checkbox"/> No <input type="checkbox"/> Yes
5. b) Will the supplier require access to unclassified military technical data subject to the provisions of the Technical Data Control Regulations? Le fournisseur aura-t-il accès à des données techniques militaires non classifiées qui sont assujetties aux dispositions du Règlement sur le contrôle des données techniques?		<input checked="" type="checkbox"/> No <input type="checkbox"/> Yes
6. Indicate the type of access required / Indiquer le type d'accès requis		
6. a) Will the supplier and its employees require access to PROTECTED and/or CLASSIFIED information or assets? Le fournisseur ainsi que les employés auront-ils accès à des renseignements ou à des biens PROTÉGÉS et/ou CLASSIFIÉS? (Specify the level of access using the chart in Question 7. c) (Préciser le niveau d'accès en utilisant le tableau qui se trouve à la question 7. c)		<input checked="" type="checkbox"/> No <input type="checkbox"/> Yes
6. b) Will the supplier and its employees (e.g. cleaners, maintenance personnel) require access to restricted access areas? PROTECTED and/or CLASSIFIED information or assets is permitted. Le fournisseur et ses employés (p. ex. nettoyeurs, personnel d'entretien) auront-ils accès à des zones d'accès restreintes? L'accès à des renseignements ou à des biens PROTÉGÉS et/ou CLASSIFIÉS n'est pas autorisé.		<input type="checkbox"/> No <input checked="" type="checkbox"/> Yes
6. c) Is this a commercial courier or delivery requirement with no overnight storage? S'agit-il d'un contrat de messagerie ou de livraison commerciale sans entreposage de nuit?		<input checked="" type="checkbox"/> No <input type="checkbox"/> Yes
7. a) Indicate the type of information that the supplier will be required to access / Indiquer le type d'information auquel le fournisseur devra avoir accès		
Canada <input type="checkbox"/>	NATO / OTAN <input type="checkbox"/>	Foreign / Étranger <input type="checkbox"/>
7. b) Release restrictions / Restrictions relatives à la diffusion		
No release restrictions Aucune restriction relative à la diffusion <input type="checkbox"/>	All NATO countries Tous les pays de l'OTAN <input type="checkbox"/>	No release restrictions Aucune restriction relative à la diffusion <input type="checkbox"/>
Not releasable À ne pas diffuser <input type="checkbox"/>		
Restricted to: / Limité à: <input type="checkbox"/>	Restricted to: / Limité à: <input type="checkbox"/>	Restricted to: / Limité à: <input type="checkbox"/>
Specify country(ies): / Préciser le(s) pays:	Specify country(ies): / Préciser le(s) pays:	Specify country(ies): / Préciser le(s) pays:
7. c) Level of information / Niveau d'information		
PROTECTED A <input type="checkbox"/>	NATO UNCLASSIFIED <input type="checkbox"/>	PROTECTED A <input type="checkbox"/>
PROTÉGÉ A <input type="checkbox"/>	NATO NON CLASSIFIÉ <input type="checkbox"/>	PROTÉGÉ A <input type="checkbox"/>
PROTECTED B <input type="checkbox"/>	NATO RESTRICTED <input type="checkbox"/>	PROTECTED B <input type="checkbox"/>
PROTÉGÉ B <input type="checkbox"/>	NATO DIFFUSION RESTREINTE <input type="checkbox"/>	PROTÉGÉ B <input type="checkbox"/>
PROTECTED C <input type="checkbox"/>	NATO CONFIDENTIAL <input type="checkbox"/>	PROTECTED C <input type="checkbox"/>
PROTÉGÉ C <input type="checkbox"/>	NATO CONFIDENTIEL <input type="checkbox"/>	PROTÉGÉ C <input type="checkbox"/>
CONFIDENTIAL <input type="checkbox"/>	NATO SECRET <input type="checkbox"/>	CONFIDENTIAL <input type="checkbox"/>
CONFIDENTIEL <input type="checkbox"/>	NATO SECRET <input type="checkbox"/>	CONFIDENTIEL <input type="checkbox"/>
SECRET <input type="checkbox"/>	COSMIC TOP SECRET <input type="checkbox"/>	SECRET <input type="checkbox"/>
SECRET <input type="checkbox"/>	COSMIC TRÈS SECRET <input type="checkbox"/>	SECRET <input type="checkbox"/>
TOP SECRET <input type="checkbox"/>		TOP SECRET <input type="checkbox"/>
TRÈS SECRET <input type="checkbox"/>		TRÈS SECRET <input type="checkbox"/>
TOP SECRET (SIGINT) <input type="checkbox"/>		TOP SECRET (SIGINT) <input type="checkbox"/>
TRÈS SECRET (SIGINT) <input type="checkbox"/>		TRÈS SECRET (SIGINT) <input type="checkbox"/>



Government of Canada
Gouvernement du Canada

Contract Number / Numéro du contrat

W0142-15X012

Security Classification / Classification de sécurité
UNCLASS

PART A (continued) / PARTIE A (suite)

8. Will the supplier require access to PROTECTED and/or CLASSIFIED COMSEC information or assets?
Le fournisseur aura-t-il accès à des renseignements ou à des biens COMSEC désignés PROTÉGÉS et/ou CLASSIFIÉS? ☒ No ☐ Yes
Non Oui

If Yes, indicate the level of sensitivity:

Dans l'affirmative, indiquer le niveau de sensibilité :

9. Will the supplier require access to extremely sensitive INFOSEC information or assets?
Le fournisseur aura-t-il accès à des renseignements ou à des biens INFOSEC de nature extrêmement délicate? ☒ No ☐ Yes
Non Oui

Short Title(s) of material / Titre(s) abrégé(s) du matériel :

Document Number / Numéro du document :

PART B - PERSONNEL (SUPPLIER) / PARTIE B - PERSONNEL (FOURNISSEUR)

10. a) Personnel security screening level required / Niveau de contrôle de la sécurité du personnel requis

- | | | | |
|---|---|---|--|
| <input checked="" type="checkbox"/> RELIABILITY STATUS
COTE DE FIABILITÉ | <input type="checkbox"/> CONFIDENTIAL
CONFIDENTIEL | <input type="checkbox"/> SECRET
SECRET | <input type="checkbox"/> TOP SECRET
TRÈS SECRET |
| <input type="checkbox"/> TOP SECRET - SIGINT
TRÈS SECRET - SIGINT | <input type="checkbox"/> NATO CONFIDENTIAL
NATO CONFIDENTIEL | <input type="checkbox"/> NATO SECRET
NATO SECRET | <input type="checkbox"/> COSMIC TOP SECRET
COSMIC TRÈS SECRET |
| <input type="checkbox"/> SITE ACCESS
ACCÈS AUX EMPLACEMENTS | | | |

Special comments:

Commentaires spéciaux :

NOTE: If multiple levels of screening are identified, a Security Classification Guide must be provided.

REMARQUE : Si plusieurs niveaux de contrôle de sécurité sont requis, un guide de classification de la sécurité doit être fourni.

10. b) May unscreened personnel be used for portions of the work?
Du personnel sans autorisation sécuritaire peut-il se voir confier des parties du travail? ☒ No ☐ Yes
Non Oui

If Yes, will unscreened personnel be escorted?

Dans l'affirmative, le personnel en question sera-t-il escorté?

☐ No ☐ Yes
Non Oui

PART C - SAFEGUARDS (SUPPLIER) / PARTIE C - MESURES DE PROTECTION (FOURNISSEUR)

INFORMATION / ASSETS / RENSEIGNEMENTS / BIENS

11. a) Will the supplier be required to receive and store PROTECTED and/or CLASSIFIED information or assets on its site or premises?
Le fournisseur sera-t-il tenu de recevoir et d'entreposer sur place des renseignements ou des biens PROTÉGÉS et/ou CLASSIFIÉS? ☒ No ☐ Yes
Non Oui

11. b) Will the supplier be required to safeguard COMSEC information or assets?
Le fournisseur sera-t-il tenu de protéger des renseignements ou des biens COMSEC? ☒ No ☐ Yes
Non Oui

PRODUCTION

11. c) Will the production (manufacture, and/or repair and/or modification) of PROTECTED and/or CLASSIFIED material or equipment occur at the supplier's site or premises?
Les installations du fournisseur serviront-elles à la production (fabrication et/ou réparation et/ou modification) de matériel PROTÉGÉ et/ou CLASSIFIÉ? ☒ No ☐ Yes
Non Oui

INFORMATION TECHNOLOGY (IT) MEDIA / SUPPORT RELATIF À LA TECHNOLOGIE DE L'INFORMATION (TI)

11. d) Will the supplier be required to use its IT systems to electronically process, produce or store PROTECTED and/or CLASSIFIED information or data?
Le fournisseur sera-t-il tenu d'utiliser ses propres systèmes informatiques pour traiter, produire ou stocker électroniquement des renseignements ou des données PROTÉGÉS et/ou CLASSIFIÉS? ☒ No ☐ Yes
Non Oui

11. e) Will there be an electronic link between the supplier's IT systems and the government department or agency?
Disposera-t-on d'un lien électronique entre le système informatique du fournisseur et celui du ministère ou de l'agence gouvernementale? ☒ No ☐ Yes
Non Oui



Government of Canada
Gouvernement du Canada

Contract Number / Numéro du contrat

W0142-15X012

Security Classification / Classification de sécurité
UNCLASS

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

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

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

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

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

SUMMARY CHART / TABLEAU RÉCAPITULATIF

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

12. a) Is the description of the work contained within this SRCL PROTECTED and/or CLASSIFIED?

La description du travail visé par la présente LVERS est-elle de nature PROTÉGÉE et/ou CLASSIFIÉE?

☒ No ☐ Yes
Non Oui

If Yes, classify this form by annotating the top and bottom in the area entitled "Security Classification".

Dans l'affirmative, classifiez le présent formulaire en indiquant le niveau de sécurité dans la case intitulée « Classification de sécurité » au haut et au bas du formulaire.

12. b) Will the documentation attached to this SRCL be PROTECTED and/or CLASSIFIED?

La documentation associée à la présente LVERS sera-t-elle PROTÉGÉE et/ou CLASSIFIÉE?

☒ No ☐ Yes
Non Oui

If Yes, classify this form by annotating the top and bottom in the area entitled "Security Classification" and indicate with attachments (e.g. SECRET with Attachments).

Dans l'affirmative, classifiez le présent formulaire en indiquant le niveau de sécurité dans la case intitulée

« Classification de sécurité » au haut et au bas du formulaire et indiquer qu'il y a des pièces jointes (p. ex. SECRET avec des pièces jointes).