

RETURN BIDS TO:
RETOURNER LES SOUMISSIONS À:
Bid Receiving Public Works and Government
Services Canada/Réception des
soumissions\Travaux publics et Services
gouvernementaux Canada
Building S-111
CFB Petawawa
Petawawa
Ontario
K8H 2X3
Bid Fax: (613) 687-6656

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 SNOW AND ICE CONTROL (SNIC)	
Solicitation No. - N° de l'invitation W0107-14C486/A	Date 2014-06-12
Client Reference No. - N° de référence du client W0107-14C486	
GETS Reference No. - N° de référence de SEAG PW-\$PET-903-1269	
File No. - N° de dossier PET-4-41001 (903)	CCC No./N° CCC - FMS No./N° VME
Solicitation Closes - L'invitation prend fin at - à 02:00 PM on - le 2014-08-06	Time Zone Fuseau horaire Eastern Daylight Saving Time EDT
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: Harrington, Mary-Lou	Buyer Id - Id de l'acheteur pet903
Telephone No. - N° de téléphone (613) 687-0789 ()	FAX No. - N° de FAX (613) 687-6656
Destination - of Goods, Services, and Construction: Destination - des biens, services et construction: Specified Herein Précisé dans les présentes	

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 Supply and
Services Operation
Petawawa Procurement
Building S-111
CFB Petawawa
Petawawa
Ontario
K8H 2X3

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

Solicitation No. - N° de l'invitation

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Amd. No. - N° de la modif.

File No. - N° du dossier

PET-4-41001

Buyer ID - Id de l'acheteur

pet903

CCC No./N° CCC - FMS No/ N° VME

W0107-14C486

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TITLE - SNOW AND ICE CONTROL OPERATIONS FOR GARRISON PETAWAWA

PART 1 - GENERAL INFORMATION

1. Statement of Work

To provide snow removal operations for the Department of National Defence, Garrison Petawawa, Petawawa, Ontario in accordance with Annex A, Statement of Work, for a three year period with a one year option.

It is Canada's intention to issue one contract for this requirement.

2. 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.

3. 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)* (<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 facsimile 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 Ontario.

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 Wednesday, July 23, 2014 at 9:00 a.m. at Bldg. S-111, Room A117D.** Bidders must communicate with the Contracting Authority no later than three day(s) 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 (two hard copies)
Section II: Financial Bid (one hard copy)
Section III: Certifications (one 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) (<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.

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

A) The Bidder or their representative must attend the entire Mandatory Site Visit as specified in Part 2, clause 5 entitled "Mandatory Site Visit".

B) The Bidder must provide with their bid a completed Annex H that proves that they have a minimum of two consecutive winter seasons (within the past 5 years) of snow removal experience in which the total surface area from which the snow was removed was at least 140,000 m² per year. The bidder must clearly demonstrate that their experience includes work that is similar in scope to the requirement identified in the solicitation such as parking lots, sidewalks, ramps and loading docks. In this documentation the bidder must provide the name and address of the company and the total surface area from which the bidder removed the snow. The bidder must also provide the name and phone number of a company official that can verify they were under contract to remove snow at the location stated in the bidder's experience.

The bidder may combine the area of multiple contracts to demonstrate this experience.

Provincial, municipal, county or private roadways do not meet these criteria.

The bidder must provide the information in accordance with Annex H attached. A winter season is defined as Sept. to May.

1.2 Financial Evaluation

1.2.1 Mandatory Financial Criteria

The Bidder must not change the format of any of the pricing basis on Annex "B" Basis of Payment. The Bidder must provide pricing in Canadian currency for all items in Pricing Basis A, B and C or their bid will be considered non-responsive

The price of the bid will be evaluated in Canadian dollars, Applicable Taxes excluded, FOB destination, Canadian customs duties and excise taxes included.

For evaluation purposes only, to calculate the bidder's evaluated price for all three years and the option year, the following formula will apply:

Pricing Basis "A" (aggregate of Firm Price Per Year for all 3 years plus option year) + Pricing Basis "B" (aggregate of Firm Price x estimated usage for all 3 years plus option year)+ Pricing Basis "C" (aggregate of: Firm Price x estimated annual usage for all 3 years plus option year for all 18 services) = evaluated 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.

Canada will also have the right to terminate the Contract for default if a Contractor, or any member of the Contractor if the Contractor is a Joint Venture, appears on the "[FCP Limited Eligibility to Bid](#)" list during the period of the Contract.

The Bidder must provide the Contracting Authority with a completed annex [Federal Contractors Program for Employment Equity - Certification](#), before contract award. If the Bidder is a Joint Venture, the Bidder must provide the Contracting Authority with a completed annex Federal Contractors Program for Employment Equity - Certification, for each member of the Joint Venture.

PART 6 - RESULTING CONTRACT CLAUSES

1. Security Requirement

There is no security requirement applicable to this Contract.

2. Statement of Work

To provide snow removal operations for the Department of National Defence, Garrison Petawawa, Petawawa, Ontario in accordance with Annex A, Statement of Work.

2.1 Task Authorization

The Work or a portion of the Work to be performed under the Contract will be on an "as and when requested basis" using a Task Authorization. The Work described in the Task Authorization must be in accordance with the scope of the Contract.

2.1.1 Task Authorization Process:

1. The Technical Authority will provide the Contractor with a description of the task using the "DND 626, Task Authorization Form" specified in Annex F.
2. The Task Authorization will contain the details of the activities to be performed, a description of the deliverables, and a schedule indicating completion dates for the major activities or submission dates for the deliverables. The Task Authorization will also include the applicable basis and methods of payment as specified in the Contract.
3. The Contractor must provide the Technical Authority, within 24hrs of its receipt, the proposed total estimated cost for performing the task and a breakdown of that cost, established in accordance with the Basis of Payment specified in the Contract.
4. The Contractor must not commence Work until a Task Authorization authorized by the Technical Authority has been received by the Contractor. The Contractor acknowledges that any Work performed before a copy signed by the TA has been received, will be done at the Contractor's own risk.

2.1.2 Task Authorization Limit

The Technical Authority may authorize individual task authorizations up to a limit of \$50,000.00, Applicable taxes included, inclusive of any revisions.

Any task authorization to be issued in excess of that limit must be authorized by the Technical Authority and Contracting Authority before issuance.

2.1.3 Canada's Obligation - Portion of the Work - Task Authorizations

Canada's obligation with respect to the portion of the Work under the Contract that is performed through task authorizations is limited to the total amount of the actual tasks performed by the Contractor.

2.1.4 Periodic Usage Reports - Contracts with Task Authorizations

The Contractor must compile and maintain records on its provision of services to the federal government under authorized Task Authorizations issued under the Contract.

The Contractor must provide this data in accordance with the reporting requirements detailed below. If some data is not available, the reason must be indicated. If services are not provided during a given period, the Contractor must still provide a "nil" report.

The data must be submitted on a yearly basis to the Contracting Authority.

The data must be submitted to the Contracting Authority no later than 30 calendar days after the end of the reporting period.

Reporting Requirement- Details

A detailed and current record of all authorized tasks must be kept for each contract with a task authorization process. This record must contain:

For each authorized task:

- (i) the authorized task number or task revision number(s);
- (ii) a title or a brief description of each authorized task;
- (iii) the total estimated cost specified in the authorized Task Authorization (TA) of each task, exclusive of Applicable Taxes;
- (iv) the total amount, exclusive of Applicable Taxes, expended to date against each authorized task;
- (v) the start and completion date for each authorized task; and
- (vi) the active status of each authorized task, as applicable.

For all authorized tasks:

- (i) the amount (exclusive of Applicable Taxes) specified in the contract (as last amended, as applicable) as Canada's total liability to the contractor for all authorized TAs; and
- (ii) the total amount, exclusive of Applicable Taxes, expended to date against all authorized TAs

2.1.5 Task Authorization - Department of National Defence

The administration of the Task Authorization process will be carried out by the Technical Authority. This process includes monitoring, controlling and reporting on expenditures of the Contract with task authorizations to the Contracting Authority.

3. Standard Clauses and Conditions

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

3.1 General Conditions

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[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 date of award to 14 October 2017, inclusive.

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 one additional one year period (15 October 2017 to 14 October 2018) 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.

Canada may exercise this option at any time by sending a written notice to the Contractor at least 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:

Mary Lou Harrington
Supply Specialist
Public Works and Government Services Canada
Acquisitions Branch
Bldg S-111, Garrison Petawawa, Ontario K8H 2X3

Telephone: 613-687-0789
Facsimile: 613-687-6656
E-mail address: marylou.harrington@pwgsc.gc.ca

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

5.2 Technical Authority

The Technical Authority for the Contract is:

Name: _____

Title: _____

Organization: _____

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Address: _____

Telephone: ___-___-____

Facsimile: ___-___-____

E-mail: _____.

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

5.3 Contractor's Representative

Name: _____

Title: _____

Organization: _____

Address: _____

Telephone: _____

Facsimile: _____

After hours service contact name: _____

After hours service phone number: _____

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 – Firm Price, Firm Unit Prices(s) or Firm Lot Price(s)

For the Work described in Annex B, Pricing Basis A to which this Basis of Payment applies.

In consideration of the Contractor satisfactorily completing its obligations under the Contract, the Contractor will be paid a firm price for a cost of \$_____. Customs duties are included and Applicable Taxes are extra.

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

7.2 Basis of Payment – Firm Unit Price(s) or Firm Lot Price – Task Authorization

For the Work described in Annex B, Pricing Basis B and C, to which this Basis of Payment applies:

In consideration of the Contractor satisfactorily completing all of its obligations under the authorized Task Authorization (TA), the Contractor will be paid the firm unit price(s) *in accordance with the basis of payment, in Annex B*, as specified in the authorized TA. 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 authorized, in writing, by the Contracting Authority before their incorporation into the Work.

7.3 Limitation of Expenditure

1. Canada's total liability to the Contractor under the Contract must not exceed \$ _____. Customs duties are included and Applicable Taxes are extra.
2. No increase in the total liability of Canada or in the price of the Work resulting from any design changes, modifications or interpretations of the Work, will be authorized or paid to the Contractor unless these design changes, modifications or interpretations have been approved, in writing, by the Contracting Authority before their incorporation into the Work. The Contractor must not perform any work or provide any service that would result in Canada's total liability being exceeded before obtaining the written approval of the Contracting Authority. The Contractor must notify the Contracting Authority in writing as to the adequacy of this sum:
 - a. when it is 75 percent committed, or
 - b. four (4) months before the contract expiry date, or
 - c. as soon as the Contractor considers that the contract funds provided are inadequate for the completion of the Work,whichever comes first.
3. If the notification is for inadequate contract funds, the Contractor must provide to the Contracting Authority a written estimate for the additional funds required. Provision of such information by the Contractor does not increase Canada's liability.

7.4 Monthly Payment

H1008C

(2008-05-12)

Monthly Payments

7.5 SACC Manual Clauses

A9117C

(2007-11-30)

T1204 – Direct Request by Customer Department

8. Invoicing Instructions

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

2. Invoices must be supported by:

- A) Task Authorization Number;
- B) Bldg. Number and or locations of work;
- c) Cost broken down as per pricing basis
- d) Date on invoice plus date work was completed
- e) Contract number; and
- f) Copies of GPS reports as/when requested by the Technical Authority

The final invoice for each year will not be paid until completion of: all snow clearing operations, Technical Authority post season inspection, and restoration of damaged areas, in accordance with the Statement of Work, para 4.3.

9. Certifications

9.1 Compliance

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.

9.2 Federal Contractors Program for Employment Equity - Default by the Contractor

The Contractor understands and agrees that, when an Agreement to Implement Employment Equity (AIEE) exists between the Contractor and Employment and Social Development Canada (ESDC)-Labour, the AIEE must remain valid during the entire period of the Contract. If the AIEE becomes invalid, the name of the Contractor will be added to the "[FCP Limited Eligibility to Bid](#)" list. The imposition of such a sanction by ESDC will constitute the Contractor in default as per the terms of the Contract.

9.3 SACC Manual Clauses

A0285C

(2007-05-25)

Worker's Compensation

10. Applicable Laws

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

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 2010C (2014-03-01);
- (c) Annex A, Statement of Work;
- (d) Annex B, Basis of Payment
- (e) Annex C, Insurance Requirements;
- (f) Annex D, Federal Contractors Program for Employment Equity – Certification
- (g) Annex E, Statistics of Annual Accumulated Snow Levels;
- (h) Annex F, DND 626, Task Authorization;
- (i) Annex G, Maps;
- (j) the Contractor's bid dated _____ (*insert date of bid*) (*If the bid was clarified or amended, insert at the time of contract award: “, as clarified on _____” or “, as amended on _____” and insert date(s) of clarification(s) or amendment(s)*)

12. SACC Manual Clauses

A9006C	(2012-07-16)	Defence Contract
A9062C	(2011-05-16)	Canadian Forces Site Regulations
E0008C	(2012-07-16)	Security Deposit Definition

13. Contract Financial Security

1. The Contractor must provide one of the following contract financial securities within 10 calendar days after the date of contract award:

security deposit as defined in clause E0008C in the amount of 10 percent of the Contract Price.

Any bond must be accepted as security by one of the bonding companies listed in Treasury Board Contracting Policy, Appendix L, Acceptable Bonding Companies.

2. Security deposits in the form of government guaranteed bonds with coupons attached will be accepted only if all coupons that are unmatured, at the time the security deposit is provided, are attached to the bonds. The Contractor must provide written instructions concerning the action to be taken with respect to coupons that will mature while the bonds are pledged as security, when such coupons are in excess of the security deposit requirement.
3. If Canada does not receive the required financial security within the specified period, Canada may terminate the Contract for default pursuant to the Contract default provision.

14. Insurance Requirements – Specific

The Contractor must comply with the insurance requirements specified in Annex C. The Contractor must maintain the required insurance coverage for the duration of the Contract.

Solicitation No. - N° de l'invitation

W0107-14C486/A

Client Ref. No. - N° de réf. du client
W0107-14CB486

Amd. No. - N° de la modif.

File No. - N° du dossier
PET-4-41001

Buyer ID - Id de l'acheteur

pet903

CCC No./N° CCC - FMS No./N° VME

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. For Canadian-based Contractors, coverage must be placed with an Insurer licensed to carry out business in Canada, however, for Foreign-based Contractors, coverage must be placed with an Insurer with an A.M. Best Rating no less than "A-". The Contractor must, if requested by the Contracting Authority, forward to Canada a certified true copy of all applicable insurance policies.

Annex “A” - Statement of Work

Specification for snow removal operations

Project File Number CB486

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1.0. Identification

- 1.1. Work under this requirement consists of the provision of all labour, supervision, materials, tools, fuel, travel and equipment to conduct snow and ice control (SNIC) operations to include plowing, sanding, salting and snow hauling from various locations at Garrison Petawawa and the Pembroke Armouries.
- 1.2. This is an annual service contract to be invoiced over (6) months from November to April for each year of the contract.
- 1.3. The active SNIC operations season is from 15 October to 15 April each year.

2.0 Standards

The Contractor must adhere to the following standards:

- 2.1 Ministry Transportation Ontario (MTO) Operators License
- 2.2 Vehicle Licences
- 2.3 Ontario Health and Safety Act (OHSA)

3.0 Safety Plan

- 3.1 The Contractor must develop a site specific safety plan for this requirement. This plan must be submitted to the Technical Authority and the Contractor's staff within 10 days of contract award. Safety plans must not be relegated to a simple "one-size fits all" format. Each situation must be tailored specifically to address the on-site conditions.

4.0 Technical requirement

4.1 General

- 4.1.1 The Contractor will provide GPS tracking on all equipment such as loaders, plows, sanders, dump trucks and patrol vehicles.
- 4.1.2 The Contractor will provide equipment and trucking capacity with operators to perform snow removal duties at designated sites throughout Garrison Petawawa and Pembroke Armouries.
- 4.1.3 Garrison Petawawa will employ a de-icing strategy with the use of sand and salt abrasives.
- 4.1.4 Designated work sites are detailed in Section 5.0 "Areas to be serviced" and consist of groups of building entrances, sidewalks, parking areas and roadways.
- 4.1.5 Maps of all areas to be cleared are attached at annex G.
- 4.1.6 Any hazmat spills must be reported immediately to the Base Fire hall at 687-5511 local 5555 and to the Technical Authority.
- 4.1.7 The Contractor will provide a portable hazmat spill kit capable of containing a (10) liter spill will be carried on all of the Contractor's equipment at all times.
- 4.1.8 Disposal of oil and oily refuse must be transported by appropriate means and disposed of at an approved facility off DND property.
- 4.1.9 Contractor's equipment or actions resulting in a hazmat spill will be the financial responsibility of the Contractor in regards to cleanup.
- 4.1.10 The Contractor will conduct cleaning and disposal operations to comply with local ordinates, anti- pollution laws and environmental regulations. There will be no onsite disposal of waste.

- 4.1.11 All equipment utilized at Garrison Petawawa will be mechanically fit, display the Contractor's company logo or identification and have appropriate working lights and audible signals as per provincial regulations.

4.2 Pre-season meetings – Site Inspection

- 4.2.1 The Contractor will attend a pre-commencement meeting at Garrison Petawawa with the Technical Authority upon contract award.
- 4.2.2 The Contractor must meet annually with the Technical Authority prior to the snow season to discuss contract performance and expectations. The Contractor shall provide names and phone numbers of personnel authorised to direct Snow Operations. The Technical Authority will also provide to the Contractor, the names and phone numbers of designated DND personnel authorised to request services.
- 4.2.3 The Contractor will visit with the Technical Authority all areas requiring service under this contract prior to the snow season and no later than 15 October each year to ensure all snow paths are clear of debris, and stored equipment or materials are identified. Damaged areas or discrepancies will be noted and recorded at this time.

4.3 Damages

- 4.3.1 The Contractor will take care and prevent damage to trees, signs, light stands, curbs, and lawn or grassed areas, walkways, catch basins, parking lot surfaces or other obstacles.
- 4.3.2 Hydrants will be marked with a metal red flag by Garrison Petawawa employees, all other obstacles must be noted during pre-commencement and pre-season meetings.
- 4.3.3 An annual inspection of areas to assess damages done during snow removal will occur each year but no later than 30 April. The Contractor will be responsible for all damages, as notified by the Technical Authority. At the end of the snow season, the Contractor must comply with the instruction of the Technical Authority in returning crown property to its pre-season condition, at his own expense
- 4.3.4 Restoration of damaged areas must commence no later than 15 May each year and be completed by 15 June annually.

4.4 Communication

- 4.4.1 The Contractor must maintain a 24 hour 7 day per week phone system including email, text and camera capability. The use of personal pagers or answering machines is unacceptable.
- 4.4.2 The Contractor's operational supervisor must have the capability to respond to service calls 24hr/7day per week and will maintain cell phone communication with the Technical Authority.
- 4.4.3 The Contractor will be advised of the personnel authorized to request services. Canada will not be responsible for payment of services provided by the Contractor at the request of unauthorized persons. The end user is considered an unauthorized person.

4.5 Level of service

- 4.5.1 Service must be provided 7 days a week within one hour of the commencement of a snow or ice event with expected accumulations of 5 cm (2") of snow or upon notification by the Technical Authority of additional work.
 - 4.5.1.1 Most plowing and hauling should be performed during the overnight period between 1800 hrs – 0500 hrs.
 - 4.5.1.2 Service must be provided in the order of priority as described in section 7.0 "Priority of Work".
 - 4.5.1.3 Snow will not be plowed against buildings, onto walkways, or block access to garbage or recycle bins, doors, hydrants or equipment.
 - 4.5.1.4 Vehicle entry points to all parking areas must be kept clear from curb to curb with no encroachment due to snow bank heights or accumulations and ensure maximum site lines are maintained.
 - 4.5.1.5 Catch basin locations will be noted during the pre-season meeting. All catch basins will be cleared and visible each time the area is plowed.
 - 4.5.1.6 Hydrants located within the Contractor's area of responsibility must be cleared on all sides and visible during vehicular approach from either direction.
 - 4.5.1.7 Within one hour of an ice event, freezing rain or black ice conditions all areas must start to receive a complete and thorough application of salt to ensure grit and traction.
 - 4.5.1.8 All areas of responsibility must be thoroughly sanded and salted ensuring complete and even coverage after each plowing.
 - 4.5.1.9 Stockpiles of snow will be placed at far end of parking lots, away from entrances and sight lines or other areas as directed by the Technical Authority.

- 4.5.1.10 The Contractor may be required to remove stockpiles, snow banks or windrows if accumulations are too great and to maintain capacity for subsequent snow falls. All other snow banks on grassed areas that do not border roads or road entrances must be pushed back or removed by request of Technical Authority.
- 4.5.1.11 Snow piles bordering road entrances must not be permitted to accumulate more than 0.6096 meters (2 feet) in height in order to maintain site lines.
- 4.5.1.12 Snow piles must not be piled into the centre of any parking lots; the exception will be at the Nicklin Parade Square, exact location of snow piles is shown on map at annex G. This parade square will have specific plowing routes to be discussed during the pre-commencement and pre-season meetings.
- 4.5.1.13 Snow piles can be pushed onto the sports fields; however this will only occur with authorization from the Technical Authority. A layer of snow with a minimum depth of 15 cm (6 in) is to be maintained over grassed areas accessed by the Contractor in order to alleviate potential damage. Utmost care to not disturb grassed surface must be taken and distance allowed to travel on sports field will be kept to a minimum.
- 4.5.1.14 In the event the Contractor utilizes snow blowing equipment, snow may be blown onto sports fields, open grassed or other areas. Snow will not be blown against buildings, onto road ways or side walks, cover signs, trees or garbage and recycle bins.

4.6 Initial Response Times

- 4.6.1 Snow plowing and ice control operations must be started within one hour of the commencement of a snow, freezing rain or ice event and with expected accumulations of 5 cm (2 in) or more.

4.7 Cycle times

- 4.7.1 Work must be continuous until all plowing, sanding and salting has been completed.
- 4.7.2 Cycle time for completion of work in all areas described in section 5.0 from start of a snow, freezing rain or ice event is (10) hours.

4.8 End of storm performance

- 4.8.1 Snow and ice clearing of all areas to less than 2.5 cm (1 in) of compacted snow is acceptable including sanding and salting.
- 4.8.2 Patrol must be mobilized to initiate and provide ongoing maintenance.

4.9 Patrols – ongoing maintenance

- 4.9.1 Stand-by service must be available in the form of a patrol. The patrol (foreman) must have the experience and authority to control and direct resources and personnel in order to execute reactive measures as required to ensure changing conditions are addressed appropriately and to the standard stated in this contract.
- 4.9.2 The patrol must also monitor walkways, laneways, entrances, ramps and loading docks as described in section 5.0 for each area and execute reactive measures as required to maintain the level of service stated in this contract.
- 4.9.3 Trouble spots or areas experiencing wind blown accumulations, snow banks, slush and ice build-up must be monitored, cleared, sanded and salted in order to maintain the level of service stated in this contract.
- 4.9.4 Extended snow and ice events up to an undetermined number of hours or days in nature must be patrolled and maintained, ensuring primary routes, driving lanes are sanded and salted and maintained for safe passage to vehicular traffic. Hard pack is acceptable to the level of the plow blade shoe.

5.0 Areas to be Serviced

- 5.1 Area maps are attached at annex G and correspond to each “area to be serviced” as described in this section.
- 5.2 Area maps are for reference purposes only.
- 5.3 The areas to be serviced are described below and will be confirmed at the pre-season meeting with the Technical Authority. All measurements are approximate.
- 5.4 Area 1 Consists of P-117 Silver Dart Arena, P-118 Dundonald Hall, P-119 Troy Cinema and 54 Festubert Base Thrift Shop.
 - 5.4.1 P-117 includes parking lot, sidewalks, rear zamboni access and paved area, ammonia refrigeration room access and electrical room service entrance. The main parking lot is east of P-117 Silver Dart Arena. Standing on Festubert Boulevard facing P-117 the area would be considered “in front of the building”. The total combined area is approximately 8,500 m².
 - 5.4.2 P-118 includes all building access points, service entrances, sidewalks and ramps, 335m of paved access from the intersection of Peacekeeper Way and Givensche Rd to the

south west entrance. The main parking lot viewed from Festubert Blvd would be considered “in front of the building” and the rear west parking lot is behind the building. The total combined area is approximately 9,880 m².

- 5.4.3 P-119 includes the parking lot north-west of the building. Standing on Festubert Boulevard facing P-119 the area would be considered “behind the building”. All sidewalks, entrances, ramps and access points are also included. The total combined area is approximately 3,515 m².
- 5.4.4 The base Thrift Shop located at 54 Festubert includes the single lane driveway and two building entrances and sidewalks. The total combined area is approximately 65 m².

5.5 Area 2 Consists of R-101 Base Service Centre, R-102 Canex mall, R-103 Tim Hortons and paved overflow parking north-west of Canex Mall.

- 5.5.1 R-101 includes the parking area surrounding the building and the pedestrian walkway running east and west behind the building and the north side paved laneway. Standing on Festubert Boulevard facing R-101 the area would be considered “left of the building.” The total combined area is approximately 1,704 m².
- 5.5.2 R-102 includes all service entrances, sidewalks, ramps, parking areas, rear service entrances, loading bays and north side paved laneway. Standing on Festubert Blvd facing R-102 the area would be considered in front, right side and rear of the building. The paved overflow parking to the north-west of R-102 includes two vehicle access points. The total combined area is approximately 13,714 m².
- 5.5.3 R-103 includes all sidewalks, entrance, waste storage area, rear loading zones, drive through lane and parking lot. Standing on Festubert Boulevard facing R-103 the area would be considered “right of the building”. The total area is approximately 2,200 m².

5.6 Area 3 Consists of Q-101 Protestant Church, Q-104 Roman Catholic Church and Q-103 Petawawa Golf Club/Army Fitness Centre.

- 5.6.1 Q-101 and Q-104 include all service entrances, sidewalks, ramps and a shared parking lot. Standing on Festubert Boulevard facing Q-101 and Q-104 the area would be considered “behind the building”. The total combined area is approximately 3,790 m².
- 5.6.2 Q-103 facility includes all service entrances, sidewalks, ramps, loading doors, and parking lots. Parking lots are located south-west, south and to the east of Q-103 which include the vehicle access points from Givensche Rd and Festubert Blvd. Storage

compound gates are not to be blocked by snow piles. The total combined area is approximately 4,562 m²

5.7 Area 4 Consists of N-109 Base Medical Clinic (BMC), Dental Clinic, Helipad, N-113 Care Delivery Unit (CDU), and building N-111 IPSC Warrior Support.

5.7.1 N-109/N113 includes all sidewalks, walkways and entrances, the shared south parking lot, the west parking lot, east parking lot and two rear laneway access points from Givensche Rd to N-109 loading dock and N-113 building access. The helipad is located next to the ambulance entrance. The total combined helipad, parking, laneway, sidewalks, ramps and entrances are approximately 12,500 m².

5.7.2 N-111 includes the complete front and side parking lots, all designated handicap spaces, front and side entrances, stairs, ramps and service doors. The total combined area is 2,450 m².

5.8 Area 5 Consists of CC-58 Jubilee Lodge & Yacht Club located at the end of Givensche Rd.

5.8.1 CC-58 includes the ramp, sidewalks and parking up to the building, pedestrian boardwalk, the centre area main parking lot up to all perimeter boat storage locations and laneway west of CC-58 up to the marina access gate. No stock piling of snow is permitted in front of the boat launch, fences or cross-country ski trails. Total combined area is approximately 4,145 m².

5.9 Area 6 Consists of building S-117 located east of the intersection at Arras Rd. and Festubert Blvd.

5.9.1 S-117 includes the south parking lot on Arras Rd, two main sidewalk entrances and rear parking and service entrance.

5.9.2 No stock piling of snow is permitted in front of parking lot storage building or in close proximity to the dumpsters. The total combined area is approximately 1,790 m².

5.10 Area 7 consists of building 12 Reichwald.

5.10.1 12 Reichwald includes laneway and entrance access either side of the building, front parking, ramp and entrances and parking spaces located opposite 12 Reichwald. The total combined area is approximately 550 m².

5.11 Area 8 consists of the Petawawa Military Family Resource Centre (PMFRC) at 10-16 Regalbuto.

5.11.1 10-16 Regalbuto includes all designated parking spaces located in front, rear and side of the building, sidewalks, side and rear walkways, entrances and ramps. The total combined area is approximately 320 m².

- 5.12 Area 9 consists of P-114 Simmonds Parade Square.
 - 5.12.1 Simmonds parade square is located east of Menin Rd behind building P-114. The parade square is approximately 20,000 m² with 4 vehicle entrances.

- 5.13 Area 10 Consists of P-142 IPSC and P-143 JPSU.
 - 5.13.1 P-142 includes the complete front parking lot with two vehicle access points, all front and side entrances, stairs, ramps and service doors. The total combined area is 1,821 m².
 - 5.13.2 P-143 JPSU includes designated parking along the east and west sides of Simmons Lane, handicap spaces and all entrances and service doors. The total combined area is 650 m².

- 5.14 Area 11 consists of G-104 Nicklin Parade Square.
 - 5.14.1 G-104 Nicklin Parade Square is located east of building G-104 Normandy Court dining facility. The parade square is approximately 19,000 m² and includes 5 vehicle access points

- 5.15 Area 12 consists of M-104 Leadership Building and Thompson Parade Square.
 - 5.15.1 Thompson Parade Square is located north of building M-104 and accessed from Le Cateau Rd. The area is approximately 5,550 m² with two vehicle access points.
 - 5.15.2 M-104 staff parking is located along the south side of the building with one vehicle access point from Le Cateau Rd with a total combined area of 1,083 m².

- 5.16 Area 13 consists of F-104 Headquarters staff parking and Worthington Parade Square.
 - 5.16.1 F-104 Headquarters parking is located on the south side adjacent to F-104 with vehicle access from Vimy Rd and Amiens Rd. The total area is approximately 2,015 m²
 - 5.16.2 Worthington Parade Square is located east of building F-104 along Arras Rd. The parade square is approximately 7,920 m² with 3 vehicle access points.

- 5.17 Area 14 consists of a gravel parking lot and a portion of Arras Rd in front of building B-658.
 - 5.17.1 Area 14 includes Arras Rd from the intersection of Arras and Vimy Rd west past B-658 including parking spaces up to and surrounding the waste collection bins location.
 - 5.17.2 Parking spaces curb side and fronting B658 are also included.
 - 5.17.3 The gravel parking lot on the south-west corner of the intersection of Arras Rd and Vimy Rd has one vehicle access point.

- 5.17.4 The combined total area is approximately 2,972 m2. Extreme caution is required in close proximity to B-658 as the stairs and ramps border the road edge.
- 5.18 Area 15 consists of the Bulk Waste Disposal Site (BWDS).
 - 5.18.1 The BWDS is located on Flanders Row 700m north-west of the intersection of Montgomery Rd and Flanders Row.
 - 5.18.2 All paved, gravel and concrete ramps, parking, equipment storage and travel routes, gated vehicle access point and the attendant building are included.
 - 5.18.3 Clearing up to and within 1 metre of the waste collection equipment is required.
 - 5.18.4 The total combined area inside the compound is approximately 12,000 m2
- 5.19 Area 16 consists of building Y-108 LAV barn located on Warrior Drive.
 - 5.19.1 Y-108 has perimeter paved parking and access routes, front and rear gravel parking lots with one vehicle access point onto Warrior Drive.
 - 5.19.2 There are 12 cement vehicle access lanes into the facility at each numbered overhead door. Snow and ice control for these vehicle entry points is required from the paved access routes up to the building and extend the minimum width of the door.
 - 5.19.3 The total combined area for all parking and vehicle entrances is approximately 10,900 m2.
- 5.20 Area 17 consists of the Antenna Site.
 - 5.20.1 The antenna site is located off base and in the Town of Petawawa on Wilbert St. The site is secured and only ploughing of the vehicle access from Wilbert St. to the compound gate is required.
 - 5.20.2 The total area is approximately 60 m2.
- 5.21 Area 18 consists of building W-112 South Side Community Centre.
 - 5.21.1 W-112 is located in the south side Military housing townsite on Wolfe Ave.
 - 5.21.2 W-112 includes the main east parking lot, south truck loading zone, rear laneway, all sidewalks, entrances, outside fenced playground sidewalks and entrances.
 - 5.21.3 The total combined area is approximately 4,000 m2.
- 5.22 Area 19 consists of the Pembroke Armouries.
 - 5.22.1 The Pembroke Armouries are located on Victoria St. in Pembroke, Ontario.

- 5.22.2 Pembroke Armouries scope of work differs slightly from that expected at Garrison Petawawa and therefore is further clarified under section 6.0 of this specification.
 - 5.22.3 The total combined area is approximately 1,066 m2.
- 5.23 Area 20 is designated “as and when” requested service and does not fall under annual SNIC operations. This area consists of Z-132 military troop parking lot.
- 5.23.1 Paved parking lot located on Centurion Rd beside building Z-132 with two vehicle access points and a total combined area of 9,100 m2.
- 5.24 Area 21 is designated “as and when” requested service and does not fall under annual SNIC operations. This area consists of H-119 HQ&S Squadron parking.
- 5.24.1 H-119 HQ&S Sqn is located at the north-west corner of the intersection of Centurion and Montgomery Rds.
 - 5.24.2 The main parking lot is located to the front and the gravel overflow parking is located to the west of H-119. There are three vehicle access points and multiple manual and electric gates.
 - 5.24.3 The total combined area is approximately 12,500 m2. There is no sidewalk or entrance snow clearing required at H-119.
- 5.25 Area 22 is designated “as and when” requested service and does not fall under annual SNIC operations. This area consists of RCD military troop parking lot.
- 5.25.1 RCD parking lot is located on the south side of Menin Rd opposite building C-53.
 - 5.25.2 The paved lot has two vehicle access points and is approximately 13,520 m2.
- 5.26 Area 23 is designated “as and when” requested service and does not fall under annual SNIC operations. This area consists of Y-101 designated staff parking, parade square and military troop parking lots.
- 5.26.1 Y-101 has a paved parade square and designated staff parking to the north, east and west sides of the building, bordering two compound gates, with two vehicle access points onto Menin Rd.
 - 5.26.2 Y-101 also includes a separate military troop paved parking lot with one vehicle access point onto Menin Rd.
 - 5.26.3 There is no requirement for snow clearing of any sidewalk, step, entrance, walkway or monument locations at Y-101.
 - 5.26.4 The total combined area for all parade square and parking lots at Y-101 is approximately 24,000 m2.

- 5.27 Area 24 is designated “as and when” requested service and does not fall under annual SNIC operations. This area consists of S-118 and Z-133 staff and military troop parking lots.
- 5.27.1 This area is located next to building S-118 on the south side of Montgomery Rd, has three vehicle access points and borders several vehicle compound gates.
 - 5.27.2 There is no requirement for snow clearing of any sidewalk, step, entrance, walkway or monument locations at S-118.
 - 5.27.3 The total combined area for all parking and vehicle access points is approximately 25,500 m².

6.0 Pembroke Armouries

- 6.1 Work at the Pembroke Armouries consists of the provision of snow and ice control operations including plowing, sanding, and salting of entrances, ramps and sidewalks and snow hauling from the Pembroke Armouries.
- 6.2 The Contractor must provide GPS equipped equipment such as loaders, plows, sanding equipment and trucking capacity with operators to perform all snow removal duties.
- 6.3 Service must be provided 7 days a week within one hour of the commencement of a snow or ice event with expected accumulations of 5cm (2 in) of snow or upon notification by the technical authority of additional work.
- 6.4 Special attention must be paid to all sidewalks, walkways, stairs, ramps, docks, walking entrances and elevator access ramps. These areas will be cleared bare of snow and ice and receive treated salt only applications to provide grit and traction to pedestrian traffic.
- 6.5 All areas of responsibility must be thoroughly sanded and salted ensuring complete and even coverage after each plowing.
- 6.6 Snow must not be plowed against buildings, onto walkways, or block access to garbage /recycle bins, doors, hydrants or equipment.
- 6.7 Vehicle entry points to all parking areas must be kept clear from curb to curb with no encroachment due to snow bank heights or accumulations and ensure maximum site lines are maintained.
- 6.8 There will be no banking or stock piling of snow. After each snow event snow must be plowed and trucked out. Special attention must be provided to ensure maximum clearance and access to waste collection bins.
- 6.9 A map of all areas to be cleared is attached at annex G. The areas identified must have snow removal services started within one hour of a snow or ice event with an expected accumulation of 5cm (2 in) or more, and in all cases to be cleared prior to 0800.
- 6.10 The Contractor will be provided with a key for use outside of normal working hours and weekends in order to access fenced secure areas. On occasion, the Contractor may be required to co-ordinate snow

clearing with the occupants while military vehicles are temporarily relocated.

- 6.11 At no time must any snow be plowed, pushed or stockpiled onto city or surrounding properties.

7.0 Priority of Work

- 7.1 All areas included in section 5.0 and 6.0 of this specification and other areas “as and when” requested for service will be prioritized as either priority one, two or three.
- 7.2 Priority one areas must be the first areas to be serviced and completed no later than 0500 hrs. The Contractor must have the capability to provide snow and ice control for all of the areas listed. Priority one areas are as follows;
- 7.2.1 N-109 helipad complete, N-109/N-113/N-111 sidewalks and entrances, one sweep through front laneway to include the main entrance and ambulance parking and the first 30m of parking spaces adjacent to the front laneway;
 - 7.2.2 G-104 designated cooks parking, Nicklin Parade Square up to and including 200 m east from the main building access, also primary traffic routes through and across the parking lot as detailed on map at annex A;
 - 7.2.3 P-118, P-117, P-119 complete including all sidewalks and building access;
 - 7.2.4 R-103 and R-102 complete main parking and all sidewalks and building access;
 - 7.2.5 Q-103 Army Fitness Centre entrances and parking lots complete;
 - 7.2.6 JPSU building P-143 and IPSC building P-142 complete.
 - 7.2.7 Area 14 Arras Rd, building B-658 perimeter parking and the gravel staff parking lot complete.
- 7.3 Priority Two areas must be started at or near completion of the areas identified under priority one. The Contractor must provide ongoing and uninterrupted service for the areas listed. Priority two areas are as follows;
- 7.3.1 N-109/N-113/N-111 all remaining parking, rear laneways and ramps;
 - 7.3.2 W-112 parking, sidewalks, stairs and entrances complete and Area 16 antenna gate access;
 - 7.3.3 Q-101 and Q-104 parking lots, sidewalks and entrances complete;
 - 7.3.4 16 Regalbuto, 12 Reichwald sidewalks, ramps, entrances and all parking complete;
 - 7.3.5 S-117 parking lots, sidewalks and entrances complete;

7.3.6 Bulk Waste Disposal Site complete including gate entrance from Flanders Row;

7.3.7 Pembroke Armouries complete.

7.4 Priority Three areas must be started after completion of the areas identified under priority two. The Contractor must provide ongoing and uninterrupted service for the areas listed. Patrol must be underway to ensure all completed and remaining works are maintained to the standards in the contract and specification. Priority three areas are as follows;

7.4.1 Patrols and maintenance of all areas;

7.4.2 G-104 parking lot remaining areas complete;

7.4.3 R-101 complete;

7.4.4 CC-58 complete;

7.4.5 54 Festubert;

7.4.6 Simonds Parade Square complete;

7.4.7 Worthington Parade Square and F-104 Headquarters parking complete;

7.4.8 Thompson Parade Square and M-104 staff parking complete;

7.5 DND/CF operational tempos dictate the priority levels. The Technical Authority will advise the Contractor in the event of priority level changes.

8.0 Area's of Concern

8.1 All designated handicap parking spaces must receive extra attention ensuring safe and passable bare pavement exhibiting the entire painted decal is visible to all traffic.

8.2 Helipad located at building N-109 in area 4 is of primary concern. The area must be cleared to within 2.5 cm (1 in) of the parking lot and combined grassed area. Snow must be banked neatly and to the appropriate height, in a semi-circle pattern on the north-west corner of the main parking lot, between warning signs, and as indicated on the map at Annex G. Approach from all directions by vehicle traffic will not be affected by bank heights or location.

8.3 Maps at Annex "G" are not to scale and are to be used as a guide only.

8.4 Special attention must be paid to all walkways, stairs, ramps, docks, walking entrances and accesses. These areas must be cleared bare of snow and ice and receive treated salt abrasives only to provide grit and traction to pedestrian traffic.

8.5 Area 14 at building B-658 has a stair and ramp access constructed on the paved section and in very close proximity to the road.

8.6 Area 1 Silver Dart Arena rear zamboni paved area must be plowed only with no applications of abrasives in order to prevent sand and salt migration into the zamboni mechanical room.

8.7 Pembroke Armouries has a canopy covered barrier free access ramp from the main sidewalk up to the elevator and main doors. Building main entrance steps are steep and terminate on municipal sidewalks.

9.0 Equipment

- 9.1 The Contractor is permitted to store equipment at a designated site within Garrison Petawawa boundaries and as agreed with the Technical Authority at the start of each season. Note that areas may change and are subject to operational commitments by DND/CF.
- 9.2 Snow clearing of the Contractor's designated parking area is the sole responsibility of the Contractor and no costs will be borne by DND.
- 9.3 Only equipment authorised under this contract is permitted to be stored on the Garrison.
- 9.4 All Contractor equipment utilized at Garrison Petawawa must be identified and marked by the Contractor, operate with appropriate lighting assemblies, strobes and warning flashers or audible devices.
- 9.5 All equipment utilized under this requirement will have GPS installed and operational.
- 9.6 DND will not be held responsible for any Contractor equipment or materials stored, in use or unattended at Garrison Petawawa.

10.0 Hauling

- 10.1 The removal of snow must be done on an "as and when required basis" if the stockpiles reach an undesirable height and only when requested by the Technical Authority.
- 10.2 The Technical Authority has the right to utilize DND equipment and personnel to remove snow at their discretion.
- 10.3 Hauling operations must encompass load, haul and dump.
- 10.4 The Contractor must have the capability of removing, hauling and dumping up to 10,000 cubic yards of piled snow in a one week period, when requested in advance, to a snow dump site at Garrison Petawawa.
- 10.5 The Contractor must utilize at minimum tandem dump trucks equipped with snow boards as necessary to provide 20 cubic yard capacity per load.
- 10.6 Tracking of loads moved and dumped at the snow dump site will be captured utilizing Contractor's on-board GPS units and a printout provided to the Technical Authority within one business day after completion of the task authorization.
- 10.7 The area for dumping snow will be provided and is known as the A-A lines, located off Kandahar Road at Garrison Petawawa. Area will be shown during site visit. Dumping of snow must be in designated areas provided. DND will be responsible for the maintenance of the DND snow dump area. The Contractor may use their own approved snow dump site off DND property, (site to be disclosed to Technical Authority).

10.8 Maintenance of the Contractor snow dump area will be the responsibility of the DND. The Contractor must utilize the dump in a fashion as not to disrupt DND snow clearing operations. Timing for dump location access and other concerns particular to the snow dump area and operations will be discussed at the pre-season start-up and as required throughout the season.

11.0 Abrasives

- 11.1 The Contractor must utilize “treated salt” only abrasives for this requirement.
- 11.2 The Contractor must procure and store treated salt abrasives off site.
- 11.3 Treated salt selected for this requirement must be approved by the Technical Authority along with the manufacturer’s technical data and MSDS information.
- 11.4 Treated salt selected must demonstrate all of the following minimum characteristics;
- 11.4.1.1 Premier de-icing product;
 - 11.4.1.2 Good adhesion to roadway and lasting residual effects;
 - 11.4.1.3 Efficient brine phase at low temperatures of -15 deg C (5 deg F)
 - 11.4.1.4 Does not require pre-wetting;
 - 11.4.1.5 Non-staining;
 - 11.4.1.6 Natural and environmentally friendly additives.
- 11.5 Special attention must be paid to all sidewalks, walkways, stairs, ramps, docks, walking entrances and accesses to buildings and all designated handicap parking. These areas must be cleared bare of snow and ice and receive treated salt only applications to provide grit and traction to pedestrian traffic.
- 11.6 There is a requirement for “sand/treated salt” mix for applications after all plowing operations and during freezing rain or ice events.
- 11.7 Sand and treated salt mix will be defined as a ratio (5:1) of sand and treated salt.
- 11.8 Sand and treated salt abrasives must be applied to all road, laneways and parking lots or parade squares in accordance with the level of service described in this specification.
- 11.9 Sand and treated salt procurement, mixing and off site storage will be the responsibility of the Contractor.

12.0 Sweeping

- 12.1 Sweeping for this requirement is defined as the sweeping, cleaning and disposal of sand, gravel and debris.

- 12.2 The Contractor must provide sweeping services to all roadways, laneways, parking lots and parade squares, sidewalks, stairs, docks and entrances for all areas serviced under this contract.
- 12.3 The Contractor must provide all equipment, personnel, supervision, materials and water truck capabilities to sweep and remove all sand, salt and debris and dispose off-site.
- 12.4 Sweeping must include complete and even, curb to curb, edge to edge removal.
- 12.5 The Contractor will commence sweeping operations annually no later than 16 April or earlier as mutually agreed upon with the Technical Authority and to be completed no later than 15 May annually.

13.0 GPS Reports

- 13.1 GPS reports are required for all of the Contractor's on-site activity regardless of date or time.
- 13.2 GPS system utilized under this requirement must have at minimum the capabilities for asset tracking as follows;
 - 13.2.1 Customized reporting and real time information
 - 13.2.2 Asset number and type of equipment.
 - 13.2.3 Minute by minute GPS location by date and time.
 - 13.2.4 Actual hours working.
 - 13.2.5 Capability to set-up landmarks or addresses.
- 13.3 All reports must be delivered to the Technical Authority by email/electronic means upon request and within 24 hours of the request.

Annex “B” - Basis of Payment

Annual snow and ice control (SNIC) operations as specified herein.

3 year service contract from 15 Oct 2014 to 14 Oct 2017 with an option to extend the period of the contract for an additional one year period: (from 15 Oct 2017 to 14 Oct 2018)

Year 1: Date of Award to 14 Oct 2015

Year 2: 15 Oct 2015 to 14 Oct 2016

Year 3: 15 Oct 2016 to 14 Oct 2017

Option 1: Year 4: 15 Oct 2017 to 14 Oct 2018

All prices are HST extra.

PRICING BASIS “A” – Snow Removal Operations (Up to a maximum of 275 cm of snow per year)

Firm yearly prices for snow removal operations, ice control, and sanding and salting of all “areas to be cleared” as described in para 5.0 section 5.1-5.22 and para 6.0 and in accordance with Statement of Work. The contractor will be paid in six monthly instalments from 15 November to 15 April. The price does not include “as and when” services or hauling services as they are included in Pricing Basis “C”.

Description	Unit of Issue	Qty	Firm Price Per Year
Year 1	Yearly	1	\$ _____ /per year
Year 2	Yearly	1	\$ _____ /per year
Year 3	Yearly	1	\$ _____ /per year
Option 1: Year 4	Yearly	1	\$ _____ /per year

PRICING BASIS “B” – Snow Removal Operations: As and When Requested Services through the use of Task Authorizations

(applies only if snow fall for the year is over 275 cm)

Unit price per cm for snow removal services of all “areas to be cleared” as described in Annex A, Statement of Work and the Contract. The pricing will be applied at the end of the snow season each year if required for snow over the 275 centimetres. Reference

Annex E for the statistics on annual accumulated snow levels to show how a maximum of 275 centimetres was calculated.

Description	Unit of Issue	Estimated Quantity	Unit Price Per cm
Year 1	cm	50	\$ _____/cm
Year 2	cm	50	\$ _____/cm
Year 3	cm	50	\$ _____/cm
Option 1: Year 4	cm	50	\$ _____/cm

PRICING BASIS “C” – ‘As and when’ Requested Services through the use of Task Authorizations

Pricing for Pricing Basis “C” is an all-inclusive firm pricing in accordance with the Annex “A” Statement of Work and the Contract. The estimated usages are only an approximation of the usage and will be used for evaluation purposes only. The payment for costs covered under Pricing Basis “C” will be limited to the actual services approved by the Technical Authority using a Task Authorization, DND 626.

Ser	Task	Unit of Issue	Est. Annual Usage figures	Unit Price Year 1	Unit Price Year 2	Unit Price Year 3	Unit Price Option Year 4
1	Hauling of snow to include load and haul from designated areas utilizing trucks with 20 yd capacity to an approved snow dump site.	Per 20 cu yd load	3,000 loads	\$ _____/ per load			
2	Addition of plowed areas including ice control, sanding,	m2/ mnth	7,000 m2	\$ _____/ m2 per month			

	salting, sweeping, all work to be completed in accordance with Statement of work.						
3	Addition of sidewalks, walkways or ramps including ice control, sanding, salting, sweeping, all work to be completed in accordance statement of work.	m2/ month	500	\$_____ m2 per month	\$_____ m2 per month	\$_____ m2 per month	\$_____ m2 per month
4	Deletion of plowed areas including ice control, sanding/salting.	m2/ month	500	-\$_____ m2 per month (credit)	-\$_____ m2 per month (credit)	-\$_____ m2 per month (credit)	-\$_____ m2 per month (credit)
5	Deletion of sidewalks, walkways or ramps including ice control, sanding/salting.	m2/ month	100	-\$_____ m2 per month (credit)	-\$_____ m2 per month (credit)	-\$_____ m2 per month (credit)	-\$_____ m2 per month (credit)
6	Provide D-6 or equivalent minimum capability with operator for dozing operations at Garrison Petawawa.	Hourly	100	\$_____ hr	\$_____ hr	\$_____ hr	\$_____ hr
7	Float charge for dozer, includes delivery and	each	10	\$_____ each	\$_____ each	\$_____ each	\$_____ each

	return, to be charged once per Task Authorization						
8	Provide snow bucket equipped front end loader capability with operator.	Hourly	200	\$_____/hr	\$_____/hr	\$_____/hr	\$_____/hr
9	Provide 20 yd tandem dump truck capability with operator.	Hourly	500	\$_____/hr	\$_____/hr	\$_____/hr	\$_____/hr
10	Provide backhoe capability with operator.	Hourly	200	\$_____/hr	\$_____/hr	\$_____/hr	\$_____/hr
11	Provide 4X4 truck mounted plow capability with operator.	Hourly	100	\$_____/hr	\$_____/hr	\$_____/hr	\$_____/hr
12	Provide walk behind snow blower service with operator.	Hourly	200	\$_____/hr	\$_____/hr	\$_____/hr	\$_____/hr
13	Provide truck or loader mounted sweeper with operator.	Hourly	50	\$_____/hr	\$_____/hr	\$_____/hr	\$_____/hr
14	Provide SNIC operations service for Z-132 area 20 as described in para 5.0, section 5.23 and in accordance with statement of work.	Month	12	\$_____/per month	\$_____/per month	\$_____/per month	\$_____/Per month
15	Provide SNIC operations service for H-119 HQ&S Sqn	Month	12	\$_____/per month	\$_____/per month	\$_____/per month	\$_____/per month

	area 21 as described in para 5.0, section 5.24 and in accordance with statement of work.						
16	Provide SNIC operations service for RCD C-53 area 22 as described in para 5.0, section 5.25 and in accordance with statement of work.	Month	12	\$ _____ / per month			
17	Provide SNIC operations service for Y-101 area 23 as described in para 5.0, section 5.26 and in accordance with statement of work.	Month	12	\$ _____ / per month			
18	Provide SNIC operations service for S-118 area 24 as described in para 5.0, section 5.27 and in accordance with statement of work.	Month	12	\$ _____ / per month			

ANNEX "C"

INSURANCE REQUIREMENTS

Commercial General Liability Insurance:

1. The Contractor must obtain Commercial General Liability Insurance, and maintain it in force throughout the duration of the Contract, in an amount usual for a contract of this nature, but for not less than \$2,000,000 per accident or occurrence and in the annual aggregate.
2. The Commercial General Liability policy must include the following:
 - (a) Additional Insured: Canada is added as an additional insured, but only with respect to liability arising out of the Contractor's performance of the Contract. The interest of Canada should read as follows: Canada, as represented by 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, if any.
 - (m) Non-Owned Automobile Liability - Coverage for suits against the Contractor resulting from the use of hired or non-owned vehicles.
 - (n) Litigation Rights: Pursuant to subsection 5(d) of the Department of Justice Act, S.C. 1993, c. J-2, s.1, if a suit is instituted for or against Canada which the Insurer would, but for this clause, have the right to

pursue or defend on behalf of Canada as an Additional Named Insured under the insurance policy, the Insurer must promptly contact the Attorney General of Canada to agree on the legal strategies by sending a letter, by registered mail or by courier, with an acknowledgment of receipt.

For the province of Quebec, send to:

Director Business Law Directorate,
Quebec Regional Office (Ottawa),
Department of Justice,
284 Wellington Street, Room SAT-6042,
Ottawa, Ontario, K1A 0H8

For other provinces and territories, send to:

Senior General Counsel,
Civil Litigation Section,
Department of Justice
234 Wellington Street, East Tower
Ottawa, Ontario K1A 0H8

A copy of the letter must be sent to the Contracting Authority. Canada reserves the right to co-defend any action brought against Canada. All expenses incurred by Canada to co-defend such actions will be at Canada's expense. If Canada decides to co-defend any action brought against it, and Canada does not agree to a proposed settlement agreed to by the Contractor's insurer and the plaintiff(s) that would result in the settlement or dismissal of the action against Canada, then Canada will be responsible to the Contractor's insurer for any difference between the proposed settlement amount and the amount finally awarded or paid to the plaintiffs (inclusive of costs and interest) on behalf of Canada

Automobile Liability Insurance:

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.
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) OPCF/SEF/QEF #3 - Drive Government Automobiles Endorsement.

ANNEX "D"

FEDERAL CONTRACTORS PROGRAM FOR EMPLOYMENT EQUITY - CERTIFICATION

I, the Bidder, by submitting the present information to the Contracting Authority, certify that the information provided is true as of the date indicated below. The certifications provided to Canada are subject to verification at all times. I understand that Canada will declare a bid non-responsive, or will declare a contractor in default, if a certification is found to be untrue, whether during the bid evaluation period or during the contract period. Canada will have the right to ask for additional information to verify the Bidder's certifications. Failure to comply with any request or requirement imposed by Canada may render the bid non-responsive or constitute a default under the Contract.

For further information on the Federal Contractors Program for Employment Equity visit [Employment and Social Development Canada \(ESDC\)-Labour's](#) website.

Date: _____ (YYYY/MM/DD) (If left blank, the date will be deemed to be the bid solicitation closing date.)

Complete both A and B.

A. Check only one of the following:

- A1. The Bidder certifies having no work force in Canada.
- A2. The Bidder certifies being a public sector employer.
- A3. The Bidder certifies being a federally regulated employer being subject to the Employment Equity Act.
- A4. The Bidder certifies having a combined work force in Canada of less than 100 employees (combined work force includes: permanent full-time, permanent part-time and temporary employees [temporary employees only includes those who have worked 12 weeks or more during a calendar year and who are not full-time students]).
- A5. The Bidder has a combined workforce in Canada of 100 or more employees; and
 - A5.1. The Bidder certifies already having a valid and current Agreement to Implement Employment Equity (AIEE) in place with ESDC-Labour.

OR

- A5.2. The Bidder certifies having submitted the Agreement to Implement Employment Equity (LAB1168) to ESDC-Labour. As this is a condition to contract award, proceed to completing the form Agreement to Implement Employment Equity (LAB1168), duly signing it, and transmit it to ESDC-Labour.

B. Check only one of the following:

- B1. The Bidder is not a Joint Venture.

OR

Solicitation No. - N° de l'invitation

W0107-14C486/A

Client Ref. No. - N° de réf. du client
W0107-14CB486

Amd. No. - N° de la modif.

File No. - N° du dossier
PET-4-41001

Buyer ID - Id de l'acheteur

pet903

CCC No./N° CCC - FMS No./N° VME

- () B2. The Bidder is a Joint Venture and each member of the Joint Venture must provide the Contracting Authority with a completed annex Federal Contractors Program for Employment Equity - Certification. (Refer to the Joint Venture section of the Standard Instructions)

ANNEX E

STATISTICS OF ANNUAL ACCUMULATED SNOW LEVELS

Monthly snowfall accumulations for; Petawawa, Ontario

Annual snowfall varies from year to year but usually falls within an average. The Technical Authority has assessed historical snowfall levels for Garrison Petawawa. The National Climate Data and Information Archive (www.climate.weatheroffice.gc.ca) will be used to determine the annual accumulated snow levels.

Year	Total Snowfall for Month					in Centimetres								Seasonal
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec		
1970	24.3	67.8	42.8	27.6	0.0	0.0	0.0	0.0	0.0	1.0	16.8	73.2	221.4	
1971	61.5	112.9	43.4	0.5	0.0	0.0	0.0	0.0	0.0	0.0	41.6	65.6	309.3	
1972	35.9	86.5	58.8	16.8	0.0	0.0	0.0	0.0	0.0	0.8	16.9	144.1	305.2	
1973	27.5	30.8	42.4	19.0	0.0	0.0	0.0	0.0	0.0	0.0	8.4	72.9	281.5	
1974	51.0	53.3	55.1	4.9	6.6	0.0	0.0	0.0	0.0	0.0	19.4	53.4	252.2	
1975	83.2	25.0	29.2	27.0	0.0	0.0	0.0	0.0	0.0	0.0	18.6	53.6	237.2	
1976	56.0	92.7	49.2	0.3	3.8	0.0	0.0	0.0	0.0	10.5	18.7	49.8	274.2	
1977	74.6	30.7	11.2	11.2	6.0	0.0	0.0	0.0	0.0	0.2	34.9	88.9	212.7	
1978	53.6	5.4	40.2	7.5	1.8	0.0	0.0	0.0	0.0	2.6	26.4	83.0	232.5	
1979	115.4	15.8	13.8	20.4	0.0	0.0	0.0	0.0	0.0	12.8	17.4	16.8	277.4	
1980	19.6	20.4	24.2	11.2	0.0	0.0	0.0	0.0	0.0	0.8	31.4	56.8	122.4	
1981	20.6	36.0	34.0	1.4	0.0	0.0	0.0	0.0	0.0	9.4	12.3	35.1	181.0	
1982	54.1	44.0	44.2	4.2	0.0	0.0	0.0	0.0	0.0	0.0	19.0	33.4	203.3	
1983	52.8	31.8	27.0	34.2	1.2	0.0	0.0	0.0	0.0	0.6	63.4	66.7	199.4	
1984	35.7	25.5	25.6	3.2	0.0	0.0	0.0	0.0	0.2	0.0	9.8	70.2	220.7	
1985	70.0	22.4	43.2	23.2	0.0	0.0	0.0	0.0	0.0	0.0	21.7	69.0	239.0	
1986	45.0	25.6	42.2	7.6	0.0	0.0	0.0	0.0	0.0	0.0	18.1	54.3	211.1	
1987	49.5	44.3	40.9	3.0	0.0	0.0	0.0	0.0	0.0	7.2	21.0	62.2	210.1	
1988	37.0	56.8	20.4	20.2	0.0	0.0	0.0	0.0	0.0	3.0	12.0	33.0	224.8	
1989	57.2	28.3	40.6	2.6	2.4	0.0	0.0	0.0	0.0	0.6	54.2	63.0	179.1	
1990	55.8	35.2	8.6	24.4	0.0	0.0	0.0	0.0	0.0	0.8	24.4	51.4	241.8	
1991	56.6	32.8	16.0	3.0	0.0	0.0	0.0	0.0	0.4	1.1	3.3	50.9	185.0	
1992	54.2	80.2	44.7	3.6	1.2	0.0	0.0	0.0	1.0	23.1	16.8	29.4	239.6	
1993	77.4	35.9	28.0	38.1	0.0	0.0	0.0	0.0	0.0	0.6	5.6	27.2	249.7	
1994	41.0	47.0	20.2	4.6	0.0	0.0	0.0	0.0	0.0	0.0	19.4	33.6	146.2	
1995	43.5	22.0	24.0	6.6	0.0	0.0	0.0	0.0	0.0	1.4	65.0	20.8	149.1	
1996	48.5	25.5	19.4	22.6	0.0	0.0	0.0	0.0	0.0	0.6	21.1	54.8	203.2	
1997	72.9	74.5	51.0	8.4	24.0	0.0	0.0	0.0	0.0	39.4	26.9	28.2	307.3	
1998	62.0	4.5	31.7	0.0	0.0	0.0	0.0	0.0	0.0	0.0	7.4	23.5	192.7	
1999	62.6	27.0	40.5	0.0	0.0	0.0	0.0	0.0	0.0	0.0	3.7	25.4	161.0	
2000	21.6	31.5	10.9	14.0	0.0	0.0	0.0	0.0	0.0	0.0	6.8	64.3	107.1	
2001	53.6	38.3	25.2	1.6	0.0	0.0	0.0	0.0	0.0	2.0	16.7	26.4	189.8	
2002	31.8	31.1	47.3	47.3	0.0	0.0	0.0	0.0	0.0	8.0	49.0	25.6	202.6	
2003	34.7	33.0	30.2	30.2	0.0	0.0	0.0	0.0	0.0	4.5	30.3	27.9	210.7	
2004	55.2	42.0	10.3	10.3	0.5	0.0	0.0	0.0	0.0	0.0	25.3	75.1	181.0	
2005	40.3	17.8	31.3	31.3	0.4	0.0	0.0	0.0	0.0	0.0	25.8	78.4	221.5	
2006	82.2	41.0	4.0	4.0	0.0	0.0	0.0	0.0	0.0	4.0	5.8	44.2	235.4	
2007	31.0	20.2	22.2	22.2	0.0	0.0	0.0	0.0	0.0	0.0	31.7	87.9	149.6	
2008	17.1	55.3	45.2	45.2	0.0	0.0	0.0	0.0	0.0	2.0	56.1	63.8	282.4	
2009	63.5	37.5	6.8	25.4	0.0	0.0	0.0	0.0	0.0	0.0	12.6	46.3	255.1	
2010	35.2	48.9	2.0	0.0	2.0	0.0	0.0	0.0	0.0	0.8	17.2	37.2	147.0	
2011	47.3	58.6	45.2	12.4	0.0	0.0	0.0	0.0	0.0	0.0	0.0	35.0	218.7	

2012	71.1	36.9	11.4	0.2	0.0	0.0	0.0	0.0	0.0	0.0	10.9	73.9	154.6
2013	46.1	59.8	27.8	11.2	0.0	0.0	0.0	0.0	0.0	0.0	25.8	61.5	229.7
2014	37.2	17.3	35.0	6.5									183.3
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	
Highest	115.4	112.9	58.8	47.3	24.0	0.0	0.0	0.0	1.0	39.4	65.0	144.1	
Year	1978	1970	1971	2001	1996	1969	1969	1969	1991	1996	1994	1971	

The seasonal column is based on September to May annually. The chart demonstrates that approximately in 84% of the 44 years recorded, the snowfall did not exceed 250 cm. If snow fall exceeds 275 centimetres in one contract year, pricing B will be calculated and paid at the end of April.

**Instructions pour compléter le formulaire
DND 626 - Autorisation des tâches**

**Instructions for completing
DND 626 - Task Authorization**

Contract no. Enter the PWGSC contract number in full.

Task no. Enter the sequential Task number.

Amendment no. Enter the amendment number when the original Task is amended to change the scope or the value.

Increase/Decrease Enter the increase or decrease total dollar amount including taxes.

Augmentation/Réduction Inscrivez le montant total de l'augmentation ou de la diminution, y compris les taxes.

Valueur précédente Enter the previous total dollar amount including taxes.

To Name of the contractor.

Delivery location Location where the work will be completed, if other than the contractor's location.

Delivery/Completion date Completion date for the task.

for the Department of National Defence
Signature of the DND person who has delegated Authority for signing DND 626 (level of authority based on the dollar value of the task and the equivalent signing authority in the PAM 1.4). Note: the person signing in this block ensures that the work is within the scope of the contract, that sufficient funds remain in the contract to cover this task and that the task is affordable within the Project/Unit budget.

Services Define the requirement briefly (attach the SOW) and identify the cost of the task using the contractor's quote on the level of effort. The Task must use the basis of payment stipulated in the contract. If there are several items of payment then list here the one(s) that will apply to the task quote (e.g. milestone payments; per diem rates/labour category hourly rates; travel and living rates; firm price/celling price, etc.). All the terms and conditions of the contract apply to this Task Authorization and cannot be ignored or amended for this task. Therefore it is not necessary to restate these general contract terms and conditions on the DND 626 Task form.

Cost The cost of the Task broken out into the individual costed items in Services.

GST/HST The GST/HST cost as appropriate.

Total The total cost of the task. The contractor may not exceed this amount without the approval of DND 626. The amendment value may not exceed 50% (or the percentage for amendments established in the contract) of the original value of the task authorization. The total cost of a DND 626, including all amendments, may not exceed the funding limit identified in the contract.

Applicable only to PWGSC contracts
This block only applies to those Task Authorization contracts awarded by PWGSC. The contract will include a specified threshold for DND sole approval of the DND 626 and a percentage for DND to approve amendments to the original DND 626. Tasks that will exceed these thresholds must be passed to the PWGSC Contracting Authority for review and signature prior to authorizing the contractor to begin work.

Nota: Work on the task may not commence prior to the date this form is signed by the DA Authority - for tasks within the DND threshold; and by both DND and PWGSC for those tasks over the DND threshold.

Services Définissez brièvement le besoin (joignez l'ET) et établissez le coût de la tâche à l'aide de la soumission de l'entrepreneur selon le niveau de difficulté de celle-ci. Les modalités de paiement stipulées dans le contrat s'appliquent à la tâche. Si plusieurs d'entre elles sont prévues, énumérez ici celles/celles qui s'appliqueront à la soumission pour la tâche à accomplir (p. ex. acompte fondé sur les étapes franchies; taux quotidien ou taux horaire établi selon la catégorie de main-d'œuvre; frais de déplacement et de séjour; prix fixe ou prix plafond; etc.). Toutes les modalités du contrat s'appliquent à cette autorisation de tâche et ne peuvent être négligées ou modifiées quant à la tâche en question. Il n'est donc pas nécessaire de répéter ces modalités générales afférentes au contrat sur le formulaire DND 626.

Prk Mentionnez le coût de la tâche en la répartissant selon les frais afférents à chaque item mentionné dans la rubrique Services.

TPS/TVH Mentionnez le montant de la TPS/TVH, s'il y lieu.

Total Mentionnez le coût total de la tâche. L'entrepreneur ne peut dépasser ce montant sans l'approbation du MDN, formulaire DND 626 modifié à l'appui. Le coût de la modification ne peut pas être supérieur à 50 p. 100 du montant initial prévu dans l'autorisation de tâche (ou au pourcentage prévu dans le contrat pour les modifications). Le coût total spécifié dans le formulaire DND 626, y compris toutes les modifications, ne peut dépasser le plafond de financement mentionné dans le contrat.

Applicable only to PWGSC contracts
The present paragraph s'applique uniquement aux autorisations de tâche accordées par TPSCG. On inscrira dans le formulaire DND 626 un plafond précis qui ne pourra être approuvé que par le MDN et un pourcentage selon lequel le MDN pourra approuver des modifications au formulaire DND 626 original. Les tâches dont le coût dépasse ces plafonds doivent être soumises à l'autorité contractante de TPSCG pour examen et signature avant qu'on autorise l'entrepreneur à débiter les travaux.

Nota : Les travaux ne peuvent commencer avant la date de signature de ce formulaire par le responsable du MDN, pour les tâches dont le coût est inférieur au plafond établi par le MDN, et par le MDN et TPSCG pour les tâches dont le coût dépasse le plafond établi par le MDN.

