

**ANNEX “A”**  
**STATEMENT OF WORK**

**TITLE:** Equipment and Tool Rental

**BACKGROUND:**

CORCAN is a program of the Correctional Service of Canada (CSC). The objective of CORCAN is to promote offender rehabilitation by developing or improving employability.

CORCAN engages offenders in productive employment in a variety of manufacturing and construction enterprises. A principal goal of CORCAN is to provide Offender Workers with positive job-related work habits and the opportunity to acquire real-world marketable skills.

CORCAN’s mission is to aid in the safe reintegration of offenders into Canadian society by providing employment and employability skills training to offenders incarcerated in federal penitentiaries and, conditionally released offenders.

**SCOPE:**

CORCAN Construction is a division of CORCAN program. To achieve its mandate, CORCAN Construction takes on various construction work projects inside federal penitentiaries and throughout Atlantic Canada. Depending on the scope of the project, some equipment and tools are required to complete the work.

**TASKS/TECHNICAL SPECIFICATIONS:**

CORCAN requires a Standing Offer for an initial one (1) year period with two (2) option years to follow, to supply all labour and material necessary for the supply of equipment and/or tools delivered, erected, dismantled and removed from site on a rental basis for various construction projects for CORCAN. Individual call-ups against this Standing Offer is to be a maximum of \$40,000.00 (including HST).

Location of delivery will mainly be to the following institutions: Dorchester Penitentiary (Dorchester, NB) and Springhill Institution (Springhill, NS).

The Contractor and personnel who require access to sensitive work sites shall each hold a valid Institutional Access CPIC. This document is a security clearance required to verify individual reliability before entering institutions. This form is to be completed, submitted and approved prior to any work. The Contractor and his employees shall obey all rules and regulations of the institutions.

The Contractor is responsible for obtaining and maintaining all permits, licences and certificates of approval required for the work to be performed under any applicable federal, provincial or municipal legislation. The Contractor shall be responsible for any changes imposed by such legislation or regulations. Upon request, the Contractor shall provide a copy of any such permit, licence, or certificate.

The Contractor undertakes and agrees to comply with all contracts and other regulations, in force on the site where the work is to be performed, relating to the safety of persons on the site or the protection of property against loss or damage from any and all causes.

**DELIVERABLES:**

Delivery of equipment / tools must be delivered within 48 hours of notice. If the Contractor does not have equipment in stock at time of request, he shall be responsible of hiring a sub-contractor capable of providing request within 48 hours. All additional cost associated shall be covered by the Contractor.

Contractor shall be able to provide any necessary training, maintenance, spare parts and/or replacement of rental within 24 hours of notice.