

**RETURN BIDS TO:**  
**RETOURNER LES SOUMISSIONS À:**  
Bid Receiving Public Works & Government  
Services Canada/Réception des soumissions Travaux  
publics et Services gouvernementaux Canada  
1713 Bedford Row  
Halifax, N.S./Halifax,(N.E.)  
B3J 1T3  
Halifax  
Bid Fax: (902) 496-5016

**Request For a Standing Offer**  
**Demande d'offre à commandes**

Regional Individual Standing Offer (RISO)  
Offre à commandes individuelle régionale (OCIR)

Canada, as represented by the Minister of Public Works and  
Government Services Canada, hereby requests a Standing Offer  
on behalf of the Identified Users herein.

Le Canada, représenté par le ministre des Travaux Publics et  
Services Gouvernementaux Canada, autorise par la présente,  
une offre à commandes au nom des utilisateurs identifiés  
énumérés ci-après.

**Comments - Commentaires**

**Vendor/Firm Name and Address**  
**Raison sociale et adresse du**  
**fournisseur/de l'entrepreneur**

**Issuing Office - Bureau de distribution**  
Atlantic Region Acquisitions/Région de l'Atlantique  
Acquisitions  
1713 Bedford Row  
Halifax, N.S./Halifax, (N.E.)  
B3J 3C9  
Halifax  
Nova Scot

<b>Title - Sujet</b> MARINE CONSTRUCTION & INSPECTION	
<b>Solicitation No. - N° de l'invitation</b> W010C-14C141/A	<b>Date</b> 2014-08-15
<b>Client Reference No. - N° de référence du client</b> W010C-14-C141	<b>GETS Ref. No. - N° de réf. de SEAG</b> PW-\$PWA-123-5117
<b>File No. - N° de dossier</b> PWA-4-72007 (123)	<b>CCC No./N° CCC - FMS No./N° VME</b>
<b>Solicitation Closes - L'invitation prend fin</b> <b>at - à 02:00 PM</b> <b>on - le 2014-09-30</b>	
<b>Time Zone</b> <b>Fuseau horaire</b> Atlantic Daylight Saving Time ADT	
<b>Delivery Required - Livraison exigée</b> See Herein	
<b>Address Enquiries to: - Adresser toutes questions à:</b> Lockyer (PWA), Jeff	<b>Buyer Id - Id de l'acheteur</b> pwa123
<b>Telephone No. - N° de téléphone</b> (902)496-5636 ( )	<b>FAX No. - N° de FAX</b> (902)496-5016
<b>Destination - of Goods, Services, and Construction:</b> <b>Destination - des biens, services et construction:</b> DEPARTMENT OF NATIONAL DEFENCE FORMATION CONSTRUCTION ENGINEERING WILLOW PARK BLDG 7 HALIFAX NOVA SCOTIA B3K5X5 Canada	
<b>Security - Sécurité</b> This request for a Standing Offer includes provisions for security. Cette Demande d'offre à commandes comprend des dispositions en matière de sécurité.	

**Instructions: See Herein**

**Instructions: Voir aux présentes**

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

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**The bid solicitation package is to be inserted at this point and forms part of this document.**

**Le jointe au dossier de demande de soumissions doit être insérée ici et fait partie du présent document.**

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## **PART 1 - GENERAL INFORMATION**

### **1. Introduction**

The Request for Standing Offers (RFSO) is divided into six parts plus attachments and annexes, as follows:

- (i) Part 1, General Information;
- (ii) Part 2, Offeror Instructions;
- (iii) Part 3, Offer Preparation Instructions;
- (iv) Part 4, Evaluation Procedures and Basis of Selection;
- (v) Part 5, Certifications, and
- (vi) Part 6:  
6A, Standing Offer, and  
6B, Resulting Contract Clauses; and,  
the Annexes.

Part 1: provides a general description of the requirement;

Part 2: provides the instructions applicable to the clauses and conditions of the RFSO;

Part 3: provides offerors with instructions on how to prepare their offer to address the evaluation criteria specified;

Part 4: indicates how the evaluation will be conducted, the evaluation criteria which must be addressed in the offer, the security requirement, if applicable, and the basis of selection;

Part 5: includes the certifications to be provided;

Part 6A: includes the Standing Offer containing the offer from the Offeror and the applicable clauses and conditions;

Part 6B: includes the clauses and conditions which will apply to any contract resulting from a call-up made pursuant to the Standing Offer.

The Annexes include the Statement of Requirement, the Basis of Payment and any other annexes.

### **2. Summary**

Work under this Standing Offer Agreement comprises the furnishings of all labour, equipment, tools and marine vessels required for driving marine timber piles, marine timber construction, marine inspections, marine demolitions and removals, marine repairs and restorations above and below water as specified herein at various location within CFB Halifax, Department of National Defence. The period of this Standing Offer is for one year with two additional one-year options.

There is a security requirement associated with this requirement. For additional information, consult Part 4 - Evaluation Procedures and Basis of Selection, and Part 6A - Standing Offer. Offerors should consult the "Security Requirements for PWGSC Bid Solicitations - Instructions for Bidders" (<http://www.tpsgc-pwgsc.gc.ca/app-acq/lc-pl/lc-pl-eng.html#a31>) document on the Departmental Standard Procurement Documents Web site.

The requirement is subject to the provisions of the Agreement on Internal Trade (AIT).

### **3. Security Requirement**

There is a security requirement associated with the requirement of the Standing Offer. For additional information, see Part 4 - Evaluation Procedures and Basis of Selection, and Part 6 – Standing Offer and Resulting Contract Clauses.

### **4. Debriefings**

After issuance of a standing offer, offerors may request a debriefing on the results of the request for standing offers process. Offerors should make the request to the Standing Offer Authority within 15 working days of receipt of the results of the request for standing offers process. The debriefing may be in writing, by telephone or in person.

## **PART 2 - OFFEROR INSTRUCTIONS**

### **1. Standard Instructions, Clauses and Conditions**

All instructions, clauses and conditions identified in the Request for Standing Offers (RFSO) by number, date and title are set out in the Standard Acquisition Clauses and Conditions (<http://ccua-sacc.tpsgc-pwgsc.gc.ca/pub/acho-eng.jsp>) Manual issued by Public Works and Government Services Canada.

Offerors who submit an offer agree to be bound by the instructions, clauses and conditions of the RFSO and accept the clauses and conditions of the Standing Offer and resulting contract(s).

The 2006 (2014-06-26) Standard Instructions - Request for Standing Offers - Goods or Services - Competitive Requirements, are incorporated by reference into and form part of the RFSO.

Subsection 5.4 of 2006, Standard Instructions - Request for Standing Offers - Goods or Services - Competitive Requirements, is amended as follows:

Delete: sixty (60) days  
Insert: ninety (90) days

#### **1.1 Firm Price and/or Rates**

The offeror is required to submit firm prices, rates or both that will apply for the entire period of the Standing Offer.

### **2. Submission of Offers**

Offers must be submitted only to Public Works and Government Services Canada (PWGSC) Bid Receiving Unit by the date, time and place indicated on page 1 of the Request for Standing Offers.

### **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, offerors must provide the information required below before the issuance of a standing offer. If the answer to the questions and, as applicable the information required have not been received by the time the evaluation of offers is completed, Canada will inform the Offeror of a time frame within which to provide the information. Failure

to comply with Canada's request and meet the requirement within the prescribed time frame will render the offer non-responsive.

### Definitions

For the purposes of this clause,

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

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

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

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

### Former Public Servant in Receipt of a Pension

As per the above definitions, is the Offeror a FPS in receipt of a pension? **YES** ( ) **NO** ( )

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

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

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

### Work Force Adjustment Directive

Is the Offeror a FPS who received a lump sum payment pursuant to the terms of the Work Force Adjustment Directive? **YES** ( ) **NO** ( )

If so, the Offeror must provide the following information:

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

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

#### 4. Enquiries - Request for Standing Offers

All enquiries must be submitted in writing to the Standing Offer Authority no later than five (5) calendar days before the Request for Standing Offers (RFSO) closing date. Enquiries received after that time may not be answered.

Offerors should reference as accurately as possible the numbered item of the RFSO to which the enquiry relates. Care should be taken by offerors to explain each question in sufficient detail in order to enable Canada to provide an accurate answer. Technical enquiries that are of a proprietary nature must be clearly marked "proprietary" at each relevant item. Items identified as "proprietary" will be treated as such except where Canada determines that the enquiry is not of a proprietary nature. Canada may edit the questions or may request that offerors do so, so that the proprietary nature of the question is eliminated, and the enquiry can be answered with copies to all offerors. Enquiries not submitted in a form that can be distributed to all offerors may not be answered by Canada.

#### 5. Applicable Laws

The Standing Offer and any contract resulting from the Standing Offer must be interpreted and governed, and the relations between the parties determined, by the laws in force in Nova Scotia.

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

### PART 3 - OFFER PREPARATION INSTRUCTIONS

#### 1. Offer Preparation Instructions

Canada requests that offerors provide their offer in separately bound sections as follows:

Section I: Technical Offer (1 hard copy)  
Section II: Financial Offer (1 hard copy)  
Section III: Certifications (1 hard copy)

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

Canada requests that offerors follow the format instructions described below in the preparation of their offer.

- (a) use 8.5 x 11 inch (216 mm x 279 mm) paper;
- (b) use a numbering system that corresponds to that of the Request for Standing Offers.

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, offerors 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.

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### **Section I: Technical Offer**

In their technical offer, offerors should explain and demonstrate how they propose to meet the requirements and how they will carry out the Work.

### **Section II: Financial Offer**

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

#### **Payment by Credit Card**

Canada requests that offerors complete one of the following:

- (a)  Government of Canada Acquisition Cards (credit cards) will be accepted for payment of call-ups against the standing offer.

The following credit card(s) are accepted:

VISA \_\_\_\_\_

Master Card \_\_\_\_\_

- (b)  Government of Canada Acquisition Cards (credit cards) will not be accepted for payment of call-ups against the standing offer.

The Offeror is not obligated to accept payment by credit card.

Acceptance of credit cards for payment of call-ups will not be considered as an evaluation criterion.

### **Section III: Certifications**

Offerors must submit the certifications required under Part 5.

## **PART 4 - EVALUATION PROCEDURES AND BASIS OF SELECTION**

### **1. Evaluation Procedures**

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

#### **1.1. Technical Evaluation**

##### **Mandatory Technical Criteria**

Bidders must complete the Contractor Qualification Form at Annex F. Bidders must demonstrate the experience of the firm (2.1-2.5) and of key site personnel (3.1-3.3) as specified in Annex F. Bidders must demonstrate how the contractor meets or exceeds each of the criteria requested. Only bids that have demonstrated the necessary experience/qualifications as requested in Annex F will be considered responsive.

#### **1.2 Financial Evaluation**

The price of the offer will be evaluated in Canadian dollars, the Goods and Services Tax or the Harmonized Sales Tax excluded, FOB destination, Canadian customs duties and excise taxes included.

## 2. Basis of Selection

An offer must comply with the requirements of the Request for Standing Offers and meet all mandatory technical evaluation criteria to be declared responsive. The responsive offer with the lowest evaluated price will be recommended for issuance of a standing offer.

## 3. Security Requirement

1. Before issuance of a standing offer, the following conditions must be met:

(a) the Offeror must hold a valid organization security clearance as indicated in Part 6A - Standing Offer;

(b) the Offeror's proposed individuals requiring access to classified or protected information, assets or sensitive work site(s) must meet the security requirement as indicated in Part 6A - Standing Offer;

(c) the Offeror must provide the name of all individuals who will require access to classified or protected information, assets or sensitive work sites.

2. Canada will not delay the issuance of any standing offer to allow offerors to obtain the required clearance.

3. For additional information on security requirements, bidders should consult the "Security Requirements for PWGSC Bid Solicitations - Instructions for Bidders" (<http://www.tpsgc-pwgsc.gc.ca/app-acq/lc-pl/lc-pl-eng.html#a31>) document on the Departmental Standard Procurement Documents Web site.

## PART 5 - CERTIFICATIONS

Offerors must provide the required certifications and associated information to be issued a standing offer.

The certifications provided by offerors to Canada are subject to verification by Canada at all times. Canada will declare an offer non-responsive, will have the right to set-aside a standing offer, or will declare a contractor in default in carrying out any of its obligations under any resulting contracts, if any certification made by the Offeror is found to be untrue whether made knowingly or unknowingly during the offer evaluation period, during the Standing Offer period, or during the contract period.

The Standing Offer Authority will have the right to ask for additional information to verify the Offeror's certifications. Failure to comply and to cooperate with any request or requirement imposed by the Standing Offer Authority may render the Offer non-responsive, may result in the setting aside of the Standing Offer or constitute a default under the Contract.

### 1. Certifications Required Precedent to Issuance of a Standing Offer

#### 1.1 Integrity Provisions - Associated Information

By submitting an offer, the Offeror certifies that the Offeror and its Affiliates are in compliance with the provisions as stated in Section 01 Integrity Provisions - Offer of Standard Instructions 2006 . 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 - Standing Offer Certification

By submitting an offer, the Offeror certifies that the Offeror, and any of the Offeror's members if the Offeror is a Joint Venture, is not named on the Federal Contractors Program (FCP) for employment equity "[FCP Limited Eligibility to Bid](http://www.labour.gc.ca/eng/standards_equity/eq/emp/fcp/list/inelig.shtml)" list ([http://www.labour.gc.ca/eng/standards\\_equity/eq/emp/fcp/list/inelig.shtml](http://www.labour.gc.ca/eng/standards_equity/eq/emp/fcp/list/inelig.shtml)) available from Employment and Social Development Canada-Labour's website.

Canada will have the right to declare an offer non-responsive, or to set-aside a Standing Offer, if the Offeror, or any member of the Offeror if the Offeror is a Joint Venture, appears on the "[FCP Limited Eligibility to Bid](http://www.labour.gc.ca/eng/standards_equity/eq/emp/fcp/list/inelig.shtml)" list at the time of issuing of a Standing Offer or during the period of the Standing Offer.

## 2. Additional Certifications Required Precedent to Issuance of a Standing Offer

The certifications listed below should be completed and submitted with the offer, but may be submitted afterwards. If any of these required certifications is not completed and submitted as requested, the Standing Offer Authority will inform the Offeror of a time frame within which to provide the information. Failure to comply with the request of the Standing Offer Authority and to provide the certifications within the time frame provided will render the offer non-responsive.

## 2.2 Workers Compensation

The Contractor must maintain its account in good standing with the applicable provincial or territorial Workers' Compensation Board for the duration of the Contract.

## PART 6 - STANDING OFFER AND RESULTING CONTRACT CLAUSES

### A. STANDING OFFER

#### 1. Offer

The Offeror offers to fulfill the requirement in accordance with the Requirement at Annex A.

#### 2. Security Requirement

1. The Contractor/Offeror must, at all times during the performance of the Contract/Standing Offer, **hold a valid Designated Organization Screening (DOS)**, issued by the Canadian Industrial Security Directorate (CISD), Public Works and Government Services Canada (PWGSC).

2. The Contractor/Offeror personnel requiring access to sensitive work site(s) **must EACH hold a valid RELIABILITY STATUS**, granted or approved by CISD/PWGSC.

Until the security screening of the Contractor personnel required by this Contract has been completed satisfactorily by the CISD, PWGSC, the Contractor personnel **MAY NOT ENTER** sites without an escort.

3. Subcontracts which contain security requirements are NOT to be awarded without the prior written permission of CISD/PWGSC.

4. The Contractor/Offeror must comply with the provisions of the:

- (a) Security Requirements Check List and security guide (if applicable), attached at Annex C;
- (b) Industrial Security Manual (Latest Edition).

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### **3. Standard Clauses and Conditions**

All clauses and conditions identified in the Standing Offer and resulting contract(s) by number, date and title are set out in the [Standard Acquisition Clauses and Conditions Manual](https://buyandsell.gc.ca/policy-and-guidelines/standard-acquisition-clauses-and-conditions-manual) (<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**

2005 (2014-06-26) General Conditions - Standing Offers - Goods or Services, apply to and form part of the Standing Offer.

#### **3.2 Standing Offers Reporting**

The Offeror must compile and maintain records on its provision of goods, services or both to the federal government under contracts resulting from the Standing Offer. This data must include all purchases paid for by a Government of Canada Acquisition Card.

The Offeror must provide this data in accordance with the reporting requirements detailed in Annex D. If some data is not available, the reason must be indicated. If no goods or services are provided during a given period, the Offeror must still provide a "NIL" report.

The data must be submitted on a quarterly basis to the Standing Offer Authority.

The quarterly reporting periods are defined as follows:

1st quarter: April 1 to June 30;  
2nd quarter: July 1 to September 30;  
3rd quarter: October 1 to December 31;  
4th quarter: January 1 to March 31.

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

### **4. Term of Standing Offer**

#### **4.1 Period of the Standing Offer**

The period for making call-ups and providing services against the Standing Offer is one (1) year from date of award.

#### **4.2 Extension of Standing Offer**

If the Standing Offer is authorized for use beyond the initial period, the Offeror offers to extend its offer for an additional two (2) one-year periods, under the same conditions and at the rates or prices specified in the Standing Offer, or at the rates or prices calculated in accordance with the formula specified in the Standing Offer.

The Offeror will be advised of the decision to authorize the use of the Standing Offer for an extended period by the Standing Offer Authority before the expiry date of the Standing Offer. A revision to the Standing Offer will be issued by the Standing Offer Authority.

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## 5. Authorities

### 5.1 Standing Offer Authority

The Standing Offer Authority is:

Name: Jeff Lockyer  
Title: A/Supply Specialist  
Public Works and Government Services Canada  
Real Property Contracting

Address: 1713 Bedford Row, Halifax, NS B3J 3C9

Telephone: (902) 496-5636  
Facsimile: (902) 496-5016  
E-mail address: [Jeffrey.lockyer@pwgsc.gc.ca](mailto:Jeffrey.lockyer@pwgsc.gc.ca)

The Standing Offer Authority is responsible for the establishment of the Standing Offer, its administration and its revision, if applicable. Upon the making of a call-up, as Contracting Authority, he is responsible for any contractual issues relating to individual call-ups made against the Standing Offer by any Identified User.

### 5.2 Project Authority

The Project Authority for the Standing Offer is identified in the call-up against the Standing Offer.

The Project Authority is the representative of the department or agency for whom the Work will be carried out pursuant to a call-up against the Standing Offer and is responsible for all the technical content of the Work under the resulting Contract.

### 5.3 Offeror's Representative

Name: \_\_\_\_\_  
Title: \_\_\_\_\_  
Organization: \_\_\_\_\_  
Address: \_\_\_\_\_

Telephone: \_\_\_\_ - \_\_\_\_ - \_\_\_\_\_  
Facsimile: \_\_\_\_ - \_\_\_\_ - \_\_\_\_\_  
E-mail address: \_\_\_\_\_

## 6. Identified Users

The Identified User authorized to make call-ups against the Standing Offer is: Formation Construction Engineering, Maritime Forces Atlantic, and Department of National Defence.

## 7. Call-up Instrument

The Work will be authorized or confirmed by the Identified User using form PWGSC-TPSGC 942, Call-up Against a Standing Offer or electronic document.

## 8. Limitation of Call-ups

Individual call-ups against the Standing Offer must not exceed **\$60,000.00** (Goods and Services Tax or Harmonized Sales Tax included).

## 9. Financial Limitation - Determined at award

The total cost to Canada resulting from call-ups against the Standing Offer must not exceed the sum of \$\_\_\_\_\_ (Goods and Services Tax or Harmonized Sales Tax excluded) unless otherwise authorized in writing by the Standing Offer Authority. The Offeror must not perform any work or services or supply any articles in response to call-ups which would cause the total cost to Canada to exceed the said sum, unless an increase is so authorized.

The Offeror must notify the Standing Offer Authority as to the adequacy of this sum when 75 percent of this amount has been committed, or (two) 2 months before the expiry date of the Standing Offer, whichever comes first. However, if at any time, the Offeror considers that the said sum may be exceeded, the Offeror must promptly notify the Standing Offer Authority.

## 10. Priority of Documents

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

- a) the call up against the Standing Offer, including any annexes;
- b) the articles of the Standing Offer;
- c) the general conditions 2005 (2014-06-26), General Conditions - Standing Offers - Goods or Services
- d) the general conditions 2010C (2014-06-26) General Conditions - Services (Medium Complexity);
- e) Annex A, Statement of Work;
- f) Annex B, Basis of Payment;
- g) Annex C, Security Requirement Check List;
- h) Annex D, Reporting Requirements;
- i) Annex E, Insurance Requirements;
- j) Annex F, Contractor Qualifications Attestation Form;
- k) Annex G, Code of Conduct requirements
- l) the Offeror's offer \_\_\_\_\_.

## 11. Certifications

### Compliance

Compliance with the certifications provided by the Offeror is a condition of authorization of the Standing Offer and subject to verification by Canada during the term of the Standing Offer and of any resulting contract that would continue beyond the period of the Standing Offer. In the event that the Offeror does not comply with any certification or it is determined that any certification made by the Offeror in its offer is untrue, whether made knowingly or unknowingly, Canada has the right to terminate any resulting contract for default and set aside the Standing Offer.

## 12. Applicable Laws

The Standing Offer and any contract resulting from the Standing Offer must be interpreted and governed, and the relations between the parties determined, by the laws in force in Nova Scotia.

## **B. RESULTING CONTRACT CLAUSES**

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

### **1. Statement of Requirement**

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

### **2. Standard Clauses and Conditions**

#### **2.1 General Conditions**

2010C (2014-06-26), General Conditions - Services (Medium Complexity) apply to and form part of the Contract.

Section (13) Interest on Overdue Accounts, of 2010C (2011-05-16), General Conditions - Services (Medium Complexity) will not apply to payments made by credit cards at point of sale

### **3. Term of Contract**

#### **3.1 Period of the Contract**

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

### **4. Payment**

#### **4.1 Basis of Payment**

In consideration of the Contractor satisfactorily completing all of its obligations under the Contract, the Contractor will be paid a firm unit prices, as specified in Annex B for a cost of \$ (determined at call-up). Customs duties are excluded and Goods and Services Tax or Harmonized Sales Tax is extra, if applicable.

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.

#### **4.2 Limitation of Expenditure**

1. Canada's total liability to the Contractor under the Contract must not exceed the amount set at time of call-up, to a maximum as detailed in 8 - Limitation of Call-Ups. Customs duties are excluded and Goods and Services Tax or Harmonized Sales Tax is extra, if applicable.

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,

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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.

### **4.3 Single Payment**

Canada will pay the Contractor upon completion and delivery of the Work in accordance with the payment provisions of the Contract if:

- a) an accurate and complete invoice and any other documents required by the Contract have been submitted in accordance with the invoicing instructions provided in the Contract;
- b) all such documents have been verified by Canada;
- c) the Work delivered has been accepted by Canada.

### **4.4 Payment by Credit Card**

The following credit cards are accepted: \_\_\_\_\_ and \_\_\_\_\_.

## **5. Invoicing Instructions**

1. The Contractor must submit invoices in accordance with the section entitled "Invoice Submission" of the general conditions along with the maintenance report described in the Statement of Work of the Contract.

Invoices cannot be submitted until all work identified in the invoice has been completed and that all maintenance service call reports related to the Work identified in the invoice have been received by the Project Authority.

2. The Contractor must distribute the invoices and reports as follows:

The original and two (2) copies of the invoices and maintenance reports must be forwarded to the address shown on page 1 of the Contract for certification and payment.

## **6. Discretionary Audit**

1. The following are subject to government audit before or after payment is made:

(a) The amount claimed under the Contract, as computed in accordance with the Basis of Payment, including time charged.

(b) The accuracy of the Contractor's time recording system.

(c) The estimated amount of profit in any firm-priced element, firm time rate, firm overhead rate, or firm salary multiplier, for which the Contractor has provided the appropriate certification. The purpose of the audit is to determine whether the actual profit earned on a single contract if only one exists, or the aggregate of actual profit earned by the Contractor on a series of negotiated contracts containing one or more of the prices, time rates or multipliers mentioned above, during a particular period selected, is reasonable and justifiable based on the estimated amount of profit included in earlier price or rate certification(s).

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(d) Any firm-priced element, firm time rate, firm overhead rate, or firm salary multiplier for which the Contractor has provided a "most favoured customer" certification. The purpose of such audit is to determine whether the Contractor has charged anyone else, including the Contractor's most favoured customer, lower prices, rates or multipliers, for like quality and quantity of goods or services.

2. Any payments made pending completion of the audit must be regarded as interim payments only and must be adjusted to the extent necessary to reflect the results of the said audit. If there has been any overpayment, the Contractor must repay Canada the amount found to be in excess.

## **7. Insurance**

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

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

The Contractor must forward to the Contracting Authority within ten (10) days after the date of award of the Contract, a Certificate of Insurance evidencing the insurance coverage and confirming that the insurance policy complying with the requirements is in force. Coverage must be placed with an Insurer licensed to carry out business in Canada. The Contractor must, if requested by the Contracting Authority, forward to Canada a certified true copy of all applicable insurance policies.

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## **ANNEX A**

### **STATEMENT OF REQUIREMENT**

Document titled "*Standing Offer Agreement Specification, Marine construction and Inspection, CFB Halifax, NS, Job No. W010C-14-C141*" dated 2014-01-14.

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**ANNEX B**

**BASIS OF PAYMENT**

<b>Table 1 - Year One</b>				
<b>Class of Labour</b>	<b>Unit of Measure</b>	<b>Est. Usage</b>	<b>Unit Rate</b>	<b>Bid Price</b>
1. Working Supervisor	Per hour	1,000	\$ _____	\$ _____
2. Equipment Operators	Per hour	1,000	\$ _____	\$ _____
3. Deckhand/Wharf Builder (Concrete, Timber, Etc.)	Per hour	2,000	\$ _____	\$ _____
4. Commercial Diver	Per hour	500	\$ _____	\$ _____
5. Welder	Per hour	200	\$ _____	\$ _____
6. Floating Crane* (or barge c/w land based crane mounted on barge deck) complete with operator and fuel. Minimum 4 Hr Call-Up ~~See note below~~	Per hour	200	\$ _____	\$ _____
7. Crew for Floating Crane	Per hour	200	\$ _____	\$ _____
8. Land Based Crane, 30 Ton minimum capacity complete with operator and equipped with 1 CY (minimum size) Clam bucket, 45,000 Ft-LB (minimum energy) Pile Driver or Rigged for Lifting as required	Per Hour	200	\$ _____	\$ _____
9. 200 AMP (minimum) Electric Welding Machine (including fuel)	Per Day	20	\$ _____	\$ _____
10. 185 CFM Compressor (including hose and fuel)	Per Day	40	\$ _____	\$ _____
11. Water-Jet Blaster capable of delivering 7,000 pounds per square inch (7,000 psi) minimum pressure at the nozzle (including hose and fuel)	Per Day	40	\$ _____	\$ _____
12. Small Work Raft (100-150 Square feet)	Per Day	80	\$ _____	\$ _____
13. Large Work Raft (greater than 150 Square feet)	Per Day	120	\$ _____	\$ _____
14. Work Boat (100 Horsepower minimum) (unoperated)	Per Hour	500	\$ _____	\$ _____
15. Material, Subcontracting, Rental & Outside Services Allowance	Allowance		N/A	
<b>Total for Table One</b>				\$ _____

**\* Floating Crane Note:**

The crew for this item will consist of the minimum number of people required to operate the floating crane in accordance with all rules and regulations as laid down by the Queen's Harbour Master (QHM), Mabour Canada, and Vessel Traffic Services (CCG).

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The pricing provide in item #7 (above) is to include the floating crane (or barge) of a minimum displacement of 600 Tons and if minimum dimensions sufficient to accommodate the fixed plant or a 50 Ton land based crane secured to the deck. The floating crane/barge shall also include a workboat, winches, anchor systems, a generator, pumps and a clam bucket with a minimum capacity of 1 Cubic Yard (1CY). In addition the floating crane/barge is to be equipped with a pile driver capable of delivering a minimum of 45,000 Foot-Pounds (45,000 Ft-Lb) of energy. A minimum crew of three (3) is required. The crew or equipment may be augmented by the classifications and rates shown herein.

Table 2 - Year Two				
Class of Labour	Unit of Measure	Est. Usage	Unit Rate	Bid Price
1. Working Supervisor	Per hour	1,000	\$ _____	\$ _____
2. Equipment Operators	Per hour	1,000	\$ _____	\$ _____
3. Deckhand/Wharf Builder (Concrete, Timber, Etc.)	Per hour	2,000	\$ _____	\$ _____
4. Commercial Diver	Per hour	500	\$ _____	\$ _____
5. Welder	Per hour	200	\$ _____	\$ _____
6. Floating Crane* (or barge c/w land based crane mounted on barge deck) complete with operator and fuel. Minimum 4 Hr Call-Up ~~See note below~~	Per hour	200	\$ _____	\$ _____
7. Crew for Floating Crane	Per hour	200	\$ _____	\$ _____
8. Land Based Crane, 30 Ton minimum capacity complete with operator and equipped with 1 CY (minimum size) Clam bucket, 45,000 Ft-LB (minimum energy) Pile Driver or Rigged for Lifting as required	Per Hour	200	\$ _____	\$ _____
9. 200 AMP (minimum) Electric Welding Machine (including fuel)	Per Day	20	\$ _____	\$ _____
10. 185 CFM Compressor (including hose and fuel)	Per Day	40	\$ _____	\$ _____
11. Water-Jet Blaster capable of delivering 7,000 pounds per square inch (7,000 psi) minimum pressure at the nozzle (including hose and fuel)	Per Day	40	\$ _____	\$ _____
12. Small Work Raft (100-150 Square feet)	Per Day	80	\$ _____	\$ _____
13. Large Work Raft (greater than 150 Square feet)	Per Day	120	\$ _____	\$ _____
14. Work Boat (100 Horsepower minimum) (unoperated)	Per Hour	500	\$ _____	\$ _____
15. Material, Subcontracting, Rental & Outside Services Allowance	Allowance		N/A	
Total for Table Two				\$ _____

\* Floating Crane Note:

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The crew for this item will consist of the minimum number of people required to operate the floating crane in accordance with all rules and regulations as laid down by the Queen's Harbour Master (QHM), Mabour Canada, and Vessel Traffic Services (CCG).

The pricing provide in item #7 (above) is to include the floating crane (or barge) of a minimum displacement of 600 Tons and if minimum dimensions sufficient to accommodate the fixed plant or a 50 Ton land based crane secured to the deck. The floating crane/barge shall also include a workboat, winches, anchor systems, a generator, pumps and a clam bucket with a minimum capacity of 1 Cubic Yard (1CY). In addition the floating crane/barge is to be equipped with a pile driver capable of delivering a minimum of 45,000 Foot-Pounds (45,000 Ft-Lb) of energy. A minimum crew of three (3) is required. The crew or equipment may be augmented by the classifications and rates shown herein.

<b>Table 3 - Year Three</b>				
<b>Class of Labour</b>	<b>Unit of Measure</b>	<b>Est.Usage</b>	<b>Unit Rate</b>	<b>Bid Price</b>
1. Working Supervisor	Per hour	1,000	\$ _____	\$ _____
2. Equipment Operators	Per hour	1,000	\$ _____	\$ _____
3. Deckhand/Wharf Builder (Concrete, Timber, Etc.)	Per hour	2,000	\$ _____	\$ _____
4. Commercial Diver	Per hour	500	\$ _____	\$ _____
5. Welder	Per hour	200	\$ _____	\$ _____
6. Floating Crane* (or barge c/w land based crane mounted on barge deck) complete with operator and fuel. Minimum 4 Hr Call-Up ~~See note below~~	Per hour	200	\$ _____	\$ _____
7. Crew for Floating Crane	Per hour	200	\$ _____	\$ _____
8. Land Based Crane, 30 Ton minimum capacity complete with operator and equipped with 1 CY (minimum size) Clam bucket, 45,000 Ft-LB (minimum energy) Pile Driver or Rigged for Lifting as required	Per Hour	200	\$ _____	\$ _____
9. 200 AMP (minimum) Electric Welding Machine (including fuel)	Per Day	20	\$ _____	\$ _____
10. 185 CFM Compressor (including hose and fuel)	Per Day	40	\$ _____	\$ _____
11. Water-Jet Blaster capable of delivering 7,000 pounds per square inch (7,000 psi) minimum pressure at the nozzle (including hose and fuel)	Per Day	40	\$ _____	\$ _____
12. Small Work Raft (100-150 Square feet)	Per Day	80	\$ _____	\$ _____
13. Large Work Raft (greater than 150 Square feet)	Per Day	120	\$ _____	\$ _____
14. Work Boat (100 Horsepower minimum) (unoperated)	Per Hour	500	\$ _____	\$ _____
15. Material, Subcontracting, Rental & Outside Services Allowance	Allowance		N/A	
<b>Total for Table Three</b>				\$ _____

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**\* Floating Crane Note:**

The crew for this item will consist of the minimum number of people required to operate the floating crane in accordance with all rules and regulations as laid down by the Queen's Harbour Master (QHM), Mabour Canada, and Vessel Traffic Services (CCG).

The pricing provide in item #7 (above) is to include the floating crane (or barge) of a minimum displacement of 600 Tons and if minimum dimensions sufficient to accommodate the fixed plant or a 50 Ton land based crane secured to the deck. The floating crane/barge shall also include a workboat, winches, anchor systems, a generator, pumps and a clam bucket with a minimum capacity of 1 Cubic Yard (1CY). In addition the floating crane/barge is to be equipped with a pile driver capable of delivering a minimum of 45,000 Foot-Pounds (45,000 Ft-Lb) of energy. A minimum crew of three (3) is required. The crew or equipment may be augmented by the classifications and rates shown herein.

Total Bid Price for Evaluation (Sum of Tables 1, 2, 3)

Table 1 Total \$ \_\_\_\_\_

Table 2 Total \$ \_\_\_\_\_

Table 3 Total \$ \_\_\_\_\_

Total Bid Price \$ \_\_\_\_\_

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**ANNEX C**

**SECURITY REQUIREMENTS CHECK LIST**

Attached.

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**ANNEX D**

**REPORTING REQUIREMENTS**

**Periodic Usage Report Form**

As a requirement of this Request for Standing Offer, a report shall be submitted as follows: (\*\*\*)The final report is to provide a list showing items requisitioned that represent approximately the total value of call-ups.\*\*\*). **The Offeror understands that it is their responsibility to implement a system for tracking call-ups against this standing offer in order to provide usage reports and ensure that the financial limitation is not exceeded. Failure to comply may result in the setting aside of the Standing offer.**

Return to:

Public Works and Government Services Canada  
 Acquisitions  
 Real Property Contracting (NS)  
 1713 Bedford Row / PO Box 2247  
 Halifax, Nova Scotia B3J 3C9  
 ATTN: Jeff Lockyer  
 Jeffrey.lockyer@pwgsc.gc.ca

Standing Offer Description:		Standing Offer Number:		Start Date of SO (DD/MM/YYYY)		End Date of SO (DD/MM/YYYY)	
Total Value to Date \$		Total Value for Reporting Period \$		Start Reporting Period (DD/MM/YYYY)		End Reporting Period (DD/MM/YYYY)	
Department requesting	Order Number on call-up	Item Description	Item Quantity	Unit of Measure (each, litre, etc.)	Date of Order of call-up	Date of Delivery Start/ completion	Value of Order (not including HST/GST)

## ANNEX E

### INSURANCE REQUIREMENTS

#### 1.0 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 Insurers: Without increasing the limit of liability, the policy must protect all insured parties to the full extent of coverage provided. Further, the policy must apply to each Insured in the same manner and to the same extent as if a separate policy had been issued to each.

(f) Blanket Contractual Liability: The policy must, on a blanket basis or by specific reference to the Contract, extend to assumed liabilities with respect to contractual provisions.

(g) Employees and, if applicable, Volunteers must be included as Additional Insured.

(h) Employers' Liability (or confirmation that all employees are covered by Worker's compensation (WSIB) or similar program)

(i) Broad Form Property Damage including Completed Operations: Expands the Property Damage coverage to include certain losses that would otherwise be excluded by the standard care, custody or control exclusion found in a standard policy.

(j) Notice of Cancellation: The Insurer will endeavour to provide the Contracting Authority thirty (30) days written notice of policy cancellation.

(k) If the policy is written on a claims-made basis, coverage must be in place for a period of at least 12 months after the completion or termination of the Contract.

(l) Owners' or Contractors' Protective Liability: Covers the damages that the Contractor becomes legally obligated to pay arising out of the operations of a subcontractor.

(m) Non-Owned Automobile Liability - Coverage for suits against the Contractor resulting from the use of hired or non-owned vehicles.

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(n) Amendment to the Watercraft Exclusion to extend to incidental repair operations on board watercraft.

(o) Sudden and Accidental Pollution Liability (minimum 120 hours): To protect the Contractor for liabilities arising from damages caused by accidental pollution incidents.

(p) 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 acknowledgement 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.

## **2.0 Marine Liability Insurance**

1. The Contractor must obtain Protection & Indemnity (P&I) insurance that must include excess collision liability and pollution liability. The insurance must be placed with a member of the International Group of Protection & Indemnity Associations or with a fixed market in an amount of not less than the limits determined by the Marine Liability Act, S.C. 2001, c. 6. Coverage must include crew liability, if it is not covered by Worker's Compensation as detailed in paragraph (2.) below.

2. The Contractor must obtain Worker's Compensation insurance covering all employees engaged in the Work in accordance with the statutory requirements of the Territory or Province or state of nationality, domicile, employment, having jurisdiction over such employees. If the Contractor is assessed any additional levy, extra assessment or super-assessment by a Worker's Compensation Board, as a result of an accident causing injury or death to an employee of the Contractor or subcontractor, or due to unsafe working conditions, then such levy or assessment must be paid by the Contractor at its sole cost.

3. The Protection and Indemnity insurance 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 as additional insured should read as follows: Canada, represented by Public Works and Government Services Canada.

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(b) Waiver of Subrogation Rights: Contractor's Insurer to waive all rights of subrogation against Canada as represented by Department of National Defence and Public Works and Government Services Canada for any and all loss of or damage to the watercraft however caused.

(c) Notice of Cancellation: The Insurer will endeavour to provide the Contracting Authority thirty (30) days written notice of cancellation.

(d) 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.

### **3.0 Errors and Omissions Liability Insurance**

1. The Contractor must obtain Errors and Omissions Liability (a.k.a. Professional 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 \$1,000,000 per loss and in the annual aggregate, inclusive of defence costs.

2. 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.

3. The following endorsement must be included:

Notice of Cancellation: The Insurer will endeavour to provide the Contracting Authority thirty (30) days written notice of cancellation.

### **4.0 Environmental Impairment Liability Insurance**

1. The Contractor must obtain Type 2: "Contractors Pollution Liability" and Type 4: "Contractors Professional 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 \$1,000,000 per accident or occurrence and in the annual aggregate.

2. 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.

3. The Type 2: "Contractors Pollution Liability" and the Type 4: "Contractors Professional 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 as additional insured should read as follows: Canada, represented by Public Works and Government Services Canada.

(b) Notice of Cancellation: The Insurer will endeavour to provide the Contracting Authority thirty (30) days written notice of policy cancellation.

(c) Separation of Insureds: 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.

(d) 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.

(e) Incidental Transit Extension: The policy must extend to losses arising from any waste, products or materials transported, shipped, or delivered via any transportation mode to a location beyond the boundaries of a site at which the Contractor or any entity for which the Contractor is legally liable is performing or has performed the operations described in the contract.

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## **5.0 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

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**ANNEX F**

**W010C-14-C141**

**MARINE CONSTRUCTION AND INSPECTION**

**CONTRACTOR QUALIFICATIONS ATTESTATION FORM**

Contractor must complete this Appendix and return one original with the tender. Key personnel identified for involvement with this Standing Offer Agreement shall identify their experience with Marine Construction and Inspection.

1. **Marine Construction and Inspection Contractor** \_\_\_\_\_  
\_\_\_\_\_  
Address \_\_\_\_\_  
\_\_\_\_\_  
Telephone \_\_\_\_\_  
Fax \_\_\_\_\_  
Contact Person \_\_\_\_\_

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2. List 5 (five) principal Marine Construction or Marine Inspection Projects that your firm has completed within the last 10 (ten) years in good standing. A minimum of one project in each category (Construction & Inspection) is required; the remaining 3 (three) projects may be representative of Marine Construction, Marine Inspection, or a mix of both. Projects must be equal to or greater than \$25,000.00.

2.1.1 **Project Name & Address** \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

2.1.2 **Owner** \_\_\_\_\_

2.1.3 **Reference Person to Contact** \_\_\_\_\_

2.1.4 **Phone Number** \_\_\_\_\_

2.1.5 **Engineer / Site Superintendent** \_\_\_\_\_

2.1.6 **Phone Number** \_\_\_\_\_

2.1.7 **Date Completed** \_\_\_\_\_

2.1.8 **Brief Description of Project** \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

2.1.9 **Project Value** \_\_\_\_\_

2.1.10 **Identify Types of work your firm was responsible for on this Project**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

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2.2.1 **Project Name & Address** \_\_\_\_\_

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2.2.2 **Owner** \_\_\_\_\_

2.2.3 **Reference Person to Contact** \_\_\_\_\_

2.2.4 **Phone Number** \_\_\_\_\_

2.2.5 **Engineer / Site Superintendent** \_\_\_\_\_

2.2.6 **Phone Number** \_\_\_\_\_

2.2.7 **Date Completed** \_\_\_\_\_

2.2.8 **Brief Description of Project** \_\_\_\_\_

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2.2.9 **Project Value** \_\_\_\_\_





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2.4.9 Project Value \_\_\_\_\_

2.4.10 Identify Types of work your firm was responsible for on this Project

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2.5.1 **Project Name & Address** \_\_\_\_\_

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2.5.2 Owner \_\_\_\_\_

2.5.3 Reference Person to Contact \_\_\_\_\_

2.5.4 Phone Number \_\_\_\_\_

2.5.5 Engineer / Site Superintendent \_\_\_\_\_

2.5.6 Phone Number \_\_\_\_\_

2.5.7 Date Completed \_\_\_\_\_

2.5.8 Brief Description of Project \_\_\_\_\_

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2.5.9 Project Value \_\_\_\_\_

2.5.10 Identify Types of work your firm was responsible for on this Project

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**3. Key Site Personnel**

**3.1.1 Working Supervisor**

Name \_\_\_\_\_

History of Employment: (Names of Employers and duties of employment over the past 10 (ten) years in Marine Construction and Inspection). If there is insufficient space type the requested information on separate sheets and attach.

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3.1.2 List and provide a brief description of 3 (three) projects, completed within the last 10 years, involving Marine Construction and Inspection. If there is insufficient space type the requested information on separate sheets and attach.

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**3.2.1 Equipment Operator**

Name \_\_\_\_\_

History of Employment: (Names of Employers and duties of employment over the past 6 (six) years in Marine Construction and Inspection). If there is insufficient space type the requested information on separate sheets and attach.

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3.2.2 List and provide a brief description of 3 (three) projects, completed within the last 6 years, involving Marine Construction and Inspection. If there is insufficient space type the requested information on separate sheets and attach.

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**3.3.1 Deckhand / Wharf Builder**

Name \_\_\_\_\_

History of Employment: (Names of Employers and duties of employment over the past 6 (six) years in Marine Construction and Inspection). If there is insufficient space type the requested information on separate sheets and attach.

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3.3.2 List and provide a brief description of 3 (three) projects, completed within the last 6 years, involving Marine Construction and Inspection. If there is insufficient space type the requested information on separate sheets and attach.

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**ANNEX G**

Buyer ID - Id de l'acheteur  
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**CODE OF CONDUCT REQUIREMENTS**

Bidder must submit with their bid, by the bid solicitation closing date:

- (a) a complete list of names of all individuals who are currently directors of the Bidder;
- (b) a properly completed and signed form Consent to a Criminal Record Verification

Complete Legal Name of Supplier: \_\_\_\_\_  
Supplier Address: \_\_\_\_\_  
Supplier PBN: \_\_\_\_\_

Solicitation Number: W010C-14C141  
Contracting Officer Signature Block: Jeff Lockyer  
Supply Officer  
Atlantic Region Acquisitions  
Public Works and Government Services Canada  
5th Floor, Dominion Public Building  
1713 Bedford Row, Halifax, NS B3J 3C9  
jeffrey.lockyer@pwgsc-tpsgc.gc.ca  
Telephone / Téléphone: (902) 496-5636  
Facsimile / Télécopieur: (902) 496-5016  
Government of Canada / Gouvernement du Canada

List of Directors: Please provide a list of names of all individuals currently on the Board of Directors of the above company.

**Board of Directors:** (Please print clearly)

NAME	NAME	NAME	NAME

Attach additional names on a separate sheet if required.

Department of National Defence



Specification

Standing Offer Agreement

## **Marine Construction and Inspection**

CFB Halifax, NS

Job No.W010C-14-C141

2014-01-14

<u>Section</u>	<u>Title</u>	<u>Pages</u>
<u>Division 01 - General Requirements</u>		
01 11 00	General Instructions	8
01 35 30	Health and Safety Requirements	7
01 35 35	DND Fire Safety Requirements	4
01 35 36	Security, Safety and Fire Regulations CFAD Bedford, NS	5
01 35 37	Access to DRDC Atlantic Complex	1
01 35 43	Environmental Procedures	3
01 35 73	Confined Spaces Requirements	8
01 56 00	Temporary Barriers and Enclosures	3
01 61 00	Common Product Requirements	7
01 74 11	Cleaning	2
<u>Division 02 - Existing Conditions</u>		
02 41 13	Selective Site Demolition	2
02 41 61	Annex A Potential Diver Hazards	9
02 41 62	Annex B Liability Waiver	1

PART 1 - GENERAL

- 1.1 RELATED SECTIONS .1 Section 01 61 00 Common Product Requirements.  
.2 Section 02 41 13 Selective Site Demolition.  
.3 Section 02 41 61 Annex A Potential Diver Hazards.  
.4 Section 02 41 62 Annex B Liability Waiver.

- 1.2 REFERENCES .1 **Canadian Standards Association(CSA):**  
.1 CSA-A23.1-09/A23.2-09, Concrete Materials and Methods of Concrete Construction/Methods of Test for Concrete.  
.2 CSA-O56-10, Round Wood Piles.  
.3 CSA O80 Series-08(R2012), Wood Preservation.  
.4 CSA B111-1974(R2003), Wire Nails, Spikes and Staples.  
.5 CAN/CSA-G164-M92 (R2003), Hot Dip Galvanizing of Irregularly Shaped Articles.  
.6 CSA S350-M1980 (R2003), Code of Practice for Safety in Demolition of Structures.  
.2 **American Society for Testing and Materials(ASTM):**  
.1 ASTM A307-12, Carbon Steel Bolts, Studs and Threaded Rod 60,000psi Tensile Strength.  
.2 ASTM C109/C109M-13, Standard Test Method for Compressive Strength of Hydraulic Cement Mortars (Using 2 inch or 50mm Cube Specimens).  
.3 ASTM C150/C150M-12, Portland Cement.  
.4 ASTM C260/C260M-10a, Air-Entraining Admixtures for Concrete.  
.5 ASTM C827/C827M-10, Standard Test Method for Change in Height at Early Ages of Cylindrical Specimens of Cementitious Mixtures.  
.6 ASTM C309-11, Liquid Membrane-Forming Compounds for Curing Concrete.
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<u>1.2 REFERENCES (Cont'd)</u>	.2	(Cont'd)
	.7	ASTM C494/C494M-13, Chemical Admixtures for Concrete.
	.8	ASTM C595/C595M-13, Blended Hydraulic Cement.
	.9	ASTM C939-10, Standard Test Method for Flow of Grout for Preplaced-Aggregate Concrete(Flow Cone Method).
	.10	ASTM C1017/C1017M-07, Chemical Admixtures for Use in Producing Flowing Concrete.
	.3	<b>American Concrete Institute(ACI):</b>
	.1	ACI 117-10, Tolerances for Concrete Construction and Materials.
	.4	<b>Portland Cement Association(PCA):</b>
	.1	PCA RD 112TC, Supplementary Cementing Materials for Use in Blended Cements.
	.5	<b>American Wood Protection Association(AWPA):</b>
	.1	AWPA M2-11, Inspection of Treated Wood Products.
<u>1.3 ENGINEER</u>	.1	All reference to the Engineer in this specification, refers to the Contract Inspector which is representing the Base Construction Engineering Officer (BCEO).
	.2	The Engineer will provide the Contractor with a list of his/her authorized representatives at the pre-job meeting.
<u>1.4 DESCRIPTION OF WORK</u>	.1	Work under this Standing Offer comprises the furnishing of all labour, material, tools, equipment, transportation, and marine vessels required for driving marine timber piles, marine timber construction, marine inspections, marine demolitions and removals, marine repairs and restorations above and below water as specified herein.
<u>1.5 WORK INCLUDED</u>	.1	Pile driving - marine timber piles;
	.2	demolition and removals - marine piles and various timber members;
	.3	heavy construction - marine timbers;

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- 1.5 WORK INCLUDED (Cont'd)
- .4 underwater construction and inspection;
  - .5 concrete restoration(above and below waterline);
  - .6 environmental protection;
  - .7 Note: Work may include welding, diving, and any necessary work required to facilitate pile driving and marine timber construction.
  - .8 clean-up.
- 1.6 LOCATIONS OF JOB SITES
- .1 Areas covered under this Specification include:
    - .1 HMC Dockyard - Halifax, NS;
    - .2 Dockyard Annex (NAD) - Dartmouth, NS;
    - .3 Bedford Magazine (CFAD Bedford) - Bedford, NS;
    - .4 DRDC Atlantic - Dartmouth, NS;
    - .5 12 Wing Shearwater - Eastern Passage, NS.
- 1.7 SITE ACCESS
- .1 Access to the sites is under the direction of the Department of National Defence. All visitors entering areas issuing a daily pass will be aware of the requirement for search as a condition of issue.
  - .2 While within the confines of CFB Halifax all employees and representatives of the Contractor must comply with all of the Standing Orders as promulgated by Base Authorities.
- 1.8 PRE-JOB MEETING
- .1 Immediately upon receipt of award of Standing Offer Agreement, the successful Contractor will contact the Engineer to arrange a pre-job meeting prior to commencement of any work.
- 1.9 CONTRACTOR QUALIFICATIONS
- .1 The Contractor must satisfy the Engineer that he / she has adequate and qualified staff to perform the service expected. This includes the processing of all service calls within one (1) week after a Call-up Against a Standing Offer.
  - .2 Whenever the Contractor uses sub-contractors, they too must perform to and comply with all requirements of this Standing Offer Agreement.
-

1.10 WORKMANSHIP

- .1 Workmanship must be the best quality executed by workers experienced and skilled in the respective duties for which they are employed.
- .2 Do not employ any unfit person or anyone unskilled in their required duties. The Engineer reserves the right to require the dismissal from the site, workers deemed incompetent, careless, insubordinate or otherwise objectionable.
- .3 Decisions as to the quality or fitness of workmanship in cases of dispute rest solely with the Engineer whose decision is final.
- .4 The Contractor will employ a competent and experienced supervisor with the authority to speak on his behalf on day-to-day routine matters.

1.11 CONTRACTOR'S  
USE OF SITE

- .1 Contractor will be briefed on use of site by Engineer.
- .2 Do not unreasonably encumber site with materials or equipment.
- .3 Move stored products or equipment which interferes with operations of Engineer or other Contractors.
- .4 The Engineer will brief the Contractor on access to restricted areas.
- .5 Obtain a properly completed Excavation Permit from the Engineer prior to carrying out any excavations on site.

1.12 PARKING

- .1 One parking space will be made available on sites for company vehicles and equipment only. Maintain and administer these spaces as directed.

1.13 NORMAL WORKING  
HOURS

- .1 Normal working hours will be 0730 to 1600 hours, Monday to Friday. Any work carried out other than normal working hours must be authorized by the Engineer.

1.14 CODES AND STANDARDS

- .1 Perform work in accordance with the latest edition of National Building Code of Canada (NBC), National Fire Code of Canada, Canadian Electrical Code Part I, Canada Labour Code Part II, Occupational Health and Safety Act, Canadian Welding Bureau, NS Fall Protection and Scaffold regulations in accordance with latest revisions and any other code of provincial or local application provided that in any case of conflict or discrepancy, the more stringent requirements will apply.
- .2 Meet or exceed requirements of Standing Offer documents, specified standards, codes and referenced documents.

1.15 PROTECTION OF EXISTING FACILITIES

- .1 The Contractor must take all necessary precautions to ensure against damage to existing facilities. Any damage to such facilities as a result of the Contractor's operations must be repaired or replaced by the Contractor at his own expense, as soon as is reasonably possible.
- .2 Special coverings and protection must be provided to protect plants, walls, projections and adjacent work where materials are being removed, installed or hoisted.
- .3 The Contractor must protect all occupant owned furnishings and equipment, and the building from damage during execution of the Contract.
- .4 Where the Engineer considers it necessary, provide and erect warning signs and barriers.

1.16 ALTERATIONS, ADDITIONS OR REPAIRS TO EXISTING BUILDING

- .1 Execute work with least possible interference or disturbance to building operations, occupants, public and normal use of premises. Arrange with Engineer to facilitate execution of work.
- .2 Where security has been reduced by work of Contract, provide temporary means to maintain security.
- .3 Provide temporary dust screens, barriers, warning signs in locations where renovation and alteration work is adjacent to areas used by public or government staff.

1.17 EXISTING SERVICES

- .1 Where Work involves breaking into or connecting to existing services, give 48 hours notice for necessary interruption of mechanical or electrical service throughout course of work. Minimize duration of interruptions. Carry out work at times as directed by governing authorities with minimum disturbance.

1.17 EXISTING SERVICES (Cont'd)

- .2 Establish location and extent of service lines in area of work before starting Work. Notify Engineer of findings.
- .3 Submit schedule to and obtain approval from Engineer for any shut-down or closure of active service or facility including power and communications services. Adhere to approved schedule and provide notice to affected parties.
- .4 Provide temporary services when directed by Engineer to maintain critical building and tenant systems.
- .5 Where unknown services are encountered, immediately advise Engineer and confirm findings in writing.

1.18 CUTTING, FITTING AND PATCHING

- .1 Execute cutting (including excavation), fitting and patching required to make work fit properly.
- .2 Where new work connects with existing and where existing work is altered, or cut; patch and make good to match existing work.
- .3 Obtain Engineer's approval before cutting, boring or sleeving load-bearing members.
- .4 Make cuts with clean, true, smooth edges. Make patches inconspicuous in final assembly.
- .5 Fit work airtight to pipe, sleeves, ducts and conduits.

1.19 POWER AND WATER SUPPLY

- .1 DND may provide, free of charge, temporary electric power and water for construction purposes.
- .2 Engineer will determine delivery points and quantitative limits. Engineer's written permission is required before any connection is made. Connect to existing power supply in accordance with Canadian Electrical Code.
- .3 Provide, at no cost to DND, all equipment and temporary lines to bring these services to project site.
- .4 Supply of temporary services by DND is subject to DND requirements and may be discontinued by DND site representative at any time without notice, without acceptance of any liability for damage or delay caused by such withdrawal of temporary services.
- .5 After the temporary service lines are no longer required, the Contractor must remove all lines and equipment, restore the connection points to their original condition and return the land to its original contour.

1.20 HEATING AND  
VENTILATING

- .1 Provide temporary heat and ventilation as required to:
  - .1 Facilitate progress of work.
  - .2 Protect work and products against dampness and cold.
  - .3 Prevent moisture condensation on surfaces.
  - .4 Provide ambient temperatures and humidity levels for storage, installation and curing of materials.
  - .5 Provide adequate ventilation to meet health regulations for safe working environment.
- .2 Maintaining strict supervision of operation of temporary heating and ventilating equipment to:
  - .1 Conform with applicable codes and standards.
  - .2 Enforce safe practices.
  - .3 Prevent abuse of services.
  - .4 Prevent damage to finishes.
  - .5 Vent direct-fired combustion units to outside.

1.21 INSPECTION

- .1 All work and materials covered by this specification will be subject to inspection at any time by the Engineer or his/her representative.

1.22 REPORTING  
IRREGULARITIES

- .1 The Contractor must notify the Engineer of irregularities in the work area, such as structural defects, mechanical and/or electrical problems and/or any beyond the scope of work.

PART 1 - GENERAL

1.1 CONSTRUCTION  
SAFETY MEASURES

- .1 Observe and enforce construction safety measures by complying with the requirements of the following statutes and authorities:
    - .1 Canada Labour Code Part II and the Canada Occupational Health and Safety Regulations.
    - .2 The Nova Scotia Occupational Health and Safety Act and supporting Occupational General Safety Regulations as amended from time to time.
    - .3 Most recent amendments to the National Building Code of Canada, Part 8 and National Fire Code of Canada.
  - .2 Refer to Section 01 35 35, DND Fire Safety Requirements.
  - .3 Engineer will provide a copy of any relevant special written instructions to be followed.
  - .4 **Before Work Begins**
    - .1 Bidder/Tender to provide documentation indicating all safety training attained for each person who will be involved with the Standing Offer.
  - .5 The following disciplinary measures will be taken for any violations of safety under this Standing Offer Agreement:
    - .1 **First Violation:** Verbal warning issued to the Contractor for the first violation of a safety regulation (Violation will be documented on Standing Offer file, copy to Contractor, DCC or PWGSC).
    - .2 **Second Violation:** Written warning to Contractor for second infraction of a safety regulation (Violation will be documented on Standing Offer file, copy to Contractor, DCC or PWGSC).
    - .3 **Third Violation:** A third violation of a safety regulation may result in the termination of the Standing Offer with a recommendation to the Contracting authority that the Contractor be denied access to Base Construction Engineering contracts (Documented to Standing Offer file, copies to Contractor, DCC or PWGSC).
-



1.2 HAZARD  
ASSESSMENTS  
(Cont'd)

- .4 The Contractor must notify the Engineer of suspected hazardous material during work and not apparent from drawings, specifications, or report pertaining to work (e.g. lead, asbestos etc.). Do not disturb such material pending instructions from the Engineer. The Engineer will make the necessary arrangements for testing the material as required.

1.3 ASBESTOS  
PRODUCTS &  
ASBESTOS ACTIVITY

- .1 Within the confines of the Base, the provision of new products containing fibrous asbestos materials is prohibited.
- .2 Demolition or disturbance of spray or trowel-applied asbestos can be hazardous to health. Should material resembling spray or trowel-applied asbestos be encountered in course of work, stop work and notify Engineer immediately. Do not proceed until written instructions have been received from Engineer.

1.4 HAZARDOUS  
MATERIAL SPILL

- .1 The Contractor or sub-contractors must report to the DND fire hall and the Engineer for any incident or spill involving hazardous materials (HAZMAT).
- .2 In the event of a hazardous material spill, the following procedures for initial actions must be followed:
- .1 ensure safety of all personnel;
  - .2 assess spill hazards and risks;
  - .3 ventilate area if release is indoors and remove all sources of ignition;
  - .4 stop the spill if safely possible (e.g. shut off pump, replace cap, tip drum upward, patch leaking hole etc.).
  - .5 no matter the volume is, contact the DND fire hall and provide the following information:
    - .1 time of the spill;
    - .2 location;
    - .3 special considerations:
      - .1 personal safety;
      - .2 environmental.
    - .4 type and amount of spill;
    - .5 person reporting the spill:

1.4 HAZARDOUS  
MATERIAL SPILL  
(Cont'd)

- .2 (Cont'd)  
.5 (Cont'd)
- .1 name;
  - .2 company; and
  - .3 telephone number.
  - .6 contain the spill;
  - .7 isolate the area as required;
  - .8 contact the Engineer; and
  - .9 clean up minor spills using appropriate protective equipment and supplies.

1.5 FASTENING  
DEVICES EXPLOSIVES  
ACTUATED

- .1 Explosive actuated devices must not be used.

1.6 HOT WORK

- .1 All hot work activity is to take place with written permission from the Engineer (Hot Work Permit).
- .2 The ventilation system in the area of any hot work activity is to be isolated to prevent migration of fumes/smoke and to reduce any possible spread of fire to other areas of the facility.
- .3 Contractor is to employ an employee trained in the use of fire extinguishers as fire watch during any hot work for a minimum of 30 minutes after activity has ceased.

1.7 CONFINED SPACES

- .1 All work in confined spaces will be carried out in compliance with the Canada Occupational Health and Safety Regulations, Part XI.
- .2 The Contractor to provide and maintain all equipment as required by any person to enter and/or perform work in a safe manner, in compliance with the Canada Occupational Health and Safety Regulations, Part XI.
- .3 The Contractor to provide and maintain training, as required by the Canada Occupational Health and Safety Regulations, Part XI.

1.7 CONFINED SPACES  
(Cont'd)

- .3 (Cont'd)
- .1 The Contractor and/or his employees must provide proof of training and qualifications when requested by the Engineer.
  - .4 The Contractor to provide the Engineer with a copy of an "Entry Permit" for each and every entry into the confined space to ensure compliance with the Canada Occupational Health and Safety Regulations, Part XI.
  - .5 The Contractor to have a hazard assessment of the confined space performed.
    - .1 The Contractor to provide the Engineer with a copy of the hazard assessment.

1.8 FALL PROTECTION

- .1 All work carried out above the mandatory height restrictions, from unguarded structure and/or scaffolding, will be done in compliance with the Canada Occupational Health and Safety Regulations, Part XII, Section 12.10.
- .2 The components of a fall protection system must meet the standards as outlined in the Canada Occupational Health and Safety Regulations, Part XII, Section 12.10(2).
- .3 The Contractor is to ensure fall protection equipment is maintained, inspected and tested by a qualified technician as required by the Canada Occupational Health and Safety Regulations, Part XII, Section 12.3.

1.9 ARC FLASH

- .1 The Contractor is to ensure all electrical equipment such as switchboards, panelboards, motor control centres and meter socket enclosures be marked to warn persons of potential electric shock and arc flash hazards. This labelling is required for all new & modified installations.
  - .2 The warning label must also include information regarding "arc flash hazard category(0 to 4)" and the "Flash Protection Boundary" as defined in NFPA 70E. All projects specifications must include short circuit study and flash hazard analysis.
-

1.9 ARC FLASH  
(Cont'd)

- .3 In accordance with the CSA Standards Z462-12 Workplace Electrical Safety, Contractors are required to perform a shock and flash hazard analysis to select the appropriate PPE to wear. Electrical Contractors are required arc-rated personal protective equipment while troubleshooting and diagnostic testing that cannot be performed unless the electrical conductor or circuit part is energized. All Contractor work practices must protect each employee from arc flash and from contact with live parts directly with any part of the body or indirectly through some other conductive object.

1.10 SAFETY

- .1 The Contractor must perform site hazard assessments to establish site specific safe work practice procedures for the safety and well being of his/her employees. Copies will be made available to Department of National Defence upon request.
- .2 All copies of the formal Hazard Assessments conducted by the Contractor throughout the duration of the work must be retained and made available to the Engineer immediately upon request.
- .3 It is the Contractor's responsibility to be familiar with all applicable safety acts, regulations, codes and Standing Offer Agreement requirements. These must be identified and addressed in the safety plan, by identifying Standard Operating Procedures (SOP) and safe work practices (SWP) which incorporate clear and specific control measures, applicable rules, procedures and practices, all of which will become mandatory.
- .4 The Contractor must ensure all workers and authorized persons entering the work site are notified of and abide by the posted safety plan, safety rules, procedures, safe work practices and applicable safety acts, regulations, and codes. Any person not complying with these will not be permitted on the site.
- .5 Must ensure that all applicable personal protective equipment (PPE) is used.
- .1 All personnel are required to wear hard hats, in accordance with CSA Z94.1-05 (R2013).
- .2 All personnel are required to wear safety footwear, in accordance with CSA Z195-09.
- .3 All personnel are required to wear eye & face protection, in accordance with CSA Z94.3.1-09.

1.10 SAFETY  
(Cont'd)

- .5 (Cont'd)
- .4 When and where noise level is above 85 decibels; all personnel are required to wear hearing protection, in accordance with CAN/CSA Z94.2-02 (R2011).
  - .5 Where toxic or noxious gas fumes, or oxygen deficiency or excessive dust may occur, so as to create a hazard to life, safety or health; all personnel are required to wear respiratory protection, in accordance with CSA Z94.4-11.
  - .6 The Engineer will coordinate arrangements for the Contractor to be briefed on site safety within fourteen (14) days of award of Standing Offer.

1.11 SITE SIGNS AND  
NOTICES

- .1 Safety and instructions signs and notices:
- .1 Signs and notices for safety and instruction must be in both official languages. Graphic symbols must conform to latest version of "Signs and Symbols for the Workplace".

PART 1 - GENERAL

1.1 EMERGENCY  
REPORTING

- .1 Telephone numbers:
  - .1 Base phone: dial 9-1-1;
  - .2 cell phone: 427-3333.

1.2 FIRE SAFETY  
ENFORCEMENT

- .1 Within the confines of the Base, the prescription and enforcement of mandatory fire safety measures will be exercised under the authority of the Base Fire Chief.
- .2 Comply with and enforce compliance by all Contractor personnel with all requirements of this specification section, and with the most recent edition of the National Building Code of Canada (NBC) and the National Fire Code of Canada (NFC), including all subsequent revisions issued by the National Research Council of Canada.
- .3 The Engineer reserves the right to require the dismissal from site of persons deemed careless or otherwise in violation of the fire safety requirements.

1.3 FIRE SAFETY  
BRIEFING

- .1 Prior to commencement of work under this Standing Offer, the Engineer will arrange a meeting of all parties concerned to review and clarify requirements for fire safety measures. This may involve a briefing by the Base Fire Chief.
- .2 The Engineer will provide direction for reporting of fire including the emergency telephone number for fire reporting and location of fire alarms within or adjacent to work area.

1.4 FIRE WATCH

- .1 For hot work activity, the Contractor will provide the service of fire watch persons on a scale and schedule as prescribed by the Dockyard fire hall at the time of issuance of the hot work permit.

1.5 FIRE  
EXTINGUISHERS

- .1 Provide and maintain in operational condition fire extinguishers as prescribed by the Base Fire Chief.
-

1.6 SMOKING  
PRECAUTIONS

- .1 In accordance with these fire safety requirements particular to the work area and site, the Engineer and Base Fire Chief will designate hazardous areas as well as non-restricted areas where smoking may be permitted.
- .2 Smoking is prohibited in all buildings.
- .3 In all other areas, exercise care and comply with written or oral directives of the Engineer for the use of smoking materials.

1.7 REPORTING FIRE  
INCIDENTS

- .1 Report immediately all fire incidents as follows:
  - .1 activate nearest fire alarm;
  - .2 dial 9-1-1 or designated number given at the time of briefing; and
  - .3 telephone Engineer.
- .2 Persons activating fire alarm must remain at the alarm to direct the Fire Department to the scene of the fire.
- .3 When reporting a fire by telephone, give location of fire, name and number of building and be prepared to direct the Fire Department to the scene of the fire.

1.8 INTERIOR AND  
EXTERIOR FIRE  
PROTECTION AND  
ALARM SYSTEM

- .1 Notify Base Fire Chief at least 48 hours prior to scheduling any work that may require fire alarm and/or protection systems to be:
    - .1 obstructed in any way;
    - .2 shut-off; and/or
    - .3 left inactive at the end of a working day or shift.
  - .2 Do not commence any such work until Engineer confirms approval and direction by the Base Fire Chief.
  - .3 Fire hydrants, standpipes and hose systems must not be used for other than fire fighting purposes unless authorized by the Engineer and the Base Fire Chief.
-

1.9 BLOCKAGE OF  
ACCESS FOR FIRE  
FIGHTING APPARATUS

- .1 Obtain approval of the Engineer and Base Fire Chief 24 hours prior to commencing any work such as digging trenches or erecting scaffolds or barricades so as to impede access for fire fighting apparatus. Immediately notify the Engineer of any infringement on minimum vertical or horizontal clearances either inside or outside buildings, as prescribed by the Base Fire Chief.

1.10 RUBBISH AND  
WASTE MATERIALS

- .1 Storage:
  - .1 Where it is necessary to store oily waste in work areas exercise extreme care to ensure maximum possible safety and cleanliness.
  - .2 Greasy or oily rags or materials subject to spontaneous combustion must be deposited and kept in a receptacle approved by the Base Fire Chief and removed as directed by the Engineer.
- .2 The burning of rubbish is prohibited.
- .3 Removal:
  - .1 All rubbish must be removed from the work site at the end of the work day or shift or as directed by the Engineer.

1.11 FLAMMABLE  
LIQUIDS

- .1 The handling, storage and use of flammable liquids are to be governed and guided by the requirements established by the Base Fire Chief and in accordance with the approved fire safety plan.
- .2 Indoor storage of flammable liquids must not exceed thirty (30) litres provided that they are stored in areas and containers approved by the Base Fire Chief.
- .3 The Engineer reserves the right to require removal from the site any storage containers not acceptable to the Base Fire Chief.
- .4 The Engineer will not permit indoor storage of quantities of flammable liquids exceeding thirty (30) litres for on-site work purposes, without the written permission of the Base Fire Chief.
- .5 Transfer of flammable liquids within buildings is prohibited.
- .6 Transfer of flammable liquids will not be carried out in the vicinity of open flames or any type of heat producing devices.

- |  |    |   |
|--|----|---|
| <u>1.11 FLAMMABLE LIQUIDS (Cont'd)</u> | .7 | Flammable liquids having a flash point below twenty-two (22) degrees C such as naphtha or gasoline will not be used as solvents or cleaning agents.   |
|  | .8 | Flammable waste liquids, for disposal, must be stored in approved containers located in a safe ventilated area. Quantities are not to exceed thirty (30) litres. Dumping or burning of flammable liquids on site is prohibited.   |
| <u>1.12 HAZARDOUS SUBSTANCES</u>       | .1 | Exercise special precautions necessary to safeguard life and property from damage by fire or explosives.  |
|  | .2 | If the work entails the use of any toxic or hazardous materials, chemicals or explosives, or otherwise creates a hazard to life, safety or health, work will be in accordance with the most recent edition of the requirements of the National Fire Code of Canada, and measures prescribed by the Base Fire Chief. |
| <u>1.13 HAZARDOUS HOT WORK</u>         | .1 | Prior to commencing any "hot work" involving open flame, burning, welding or heating, the Contractor must obtain a "hot work permit" issued by the Base Fire Chief at the Dockyard Fire Hall, 427-3500.   |

PART 1 - GENERAL

- 1.1 GENERAL .1 The following is a summary of the security, safety and fire regulations of Canadian Forces Ammunition Depot, Bedford, as promulgated by the Base Commander, CFB Halifax and administered by the Superintendent CFAD Bedford NS.
- .2 Contractor's personnel will be subject to all of the regulations while working within confines of CFAD Bedford.
- 1.2 PRE JOB SECURITY AND SAFETY MEETING .1 Prior to commencement of Work, the Contractor must meet with the site security, safety and fire safety regulations officers. In accordance with direction of Engineer and these site officers, ensure that all employees of the Contractor are given thorough instructions on security, safety and fire precautions peculiar to an Ammunition Depot and that the regulations are fully complied with, at all times, by all Contractor personnel.
- 1.3 SECURITY PASSES .1 Contractors must report to the NCO I/C Commissionaires at building 153; submit names of all their personnel and description of all their vehicles to arrange the issue of the required temporary passes prior to proceeding to work within the the confines of the depot.
- 1.4 CONDITIONS FOR ACCESS .1 All visitors will be issued a daily pass and will be required to sign an acknowledgement that they are aware of and consent to the following conditions for access.
- .2 The person to whom this pass is issued agrees to return the pass to the security guard at the gate when the Contract or employment at CFAD Bedford expires.
- .3 All vehicles entering and leaving CFAD Bedford may be searched to ensure that no prohibited articles are taken into nor contraband articles are taken out of the Ammunition Depot.
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1.5 FIRE SERVICE CFAD  
BEDFORD .1

Fire service at CFAD Bedford is provided by DND Fire Service from 0730 until 1600 hours, Monday to Friday. All Contract work will be ended by 1530 hours daily. Fire response at all other times is provided by HRM. Before any work is carried out during silent hours, the Dockyard Platoon Chief must be contacted at 427-0550, local 3500.

1.6 SEARCHES .1

The Canadian Corps of Commissionaires may conduct a personal search of individuals at any time within the Ammunition Depot. Vehicles entering or leaving the Depot may be searched to ensure that contraband articles are not taken into the explosives area and that property is not taken out without authorization.

1.7 ALARMS .1

**Depot Alarms:** A siren is sounded only in the event of an emergency such as a fire, explosion, thunderstorm or evacuation. A siren is also sounded to signify "All Clear".

.2 **Fire Emergency:** A series of "Hi-Lo" sounds on the Depot alarm system signifies an emergency in the explosive area. Contractors must cease operations and proceed in their own vehicles to the nearest exit gate out of the explosive area. If no vehicle available proceed to the nearest "Fire Assembly Point" at Buildings 169 or 143.

.3 **Thunder and Lightning:** A series of "Beeps" on the Depot alarm system signifies a thunder/lightning storm warning. Contractors must cease operations and proceed in their own vehicles to the nearest exit gate out of the explosive area. If no vehicle available proceed to the nearest "Fire Assembly Point" at buildings 169 or 143.

.4 **Evacuation:** A series of "Slow Whoops" on the Depot alarm system signifies that evacuation in the explosive area has been ordered by the Superintendent. The evacuation could be extended to include the non-explosive area as well as so ordered by the Superintendent.

.5 **All Clear:** A continuous blast on the Depot alarm system signifies that the emergency situation is "All Clear".

1.8 REPORTING OF  
FIRES .1

All fires, regardless of whether they have been extinguished or not, must be reported immediately to the Base Fire Department.

.2 All Contractors and employees must familiarize themselves with the locations of the nearest fire alarm box or telephone.

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1.8 REPORTING OF  
FIRES  
(Cont'd)

- .3 Fires may be reported by ringing the nearest street alarm box or by telephoning 911. Persons reporting the fire must remain at the alarm box or telephone until the Fire Department arrives and be prepared to direct fire fighters to the scene of the fire.

1.9 PROHIBITED  
ARTICLES  
ARTICLES

- .1 The following articles are prohibited and/or controlled from being taken inside the explosive area. Permission by the Superintendent may be granted for certain articles:
- .1 matches or other flame producing equipment (including vehicle lighters);
  - .2 pipes, smoking appliances, tobacco products, or smoking materials in any form;
  - .3 explosives or chemicals;
  - .4 lights, lamps or electrical devices/tools which are not explosion proof;
  - .5 cameras;
  - .6 food and drink; and
  - .7 radio transmitting devices (i.e. mobile radios, cellular phones, remote car starters, and garage door openers, etc).
- .2 No persons will introduce, possess or consume alcoholic beverages, narcotics or any intoxicant within the confines of the Ammunition Depot.
- .3 The site security officers will seize and hold at the gate, any such materials found by search.

1.10 SAFETY AND FIRE  
REGULATIONS  
REGULATIONS

- .1 **Smoking:** Is strictly prohibited in explosive areas.
- .2 **Buildings:** Smoking is prohibited in all buildings.
- .3 **Safety Precautions Electrical/Electronic Equipment:** All personnel operating or maintaining electrical/electronic equipment involving the use of voltage higher than 50V must brief the site safety and fire safety officers concerning all safety rules in the operating and instructional manuals covering the equipment.
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1.10 SAFETY AND FIRE REGULATIONS  
(Cont'd)

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- .4 **Flammables, Explosives or Chemicals:** As required, may be allowed into the explosive area provided that the Depot Safety Officer and the Depot Fire Department are made aware of this and that approval by the Superintendent is given. These items after approval may be transported by the Contractors provided the transportation route is known by the Depot Fire Department and adequate fire extinguishers are available.
- .5 **Open Flame or Welding:** Prior approval must be obtained before commencing any work involving cutting, welding or use of open flame appliances in or around buildings containing explosives. The Fire Safety Officer will check out the work area and ensure that adequate fire extinguishers and first aid appliances are available and that fire watchers have been posted.
- .6 **Fuel Dispensing Containers:** Contractors must ensure that all of their fuel dispensing containers meet or exceed the following standards:
- .1 Type II safety container, leakproof, Terne plate construction, UL listed and FM approved.
  - .2 Container must have spring-operated spout cap which opens to allow vapours to escape and self closes on release of internal pressures.
  - .3 Container must have flexible or rigid built-in metal dispensing nozzle to prevent static sparks.
  - .4 Standard of Acceptance: Protectoseal, Model Nos. 247, 249, 8410 and 8420.
  - .5 Other acceptable products: Safe-T-Way.
  - .6 Any other model must be approved by the BFC.

1.11 TRAFFIC REGULATIONS

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- .1 **Vehicles:** All operators must adhere strictly to the following rules while proceeding through the Ammunition Depot.
- .1 Drivers must not leave the motors of their vehicles running or leave the vehicles unattended when parked between buildings or traverses.
  - .2 Drivers must not drive vehicles in the direction opposite to that indicated by the "One-Way" signs.
  - .3 No one will operate a vehicle within the Depot area at a speed greater than 25 kilometers per hour at any time.
-

1.11 TRAFFIC  
REGULATIONS  
(Cont'd)

- .1 (Cont'd)
- .4 No one will operate a vehicle within the Depot area at a speed greater than 8 kilometers per hour at any time, while passing between blast walls and buildings.
  - .5 No one will leave a vehicle unattended within 10 metres of a fire hydrant or within 30 metres of a building containing explosives.
  - .6 All vehicles must be equipped with a fire extinguisher of a suitable size and type so that it may be used to extinguish any fire originating in that vehicle.
  - .7 Violation of any of the above regulations will result in immediate cancellation of the offender's vehicle pass and expulsion from the site.
- .2 **Roadways:** In the event of a fire or emergency all roads and buildings within CFAD Bedford must be accessible at all times. Contractors required to disrupt roadways during the course of their work, must ensure that at least one lane of each roadway is passable, at all times. Vehicles not required to transport personnel to the nearest exit gate must be parked on the side of the road and away from the nearest building.
- .3 **Fueling:** Fueling of vehicles within the explosive areas is prohibited. Small equipment(lawn mowers, chainsaws, etc.) may be re-fueled, but only at sites designated by the Safety Officer and Fire Safety Officer. Comply with all safety practices pertaining to re-fueling hot equipment. Provide adequate fire extinguishers of types prescribed by the Fire Safety Officer. Only approved safety dispensing containers, as specified at sub-paragraph 1.10.6, will be permitted within the confines of the Ammunition Depot.
- .4 Violation of any of the above regulations will result in immediate cancellation of the vehicle pass and expulsion of the offender from the site.

PART 1 - GENERAL

- 1.1 SITE ACCESS .1 Contractors' personnel are required to report to the main desk each morning, sign the register and obtain an identification badge which must be displayed on their person at all times. Upon leaving the Complex at the end of the day, or at lunch time, the Contractors' personnel must report to the main desk, return the badge and be signed off the register.
- 1.2 PARKING .1 Contractors' vehicles will be allowed into the inner compound only under the following conditions; namely, for short periods of time, to load or unload equipment and supplies and then remove to the upper parking lot adjacent to Windmill Road or to the street. The site supervisor of the contracting firm will be allowed to park his/her vehicle, for short periods of time, in one of the visitor's parking slots or, if filled, he/she will be permitted to park in the inner compound while making periodic progress visits. It is emphasized that Contractors' vehicles entering the inner compound can be subject to search by the Commissionaire on duty upon their departure. DRDC reserves the right to limit the above-mentioned parking privileges if they are being abused.

PART 1 - GENERAL

- 1.1 DEFINITIONS .1 **Environmental Pollution and Damage:** Presence of chemical, physical, biological elements or agents which adversely affect human health and welfare; unfavourably alter ecological balances of importance to human life; affect other species of importance to humankind; or degrade environment aesthetically, culturally and/or historically.
- .2 **Environmental Protection:** Prevention/control of pollution and habitat or environment disruption during construction. Control of environmental pollution and damage requires consideration of land, water, and air; biological and cultural resources; and includes management of visual aesthetics; noise; solid, chemical, gaseous, and liquid waste; radiant energy and radioactive material as well as other pollutants.
- 1.2 FIRES .1 Fires and burning of rubbish on site not permitted.
- 1.3 DISPOSAL OF WASTE .1 Do not dispose of waste or volatile materials, such as mineral spirits, oil or paint thinner into waterways, storm or sanitary sewers.
- .2 Do not bury rubbish and waste materials on site.
- .3 All spills must be reported immediately to the Engineer and cleanup will be done at the Contractor's expense.
- 1.4 DRAINAGE .1 Provide temporary drainage and pumping required to keep excavations and site free from water.
- .2 Ensure pumped water into waterways, sewer or drainage systems is free of suspended materials.
- .3 Control disposal or runoff of water containing suspended materials or other harmful substances in accordance with local authority requirements.
- 1.5 SITE CLEARING AND PLANT PROTECTION .1 Protect trees and plants on site and adjacent properties as indicated.
-

1.5 SITE CLEARING AND  
PLANT PROTECTION  
(Cont'd)

- .2 Wrap in burlap, trees and shrubs adjacent to construction work, storage areas and trucking lanes, and encase with protective wood framework from grade level to height of 2m minimum.
- .3 Protect roots of designated trees to dripline during excavation and site grading to prevent disturbance or damage. Avoid unnecessary traffic, dumping and storage of materials over root zones.
- .4 Minimize stripping of topsoil and vegetation.
- .5 Restrict tree removal to areas indicated or designated by Engineer.

1.6 WORK ADJACENT  
TO WATERWAYS

- .1 Construction equipment to be operated on land only.
- .2 Do not use waterway beds for borrow material.
- .3 Waterways to be free of excavated fill, waste material and debris.
- .4 Design and construct temporary crossings to minimize erosion to waterways.
- .5 Do not skid logs or construction materials across waterways.
- .6 Avoid indicated spawning beds when constructing temporary crossings of waterways.

1.7 POLLUTION  
CONTROL

- .1 Maintain temporary erosion and pollution control features installed under this Standing Offer Agreement.
- .2 Control emissions from equipment and plant to local authorities' emission requirements.
- .3 Prevent sandblasting and other extraneous materials from contaminating air and waterways beyond application area.
  - .1 Provide temporary enclosures where directed by Engineer.
- .4 Cover or wet down dry materials and rubbish to prevent blowing dust and debris. Provide dust control for temporary roads.

PART 1 - GENERAL

- 1.1 REFERENCES
- .1 Canada Occupational Health and Safety Regulations, Part XI (latest edition including all amendments).
  - .2 Nova Scotia Occupational Health and Safety Regulations, Part 12 (latest edition including all amendments).
  - .3 American Conference of Governmental Industrial Hygienists publication "Threshold Limit Values For Chemical Substances and Physical Agents and Biological Indices" (latest edition including all amendments).
- 1.2 DESCRIPTION
- .1 This section outlines the mandatory regulations which must be followed to ensure safe operations in and around potentially hazardous confined spaces and the emergency procedures that are to be followed.
  - .2 The safety standards in this section are applicable to Contractors and consultants, their employees (including subcontractors), materials, works and buildings throughout Canadian Forces Base Halifax.
  - .3 All personnel entering a confined space, acting as an observer, or as a rescuer will be thoroughly trained in all procedures in accordance with above reference, No.1.
  - .4 The Contractor will be responsible for and ensure compliance with the provisions of this Section and of the Standards in above reference, No.1.
- 1.3 RESTRICTIONS
- .1 No Contractor, Subcontractor, Consultant, or their employee must:
    - .1 Be permitted to enter a hazardous confined space without receiving an evaluation, written in language which is understood by the employee/contractor, concerning the level of hazard in the confined space. Entry must be made in compliance with this Section and with the requirements in reference, No.1.
    - .2 Enter a hazardous confined space without a safe entry permit posted at the site of work and a copy on file.
-

1.4 DEFINITIONS

- .1 For the purpose of this Section the following definitions will apply:
- .1 Confined space: A tank, process vessel, underground vault, tunnel or other enclosure not designed or intended for human occupancy, except for the purpose of performing work:
    - .1 that has limited number of openings for entry and exit;
    - .2 that has poor natural ventilation;
    - .3 in which there may be an oxygen deficient atmosphere; or
    - .4 in which there may be an airborne dangerous substance.
  - .2 **Dangerous substance:** A hazardous substance or a chemical, physical or biological agent that, because of a property it possesses, is hazardous to the safety or health of a person exposed to it.
  - .3 **Qualified person:** In respect to a specified duty, a person who, because of their knowledge, training and experience is qualified to perform that duty safely and properly.
  - .4 **Class of confined space:** A group of at least two confined spaces that are likely, by reason of their similarity, to present the same hazards to persons entering, exiting or occupying them. Confined spaces are identified as Class A, B, or C by DND depending on hazard assessment.
    - .1 **Class A - Hazardous confined space:** Any confined space that cannot be made safe by ventilation and maintained in this safe condition even when lock-out, blank and bleed, and all other actions have been taken.
    - .2 **Class B - Confined space:** Hazards exist but can be eliminated by ventilation, lock-out, and blank and bleed.
    - .3 **Class C - Considered confined space:** Conditions could arise to make the area a confined space.
-

- 1.5 COMMON HAZARDS .1 Hazards common to confined spaces that Contractors must watch for are:
- .1 toxic vapours from sludge or leakage into the space;
  - .2 flammable gases and vapours with potential fire or explosion hazards;
  - .3 oxygen below 19.5% or over 23% (normal 20.9%);
  - .4 electric shock from tools, lights or other electrical equipment;
  - .5 chemical burns from corrosives or injury from dermatitis producing materials;
  - .6 burns from high pressure steam, hot water or fuel oil;
  - .7 high pressure air;
  - .8 physical hazards from slips, falls, protruding objects or falling objects; and
  - .9 excess corrosion on metal components.
- 1.6 SAFE ENTRY PERMIT .1 Where the Contractor must enter a confined space, a safe entry permit must be provided to the Engineer, completed in triplicate and returned to the Engineer before access will be permitted. One copy must be posted at site of work. Original copy must be sent to the Unit General Safety Officer.
- 1.7 VERIFICATIONS .1 Prior to entering a confined space the Contractor must provide a qualified person to ensure/verify:
- .1 That there are openings for entry and exit from the confined space of sufficient size to allow the safe passage of a person using protective equipment. This opening can be:
    - .1 a manhole; or
    - .2 other clear opening.
  - .2 That the entry of any liquid or free flowing solid or hazardous material has been prevented by secure means of disconnection or by blanking off the flanges from any source of these materials. In addition, that any liquid in which the person could drown, or free flowing solid in which they could be entrapped, has been removed.
-

1.7 VERIFICATIONS  
(Cont'd)

- .1 (Cont'd)
- .3 That all electrical/mechanical equipment which may present a hazard to the person has been disconnected from its power source, either real or residue, and has been locked out in the off position by the person entering the space. Note: The key must be held by the person who locked out the equipment until such time as the work is complete and the lock out is removed by the individual. As well, the removal of fuses is encouraged.
- .4 Tests for oxygen levels, combustibility, and toxicity of hazardous substances (in that order) are conducted and evaluated (e.g. oxygen, explosive gases or vapours, hydrogen sulfide, and then carbon monoxide).
- .1 Tests for oxygen levels and combustibility and toxicity must be made with a probe at the point of entry to the confined space with cover in place. If no hazard is detected the cover will then be removed.
- .2 If oxygen deficient, combustible atmosphere, or toxic substances are detected, the space must not be entered until such time as the space is rendered safe through appropriate purging and ventilation.
- .3 The entire space will then be tested for oxygen deficiency, combustibility and toxicity. Note: In the event the possibility exists for oxygen deficiency, combustible atmosphere or the presence of hazardous substances which could exceed allowable limits, despite purging and ventilation, these tests will only be conducted by a person who is wearing the required Personal Protective Equipment (PPE) such as air supplied respirator, gloves/hand protection, harness, etc. (if tests are to be done in the confined space).
- .5 That verification, by means of tests, is conducted to ensure that the following specifications can be achieved and maintained during the duration of time the person will be in the confined space, namely:
- .1 The concentration of any chemical agent, or combination of chemical agents in the confined space to which the person is likely to be exposed:

1.7 VERIFICATIONS  
(Cont'd)

- .1 (Cont'd)
- .5 (Cont'd)
- .1 will not result in a value exceeding the value for that chemical agent, or for any chemical agent in the combination of chemical agents, other than grain dust, as prescribed by reference No.2;
  - .2 will not result in an airborne grain dust, respirable and non respirable, in excess of 10 mg/m<sup>3</sup>, subject to para. 1.8.1.5.2; and
  - .3 is less than 50 percent of the lower explosive limit of the chemical agent or combination of chemical agents, subject to para. 1.8.1.5.2.
- .2 Where a source of ignition exists the concentration does not exceed 10 percent of the lower explosive limit of the airborne chemical agent or combination of airborne chemical agents.
- .3 The concentration of airborne hazardous substances, other than chemical agents, in the confined space is not hazardous to the safety or health of the person.
- .4 The percentage of oxygen in the air in the confined space is not less than 19.5 percent by volume and not more than 23 percent by volume, at normal temperature.
- .6 The space has been purged and ventilated to provide and continue to provide a safe working atmosphere, and that in the event of ventilation equipment failure there is:
- .1 Sufficient time available for the employee to escape the confined space hazard before contamination of the atmosphere.
  - .2 The ventilation equipment is either equipped with an approved alarm or monitored by an employee who is in constant attendance on the ventilation equipment and in constant contact with the worker(s) in the confined space.
- .7 The qualified person must, in a signed report, set out the results of the preceding sections, including any test results and a list of test equipment used and ensure these results are given to the Engineer and Safety Officer.

PART 2 - PRODUCTS

2.1 EQUIPMENT

- .1 All PPE identified on the area work permit must be utilized during entry into the confined space. The appropriate PPE depends upon the nature of the exposure, and may include goggles, hardhats, safety footwear, a complete body covering or suitable breathing apparatus. It is stressed that PPE is not a substitute for proper ventilation. Where the Hazard Assessment form deems it necessary, workers must wear an emergency five minute constant air flow self contained breathing apparatus (SKAT-PAK by SCOTT) and must have an air monitoring device with them at all times while in the confined space. Contractor will supply appropriate PPE for their employees.
  - .2 A safety harness with an attached lifeline must be worn by all workers, entering a confined space: with only one manhole or opening at the top or where rescue may be difficult; or where dangerous gases, vapours, mists, fumes, dusts, oxygen deficiency or extremes of temperature are likely to be present; or where respiratory protection is necessary. The free end of the lifeline attached must be secured outside the enclosed space. The lifeline must be of sufficient length to reach from an outside support to any point of work inside the confined space, and must be of sufficient strength to bear the weight of the worker. A tripod hoist and lifting device (vertical use only) must be in place prior to and during work in the confined space. Appropriate positive pressure air supplied respiratory protection must be available at the site for use in the rescue/extraction of persons working in the space. Contractor will supply all required rescue equipment.
  - .3 Minimum equipment requirement:
    - .1 **Class A confined space:** Ventilator, multi-gas detector, communication system, safety harness, retrieval system, SCBA or air line system(to be worn at all times), and duplicate equipment above kept at entrance of confined space for emergency rescue.
    - .2 **Class B confined space:** Ventilator, multi-gas detector, communication system, safety harness, retrieval system, and SCBA or air line system on hand at entrance of confined space for emergency rescue.
    - .3 **Class C confined space:** Multi-gas detector, communication system, and SCAT-PAK.
-

PART 3 - EXECUTION

3.1 CONDITIONS OF ENTRY

- .1 The following conditions must be met, prior to entry, so that response to any emergency can be made in the shortest time frame:
  - .1 A minimum of one person must be posted outside a confined space as an observer and must:
    - .1 Have no other tasking which would detract from his function of observing the person(s) in the space.
    - .2 Control the lifeline (s) attached to the person (s) in the space and ensure that the lifeline is attached to a solid object.
    - .3 Be equipped with a safety harness.
    - .4 Ensure continuous radio contact with the persons in the space or be able to observe the person(s) in the space (Note: radios are not to be used if combustible atmosphere is present).
    - .5 Have a means of summoning assistance (qualified personnel) in case of an emergency situation.
    - .6 Be trained in rescue procedures and Standard First Aid.
  - .2 In addition to the observer, for Class A confined spaces, an additional individual (a rescuer) must be present at the entrance to the confined space. The individual must:
    - .1 be wearing all required PPE including harness, lifeline and positive pressure air supplied respiratory protection (where required);
    - .2 be present at all times when person (s) are working in the confined space;
    - .3 be trained in rescue procedures and Standard First Aid; and
    - .4 must not enter the space unless to rescue the person(s) working in the space and only after additional assistance has been summoned and all required protective equipment is worn.

- 3.1 CONDITIONS OF ENTRY (Cont'd)
- .1 (Cont'd)
  - .2 (Cont'd)
  - .3 In the event that the observer or the additional person (rescuer, if present) is required to leave the entrance to the space, the space must be vacated by those working in it until such time as the observer and the additional person return. Before re-entering the confined space, the conditions set out in para 1.7 and 1.8 must be followed.
  - .4 The minimum number of persons present during entry into and work in a confined space must be three (3) for Class A confined spaces (worker, observer, and rescuer) and two (2) for Class B and C confined spaces (the worker and the observer). Where conditions warrant, an additional person to respond in emergencies is required.
  - .5 The contact for additional assistance will be DND Fire Department at local 427-3333.
  - .6 No person will enter any confined space for the purpose of rescuing an individual until they are wearing all required PPE including positive pressure air supplied respiratory protection and an observer is on site.
- 3.2 TESTING & MAINTENANCE OF EQUIPMENT
- .1 All testing equipment, safety harnesses, lifelines, breathing apparatus, ventilation equipment and any other equipment used in connection with entry into a confined space by the Contractor will be inspected, maintained and tested by a qualified person as frequent as is necessary to ensure that it is in safe condition for use at all times, but not less frequent than is recommended by the manufacturer or as directed in writing by the Engineer or Safety Officer.
- 3.3 REGULATIONS
- .1 In the event of conflict or discrepancy between this Section and the source documents (Canada Occupational Health and Safety Regulations, Part XI, and NS Health and Safety Regulations, Part 12, including all amendments) the more stringent requirements will apply.

PART 1 - GENERAL

1.1 SECTION INCLUDES

- .1 Barriers.
- .2 Environmental Controls.
- .3 Fire Routes.

1.2 INSTALLATION AND  
REMOVAL

- .1 Provide temporary controls in order to execute Work expeditiously.
- .2 Remove from site all such work after use.

1.3 HOARDING

- .1 Erect temporary site enclosures using 38 mm x 89 mm construction grade lumber framing at 600 mm centres and 1200 mm x 2400 mm x 13 mm exterior grade fir plywood to CSA O121.
  - .2 Maintain a one hour fire rating as required by Fire Marshall.
  - .3 Apply plywood panels vertically as indicated flush and butt jointed.
  - .4 Provide one lockable truck entrance gate and at least one pedestrian door as directed and conforming to applicable traffic restrictions on adjacent streets. Equip gates with locks and keys.
  - .5 Erect and maintain pedestrian walkways including roof and side covers, complete with signs and electrical lighting as required by law.
  - .6 Paint public side of site enclosure in selected colours with one coat primer and one coat exterior paint as per Master Painters Institute standards. Maintain public side of enclosure in clean condition.
  - .7 Erect temporary site enclosure using new 1.2 m high snow fence wired to rolled steel "T" bar fence posts spaced at 2.4 m on centre. Provide one lockable truck gate. Maintain fence in good repair.
  - .8 Provide barriers around trees and plants designated to remain. Protect from damage by equipment and construction procedures.
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<u>1.4 GUARD RAILS AND BARRICADES</u>	.1	Provide secure, rigid guard rails and barricades around deep excavations, open shafts, open stair wells, open edges of floors and roofs.
	.2	Provide as required by governing authorities.
<u>1.5 WEATHER ENCLOSURES</u>	.1	Provide weather tight closures to unfinished door and window openings, tops of shafts and other openings in floors and roofs.
	.2	Close off floor areas where walls are not finished; seal off other openings; enclose building interior work for temporary heat.
	.3	Design enclosures to withstand wind pressure and snow loading.
<u>1.6 DUST TIGHT SCREENS</u>	.1	Provide dust tight screens or insulated partitions to localize dust generating activities, and for protection of workers, finished areas of Work and public.
	.2	Maintain and relocate protection until such work is complete.
<u>1.7 ACCESS TO SITE</u>	.1	Provide and maintain access roads, sidewalk crossings, ramps and construction runways as may be required for access to Work.
<u>1.8 PUBLIC TRAFFIC FLOW</u>	.1	Provide and maintain competent signal flag operators, traffic signals, barricades and flares, lights, or lanterns as required to perform Work and protect public.
<u>1.9 FIRE ROUTES</u>	.1	Maintain access to property including overhead clearances for use by emergency response vehicles.
<u>1.10 PROTECTION FOR OFF-SITE AND PUBLIC PROPERTY</u>	.1	Protect surrounding private and public property from damage during performance of Work.
	.2	Be responsible for damage incurred.

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1.11 PROTECTION OF  
BUILDING FINISHES

- .1 Provide protection for finished and partially finished building finishes and equipment during performance of Work.
- .2 Provide necessary screens, covers, and hoardings.
- .3 Confirm with Engineer locations and installation schedule three (3) days prior to installation.
- .4 Be responsible for damage incurred due to lack of or improper protection.

PART 1 - GENERAL

- 1.1 RELATED SECTIONS .1 Section 01 11 00 General Instructions.
- .2 Section 02 41 13 Selective Site Demolition.
- .3 Section 02 41 61 Annex A Potential Diver Hazards.
- .4 Section 02 41 62 Annex B Liability Waiver.
- 1.2 QUALITY .1 Products, materials, equipment and articles incorporated in Work shall be new, not damaged or defective, and of best quality for purpose intended. If requested, furnish evidence as to type, source and quality of products provided.
- .2 Defective products, whenever identified prior to completion of Work, will be rejected, regardless of previous inspections. Inspection does not relieve responsibility, but is precaution against oversight or error. Remove and replace defective products at own expense and be responsible for delays and expenses caused by rejection.
- .3 Should disputes arise as to quality or fitness of products, decision rests strictly with Engineer based upon requirements of Contract Documents.
- .4 Unless otherwise indicated in specifications, maintain uniformity of manufacture for any particular or like item throughout building.
- .5 Permanent labels, trademarks and nameplates on products are not acceptable in prominent locations, except where required for operating instructions, or when located in mechanical or electrical rooms.
- 1.3 AVAILABILITY .1 Immediately upon signing Contract, review product delivery requirements and anticipate foreseeable supply delays for items. If delays in supply of products are foreseeable, notify Engineer of such, in order that substitutions or other remedial action may be authorized in ample time to prevent delay in performance of Work.
- .2 In event of failure to notify Engineer at commencement of Work and should it subsequently appear that Work may be delayed for such reason, Engineer reserves right to substitute more readily available products of similar character, at no increase in Contract Price or Contract Time.
-

1.4 STORAGE,  
HANDLING AND  
PROTECTION

- .1 Handle and store products in manner to prevent damage, adulteration, deterioration and soiling and in accordance with manufacturer's instructions when applicable.
- .2 Store packaged or bundled products in original and undamaged condition with manufacturer's seal and labels intact. Do not remove from packaging or bundling until required in Work.
- .3 Store products subject to damage from weather in weatherproof enclosures.
- .4 Store cementitious products clear of earth or concrete floors, aluminum components and away from walls.
- .5 Keep sand, when used for grout or mortar materials, clean and dry. Store sand on wooden platforms and cover with waterproof tarpaulins during inclement weather.
- .6 Store sheet materials, lumber on flat, solid supports and keep clear of ground. Slope to shed moisture.
- .7 Store and mix paints in heated and ventilated room. Remove oily rags and other combustible debris from site daily. Take every precaution necessary to prevent spontaneous combustion.
- .8 Remove and replace damaged products at own expense and to satisfaction of Engineer.
- .9 Touch-up damaged factory finished surfaces to Engineer's satisfaction. Use touch-up materials to match original. Do not paint over name plates.

1.5 TRANSPORTATION

- .1 Pay costs of transportation of products required in performance of Work.
- .2 Transportation cost of products supplied by Owner will be paid for by Engineer. Unload, handle and store such products.

1.6 MANUFACTURER'S  
INSTRUCTIONS

- .1 Unless otherwise indicated in specifications, install or erect products in accordance with manufacturer's instructions. Do not rely on labels or enclosures provided with products. Obtain written instructions directly from manufacturers.
- .2 Notify Engineer in writing, of conflicts between specifications and manufacturer's instructions, so that Engineer will establish course of action.

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- 1.6 MANUFACTURER'S INSTRUCTIONS (Cont'd) .3 Improper installation or erection of products, due to failure in complying with these requirements, authorizes Engineer to require removal and re-installation at no increase in Contract Price or Contract Time.
- 1.7 GENERAL .1 Use new material and equipment unless otherwise specified.
- .2 Within seven (7) days of written request by Engineer, submit following information for materials and equipment proposed for supply:
- .1 name and address of manufacturer;
  - .2 trade name, model and catalogue number;
  - .3 performance, descriptive and test data;
  - .4 manufacturer's installation or application instructions;
  - .5 evidence of arrangements to procure.
- .3 Provide material and equipment of specified design and quality, performing to published ratings and for which replacement parts are readily available.
- .4 Use products of one manufacturer for material and equipment of same type or classification unless otherwise specified.
- 1.8 REMEDIAL WORK .1 Perform remedial work required to repair or replace parts or portions of Work identified as defective or unacceptable. Co-ordinate adjacent affected Work as required.
- .2 Perform remedial work by specialists familiar with materials affected. Perform in a manner to neither damage nor put at risk any portion of Work.
- 1.9 LOCATION OF FIXTURES .1 Consider location of fixtures, outlets, and mechanical and electrical items indicated as approximate.
- .2 Inform Engineer of conflicting installation. Install as directed.
- 1.10 FASTENINGS .1 Provide metal fastenings and accessories in same texture, colour and finish as adjacent materials, unless indicated otherwise.
-

1.10 FASTENINGS  
(Cont'd)

- .2 Prevent electrolytic action between dissimilar metals and materials.
- .3 Use non-corrosive hot dip galvanized steel fasteners and anchors for securing exterior work, unless stainless steel or other material is specifically requested in affected specification Section.
- .4 Space anchors within individual load limit or shear capacity and ensure they provide positive permanent anchorage. Wood, or any other organic material plugs are not acceptable.
- .5 Keep exposed fastenings to a minimum, space evenly and install neatly.
- .6 Fastenings which cause spalling or cracking of material to which anchorage is made are not acceptable.

1.11 FASTENINGS -  
EQUIPMENT

- .1 Use fastenings of standard commercial sizes and patterns with material and finish suitable for service.
- .2 Use heavy hexagon heads, semi-finished unless otherwise specified. Use No. 304 stainless steel for exterior areas.
- .3 Bolts may not project more than one diameter beyond nuts.
- .4 Use plain type washers on equipment, sheet metal and soft gasket lock type washers where vibrations occur. Use resilient washers with stainless steel.

1.12 CONFORMANCE

- .1 When material or equipment is specified by standard or performance specifications, upon request of Engineer, obtain from manufacturer an independent testing laboratory report, stating that material or equipment meets or exceeds specified requirements.

1.13 CONSTRUCTION  
EQUIPMENT AND PLANT

- .1 On request, prove to the satisfaction of Engineer that the construction equipment and plant are adequate to manufacture, transport, place, and finish work to quality and production rates specified. If inadequate, replace or provide additional equipment or plant as directed.
- .2 Maintain construction equipment and plant in good operating order.

PART 2 - PRODUCTS

2.1 MATERIALS

- .1 **Round wood piles:** Pacific Coast Douglas fir to CSA O56-10, with minimum butt size of 33 cm (at cut-off) and minimum tip diameter of 18 cm (size 13 pile). Order length of piles to provide completed installation dimension as indicated on drawing. Allow for cutoff and length required for driving.
- .2 Single component epoxy zinc primer specifically formulated as a ferrous metal primer above water.
- .3 Primer material as recommended by concrete restoration product manufacturer. Primer to be compatible with repair mortar and suitable for use underwater in a marine environment. Submit product data to Engineer for approval prior to use.
- .4 Concrete bonding agent above water line. Acrylic polymer bonding agent specifically designed for use with restoration products specified in this Section. Note: If another type of bonding agent or method of bonding new repair work to existing is recommended by restoration product manufacturer, notify Engineer in writing prior to work for approval of alternative bonding materials.
- .5 Pressure injection materials below water line.
- .6 Polymer modified cementitious, non-sag, shrinkage-compensated, repair compound specifically designed for deep repairs on vertical surfaces above water line.
- .7 Treat marine timbers to CSA O80 SERIES-08 (R2012) commodity standards C1 and C18 using Ammoniacal Copper Arsenate (ACA) or Chromated Copper Arsenate (CCA) water-borne preservative to obtain minimum net retention of 19.0 Kg/m<sup>3</sup> of wood (for Coastal Douglas Fir).
- .8 Two component, 100% solids, epoxy resin system, specifically designed for patching both vertical and overhead surfaces, under water.
- .9 Cementitious grout for use below water line.
- .10 Low viscosity, solvent free, 2-component, moisture insensitive, epoxy resin system, specifically formulated for epoxy injection above water line.

2.2 LUMBER MATERIAL

- .1 **Lumber:** Unless specified otherwise, softwood, S4S, moisture content 19% or less in accordance with following standards:
- .1 CSA-O141-05 (R2009), Softwood Lumber.
  - .2 NLGA Standard Grading Rules for Canadian Lumber, 2010 edition.
- .2 All timber, including crossbracing, blocking, timber deck, joists, stringers, pile caps, sub-caps, crib work, etc., to be No. 1 Structural Grade Coast Douglas Fir. All timber material used will be treated with preservative.
- .3 **Plywood:** Douglas fir plywood to CSA O121-08 (R2013) select sheathing.

2.3 ACCEPTABILITY OF MATERIALS

- .1 After award of Work, requests for "acceptance" of materials in addition to those presently established as "acceptable" by Contract documents need be provided to the Engineer.
- .2 Requests must be supported with sufficient product information to enable an assessment to be made for approval.
- .3 Upon request by Engineer, provide certification that plant, equipment, and materials to be used in concrete comply with requirements of CSA-A23.1-09/A23.2-09 and that mix design is adjusted to prevent alkali aggregate reactivity problems.
- .4 Upon request by Engineer, provide certification that mix proportions selected will produce concrete of specified quality and yield and that strength will comply with CSA-A23.1-09/A23.2-09 and that mix design is adjusted to prevent alkali aggregate reactivity problems.

PART 1 - GENERAL

1.1 PROJECT  
CLEANLINESS

- .1 Maintain Work in tidy condition, free from accumulation of waste products and debris, other than that caused by Owner or other Contractors.
- .2 Remove waste materials from site at daily regularly scheduled times or dispose of as directed by Engineer. Do not burn waste materials.
- .3 Make arrangements with and obtain permits from authorities having jurisdiction for disposal of waste and debris.
- .4 Provide on-site containers for collection of waste materials and debris.
- .5 Dispose of waste materials and debris off site.
- .6 Store volatile waste in covered metal containers, and remove from premises at end of each working day.
- .7 Provide adequate ventilation during use of volatile or noxious substances. Use of building ventilation systems is not permitted for this purpose.
- .8 Use only cleaning materials recommended by manufacturer of surface to be cleaned, and as recommended by cleaning material manufacturer.
- .9 Schedule cleaning operations so that resulting dust, debris and other contaminants will not fall on wet, newly painted surfaces nor contaminate building systems.

1.2 FINAL CLEANING

- .1 When Work is Substantially Performed remove surplus products, tools, construction machinery and equipment not required for performance of remaining Work.
  - .2 Remove waste products and debris other than that caused by others, and leave Work clean and suitable for occupancy.
  - .3 Prior to final review remove surplus products, tools, construction machinery and equipment.
  - .4 Make arrangements with and obtain permits from authorities having jurisdiction for disposal of waste and debris.
  - .5 Remove stains, spots, marks and dirt from decorative work, electrical and mechanical fixtures, furniture fitments, walls, and floors.
-

1.2 FINAL CLEANING  
(Cont'd)

- .6 Inspect finishes, fitments and equipment and ensure specified workmanship and operation.
- .7 Broom clean and wash exterior walks, steps and surfaces; rake clean other surfaces of grounds.
- .8 Remove dirt and other disfiguration from exterior surfaces.
- .9 Sweep and wash clean paved areas.

1.3 DISPOSAL

- .1 On completion of the Work under this Standing Offer Agreement, all surplus material including materials declared surplus by DND, plant, tools, equipment and debris must be removed from the job site.
- .2 The disposal of debris is the Contractor's responsibility and must be off DND property. The fees charged for the disposal of debris by outside agencies +10% will be paid for by DND. These charges must be supported by invoices.

PART 1 - GENERAL

- 1.1 RELATED SECTIONS
- .1 Section 01 11 00 General Instructions.
  - .2 Section 01 61 00 Common Product Requirements.
  - .3 Section 02 41 61 Annex A Potential Diver Hazards.
  - .4 Section 02 41 62 Annex B Liability Waiver.
- 1.2 GENERAL INSTRUCTIONS
- .1 The Contractor must confirm all dimensions on site and must advise the Engineer in writing of any discrepancy prior to any work. Where existing conditions are shown they are not guaranteed to be complete, accurate, or correct.
  - .2 Prevent movement, settlement or damage of adjacent structures, services, paving, adjacent grades, or parts of existing jetty to remain. Provide bracing and shoring as required. Repair any damage caused by demolitions or removals to adjacent structures, surfaces or works that are outside of the area of work specified in the call-up for demolitions or removals.
  - .3 Prevent debris, materials and contaminants from entering harbour. Dispose of unsuitable materials off site. Comply with all Provincial and Federal Environmental Regulations.
  - .4 Protect public and construction personnel, adjacent structures, services and work of other sections from hazards due to pile driving operations.
  - .5 Protect piles from damage due to excessive bending stresses, impact, abrasion or other causes during delivery, storage and handling.
  - .6 Replace damaged piles to satisfaction of Engineer.
  - .7 Treat bolt holes, cut-offs, and field cuts in accordance with CSA O80 SERIES-08 and as indicated on drawings.
  - .8 Where obstruction is encountered that causes sudden unexpected change in penetration resistance or deviation from specified tolerances, proceed as directed by Engineer.
  - .9 Pull out rejected piles and replace with new, and if necessary, a longer pile.
  - .10 No extra compensation will be made for removing and replacing or other work made necessary through rejection of defective piles.
-

1.2 GENERAL  
INSTRUCTIONS  
(Cont'd)

- .11 Dispose of demolished materials off site except where noted otherwise and in accordance with authorities having jurisdiction.
- .12 Remove materials and equipment to be reused, store, protect, and reinstall.
- .13 Unless otherwise specified, carry out demolition work in accordance with Section 01 35 30 Health and Safety Requirements and CSA S350-M1980 (R2003), Code of Practice for Safety in Demolition of Structures.
- .14 If required, disconnect electrical service lines entering jetty in accordance with authorities having jurisdiction. Post warning signs on electrical lines and equipment which must remain energized to serve other properties during period of work.
- .15 Disconnect and cap mechanical services, if required, in accordance with authorities having jurisdiction.
- .16 Do not disrupt active or energized utilities designated to remain undisturbed.

### **Potential Diver and Surface Support Personnel Exposure Scenarios**

The following is an excerpt from:

**PROJECT NO. NSD15664  
REPORT TO  
HISTORICAL REVIEW, FIELD SURVEY AND  
PRELIMINARY QUALITATIVE RISK ASSESSMENT  
OF 13 MARLANT WATER LOTS  
HALIFAX, NOVA SCOTIA  
PREPARED FOR  
FORMATION ENVIRONMENT  
PREPARED BY  
JACQUES WHITFORD ENVIRONMENT LIMITED  
3 SPECTACLE LAKE DRIVE  
DARTMOUTH, NS B3B 1W8  
TEL: 902-468-7777  
FAX: 902-468-9009  
APRIL 25, 2001**

This is issued as an advisory for those engaged in work in or on Halifax Harbour.

*Page 54 HR/FS/PQRA of MARLANT Water Lots · Project No. NSD15664 · April 25, 2001*

#### **4.3.4 Potential Diver and Surface Support Personnel Exposure Scenarios**

The exposure scenarios which have been considered for human receptors at this site include the following:

- dermal contact with sediment;
- incidental ingestion of sediment;
- inhalation of water as a mist/aerosol;
- dermal contact with surface water; and/or
- incidental ingestion of surface water.

JWEL has identified the likelihood that both divers and surface support personnel can be exposed to the identified hazards through the various exposure scenarios using a qualitative method. The likelihood of exposure is considered and evaluated in terms of the following series of definitions, presented in Table 4.3

**Table 4.3 Exposure Definitions**

Likelihood of Exposure	Definition
<i>Very Unlikely</i>	Level of exposure that could result in adverse effects is not expected.
<i>Unlikely</i>	Level of exposure that could result in adverse effects would probably not occur.
<i>Possible</i>	Level of exposure that could result in adverse effects might be expected.
<i>Likely</i>	Level of exposure that could result in adverse effects is expected. Exceedance of this exposure level might be expected.

The relevant exposure pathways are summarized in Table 4.4 which includes the qualitative evaluation of each pathway and a justification for the likelihood of exposure assigned. The likelihood of exposure includes consideration of the duration and frequency of exposure to each potential hazard and to the relative concentrations to which the receptor is likely to be exposed.

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**Table 4.4 Qualitative Assessment - Current Potential Exposure Scenarios – Divers and Surface Support Personnel**

Exposure Pathway Description (On-site)	Likelihood of Exposure	Justification
Ingestion of sediment  Dermal contact with sediment	<i>Possible</i>	<p><u>Divers</u></p> <p>Divers are expected to be exposed to sediments either suspended in the water column or on the harbour bottom.</p> <p><u>Surface Support Personnel</u></p> <p>Surface support personnel are expected to be exposed to sediment either in the water column from surface spray or through contact with divers and equipment</p>

<p>Ingestion of surface water</p> <p>Dermal contact with surface water</p>	<p><i>Likely</i></p>	<p><u>Divers</u></p> <p>Divers are expected to be exposed to contaminants in the water column during diving and may ingest marine water.</p> <p><u>Surface Support Personnel</u></p> <p>Surface support personnel are expected to be exposed to surface water as surface spray or through contact with divers and equipment, and may ingest marine water.</p>
<p>Ingestion of marine biota</p>	<p><i>Unlikely</i></p>	<p><u>Divers and Surface Support Personnel</u></p> <p>Commercial fishing activities (including lobstering) occur in various areas of Halifax Harbour. In addition, there are also areas which are closed to certain types of fishing activities (i.e. shellfish harvesting in the inner harbour due to high fecal coliform counts).</p> <p>The Department of Fisheries and Oceans (DFO) is responsible for identifying contaminated areas in the ocean and establishing fisheries closures based on the nature and extent of the contamination. Any areas not considered 'closed' are thus deemed 'safe' and any species harvested or caught in these areas should not pose any unacceptable risks to people who ingest them. All areas closed to commercial fishing should thus be avoided for fishing and/or harvesting of marine biota. No species caught in these areas should be considered safe for human consumption. The ingestion of marine biota was not further assessed in this PQRA because any species caught in areas where commercial fishing activities occur are considered 'safe' for ingestion, whereas all species caught in closed fishery areas are considered 'unsafe' for human ingestion. Military staff should be aware of the commercial fishery areas and avoid fishing or harvesting marine species in all other areas.</p>
<p>Inhalation of vapours (as mist/aerosol)</p>	<p><i>Unlikely</i></p>	<p><u>Divers and Surface Support Personnel</u></p> <p>With the exception of enterococci, the majority of the identified contaminants tend to be moderately to highly hydrophobic and lipophilic (i.e. metals, PAHs, PCBs, DDT/DDE/DDD). As such, these COCs are expected to be present in greater concentrations in bottom and suspended sediment than in the water column. The inhalation exposure route is not considered as significant as the dermal contact or ingestion exposure routes due to the limited concentration of sediment expected to be inhaled. For enterococci in marine water, inhalation exposure is a potential route, however, enterococci enter the body through a variety of orifices, including wounds, which is implicitly considered in the dermal contact exposure route.</p> <p><u>Divers</u></p> <p>This pathway assumed that regulators and face masks are working properly and that a limited amount of water vapour entering the regulator as mist. If marine water is analyzed for other parameters (i.e. TPH, dissolved gasses, etc.), or regulators</p>

		leak significantly, this pathway may need to be further evaluated as part of a detailed qualitative risk assessment (DQRA) or equipment needs to be examined and replaced if necessary.
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The qualitative risk evaluation has identified that the greatest potential for risk to diver and surface support personnel is through dermal contact and ingestion of sediment and surface water.

#### 4.5 Risk Characterization

The risk characterization stage of the PQRA entails a qualitative assessment of the potential health risk of each hazard to each receptor, based on the degree of exposure. Depending on the chemical concentration in the sediment or the enterococci count in the water, the sites were classified using a colour scheme of 'green', 'yellow' or 'red'. See below for details.

##### 4.5.1 Sediment Risk Characterization

For sediment, the screening criteria and health-based risk criteria were derived using the toxicities of the identified COCs with an examination of the likely exposure durations at each site. The screening criteria is simply the health-based risk value divided by a safety factor of 100. These values are presented in Table 4.6. See Section 4.1 for details of the screening criteria development methodology, and Tables H1 and H2 in Appendix H for relevant equation spreadsheets and toxicity values (including references).

**Table 4.6 Sediment Quality Criteria Used in the PQRA**

Parameter	Screening Criteria mg/kg	Health-Based Risk Value for Sediment mg/kg
Copper	1.65E+02	1.65E+04
Cadmium	2.06E+00	2.06E+02
Chromium	2.06E+01	2.06E+03
Lead	1.47E+01	1.47E+03
Zinc	3.42E+03	3.42E+05
Mercury	3.54E-01	3.54E+01
Tin	2.47E+03	2.47E+05
Total PAHs	2.77E-01	2.77E+01
PCBs	8.23E-02	8.23E+00
Ortho-Para DDD	5.35E-02	5.35E+00
Para-Para DDD	5.35E-02	5.35E+00
Ortho-Para DDE	3.78E-02	3.78E+00
Para-Para DDE	3.78E-02	3.78E+00
Ortho-Para DDT	3.78E-02	3.78E+00
Para-Para DDT	3.78E-02	3.78E+00

Identified contaminant concentrations at each of the water lots were compared to the criteria in Table 4.6.

The sites have been colour coded according to the following:

1. All contaminants are below screening criteria – GREEN
2. One or more contaminants are between screening criteria and the health-based risk value (no contaminant concentrations exceeding the health-based risk value) - YELLOW
3. One or more contaminants are above the health-based risk value – RED

A summary of where sediment contaminants exceed the recommended criteria are presented for each site in pie-chart form in Figure A.19 in Appendix *Page 61 HR/FS/PQRA of MARLANT Water Lots · Project No. NSD15664 · April 25, 2001*

#### 4.5.2 Marine Water Risk Characterization

For surface water, enterococci was the only identified COC and it was compared to known toxicity values based on Health Canada (1992) and WHO (1998) as presented in Table 4.7. See Section 4.1 for details relating to the proposed PQRA screening and toxicity criteria.

**Table 4.7 Enterococci Water Quality Criteria Used in the PQRA**

Parameter	Screening Criteria cfu/100 mL	Health-Based Risk Value for Surface Water cfu/100 mL
Enterococci	35 (Health Canada, 1992)	200 (WHO, 1998)

Identified enterococci counts at each of the water lots were compared to the criteria in Table 4.7.

The sites have been colour coded according to the following:

1. All samples are below 35 per 100 mL – GREEN
2. One or more samples are between 35 per 100 mL and 200 per 100 mL (no samples exceed 200 per 100 mL) - YELLOW
3. One or more samples are above 200 per 100 mL – RED

A summary of where enterococci exceeds the recommended criteria are presented for each site in pie-chart form in Figure A.19 in Appendix A.

#### 4.5.3 Results

Table 4.8 presents the results of the most recent sediment and surface water sampling in comparison to the derived criteria identified in the preceding sections. The colour of the site corresponds to the level of contamination/biologicals identified during the FS and also to the level of protection required by divers and/or surface support personnel when in these areas (see Table 4.9).

These colours only represent areas of chemical and/or biological contamination. Areas where UXOs are present not represented in this rating system. Areas where known or suspected UXOs are present should be avoided where possible or should be handled according to DND protocol.

**Table 4.8 Contaminant Rating by Site**

Site	Green	Yellow	Red
CFAD "YELLOW"	cadmium, copper, zinc, tin	chromium, lead, mercury, PAHs, PCBs, enterococci	
Navy Island "YELLOW"	not tested, situated near CFAD and contaminants were assumed to be similar	not tested, situated near CFAD and contaminants were assumed to be similar	not tested, situated near CFAD and contaminants were assumed to be similar
Bedford Degaussing Range "YELLOW"	cadmium, chromium, copper, tin, zinc	chromium, lead, PAHs, PCBs, enterococci	
Shannon Park "RED"	tin	cadmium, chromium, copper, lead, mercury, zinc, PCBs	PAHs, enterococci
Harbourfront (Naval Staff Houses) "RED"	cadmium, copper, tin, zinc	chromium, lead, mercury, PAHs, PCBs	enterococci
French Cable Wharf "RED"	cadmium, tin, zinc	chromium, copper, lead, mercury, PCBs	PAHs, enterococci
Dockyard Annex "RED"	cadmium, tin, zinc	Chromium, copper, lead, mercury, PCBs	PAHs, enterococci
Dockyard "RED"	Tin, Zinc	cadmium, chromium, copper, mercury, PCBs	lead, PAHs, enterococci
McNabs Island "GREEN"	cadmium, copper, mercury, tin, zinc, PCBs, enterococci	chromium, lead, PAHs	
Shearwater "YELLOW"	cadmium, copper, tin, zinc	chromium, mercury, lead, PAHs, PCBs, enterococci	

HMCS Scotian <b>"RED"</b>	tin, zinc	cadmium, chromium, copper, mercury, lead, PCBs	PAHs, enterococci
Navy Buoys <b>"YELLOW"</b>	cadmium, copper, tin, zinc	chromium, mercury, lead, PAHs, PCBs, enterococci	
DREA Acoustic Barge <b>"YELLOW"</b>	cadmium, copper, zinc, tin, enterococci	chromium, mercury, lead, PAHs, PCBs	

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#### 4.6 Risk Management Recommendations

Based on the identified colour ranges for each of the water lots, JWEL has prepared a matrix for identifying the type of protection required for both divers and surface support personnel. Table 4.9 presents the recommended protective measures in order to protect diver and surface support personnel from unacceptable exposure to the identified COCs in the harbour water and sediment.

**Table 4.9 Protection Based on Degree of Contamination at Each Water Lot**

	Definition	Diver Requirements	Surface Support Personnel
<b>"GREEN"</b>	Some parameters marginally exceed screening criteria, the majority are below.	No special controls or requirements for swimming at surface. Use standard issue full body wet suit with gloves and foot protection when working at or near the harbor bottom. Rinse suit after use, allow to fully dry	No special requirements for surface support personnel in contact with water or sediment in these areas.

<p><b>"YELLOW"</b></p>	<p>Majority of the parameters exceed the screening criteria but do not exceed the calculated sediment quality criteria based on parameter toxicity.</p>	<p>Use standard issue full body wet suit with full face mask, hood, gloves and foot protection. Wash suit in soapy water after use, allow to fully dry</p>	<p>Use protective hand covering (i.e. waterproof gloves) when in contact with water and/or impacted sediment or when helping divers or handling equipment. Wear long shirts and pants. Wash all clothing in soapy water and allow to dry completely. Wash any exposed skin with soap and water.</p>
<p><b>"RED"</b></p>	<p>One or more parameters exceed the calculated sediment quality criteria based on parameter toxicity.</p>	<p>Attire: Full coverage diving helmet with mating yoke, dry suit (made of vulcanized rubber or other smooth, non-porous material), attached boots, mating dry gloves (consisting of a set of cuff rings and gloves) (all with positive pressure), series exhaust valve to prevent back-flow into helmet, chemically resistant hoses. Surface supplied source for breathing gas, either cascade or equally contaminant free system (no SCUBA – CSA, 1992). A minimum of four workers must be present: the diver; a standby diver; a diving supervisor and the diver's tender (surface support personnel). Divers in areas which are 'red' due to high enterococci counts should be vaccinated against hepatitis A, polio, tetanus and hepatitis B. When exiting water: Divers should first be hosed off while suited, with extra attention to suit joints (gloves, neck). Once the suit is removed, it must be cleaned with a soapy solution, such as Decon-Check™ and left to completely dry. Each diver should shower for five minutes (minimum) undressed with soap and water. All equipment needs to be decontaminated, checked for damage and proper functioning. All equipment used should be logged to record the history of the gear.</p>	<p>Wear water-proof clothing (i.e. rain-gear with fitted cuffs, Tyvek suits, orange suits) Wash any exposed skin with soap and water. Wash all reusable clothing in soapy water and allow to dry completely. Discard of any disposable suits after use</p>

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Sources:

NOAA (2001)

Canadian Standards Association (CSA) (1992)

Viking Scandinavian Diving Equipment (no date)

Figure A.20 in Appendix A identifies each water lot by its respective colour, and when diving or operating ships where personnel may be exposed to contaminated water and/or sediment, the measures outlined in Table 4.9 must be followed in order to minimize the potential risks.

## **Waiver of Liability**

1. In order to facilitate timely and economical completion of work, the following is intended to outline the responsibilities of the various parties involved when a Contractor is given permission to leave floating plant and equipment berthed at a DND owned facility.
2. The Contractor is responsible for the "Care and Custody" on a 24/7 basis, as required to ensure that the Contractor's mooring lines and devices, floating plant, and work vessels berthed at DND facilities are secure in all conditions. DND/Her Majesty will be saved harmless from any damage caused by the contractor's floating plant, and work vessels due to a lack of appropriate Care and Custody.
3. The Contractor is responsible for the "Safety and Security" on a 24/7 basis, as required to ensure that the Contractor's equipment is secured against theft and poses no safety hazard to DND personnel, Contractor personnel or the public. DND/the Crown will be saved harmless from any damage, theft or injury caused by the Contractor's equipment due to a lack of appropriate Safety and Security.
4. The Queen's Harbour Master (QHM) to determine an appropriate location to berth any floating plant or vessel. The Contractor must contact QHM when arriving on site and departing from the site. QHM will advise the Contractor should any relocation of the Contractor's floating plant or equipment be required. This in no way commits DND/the Crown to ensure that a berth be provided when requested. However, if a suitable berth is available, a contractor may request such berthing arrangements in order to assist in timely completion of work.
5. **Note:** DND bears the same responsibility for "Care and Custody" and "Safety and Security" of DND vessels and equipment to the Contractor as the Contractor bears to DND/Her Majesty.

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MARLANT BCE Engineering  
Project Manager

---

Foreman's name  
Foreman  
Contractor's name

Cc: QHM HMC Dockyard  
BCE Contracts Inspector  
BCE Project Manager  
Owner's name, Owner, Company Name.



Government of Canada

Gouvernement du Canada

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Contract Number / Numéro du contrat  
W010C-14-C141  
Security Classification / Classification de sécurité  
UNCLASSIFIED

SECURITY REQUIREMENTS CHECK LIST (SRCL)  
LISTE DE VÉRIFICATION DES EXIGENCES RELATIVES À LA SÉCURITÉ (LVERS)

PART A - CONTRACT INFORMATION / PARTIE A - INFORMATION CONTRACTUELLE

1. Originating Government Department or Organization / Ministère ou organisme gouvernemental d'origine  
NATIONAL DEFENCE  
2. Branch or Directorate / Direction générale ou Direction  
MARLANT/FCE

3. a) Subcontract Number / Numéro du contrat de sous-traitance  
3. b) Name and Address of Subcontractor / Nom et adresse du sous-traitant

4. Brief Description of Work / Brève description du travail  
Work under this Contract comprises of all labour, materials, tools, equipment, transportation and marine vessels required for driving marine timber piles, marine timber construction, marine inspection, marine demolitions and removals, marine repairs and restorations above and below water.

5. a) Will the supplier require access to Controlled Goods? / Le fournisseur aura-t-il accès à des marchandises contrôlées?  No / Non  Yes / Oui

5. b) Will the supplier require access to unclassified military technical data subject to the provisions of the Technical Data Control Regulations? / Le fournisseur aura-t-il accès à des données techniques militaires non classifiées qui sont assujetties aux dispositions du Règlement sur le contrôle des données techniques?  No / Non  Yes / Oui

6. Indicate the type of access required / Indiquer le type d'accès requis

6. a) Will the supplier and its employees require access to PROTECTED and/or CLASSIFIED information or assets? / Le fournisseur ainsi que les employés auront-ils accès à des renseignements ou à des biens PROTÉGÉS et/ou CLASSIFIÉS? (Specify the level of access using the chart in Question 7. c) (Préciser le niveau d'accès en utilisant le tableau qui se trouve à la question 7. c)  No / Non  Yes / Oui

6. b) Will the supplier and its employees (e.g. cleaners, maintenance personnel) require access to restricted access areas? / Le fournisseur et ses employés (p. ex. nettoyeurs, personnel d'entretien) auront-ils accès à des zones d'accès restreintes? L'accès à des renseignements ou à des biens PROTÉGÉS et/ou CLASSIFIÉS n'est pas autorisé.  No / Non  Yes / Oui

6. c) Is this a commercial courier or delivery requirement with no overnight storage? / S'agit-il d'un contrat de messagerie ou de livraison commerciale sans entreposage de nuit?  No / Non  Yes / Oui

7. a) Indicate the type of information that the supplier will be required to access / Indiquer le type d'information auquel le fournisseur devra avoir accès  
Canada  NATO / OTAN  Foreign / Étranger

7. b) Release restrictions / Restrictions relatives à la diffusion  
No release restrictions / Aucune restriction relative à la diffusion  All NATO countries / Tous les pays de l'OTAN  No release restrictions / Aucune restriction relative à la diffusion   
Not releasable / À ne pas diffuser   
Restricted to: / Limité à: Specify country(ies): / Préciser le(s) pays:  Restricted to: / Limité à: Specify country(ies): / Préciser le(s) pays:  Restricted to: / Limité à: Specify country(ies): / Préciser le(s) pays:

7. c) Level of information / Niveau d'information  
PROTECTED A / PROTÉGÉ A  NATO UNCLASSIFIED / NATO NON CLASSIFIÉ  PROTECTED A / PROTÉGÉ A   
PROTECTED B / PROTÉGÉ B  NATO RESTRICTED / NATO DIFFUSION RESTREINTE  PROTECTED B / PROTÉGÉ B   
PROTECTED C / PROTÉGÉ C  NATO CONFIDENTIAL / NATO CONFIDENTIEL  PROTECTED C / PROTÉGÉ C   
CONFIDENTIAL / CONFIDENTIEL  NATO SECRET / NATO SECRET  CONFIDENTIAL / CONFIDENTIEL   
SECRET / SECRET  COSMIC TOP SECRET / COSMIC TRÈS SECRET  SECRET / SECRET   
TOP SECRET / TRÈS SECRET  TOP SECRET (SIGINT) / TRÈS SECRET (SIGINT)  TOP SECRET (SIGINT) / TRÈS SECRET (SIGINT)





Contract Number / Numéro du contrat W010C-14-C141
Security Classification / Classification de sécurité UNCLASSIFIED

**PART A (continued) / PARTIE A (suite)**

8. Will the supplier require access to PROTECTED and/or CLASSIFIED COMSEC information or assets?  
Le fournisseur aura-t-il accès à des renseignements ou à des biens COMSEC désignés PROTÉGÉS et/ou CLASSIFIÉS?  No / Non  Yes / Oui  
If Yes, indicate the level of sensitivity:  
Dans l'affirmative, indiquer le niveau de sensibilité :

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

Short Title(s) of material / Titre(s) abrégé(s) du matériel :  
Document Number / Numéro du document :

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

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

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

Special comments:

Commentaires spéciaux : ESCORT WILL BE PROVIDED IF NECESSARY

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

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

10. b) May unscreened personnel be used for portions of the work?  
Du personnel sans autorisation sécuritaire peut-il se voir confier des parties du travail?  No / Non  Yes / Oui  
If Yes, will unscreened personnel be escorted?  
Dans l'affirmative, le personnel en question sera-t-il escorté?  No / Non  Yes / Oui

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

**INFORMATION / ASSETS / RENSEIGNEMENTS / BIENS**

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

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

**PRODUCTION**

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

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

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

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



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

For users completing the form manually use the summary chart below to indicate the category(ies) and level(s) of safeguarding required at the supplier's site(s) or premises.  
Les utilisateurs qui remplissent le formulaire manuellement doivent utiliser le tableau récapitulatif ci-dessous pour indiquer, pour chaque catégorie, les niveaux de sauvegarde requis aux installations du fournisseur.

For users completing the form online (via the Internet), the summary chart is automatically populated by your responses to previous questions.  
Dans le cas des utilisateurs qui remplissent le formulaire en ligne (par Internet), les réponses aux questions précédentes sont automatiquement saisies dans le tableau récapitulatif.

**SUMMARY CHART / TABLEAU RÉCAPITULATIF**

Category / Catégorie	PROTECTED / PROTÉGÉ			CLASSIFIED / CLASSIFIÉ			NATO				COMSEC					
	A	B	C	CONFIDENTIAL / CONFIDENTIEL	SECRET	TOP SECRET / TRÈS SECRET	NATO RESTRICTED	NATO CONFIDENTIAL	NATO SECRET	COSMIC TOP SECRET / COSMIC TRÈS SECRET	PROTECTED / PROTÉGÉ			CONFIDENTIAL / CONFIDENTIEL	SECRET	TOP SECRET / TRÈS SECRET
							NATO DIFFUSION RESTRIENTE	NATO CONFIDENTIEL			A	B	C			
Information / Assets / Renseignements / Biens / Production	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
IT Media / Support TI	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
IT Link / Lien électronique	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

12. a) Is the description of the work contained within this SRCL PROTECTED and/or CLASSIFIED?  
La description du travail visé par la présente LVERS est-elle de nature PROTÉGÉE et/ou CLASSIFIÉE?

No / Non  Yes / Oui

If Yes, classify this form by annotating the top and bottom in the area entitled "Security Classification".  
Dans l'affirmative, classifiez le présent formulaire en indiquant le niveau de sécurité dans la case intitulée « Classification de sécurité » au haut et au bas du formulaire.

12. b) Will the documentation attached to this SRCL be PROTECTED and/or CLASSIFIED?  
La documentation associée à la présente LVERS sera-t-elle PROTÉGÉE et/ou CLASSIFIÉE?

No / Non  Yes / Oui

If Yes, classify this form by annotating the top and bottom in the area entitled "Security Classification" and indicate with attachments (e.g. SECRET with Attachments).  
Dans l'affirmative, classifiez le présent formulaire en indiquant le niveau de sécurité dans la case intitulée « Classification de sécurité » au haut et au bas du formulaire et indiquez qu'il y a des pièces jointes (p. ex. SECRET avec des pièces jointes).



Gouvernement  
of Canada / Gouvernement  
du Canada

Contract Number / Numéro du contrat W010C-14-C141
Security Classification / Classification de sécurité UNCLASSIFIED

**PART D - AUTHORIZATION / PARTIE D - AUTORISATION**

**13. Organization Project Authority / Chargé de projet de l'organisme**

Name (print) - Nom (en lettres moulées) WO RUSS ANSTEY	Title - Titre CONTRACTS 2IC	Signature 
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Telephone No. - N° de téléphone 902-722-1811	Facsimile No. - N° de télécopieur 902-722-1847	E-mail address - Adresse courriel russell.anstey@forces.gc.ca	Date 27 Mar 14
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**14. Organization Security Authority / Responsable de la sécurité de l'organisme**

Name (print) - Nom (en lettres moulées) Sasha Medjovic	Title - Titre VCDS DPM SEC 3-3 NDHQ OTTAWA	Signature 
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Telephone No. - N° de téléphone (613) 949-1066	Facsimile No. - N° de télécopieur (613) 949-1069	E-mail address - Adresse courriel SASA.MEDJOVIC@forces.gc.ca	Date 2014-05-15
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15. Are there additional instructions (e.g. Security Guide, Security Classification Guide) attached? / Des instructions supplémentaires (p. ex. Guide de sécurité, Guide de classification de la sécurité) sont-elles jointes?  No / Non  Yes / Oui

**16. Procurement Officer / Agent d'approvisionnement**

Name (print) - Nom (en lettres moulées) John Stavart	Title - Titre Real Property Contracting Supply Team Leader	Signature
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Telephone No. - N° de téléphone 902-496-5507	Facsimile No. - N° de télécopieur 902-496-5016	E-mail address - Adresse courriel john.stavart@pwgsc.tpsgc.gc.ca	Date
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**17. Contracting Security Authority / Autorité contractante en matière de sécurité**

Name (print) - Nom (en lettres moulées) Suzanne Hopkins	Title - Titre Contract Security Officer	Signature 
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Telephone No. - N° de téléphone 613-954-0258	Facsimile No. - N° de télécopieur	E-mail address - Adresse courriel suzanne.hopkins@pwgsc- tpsgc.gc.ca	Date May 29/14
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