

Solicitation No. - N° de l'invitation

W0103-146017/A

Amd. No. - N° de la modif.

File No. - N° du dossier

PWY-4-37140

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Refer to Attached Solicitation Documents

Solicitation No. - N° de l'invitation

W0103-146017/A

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W0103-146017

Amd. No. - N° de la modif.

File No. - N° du dossier

PWY-4-37140

Buyer ID - Id de l'acheteur

pwy004

CCC No./N° CCC - FMS No./N° VME

THIS DOCUMENT CONTAINS A SECURITY REQUIREMENT.

REQUEST FOR STANDING OFFER (RFSO)

IMPORTANT NOTICE TO OFFERORS

THIS DOCUMENT CONTAINS A SECURITY REQUIREMENT

For further instructions please consult "Special Instruction to Offeror", SI10, "Security related requirements" and "Supplementary Conditions" SC01 Security requirements, document safeguarding location.

LIMITATION OF LIABILITY

PWGSC is limiting the Contractor's first party liability for work in Low Rise, High Rise and Heritage Buildings. See changes to GC1.6 "Indemnification by the Contractor" of R2810D in the Supplementary Conditions.

DEPARTMENTAL REPRESENTATIVE'S AUTHORITY

See related changes to GC2.1 of R2820D that have been included in the Standard Acquisition Clauses and Conditions (SACC)

INSURANCE TERMS

The Certificate of Insurance and its instructions has been replaced see Annex B. (Completed certificate is NOT required at bid closing)

SUPPORT THE USE OF APPRENTICES

Through Canada's Economic Action Plan 2013, the Government of Canada proposes to support the employment of apprentices in federal construction and maintenance projects. Refer to SI12.

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W0103-146017/A

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File No. - N° du dossier

PWY-4-37140

Buyer ID - Id de l'acheteur

pwy004

CCC No./N° CCC - FMS No./N° VME

TABLE OF CONTENTS

SPECIAL INSTRUCTIONS TO OFFERORS (SI)

- SI01 Introduction
- SI02 Code of Conduct and certifications, related documentations
- SI03 Offer documents
- SI04 Enquiries During the Solicitation Period
- SI05 Contracting authority / Departmental representative
- SI06 Quantity
- SI07 PWGSC obligations
- SI08 Optionnal Site Visit
- SI09 Revision of Offer
- SI10 Offer Validity Period
- SI11 Security Related Requirement
- SI12 Public Works and Government Services Canada and Defence Construction Canada Apprentice Procurement Initiative
- SI13 Web Sites

GENERAL INSTRUCTIONS to OFFERORS - CONSTRUCTION SERVICES (GI)

- GI01 Integrity Provisions - Offer
- GI02 Completion of Offer
- GI03 Identity or Legal Capacity of the Offeror
- GI04 Applicable Taxes
- GI05 Capital Development and Redevelopment Charges
- GI06 Listing of Subcontractors and Suppliers
- GI07 Submission of Offer
- GI08 Revision of Offer
- GI09 Rejection of Offer
- GI10 Offer Costs
- GI11 Procurement Business Number
- GI12 Compliance with Applicable Laws
- GI13 Approval of Alternative Materials
- GI14 Performance Evaluation
- GI15 Conflict of Interest-Unfair Advantage

STANDING OFFER PARTICULARS (SOP)

- SOP01 General
- SOP02 Period of the Standing Offer
- SOP03 Call-Up Limitation
- SOP04 Call-Up Procedure
- SOP05 Standing Offer Responsibles

SUPPLEMENTARY CONDITIONS (SC)

- SC01 Security Requirements for Canadian Contractors
- SC02 Limitation of Liability
- SC03 Insurance Terms
- SC04 Travel and Living Expenses
- SC05 Response Time – During the Duration of the SOA
- SC06 Periodic Reports

CALL-UPS CLAUSES OR RESULTING CONTRACT DOCUMENTS (CD)

Solicitation No. - N° de l'invitation

W0103-146017/A

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

W0103-146017

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File No. - N° du dossier

PWY-4-37140

Buyer ID - Id de l'acheteur

pwy004

CCC No./N° CCC - FMS No./N° VME

APPENDIX 1 - COMPLETE LIST OF EACH INDIVIDUAL WHO ARE CURRENTLY DIRECTORS AND OR OWNER OF THE OFFEROR.

APPENDIX 2 - STATEMENT OF WORK

APPENDIX 3 - PRICE PROPOSAL FORM

APPENDIX 4 - EVALUATION PROCEDURES OR BASIS OF SELECTION

APPENDIX 5 - PERIODIC REPORTS

APPENDIX 6 - VOLUNTARY CERTIFICATION TO SUPPORT THE USE OF APPRENTICES

ANNEX A - SECURITY REQUIREMENT CHECK LIST (SRCL)

ANNEX B - CERTIFICATE OF INSURANCE

ANNEX C - VOLUNTARY REPORTS FOR APPRENTICES EMPLOYED DURING THE CONTRACT

Solicitation No. - N° de l'invitation

Amd. No. - N° de la modif.

Buyer ID - Id de l'acheteur

W0103-146017/A

pwy004

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

File No. - N° du dossier

CCC No./N° CCC - FMS No./N° VME

W0103-146017

PWY-4-37140

SPECIAL INSTRUCTIONS TO OFFEROR'S (SI)

SI01 INTRODUCTION

1. Public Works and Government Services Canada (PWGSC) is inviting Offerors to submit proposals for Standing Offers. The selected offerors shall provide a range of services as identified in the Statement of Work section of this document.
2. It is PWGSC's intention to authorize up to one (1) Standing Offers, each for a period of three (3) years. The total dollar value of all Standing Offers is estimated to be (\$900,000.00) (GST or HST included). Individual call-ups will vary, up to a maximum of (\$55,000.00) (GST or HST included). Offerors should note that there is no guarantee that the full or any amount of the Standing Offers will be called-up; PWGSC will issue call-ups only when the specific services to be provided under the Standing Offer are needed. Please refer to Section SOP04, CALL-UP PROCEDURE.

SI02 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 GI01 of Integrity Provisions - Offer of General Instructions to Offerors - Construction Services. The associated information required within the Integrity Provisions will assist Canada in confirming that the certifications are true.

SI03 OFFER DOCUMENTS

1. The following are the offer documents:
 - a. Invitation to Tender - Page 1;
 - b. Special Instructions to Offerors;
 - c. General Instructions to Offeror's- Construction Services
 - d. Clauses & Conditions identified in "Contract Documents";
 - e. Drawings and Specifications;
 - f. Price Proposal form and related Appendix(s); and
 - g. Any amendment issued prior to solicitation closing.

Submission of an offer constitutes acknowledgement that the Offeror has read and agrees to be bound by these documents.

SI04 ENQUIRIES DURING THE SOLICITATION PERIOD

1. Enquiries regarding this offer must be submitted in writing to the Contracting Officer named on the Request for Standing Offer (RFSO). Enquiries should be received no later than five (5) calendar days prior to the date set or solicitation closing to allow sufficient time to provide a response. Enquiries received after that time may not result in an answer being provided.
2. To ensure consistency and quality of the information provided to Offerors the Contracting Officer shall examine the content of the enquiry and shall decide whether or not to issue an amendment.
3. All enquiries and other communications related to this offer sent throughout the solicitation period are to be directed ONLY to the Contracting Officer named on the RFSO - Page 1. Failure to comply with this requirement may result in the offer being declared non-responsive.

Solicitation No. - N° de l'invitation

W0103-146017/A

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

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PWY-4-37140

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CCC No./N° CCC - FMS No./N° VME

SI05 CONTRACTING AUTHORITY / DEPARTMENTAL REPRESENTATIVE

1. The Contracting Authority for this Request for Standing Offer is:
Rukmani (Ruth) Mestry
Public Works and Government Services Canada
#219 – 800 Burrard Street
Vancouver, B.C.
V6Z 0B9
Telephone: (604) 775-9385
Email: ruth.mestry@pwgsc.gc.ca

The Contracting Authority is responsible for the establishment of the Standing Offer, its administration, and any contractual issues relating to individual call-ups.

2. A Departmental Representative will be identified at time of each individual Call-Up. The Departmental Representative will be responsible for all matters concerning the technical content of the work under the Call-Up.

SI06 QUANTITY

The amount of work and estimated expenditure specified in the RFSO are only an approximation of requirements. The making of an offer by the Offeror shall not constitute an agreement by Canada. Canada may make one or several call-ups against a standing offer.

SI07 PWGSC OBLIGATION

A RFSO does not commit PWGSC to authorize the utilization of a standing offer or to pay any cost incurred in the submission of offers, or cost incurred in making necessary studies for the preparation thereof, or to procure or contract for any services. PWGSC reserves the right to reject or authorize for utilization any offer in whole or in part, with or without further discussion or negotiation. Canada reserves the right to cancel or amend the RFSO at any time.

SI08 OPTIONNAL SITE VISIT

There will be a site visit on December 4, 2014 at 9:30a.m. PST. Interested offerors are to meet at *Canadian Forces Maritime Experimental Test Range (CFMETR) @ 3400 Fairwinds Dr Nanoose BC*. Site visit will consist of the main base CFMETR, Winchelsea Island Operations Center (requires boat transport), and Nanaimo Armouries as well as Fil1. Nanaimo Armouries and Fil1 are fairly small sites, so visiting these is optional as well.

For base access, we require names of persons and Coy names 48hrs before confirmed scheduled site visit.

SI09 REVISION OF OFFER

An offer may be revised by letter or facsimile in accordance with "General Instructions to Offerors – Construction Services to Offerors". The facsimile number for receipt of revisions is (604) 775-9381.

SI10 OFFER VALIDITY PERIOD

1. The offer cannot be withdrawn for the period of (150) days following the RFSO closing date.
2. Canada reserves the right to seek an extension to the offer validity period. Upon notification in writing from Canada, Offerors shall have the option to either accept or reject the proposed extension.
3. If the extension referred to in paragraph 2 of SI10 is accepted, in writing, by all those who submitted offers, then Canada shall continue immediately with the evaluation of the offers and its approvals processes.

Solicitation No. - N° de l'invitation

Amd. No. - N° de la modif.

Buyer ID - Id de l'acheteur

W0103-146017/A

pwy004

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

File No. - N° du dossier

CCC No./N° CCC - FMS No./N° VME

W0103-146017

PWY-4-37140

-
4. If the extension referred to in paragraph 2. of SI10 is not accepted in writing by all those who submitted offers then Canada shall, at its sole discretion, either
 - a. continue to evaluate the offers of those who have accepted the proposed extension and seek the necessary approvals; or
 - b. cancel the request for proposal.
 5. The provisions expressed herein do not in any manner limit Canada's rights in law or under GI09 "General Instructions to Offerors – Construction Services".

SI11 SECURITY RELATED REQUIREMENTS

1. At offer closing, the Offeror must hold a valid Security Clearance as indicated in section SC01 of the Supplementary Conditions. Failure to comply with this requirement will render the offer non-compliant and no further consideration will be given to the offer.
2. The Successful Offeror's personnel, as well as any subcontractor and its personnel, who are required to perform any part of the work pursuant to the subsequent contract must meet the mandatory security requirement as indicated in section SC01 of the Supplementary Conditions. **Individuals who do not have the required level of security will not be allowed on site.** It is the responsibility of the successful Offeror to ensure that the security requirements are met throughout the performance of the contract. Canada will not be held liable or accountable for any delays or additional costs associated with the successful Offeror's non-compliance with the mandatory security requirement.
3. For additional information on security requirements, bidders should consult the "Security Requirements for PWGSC Bid Solicitations - Instructions for Bidders" on the Standard Procurement Documents Web site [Industrial Security Program](#)

SI12 PUBLIC WORKS AND GOVERNMENT SERVICES CANADA AND DEFENCE CONSTRUCTION CANADA APPRENTICE PROCUREMENT INITIATIVE

1. To encourage employers to participate in apprenticeship training, Contractors bidding on construction and maintenance contracts by Public Works and Government Services Canada (PWGSC) are being asked to sign a voluntary certification, signaling their commitment to hire and train apprentices.
2. Canada is facing skills shortages across various sectors and regions, especially in the skilled trades. Equipping Canadians with skills and training is a shared responsibility. In Economic Action Plan (EAP) 2013, the Government of Canada made a commitment to support the use of apprentices in federal construction and maintenance contracts. Contractors have an important role in supporting apprentices through hiring and training and are encouraged to certify that they are providing opportunities to apprentices as part of doing business with the Government of Canada.
3. Through the Economic Action Plan 2013 and support for training programs, the Government of Canada is encouraging apprenticeships and careers in the skilled trades. In addition, the government offers a tax credit to employers to encourage them to hire apprentices. Information on this tax measure administered by the Canada Revenue Agency can be found at: www.cra-arc.gc.ca. Employers are also encouraged to find out what additional information and supports are available from their respective provincial or territorial jurisdiction.
4. Signed certifications (Appendix 6) will be used to better understand contractor use of apprentices on Government of Canada maintenance and construction contracts and may inform future policy and program development.
5. The Contractor hereby certifies the following:

Solicitation No. - N° de l'invitation

W0103-146017/A

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

W0103-146017

Amd. No. - N° de la modif.

File No. - N° du dossier

PWY-4-37140

Buyer ID - Id de l'acheteur

pwy004

CCC No./N° CCC - FMS No./N° VME

In order to help meet demand for skilled trades people, the Contractor agrees to use, and require its subcontractors to use, reasonable commercial efforts to hire and train registered apprentices, to strive to fully utilize allowable apprenticeship ratios* and to respect any hiring requirements prescribed by provincial or territorial statutes

The Contractor hereby consents to this information being collected and held by PWGSC, and Employment and Social Development Canada to support work to gather data on the hiring and training of apprentices in federal construction and maintenance contracts.

To support this initiative, a voluntary certification signaling the Contractor's commitment to hire and train apprentices is available at Appendix 6.

If you accept fill out and sign Appendix 6

** The journey-person-apprentice ratio is defined as the number of qualified/certified journeypersons that an employer must employ in a designated trade or occupation in order to be eligible to register an apprentice as determined by provincial/territorial (P/T) legislation, regulation, policy directive or by law issued by the responsible authority or agency.*

SI13 WEB SITES

The connection to some of the Web sites in the solicitation documents is established by the use of hyperlinks. The following is a list of the addresses of the Web sites:

Buy and Sell <https://www.achatsetventes-buyandsell.gc.ca>

Canadian economic sanctions <http://www.international.gc.ca/sanctions/index.aspx?lang=eng>

Contractor Performance Evaluation Report (Form PWGSC-TPSGC 2913)
<http://www.tpsgc-pwgsc.gc.ca/app-acq/forms/documents/2913.pdf>

Standard Acquisition Clauses and Conditions (SACC) Manual
<https://buyandsell.gc.ca/policy-and-guidelines/standard-acquisition-clauses-and-conditions-manual/5/R>

PWGSC, Industrial Security Services <Http://ssi-iss.tpsgc-pwgsc.gc.ca/index-eng.html>

PWGSC, Code of Conduct and Certifications
<http://www.tpsgc-pwgsc.gc.ca/app-acq/cndt-cndct/contexte-context-eng.html>

PWGSC Consent to a Criminal Record Verification (PWGSC-TPSGC 229)
<Http://www.tpsgc-pwgsc.gc.ca/app-acq/forms/documents/229.pdf>

Solicitation No. - N° de l'invitation

Amd. No. - N° de la modif.

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W0103-146017/A

pwy004

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

File No. - N° du dossier

CCC No./N° CCC - FMS No./N° VME

W0103-146017

PWY-4-37140

GENERAL INSTRUCTIONS TO OFFERORS – CONSTRUCTION SERVICES (GI)

GI01 (2014-03-01) Integrity Provisions – Offer

1. Offerors must comply with the Code of Conduct for Procurement. In addition, offerors must respond to Requests for Standing Offers (RFSO) in an honest, fair and comprehensive manner, accurately reflect their capacity to satisfy the requirements stipulated in the RFSO, Standing Offer (SO) and any resulting contracts, and submit offers as well as enter into contracts only if they will fulfill all obligations of the Contract.
2. By submitting an offer, offerors confirm that they understand that, to ensure fairness, openness and transparency in the procurement process, the commission of certain acts or offences will render them ineligible to be issued a Standing Offer and awarded a contract. Canada will declare non-responsive any offer in respect of which the information requested is missing or inaccurate, or in respect of which the information contained in the certifications is found by Canada to be untrue in any respect, at the time of issuance of the Standing Offer (SO). If it is determined, after issuance of the SO, that the Offeror made a false declaration, Canada will, following a notice period, have the right to set aside the SO and to terminate for default any resulting contracts. The Offeror will be required to diligently maintain up-to-date the information requested. The Offeror and any of the Offeror's Affiliates, will also be required to remain free and clear of any acts or convictions specified in these Integrity Provisions during the period of any SO arising from this RFSO and any resulting call-ups.
3. Affiliates
For the purpose of these Integrity Provisions, everyone, including but not limited to organizations, bodies corporate, societies, companies, firms, partnerships, associations of persons, parent companies and subsidiaries, whether partly or wholly-owned, as well as individuals and directors, are Offeror's Affiliates if:
 - a. directly or indirectly either one controls or has the power to control the other, or
 - b. a third party has the power to control both.Indicia of control, include, but are not limited to, interlocking management or ownership, identity of interests among family members, shared facilities and equipment, common use of employees, or a business entity created following the acts or convictions specified in these Integrity Provisions which has the same or similar management, ownership, or principal employees, as the case may be.
4. Offerors who are incorporated, including those submitting offers as a joint venture, must provide a complete list of names of all individuals who are currently directors of the Offeror. Offerors submitting offers as sole proprietorship, including those submitting offers as a joint venture, must provide the name of the owner. Offerors submitting offers as societies, firms, or partnerships do not need to provide lists of names. If the required names 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 provide the names within the time frame specified will render the offer non-responsive. Providing the required names is a mandatory requirement for a Standing Offer to be issued. Canada may, at any time, request that the Offeror provide properly completed and signed consent forms (Consent to a Criminal Record Verification form - PWGSC-TPSGC 229) for any or all individuals mentioned above within a specified time frame. Failure to provide such consent forms and associated information within the time frame provided, or failure to cooperate to the verification process will result in the offer being declared non-responsive.
5. The Offeror must diligently inform Canada in writing of any changes affecting the list of names of directors during this procurement process as well as during the period of any Standing Offer arising from this RFSO and any resulting call-ups. The Offeror must also, when requested, provide Canada with properly completed and signed consent forms.
6. By submitting an offer, the Offeror certifies that it is aware, and that its Affiliates are aware that Canada may request additional information, certifications, consent forms and other evidentiary elements proving identity or eligibility. Canada may also verify the information provided by the Offeror, including the information relating to the

Solicitation No. - N° de l'invitation

Amd. No. - N° de la modif.

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W0103-146017/A

pwy004

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

File No. - N° du dossier

CCC No./N° CCC - FMS No./N° VME

W0103-146017

PWY-4-37140

acts or convictions specified in these Integrity Provisions, through independent research, use of any government resources or by contacting third parties.

7. By submitting an offer, the Offeror certifies that neither the Offeror nor any of the Offeror's Affiliates have directly or indirectly, paid or agreed to pay, and will not, directly or indirectly, pay a contingency fee to any individual for the solicitation, negotiation or obtaining of the Standing Offer and any resulting call-ups if the payment of the fee would require the individual to file a return under section 5 of the Lobbying Act.

8. Time Period

The Time Period is 10 years and is measured from the date of the conviction or from the date of the conditional or absolute discharge.

In addition, for a conviction under paragraphs a. or b. of subsection 9, following the 10-year period, a pardon or a record suspension must have been obtained, or capacities must have been restored by the Governor in Council. The Offeror must therefore provide with its offer or promptly afterwards a copy of confirming documentation from an official source for its certification to be found true by Canada for the purpose of these Integrity Provisions. If the documentation has 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 within the time frame specified will render the offer non-responsive.

9. By submitting an offer, the Offeror certifies that neither the Offeror nor any of the Offeror's Affiliates have been convicted of an offence or received a conditional or an absolute discharge under any of the following provisions, unless the time period, as defined in the Time Period subsection, has elapsed:

- a. paragraph 80(1)(d) (*False entry, certificate or return*), subsection 80(2) (*Fraud against Her Majesty*) or section 154.01 (*Fraud against Her Majesty*) of the Financial Administration Act, or
- b. section 121 (*Frauds on the government and Contractor subscribing to election fund*), section 124 (*Selling or Purchasing Office*), section 380 (*Fraud*) for fraud committed against Her Majesty or section 418 (*Selling defective stores to Her Majesty*) of the Criminal Code, or
- c. section 119 (*Bribery of judicial officers, etc*), section 120 (*Bribery of officers*), section 346 (*Extortion*), sections 366 to 368 (*Forgery and other offences resembling forgery*), section 382 (*Fraudulent manipulation of stock exchange transactions*), section 382.1 (*Prohibited insider trading*), section 397 (*Falsification of books and documents*), section 422 (*Criminal breach of contract*), section 426 (*Secret commissions*), section 462.31 (*Laundering proceeds of crime*) or sections 467.11 to 467.13 (*Participation in activities of criminal organization*) of the Criminal Code, or
- d. section 45 (*Conspiracies, agreements or arrangements between competitors*), section 46 (*Foreign directives*), section 47 (*Bid rigging*), section 49 (*Agreements or arrangements of federal financial institutions*), section 52 (*False or misleading representation*), section 53 (*Deceptive notice of winning a prize*) of the Competition Act, or
- e. section 239 (*False or deceptive statements*) of the Income Tax Act, or
- f. section 327 (*False or deceptive statements*) of the Excise Tax Act, or
- g. section 3 (*Bribing a foreign public official*), section 4 (*Accounting*), or section 5 (*Offence committed outside Canada*) of the Corruption of Foreign Public Officials Act, or
- h. section 5 (*Trafficking in substance*), section 6 (*Importing and exporting*), or section 7 (*Production of substance*) of the Controlled Drugs and Substance Act.

The Offeror also certifies that no one convicted under any of the provisions under a. or b. are to receive any benefit under a Standing Offer arising from this Request for Standing Offers and any resulting call-ups, unless a pardon or a record suspension has been obtained or capacities restored by the Governor in Council, as defined in the Time Period subsection.

Solicitation No. - N° de l'invitation

Amd. No. - N° de la modif.

Buyer ID - Id de l'acheteur

W0103-146017/A

pwy004

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

File No. - N° du dossier

CCC No./N° CCC - FMS No./N° VME

W0103-146017

PWY-4-37140

10. Foreign Offences

The Offeror also certifies that, within a period, as defined in the Time Period subsection, neither the Offeror nor any of the Offeror's Affiliates have been convicted of or have received a conditional or an absolute discharge, under any foreign offence that Canada deems to be of similar constitutive elements to the offences listed in these Integrity Provisions. Canada will also consider foreign measures declared by Canada to be similar in nature to the Canadian pardon, record suspension, or restoration of capacities by the Governor in Council.

11. Subcontractors

The Offeror must ensure that subcontracts include Integrity Provisions no less favourable to Canada than those imposed in the resulting contract.

12. Preventive Measures associated with the Time Period

In cases where the period (as defined in the Time Period subsection), for a conviction, or a conditional or an absolute discharge of the Offeror or any of the Offeror's Affiliates has elapsed, then the Offeror must also certify for itself and for its Affiliates that measures have been diligently put in place in order to avoid the reoccurrence of such convictions or reprehensible actions.

13. Public Interest Exception

Offerors understand that Canada may issue a Standing Offer with an offeror where the Offeror or the Offeror's Affiliates have been convicted of or have received a conditional or an absolute discharge for an offence specified in these Integrity Provisions, when required to do so by law or legal proceedings, or when Canada in its sole discretion considers it necessary to the public interest for reasons which include, but are not limited to:

- no one else is capable of performing the contract;
- emergency;
- national security;
- health and safety;
- economic harm;

If all offers are found non-responsive for reason of a listed relevant conviction or act, then Canada may invoke the public interest exception, as described in the paragraph above. In such cases, only offers containing a declaration concerning a relevant offence or act will be further considered. Canada may also elect to procure outside of the present process. In all cases, Canada reserves the right to impose additional conditions or measures to ensure the integrity of the procurement process.

14. Non-application

For governments, as well as entities controlled by a government, including Crown corporations, the present Integrity Provisions are reduced to complying with article 750 of the Criminal Code, the Government Contracts Regulations and the Code of Conduct for Procurement.

GI02 (2014-03-01) Completion of Offer

1. The offer shall be

- a. submitted on the Price proposal form;
- b. based on the Offer Documents listed in the Special Instructions to Offerors;
- c. correctly completed in all respects;
- d. signed by a duly authorized representative of the Offeror; and

Solicitation No. - N° de l'invitation

Amd. No. - N° de la modif.

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

File No. - N° du dossier

CCC No./N° CCC - FMS No./N° VME

W0103-146017

PWY-4-37140

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- e. accompanied by any other document or documents specified elsewhere in the solicitation where it is stipulated that said documents are to accompany the offer.
 2. Subject to paragraph 6) of GI09, any alteration to the pre-printed or pre-typed sections of the Price Proposal form, or any condition or qualification placed upon the offer may be cause for disqualification. Alterations, corrections, changes or erasures made to statements or figures entered on the Price Proposal form by the Offeror shall be initialed by the person or persons signing the offer. Alterations, corrections, changes or erasures that are not initialed shall be deemed void and without effect.
 3. Unless otherwise noted elsewhere in the Offer Documents, facsimile copies of offers are not acceptable.
 4. Canada will make available Notices of Proposed Procurement (NPP), offer solicitations and related documents for download through the Government Electronic Tendering Service (GETS). Canada is not responsible and will not assume any liabilities whatsoever for the information found on websites of third parties. In the event an NPP, offer solicitation or related documentation would be amended, Canada will not be sending notifications. Canada will post all amendments, including significant enquiries received and their replies, using GETS. It is the sole responsibility of the Offeror to regularly consult GETS for the most up-to-date information. Canada will not be liable for any oversight on the Offeror's part nor for notification services offered by a third party.

GI03 (2007-05-25) Identity or Legal Capacity of the Offeror

1. In order to confirm the authority of the person or persons signing the offer or to establish the legal capacity under which the Offeror proposes to enter into Contract, any Offeror who carries on business in other than its own personal name shall, if requested by Canada, provide satisfactory proof of
 - a. such signing authority; and
 - b. the legal capacity under which it carries on business;

prior to contract award. Proof of signing authority may be in the form of a certified copy of a resolution naming the signatory(ies) that is (are) authorized to sign this offer on behalf of the corporation or partnership. Proof of legal capacity may be in the form of a copy of the articles of incorporation or the registration of the business name of a sole proprietor or partnership.

GI04 (2013-04-25) Applicable Taxes

1. "Applicable Taxes" means the Goods and Services Tax (GST), the Harmonized Sales Tax (HST) and any provincial tax, by law, payable by Canada such as, the Quebec Sales Tax (QST) as of April 1, 2013.

GI05 (2007-05-25) Capital Development and Redevelopment Charges

1. For the purposes of GC1.8, "Laws, Permits and Taxes", in the General Conditions of the Contract, only fees or charges directly related to the processing and issuing of building permits shall be included. The Offeror shall not include any monies in the offer amount for special municipal development, redevelopment or other fees or charges which a municipal authority may seek as a prerequisite to the issuance of building permits.

GI06 (2010-01-11) Listing of Subcontractors and Suppliers

1. Notwithstanding any list of Subcontractors that the Offeror may be required to submit as part of the offer, the Offeror shall, within forty-eight (48) hours of receipt of a notice to do so, submit all information requested in the said notice including the names of Subcontractors and Suppliers for the part or parts of the Work listed. Failure to do so shall result in the disqualification of its offer.

GI07 (2014-03-01) Submission of Offer

1. The Price Proposal form, duly completed, shall be enclosed and sealed in an envelope provided by the Offeror, and shall be addressed and submitted to the office designated on the Front Page of the "Request for Standing

Solicitation No. - N° de l'invitation

Amd. No. - N° de la modif.

Buyer ID - Id de l'acheteur

W0103-146017/A

pwy004

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

File No. - N° du dossier

CCC No./N° CCC - FMS No./N° VME

W0103-146017

PWY-4-37140

Offer" for the receipt of offers. The offer must be received on or before the date and time set for solicitation closing.

2. Unless otherwise specified in the Special Instructions to Offerors
 - a. the offer shall be in Canadian currency;
 - b. the requirement does not offer exchange rate fluctuation risk mitigation. Requests for exchange rate fluctuation risk mitigation will not be considered. All offers including such provision will render the offer non-responsive.
3. Prior to submitting the offer, the Offeror shall ensure that the following information is clearly printed or typed on the face of the offer envelope:
 - a. Solicitation Number;
 - b. Name of Offeror;
 - c. Return address; and
 - d. Closing Date and Time.
4. Timely and correct delivery of offers is the sole responsibility of the Offeror.

GI08 (2011-05-16) Revision of Offer

1. An offer submitted in accordance with these instructions may be revised by letter or facsimile provided the revision is received at the office designated for the receipt of offers, on or before the date and time set for the closing of the RFSO. The letter or facsimile shall on the Offeror's letterhead or bear a signature that identifies the Offeror.
2. A revision to an offer that includes unit prices must clearly identify the change(s) in the unit price(s) and the specific item(s) to which each change applies.
3. A letter or facsimile submitted to confirm an earlier revision should be clearly identified as a confirmation.
4. Failure to comply with any of the above provisions may result in the rejection of the non-compliant revision(s) only. The offer shall be evaluated based on the original offer submitted and all other compliant revision(s).

GI09 (2013-04-25) Rejection of Offer

1. Canada may accept any offer, whether it is the lowest or not, or may reject any or all offers.
2. Without limiting the generality of paragraph 1) of GI09, Canada may reject an offer if any of the following circumstances is present:
 - a. the Offeror's bidding privileges are suspended or are in the process of being suspended;
 - b. the bidding privileges of any employee or subcontractor included as part of the offer are suspended or are in the process of being suspended, which suspension or pending suspension would render that employee or subcontractor ineligible to offer on the Work, or the portion of the Work the employee or subcontractor is to perform;
 - c. the Offeror is bankrupt, or where for whatever reason, its activities are rendered inoperable for an extended period;

Solicitation No. - N° de l'invitation

Amd. No. - N° de la modif.

Buyer ID - Id de l'acheteur

W0103-146017/A

pwy004

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

File No. - N° du dossier

CCC No./N° CCC - FMS No./N° VME

W0103-146017

PWY-4-37140

-
- d. evidence, satisfactory to Canada, of fraud, bribery, fraudulent misrepresentation or failure to comply with any law protecting individuals against any manner of discrimination, has been received with respect to the Offeror, any of its employees or any subcontractor included as part of its offer;
 - e. evidence satisfactory to Canada that based on past conduct or behavior, the Offeror, a sub-contractor or a person who is to perform the Work is unsuitable or has conducted himself/herself improperly;
 - f. with respect to current or prior transactions with Canada
 - i. Canada has exercised, or intends to exercise, the contractual remedy of taking the work out of the contractor's hands with respect to a contract with the Offeror, any of its employees or any subcontractor included as part of its offer; or
 - ii. Canada determines that the Offeror's performance on other contracts is sufficiently poor to jeopardize the successful completion of the requirement being offered on.
3. In assessing the Offeror's performance on other contracts pursuant to subparagraph 2.f. i & ii GI09, Canada may consider, but not be limited to, such matters as:
 - a. the quality of workmanship in performing the Work;
 - b. the timeliness of completion of the Work;
 - c. the overall management of the Work and its effect on the level of effort demanded of the department and its representative; and
 - d. the completeness and effectiveness of the Contractor's safety program during the performance of the Work.
 4. Without limiting the generality of paragraphs 1), 2) and 3) of GI09, Canada may reject any offer based on an unfavourable assessment of the
 - a. adequacy of the offer price to permit the work to be carried out and, in the case of an offer providing prices per unit, whether each such price reasonably reflects the cost of performing the part of the work to which that price applies;
 - b. Offeror's ability to provide the necessary management structure, skilled personnel, experience and equipment to perform competently the work under the Contract; and
 - c. Offeror's performance on other contracts.
 5. When Canada intends to reject an offer pursuant to a provision of paragraphs 1), 2), 3) or 4) of GI09, other than subparagraph 2)(a) of GI09, the Contracting Authority will inform the Offeror and provide the Offeror ten (10) days within which to make representations, before making a final decision on the offer rejection.
 6. Canada may waive informalities and minor irregularities in offers received if Canada determines that the variation of the offer from the exact requirements set out in the Offer Documents can be corrected or waived without being prejudicial to other Offerors.

GI10 (2010-01-11) Offer Costs

1. No payment will be made for costs incurred in the preparation and submission of an offer in response to the offer solicitation. Costs associated with preparing and submitting an offer, as well as any costs incurred by the Offeror associated with the evaluation of the offer, are the sole responsibility of the Offeror.

GI11 (2012-07-16) Procurement Business Number

Solicitation No. - N° de l'invitation

Amd. No. - N° de la modif.

Buyer ID - Id de l'acheteur

W0103-146017/A

pwy004

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

File No. - N° du dossier

CCC No./N° CCC - FMS No./N° VME

W0103-146017

PWY-4-37140

1. Offerors are required to have a Procurement Business Number (PBN) before issuance of a standing offer . Offerors may register for a PBN in the Supplier Registration Information system on the [Contracts Canada](#) Web site. For non-Internet registration, Offerors may contact the nearest [Supplier Registration Agent](#).

G12 (2013-04-25) Compliance with Applicable Laws

1. By submission of an offer, the Offeror certifies that the Offeror has the legal capacity to enter into a contract and is in possession of all valid licences, permits, registrations, certificates, declarations, filings, or other authorizations necessary to comply with all federal, provincial and municipal laws and regulations applicable to the submission of the offer and entry into any ensuing contract for the performance of the work.
2. For the purpose of validating the certification in paragraph 1) of G12, a Offeror shall, if requested, provide a copy of every valid licence, permit, registration, certificate, declaration, filing or other authorization listed in the request, and shall provide such documentation within the time limit(s) set out in the request.
3. Failure to comply with the requirements of paragraph 2) of G12 shall result in disqualification of the offer.

G13 (2010-01-11) Approval of Alternative Materials

1. When materials are specified by trade names or trademarks, or by manufacturers' or suppliers' names, the offer shall be based on use of the named materials. During the solicitation period, alternative materials may be considered provided full technical data is received in writing by the Contracting Officer at least ten (10) calendar days prior to the solicitation closing date. If the alternative materials are approved for the purposes of the offer, an addendum to the offer documents shall be issued.

G14 (2010-01-11) Performance Evaluation

1. Offerors shall take note that the performance of the Contractor during and upon completion of the work shall be evaluated by Canada. The evaluation shall be based on the quality of workmanship; timeliness of completion of the work; project management, contract management and management of health and safety. Should the Contractor's performance be considered unsatisfactory, the Contractor's bidding privileges on future work may be suspended indefinitely.
2. The form [PWGSC-TPSGC 2913](#), SELECT - Contractor Performance Evaluation Report Form, is used to record the performance.

G15 (2011-05-16) Conflict of Interest - Unfair Advantage

1. In order to protect the integrity of the procurement process, offerors are advised that Canada may reject a offer in the following circumstances:
 - a. if the Offeror, any of its subcontractors, any of their respective employees or former employees was involved in any manner in the preparation of the offer solicitation or in any situation of conflict of interest or appearance of conflict of interest;
 - b. if the Offeror, any of its subcontractors, any of their respective employees or former employees had access to information related to the offer solicitation that was not available to other offerors and that would, in Canada's opinion, give or appear to give the Offeror an unfair advantage.
2. The experience acquired by a offeror who is providing or has provided the goods and services described in the offer solicitation (or similar goods or services) will not, in itself, be considered by Canada as conferring an unfair advantage or creating a conflict of interest. This offeror remains however subject to the criteria established above.
3. Where Canada intends to reject an offer under this section, the Contracting Authority will inform the Offeror and provide the Offeror an opportunity to make representations before making a final decision. Offerors who are in doubt about a particular situation should contact the Contracting Authority before offer closing. By submitting a offer, the Offeror represents that it does not consider itself to be in conflict of interest nor to have an unfair

Solicitation No. - N° de l'invitation

W0103-146017/A

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

W0103-146017

Amd. No. - N° de la modif.

File No. - N° du dossier

PWY-4-37140

Buyer ID - Id de l'acheteur

pwy004

CCC No./N° CCC - FMS No./N° VME

advantage. The Offeror acknowledges that it is within Canada's sole discretion to determine whether a conflict of interest, unfair advantage or an appearance of conflict of interest or unfair advantage exists.

Solicitation No. - N° de l'invitation

Amd. No. - N° de la modif.

Buyer ID - Id de l'acheteur

W0103-146017/A

pwy004

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

File No. - N° du dossier

CCC No./N° CCC - FMS No./N° VME

W0103-146017

PWY-4-37140

STANDING OFFER PARTICULARS

SOP01 GENERAL

1. The Offeror acknowledges that a standing offer is not a contract and that the issuance of a Standing Offer and Call-up Authority does not oblige or commit Canada to procure or contract for any services listed in the Standing Offer.
2. The Offeror offers to provide and deliver to Canada the services described in the Standing Offer, in accordance with the pricing set out in the Request for Standing Offer if, and when the Contracting Authority may request such services, in accordance with the conditions listed at subsection 3 below.
3. The Offeror understands and agrees that:
 - a. a call-up against the Standing Offer will form a contract only for those services which have been called-up, provided that such call-up is made in accordance with the provisions of the Standing Offer;
 - b. Canada's liability is limited to that which arises from call-ups against the Standing Offer made within the period specified in the Standing Offer;
 - c. Canada has the right to procure the services specified in the Standing Offer by means of any other contract, standing offer or contracting method;
 - d. the Standing Offer cannot be assigned or transferred in whole or in part;
 - e. the Standing Offer may be set aside by Canada at any time.

SOP02 PERIOD OF THE STANDING OFFER

The period for placing call-ups against the Standing Offer shall be for three (3) years commencing from the start date identified on the Standing Offer.

SOP03 CALL-UP LIMITATION

Each call-up against the Standing Offer will have a maximum limitation of expenditure of (\$55,000.00) (Applicable Taxes included).

SOP04 CALL-UP PROCEDURE

1. Best Standing Offer: the offer that provides best value (lowest prices) will be retained.

For each individual call-up the Offeror will be provided the scope of work and will submit an offer to the Departmental Representative in accordance with the unit rates established under the Standing Offer. The Contractor's offer shall include all of the work as specified including; mobilizing, sub-trades, materials, labour, tools, administration fees and supervision including building permits as per local regulations.
2. The Offeror will be authorized in writing by the Contracting Authority to proceed with the work by issuance of a Call-up against the Standing Offer using form 2829.
3. Any proposed changes to the scope of work are to be discussed with the Departmental Representative but any resulting changes can only be authorized by an amendment issued by the Contracting Authority.

Solicitation No. - N° de l'invitation

Amd. No. - N° de la modif.

Buyer ID - Id de l'acheteur

W0103-146017/A

pwy004

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

File No. - N° du dossier

CCC No./N° CCC - FMS No./N° VME

W0103-146017

PWY-4-37140

SOP05 STANDING OFFER RESPONSIBLES

Standing Offer Contracting Authority is :

Rukmani (Ruth) Mestry, Supply Specialist
Public Works and Government Services Canada
#219 – 800 Burrard Street
Vancouver, B.C.
V6Z 0B9
Telephone: (604) 775-9385
Email: ruth.mestry@pwgsc.gc.ca

The Contracting Authority is responsible for the establishment and administration of the Standing Offer and it's revision if needed. The Contracting Authority is responsible for all contractual related questions regarding call-ups.

Standing Offer Technical Authority is : (Will be provided at award)

The Technical Authority represents the Department or Organisation for which the works are executed within a call-up. The Technical Authority is responsible for all technical related questions regarding call-ups.

Name : Glen Poppe

Title : CE Operations Mgr

Department : BCE CFB Esquimalt

Division : BCE CFMETR

Telephone : 250- 468 - 5021

e-mail : Glen.Poppe@forces.gc.ca

The selected contractor for the standing offer is :

Name : _____

Contact : _____

Address : _____

Telephone : ____ - ____ - _____

e-mail : _____

Solicitation No. - N° de l'invitation

W0103-146017/A

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

W0103-146017

Amd. No. - N° de la modif.

File No. - N° du dossier

PWY-4-37140

Buyer ID - Id de l'acheteur

pwy004

CCC No./N° CCC - FMS No./N° VME

SUPPLEMENTARY CONDITIONS (SC)

SC01 SECURITY REQUIREMENTS

The following security requirement (SRCL and related clauses) applies and form part of the Contract.

1. The Contractor must, at all times during the performance of the Contract, hold a valid Designated Organization Screening (DOS), issued by the Canadian Industrial Security Directorate (CISD), Public Works and Government Services Canada (PWGSC).
2. All CONTRACTORS must EACH hold a valid RELIABILITY STATUS, granted or approved by CISD/PWGSC. This will also apply for sub contractors. Where required, contractors must hold a SECRET STATUS to access certain locations. Names and security clearances of all CONTRACTORS entering the Base will be supplied to the contract coordinator upon award of contract.
3. The Contractor must comply with the provisions of the:
 - (a) Security Requirements Check List and security guide (if applicable),
 - (b) Industrial Security Manual (Latest Edition).

For additional information on security requirements, proponents should consult the Industrial Security web site at: <http://ssi-iss.tpsgc-pwgsc.gc.ca/index-eng.html>.

SC02 LIMITATION OF LIABILITY

GC1.6 of R2810D is deleted and replaced with the following:

GC1.6 Indemnification by the Contractor

1. The Contractor shall indemnify and save Canada harmless from and against all claims, demands, losses, costs, damages, actions, suits, or proceedings whether in respect to losses suffered by Canada or in respect of claims by any third party, brought or prosecuted and in any manner based upon, arising out of, related to, occasioned by, or attributable to the activities of the Contractor in performing the Work, provided such claims are caused by the negligent or deliberate acts or omissions of the Contractor, or those for whom it is responsible at law.
2. The Contractor's obligation to indemnify Canada for losses related to first party liability shall be limited to:
 - a. In respect to each loss for which insurance is to be provided pursuant to the insurance requirements of the Contract, the Commercial General Liability insurance limit for one occurrence, as referred to in the insurance requirements of the Contract.
 - b. In respect to losses for which insurance is not required to be provided in accordance with the insurance requirements of the Contract the greater of the Contract Amount or \$5,000,000, but in no event shall the sum be greater than \$20,000,000.

The limitation of this obligation shall be exclusive of interest and all legal costs and shall not apply to any infringement of intellectual property rights or any breach of warranty obligations.

3. The Contractor's obligation to indemnify Canada for losses related to third party liability shall have no limitation and shall include the complete costs of defending any legal action by a third party. If requested by Canada, the Contractor shall defend Canada against any third party claims.

Solicitation No. - N° de l'invitation

Amd. No. - N° de la modif.

Buyer ID - Id de l'acheteur

W0103-146017/A

pwy004

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

File No. - N° du dossier

CCC No./N° CCC - FMS No./N° VME

W0103-146017

PWY-4-37140

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4. The Contractor shall pay all royalties and patent fees required for the performance of the Contract and, at the Contractor's expense, shall defend all claims, actions or proceedings against Canada charging or claiming that the Work or any part thereof provided or furnished by the Contractor to Canada infringes any patent, industrial design, copyright trademark, trade secret or other proprietary right enforceable in Canada.
 5. Notice in writing of a claim shall be given within a reasonable time after the facts, upon which such claim is based, became known.

SC03 INSURANCE TERMS

- 1) Insurance Contracts
 - (a) The Contractor must, at the Contractor's expense, obtain and maintain insurance contracts in accordance with the requirements of the Certificate of Insurance. Coverage must be placed with an Insurer licensed to carry out business in Canada.
 - (b) 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.
- 2) Period of Insurance
 - (a) The policies required in the Certificate of Insurance must be in force and be maintained throughout the duration of the standing offer period.
 - (b) The Contractor must be responsible to provide and maintain coverage for Products/Completed Operations hazards on its Commercial General Liability insurance policy, for a period of six (6) years beyond the date of the Certificate of Substantial Performance.
- 3) Proof of Insurance
 - (a) Before commencement of the Work, and no later than thirty (30) days after acceptance of its offer, the Contractor must deposit with Canada a Certificate of Insurance on the form attached herein.
 - (b) Upon request by Canada, the Contractor must provide originals or certified true copies of all contracts of insurance maintained by the Contractor pursuant to the Certificate of Insurance.
- 4) Insurance Proceeds

In the event of a claim, the Contractor must, without delay, do such things and execute such documents as are necessary to effect payment of the proceeds.
- 5) Deductible

The payment of monies up to the deductible amount made in satisfaction of a claim must be borne by the Contractor.

Solicitation No. - N° de l'invitation

W0103-146017/A

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

W0103-146017

Amd. No. - N° de la modif.

File No. - N° du dossier

PWY-4-37140

Buyer ID - Id de l'acheteur

pwy004

CCC No./N° CCC - FMS No./N° VME

SC04 TRAVEL AND LIVING EXPENSES:

1. Travel and Living Expenses:

Firms are advised that any travel time and travel-related expenses associated with the delivery of services within a 50 km radius of CFMETR Nanoose, 3400 Fairwind Drive, Nanoose, B.C., and Nanaimo Armouries – 703 Nanaimo Lake Road, Nanaimo, B.C. are to be calculated as an integral part of the hourly rates. For Delivery Of services outside of this 50 km radius, travel-related expenses will be paid (with prior approval of the Departmental Representative) in accordance with current National Joint Council Travel Directive.

SC05 Response Time - During the duration of the SOA

1. For daily maintenance work and planned maintenance projects, respond to work request from Engineer within four (4) work hours and be on site within two (2) calendar days; and
2. For emergency maintenance call ups, respond to request from Engineer within thirty (30) minutes, and be onsite within sixty (60) minutes.
3. For High Voltage Emergency call ups, respond to request from Engineer within (30) minutes, and be on site with certified electrical line truck within (60) minutes.

SC06 Periodic Reports

- .1 The Offeror shall provide to the Project Manager biannual reports on usage of the Standing Offer, showing the number and total value of call-ups by each consignee. Reports shall be submitted in the format shown on the attached Appendix 6 "Periodic Usage Report Form" and forwarded to the Project Manager no later than fifteen (15) days after the designated reporting period.
- .2 The Offeror understands that failure to comply may result in the setting aside of the Standing offer.

Solicitation No. - N° de l'invitation

Amd. No. - N° de la modif.

Buyer ID - Id de l'acheteur

W0103-146017/A

pwy004

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

File No. - N° du dossier

CCC No./N° CCC - FMS No./N° VME

W0103-146017

PWY-4-37140

CALL-UPS CLAUSES OR RESULTING CONTRACT DOCUMENTS (CD)

1. The following are the "call up" contract documents:

- a. Contract Page when signed by Canada;
- b. Duly completed Price Proposal Form and any Appendices attached thereto;
- c. Drawings and Specifications;
- d. General Conditions and clauses

GC1	General Provisions – Construction Services	R2810D	(2014-06-26);
GC2	Administration of the Contract	R2820D	(2014-06-26);
GC3	Execution and Control of the Work	R2830D	(2014-03-01);
GC4	Protective Measures	R2840D	(2008-05-12);
GC5	Terms of Payment	R2550D	(2014-06-26);
GC6	Delays and Changes in the Work	R2860D	(2013-04-25);
GC7	Default, Suspension or Termination of Contract	R2870D	(2008-05-12);
GC8	Dispute Resolution	R2884D	(2008-05-12);
GC9	N/A		
GC10	Insurance	R2900D	(2008-05-12);
	Allowable Costs for Contract Changes Under GC6.4.1	R2950D	(2014-06-26);
	Supplementary Conditions		
- e. Any amendment issued or any allowable offer revision received before the date and time set for solicitation closing;
- f. Any amendment incorporated by mutual agreement between Canada and the Contractor before acceptance of the offer; and
- g. Any amendment or variation of the contract documents that is made in accordance with the General Conditions.

2. The documents identified by title, number and date above are incorporated by reference and are set out in the Standard Acquisition Clauses and Conditions (SACC) Manual, issued by Public Works and Government Services Canada (PWGSC). The SACC Manual is available on the PWGSC Web site: <https://buyandsell.gc.ca/policy-and-guidelines/standard-acquisition-clauses-and-conditions-manual>

3. The language of the contract documents is the language of the Price Proposal Form submitted.

Solicitation No. - N° de l'invitation

W0103-146017/A

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

W0103-146017

Amd. No. - N° de la modif.

File No. - N° du dossier

PWY-4-37140

Buyer ID - Id de l'acheteur

pwy004

CCC No./N° CCC - FMS No./N° VME

APPENDIX 2-STATEMENT OF WORK

Provide Electrical services to Nanaimo Military Camp & CFMETR - CFB Esquimalt

SPECIFICATIONS

REQUIREMENT:

To provide all labour, supervision, material, equipment, transportation and profit required for ELECTRICAL SERVICES on an as and when requested basis. This includes electrical repairs and upkeep of buildings, equipment, jetty / float receptacles and cables ,interior and exterior lighting including street and jetty lighting.. To also perform EMERGENCY REPAIRS to primary and secondary distribution systems.

Work to take place at various locations at the Department of National Defence, Nanaimo Military Camp, Nanaimo Military Rifle Range, 4872 Fillinger Cres., CFMETR and Winchelsea Island Nanaimo B.C. on an as and when requested basis in accordance with the Specifications herein during the period specified herein.

SECTION 1005 GENERAL INSTRUCTIONS

1. Workmanship: All work shall be done by qualified tradespeople or an indentured apprentice under the direct supervision of a qualified Tradesperson holding an unexpired, unrestricted electrical License in the Province of British Columbia.

The worksite shall be left in a neat and clean condition each night.

2. Acceptance of Work: Workmanship shall be of the highest calibre and materials, and parts used in the maintenance, repair, or replacement shall be new and equal to, or better than, the original item. Should the availability of a new replacement part of device be delayed through no fault of the Contractor, a used replacement item may be used as a temporary measure in order to ensure the continuing use of the system. All work performed and materials or replacement parts used shall be to the satisfaction of the Engineer.

3. Site of Work: CFB Esquimalt (Nanaimo Detachment Area), Nanaimo B.C. Location of sites include CFMETR, Nanoose, Winchelsea Island, 4872 Fillinger Cres., Nanaimo Military Camp and Nanaimo Military Site (outside) Rifle Range, and any other DND property in greater Nanaimo area.

To provide electrical work for street and jetty lighting, primary and secondary distribution systems, fire and sewer alarm systems and building electrical systems at the following locations:

- Canadian Forces Military Camp Nanaimo, Nanaimo Military Camp (outside) Rifle Range.
- Canadian Forces METR Site, 4872 Fillinger Cres., Winchelsea Island.

The Contractor shall visit the sites in order to ascertain the extent of work and conditions to ascertain the extent of work and conditions under which it is to be carried out. No subsequent allowance shall be made for his failure to do so.

4. Scope of Work: General: The work comprises the furnishing of all labour, materials, equipment, and transportation required to provide electrical service on an as and when request basis for:

- street and jetty lighting
- primary and secondary distribution
- electrical work on all building and jetties
- emergency call-in service for repair to primary and secondary distribution system and Base buildings and jetties.

All work shall be carried out in a competent manner by electricians trained in all phases of maintenance and servicing of lighting units, primary distribution up to 25 kV and secondary distribution systems (sub-stations, overhead power lines, poles, etc.).

Solicitation No. - N° de l'invitation

W0103-146017/A

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

W0103-146017

Amd. No. - N° de la modif.

File No. - N° du dossier

PWY-4-37140

Buyer ID - Id de l'acheteur

pwy004

CCC No./N° CCC - FMS No./N° VME

Work included: Nil

5. Contractor's Access to and Use of Site : Use of the site limited to the work areas indicated for work and storage. Access directly to and from the site as indicated via the Main Gates subject to:

traffic regulations established by DND;

security regulations established by DND.

All Contractors, sub-contractors, and supplier employees will be required to obtain passes or identification (ID) cards from the Commissionaires located at the main gate as directed by the Engineer.

Upon award of the contract, the Contractor shall provide a typewritten list to the Engineer of all employees, sub-contractors and employees, and supplies requiring access to the contract work area. The list shall be updated promptly as changes of employees are made.

All identification cards are to be returned to Commissionaires upon termination of employment, completion of work, or expiry of card.

Military Police and Commissionaires in charge may request interviews with employees and retain the right to deny access to the Base to persons on the basis of security risk.

Do not unreasonably encumber site with materials or equipment

Move products or equipment which interfere with operations of Engineer, other Contractors, or building occupant as directed by Engineer.

Use of DND facility is not permitted unless approved in writing by Engineer.

Park vehicles where directed by the Engineer.

NO SMOKING in DND buildings.

6. Schedule of Work: Work shall be performed between 0700 and 1630 hours, Monday through Friday. While it is anticipated that overtime shall not apply to this Standing Offer, in the event that it may be needed, any overtime on this Request for Standing Offer shall require prior approval by the Base Construction Engineering Officer before the Contractor can proceed with the work.

RESPONSE TIME: During the duration of the SOA, respond to request for work from Engineer within three (3) work hours and be on site within 5 calendar days.

The Contractor shall notify the Engineer twenty-four (24) hours in advance of his intention to commence work.

Emergency call-outs may be instituted by a telephone call from the Engineer which will be followed up by a written requisition from the Engineer.

7. Control and Procedures: The following will be adhered to throughout the duration of this contract:

The Contractor, on award of contract, will be advised by the Engineer those who are authorized to request service under this contract.

When service is required, the Engineer will advise the Contractor a site visit will be made to determine the extent of work required. If required to do so, the Contractor shall provide within forty-eight (48) hours to the Engineer, an estimate of the cost of completing such work in accordance with the pricing provisions of this contract. He shall not do any work in response to the requisition until such estimate has been accepted by the Engineer and express authorization in writing is provided to proceed in response to the requisition;

Prior to commencing work the Contractor or his authorized representative will report to the Engineer and will be responsible to pick up keys;

Inspections shall be carried out during and at the end of all jobs. Deficiencies noted will be made good immediately after notification by the Engineer;

8. Setting Out of Work: Assume full responsibility for and execute complete layout of work to locations.

Solicitation No. - N° de l'invitation

Amd. No. - N° de la modif.

Buyer ID - Id de l'acheteur

W0103-146017/A

pwy004

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

File No. - N° du dossier

CCC No./N° CCC - FMS No./N° VME

W0103-146017

PWY-4-37140

9. Alterations, Repairs to Existing Building: Execute work with least possible interference or disturbance to occupants, public, and normal use of premises. Arrange with Engineer to facilitate execution of work.

10. Reporting to Engineer: The Contractor, prior to commencement of any sitework, shall report the schedule of work to the Engineer, Mr Glen Poppe at CFMETR Site at Tel # (250)468-5021.

Calls from the Engineer shall be answered by the Contractor within two (2) hours.

The Engineer is defined as the Base Construction Engineering Officer or his representative.

11. Safety Requirements: Observe and enforce construction safety measures required by the Canadian Construction Safety Code, B.C. Provincial Government, Workers' Compensation Board, and Municipal statutes and authorities.

The Contractor must ensure compliance on his part and on the part of all his sub-contractors with the standards of Part II, Canada Labour Code, and the Occupational Health & Safety Regulations, as well as compliance with the Workers' Compensation Act and any regulations thereunder the said Act having to do with the prevention of accidents, the prevention of diseases, and the provision of safe working conditions including proper safety equipment, lighting, and ventilation. In the event of conflict between the Workers' Compensation Act and Regulations and the Canada Labour Code, Part II, and Occupation Health & Safety Regulations, the most stringent provision applies.

The Contractor shall be responsible for safety precautions involving his personnel in their use of ladders, safety belts, or other equipment. All work shall be performed in accordance with local Municipal and Provincial safety regulations.

12. Frequency of Inspections: Maintenance service for street and jetty lighting shall be carried out twice a year as follows:

- First inspection and lamp replacement shall be performed during the month of May; and
- Second inspection and lamp replacement shall be carried out during the month of September.

Emergency call-in service shall be provided on an "As and When Requested" basis. Normally, service is to be provided within twenty-four (24) hours.

All work under this contract (except repairs or replacements furnished on an emergency service basis) will be performed during regular working hours, 08:00 AM to 16:30 PM, Monday to Friday.

13. Invoices: Original copy is required. The Contractor shall prepare and forward one (1) original and two (2) copies of the invoice for each requisition. Invoices shall be addressed:

Attention: BCEO (Base Construction Engineering Operations)
Canadian Forces Maritime Experimental Test Ranges (CFMETR)
P.O. Box 188, Station Main
Nanose Bay , BC V9P 9J9

Invoices should reflect the following items:

WORK ORDER NUMBER Replacement materials charged
Contract Serial number Allowable mark-up
Hours Charged GST shown separately

14. Alternations/Repairs to Existing Building: Execute work with least possible interference or disturbance to occupants, public, and normal use of premises. Arrange with Engineer to facilitate execution of work.

Where security has been reduced by work of contract, provide temporary means to maintain security. Obtain approval of measures by Engineer.

Provide barriers and/or warning to protect public and occupants in accordance with safety requirements.

Solicitation No. - N° de l'invitation

W0103-146017/A

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

W0103-146017

Amd. No. - N° de la modif.

File No. - N° du dossier

PWY-4-37140

Buyer ID - Id de l'acheteur

pwy004

CCC No./N° CCC - FMS No./N° VME

15. Power and Water Supply: 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 the Canadian Electrical Code.

Supply of temporary services by DND is subject to DND requirements and may be discontinued by DND site representative at any time without notice.

16. Material and Equipment: Use new material and equipment unless otherwise specified.

Provide material and equipment of specified design and quality, performing to published ratings, and for which replacement parts are readily available.

Use products of one manufacturer for material and equipment of same type or classification unless otherwise specified.

17. Clean-up: The Contractor shall clean and tidy up daily. All debris and the like shall be removed from the site at the completion of each day's work. On completion of the job, the site shall be left clean and tidy to the complete satisfaction of the Engineer.

On completion of the work in each area, remove all surplus materials, tools, and equipment, and leave the site in a clean and tidy condition to the complete satisfaction of the Engineer.

SECTION 01546 FIRE SAFETY REQUIREMENTS

1. Fire Safety Plan: Contractors and their personnel will be familiar with this Section and its requirements. Contractors must contact the Fire Chief, Nanaimo Military Camp, if open flame equipment used.

2. Reporting Fires: Know the location of nearest fire alarm box and telephone including the emergency telephone number.

- Report immediately all fire incidents to the Fire Department as follows:

- Activate nearest fire alarm box.

- Person activating fire alarm box shall remain at the box to direct Fire Department to scene of fire.

3. Interior & Exterior Fire Protection and Alarm Systems: Fire protection and alarm systems shall not be:

- Obstructed;

- Shut off;

- Left inactive at the end of a working day or shift without notification and authorization from the Fire Chief or his representative.

4. Fire Extinguisher: The Contractor shall supply a fire extinguisher to protect, in an emergency, the work in progress and the Contractor's physical plant on site.

5. Blockage of Roadways: The Fire Chief shall be advised of any work that would impede fire apparatus response. This includes violation of minimum overhead clearance, as prescribed by the Fire Chief, erecting of barricades, and the digging of trenches

6. Smoking Precautions: Although smoking is not permitted in hazardous areas or in buildings, care must still be exercised in the use of smoking materials in non-restricted areas.

7. Rubbish and Waste Materials: Rubbish and waste materials are to be kept to a minimum.

The burning of rubbish is prohibited unless approved by the Fire Chief.

All rubbish shall be removed from the worksite at the end of the work day or shift, or as directed.

Solicitation No. - N° de l'invitation

Amd. No. - N° de la modif.

Buyer ID - Id de l'acheteur

W0103-146017/A

pwy004

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

File No. - N° du dossier

CCC No./N° CCC - FMS No./N° VME

W0103-146017

PWY-4-37140

8. Questions and/or Clarification: Any questions or clarification on Fire Safety in addition to the above requirements shall be directed to and cleared through the Fire Chief Engineer.

9. Fire Inspections: The Base/Station Fire Chief shall be allowed unrestricted access to the worksite.

The Contractor shall cooperate with the Fire Chief during routine inspections of the worksite.

The Contractor shall immediately remedy all unsafe fire situations observed by the Fire Chief.

SECTION 16010 ELECTRICAL REQUIREMENTS

1. General Requirements: This section covers items common to sections of Division 16. This section supplements requirements of Division 1.

2. Codes and Standards: Do complete installation in accordance with CSA C22.1, latest edition, except where specified otherwise.

Abbreviations for electrical terms: to CSA Z85-1983.

3. Care, Operation and Start-up: Instruct Engineer in operation, care, and maintenance of equipment.

4. Voltage Ratings: Operating voltages: to CAN3-C235-83

Motors, electric heating, control and distribution devices, and equipment to operate satisfactorily at 60 Hz within normal operating limits established by the above standard. Equipment to operate in extreme operating conditions established in the above standard without damage to equipment.

5. Permits, Fees and Inspection: Contractor shall submit to B.C. Safety Engineering Service Division, Electrical Safety Branch, necessary number of drawings and specifications for examination and approval prior to commencement of work.

Contractor shall apply for permits and pay associated fees.

Engineer will provide Contract drawings and specifications required by the B.C. Safety Engineering Service Division, Electrical Safety Branch, at no cost.

Contractor shall notify Engineer of changes required by B.C. Safety Engineering Service Division, Electrical Safety Branch, prior to making changes.

Furnish Certificates of Acceptance from B.C. Safety Engineering Service Division, Electrical Safety Branch, on completion of work to Engineer.

6. Materials and Equipment: Provide materials and equipment in accordance with Section 01600 - Materials and Equipment.

Equipment and material to be CSA certified. Where there is no alternative to supplying equipment which is not CSA certified, obtain special approval from Electrical Inspection Department.

Factory assemble control panels and component assemblies.

7. Electrical Motors, Equipment and Controls: Control wiring and conduit is specified in Division 16 except for conduit, wiring, and connections below 50V which are related to control systems specified in Division 15 and shown on Mechanical drawings.

Solicitation No. - N° de l'invitation

W0103-146017/A

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

W0103-146017

Amd. No. - N° de la modif.

File No. - N° du dossier

PWY-4-37140

Buyer ID - Id de l'acheteur

pwy004

CCC No./N° CCC - FMS No./N° VME

8. Finishes: Shop finish metal enclosure surfaces by application of rust-resistant primer inside and outside, and at least two coats of finish enamel.

Paint outdoor electrical equipment "equipment green" finish to EEMAC Y1-1-1955.

Paint indoor switchgear and distribution enclosures light grey to EEMAC 2Y-1-1958.

Clean and touch up surfaces of shop painted equipment scratched or marred during shipment or installation to match original paint.

Clean and prime exposed non-galvanized hangers, racks, and fastenings to prevent rusting.

9. Equipment Identification: Identify electrical equipment with nameplates as follows:

Nameplates - Lamicoïd 3 mm thick plastic engraving sheet, black face, white core, mechanically attached with self-tapping screws. Nameplate Sizes :

Size 1	10 x 50 mm	1 line	3 mm high letters
Size 2	12 x 70 mm	1 line	5 mm high letters
Size 3	12 x 70 mm	2 lines	3 mm high letters
Size 4	20 x 90 mm	1 line	8 mm high letters
Size 5	20 x 90 mm	2 lines	5 mm high letters
Size 6	25 x 100 mm	1 line	12 mm high letters
Size 7	15 x 100 mm	2 lines	6 mm high letters

Wording on nameplates to be approved by Engineer prior to manufacture. Allow for average of twenty-five (25) letters per nameplate. Identification to be English. Nameplates for terminal cabinets and junction boxes to indicate system and/or voltage characteristics.

Disconnects, starters, and contactors: Indicate equipment being controlled by voltage.

Terminal cabinets and pull boxes: Indicate system and voltage.

Transformers: Indicate capacity, primary and secondary voltages.

10. Wiring Identification: Identify wiring with permanent indelible identifying markings, either numbered or coloured plastic tapes, on both ends of phase conductors of feeders and branch circuit wiring.

Maintain phase sequence and colour coding throughout. Colour code: to CSA C22.1, latest edition.

Use colour-coded wires in communication cables, matched throughout system.

11. Wiring Terminations: Lugs, terminals, screws used for termination of wiring to be suitable for either copper or aluminum conductors.

12. Manufacturers CSA Labels: Visible and legible after equipment is installed.

13. Warning Signs: As specified and to meet requirements of Electrical Inspection Department and Engineer.

Decal signs, minimum size 175 x 250 mm.

14. Location of Outlets: Locate outlets in accordance with Section 01005 - General Instructions.

Do not install outlets back-to-back in wall; allow minimum 150 mm horizontal clearance between boxes.

Change location of outlets at no extra cost or credit, providing distance does not exceed 3000 mm and information is given before installation.

Locate light switches on latch side of doors. Locate disconnect devices in mechanical and elevator machine rooms on latch side of door.

Solicitation No. - N° de l'invitation

W0103-146017/A

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

W0103-146017

Amd. No. - N° de la modif.

File No. - N° du dossier

PWY-4-37140

Buyer ID - Id de l'acheteur

pwy004

CCC No./N° CCC - FMS No./N° VME

Install electrical equipment at following heights unless indicated otherwise:

Local Switches: 1400 mm

Wall Receptacles: General: 300 mm

Above top of continuous baseboard heater: 200 mm

Above top of counters or counter backsplashes: 200 mm

Telephone and interphone outlets: 300 mm

Wall-mounted telephone and interphone outlets: 1500 mm

Fire alarm stations: 1350 mm

Fire alarm bells: 2100 mm

Television outlets: 300 mm

Wall-mounted speakers: 2100 mm

Clocks: 2100 mm

Doorbell push buttons: 1500 mm.

15. Conduit and Cable Installation: Install conduit and sleeves prior to pouring of concrete. Sleeves through concrete: sized for free passage of conduit and protruding 50 mm.

If plastic sleeves are used in fire-rated walls or floors, remove before conduit installation.

Install cables, conduits, and fittings to be embedded or plastered over neatly and close to building structure so furring can be kept to a minimum.

16. Field Quality Control: Conduct and pay for following tests:

Power distribution system including phasing, voltage, grounding, and load balancing;

Circuits originating from branch distribution panels;

Lighting and its control;

Motors, heaters, and associated control equipment including sequenced operation of systems where applicable;

Systems: fire alarm system, communications, as required.

Furnish manufacturer's certificate or letter confirming that entire installation as it pertains to each system has been installed to manufacturer's instructions.

Insulation resistance testing:

Megger circuits, feeders, and equipment up to 350 V with a 500 V instrument;

Megger 350-600 V circuits, feeders and equipment with a 1000 V instrument;

Check resistance to ground before energizing.

Carry out tests in presence of Engineer.

Provide instruments, meters, equipment, and personnel required to conduct tests during and at conclusion of project.

Submit test results for Engineer's review.

17. Coordination of Protection Devices

Ensure circuit protective devices such as overcurrent trips, relays, and fuses are installed to required values and settings.

18. Lockout Policy: Ensure all employees adhere to Base Construction Engineering Operating Procedures "Lockout Policy", available on request for the BCEO Engineer.

19. Confined Space: Ensure all employees adhere to Confined Space BCEO Standard Operating Procedure, available on request from the BCEO Engineer, and WCB Regulations.

20. Dig Permits: BCEO Dig Permits are required before any excavation is started.

Solicitation No. - N° de l'invitation

W0103-146017/A

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

W0103-146017

Amd. No. - N° de la modif.

File No. - N° du dossier

PWY-4-37140

Buyer ID - Id de l'acheteur

pwy004

CCC No./N° CCC - FMS No./N° VME

SECTION 16111 CONDUITS, CONDUIT FASTENINGS AND CONDUIT FITTINGS GENERAL REQUIREMENTS

Locations of Conduit: Drawings do not indicate all conduit runs. Those indicated are in diagrammatic form only.

PRODUCT REQUIREMENTS

1. Conduits:

Rigid hot-dipped galvanized steel-threaded conduit.

Epoxy-coated conduit: with zinc coating and corrosion-resistant epoxy finish inside and outside.

Electrical metallic tubing (EMT): with steel couplings.

Rigid pvc conduit.

Flexible steel conduit and liquid-tight flexible metal conduit.

2. Conduit Fastenings: One-hole steel straps to secure surface conduits 50 mm and smaller. Two-hole steel straps for conduits larger than 50 mm.

Beam clamps to secure conduits to exposed steel work.

Channel-type supports for two or more conduits at 2 M on centre.

6 mm dia. threaded rods to support suspended channels.

3. Conduit Fittings: Fittings: Manufactured for use with conduit specified. Coating same as conduit. Factory "ells" where 90o bends are required for 1" and larger conduits. Steel connectors and couplings for EMT. Set-screws are acceptable.

4. Fish Cord: Polypropylene.

EXECUTION

1. Installation: Install conduits to conserve headroom in exposed locations and cause minimum interference in spaces through which they pass.

Conceal conduits except in unfinished areas.

Use rigid hot-dipped galvanized steel-threaded conduit where specified.

Use electrical metallic tubing (EMT) except where noted.

Use rigid pvc conduit underground.

Use flexible metal conduit for connection to motors in dry areas and for work in movable metal partitions.

Use liquid-tight flexible metal conduit for connection to motors or vibrating equipment in damp, wet, or corrosive locations.

Use explosion-proof flexible connection for connection to explosion-proof motors.

Install conduit sealing fittings in hazardous areas. Fill with compound.

Bend conduit cold. Replace conduit if kinked or flattened more than 1/10th of its original diameter.

Mechanically bend steel conduit over 3/4" dia.

Field threads on rigid conduit must be of sufficient length to draw conduits up tight.

Install fish card in empty conduits.

Run two 1" spare conduits up to ceiling space and two 1" spare conduits down to ceiling space for each flush panel.

Terminate these conduits in 6" x 6" x 4" junction boxes in ceiling space or in case of an exposed concrete slab; terminate each conduit in surface-type box.

Where conduits become blocked, remove and replace blocked section. Do not use liquids to clean out conduits.

Dry conduits out before installing wire.

2. Surface Conduits:

Run parallel or perpendicular to building lines.

Locate conduits behind infrared or gas-fired heaters with 1.5 M clearance.

Solicitation No. - N° de l'invitation

Amd. No. - N° de la modif.

Buyer ID - Id de l'acheteur

W0103-146017/A

pwy004

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

File No. - N° du dossier

CCC No./N° CCC - FMS No./N° VME

W0103-146017

PWY-4-37140

Run conduits in flanged portion of structural steel.

Group conduits wherever possible on surface channels.

Do not pass conduits through structural member except as indicated.

Do not locate conduits less than 75 mm parallel to steam or hot water lines with minimum of 25 mm at crossovers.

3. Concealed Conduits: Do not install horizontal runs in masonry walls. Do not install conduits in terrazzo or concrete toppings.

4. Conduits in Cast-in-Place Concrete:

Locate to suit reinforcing steel. Install in center one-third of slab.

Protect conduits from damage where they stub out of concrete.

Install sleeves where conduits pass through slab or wall.

Where conduits pass through waterproof membrane, provide oversized sleeve before membrane is installed. Use cold mastic between sleeve and conduit.

Do not place conduits in slabs in which slab thickness is less than four times conduit diameter.

Encase conduits completely in concrete with minimum 25 mm concrete cover.

Organize conduits in slab to minimize cross-overs.

5. Conduits in Cast-in-Place Slabs on Grade: Run conduits 1" and larger below slab and encased in 75 mm concrete envelope. Provide 50 mm of sand over concrete envelope below floor slab.

6. Concrete Underground: Slope conduits to provide drainage.

SECTION 16122 WIRES AND CABLES 0-1000 V - GENERAL

Product Data: Submit product data in accordance with Section 01340 - Shop Drawings, Product Data, samples and mock-up.

PRODUCTS

1. Building Wires:

Conductors: Stranded for 8 AG and larger, minimum size 12 AG.

Copper conductors: Size as indicated with 600 V insulation of chemically cross-linked thermosetting polyethylene material rated RW90 for use on 120/208 and lower voltage systems, and 1000 V insulation for use on higher voltage systems.

2. TECK Cable

Conductors: Copper, size as indicated.

Insulation: Chemically cross-linked thermosetting polyethylene rated type RW90 1000 V.

Inner jacket: Polyvinyl chloride material.

Armour: Interlocking galvanized steel.

Overall covering: Thermoplastic polyvinyl chloride material.

Fastenings: One-hole straps to secure surface cables 50 mm and smaller. Two-hole steel straps for cables larger than 50 mm.

Channel-type supports for two or more cables at 2000 mm centers.

6 mm dia. threaded rods to support suspended channels.

Connectors: Watertight, approved for TECK cable.

EXECUTION

1. Installation of Building Wires: Copper conductors only shall be used.

Solicitation No. - N° de l'invitation

Amd. No. - N° de la modif.

Buyer ID - Id de l'acheteur

W0103-146017/A

pwy004

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

File No. - N° du dossier

CCC No./N° CCC - FMS No./N° VME

W0103-146017

PWY-4-37140

Drops to lighting fixtures may use Type AC90 armoured cable provided that the maximum length does not exceed 1500 mm. T90 insulation shall be used for installation in lighting fixtures.

Mechanical set-screw connectors and all-weather electrical tape shall be used for joints in conductors sized #8 AG and larger; vibration-proof expanding spring-type wire connectors may be used for #10 AG and smaller wire.

All wiring shall be colour coded.

Lighting circuits shall be separated from appliance and receptacle branch circuits.

SECTION 16132 OUTLET BOXES, CONDUIT BOXES AND FITTINGS GENERAL

References: CSA C22.1 - 1998 Canadian Electrical Code, Part 1.

PRODUCTS

1. Outlet and Conduit Boxes - General: Size boxes in accordance with CSA C22.1.

4" square or larger outlet boxes as required for special devices.

Gang boxes where wiring devices are grouped.

Blank cover plates for boxes without wiring devices.

347 V outlet boxes for 347 V switching devices.

Combination boxes with barriers where outlets for more than one system are grouped.

2. Sheet Steel Outlet Boxes: Electro-galvanized steel single- and multi-gang flush device boxes for flush installation, minimum 3" x 2" x 1 1/2" square outlet boxes when more than one conduit enters one side with extension and plaster rings as required.

4" square or octagonal outlet boxes for lighting fixture outlets.

4" square outlet boxes with extension and plaster rings for flush mounting devices in finished plaster or tile walls.

3. Masonry Boxes: Electro-galvanized steel masonry single- and multi-gang boxes for devices flush mounted in exposed block walls.

4. Concrete Boxes: Electro-galvanized sheet steel concrete- type boxes for flush mount in concrete with matching extension and plaster rings as required.

5. Floor Boxes: Concrete tight electro-galvanized sheet steel floor boxes with adjustable finishing rings to suit floor finish with brass face plate. Device mounting plate to accommodate short or long ear duplex receptacles. Minimum depth 28 mm for receptacles, 73 mm for communication equipment.

6. Conduit Boxes: Cast FS boxes with factory-threaded hubs and mounting feet for surface wiring of switches and receptacles.

7. Outlet Boxes for Non-Metallic Sheathed Cable: Electro-galvanized, sectional, screw ganging steel boxes, minimum 3" x 2" x 2 1/2" with two double clamps to take non-metallic sheathed cables.

8. Fittings - General:

Bushing and connectors with nylon insulated throats.

Knock-out fillers to prevent entry of debris.

Conduit outlet bodies for conduit up to 1 1/4" and pull boxes for larger conduits.

Solicitation No. - N° de l'invitation

W0103-146017/A

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

W0103-146017

Amd. No. - N° de la modif.

File No. - N° du dossier

PWY-4-37140

Buyer ID - Id de l'acheteur

pwY004

CCC No./N° CCC - FMS No./N° VME

Double locknuts and insulated bushings on sheet metal boxes.

EXECUTION

1. Installation: Support boxes independently of connecting conduits.

Fill boxes with paper, sponges, or foam, or similar approved material, to prevent entry of debris during construction.

Remove upon completion of work.

For flush installations mount outlets flush with finished wall using plaster rings to permit wall finish to come within 6 mm of opening.

Provide correct size of openings in boxes for conduit, mineral insulated and armoured cable connections. Reducing washers are not allowed.

SECTION 16141 WIRING DEVICES - GENERAL

Shop Drawings and Product Data: 15A, 120V, single-pole three-way or four-way switches.

PRODUCTS

1. Switches:

15A, 120V, single-pole three-way or four-way switches.

Manually-operated general purpose AC switches with the following features:

Terminal holes approved for No. 10 AG wire;

Silver alloy contacts;

Urea or melamine mounding for parts subject to carbon tracking;

Suitable for back and side wiring;

Ivory toggle.

Toggle operated fully rated for tungsten filament and fluorescent lamps, and up to 80% of rated capacity of motor loads.

Switches of one manufacturer throughout project.

Acceptable materials: to CMB #16141.

2. Receptacles:

Duplex receptacles, CSA type 5-15 R, 125V, 15A, U ground, with following features:

Ivory urea moulded housing;

Suitable for No. 10 AG for back and side wiring;

Break-off links for use as split receptacles;

Eight back wired entrances, four side wiring screws;

Triple wipe contacts and rivetted grounding contacts.

Single receptacles CSA type 5-15 R, 125V, 15A, U ground with following features:

Ivory urea moulded housing;

Suitable for No. 10 AG for back and side wiring;

Four back wired entrances, two side wiring screws.

Other receptacles with ampacity and voltage as indicated.

Receptacles of one manufacturer throughout project.

Acceptable materials: To CMB #16141.

3. Special Wiring Devices: Special wiring devices:

Clock hanger outlets, 15A, 125V, 3-wire, grounding type, suitable for No. 10 AG for installation in flush outlet box;

Electric shaver outlets, 15A, 125V, AC with 20 VA isolating transformer with stainless steel marked RAZOR ONLY.

Solicitation No. - N° de l'invitation

W0103-146017/A

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

W0103-146017

Amd. No. - N° de la modif.

File No. - N° du dossier

PWY-4-37140

Buyer ID - Id de l'acheteur

pwy004

CCC No./N° CCC - FMS No./N° VME

Pilot lights as indicated with neon type 0.04 W, 125V lamp, and red plastic jewel flush type.

4. Cover Plates:

Cover plates for wiring devices. Cover plates from one manufacturer throughout project.

Sheet steel utility box cover for wiring devices installed in surface-mounted outlet box.

Stainless steel, 1 mm thick cover plates for wiring devices mounted in flush-mounted outlet box.

Cast cover plates for wiring devices mounted in surface-mounted FS type conduit boxes.

Weatherproof double lift spring-loaded cast aluminum cover plates, complete with gaskets for duplex receptacles as indicated.

Weatherproof spring-loaded cast aluminum cover plates complete with gaskets for single receptacles or switches.

EXECUTION

1. Installation

Switches:

Install single throw switches with handle in "UP" position when switch closed.

Install switches in gang type outlet box when more than one switch is required in one location.

Mount toggle switches at height specified in Section 16010 - Electrical - General Requirements, or as indicated.

Receptacles:

Install receptacles in gang type outlet box when more than one receptacle is required in one location;

Mount receptacles at height specified in Section 16010 - Electrical General Requirements, or as indicated.

Where split receptacle has one portion switched, mount vertically and switch upper portion.

Cover plates:

Protect stainless steel cover plate finish with paper or plastic film until painting and other work is finished.

Install suitable common cover plates where wiring devices are grouped.

Do not use cover plates meant for flush outlet boxes on surface-mounted boxes.

SECTION 16191 FASTENINGS AND SUPPORTS- GENERAL

Related Work: Fastenings and supports: Section 01600 - Material and Equipment

PRODUCT: Support Channels: U Shape, 41mm x 41mm x 2.5 mm thick, surface-mounted or suspended.

EXECUTION

1. Installation:

Secure equipment to hollow or solid masonry, tile, and plaster surfaces with lead anchors.

Secure equipment to poured concrete with expandable inserts

Secure surface-mounted equipment with twist clip fasteners to inverted T bar ceilings. Ensure that T bars are adequately supported to carry weight of equipment specified before installation.

Support equipment, conduit, or cables using clips, spring-loaded bolts, cable clamps designed as accessories to basic channel members.

Fasten exposed conduit or cables to building construction or support system using straps.

One-hole steel straps to secure surface conduits and cables 50 mm and smaller.

Two-hole steel straps for conduits and cables larger than 50 mm.

Beam clamps to secure conduit to exposed steel work.

Suspended support systems.

Support individual cable or conduit runs with 6 mm dia. threaded rods and spring clips.

Support two or more cables or conduits on channels supported by 6 mm dia. threaded rod hangers where direct fastening to building construction is impractical.

For surface mounting of two or more conduits, use channels at 2M o.c. spacing.

Solicitation No. - N° de l'invitation

W0103-146017/A

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

W0103-146017

Amd. No. - N° de la modif.

File No. - N° du dossier

PWY-4-37140

Buyer ID - Id de l'acheteur

pwy004

CCC No./N° CCC - FMS No./N° VME

Provide metal brackets, frames, hangers, clamps, and related types of support structures where indicated or as required to support conduit and cable runs.

Ensure adequate support for raceways and cables dropped vertically to equipment where there is no wall support.

Do not use wire lashing or perforated strap to support or secure raceways and cables.

Do not use supports or equipment installed for other trades for conduit or cable support except with permission of other trade and approval of Engineer.

Install fastenings and supports as required for each type of equipment cables and conduits, and in accordance with manufacturer's installation recommendations.

SECTION 16519 EXIT LIGHTS - GENERAL

Product Data: Submit product data in accordance with Section 01340 - Shop Drawings, Product Data, Samples and Mock-up.

PRODUCTS

1. Exit Lights - General

Housing: Extruded aluminum frame, satin aluminum finish.

Face and back plates: Extruded aluminum face plate with red L.E.D. illuminated letters.

Letters: 150mm high x 19mm wide, red on extruded aluminum face plate, reading EXIT

EXECUTION

1. Installation: Install exit lights as indicated in accordance with NBC-1995. Connect fixtures to exit light circuits as indicated.

SECTION 16536 UNIT EQUIPMENT FOR EMERGENCY LIGHTING - GENERAL

1. Product Data: Submit product data in accordance with Section 01340 - Shop Drawings, Product Data, Samples and Mock-up. Data to indicate system components, mounting method, source of power and special attachments.

2. Warranty: For batteries, the 12 month warranty period is extended to 120 months with a no-charge replacement during the first lustrum and a pro-rate charge on the second lustrum.

PRODUCTS

1. Equipment:

Supply Voltage: 120v, AC

Output Voltage: 12V, DC

Operating Time: 30 minutes

Battery: Sealed, maintenance free

Charger: Solid state, multi-rate, voltage/current regulated, inverse temperature compensated, short circuit protected. Solid state transfer.

Low Voltage Disconnect: Solid state, modular, operates at 80% battery output voltage.

Signal Lights: Solid state, life expectancy 100,000 hours minimum, for "AC Power On" and "High Charge".

Lamp Heads: Integral on unit, 360o horizontal and 180o vertical adjustment. Lamp type: Tungsten-halogen, 12W, glare free.

Cabinet: Suitable for direct or shelf mounting to wall and c/w knockouts for conduit. Removable or hinged front panel for easy access to batteries.

2. Auxiliary equipment:

Battery disconnect device.

AC input and DC output terminal blocks inside cabinet.

Solicitation No. - N° de l'invitation

W0103-146017/A

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

W0103-146017

Amd. No. - N° de la modif.

File No. - N° du dossier

PWY-4-37140

Buyer ID - Id de l'acheteur

pwy004

CCC No./N° CCC - FMS No./N° VME

Cord and single twist-lock plug connection for AC.

EXECUTION

1. Installation

Install unit equipment and remove mounted fixtures as indicated.

Direct heads as indicated.

Connect exit lights to unit equipment as indicated.

SECTION 16721 FIRE ALARM SYSTEMS

1. References:

CAN/ULC-S524 M86 installation of Fire Alarm Systems.

ULC-S525-1978 Audible Signal Appliances, Fire Alarm.

CAN/ULC-S527-M87 Control Units, Fire Alarm.

ULC-S528-1978 Manually Actuated Signalling Boxes, Fire Alarm.

CAN/ULC-S529-M87 Smoke Detectors, Fire Alarm.

ULC-S530-1978 Heat Actuated Fire Detectors, Fire Alarm.

CAN/ULC-S531-M87 Smoke Alarms

CAN-ULC-S536-M86 Verification of Fire Alarm Systems.

DFC No. 310(M)-1979 Computer Systems.

DFC No. 410(M)-1979 Fire Alarm Systems.

NBC 1995 National Building Code of Canada.

2. Description of System: System includes:

Control panel to carry out fire alarm and protection functions including receiving alarm signals, initiating general alarm, supervising system continuously, actuating zone annunciators, and initiating trouble signals and subsequent alarm features.

Trouble signal devices.

Power supply facilities.

Manual alarm stations.

Automatic alarm initiating devices.

Audible signal devices.

End-of-line devices.

Annunciators.

Visual alarm signal devices.

Ancillary devices.

3. Requirements of Regulatory Agencies: To Canadian Forces Fire Marshal approval.

4. Shop Drawings: Submit shop drawings in accordance with Section 01340 - Shop Drawings, Product Data, Samples and Mock-up.

Include: Layout of equipment; Zoning; Complete wiring diagram including schematics of modules.

5. Operation and Maintenance Data: Provide operation and maintenance data for Fire Alarm System for incorporation into manual specified in Section 01730 - Operation and Maintenance Manual.

Include: Operation and maintenance instructions for complete fire alarm system to permit effective operation and maintenance; Technical data - illustrated parts lists with parts catalogue numbers; Copy of approved shop drawings.

6. Maintenance Materials: Provide operation and maintenance data for Fire Alarm System for incorporation into manual specified in Section 01731 - Maintenance Materials, Special Tools & Spare Parts.

Solicitation No. - N° de l'invitation

Amd. No. - N° de la modif.

Buyer ID - Id de l'acheteur

W0103-146017/A

pwy004

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

File No. - N° du dossier

CCC No./N° CCC - FMS No./N° VME

W0103-146017

PWY-4-37140

Include: Six (6) spare glass rods for manual pull box stations if applicable.

7. Maintenance: Provide one year's free maintenance with two inspections by manufacturer during year. Inspection tests to conform to ULC-S536. Submit inspection report to Engineer.

8. Training: Arrange and pay for on-site lectures and demonstrations by fire alarm equipment manufacturer to train operational personnel in use and maintenance of fire alarm system.

PRODUCTS

1. Materials

Equipment and Devices: ULC listed and labelled, and supplied by single manufacturer.

Power Supply: To CAN/ULC-S524.

Audible Signal Devices: To ULC-S525.

Control Unit: To CAN/ULC-S527.

Manual Fire Alarm Stations: To ULC-S528.

Thermal Detectors: To ULC-S530.

Smoke Detectors: To CAN/ULC-S529.

Smoke Alarm: To CAN/ULC-S531.

2. System Operation: Single stage operation. Operation of any alarm initiating device to:

Cause audible signal devices to sound throughout building;

Transmit signals to Base Fire Hall via MSC300 Telephone Modem;

Cause zone of alarm device to be indicated on control panel;

Cause air conditioning and ventilating fans to shut down to function so as to provide required control of smoke movement;

Cause fire doors and smoke control doors if normally held open, to close automatically.

Override trouble signal.

Capability to program smoke detector status change confirmation on any or all zones in accordance with CAN/ULC-S527, Appendix C.

3. Control Panel:

Single stage operation.

Zoned.

Non-coded.

Enclosure: CSA Enclosure 1, c/w lockable, concealed, hinged door, full viewing window, flush lock, and two keys.

Supervised, modular design with plug-in modules:

Alarm received with trouble and alarm indications;

Spare zones: Compatible with smoke detectors and open circuit devices;

Space for future modules.

Latching type supervisory receiver circuits. Discrete indication for both off-normal and trouble.

Components:

Non-coded alarm receiver panel with trouble and alarm indications.

Audible signal control panel with control circuits complete with terminals for wiring and plug-in modules for signals up to 2.0A load with trouble indication.

Common control and power units:

Control panel containing following indications and controls:

"Power ON" LED (green) to monitor primary source of power to system.

"Power trouble" indication.

"Ground trouble" indication.

"Remove annunciator trouble" indication.

"System trouble" indication.

"System trouble" buzzer and silence switch c/w trouble resound feature.

System reset switch.

Solicitation No. - N° de l'invitation

Amd. No. - N° de la modif.

Buyer ID - Id de l'acheteur

W0103-146017/A

pwy004

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

File No. - N° du dossier

CCC No./N° CCC - FMS No./N° VME

W0103-146017

PWY-4-37140

"LED test" switch if applicable.

"Alarm silence" switch to silence signals manually. If new alarm occurs after signals have been silenced, signals to resound.

Bell disconnect switch to allow for silent testing of system.

Master power supply panel to provide 24V DC to system from 120 V AC, 60 Hz input.

Fire Department connections:

Fire Department relay with N/O alarm contacts and N/C trouble contacts.

Fire Department bypass switch c/w indicator for trouble at panel. NOTE: Trouble signal must transmit when Fire Department bypass switch is initiated.

Auxiliary Relays: Plug-in type, dust cover, supervised against unauthorized removal by common trouble circuit and c/w individual bypass switch.

Contacts: 2.0A, 120V AC, for functions such as release of door holders or initiation of fan shut down.

Contact terminal size: Capable of accepting 22-12 AG wire.

4. Power Supply: 120V AC, 60 Hz input, 24V DC output from rectifier to operate alarm and signal circuits with standby power of gell cell batteries minimum expected life of four years, sized in accordance with National Building Code 1995.

5. Manual Alarm Stations: Pull lever, glass rod, wall-mounted type, non-coded single pole normally open contact for single stage, bilingual signage.

6. Automatic Alarm Initiating Devices:

Heat detectors, fixed temperature, non-restorable, rated 88oC.

Thermal fire detectors, combination fixed temperature and rate of rise, non-restorable fixed temperature element, self-restoring rate of rise, fixed temperature 57oC, rate of rise 8.3oC per minute.

Smoke Detector: Ionization type.

Twistlock plug-in type with fixed base.

Wire-in base assembly with integral red alarm LED.

7. Audible Signal Devices

Bells: Vibrating type, gongs of special alloy steel, 24V DC, 250mm, 98db.

Horns: 114db, weatherproof, mounting, 24V dc.

8. End-of-Line Devices: End-of-line devices to control supervisory current in alarm circuits and signalling circuits, sized to ensure correct supervisory current for each circuit. Open, short, or ground fault in any circuit will alter supervisory current in that circuit, producing audible and visible alarm at main control panel.

9. Remove Annunciator Panels:

LED type with designation cards to indicate zone.

LEDs to annunciate alarm and trouble.

Wired in multiple with main control panel.

Supervised, including trouble signal for open circuit.

LED test button.

10. As-Built Diagram: Fire alarm system riser diagram: In glazed frame, minimum size 600mm x 600 mm.

EXECUTION

1. Installation: Install systems in accordance with CAN/ULC-S524.

Install main control panel and connect to AC power supply, DC standby power.

Locate and install manual alarm stations and connect to alarm circuit wiring.

Locate and install detectors and connect to alarm circuit wiring. Do not mount detectors within 1M of air outlets. Maintain at least 600 mm radius clear space on ceiling, below and around detectors. Locate duct type detectors in straight portions of ducts.

Connect alarm circuits to main control panel.

Solicitation No. - N° de l'invitation

Amd. No. - N° de la modif.

Buyer ID - Id de l'acheteur

W0103-146017/A

pwy004

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

File No. - N° du dossier

CCC No./N° CCC - FMS No./N° VME

W0103-146017

PWY-4-37140

Locate and install bells and connect to signalling circuits.
Connect signalling circuits to main control panel.
Install end-of-line devices at end of alarm and signalling circuits.
Install remote annunciator panels and connect to annunciator circuit wiring.
Locate and install door releasing devices.
Locate and install remove relay units to control fan shut-down.
Sprinkler system: Wire alarm and supervisory switches and connect to control panel.
Connect fire suppression systems to control panel.

2. Field Quality Control: Perform tests in accordance with Section 16010-Electrical General Requirements and CAN/ULC-S537.

Fire Alarm System:

Test each device and alarm circuit to ensure manual stations, thermal and smoke detectors, sprinkler system, Halon system, transit alarm to control panel and actuate first stage alarm, general alarm, ancillary devices.
Check annunciator panels to ensure zones are shown correctly.
Simulate grounds and breaks on alarm and signalling circuits to ensure proper operation of trouble signals.

3. Active Alarm Systems: The responsible for the operation of active fire alarm systems in Base buildings lies with the BCEO Electrical Fire Alarm Maintenance Section.

The policy for any group or individuals who plan to perform work on an active fire alarm system in a Base building is as follows:

The BCEO Electrical Fire Alarm Maintenance Section shall be informed of the building to be worked on and scope of work at least twenty-four (24) hours prior to commencing.

The BCEO Electrical Fire Alarm Maintenance Section shall at that time determine if their attendance will be required for building or zone deactivation and inform the group or individual of the requirement.

If a building is to have its fire alarm system deactivated, it is the responsibility of the group/individual working on the system to supply and post the required "Out of Service" notices.

If a zone is to be deactivated in a building, it is the responsibility of the group/individual working in that zone to ensure all break-glass stations in that zone are marked unserviceable.

Immediately prior to any work commencing on a Base fire alarm system, CFMETR Firehall - 756-5046 and the CFMETR Commissionaire - 756-5060 shall be informed of the building, account number, and area to be affected by:

the BCEO Electrical Fire Alarm Maintenance Section if they deactivate the system;
the group/individual working on the system if they have received permission from the BCEO Electrical Fire Alarm Maintenance Section to work without assistance

Upon completion of any work on a Base building fire alarm system, the group/individual performing the work shall contact the CFMETR Commissionaire - 756-5060 for testing and reactivation of system;

Immediately preceding reactivation of the fire alarm system, the BCEO Electrical Fire Alarm Maintenance Section shall inform the Base Firehall Watch Room of the reactivation;

Upon reactivation of a fire alarm system, the Contractor shall send a single test alarm to the CFMETR Commissionaire to ensure system readiness before leaving building; and

Upon completion of reactivation and resting, the group/individual that performed work on the fire alarm system shall remove all "Out of Service" signs.

SECTION 16811 MOTOR STARTERS TO 600 V - GENERAL

1. Shop Drawings and Product Data: Submit drawings and product data in accordance with section 01730.

Solicitation No. - N° de l'invitation

W0103-146017/A

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

W0103-146017

Amd. No. - N° de la modif.

File No. - N° du dossier

PWY-4-37140

Buyer ID - Id de l'acheteur

pwy004

CCC No./N° CCC - FMS No./N° VME

Indicate:

Mounting method and dimensions;

Starter size and type;

Layout of identified internal and front panel components;

Enclosure types;

Wiring diagram for each type of starter;

Interconnection diagrams.

2. Operation and Maintenance Data: Provide data for incorporation into maintenance manual specified in Sections 01730 and 16010.

Provide listed spare parts for each different size and type of starter:

2 contacts, stationary.

2 contacts, movable.

1 contact, auxiliary.

1 control transformer(s),

1 operating coil.

2 fuses.

4 indicating lamps.

PRODUCTS

1. Materials:

Starters: EEMAC E14-1.

Half-size starters not acceptable.

Manual motor starters of size, type, rating, & enclosure type as indicated with components as follows:

Switching mechanism, quick make and break.

Overload heater(s), manual reset, trip indicating handle.

Accessories:

Toggle switch: Heavy duty, labelled as indicated.

Indicating light: Heavy duty, type and colour as indicated.

Locking tab to permit padlocking in "ON" or "OFF" position.

2. Full Voltage Magnetic Starters: Magnetic and combination magnetic starters of size, type, rating, and enclosure type as indicated with components as follows:

Contractor solenoid operated, rapid action type.

Motor overload protective device in each phase, manually reset from outside enclosure.

Power and control terminals.

Wiring and schematic diagram inside starter enclosure in visible location.

Identify each wire and terminal for external connections, within starter, with permanent number marking identical to diagram.

Combination-type starters to include circuit breaker with operating lever on outside of enclosure to control circuit breaker and provision for:

Locking in "OFF" position with up to three (3) padlocks;

Locking in "ON" position;

Independent locking of enclosure door;

Provision for preventing switching to "ON" position while enclosure door open.

Accessories:

Pushbutton or selector switches: Heavy duty, labelled as indicated.

Indicating lights: Heavy duty, type and colour as indicated.

One N/O and one N/O spare auxiliary contacts unless otherwise indicated.

Solicitation No. - N° de l'invitation

W0103-146017/A

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

W0103-146017

Amd. No. - N° de la modif.

File No. - N° du dossier

PWY-4-37140

Buyer ID - Id de l'acheteur

pwy004

CCC No./N° CCC - FMS No./N° VME

3. Control Transformer: Single phase, dry type, control transformer with primary voltages indicated and 120V secondary, complete with secondary fuse, installed in with starter as indicated. Size control transformer for control circuit load plus 20% spare capacity.

4. Finishes: Apply finishes to enclosure in accordance with Section 16010.

5. Equipment Identification: Provide equipment identification in accordance with Section 16.

Manual starter designation label, white plate, black letters, size 1, engraved as indicated.

Magnetic starter designation label, white plate, black letters, size 1 engraved as indicated.

EXECUTION

1. Installation:

Install starters, connect power, and control as indicated.

Ensure correct fuses and overload devices elements installed.

Perform tests in accordance with Section 16010 and manufacturer's instructions.

Operate switches; contractors to verify correct functioning.

Perform starting and stopping sequences of contactors and relays.

Check that sequence controls interlocking with other separate related starters, equipment, control devices, operate as indicated.

2. DND Safety Regulations: Entrance to existing high voltage, secondary, and telephone manholes is restricted by DND Safety Regulations.

The Engineer will arrange for DND to open the manholes. Safety of existing cables/conductors and procedures will be discussed, observed, and followed by the Contractor.

The Contractor will decide when to ventilate, for how long, and when it is safe to enter any manhole and proceed with his work.

END OF SECTION

Solicitation No. - N° de l'invitation

Amd. No. - N° de la modif.

Buyer ID - Id de l'acheteur

W0103-146017/A

pwy004

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

File No. - N° du dossier

CCC No./N° CCC - FMS No./N° VME

W0103-146017

PWY-4-37140

APPENDIX 3 - PRICE PROPOSAL FORM

Description of Work: Electrical Standing Offer
Various locations for DND, CFMETR Nanoose Bay, BC

Standing Offer Solicitation No.: W0103-146017/A

1. OFFER

- .1 This Standing Offer, hereinafter called the "Offer", is made by the undersigned Offeror, hereinafter called the "Offeror", to Her Majesty the Queen in right of Canada, hereinafter called "Her Majesty", as represented by the Minister of Public Works and Government Services, hereinafter called the "Minister";
- .2 This Offer is to furnish all necessary tools, plant, equipment, services, materials and labour to execute and complete the Work described above in careful and workmanlike manner;
- .3 The Work shall be more particularly described in individual Call-ups to be issued by the Departmental Representative, hereinafter called the "Departmental Representative";
- .4 The individual Call-ups may be issued, from time to time, during the period of (3) Three Years following the date of this Offer, hereinafter called the "Term", or until the maximum amount as described in subsection 3.1 below is expended, whichever comes first.

2. GENERAL PROVISIONS

- .1 This Offer when signed by or on behalf of the Offeror, the Specifications referred to in the Unit Price Schedule below and the General Conditions shall constitute the complete Offer subject to the provisions contained therein;
- .2 The Hourly Rate and the Unit Price, as offered, govern in calculating each Estimated Total Price; any errors in the extension of the Unit Price and in the addition of the Estimated Total Prices will be corrected in order to obtain the actual Total Estimated Amount;
- .3 This Offer supersedes and cancels all communications, negotiations and agreements relating to the Work other than those contained in the Offer;
- .4 that this tender may not be withdrawn for a period of 60 days following the tender closing time,

The Offeror agrees

- .1 to carry out individual work projects as requisitioned from time to time by the Departmental Representative in **Call- ups Against a Standing Offer**, form PWGSC/TPSGC 942, copies of which the Offeror acknowledges to have in its possession, in accordance with the requirements set out therein and in consideration of payment of amounts to be determined pursuant to section 3. Below;
- .2 to provide, on demand from the Departmental Representative, a detailed price estimate, calculated in accordance with section 4 below, and a proposed work schedule for each work project; and
- .3 to commence Work promptly upon receipt of each Call-up issued pursuant to this Offer, duly signed by the Departmental Representative.
- .5 This Offer does not constitute a binding contract between Her Majesty and the Offeror. The Departmental Representative shall have the right to issue a Call-up with those other offerors which have also submitted offers to Her Majesty.

Solicitation No. - N° de l'invitation

Amd. No. - N° de la modif.

Buyer ID - Id de l'acheteur

W0103-146017/A

pwy004

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

File No. - N° du dossier

CCC No./N° CCC - FMS No./N° VME

W0103-146017

PWY-4-37140

-
- .6 A contract is formed between Her Majesty and the Offeror only when a Call-up duly signed is issued by the Departmental Representative and accepted by the Offeror. The Offeror shall then be referred to as "the Contractor" and the Contract includes the Offer, the Specifications referred to in the Unit Price Schedule below, the General Conditions and the Call-up .
 - .7 The estimated number of hours, the quantities of material and plant, and the amount of the Allowance for Unspecified material set out in the Unit Price Schedule are for the purpose of comparative evaluation of the offers and do not express an obligation on the part of Her Majesty to order any or all of the work, material or plant listed therein.
 - .8 The Offeror declares that no bribe, gift or benefit has been or will be paid, given, promised or offered directly or indirectly to any official or employee of Her Majesty or to a member of the family of such person, with a view to influence the entry into or the administration of any contract which may result from this Offer.

3. FINANCIAL TERMS

- .1 The maximum amount payable by Her Majesty for all call ups issued pursuant to the Standing Offer(s) shall not exceed the amount of **\$900,000.00 GST/HST Included**.
- .2 The amount payable by Her Majesty for Work associated with a Call-up against this Offer shall be based on the Unit Prices set out in section 4 of the Offer or established pursuant thereto. The maximum amount payable for Work associated with any one Call-up shall not exceed the sum of **\$55,000.00, GST/HST Included**. This maximum amount shall be established precisely from said Unit Prices, prior to the issuance of a Call-up. This maximum amount may include an amount not to exceed \$5,000.00. GST/HST Included, for a portion of the work which cannot be established precisely from said Unit Prices.
- .3 The Offeror shall notify the Departmental Representative when 80% of the amount shown in subsection 3.1 is expended or when there are three (3) months left on the Term of this Offer.
- .4 Each item specified in the Unit Price Schedule in subsection 4.1 includes wages, traveling time and costs, allowances, supervision, liabilities as employer, insurance, and the use of all tools, tackle, etc., overhead, profit and all other liabilities whatsoever.
- .5 Unspecified Material shall be reimbursed at net cost, as supported by invoices, plus Markup as established in section 4 of this Offer. "Net Cost" means all amounts reasonably and properly paid by the Offeror in respect of materials required for and used in the Work, and includes packing, handling and delivery charges, less any trade discounts received by the Offeror. The Offeror's Markup on Unspecified Material covers overheads, profit, and all other expenses whatsoever.
- .6 The prices inserted in section 4 of this Offer include all applicable federal, provincial, and municipal taxes.
 - .1 However, they do not include any amount for the Goods and Services Tax Goods and Services Tax (GST) or Harmonized Sales Tax (HST). The appropriate GST/HST amounts will be paid by her Majesty to the Offeror in addition to the amounts paid against the amount of the contract. The Offeror shall make appropriate remittances to Revenue Canada in accordance with the legislation.
- .7 Payment by Her Majesty for the Offeror's own special equipment not covered by the Unit Price Schedule and required at the job site will be no greater than the local going rental rate for such equipment or the rate published by the local construction association for such equipment, whichever is the lower.
- .8 Pricing
 - .1 The prices requested in the Offer are:

Solicitation No. - N° de l'invitation

W0103-146017/A

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

W0103-146017

Amd. No. - N° de la modif.

File No. - N° du dossier

PWY-4-37140

Buyer ID - Id de l'acheteur

pwy004

CCC No./N° CCC - FMS No./N° VME

- .1 hourly rates for regular hours;
 - .2 hourly rate for each hour outside of regular hours; and
 - .3 mark up on allowance for unspecified material, replacement parts, required permits and certificates_ for purposes of evaluation.
 - .4 mark up on allowance for rental equipment
-
- .2 The hourly rates requested in the offer and acceptance for specific types of service shall be the total cost to perform the work including but not limited to:
 - .1 labour including supervision, allowances and liability insurance;
 - .2 travel time;
 - .3 transportation/vehicle expenses;
 - .4 tools and tackle;
 - .5 overhead and profit;
 - .6 any other incidental expenses other than supply of materials and replacement parts relating to the delivery of labour.
 - .3 It is considered that regular hours of work fall between 0730 and 1630 hours, Monday to Friday except for Winchelsea Island where regular hours of work are 0700 to 1630 Monday to Friday.

Solicitation No. - N° de l'invitation

Amd. No. - N° de la modif.

Buyer ID - Id de l'acheteur

W0103-146017/A

pwy004

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

File No. - N° du dossier

CCC No./N° CCC - FMS No./N° VME

W0103-146017

PWY-4-37140

Col. 1	Col. 2	Col. 3	Col. 4	Col. 5	Col. 6
Item	Class of Labour, material or plant	Unit	Estimated Hours/Quantity	Unit Price \$	Estimated total price \$
1.	<p>Hourly rate, including travel time and all related expenses.</p> <p>a) During Regular Hours: 0730 - 1630 hours, Monday through Friday Except for 0700 -1630 for Winchelsea Island</p> <p>i) Unrestricted Class A Journeyman Electrician</p> <p>ii) Class B Journeyman Electrician</p> <p>lii) Apprentice - 1st year</p> <p>Iv) Apprentice - 2nd year</p> <p>V) Apprentice - 3rd year</p> <p>Vi) Apprentice - 4th year</p> <p>b) Outside Regular Hours: Monday through Sunday, including all day Saturday, Sunday and holidays.</p> <p>i) Unrestricted Class A Journeyman Electrician</p> <p>li) Class B Journeyman Electrician</p> <p>lii) Apprentice - 1st year</p> <p>Iv) Apprentice - 2nd year</p> <p>V) Apprentice - 3rd year</p> <p>Vi) Apprentice - 4th year</p>	<p>per hour</p>	<p>50</p> <p>1250</p> <p>50</p> <p>50</p> <p>50</p> <p>50</p> <p>20</p> <p>180</p> <p>20</p> <p>20</p> <p>20</p> <p>20</p>		
2.	<p>Contractor's Mark Up on Allowance for unspecified material, replacement parts, required permits and certificates. (\$50,000.00 + % mark up =)</p>	n/a	\$50,000.00	_____ %	\$
3.	<p>Rental Equipment - laid down cost plus contractor's mark up (\$5000.00 + % mark up =)</p>	n/a	\$5,000.00	_____ %	\$
Sub Total B): Estimated Total Amount Year 3 GST/HST Extra					\$

Solicitation No. - N° de l'invitation

W0103-146017/A

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

W0103-146017

Amd. No. - N° de la modif.

File No. - N° du dossier

PWY-4-37140

Buyer ID - Id de l'acheteur

pwy004

CCC No./N° CCC - FMS No./N° VME

4.2 TOTAL EVALUATED PRICE

Col. 1	Col. 2	Col. 3
Sub Total 1 SCHEDULE A) 1st & 2nd Year Term	Sub Total SCHEDULE B) 3rd Year	Total Evaluated Price (col.1 + col.2 = col.3)
\$ _____	\$ _____	\$ _____ GST/HST Extra

These items will be used for cost evaluation purposes only and do not constitute a guarantee or commitment on behalf of Canada of the quantity or amount to be used under the Standing Offer.

A rate must be entered for each item.

The Offeror agrees that the Price(s) per Unit as tendered govern in calculating the Total Evaluated Price. The Offeror understands that any errors in the extension of the Price per Unit, in the addition of the Estimated Total Price, and Estimated Total Amount will be corrected in order to obtain the Total Evaluated Price.

Cost will be evaluated on the Total Evaluated Price in Column 3. It is anticipated that 1 standing offer will be issued to the lowest compliant offeror.

SIGNATURE:

Name and title of person authorized to sign on behalf of Bidder (Type or print)

Signature

Date

Solicitation No. - N° de l'invitation

W0103-146017/A

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

W0103-146017

Amd. No. - N° de la modif.

File No. - N° du dossier

PWY-4-37140

Buyer ID - Id de l'acheteur

pwy004

CCC No./N° CCC - FMS No./N° VME

APPENDIX 4 - EVALUATION PROCEDURES OR BASIS OF SELECTION

MANDATORY REQUIREMENTS:

Failure to meet the following mandatory requirements will render the offer as non-responsive.

- 1. Firms Experience (See Appendix A)**
- 2. Individuals Experience (See Appendix B)**
- 3. Price Schedules** - A rate must be entered for each item as identified in Section 4.1 Unit Price Schedules - Rates.
- 4. Signature and submission of the Request for Standing Offer.**
- 5. Proof of Insurance** - Prior to Standing Offer award, the Offeror must provide proof of insurance which is appropriate to the industry. Proof of Insurance may be submitted with the offer.

CONTRACTOR SELECTION: To be considered responsive, a bid must meet all of the mandatory requirements of this solicitation. **Bids not meeting all of the mandatory requirements will be deemed non-responsive and given no further consideration.** The lowest priced responsive bid will be recommended for award of a standing offer.

Solicitation No. - N° de l'invitation

W0103-146017/A

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

W0103-146017

Amd. No. - N° de la modif.

File No. - N° du dossier

PWY-4-37140

Buyer ID - Id de l'acheteur

pwy004

CCC No./N° CCC - FMS No./N° VME

**Offer Form, Standing Offer
Firms Experience
Appendix A**

Completed Works

- We _____ (Company's name) certify that we have had a minimum of five (5) years experience in providing electrical services. **YES** **NO**
- Company must have access to a boom truck 24/7, 365 days a year for High Voltage emergencies. **YES** **NO**
- Company must have a qualified Class A journeyman electrician with a minimum of 5 years experience on site for all high voltage work. **YES** **NO**
- Company must have a qualified Class B journeyman on site for all electrical work not relating to high voltage. **YES** **NO**

Solicitation No. - N° de l'invitation

W0103-146017/A

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

W0103-146017

Amd. No. - N° de la modif.

File No. - N° du dossier

PWY-4-37140

Buyer ID - Id de l'acheteur

pwy004

CCC No./N° CCC - FMS No./N° VME

**Offer Form, Standing Offer
Individuals Experience
Appendix B**

A) Personnel

- Provide names, trade designations, years of experience, a copy of an Unrestricted Electrical license (Class A) for at least one (1) of the staff with a minimum of 5 years experience who will be available to work on this standing offer for high voltage work. Copies of certifications may be sent after bid closing.

Name	Trade Designations	Years of Experience
------	--------------------	---------------------

1) _____	_____	_____
----------	-------	-------

Certification included with bid **YES** Certification to be sent in after bid closing **YES**

- Provide names, trade designations, years of experience and a copy of Class B Electrical license for at least one (1) of the staff who will be available to work on this standing offer. Copies of certifications may be sent after bid closing.

Name	Trade Designations	Years of Experience
------	--------------------	---------------------

1) _____	_____	_____
----------	-------	-------

Certification included with bid **YES** Certification to be sent in after bid closing **YES**

Certification

"We hereby certify that all the information provided, has been verified by us to be true and accurate. We further certify that, should we be awarded a Standing Offer, the personnel proposed will be available to perform the tasks described herein, if and when requested by the Site Authority." **YES** **NO**

Solicitation No. - N° de l'invitation

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APPENDIX 5 - PERIODIC REPORTS

Periodic Usage Report Form

As a requirement of this Request for Standing Offer, a report shall be submitted as follows:

Return to:

Glen Poppe	(250)468-5021	Glen.Poppe@forces.gc.ca
Name	Phone Number	E-mail

At: Dept. Of National Defence
 Base Construction Engineering
 Canadian Forces Maritime Experimental Test Range
 Nanoose Bay, BC V9P 9J9

BI-ANNUAL REPORT ON THE VOLUME OF BUSINESS

SUPPLIER: _____

REPORT FOR THE PERIOD ENDING: _____

Description of Work	Call up #	Total Billing

NIL REPORT: We have not done any business with the federal government for this period

PREPARED BY: _____

NAME: _____

SIGNATURE: _____

TELEPHONE NO.: _____

Solicitation No. - N° de l'invitation

W0103-146017/A

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

W0103-146017

Amd. No. - N° de la modif.

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PWY-4-37140

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pwy004

CCC No./N° CCC - FMS No./N° VME

APPENDIX 6 - VOLUNTARY CERTIFICATION TO SUPPORT THE USE OF APPRENTICES

Note; The contractor will be asked to fill out a report every six months as included a Annex C

Name: _____

Signature: _____

Company Name: _____

Company Legal Name: _____

Solicitation Number: _____

Optional information to provide: _____

Number of apprentices planned to be working on this contract: _____

Trades of those apprentices:

A sample of the "Voluntary Reports for Apprentices Employed during the Contract" is provided at Annex C

Solicitation No. - N° de l'invitation

W0103-146017/A

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

W0103-146017

Amd. No. - N° de la modif.

File No. - N° du dossier

PWY-4-37140

Buyer ID - Id de l'acheteur

pw004

CCC No./N° CCC - FMS No./N° VME

ANNEX A - SECURITY REQUIREMENT CHECK LIST (SRCL)
Bound Separately

Solicitation No. - N° de l'invitation

W0103-146017/A

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

W0103-146017

Amd. No. - N° de la modif.

File No. - N° du dossier

PWY-4-37140

Buyer ID - Id de l'acheteur

pw004

CCC No./N° CCC - FMS No./N° VME

ANNEX B - CERTIFICATE OF INSURANCE (Not required at bid closing)

ANNEX "A"



Government of Canada / Gouvernement du Canada

Contract Number / Numéro du contrat WD103-146017
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 DND		2. Branch or Directorate / Direction générale ou Direction CFB ESQUIMALT
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 To provide all labour, supervision, material, equipment, transportation and profit required for ELECTRICAL SERVICES Work to take place at various locations at the Department of National Defence, Nanaimo Military Camp, Nanaimo Military Rifle Range, 4872 Fillinger Cres., CFMETR and Winchelsea Island Nanaimo B.C. on an as and when requested basis in accordance with the Specifications herein during the period specified herein.		
5. a) Will the supplier require access to Controlled Goods? Le fournisseur aura-t-il accès à des marchandises contrôlées?		<input checked="" type="checkbox"/> No / Non <input type="checkbox"/> 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?		<input checked="" type="checkbox"/> No / Non <input type="checkbox"/> 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)		<input checked="" type="checkbox"/> No / Non <input type="checkbox"/> Yes / Oui
6. b) Will the supplier and its employees (e.g. cleaners, maintenance personnel) require access to restricted access areas? No access to PROTECTED and/or CLASSIFIED information or assets is permitted. Le fournisseur et ses employés (p. ex. nettoyeurs, personnel d'entretien) auront-ils accès à des zones d'accès restreintes? L'accès à des renseignements ou à des biens PROTÉGÉS et/ou CLASSIFIÉS n'est pas autorisé.		<input type="checkbox"/> No / Non <input checked="" type="checkbox"/> 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?		<input checked="" type="checkbox"/> No / Non <input type="checkbox"/> 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 <input type="checkbox"/>	NATO / OTAN <input type="checkbox"/>	Foreign / Étranger <input type="checkbox"/>
7. b) Release restrictions / Restrictions relatives à la diffusion		
No release restrictions Aucune restriction relative à la diffusion <input type="checkbox"/>	All NATO countries Tous les pays de l'OTAN <input type="checkbox"/>	No release restrictions Aucune restriction relative à la diffusion <input type="checkbox"/>
Not releasable À ne pas diffuser <input type="checkbox"/>		
Restricted to: / Limité à: <input type="checkbox"/> Specify country(ies): / Préciser le(s) pays:	Restricted to: / Limité à: <input type="checkbox"/> Specify country(ies): / Préciser le(s) pays:	Restricted to: / Limité à: <input type="checkbox"/> Specify country(ies): / Préciser le(s) pays:
7. c) Level of information / Niveau d'information		
PROTECTED A PROTÉGÉ A <input type="checkbox"/>	NATO UNCLASSIFIED NATO NON CLASSIFIÉ <input type="checkbox"/>	PROTECTED A PROTÉGÉ A <input type="checkbox"/>
PROTECTED B PROTÉGÉ B <input type="checkbox"/>	NATO RESTRICTED NATO DIFFUSION RESTREINTE <input type="checkbox"/>	PROTECTED B PROTÉGÉ B <input type="checkbox"/>
PROTECTED C PROTÉGÉ C <input type="checkbox"/>	NATO CONFIDENTIAL NATO CONFIDENTIEL <input type="checkbox"/>	PROTECTED C PROTÉGÉ C <input type="checkbox"/>
CONFIDENTIAL CONFIDENTIEL <input type="checkbox"/>	NATO SECRET NATO SECRET <input type="checkbox"/>	CONFIDENTIAL CONFIDENTIEL <input type="checkbox"/>
SECRET SECRET <input type="checkbox"/>	COSMIC TOP SECRET COSMIC TRÈS SECRET <input type="checkbox"/>	SECRET SECRET <input type="checkbox"/>
TOP SECRET TRÈS SECRET <input type="checkbox"/>		TOP SECRET TRÈS SECRET <input type="checkbox"/>
TOP SECRET (SIGINT) TRÈS SECRET (SIGINT) <input type="checkbox"/>		TOP SECRET (SIGINT) TRÈS SECRET (SIGINT) <input type="checkbox"/>



Contract Number / Numéro du contrat W0103-146017
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 COTE DE FIABILITÉ	<input type="checkbox"/> CONFIDENTIAL CONFIDENTIEL	<input type="checkbox"/> SECRET SECRET	<input type="checkbox"/> TOP SECRET TRÈS SECRET
<input type="checkbox"/> TOP SECRET-SIGINT TRÈS SECRET - SIGINT	<input type="checkbox"/> NATO CONFIDENTIAL NATO CONFIDENTIEL	<input type="checkbox"/> NATO SECRET NATO SECRET	<input type="checkbox"/> COSMIC TOP SECRET COSMIC TRÈS SECRET
<input type="checkbox"/> SITE ACCESS ACCÈS AUX EMPLACEMENTS			

Special comments: If the contractor needs access to a security zone in order to perform work, the minimum security screening required for the personal entering is SECRET. CANFORGEN 118/14 VCDS 021/14 281544Z JUL 14
Commentaires spéciaux :

NOTE: If multiple levels of screening are identified, a Security Classification Guide must be provided.
REMARQUE : Si plusieurs niveaux de contrôle de sécurité sont requis, un guide de classification de la sécurité doit être fourni.

10. b) May unscreened personnel be used for portions of the work?
Du personnel sans autorisation sécuritaire peut-il se voir confier des parties du travail? No / 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 À LA TECHNOLOGIE DE L'INFORMATION (TI)

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



Government of Canada
Gouvernement du Canada

Contract Number / Numéro du contrat W0103-146017
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) Rick Amot	Title - Titre Contract Supervisor	Signature <i>RA</i>
Telephone No. - N° de téléphone 250-363-7648	Facsimile No. - N° de télécopieur 250-363-5324	E-mail address - Adresse courriel Richard.Amot@forces.gc.ca
		Date 06-08-2014

14. Organization Security Authority / Responsable de la sécurité de l'organisme

Name (print) - Nom (en lettres moulées) SASA MEDJOVIC	Title - Titre Sen. security analyst	Signature <i>Mejovic</i>
Telephone No. - N° de téléphone 613 296-0286	Facsimile No. - N° de télécopieur	E-mail address - Adresse courriel sasa.medjovic@forces.gc.ca
		Date 2014-09-04

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?

Non Yes Oui SM

16. Procurement Officer / Agent d'approvisionnement

Name (print) - Nom (en lettres moulées) Rukmani (Ruth) Mestry Supply Specialist, RPC	Title - Titre PWGSC	Signature <i>R Mestry</i>
Telephone No. - N° de téléphone	Facsimile No. - N° de télécopieur	E-mail address - Adresse courriel
		Date

17. Contracting Security Authority / Autorité contractante en matière de sécurité

Name (print) - Nom (en lettres moulées)	Title - Titre	Signature
Telephone No. - N° de téléphone	Facsimile No. - N° de télécopieur	E-mail address - Adresse courriel
		Date

CERTIFICATE OF INSURANCE
Page 1 of 2



Travaux publics et
 Services gouvernementaux
 Canada

Public Works and
 Government Services
 Canada

Description and Location of Work Various Locations, B.C., Nanaimo Military Camp & CFMETR, CFB Esquimalt - DND	Contract No. W0103-146017
	Project No.

Name of Insurer, Broker or Agent	Address (No., Street)	City	Province	Postal Code
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Name of Insured (Contractor)	Address (No., Street)	City	Province	Postal Code
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Additional Insured
Her Majesty the Queen in Right of Canada as represented by the Minister of Public Works and Government Services

Type of Insurance	Insurer Name and Policy Number	Inception Date D / M / Y	Expiry Date D / M / Y	Limits of Liability		
				Per Occurrence	Annual General Aggregate	Completed Operations Aggregate
<input checked="" type="checkbox"/> Commercial General Liability Umbrella/Excess Liability				\$	\$	\$
				\$	\$	\$

I certify that the above policies were issued by insurers in the course of their Insurance business in Canada, are currently in force and include the applicable insurance coverage's stated on page 2 of this Certificate of Insurance, including advance notice of cancellation / reduction in coverage.

Name of person authorized to sign on behalf of Insurer(s) (Officer, Agent, Broker)

Telephone number

 Signature

Date D / M / Y

CERTIFICATE OF INSURANCE Page 2 of 2

General

The insurance policies required on page 1 of the Certificate of Insurance must be in force and must include the insurance coverage listed under the corresponding type of insurance on this page.

The policies must insure the Contractor and must include Her Majesty the Queen in Right of Canada as represented by the Minister of Public Works and Government Services as an additional Insured.

The insurance policies must be endorsed to provide Canada with not less than thirty (30) days notice in writing in advance of a cancellation of insurance or any reduction in coverage.

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

Commercial General Liability

The insurance coverage provided must not be substantially less than that provided by the latest edition of IBC Form 2100.

The policy must either include or be endorsed to include coverage for the following exposures or hazards if the Work is subject thereto:

- (a) Blasting.
- (b) Pile driving and caisson work.
- (c) Underpinning.
- (d) Removal or weakening of support of any structure or land whether such support be natural or otherwise if the work is performed by the insured contractor.

The policy must have the following minimum limits:

- (a) **\$5,000,000** Each Occurrence Limit;
- (b) **\$10,000,000** General Aggregate Limit per policy year if the policy contains a General Aggregate; and
- (c) **\$5,000,000** Products/Completed Operations Aggregate Limit.

Umbrella or excess liability insurance may be used to achieve the required limits.

Builder's Risk / Installation Floater

The insurance coverage provided must not be less than that provided by the latest edition of IBC Forms 4042 and 4047.

The policy must permit use and occupancy of any of the projects, or any part thereof, where such use and occupancy is for the purposes for which a project is intended upon completion.

The policy may exclude or be endorsed to exclude coverage for loss or damage caused by asbestos, fungi or spores, cyber and terrorism.

The policy must have a limit that is **not less than the sum of the contract value** plus the declared value (if any) set forth in the contract documents of all material and equipment supplied by Canada at the site of the project to be incorporated into and form part of the finished Work. If the value of the Work is changed, the policy must be changed to reflect the revised contract value.

The policy must provide that the proceeds thereof are payable to Canada or as Canada may direct in accordance with GC10.2, "Insurance Proceeds" (<https://buyandsell.gc.ca/policy-and-guidelines/standard-acquisition-clauses-and-conditions-manual/5/R/R2900D/2>).

Contractors Pollution Liability

The policy must have a limit usual for a contract of this nature, but not less than **\$1,000,000** per incident or occurrence and in the aggregate.

Aviation Liability

The insurance coverage shall include Bodily Injury (including passenger Bodily Injury) and Property Damage, in an amount of not less than **\$5,000,000** per incident or occurrence and in the aggregate.

Marine Liability

The insurance coverage must be provided by a Protection & Indemnity (P&I) insurance policy and 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 the statutory requirements of the Territory or Province having jurisdiction over such employees.

The policy must waive all rights of subrogation against Canada as represented by Public Works and Government Services Canada for any and all loss of or damage to the watercraft however caused.

Other types of Insurance

To be inserted below according to specifics of project.

Use separate page if needed.