

**Bid Receiving/Réception des
sousmissions :**

**443 UNION STREET WEST
KINGSTON, ONTARIO PO BOX
1174 K7L 4Y8**

**Facsimile Number for Amendments:
613-536-4571**

**INVITATION TO TENDER APPPEL
D'OFFRES**

**Tender to: Correctional Service
Canada** We hereby offer to sell to Her Majesty the Queen in right of Canada, in accordance with the terms and conditions set out herein, referred to herein or attached hereto, the goods, services and construction listed herein and on any attached sheets at the price(s) set out thereof.

**Soumission aux: Gendarmerie royale
du Canada** Nous offrons par la présente de vendre à Sa Majesté I Reine du chef du Canada, aux conditions énoncées ou incluses par référence dans la présente et aux annexes ci-jointes, les biens, services et construction énumérés ici sur toute feuille ci-annexée, au(x) prix indiqué(s). **Comments –
Commentaries :**

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

Facsimile No. - No de télécopieur:

Telephone No. - no de téléphone:

**Issuing Office - Bureau de distribution
CORRECTIONAL SERVICE CANADA
RHQ (ONTARIO)
KINGSTON, ONTARIO**

SUPPLY & INSTALL NEW ASPHALT SHINGLES TO TWO RESIDENCIAL HOUSES	
Solicitation No. - No. de l'invitation 21401-15-1826913	Date 05-DEC-2014
Client Reference No. - No. De Référence du Client 21401-15-1826913	
GETS Reference No. - No. de Référence de SEAG	
Solicitation Closes -L'invitation prend fin at - à Time Zone on - le 15-JAN-2015 AT 2PM (EST)	
F.O.B. - F.A.B. PLANT	
Address Enquiries to: - Adresser toutes questions à: EDWARD DESORMO (edward.desormo@csc- scc.gc.ca)	
Telephone No. - No de téléphone 613-545-8274	Fax No. - No de FAX: 613-536-4571
Destination of Goods, Services, and Construction: Destinations des biens, services et construction: BATH INSTITUTION	
This document contains a PERSONNEL SECURITY Clearance requirement.	
Delivery Required - Livraison exigée: 15-FEB-2015	Delivery Offered - Livraison proposée
Name and title of person authorized to sign on behalf of Vendor/Firm : Nom et titre de la personne autorisée à signer au nom du fournisseur/de l'entrepreneur :	
<hr/> NAME PRINTED/SIGNATURE	
<hr/> DATE	



PART 1 – GENERAL INFORMATION

The bid solicitation is divided into seven parts plus attachments and annexes, as follows:

Part 1 General Information: provides a general description of the requirement;

Part 2 Bidder Instructions: provides the instructions, clauses and conditions applicable to the bid solicitation;

Part 3 Bid Acceptance and Form: provides the bidder the form to submit their bid and includes the clauses and conditions that will apply to any resulting contract.

The Annexes include the Statement of Work.

Summary

Correctional Service Canada (CSC) has a requirement for the removal and replacement of new asphalt roof shingles on (2) two of its residential style offender houses at Bath institution located at: 5775 Bath Road
Bath, Ontario
K0H 1G0

Debriefings

After contract award, bidders may request a debriefing on the results of the bid solicitation process. Bidders should make the request to the Contracting Authority within 15 working days of receipt of the results of the bid solicitation process. The debriefing may be in writing, by telephone or in person.

Bid Security

For solicitations requiring Bid Security, the following conditions apply:

- Bid security is to be in the form of a bid bond or a cash security deposit in an amount equal to 10% of the tender amount.
- A Bid Bond must have original signatures and be issued by a company that is acceptable to the Government of Canada.
- A security deposit must be in the form of cash, a certified cheque, a bill of exchange, bank draft or money order payable to the Receiver General for Canada, or a bond issued by or guaranteed by the Government of Canada.

Bid and Acceptance Form

CSC uses the Bid and Acceptance Form for all construction contracts valued at \$40,000 or over.

- The contract documents are listed in the Bid and Acceptance Form.



Insurance

The scope of insurance coverage required is determined using forms from the Insurance Bureau of Canada (IBC) with riders for additional risks.

- Before beginning the work, contractors must provide a certificate of insurance proving that they are insured, and this must be done no later than 30 days after acceptance of their bid.
- The amount of any deductible is left to the discretion of the contractor and its insurer.

Workers Compensation Board and Safety Program:

The recommended Tenderer shall provide to the Contracting Authority, prior to Contract Award:

- a Workers Compensation Board letter of good standing, also listing covered Directors, Principals, Proprietor(s) or Partners who will be or will be or who are anticipated to be present on the work site(s); and
- a Certificate of Recognition (COR) or Registered Safety Plan (RSP) acceptable to the Authority Having Jurisdiction (AHJ). A health and safety policy and program, as required by the respective provincial/territorial Occupational Health and Safety Act, will be acceptable in lieu of a COR or RSP. If none is required by law, a copy of a health and safety policy and program that has been sent to the AHJ for review will also be acceptable, provided that the recommended Tenderer certifies that it has been sent to the AHJ.

The recommended Tenderer shall deliver all of the above documents to the Contracting Authority on or before the date stated (usually 3 to 5 days after notification) by the Contracting Authority. Failure to comply will result in a breach of promise, at which time the Contracting Authority will be free to approach the next lowest responsive Tenderer.



PART 2 – BIDDER INSTRUCTIONS

Bid Documents:

The following are the bid documents:

- Invitation to Tender - Page 1;
- Special Instructions to Bidders;
- General Instructions to Bidders R2710T (2010-08-16) and;
- Bid and Acceptance Form and any Appendices attached thereto.

Submission of a bid constitutes acknowledgment that the Bidder has read and agrees to be bound by these documents.

General Conditions and General Instructions:

General Instructions to Bidders are incorporated by reference and is 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 Website: <http://sacc.pwgsc.gc.ca/sacc/index-e.jsp>.

Exceptions to General Conditions and General Instructions to Bidders incorporated by Reference:

Delete reference to “Public Works and Government Services Canada” and substitute “Correctional Service Canada”.

Bid Submission:

Bids must be submitted only to CSC Bid Receiving Unit by the date, time and place indicated on page 1 of the bid solicitation.

Bids are to be directed only to the bid receiving address specified above. Correctional Service Canada (CSC) will NOT assume responsibility for bids directed to any other location. **(Canada Post Priority Courier is not considered a Courier)**

Bidders are to return the following pages as part of their bid submission:

- **Front page Signed and Dated**
- **Page 6 (Bidder acceptance form).**
- **Page 11 (Code of Conduct).**
- **Page 12 (Sub contractors form).**
- **Copy of company WSIB certification.**
- **Copy of company Insurance certification.**



Enquiries During the Solicitation Period:

Enquiries regarding this bid must be submitted in writing to the Contracting Officer named on the Invitation to Tender - Page 1 as early as possible within the solicitation period. Except for the approval of alternative materials as described in G15 of the General Instructions to Bidders, enquiries should be received no later than **five (5)** calendar days prior to the date set for solicitation closing to allow sufficient time to provide a response. Enquiries received after that time may not result in an answer being provided.

To ensure consistency and quality of the information provided to Bidders, the Contracting Officer shall examine the content of the enquiry and shall decide whether or not to issue an amendment.

All enquiries and other communications related to this bid sent throughout the solicitation period are to be directed **ONLY** to the Contracting Officer named on the Invitation to Tender - Page 1. Non-compliance with this requirement during the solicitation period can, for that reason alone, result in disqualification of a bid.

Mandatory Site Visit:

There will be a site visit on 12-January-2015 at 1 pm. interested bidders are to meet at Bath Institution Main entrance.

The site visit for this project is **MANDATORY**. The representative of the bidder will be required to sign the Site Visit Attendance Sheet at the site visit. Bids submitted by Bidders who have not signed the attendance sheet will not be accepted.

Revision of Bid:

A bid may be revised by letter or facsimile in accordance with G110 of the General Instructions to Bidders. This must be submitted to the Contracting Officer.

Negotiations:

In the event that the lowest compliant tender exceeds the amount of funding Canada has allocated for the construction phase of the work:

by 15% or less, Canada, at its sole discretion, shall either

1. Cancel the tender call;
2. Obtain additional funding and, subject to the provisions of clause 11 of the General Instructions to Bidders, award the Contract to the Tenderer submitting the lowest compliant tender; or
3. Revise the scope of the work accordingly and negotiate, with the Tenderer submitting the lowest compliant tender, a corresponding reduction in its tendered price.

by more than 15%, Canada, at its sole discretion, shall either

1. Cancel the tender call;
2. Obtain additional funding and, subject to the provisions of clause 11 of the General Instructions to Bidders, award the Contract to the Tenderer submitting the lowest compliant tender; or
3. Revise the scope of the work accordingly and invite those who submitted compliant tenders at the original tender call to retender the work.



If negotiations or a re-tender are undertaken, Tenderers shall retain the same subcontractors and suppliers as they carried in their original tender submissions.

If Canada elects to negotiate a reduction in the tendered price and the negotiations fail to reach an agreement, Canada shall then exercise either of option 3.

Bid Validity Period:

Canada reserves the right to seek an extension to the bid validity period prescribed in BA04 of the Bid and Acceptance Form. Upon notification in writing from Canada, Bidders shall have the option to either accept or reject the proposed extension.

If the extension referred to in paragraph 1 of Bid Validity Period is accepted, in writing, by all those who submitted bids, then Canada shall continue immediately with the evaluation of the bids and its approvals processes.

If the extension referred to in paragraph 1 of Bid Validity Period is not accepted in writing by all those who submitted bids then Canada shall, at its sole discretion, either

- Continue to evaluate the bids of those who have accepted the proposed extension and Seek the necessary approvals; or
- Cancel the invitation to tender.

The provisions expressed herein do not in any manner limit Canada's rights in law or under GI11 of the General Instructions to Bidders.



PART 3 - BID AND ACCEPTANCE FORM / RESULTING CONTRACT CLAUSES

Identification:

- 1) Description of the Work: To supply & Install two new asphalt roofs on offenders residences at Bath Institution. Work under this contract will involve, but is not limited to, the following, for Correctional Service Canada (CSC). Supply of all labour, material, tools, equipment, transportation, installation and supervision necessary to. Work will include but is not limited to etc., as further detailed in the specification and drawings.
- 2) Location: Bath Institution
- 3) Solicitation Number: 21401-14-1826913

Business Name and Address of Bidder:

- 1) Name: _____
- 2) Address: _____

- 3) Telephone: _____ Fax: _____
 E-Mail Address: _____
- 4) GST/HST Number: _____

The Offer

- 1) The Bidder offers to Canada as represented by the Minister of Public Safety to perform and complete the Work for the above named project in accordance with the Bid Documents for the **Total Bid Amount** of \$ _____ excluding GST/HST which consists of:
- 2) Any errors in the extension of the Price per Unit and the addition of the Estimated Total Price in the Unit Price Table shall be corrected by Canada in order to obtain the Total Estimated amount.
- 3) Any errors in the addition of the amounts in subparagraph shall be corrected by Canada to obtain the Total Bid Amount.

Bid Validity Period:

The bid shall not be withdrawn for a period of 60 days following the date of solicitation closing.



Resulting Contract Documents and Conditions:

The following are the resulting contract documents and resulting conditions:

- (a) Contract page when signed by Canada;
- (b) Duly completed Bid and Acceptance Form and any Appendices attached thereto;
- (c) Plans and Specifications;
- (d) General Conditions:
 - (I) GC1 General Provisions R2810D (2010-01-11);
 - (ii) GC2 Administration of the Contract R2820D (2008-12-12);
 - (iii) GC3 Execution and Control of the Work R2830D (2010-01-11);
 - (iv) GC4 Protective Measures R2840D (2008-05-12);
 - (v) GC5 Terms of Payment R2[8]50D (2010-01-11);
 - (vi) GC6 Delays and Changes in the Work R2860D (2008-05-12);
 - (vii) GC7 Default, Suspension or Termination of Contract R2870D (2008-05-12);
 - (viii) GC8 Dispute Resolution R288[0]D (2008-12-12);
 - (ix) GC9 Contract Security R2890D (2010-08-16);
 - (x) GC10 Insurance R2900D (2008-05-12)
- (e) Supplementary Conditions, if any;
- (f) Insurance Terms R2910D (2008-05-12);
- (g) Fair Wages and Hours of Labour - Labour Conditions R2940D (2010-01-11);
- (h) Allowable Costs for Contract Changes Under GC6.4.1 R2950D (2007-05-25);
- (i) Schedules of Wage Rates for Federal Construction Contracts;
- (j) Any amendment issued or any allowable bid revision received before the date and time set for solicitation closing;
- (k) Any amendment incorporated by mutual agreement between Canada and the Contractor before acceptance of the bid; and
- (l) Any amendment or variation of the contract documents that is made in accordance with the General Conditions.

The documents identified by title, number and date in **Resulting Contract Documents and Conditions** 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 Website: <http://sacc.pwgsc.gc.ca/sacc/index-e.jsp>. Delete references to PWGSC and replace with Correctional Service Canada (CSC).

Schedules of Wage Rates for Federal Construction Contracts is included by reference and May be accessed from the Website

<http://www.hrsdc.gc.ca/asp/gateway.asp?hr=en/lp/lo/lswf/fw/schedule.shtml&hs=cgp>

The language of the contract documents shall be the language of the Bid and Acceptance Form submitted.



Acceptance and Contract:

Upon acceptance of the Contractor's offer by Canada, a binding Contract shall be formed between Canada and the Contractor. The documents forming the Contract shall be the contract documents referred to in **Resulting Contract Documents and Conditions**.

Construction Time:

The Contractor shall perform and complete the Work within **30 days** from the date of notification of acceptance of the offer.

Bid Security:

- 1) The Bidder shall enclose bid security with its bid in accordance with GI08 BID SECURITY REQUIREMENTS.
- 2) If the security furnished does not comply fully with the requirements referred to in paragraph 1) herein, the bid shall be disqualified.
- 3) If a security deposit is furnished as bid security, it shall be forfeited in the event that the bid is accepted by Canada and the Contractor fails to provide Contract Security in accordance with GC9 CONTRACT SECURITY, provided that Canada may, if it is in the public interest, waive the right of Canada to forfeiture of the security deposit.

Personnel Security:

NIL security screening required as there is no access to sensitive information or assets.

Contractor personnel will be escorted in specific areas of the institution as and where required by Correctional Service Canada personnel or those authorized by CSC on its behalf. CSC has developed very stringent internal policies to ensure that the security of institutional operations is not compromised.

Contractor personnel shall submit to local verification of identify/information through an authorized use of the Canadian Police Information Centre (CPIC) and must adhere to institutional requirements for the conduct of searches by Correctional Service Canada, prior to admittance to the requisite institution.

Correctional Service Canada reserves the right to deny access to any institution of any Contractor personnel, at any time.



Health and Labour Conditions:

In this section, "Public Entity" means the municipal, provincial or federal government body authorized to enforce any laws concerning health and labor applicable to the performance of the Work or any part thereof.

The Contractor shall comply with all laws concerning health and labor conditions applicable to the performance of the Work or part thereof and shall also require compliance of same by all its subcontractors when applicable.

The Contractor upon any request for information or inspection dealing with the Work by an authorized representative of a Public Entity shall forthwith notify the Project Authority or Her Majesty.

Evidence of compliance with laws applicable to the performance of the Work or part thereof by either the Contractor or its subcontractor shall be furnished by the Contractor to the Project Authority or Her Majesty at such time as the Project Authority or Her Majesty may reasonably request."

Health and Safety:

FOR WORK IN THE PROVINCE OF ONTARIO

Employer / Prime Contractor:

The Contractor shall, for the purposes of the Contract and for the duration of the Work of the Contract:

1. Act as the Employer, where there is only one employer on the work site, in accordance with the Authority Having Jurisdiction;
2. Accept the role of Contractor/Principal Contractor/Constructor, where there are two or more employers involved in work at the same time and space at the worksite, in accordance with the Authority Having Jurisdiction; and
3. Agree, in the event of two or more Contractors working at the same time and space at the work site, without limiting the intent of GC3 - (Execution and Control of Work) to the Project Manager's order *to:
 - o Accept, as the Contractor/Principal Contractor/Constructor, the responsibility for the Project Manager's other Contractor(s); or
 - o Accept that the Project Manager's other Contractor is Contractor/Principal Contractor/Constructor and conform to that Contractor's Site Specific Health and Safety Plan.

* Definition of "order" is a "Change Order issued after the contract has been awarded"

Permits, Notifications and Safety Plan:

The Contractor shall provide to the Project Manager:

- prior to the pre-construction meeting, a transmittal and copy of the Advance Notification of Project form, contained herein, as sent to the Authority Having Jurisdiction (AHJ), unless this requirement is waived by the Project Manager; and



- prior to commencement of work and without limiting the terms of General Instructions to Bidders GI14 and GC4 - Protective Measures GC 4.2
 - copies of all other necessary permits, notifications and related documents as called for in the scope of work/specifications and/or (AHJ); and
 - a site specific Health and Safety Plan which is acceptable to the AHJ, unless this requirement is waived by the Project Manager.

Workers' Compensation:

It is mandatory that every contractor contracted for work must have an account with the Provincial Worker's Compensation Board/ Commission, and coverage shall be extended to cover all employees.

Compliance with Applicable Laws:

The Contractor shall comply with all laws, regulations and rules applicable to the performance of the Work or any part thereof. The Contractor shall also comply with all laws, regulations and rules applicable to the agents and servants of the Crown. The Contractor shall also require compliance therewith by all of its subcontractors. Evidence of compliance with such laws, regulations and rules shall be furnished by the Contractor to the Contracting Authority at such times as the Contracting Authority may reasonable request.

Unless otherwise provided in the contract, the Contractor shall obtain all permits and hold all certificates and licenses required for the performance of the Work.

Details on existing CSC policies can be found at www.csc-scc.gc.ca or any other CSC web page designated for such purpose.

Tuberculosis Testing:

It is a condition of this contract that the Contractor or any employees of the Contractor who require entry into a Correctional Service of Canada Institution to fulfill the conditions of the contract may, at the sole discretion of the Warden, be required to provide proof of and results of a recent tuberculin test for the purpose of determining their TB infection status.

Failure to provide proof of and results of a tuberculin test may result in the termination of the contract.

All costs related to such testing will be at the sole expense of the Contractor.

Code of Conduct for Procurement:

The Bidder confirms that it has read the Code of Conduct for Procurement (<http://www.pwgsc.gc.ca/acquisitions/text/cndt-cndct/tcm-toc-e.html>) and agrees to be bound by its terms.

The bidder certifies that:

- no corruption and no collusion took place in the preparation of its bid; and



- it has not committed an offence under section 121 ("Frauds on the government" & "Contractor subscribing to election fund"), 124 "Selling or purchasing office"), 380 (Fraud committed against Her Majesty) or 418 ("Selling defective stores to Her Majesty") of the Criminal Code of Canada, or under 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

SIGNATURE

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

Signature

Date



ANNEX "A"

ADVANCE NOTIFICATION OF CONSTRUCTION PROJECT

To Provincial Labour Authority:
This Advance Notification is to advise you that we, the listed contractor, will be undertaking a Federal Construction Project within
Your jurisdiction for which we are designated the Prime/Principal/General Contractor and that we will be the party responsible for
the overall coordination of safety on the construction site.
A pre-construction meeting for this project will be held at (Location) _____ on (Date) _____ at (Time) _____.
An invitation for a representative of the provincial/territorial authority to attend this meeting is extended. The Site Specific Safety
Plan will be reviewed at this meeting. Should you wish to attend please contact the name listed below.
Date: File Number:
Contract Amount: Project Number:
Business/Legal Name of Employer/Prime Contractor (AB)(BC); Employer/Contractor (SK); Employer/Principal Contractor
(MB)(QC)(NF&Labrador)(NT & Nunavet); Employer/Constructor (ON)(NS)(NB)(PE)(YT)
Mailing Address: Telephone:
Fax Number:
Contact Name:
PROJECT DETAILS
Location of Project
Nature of Work/Process Undertaken
Name of Site Superintendant
Contact Number for Superintendant



Estimated Start Date of Project
Estimated Project Duration
Number of Workers to be Employed
List of Sub-Contractors to be Employed (Use additional Space if Required)
Company Name Business Address/Location
OWNER INFORMATION
Project Owner: Correctional Service Canada
Owners Representative:
Owner Representative Contact Number:
<u>Hazardous Regulated Activities</u>
This is a notification to the Provincial/Territorial Labour Authority of the Hazardous Regulated Activities that are to be undertaken during the project by the Prime/Principal Contractor or Constructor or any subcontractors. This list may not be inclusive and may be amended from time to time.
Note to Prime/Principal Contractor or Constructor:
Any Hazardous Regulated Activities which are listed must also have elements included in the Site Specific Safety Plan Listing working Procedures for those activities.
Check Box for activities to be undertaken and provide estimated duration of activities in hours/days.
Check Activity Estimated Duration
Working in or with Trenching/Excavation/Tunnels
Use of Scaffolding/Swing Stages
Working from Heights requiring fall protection systems
Crane Operations
Working from Heights requiring fall protection systems
Crane Operations
Work in Confined Spaces
Blasting and/or use of explosives
Use and or exposure to high voltage electrical
Hot Work
Demolition
Use of temporary structures, stairs, ramps or landings, and constructed ladders
Use of Heavy Equipment which may/may not require traffic control
Working on or near water
Working with hazardous substances/regulated products *



Working with radiation emitting devices
Working with or exposure to Asbestos, PCBs or Lead
Please list any other hazardous regulated activities, which are not listed, below:

* If the work is to occur in an occupied space, as a renovation or a lease fit-up, the Prime/Principal Contractor or Constructor is required to provide copies of MSDSs for all controlled products to the Owner's Representative and to maintain copies on site.

DISTRIBUTION

The Prime/Principal Contractor or Constructor is responsible to ensure proper distribution of this form and must provide proof that the form was sent to the Labour Authority. Work activities cannot commence until such proof has been provided. Proof can be by registered mail receipt, or by providing a copy of a fax transmittal notice, or any other means providing indication that the Labour Authority has received this document: Original: to applicable provincial/territorial labour authority Copies to: CSC Project Manager.

A copy of this form is to be posted at the project site prior to the commencement of work.

NOTE:

Please do not include any forms that include personal 3rd party information such as the names of the contractor's employees and their related claims information.

LABOUR AUTHORITY CONTACTS

The contacts below represent the Labour Authority in the various jurisdictions. They are not representatives of the Workers Compensation. Do not contact the people referenced below for issues pertaining to WCB or WCB Clearances. Those queries must be directed specifically to the WCB, and where the WCB has both a Labour and Compensation component, WCB issues must be directed to the Compensation/Employer Services sections.



ANNEX “B”

SCOPE OF WORK

Project Name: Replace Bath Roofing of BB11, BB23
Bath Institution

Background or Site Description:

Re-shingle roofs that are worn beyond reasonable repair.

Objective:

- Replace Asphalt roof shingles on buildings BB11, BB23.

Scope of Work:

- Remove and dispose of all old roofing materials. Proof of disposal must be submitted to Project Authority.
- Contractor is to assess the existing roof structure, and remedy any shortcomings. A quote shall be provided and approved before any additional work is completed and must be approved by the Project Authority.
- Ice shield minimum of 1 meter from the eaves or to code whichever is greater. Ice shield shall also be installed to cover any valleys.
- Replace tar paper on entire roof with an approved underlayment equal to Dupont/TYPAR Surround SR underlayment.
- Replace roof vents to ensure proper ventilation as per standards set by ARMA, CASMA, or local building codes.
- Install Traditional 3-Tab Design Wind Resistance Warranty: 177 km/h / 110 mph Fire Resistance Rating: Class A
- (Standard color to be determined at time of installation by project authority) Including all ridge caps and valleys.



General Requirements:

- Work must be performed during regular working hours of 08:00 – 1530, Monday – Friday; schedule must be pre-approved by Project Authority
- All work must be completed without delay and a schedule of operation shall be provided to the Project Authority 48 hours prior to commencing work.
- All applicable Federal and Provincial safety codes, such as fall protection, etc. shall be adhered to
- Contractor to take every precaution and provide all personal protective equipment for all workers.
- Workmanship to be of the highest standard and must meet all industry standards.
- All installed materials to be new and free of any defects.
- Disposal of any removed material to be carried out using the highest standard in regards to landfill waste diversion, reusing, and recycling. Proof of appropriate disposal by waste receiver must be provided to the Project Authority.
- Any additional work beyond that described in this scope of work must be approved by the Project Authority.
- All workers entering the institution must be security cleared prior to starting any work.
- Contractor to provide an Environmental Protection Plan Acceptable to Correctional Services of Canada.

Technical Requirements:

It is mandatory that the contractor shall visit the site prior to work commencement for verification of all measurements and materials required to complete the work and to familiarize themselves with the facility.

The contractor must follow all manufacture recommendations for the installation and use of material.

The Contractor, if required by the Technical Authority, will supply samples and certification of all materials furnished fully comply with the specifications identified in the Scope of Work

Site Location:

Bath Institution
Hwy #33
Bath, Ontario
K0H 1G0

Technical Authority:

Paul Cybulski
Chief Plant Maintenance
Correctional Service Canada
Bath Institution
Tel: 613-351-8049



Contracting Authority:

Edward desormo
Regional & Procurement Contracting Officer
Correctional Service Canada
RHQ (Ontario)
Tel : 613-545-8274
Email : edward.desormo@csc-scc.gc.ca