

RETURN BIDS TO:
RETOURNER LES SOUMISSIONS À:

Bid Receiving - PWGSC / Réception des soumissions - TPSGC

11 Laurier St. / 11, rue Laurier

Place du Portage, Phase III

Core 0B2 / Noyau 0B2

Gatineau, Québec K1A 0S5

Bid Fax: (819) 997-9776

Request For a Standing Offer Demande d'offre à commandes

National Individual Standing Offer (NISO)

Offre à commandes individuelle nationale (OCIN)

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

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

Comments - Commentaires

Vendor/Firm Name and Address

Raison sociale et adresse du fournisseur/de l'entrepreneur

Issuing Office - Bureau de distribution

Industrial Vehicles & Machinery Products Division

11 Laurier St./11, rue Laurier

7B1, Place du Portage, Phase III

Gatineau

Québec

K1A 0S5

Title - Sujet Fabrication of bronze plaques	
Solicitation No. - N° de l'invitation 5P029-140602/A	Date 2014-12-22
Client Reference No. - N° de référence du client 5P029-140602	GETS Ref. No. - N° de réf. de SEAG PW-\$\$HS-597-66418
File No. - N° de dossier hs597.5P029-140602	CCC No./N° CCC - FMS No./N° VME
Solicitation Closes - L'invitation prend fin at - à 02:00 PM on - le 2015-02-09	Time Zone Fuseau horaire Eastern Standard Time EST
Delivery Required - Livraison exigée See Herein	
Address Enquiries to: - Adresser toutes questions à: Bourassa, Chantal	Buyer Id - Id de l'acheteur hs597
Telephone No. - N° de téléphone (819)956-6763 ()	FAX No. - N° de FAX (819)956-5227
Destination - of Goods, Services, and Construction: Destination - des biens, services et construction: PARKS CANADA Commemoration Programs 40 VICTORIA (PC03-L), Office 147 Gatineau Quebec J8X0B3 Canada	
Security - Sécurité This request for a Standing Offer does not include provisions for security. Cette Demande d'offre à commandes ne comprend pas des dispositions en matière de sécurité.	

Instructions: See Herein

Instructions: Voir aux présentes

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

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PART 1 - GENERAL INFORMATION

1.1 Introduction

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

- | | |
|--------|---|
| Part 1 | General Information: provides a general description of the requirement; |
| Part 2 | Offeror Instructions: provides the instructions applicable to the clauses and conditions of the RFSO; |
| Part 3 | Offer Preparation Instructions: provides offerors with instructions on how to prepare their offer to address the evaluation criteria specified; |
| Part 4 | Evaluation Procedures and Basis of Selection: indicates how the evaluation will be conducted, the evaluation criteria which must be addressed in the offer, and the basis of selection; |
| Part 5 | Certifications: includes the certifications to be provided; |
| Part 6 | Security, Financial and Insurance Requirements: includes specific requirements that must be addressed by offerors; and |
| Part 7 | 7A, Standing Offer, and 7B, Resulting Contract Clauses:

7A, includes the Standing Offer containing the offer from the Offeror and the applicable clauses and conditions;

7B, includes the clauses and conditions which will apply to any contract resulting from a call-up made pursuant to the Standing Offer. |

The Annexes include Annex A – Pricing, Annex B - Statement of Work for historic sites and monuments board of Canada (HSMBC) Bronze Plaques, Annex C – Specifications for Bronze Plaques Historic Sites and Monuments Board of Canada and Annex D – Usage Report.

1.2 Summary

Park Canada, Commemoration Programs has a requirement for a National Individual Standing Offer (NISO) for the provision of Bronze Plaques (Bilingual and Trilingual), including material for plaque installation, in accordance with Annex B - Statement of Work for historic sites and monuments board of Canada (HSMBC) Bronze Plaques, Annex C – Specifications for Bronze Plaques Historic Sites and Monuments Board of Canada and as describe at Annex A – Pricing.

The work under the requirement will be on an “as and when” basis for an initial period of one (1) year from the issuance of the NISO, with an option to extend the offer by two (2) additional periods of one (1) year under the same terms and conditions.

As per the Integrity Provisions under section 01 of Standard Instructions 2006, offerors must provide a list of all owners and/or Directors and other associated information as required.

The requirement is subject to the provisions of the World Trade Organization Agreement on Government Procurement (WTO-AGP), the North American Free Trade Agreement (NAFTA), the Canada-Peru Free

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Trade Agreement, Canada-Columbia Free Trade, the Canada-Panama Free Trade and the Agreement on Internal Trade (AIT).

1.3 Debriefings

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

PART 2 - OFFEROR INSTRUCTIONS

2.1 Standard Instructions, Clauses and Conditions

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

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

The 2006 (2014-09-25) Standard Instructions - Request for Standing Offers - Goods or Services - Competitive Requirements, are incorporated by reference into and form part of the RFSO.

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

Delete: 60 days

Insert: 90 days

2.2 Submission of Offers

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

2.3 Enquiries - Request for Standing Offers

All enquiries must be submitted in writing to the Standing Offer Authority no later than seven (7) calendar days before the Request for Standing Offers (RFSO) closing date. Enquiries received after that time may not be answered.

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

2.4 Applicable Laws

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

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

2.5 Improvement of Requirement During Solicitation Period

Should offerors consider that the specifications, Statement of Work contained in the Request for Standing Offer could be improved technically or technologically, offerors are invited to make suggestions, in writing, to the Standing Offer Authority named in the Request for Standing Offer. Offerors must clearly outline the

suggested improvement as well as the reason for the suggestion. Suggestions that do not restrict the level of competition nor favour a particular offeror will be given consideration provided they are submitted to the Standing Offer Authority at least seven (7) calendar days before the bid closing date. Canada will have the right to accept or reject any or all suggestions.

2.6 Optional Site Visit

It is recommended that the Offeror or a representative of the Offeror visit the work site to view a sample plaque. Arrangements have been made for the site visit to be held at 25 Eddy Street, Gatineau, Qc, Canada on January 28, 2015. The site visit will begin at 1:00 pm.

Offerors are requested to communicate with the Contracting Authority no later than five (5) calendar days to confirm attendance and provide the name(s) of the person(s) who will attend. Offerors may be requested to sign an attendance sheet. Offerors who do not attend or do not send a representative will not be given an alternative appointment but they will not be precluded from submitting an offer. Any clarifications or changes to the Request for a Standing Offer resulting from the site visit will be included as a revision to the Request for a Standing Offer.

2.7 Pre-Production Sample (in two phases)

After issuance of the standing offer, the successful offeror will be required to provide one (1) pre-production sample in two phases:

Phase I: one (1) pre-production sample of the coat-of arms to be used on the plaques and one (1) pre-production sample of HSMBC Maroon Paint Colour to be used on the plaques (CGSB 504-101 to the Technical Authority for acceptance within twenty (20) calendar days from issuance of the standing offer, transportation charges prepaid, and without charge to Canada. The sample submitted by the Offeror will remain the property of Canada and will not be considered as part of the deliverables in any resulting contract.

and

Phase II : Following the approval of Phase 1, a plaque must be completed and deliver within ten (10) calendar days from receipt of approval to the Technical authority, , transportation charges prepaid, and without charge to Canada. The sample submitted by the Offeror will remain the property of Canada and will not be considered as part of the deliverables in any resulting contract.

2.8 Environmental Considerations

Canada is committed to greening its supply chain. In April 2006, Canada issued a policy directing federal departments and agencies to take the necessary steps to acquire products and services that have a lower impact on the environment than those traditionally acquired.

Environmental performance considerations include, among other things: the reduction of greenhouse gas emissions and air contaminants; improved energy and water efficiency; reduced waste and support reuse and recycling; the use of renewable resources; reduced hazardous waste; and reduced toxic and hazardous substances. In accordance with the Policy on Green Procurement, for this solicitation:

The successful bidder will be requested, after contract award, to provide all correspondence including (but not limited to) documents, reports and invoices in electronic format unless otherwise specified by the Contracting Authority, the Technical Authority or the Procurement Authority, thereby reducing printed material.

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Bidders should recycle (shred) unneeded copies of non-classified/secure documents (taking into consideration the Security Requirements).

Product components used in performing the services should be recyclable and/or reusable, whenever possible.

PART 3 - OFFER PREPARATION INSTRUCTIONS

3.1. Offer Preparation Instructions

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

- Section I: Technical Offer (two (2) hard copies);
- Section II: Financial Offer (one (1) hard copy);
- Section III: Certifications (one (1) hard copy);
- Section IV: Additional Information (one (1) hard copy).

If there is a discrepancy between the wording of the soft copy and the hard copy, the wording of the hard copy will have priority over the wording of the soft copy.

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

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

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

In April 2006, Canada issued a policy directing federal departments and agencies to take the necessary steps to incorporate environmental considerations into the procurement process [Policy on Green Procurement](http://www.tpsgc-pwgsc.gc.ca/ecologisation-greening/achats-procurement/politique-policy-eng.html) (<http://www.tpsgc-pwgsc.gc.ca/ecologisation-greening/achats-procurement/politique-policy-eng.html>). To assist Canada in reaching its objectives, offerors should:

- 1) use 8.5 x 11 inch (216 mm x 279 mm) paper containing fibre certified as originating from a sustainably-managed forest and containing minimum 30% recycled content; and
- 2) use an environmentally-preferable format including black and white printing instead of colour printing, printing double sided/duplex, using staples or clips instead of cerlox, duotangs or binders.

Section I: Technical Offer

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

Section II: Financial Offer

Offerors must submit their financial offer in accordance with the Basis of Payment specified in Part 7B and at Annex A – Pricing. The total amount of Applicable Taxes must be shown separately.

Offerors must complete Annex A and submit it with their offer.

1. Pricing

1.1 Pricing for Standard Bilingual Plaques Annex A – Pricing, Item 001,

Offerors must submit firm lots prices, for all in Canadian dollars, Incoterms 2000, Canadian Customs Duties and Excise Taxes included where applicable and Applicable Taxes Extra.

1.2 Pricing for Standard Trilingual Plaques or Longer Text Plaques Annex A – Pricing, Item 002

Offerors must submit firm lots prices, for all in Canadian dollars, Incoterms 2000, Canadian Customs Duties and Excise Taxes included where applicable and Applicable Taxes Extra.

1.3 Pricing for Trilingual Plaques Vertical in design Annex A – Pricing, Item 003

Offerors must submit firm lots prices, for all in Canadian dollars, Incoterms 2000, Canadian Customs Duties and Excise Taxes included where applicable and Applicable Taxes Extra.

1.4 Pricing for Transportation Annex A – Pricing Item 004

Offerors must submit a firm mark-, Canadian Customs Duties and Excise Taxes included where applicable and Applicable Taxes Extra.

3.1.1 Payment by Credit Card

Canada requests that offerors complete one of the following:

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

The following credit card(s) are accepted:

VISA _____


Master Card _____

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

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


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

3.1.2 Exchange Rate Fluctuation Risk Mitigation

1. The Offeror may request Canada to assume the risks and benefits of exchange rate fluctuations. If the Offeror claims for an exchange rate adjustment, this request must be clearly indicated in the offer at time of bidding. The Offeror must submit form [PWGSC-TPSGC 450](#) , Claim for Exchange Rate Adjustments before issuance of a standing offer, indicating the Foreign Currency Component (FCC) in Canadian dollars for each line item for which an exchange rate adjustment is required.

2. The FCC is defined as the portion of the price or rate that will be directly affected by exchange rate fluctuations. The FCC should include all related taxes, duties and other costs paid by the Offeror and which are to be included in the adjustment amount.

3. The total price paid by Canada on each invoice will be adjusted at the time of payment, based on the FCC and the exchange rate fluctuation provision in the contract. The exchange rate adjustment will only be applied where the exchange rate fluctuation is greater than 2% (increase or decrease).

4. At time of bidding, the Offeror must complete columns (1) to (4) on form [PWGSC-TPSGC 450](#) , for each line item where they want to invoke the exchange rate fluctuation provision. Where offers are

evaluated in Canadian dollars, the dollar values provided in column (3) should also be in Canadian dollars, so that the adjustment amount is in the same currency as the payment.

5. Alternate rates or calculations proposed by the Offeror will not be accepted for the purposes of this exchange rate fluctuation provision.

Section III: Certifications

Offerors must submit the certifications required under Part 5.

Section IV: Additional Information

Canada requests that bidders submit the following information:

1.1 Best Delivery Date - Offer

While delivery is requested within a maximum of six (6) weeks from receipts of a call-up document against the Standing Offer, the best delivery that could be offered is as follows:

Within _____ weeks from receipt of a call-up against the Standing Offer.

1.1.1 Mandatory delivery date (Shorter Deadline)

In certain cases, delivery may be requested within ten (10) calendar days from receipts of a call-up document against the Standing Offer.

1.2 Supplier's Representatives

Canada requests that Bidders provide information for the contact person responsible for:

General enquiries

Name:

Telephone No:

Facsimile No:

E-mail address:

Delivery follow-up

Name:

Telephone No:

Facsimile No:

E-mail address:

PART 4 - EVALUATION PROCEDURES AND BASIS OF SELECTION

4.1 Evaluation Procedures

- (a) Offers will be assessed in accordance with the entire requirement of the Request for Standing Offers including the technical and financial evaluation criteria.
- (b) An evaluation team composed of representatives of Canada will evaluate the offers.

4.1.1 Technical Evaluation

Offers must be completed in full and provide all technical information requested in the Request for a Standing Offer to enable a full and complete evaluation by the RFSO closing date and time.

4.1.1.1 Mandatory Technical Criteria

In order to be considered for the evaluation, Offerors must meet the following criteria:

- a) Offerors must provide a Project Management Plan with their offer to explain and demonstrate how they propose to meet the requirement and how they will carry out the Work as detailed in Annex B – Statement of Work for historic sites and monuments board of Canada (HSMBC) Bronze Plaques. Additional explanation must be provided to support their technical compliance such as, but not limited to, brochures, technical literature and specifications.
- b) The Project Management Plan must demonstrate that they are a foundry specialized in precision casting.
- c) The Project Management Plan must describe how the resources will be managed to achieve and fulfill the requirements of individual call-ups through the period of the Standing Offer and must demonstrate that they are able to meet relatively short production deadlines, from a maximum of six (6) weeks between receipt of the order to the time of delivery (to the location specified by Parks Canada).

The Project Management Plan must also demonstrate how the resources will be managed to meet mandatory delivery date (within ten (10) calendar days).

- d) Offerors must demonstrate that they have experience in manufacturing bronze plaques within the last three (3) years. Offerors must provide client names, number of bronze plaques delivered, including the date of delivery and a picture of the bronze plaques.

4.1.2 Mandatory Financial Evaluation Criteria

Offers must be completed in full and provide all financial information requested in the RFSO including all firm lots price and firm mark-up for all items detailed in Annex A – Pricing by the RFSO closing date and time to enable a full and complete evaluation.

4.1.2.1 Aggregate Evaluated Price

The aggregate evaluated price of the offer will be determined in accordance with Annex A – Pricing.

4.2 Basis of Selection

An offer must comply with the requirements of the Request for Standing Offers to be declared responsive. The responsive offer with the lowest aggregate evaluated price will be recommended for issuance of a Standing Offer.

PART 5 - CERTIFICATIONS

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

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

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

5.1 Certifications Precedent to Issuance of a Standing Offer

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

5.1.1 Integrity Provisions - Associated Information

By submitting an offer, the Offeror certifies that the Offeror and its Affiliates are in compliance with the provisions as stated in Section 01 Integrity Provisions - Offer of Standard Instructions 2006. The associated information required within the Integrity Provisions will assist Canada in confirming that the certifications are true.

5.1.2 Federal Contractors Program for Employment Equity - Standing Offer Certification

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

Canada will have the right to declare an offer non-responsive, or to set-aside a Standing Offer, if the Offeror, or any member of the Offeror if the Offeror is a Joint Venture, appears on the "[FCP Limited Eligibility to Bid](#)" list at the time of issuing of a Standing Offer or during the period of the Standing Offer.

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PART 6 - SECURITY, FINANCIAL AND INSURANCE REQUIREMENTS

6.1 Security Requirements

There is no security requirement associated with the requirement.

6.2 Financial Capability

SACC Manual clause M9033T (2012-07-16) Financial Capability

6.3 Insurance Requirements

SACC Manual clause G1005C (2008-05-12) Insurance

PART 7 - STANDING OFFER AND RESULTING CONTRACT CLAUSES

A. STANDING OFFER

7.1 Offer

7.1.1 The Offeror offers to fulfill the requirement in accordance with Annex B - Statement of Work for Historic Sites and Monuments Board of Canada (HSMBC) Bronze Plaques and with Annex C – Specifications for Bronze Plaques – Historic sites and Monuments Board of Canada and as detailed in Annex A – Pricing.

7.2 Standard Clauses and Conditions

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

7.2.1 General Conditions

2005 (2014-09-25) General Conditions - Standing Offers - Goods or Services, apply to and form part of the Standing Offer.

7.2.2 Standing Offers Reporting

The Offeror must compile and maintain records on its provision of goods, services or both to the federal government under contracts resulting from the Standing Offer.

The data must be submitted on a quarterly basis to the Standing Offer Authority using Annex D – Quarterly Usage Report.

The quarterly reporting periods are defined as follows:

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

The data must be submitted to the Standing Offer Authority no later than fifteen (15) calendar days after the end of the reporting period.

7.3 Term of Standing Offer

7.3.1 Period of the Standing Offer

The period for making call-ups against the Standing Offer is from (TO BE INSERTED BY PWGSC) to (TO BE INSERTED BY PWGSC).

7.3.2 Extension of Standing Offer

If the Standing Offer is authorized for use beyond the initial period, the Offeror offers to extend its offer for two additional period one (1) year, from (TO BE INSERTED BY PWGSC) to (TO BE INSERTED BY PWGSC) and from (TO BE INSERTED BY PWGSC) to (TO BE INSERTED BY PWGSC), under the same conditions and at the rates or prices specified in the Standing Offer.

The Offeror will be advised of the decision to authorize the use of the Standing Offer for an extended period by the Standing Offer Authority ninety (90) calendar days before the expiry date of the Standing Offer. A revision to the Standing Offer will be issued by the Standing Offer Authority.

7.4. Authorities

7.4.1 Standing Offer Authority

The Standing Offer Authority is:

Name: Chantal Bourassa
Supply Officer
Public Works and Government Services Canada
Acquisitions Branch
Logistics, Electrical, Fuel and Transportation Directorate
"HS" Division
Place du Portage, Phase III, 7B1
11 Laurier Street
Gatineau, QC K1A 0S5
Telephone : 819-956-6763
Facsimile: 819-956-5227
E-mail address: chantal.bourassa@pwgsc-tpsgc.gc.ca

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

7.4.2 Procurement Authority

The Procurement Authority for the Standing Offer is:

To be inserted by PWGSC

Telephone: _____

Facsimile: _____

E-mail address: _____

The Procurement Authority is the representative of the department or agency for whom the Work is being carried out pursuant to a call-up under the Standing Offer. The Procurement Authority is responsible for the implementation of tools and processes required for the administration of the Standing Offer. The Offeror may discuss administrative matters identified in the Standing Offer with the Procurement Authority however the Procurement Authority has no authority to authorize changes to the scope of the Work. Changes to the scope of Work can only be made through a Revision to the Standing Offer issued by the Standing Offer Authority.

7.4.3 Technical Authority

The Technical Authority for the Standing Offer is:

To be inserted by PWGSC

Telephone: _____
Facsimile: _____
E-mail address: _____

The Technical Authority is responsible for all matters concerning the technical content of the Work under the Contract. Technical matters may be discussed with the Technical Authority; however, the Technical Authority has no authority to authorize changes to the scope of the Work. Changes to the scope of the Work can only be made through a contract amendment issued by the Standing Offer Authority.

7.4.4 Offeror's Representative

General enquiries

Name: **to be inserted by PWGSC**

Telephone No.: _____

Facsimile No. : _____

E-mail address: _____

Delivery follow-up

Name: **to be inserted by PWGSC**

Telephone No. : _____

Facsimile No. : _____

E-mail address: _____

7.5 Identified Users

The Identified User authorized to make call-ups against the Standing Offer is: **(to be inserted by PWGSC)**.

7.6 Call-up Instrument

The Work will be authorized or confirmed by the Identified User(s) using form PWGSC-TPSGC 942, Call-up Against a Standing Offer, etc. Or an electronic version.

7.7 Limitation of Call-ups

Individual call-ups against the Standing Offer must not exceed \$40,000.00 (Applicable Taxes included). All individual call-ups against the Standing Offer exceeding \$40,000.00 (Applicable Taxes included) will be forwarded to PWGSC for authorization.

7.8 Priority of Documents

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

- a) the call up against the Standing Offer, including any annexes;
- b) the articles of the Standing Offer;
- c) the general conditions 2005 (2014-09-25), General Conditions - Standing Offers - Goods or Services
- d) the general conditions 2010A (2014-11-27) - Goods (Medium Complexity) apply and form part of the Contract;
- e) Annex A – Pricing;

- f) Annex B – Statement of Work for Historic sites and Monuments Board of Canada (HSMBC) Bronze Plaques;
- g) Annex C – Specifications for Bronze Plaques Historic Sites and Monuments Board of Canada;
- k) the Offeror's offer dated **(to be inserted by PWGSC)** "as amended on **(to be inserted by PWGSC)**.

7.9 Certifications

7.9.1 Compliance

The continuous compliance with the certifications provided by the Offeror with its offer and the ongoing cooperation in providing associated information are conditions of issuance of the Standing Offer (SO). Certifications are subject to verification by Canada during the entire period of the SO and of any resulting contract that would continue beyond the period of the SO. If the Offeror does not comply with any certification, fails to provide the associated information, or if it is determined that any certification made by the Offeror in its offer is untrue, whether made knowingly or unknowingly, Canada has the right to terminate any resulting contract for default and set aside the Standing Offer.

7.10 Meeting after issuance of the standing offer

Within ten (10) calendar days after the issuance of the standing offer, the Offeror must contact the Standing Offer Authority to determine if a meeting is required. A meeting will be convened at the discretion of the Technical Authority after issuance of the standing offer to review the procedures of making call-ups, technical and contractual requirements. The Offeror shall be responsible for the preparation and distribution of the minutes of meeting within five (5) calendar days after the meeting has been held. The meeting will be held at the Offeror's facilities or at the client facility or via teleconference, at Canada's discretion at no additional cost to Canada, with representatives of the Offeror, the client and Public Works and Government Services Canada.

7.11 Progress Meetings

Progress meetings will take place on an as-and-when required basis.

The Offeror must prepare and distribute the agenda and minutes of the meeting. The Offeror must prepare and distribute the minutes of the meeting within five (5) calendar days after the meeting has been held. The meeting will be held at the Offeror's facilities, at the client facility or via teleconference, at Canada's discretion, at no additional cost to Canada, with representatives of the Offeror, Public Works and Government Services Canada and client as required

7.12 Pre-Production Sample

- 7.12.1** After issuance of the Standing Offer, the Offeror must provide one (1) pre-production sample for Fabrication of bronze plaques in accordance with Annex C – Specifications for Bronze Plaques Historic Sites and Monuments Board of Canada, paragraph 05 Production of the Canada Coat-of-Arms and the electronic files of the coat-of arms and the text which will be provided by Canada, to the Technical Authority.

The pre-production sample will be in two (2) phases:

Phase I

Within twenty (20) calendar days from the date of request, the Offeror must provide to the Technical Authority:

- a) a sample of the coat-of arms to be used on the plaques; and

- b) a sample of HSMBC Maroon Paint Colour to be used on the plaques (CGSB 504-101 which is shown in CGSB 1-GP-12).

Canadian General Standards Board - Standards

A copy of the CGSB 1-GP-12 referred to in the bid solicitation is available and may be purchased from:

Canadian General Standards Board
Place du Portage III, 6B1
11 Laurier Street
Gatineau, Québec

Telephone: (819) 956-0425 or 1-800-665-CGSB (Canada only)
Fax: (819) 956-5740
E-mail: ncr.cgsb-ongc@pwgsc-tpsgc.gc.ca

CGSB Website: <http://www.tpsgc-pwgsc.gc.ca/ongc-cgsb>

Phase II:

Following the approval of phase I, a plaque must be completed within ten (10) calendar days from receipt of approval and return to the Technical Authority.

The Offeror shall carry out all required inspections and tests on the pre-production sample to verify conformance to the requirements and all other conditions of the Standing Offer and in any resulting contract.

The Offeror must provide the sample(s) and a copy of the inspection and test report(s), when requested, to the Technical Authority, transportation charges prepaid, and without charge to Canada. The sample(s) submitted by the Offeror will remain the property of Canada.

The Technical Authority will notify the Offeror, in writing, of the conditional acceptance, acceptance, or rejection of the pre-production sample(s). The notice of conditional acceptance or acceptance shall not relieve the Offeror from complying with all contractual requirements.

The Offeror must not commence the production and must not make any deliveries until the Offeror has received notification from the Technical Authority that the sample(s) is(are) acceptable. Any production before sample acceptance will be at the sole risk of the Offeror.

If the first sample(s) are rejected, the Offeror must submit the second sample(s) within five (5) calendar days of notification of rejection from the Technical Authority.

Rejection by the Technical Authority of any of the second samples submitted by the Offeror for failing to meet the standing offer requirements will be grounds for the set-aside of the standing offer.

The pre-production sample(s) may not be required if the Offeror is currently in production. The Offeror must submit a written request for waiver of the pre-production sample(s) to the Technical Authority.

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The Technical Authority can waive this requirement at its discretion.

7.13 Applicable Laws

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

B. RESULTING CONTRACT CLAUSES

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

7.1 Statement of Work

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

The Contractor must assign a person, and only one, with whom Parks Canada will be in contact during the length of the Standing Offer.

The Contractor shall provide an acknowledgment of receipt for each plaque ordered (one form per plaque), which must include: the title of the plaque, a brief description of the technical details of the plaque, such as its dimension.

7.1.1 Product

The product delivered by the Contractor must be conform to the item description as detailed in Annex B – Statement of Work for Historic Sites and Monuments Board of Canada (HSMBC) Bronze Plaques and Annex C – Specifications for Bronze Plaques – Historic sites and Monuments Board of Canada.

7.2 Standard Clauses and Conditions

7.2.1 General Conditions

2010A (2014-11-27), General Conditions - Goods (Medium Complexity) apply to and form part of the Contract.

Section 16 Interest on Overdue Accounts, of 2010A (2014-11-27) will not apply to payments made by credit cards.

7.3 Term of Contract

7.3.1 Delivery Date

Delivery must be made within ____ weeks from receipt of a call-up against the Standing Offer.

In certain exceptional cases, shorter delivery (within ten (10) calendar days) may be requested.

7.4 Payment

7.4.1 Basis of Payment

In consideration of the Contractor satisfactorily completing all of its obligations under the contract, the Contractor will be paid in Canadian dollars as follows;

7.4.2 Basis of Payment-Standard Bilingual Plaques

Firm price in accordance with Annex A – Pricing, Item 001, Canadian Customs Duty and Excise Taxes included where applicable and Applicable Taxes Extra.

7.4.3 Basis of Payment-Standard Trilingual Plaques or Longer Text Plaques

Firm price in accordance with Annex A – Pricing, Item 2, Canadian Customs Duty and Excise Taxes included where applicable and Applicable Taxes Extra.

7.4.4 Basis of Payment- Trilingual Plaques Vertical in design

Firm price in accordance with Annex A – Pricing, Item 3, Canadian Customs Duty and Excise Taxes included where applicable and Applicable Taxes Extra.

7.4.5 Basis of Payment for Transportation

Actual laid down cost, plus the firm mark-up in accordance with Annex A - Pricing, Item 4, Canadian Custom Duty and Excise Taxes included where applicable and Applicable Taxes Extra.

This basis of payment must be for commercial shipping only such as, but not limited to, Canada Posts, Purolator, FedEx and GoJIT.

7.4.6 Exchange Rate Fluctuation Adjustment

1. The foreign currency component (FCC) is defined as the portion of the price or rate that will be directly affected by exchange rate fluctuation. The FCC should include all related taxes, duties and other costs paid by the Contractor and which are to be included in the adjustment amount.

2. For each line item where a FCC is identified, Canada assumes the risks and benefits for exchange rate fluctuation, as shown in the Basis of Payment. For such items, the exchange rate fluctuation amount is determined in accordance with the provision of this clause.

3. The total price paid by Canada on each invoice will be adjusted at the time of payment, based on the FCC and the exchange rate fluctuation provisions in the contract. The exchange rate adjustment amount will be calculated in accordance with the following formula:

$$\text{Adjustment} = \text{FCC} \times \text{Qty} \times (i_1 - i_0) / i_0$$

where formula variables correspond to:

FCC

Foreign Currency Component (per unit)

i_0

Initial exchange rate (CAN\$ per unit of foreign currency [e.g. US\$1])

i_1


exchange rate for adjustments (CAN\$ per unit of foreign currency [e.g. US\$1])


Qty

quantity of units

4. The initial exchange rate is typically set as the noon rate as published by the Bank of Canada on the solicitation closing date.

5. For goods and services, the exchange rate for adjustment will be the noon rate as published by the Bank of Canada on the date the call-up is issued. For advance payments, the exchange rate for adjustment will be the noon rate on the date the payment was due. The most recent noon rate will be used for non-business days.

6. The Contractor must indicate the total exchange rate adjustment amount (either upward, downward or no change) as a separate item on each invoice or claim for payment submitted under the Contract. Where an adjustment applies, the Contractor must submit with their invoice form [PWGSC-TPSGC 450](#) , Claim for Exchange Rate Adjustments.

7. The exchange rate adjustment will only be applied where the exchange rate fluctuation is greater than 2% (increase or decrease), calculated in accordance with column 8 of form [PWGSC-TPSGC 450](#)  (i.e. [$i_1 - i_0$] / i_0)).

8. For each extended periods, the FCC will be revised in accordance with Annex K - Price Determination - Industrial Product Price Indexes.

9. Canada reserves the right to audit any revision to costs and prices under this clause.

7.4.6 SACC Manual Clauses

SACC Reference	Title	Date
C2000C	Taxes - Foreign-based Contractor	2007-11-30
C6000C	Limitation of Price	2011-05-16
H1001C	Multiple Payments	2008-05-12

7.4.7 Payment by Credit Card

The following credit card is accepted: _____.

OR

The following credit cards are accepted: _____ and _____.

7.5 Invoicing Instructions

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

2. An invoice for each plaque ordered must be forwarded to Parks Canada (one invoice per plaque) and must contain the same information as the acknowledgment of receipt and applicable taxes. Prepaid transportation costs must be shown as a separate item on the invoice.

3. Invoices must be distributed as follows:

(a) The original copy must be forwarded to the Procurement Authority to the following address for certification and payment.

To be inserted by PWGSC

Attention to: _____

(b) One (1) copy must be forwarded to the Contracting Authority identified under the section entitled "Authorities" of the Contract.

7.6 SACC Manual Clauses

SACC Reference	Title	Date
B7500C	Excess Goods	2006-06-16
D2000C	Marking	2007-11-30
D2001C	Labelling	2007-11-30
D2025C	Wood Packaging Materials	2008-12-12
D6010C	Palletization	2007-11-30
D9002C	Incomplete Assemblies	2007-11-30

7.7 Preparation for delivery

The goods must be prepared in accordance with Annex C – Specifications for Bronze Plaques Historic Sites and Monuments Board of Canada.

7.8 Shipping instructions

1. The Contractor must ship the goods prepaid DDP - Delivered Duty Paid (at destination). Unless otherwise directed, delivery must be made by the most economical means. The Contractor is responsible for all delivery charges, administration, costs and risks of transport and customs clearance, including the payment of customs duties and Applicable Taxes.

2. The Contractor must deliver the goods by appointment only. The consignee may refuse shipment when prior arrangements have not been made. The complete address of the destination will be specified in the call-up against the standing offer.

7.9 Environmental Considerations

Canada is committed to greening its supply chain. In April 2006, Canada issued a policy directing federal departments and agencies to take the necessary steps to acquire products and services that have a lower impact on the environment than those traditionally acquired. Environmental performance considerations include, among other things: the reduction of greenhouse gas emissions and air contaminants; improved energy and water efficiency; reduced waste and support reuse and recycling; the use of renewable resources; reduced hazardous waste; and reduced toxic and hazardous substances. In accordance with the Policy on Green Procurement:

The Contractor is requested to provide all correspondence including (but not limited to) documents and reports in electronic format unless otherwise specified by the Contracting Authority and the Procurement Authority, thereby reducing printed material.

The Contractor should recycle (shred) unneeded copies of non-classified/secure documents (taking into consideration the Security Requirements).

Product components used in performing the services should be recyclable and/or reusable, whenever possible.

ANNEX A - PRICING

Offerors must submit firm lot price for all price ranges and all years, including the initial and extended periods, in Canadian dollars, Canadian Custom Duties and Excise taxes included where applicable and Applicable Taxes extra.

The firm lot price per item must include all the production costs of the plaque, including the installation material and the packaging material, transportation costs excluded.

Definition - Laid Down Cost

The cost incurred by a supplier to acquire a specific product or service for resale to the government. This includes the supplier's invoice price (less trade discounts), plus any applicable charges for incoming transportation, foreign exchange, customs duty and brokerage, but excludes the Applicable Taxes.

Aggregate Evaluated Price of the Offer:

The estimated quantities herein are estimates only for evaluation purposes and do not represent Canada's actual requirement.

For items 001, 002 and 003, the sum of all firm prices per range, for all years, including the extended periods, will be multiplied by the estimated quantity to determine the evaluated price per item.

For item 004, the sum of all firm markup in percentage, per range and all years, including the extended periods, will be added to the estimated expenditure to determine the evaluated price for this item.

The sum of all evaluated price per item will determine the aggregate evaluated price of the offer.

Item 001 - Standard Bilingual Plaques (Horizontal or Vertical in design - 679 mm by 768 mm (26.75 in. by 30.25 in.)

	Estimative Quantity of units of issue per individual Call-Up	Firm Lot Price (Applicable Taxes Extra)	Firm Lot Price for exceptional case (shorter deadlines) (Applicable Taxes Extra)	Estimated quantity for evaluation purpose only
Year 1 From April 1 st 2015 to March 31, 2016	1 to 5	\$	\$	25
	6 to 10	\$	\$	
	11 and plus	\$	\$	
Year 2 (1st extended period) April 1, 2016 to March 31, 2017	1 to 5	\$	\$	25
	6 to 10	\$	\$	
	11 and plus	\$	\$	
Year 3 (2nd extended period) April 1, 2017 to March 31,	1 to 5	\$	\$	25
	6 to 10	\$	\$	

2018	11 and plus	\$	\$	
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Item 002 - Standard Trilingual Plaques or Longer Text Plaques - 676 mm by 1119 mm (26.625 in. By 44.0625 in.)

	Estimative Quantity of units of issue per individual Call-Up	Firm Lot Price (Applicable Taxes Extra)	Firm Lot Price for exceptional case (shorter deadlines) (Applicable Taxes Extra)	Estimated quantity for evaluation purpose only
Year 1 From April 1 st 2015 to March 31, 2016	1 to 5	\$	\$	25
	6 to 10	\$	\$	
	11 and plus	\$	\$	
Year 2 (1st extended period) April 1, 2016 to March 31, 2017	1 to 5	\$	\$	25
	6 to 10	\$	\$	
	11 and plus	\$	\$	
Year 3 (2nd extended period) April 1, 2017 to March 31, 2018	1 to 5	\$	\$	25
	6 to 10	\$	\$	
	11 and plus	\$	\$	

Item 003 - Trilingual Plaques (Vertical in design - 679 mm by 1014 mm (26.75 in. By 39.9375 in.))

	Estimative Quantity of units of issue per individual Call-Up	Firm Lot Price (Applicable Taxes Extra)	Firm Lot Price for exceptional case (shorter deadlines) (Applicable Taxes Extra)	Estimated quantity for evaluation purpose only
Year 1 From April 1 st 2015 to March 31, 2016	1 to 5	\$	\$	25
	6 to 10	\$	\$	
	11 and plus	\$	\$	
Year 2 (1st extended period) April 1, 2016 to March 31, 2017	1 to 5	\$	\$	25
	6 to 10	\$	\$	
	11 and plus	\$	\$	

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Year 3 (2nd extended period) April 1, 2017 to March 31, 2018	1 to 5	\$	\$	25
	6 to 10	\$	\$	
	11 and plus	\$	\$	

Item 004 – Markup – Transportation Cost

Offerors must submit firm markup who will apply for the initial and extended periods

Year 1 from April 1 st 2015 to March 31, 2016 – Firm Markup	Year 2 (1 st extended period) from April 1 st 2016 to March 31, 2017	Year 3 (2 nd extended period) from April 1 st 2017 to March 31, 2018	Estimative expenditure for evaluation purpose only
_____ %	_____ %	_____ %	\$10,000.00

ANNEX B

STATEMENT OF WORK

FOR

HISTORIC SITES AND MONUMENTS BOARD OF CANADA (HSMBC)

BRONZE PLAQUES

CONTEXT:

The Historic Sites and Monuments Board of Canada (HSMBC) produces a bronze plaque for each site, person and event designated of national historic significance by the Minister of the Environment (Minister responsible for Parks Canada).

The Parks Canada Agency (by way of the Commemoration Branch, Heritage Conservation and Commemoration Directorate) is responsible for the production of HSMBC plaques and consequently, will manage this Standing Offer.

OBJECTIVE:

The Contractor shall produce the bronze plaques of the HSMBC.

Plaques must be produced according to the specifications attached (Annex C).

The Contractor shall also provide the material for plaque installation, as required in the specifications attached (Annex C) .

The Contractor shall enclose the plaques in packaging according to the specifications attached (Annex C), and shall have the plaques delivered to the sites selected by Parks Canada.

REQUIREMENTS:

The Contractor shall be a foundry specialized in precision casting.

The Contractor shall be able to provide a product that meets all the requirements set forth in the specifications attached (Annex C).

The Contractor shall be able to meet relatively short production deadlines, from a maximum of six (6) weeks between receipt of the order to the time of delivery (to the

location specified by Parks Canada). In certain cases, the Contractor shall be able to satisfy shorter deadlines (ten [10] working days) for an additional charge if requested.

The Contractor shall assign a person, and only one, with whom Parks Canada will be in contact during the length of the Standing Offer.

The Contractor shall provide an acknowledgment of receipt for each plaque ordered, (one form per plaque), which must include: the title of the plaque, a brief description of the technical details of the plaque, such as its dimensions, as well as the price and the shipping address of the plaque.

An invoice for each plaque ordered shall be forwarded to Parks Canada (one invoice per plaque) and must contain the same information as the acknowledgment of receipt, as well as shipping charges and applicable taxes.



THE CALGARY STAMPEDE

The world renowned Calgary Stampede was founded in 1912 as a celebration of rural heritage and ranching in the West. Evolving out of agricultural fairs and cowboy sporting events, it also features chuckwagon races, a parade, midway, art exhibits, and stage shows. In the Indian Village, Treaty 7 First Nations have shared their cultures since the Stampede's beginning, contributing to the preservation of their heritage. Calgary's history and character are inextricably linked to this annual event that continues to host one of the world's largest and most famous rodeos.

LE STAMPEDE DE CALGARY

Ce stampede de renommée mondiale a été fondé en 1912 pour célébrer l'époque des grands ranchs et le patrimoine rural de l'Ouest canadien. Issu des traditions des expositions agricoles et des compétitions de cowboys, il comprend aussi des courses de chariots, un défilé, un parc d'attractions, des salons d'artisanat et des spectacles. Depuis les débuts du stampede, les Premières nations du Traité n° 7 partagent leurs cultures au « Village indien », contribuant ainsi à préserver leur patrimoine. Étroitement lié à l'histoire et au caractère de Calgary, cet événement annuel demeure l'hôte d'un des plus grands rodéos au monde.



Historic Sites and
Monuments Board of Canada
and Parks Canada

Commission des lieux et
monuments historiques du Canada
et Parcs Canada

Canada

Specifications For Bronze Plaques

Historic Sites and Monuments Board of Canada



Parks Canada
Parcs Canada

Canada



THE CALGARY STAMPEDE

The world renowned Calgary Stampede was founded in 1912 as a celebration of rural heritage and ranching in the West. Evolving out of agricultural fairs and cowboy sporting events, it also features chuckwagon races, a parade, midway, art exhibits, and stage shows. In the Indian Village, Treaty 7 First Nations have shared their cultures since the Stampede's beginning, contributing to the preservation of their heritage. Calgary's history and character are inextricably linked to this annual event that continues to host one of the world's largest and most famous rodeos.

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Historic Sites and
Monuments Board of Canada
and Parks Canada

Commission des lieux et
monuments historiques du Canada
et Parcs Canada

Canada

Spécifications pour les plaques de bronze

Commission des lieux et monuments historiques du Canada



Parcs
Canada

Parks
Canada

Canada

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Historic Sites and Monuments Board of Canada Bronze Plaques

The Historic Sites and Monuments Board of Canada (HSMBC) produces a bronze plaque to commemorate each place, person and event of national historic significance.

These plaques, be they bilingual or trilingual, are usually presented in standard design and dimensions. However, some plaques, called non-standard plaques for the purpose of this text, deviate from the standard template, be it by their dimensions, their design or other.

1- General Description of the Manufacturing Process for Standard Plaques

A- Pre-production Phase by the Commemoration Branch

01. The approved texts [an English, French and third-language version (if applicable)] are produced by the Commemoration Branch of Parks Canada;
02. The texts are fitted on a template onto a PC, into a standard graphic software;
03. The electronic files are forwarded to the contractor by electronic-mail, in a standard graphic format [eps file (encapsulated post script)]. **The contractor must use the electronic version of the graphic file provided and must not modify it, unless requested by Parks Canada.**

B- Text Criteria

01. Text Length

Writers of the Parks Canada Agency (PCA) will create all texts and headings. The specified maxima for texts are usually about:

- 600-640 characters - English;
- 600-640 characters - French;
- 600-640 characters - third language when applicable.

For some plaques the text could have a maximum of about 1200 characters in English and 1200 characters in French. In such situations, the layout of the plaque and size of the characters are modified to fit the standard plaque dimensions.

02. Relative Positioning of Texts

The standard HSMBC plaques layout is horizontal in design. The typesetting format is usually bilingual (English on left and French on right or French on left and English on right, on a case-by-case basis). A third language, if applicable, may be placed either on the left or right of the bilingual inscriptions, on a case-by-case basis (See Appendix I.).

On some occasion, the plaque layout may be vertical in design and the texts placed one over the other (See Appendix I.).

03. Typography

The typesetting is Cartier Book in uppercase and lowercase. The headings are typeset in Small Caps letters and may vary from a single short name to two or three lines of text. Headings, credit lines (i.e., Historic Sites and Monuments Board of Canada, Government of Canada, Parks Canada) and text blocks are combined to make the complete layout (See Appendix I.).

C- General Description of Production Phase by the Contractor

01. The Commemoration Branch sends the graphic file (eps) of the plaque layout to the contractor by electronic-mail and by fax;
02. A full-sized film negative of the layout is made by the contractor, using the graphic eps file provided;
03. A photo polymer plate is made from the negative;
04. The photo polymer plate is mounted on the pattern base (see Appendix III);
05. The completed pattern is used to make a sand mould;
06. Bronze is poured into the mould;
07. All sand is cleaned from the casting after cooling and removal from the mould;
08. Imperfections are removed or repaired by using a sand blaster as needed;
09. The casting is painted HSMBC maroon and baked on;
10. Every raised element on the plaque is lightly abraded to reveal them in bronze, to give them a satin finish and to highlight them;
11. The Coat-of-Arms, which are created separately, are applied to the casting;
12. The edge of the plaque is ground straight and square;
13. Holes are drilled and threaded into the mounting bosses (see Appendix II);
14. The entire plaque is coated with a 1% solution of Benzotriazole (BTA), rinsed with water, and dried thoroughly;
15. The entire plaque (front and back) is coated with a clear protective coating, which is then baked on;
16. After the coating has hardened, the plaque is crated for shipping;
17. The crated plaque with required mounting material (see Appendix IV) is shipped to Parks Canada, at an address to be determined at the time of the order.

D- Specifications for Standard Plaques

01. Dimensions

The dimensions of a standard bilingual plaque are: 679 mm by 768 mm (26.75" by 30.25").

The dimensions for a standard trilingual plaque are: 676 mm by 1119 mm (26.625" by 44.0625").

Standard district-sized plaques with longer texts are also cast, with the same dimensions as standard trilingual plaques. (See Appendix 1)

On some occasions, bilingual and trilingual plaque layouts may be vertical in design instead of horizontal. In such situation, the dimensions of the bilingual plaques will be the same as for those horizontal in design but reversed 768 mm by 679 mm (30.25" by 26.75") and the dimensions of the trilingual plaques will be 1014 mm by 679 mm (39.9375" by 26.75") (See Appendix 1).

02. Applicable Guidelines and Drawings

The following guidelines are applicable:

- The Canadian General Standards Board (CGSB);
- Standard Paint Colours (CGSB 504-101 which is shown in CGSB 1-GP-12);
- Methods of Testing Paints and Pigments (CGSB 1-GP-71)
- Standard Specifications for Standard Environment for Conditioning and Testing Paint, Varnish, Lacquer and Related Materials [ASTM D3924-80(2005)]

Furthermore, the following drawings issued by Parks Canada are applicable to the specifications:

- Standard HSMBC Plaques - see Appendix I (5 drawings);
- Back View of standard HSMBC bilingual Plaque – see Appendix II;
- Vertical Section Through standard HSMBC bilingual Plaque - see Appendix III;
- Required Mounting Material for Plaque Installation – see Appendix IV.

03. General Requirements

For purposes of procedural accuracy and effectiveness, the graphic layout of standard HSMBC plaques is prepared by Parks Canada into a standard graphic software. The contractor will receive the electronic file (eps format) by email.

The contractor, or a third party employed by the contractor, makes the photo polymer patterns for the casting of plaques. The finished product will meet all specifications and will be subjected to an inspection by the contractor. The design of the standard plaque will conform to the drawings in Appendix I and II, with respect to dimensions and appearance.

04. Preparation of the Photo polymer Pattern

By email, Parks Canada provides the contractor with a complete final approved layout ready to be made into a full-sized negative. The contractor makes, or will have made by a service house, the negative and the photo polymer plaque. The contractor supplies the pattern bases for the plaque following the specifications in the drawings in Appendices II and III.

05. Production of the Canada Coat-of-Arms

Parks Canada will supply an electronic version (jpeg format) for the Coat-of-Arms and the contractor is then responsible for producing the pattern. The pattern must be made in a way that defines all of the details in the Coat-of-Arms. An example in bronze will be provided to Parks Canada for approval before beginning production.

06. Colour Reproduction

To ensure the compliance of the HSMBC maroon, the contractor produces a paint sample (CGSB 504-101 which is shown in CGSB 1-GP-12, Standard Paint Colours) for approval before beginning production.

2- General Description of the Plaque Manufacturing Process for Non-Standard Plaques

A- Pre-Production Phase by Parks Canada

01. Parks Canada provides a graphic file of the plaque's complete layout, including text, illustrations, headings, and credit lines. This file is produced using standard graphic software;
02. The graphic file [eps (encapsulated post script) format] is sent to the contractor either by email or on CD-ROM.

B- General Description of Production Phase by the Contractor

01. The Commemoration Branch sends the graphic file (eps) of the plaque layout to the contractor by electronic-mail or on CD-ROM;
02. A full-sized film negative of the layout is made by the contractor, using the graphic eps file provided;
03. A photo polymer plate is made from the negative;
04. The photo polymer plate is mounted on the pattern base (see Appendix III);
05. The completed pattern is used to make a sand mould;
06. Bronze is poured into the mould;
07. All sand is cleaned from the casting after cooling and removal from the mould;
08. Imperfections are removed or repaired by using a sand blaster as needed;
09. The casting is painted HMSBC maroon and baked on;
10. Every raised element on the plaque is lightly abraded to reveal them in bronze, to give them a satin finish and to highlight them;
11. The Coat-of-Arms, which are created separately, are applied to the casting (if required);
12. The edge of the plaque is ground straight and square;
13. Holes are drilled and threaded into the mounting bosses (see Appendix II);
14. The entire plaque is coated with a 1% solution of Benzotriazole (BTA), rinsed with water, and dried thoroughly;
15. The entire plaque (front and back) is coated with a clear protective coating, which is then baked on;
16. After the coating has hardened, the plaque is crated for shipping;
17. The crated plaque with required mounting material (see Appendix IV) is shipped to Parks Canada, at an address to be determined at the time of the order.

C- Specifications for Non-Standard Plaques

01. Dimensions

The dimensions for non-standard plaques may be sized smaller than standard bilingual plaque or a bit larger than standard trilingual plaques. (See Appendix V)

02. Applicable Guidelines and Drawings

The following guidelines are applicable to all plaque specifications:

- The Canadian General Standards Board (CGSB);
- Standard Paint Colours (CGSB 504-101 which is shown in CGSB 1-GP-12);
- Methods of Testing Paints and Pigments (CGSB 1-GP-71)
- Standard Specifications for Standard Environment for Conditioning and Testing Paint, Varnish, Lacquer and Related Materials [ASTM D3924-80(2005)]

Furthermore, the following drawings issued by Parks Canada are applicable to the specifications:

- Back View of standard HSMBC bilingual Plaque – see Appendix II;
- Vertical Section Through standard HSMBC bilingual Plaque - see Appendix III;
- Required Mounting Material for Plaque Installation – see Appendix IV.

03. General Requirements

For purposes of procedural accuracy and effectiveness, the graphic layout of non-standard HSMBC plaques is prepared by Parks Canada on standard graphic software. The contractor will receive the electronic file (eps format) either by email or on CD-ROM. The contractor or a third party employed by the contractor makes the photo polymer patterns for the casting of plaques. The finished product will meet all specifications and will be subjected to an inspection.

An example of a non-standard HSMBC plaque can be found in Appendix V.

All details relative to the production of non-standard bronze plaques must be discussed by the Commemoration Branch and the contractor for each order made.

04. Preparation of the Photo polymer Pattern

Parks Canada provides by email or on CD-ROM (eps format) the final, approved design ready to be made into a full-sized negative. The contractor makes, or will have made by a service house, the negative and the photo polymer plaque. The contractor supplies the pattern bases for the plaque following the specifications in the drawing in Appendix III.

3- Other Manufacturing Details for Standard and Non-Standard Plaques

A- Casting and Finishing

01. Casting

The casting is to be done by a foundry specialized in detailed casting. Fresh, fine casting sand is to be used next to the pattern to obtain maximum detail.

The bronze alloy will consist of the following:

- copper - 87.0% minimum
- tin - 5.0% minimum
- lead - 2.5% maximum
- zinc - 5.0% maximum
- other elements - 1.0% maximum

02. Machining and Finishing of Metal

All flash and moulding imperfections are to be removed;

The total background is to have a smooth uniform sand texture. Only pin head sized holes or bumps are tolerable. All blow holes, cracks, pits and heavy scratches must be repaired. Large uneven areas on the background surface are to be smoothed and the surface texture is to be restored to blend with the adjacent areas. Holes may be repaired with silver solder;

On all raised areas (borders, letters, credits and crest), holes are to be filled with brazing and treated in the same fashion;

The raised border is to be straight and of a consistent width as specified. There is to be a minimum of filling-in at the radius between the border and the background;

The surface of the letters is to be lightly finished to maintain detail. The finishing is to be done only with a fine grit abrasive, preferably by hand. Excessive grinding, recognizable by fatter, less clearly detailed letters, is unacceptable;

The back of the plaque must be machined so it will lie flat when mounted on its base.

B- Colouring and Protective Coating

01. Colour application

The background colouring is to be an evenly applied opaque coating of CGSB 504-101 which is shown in CGSB 1-GP-12).

02. Finish Coating

Once the casting is cooled and the mould is removed, all traces of sand are removed and imperfections are eliminated or corrected, by using a sand blaster as needed;

Spray two colour coats and bake on the paint;

Sand, with fine paper, raised letters, patterns and border to remove the colour coat while leaving fine scratches to promote adhesion;


Apply a diamond shield acrylic protective coating such as Glassodur MS Top Clear #923-85 and bake on.



Appendices

Annexe I – Plaques standards de la CLMHC

Appendix I – Standard HSMBC Plaques

Plaque bilingue standard / Standard bilingual plaque




THE CALGARY STAMPEDE	LE STAMPEDE DE CALGARY
<p>The world renowned Calgary Stampede was founded in 1912 as a celebration of rural heritage and ranching in the West. Evolving out of agricultural fairs and cowboy sporting events, it also features chuckwagon races, a parade, midway, art exhibits, and stage shows. In the Indian Village, Treaty 7 First Nations have shared their cultures since the Stampede's beginning, contributing to the preservation of their heritage. Calgary's history and character are inextricably linked to this annual event that continues to host one of the world's largest and most famous rodeos.</p>	<p>Ce stampede de renommée mondiale a été fondé en 1912 pour célébrer l'époque des grands ranchs et le patrimoine rural de l'Ouest canadien. Issu des traditions des expositions agricoles et des compétitions de cowboys, il comprend aussi des courses de chariots, un défilé, un parc d'attractions, des salons d'artisanat et des spectacles. Depuis les débuts du stampede, les Premières nations du Traité n° 7 partagent leurs cultures au « Village indien », contribuant ainsi à préserver leur patrimoine. Étroitement lié à l'histoire et au caractère de Calgary, cet événement annuel demeure l'hôte d'un des plus grands rodéos au monde.</p>
<div style="display: flex; align-items: center;"><div style="margin-left: 10px;">Historic Sites and Monuments Board of Canada and Parks Canada</div></div>	<div style="display: flex; align-items: center; justify-content: flex-end;"><div style="margin-right: 10px;">Commission des lieux et monuments historiques du Canada et Parcs Canada</div></div>


Les dimensions de la plaque bilingue standard sont de 679 mm (haut) sur 768 mm (large) (26.75 po sur 30.25 po).

The dimensions of the standard bilingual plaque are 679 mm (high) by 768 mm (wide) (26.75" by 30.25").

Plaque trilingue standard / Standard trilingual plaque




<p>SIGTRYGGUR JÓNASSON (1852–1942)</p> <p>A community leader strongly committed to Canada and his compatriots, Sigtryggur Jónasson worked to ensure that a majority of the approximately 20,000 Icelanders who came to North America between 1870 and 1914 settled in Canada. He played a key role in establishing the self-administered settlement "New Iceland," helped to choose its site and draft its original constitution, and served as its first elected leader. As an immigration official, publisher, entrepreneur, politician, and public servant, this "Father of New Iceland" worked to secure the economic and cultural viability of the Icelandic-Canadian community.</p>	<p>SIGTRYGGUR JÓNASSON (1852–1942)</p> <p>Leader communautaire profondément attaché au Canada et à ses compatriotes, Jónasson contribua à ce que la majorité des quelque 20 000 Islandais qui immigrèrent en Amérique du Nord, entre 1870 et 1914, s'établissent au Canada. Il joua un rôle clé dans la création de la « Nouvelle-Islande », participant au choix de l'emplacement et à la rédaction de la constitution de cet établissement auto-administré, dont il devint le premier chef élu. Agent d'immigration, éditeur, entrepreneur, politicien et fonctionnaire, ce « Père de la Nouvelle-Islande » veilla à la viabilité économique et culturelle de la communauté islando-canadienne.</p>	<p>SIGTRYGGUR JÓNASSON (1852–1942)</p> <p>Leiðtoginn Sigtryggur Jónasson þjónaði Kanada og samlöndum sínum af hollustu. Um það bil 20.000 Íslendingar sigldu til Norður Ameríku á árunum 1870 til 1914. Flestir þeirra settust að í Kanada, þókk sé Sigtryggi Jónassyni. Hann gegndi lykilllutverki í stofnun sjálfstjórnarsvæðisins „Nýja Íslands“. Fyrir utan að taka þátt í staðarvali landnámsins og drögum að stjórnarskrá þess, þjónaði hann þar einnig sem fyrsti kjörni leiðtoginn. Í starfi sínu sem innflytjendafulltrúi, útgefandi, athafnamaður, stjórnmalamaður og ríkisstarfsmaður, leitaðist „Faðir Nýja Íslands“ við að tryggja efnahagslega og menningarlega möguleika hins íslensk-kanadíska samfélags.</p>
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Historic Sites and
Monuments Board of Canada
and Parks Canada


Commission des lieux et
monuments historiques du Canada
et Parcs Canada




Les dimensions de la plaque trilingue standard sont de 676 mm (haut) sur 1119 mm (large) (26.625 po sur 44.0625 po).

The dimensions for the standard trilingual plaque are 676 mm (high) by 1119 mm (wide) (26.625" by 44.0625").


Plaque d'arrondissement (texte plus long) / District-sized plaque (longer text)




<p style="text-align: center;">LA CITÉ MODÈLE DE MONT-ROYAL</p> <p>Au cœur de l'île de Montréal, la cité modèle de Mont-Royal constitue un exemple exceptionnel de ville planifiée au Canada. Dès 1910, la Canadian Northern Railway envisage, à des fins spéculatives, la construction d'une banlieue paisible reliée au centre-ville par un train. Constituée en 1912, dessinée par Frederick Gage Todd et aménagée sur plus de soixante ans, cette cité modèle témoigne de l'influence des architectes paysagistes et de la planification urbaine, incorporant les idées des mouvements cité-jardin et City Beautiful. Son plan rayonne à partir de la place publique et de la gare, situées au croisement de deux grands boulevards et de la voie ferrée.</p>	<p>Une grille orthogonale est superposée à ce plan radial et orientée de façon à maximiser l'ensoleillement des résidences. Cet aménagement est complété par des voies sinueuses, agrémentées d'espaces verts et de plantations diverses. La faible densité résidentielle et la végétation luxuriante confèrent à cette ville les attraits d'un parc urbain. Par la qualité de sa réalisation et son intégrité élevée, Mont-Royal représente une remarquable synthèse des courants urbanistiques innovateurs en vogue au début du XX^e siècle.</p>	<p style="text-align: center;">MODEL CITY OF MOUNT ROYAL</p> <p>Located in the centre of the Island of Montréal, the "model city" of Mount Royal is an outstanding example of a planned community in Canada. In 1910, the Canadian Northern Railway envisioned, as a speculative venture, construction of a quiet suburb linked by rail to the downtown core. Incorporated in 1912, and designed by Frederick Gage Todd, the town completed over the next six decades reflects the influence of landscape architecture and urban planning following principles of the Garden City and City Beautiful movements. A railway station and a public square where two main boulevards and the railway</p>
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Commission des lieux et monuments historiques du Canada et Parcs Canada



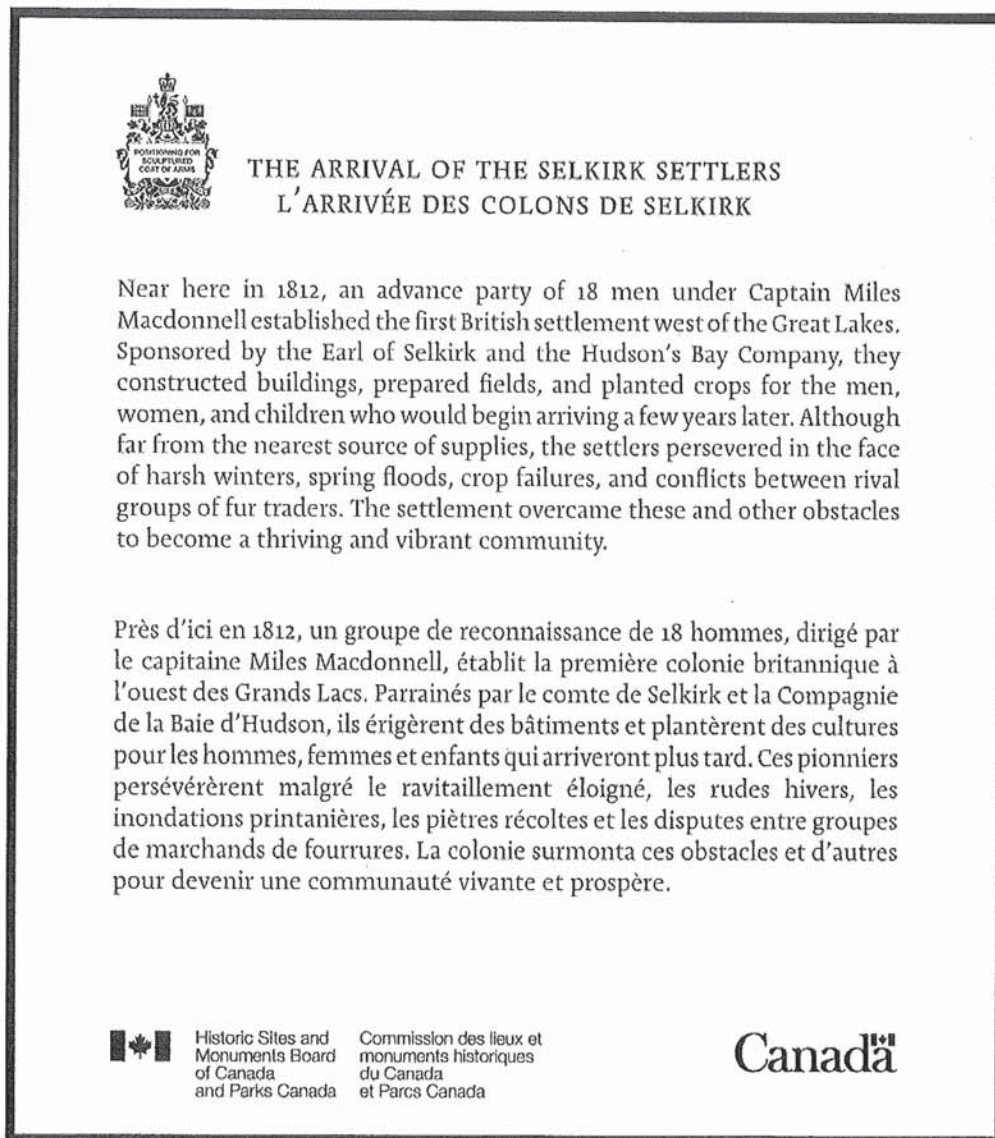
Historic Sites and Monuments Board of Canada and Parks Canada



Les dimensions de la plaque standard portant un texte plus long sont de 676 mm (haut) sur 1119 mm (large) (26.625 po sur 44.0625 po).

The dimensions for the standard plaque with longer text are 676 mm (high) by 1119 mm (wide) (26.625" by 44.0625").

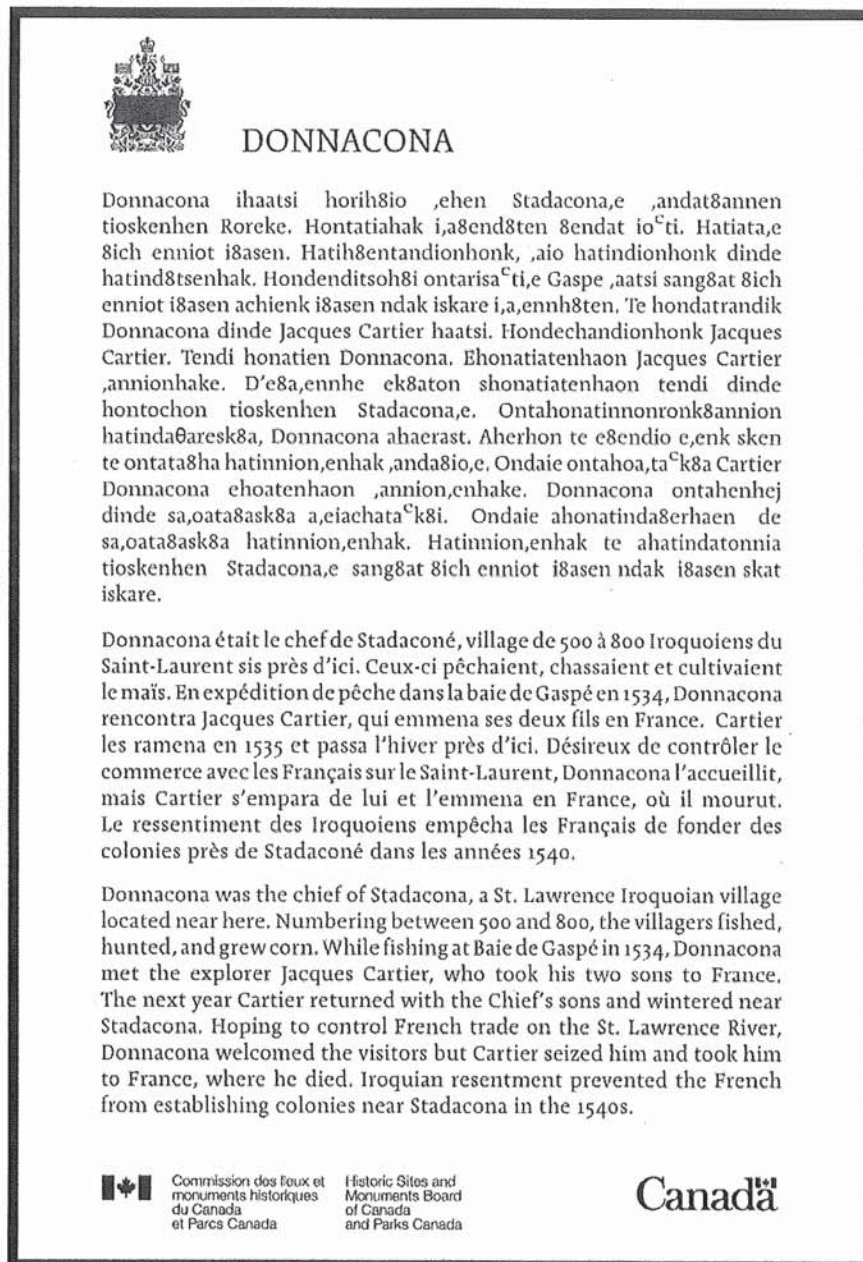
Plaque bilingue dont le design est à la verticale / Bilingual plaque with vertical design



Les dimensions de la plaque bilingue avec design à la verticale sont de 768 mm (haut) sur 679 mm (large) (30.25 po sur 26.75 po).

The dimensions for the bilingual plaque with vertical design are 768 mm (high) by 679 mm (wide) (30.25" by 26.75").

Plaque trilingue dont le design est à la verticale / Trilingual plaque with vertical design

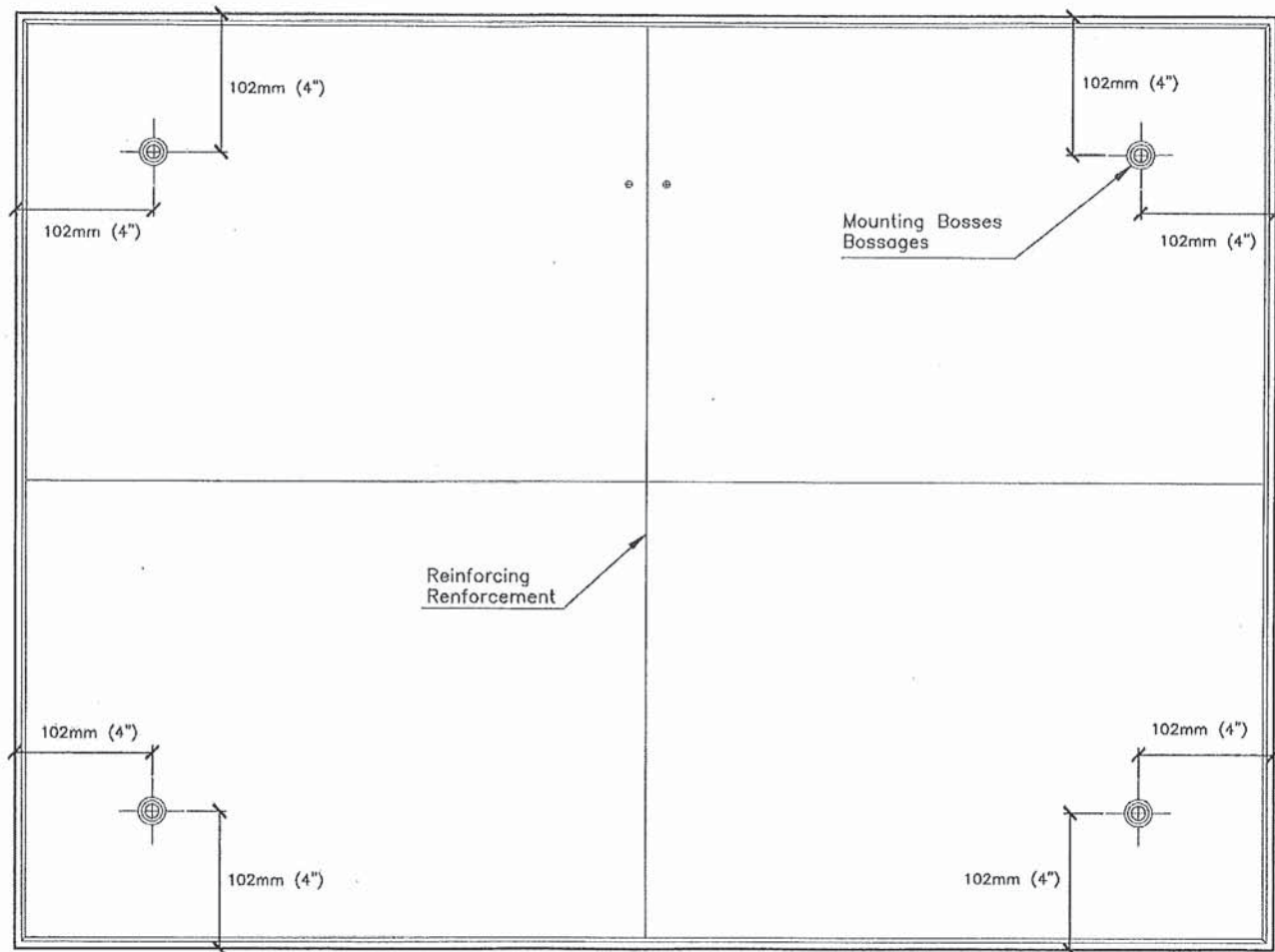


Les dimensions de la plaque trilingues avec design à la verticale sont de 1014 mm (haut) sur 679 mm (large) (39.9375 po sur 26.75 po).

The dimensions for the trilingual plaque with vertical design are 1014 mm (high) by 679 mm (wide) (39.9375" by 26.75").

Annexe II – Vue de l'arrière de la plaque standard bilingue de la CLMHC

Appendix II – Back view of standard HSMBC bilingual Plaque



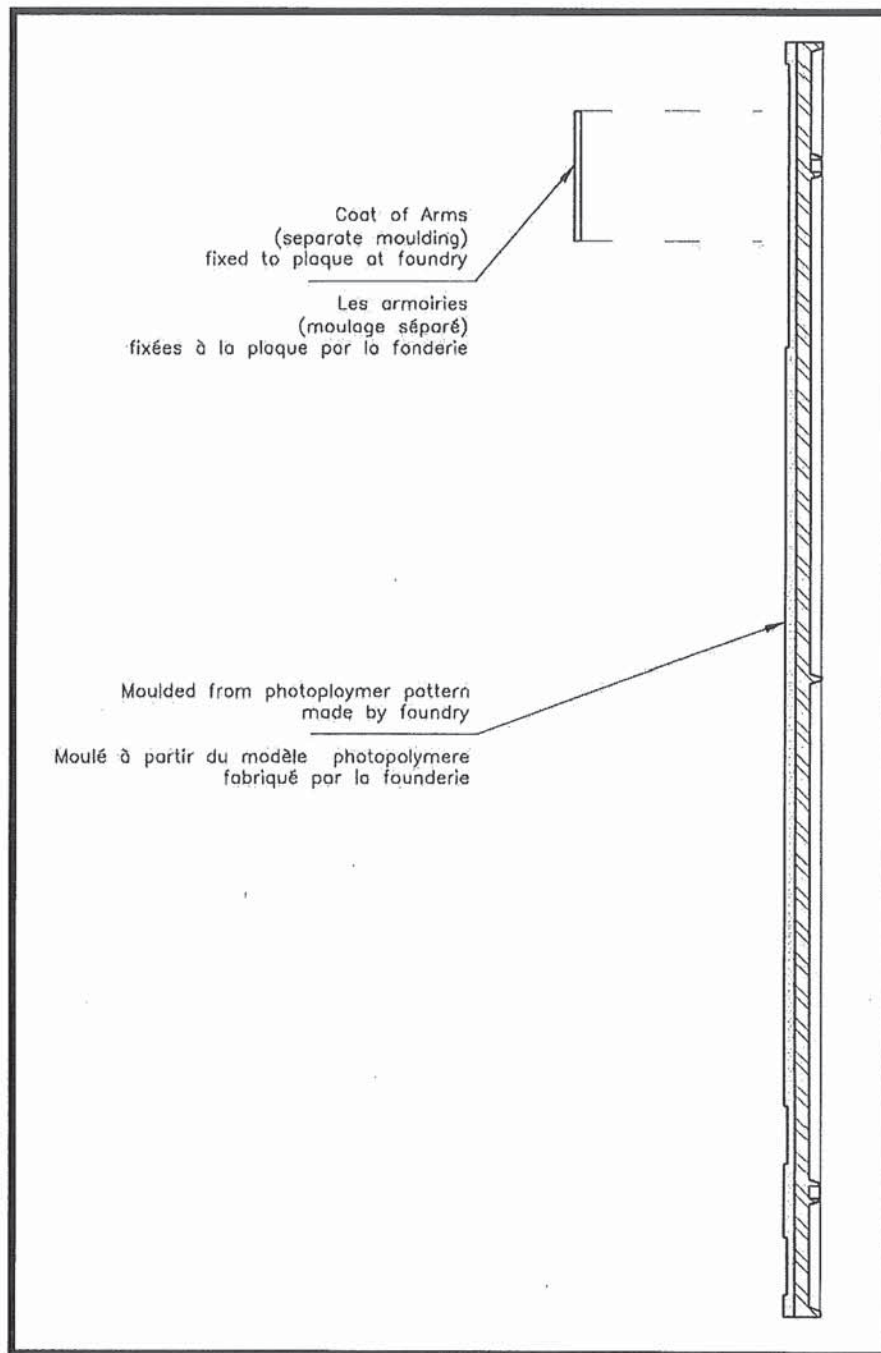
NOTE :

Les plaques trilingues standards, de même que celles portant un texte plus long, dont les dimensions sont de 676 mm sur 1119 mm (26.625 po sur 44.0625 po), ainsi que les plaques trilingues de design vertical, dont les dimensions sont de 679 mm sur 1014 mm (26.75 po sur 39.9375 po), devront avoir deux bossages supplémentaires, placés à 102 mm (4 po) du centre de chacun des longs côtés, pour un total de six bossages.

The standard trilingual plaques and the standard district-sized plaques (with longer texts), dimensions of which are 676 mm (high) by 1119 mm (wide) (26.625" by 44.0625"), as well as vertical design trilingual plaques, of which dimensions are 1014 mm (high) by 679 mm (wide) (39.9375" by 26.75"), must have two additional mounting bosses, located at 102 mm (4") from the center of each of the longer sides of the plaque, for a total of six mounting bosses.

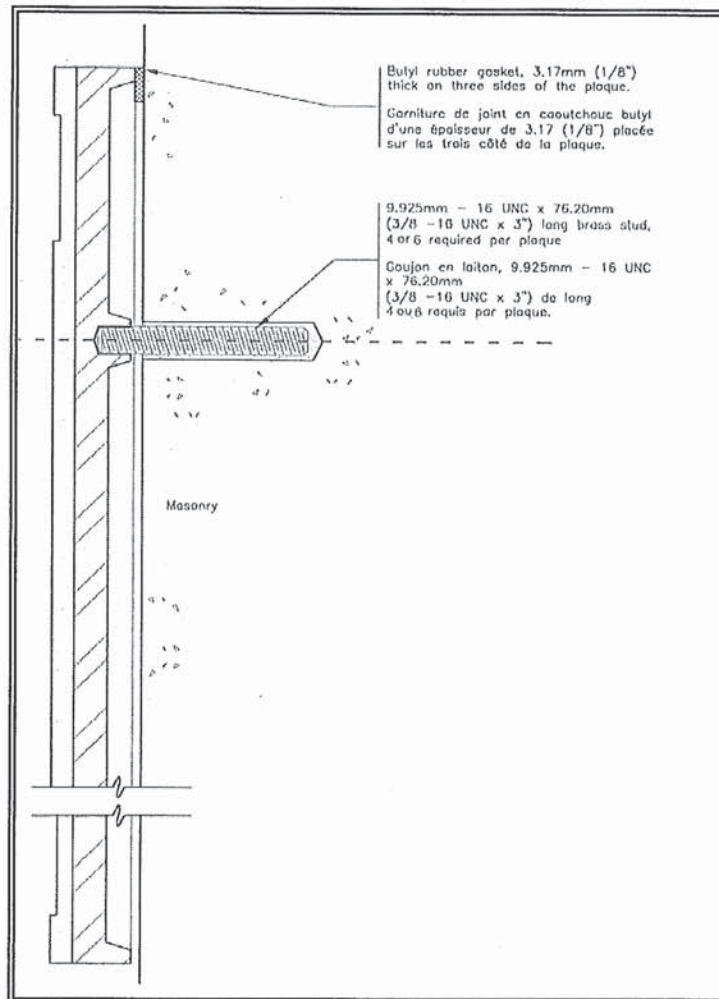
Annexe III – Coupe verticale de la plaque standard bilingue de la CLMHC

Appendix III – Vertical Section of standard HSMBC bilingual Plaque



Annexe IV – Matériel requis pour l'installation d'une plaque

Appendix IV – Required Mounting Material for Plaque Installation



Matériel d'installation requis :

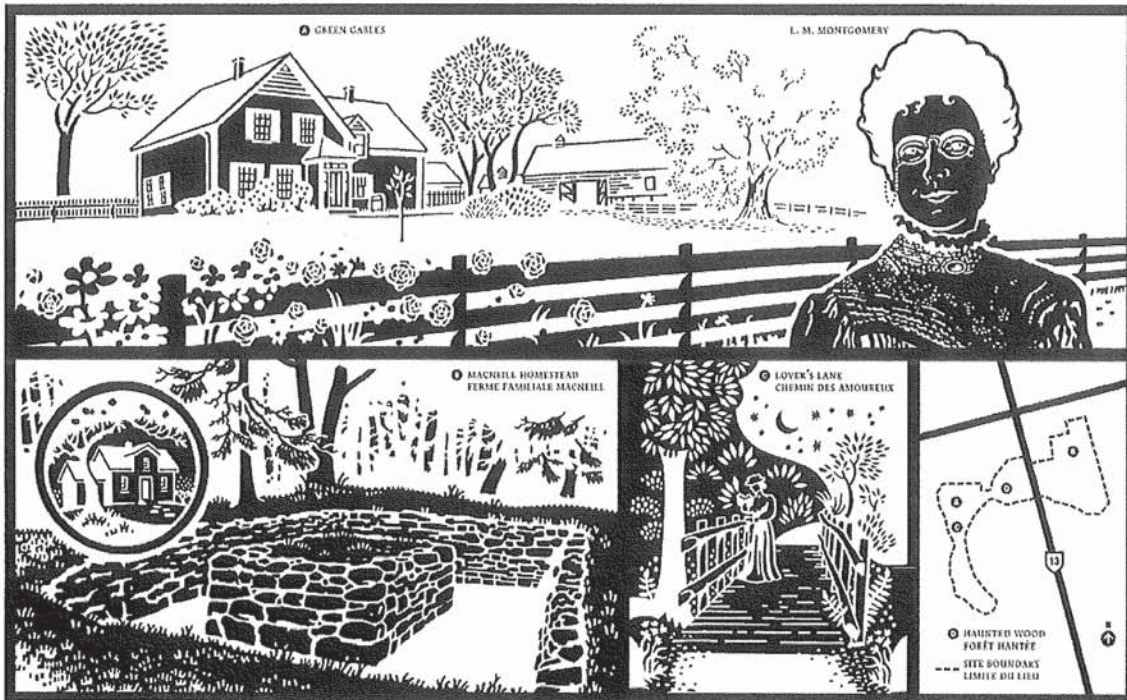
- Garniture de joint en caoutchouc butyl (silicone clair) (un tube d'environ 100 ml)
- Selon les dimensions de la plaque, quatre (4) ou six (6) goujons de laiton (9.925mm – 16 UNC X 76.20mm) (3/8 – 16 UNC X 3")

Required mounting material:

- Butyl Rubber gasket (Clear Silicone) (one approx. 100 ml tube)
- Depending on the plaque dimensions, four (4) or six (6) brass studs (9.925mm – 16 UNC X 76.20mm) (3/8 – 16 UNC X 3")

Annexe V – Exemple de plaque non standard

Appendix V – Example of non-standard plaque



Les plaques non standards peuvent être de dimensions variées. Les spécifications de fabrication et d'installation de ces plaques sont les mêmes que pour les plaques standards. Les plaques non standards dont les dimensions seront supérieures à celles des plaques bilingues standards devront avoir deux bossages supplémentaires, placés à 102 mm (4 po) du centre de chacun des longs côtés, pour un total de six bossages.

Dimensions of non-standard plaques may vary. Casting and installations specifications for these plaques are identical to those of standard plaques. Non-standard plaque with dimensions larger than the standard bilingual plaques must have two additional mounting bosses, located at 102 mm (4") of the center of each of the longer sides of the plaque, for a total of six mounting bosses.

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Les plaques de bronze de la Commission des lieux et monuments historiques du Canada

La Commission des lieux et monuments historiques du Canada produit une plaque en bronze pour chacun des lieux, des personnages et des événements d'importance historique nationale.

Ces plaques, bilingues ou trilingues, présentent le plus souvent un design et des dimensions standards. Par contre, certaines plaques, nommées ici les plaques non standards, dérogent du modèle habituel, que ce soit par leurs dimensions, leur design ou autres.

1- Description générale du processus de fabrication des plaques standards

A- Étapes de la production préliminaire par la Direction de la Commémoration

01. Les textes approuvés [une version française, une version anglaise et une version en troisième langue (s'il y a lieu)] sont produits par la Direction de la Commémoration de Parcs Canada;
02. Les textes sont entrés à l'aide d'un modèle pré-établi sur ordinateur PC, dans un logiciel graphique standard;
03. Les fichiers électroniques ainsi produits sont transmis à l'entrepreneur en format graphique [fichier eps (encapsulated post script)] par courriel.
L'entrepreneur doit nécessairement utiliser la version électronique fournie du fichier graphique sans retoucher celui-ci, sauf indication contraire de la part du Secrétariat de la CLMHC.

B- Critères de rédaction

01. Longueur des textes

Les rédacteurs de Parcs Canada (PC) créent tous les textes, de même que les titres. La longueur des textes est habituellement d'environ :

- 600 à 640 caractères français;
- 600 à 640 caractères anglais;
- 600 à 640 caractères dans une troisième langue (s'il y a lieu).

Pour certaines plaques toutefois le texte pourra atteindre 1200 caractères en français et 1200 caractères en anglais. Dans de tels cas, la disposition du texte, ainsi que la dimension des caractères, seront modifiés en conséquence afin que le tout puisse être disposé sur une plaque de dimensions standards.

02. Position relative du texte

Les plaques standards de la CLMHC sont disposées selon un design à l'horizontale. La composition est habituellement bilingue (français à gauche et anglais à droite ou anglais à gauche et français à droite, selon le cas). Une troisième langue, s'il y a lieu, pourra être placée à gauche ou à droite des précédentes selon les cas (voir l'annexe 1).

Occasionnellement, le design des plaques pourra être disposé à la verticale, où les textes seront placés l'un au dessus de l'autre (voir l'annexe 1).

03. Typographie

La composition est en Cartier Book, en haut de casse et bas de casse. Les titres sont composés en petites majuscules et sont de longueur variée, allant du simple nom court au titre comptant de deux à trois lignes. Les titres, les mentions (c'est à dire la Commission des lieux et monuments historiques du Canada, Parcs Canada et le gouvernement du Canada) et les blocs de texte sont fusionnés pour obtenir la composition complète (voir l'annexe I).

C-Description générale de l'étape de production par l'entrepreneur

01. La Direction de la Commémoration de Parcs Canada transmet le fichier graphique (eps) de la composition de la plaque à l'entrepreneur par courriel et par télécopieur;
02. Un négatif grandeur nature de la mise en page est produit par l'entrepreneur directement à partir du fichier graphique eps fourni;
03. Une plaque photopolymère est produite à partir du négatif;
04. La plaque photopolymère est installée sur la base du modèle (voir l'annexe III);
05. Le modèle achevé sert à fabriquer un moule en sable;
06. Du bronze est versé dans le moule;
07. Une fois le moulage refroidi et retiré du moule, il est débarrassé de toute trace de sable;
08. Les imperfections sont éliminées ou réparées, en utilisant un jet de sable au besoin;
09. Le tout est peint de couleur brun-rouge de la CLMHC et cuit;
10. Le lettrage, le pourtour et les autres détails en relief sont poncés légèrement afin d'en révéler le bronze et leur donner un fini satiné;
11. Les armoiries, produites indépendamment, sont fixées au moulage;
12. Le bord de la plaque est meulé droit;
13. Des trous sont perforés et filetés dans les bossages (voir l'annexe II);
14. La plaque au complet est enduite d'une solution 1% aq. de Benzotriazole (BTA), rincée avec de l'eau, et séchée entièrement.
15. La plaque au complet (avant et arrière) est recouverte d'un enduit protecteur transparent qui est ensuite cuit;
16. Lorsque l'enduit protecteur a durci, la plaque est placée dans une caisse d'expédition;
17. La plaque ainsi emballée et le matériel d'installation requis (voir l'annexe IV) sont expédiés à Parcs Canada.

D-Normes applicables aux plaques standards

01. Dimensions

Les dimensions des plaques bilingues standards sont de : 679 mm sur 768 mm (26.75 po sur 30.25 po).

Les dimensions des plaques trilingues standards sont de 676 mm sur 1119 mm (26.625 po sur 44.0625 po).

Des plaques standards portant un texte plus long seront également produites aux mêmes dimensions que les plaques trilingues standards (voir l'annexe 1).

À l'occasion des plaques bilingues et trilingues dont le design sera plutôt disposé à la verticale, plutôt qu'à l'horizontale comme les plaques précédentes, pourront également être produites. Dans ce cas, les dimensions de la plaque bilingue seront les mêmes mais inversées, soit 768 mm sur 679 mm (30.25 po sur 26.75 po), alors que les dimensions de la plaque trilingue seront de 1014 mm sur 679 mm (39.9375 po sur 26.75 po) (voir l'annexe 1).

02. Lignes directrices et dessins applicables

Les lignes directrices suivantes s'appliquent à la présente norme:

- Office des normes générales du Canada (ONGC)
- Les couleurs étalons des peintures (ONGC 504-101 décrite dans la norme ONGC 1-GP-12)
- Méthodes d'examen des peintures et des colorants (ONGC 1-GP-71)
- Spécifications standards pour environnement standard pour le traitement et la peinture d'essai, de vernis, de laque et des matériaux relatifs. [ASTM D3924-80 (2005)]

De plus les dessins suivants établis par Parcs Canada s'appliquent à la présente norme :

- Plaques standards de la CLMHC (annexe I [5 dessins]);
- Vue de l'arrière de la plaque standard bilingue de la CLMHC (annexe II);
- Coupe verticale de la plaque standard bilingue de la CLMHC (annexe III);
- Matériel requis pour l'installation d'une plaque (annexe IV).

03. Exigences générales

Afin d'assurer la précision et l'efficacité du processus, la composition graphique et la mise en page des plaques standards de la CLMHC seront réalisées par Parcs Canada, sur logiciel graphique reconnu. L'entrepreneur recevra par courriel le fichier informatique (format eps) produit.

L'entrepreneur ou un sous-traitant produira les modèles photopolymères destinés au moulage des plaques. Le produit fini doit répondre à toutes les exigences de la présente norme et faire l'objet d'une inspection de la part de l'entrepreneur. La conception de la plaque doit se conformer aux dessins des annexes I et II quant aux dimensions et à l'apparence.

04. Préparation du modèle photopolymère

Parcs Canada fournit par courriel une mise en page définitive approuvée et prête à être transformée en négatif grandeur nature. L'entrepreneur produit ou fait produire le négatif et la plaque photopolymère. L'entrepreneur fournit les bases pour la plaque conformément aux normes précisées dans les dessins des annexes II et III.

05. Production des armoiries

Parcs Canada fournit une version informatique (format jpeg) des armoiries et l'entrepreneur se charge ensuite d'en faire produire le modèle. Ce modèle doit être fabriqué de façon à rendre tous les fins détails des armoiries. Un exemple coulé en bronze devra être fourni à Parcs Canada pour approbation avant d'entreprendre la production.

06. Reproduction de la couleur

Afin d'assurer la conformité de la couleur brun-rouge de la CLMHC, l'entrepreneur produira un échantillon de peinture (ONGC 504-101 décrite dans la norme ONGC GP-12, intitulée Couleurs étalons des peintures) pour approbation avant d'entreprendre la production.

2- Description générale du processus de fabrication des plaques non standards

A- Étapes de la production préliminaire par la CLMHC

01. Parcs Canada fournit un fichier graphique de la mise en page complète de la plaque (textes, illustrations, rubriques, mentions), fichier produit sur logiciel de graphisme reconnu sur ordinateur;
02. Le fichier graphique est transmis à l'entrepreneur par courriel ou sur CD en format eps (encapsulated post script).

B- Description générale de l'étape de production par l'entrepreneur

01. La Direction de la Commémoration de Parcs Canada transmet le fichier graphique (eps) de la composition de la plaque à l'entrepreneur par courriel ou sur CD;
02. Un négatif grandeur nature de la mise en page est produit par l'entrepreneur directement à partir du fichier graphique eps fourni;
03. Une plaque photopolymère est produite à partir du négatif;
04. La plaque photopolymère est installée sur la base du modèle (voir l'annexe III);
05. Le modèle achevé sert à fabriquer un moule en sable;
06. Du bronze est versé dans le moule;
07. Une fois le moulage refroidi et retiré du moule, il est débarrassé de toute trace de sable;
08. Les imperfections sont éliminées ou réparées, en utilisant un jet de sable au besoin;
09. Le tout est peint de la couleur brun-rouge de la CLMHC et cuit;
10. Le lettrage, le pourtour et les autres détails en relief sont poncés légèrement afin d'en révéler le bronze et leur donner un fini satiné;
11. Les armoiries, produites indépendamment, sont fixées au moulage (s'il y a lieu);
12. Le bord de la plaque est meulé droit;
13. Des trous sont perforés et filetés dans les bossages (voir l'annexe II);
14. La plaque au complet est enduite d'une solution 1% aq. de Benzotriazole (BTA), rincée avec de l'eau, et séchée entièrement.
15. La plaque au complet (avant et arrière) est recouverte d'un enduit protecteur transparent qui est ensuite cuit;
16. Lorsque l'enduit protecteur a durci, la plaque est placée dans une caisse d'expédition;
17. La plaque ainsi emballée et le matériel d'installation requis (voir l'annexe IV) sont expédiés à Parcs Canada.

C-Normes applicables aux plaques non standards

01. Dimensions

Les dimensions des plaques non standards peuvent s'échelonner de plus petites que les plaques standards bilingues à un peu plus grandes que les plaques standards trilingues, selon les besoins (voir l'annexe V).

02. Lignes directrices et dessins applicables

Les lignes directrices suivantes s'appliquent à la présente norme:

- Office des normes générales du Canada (ONGC)
- Les couleurs étalons des peintures (ONGC 504-101 décrite dans la norme ONGC 1-GP-12)
- Méthodes d'examen des peintures et des colorants (ONGC 1-GP-71)
- Spécifications standard pour environnement standard pour le traitement et la peinture d'essai, de vernis, de laque et des matériaux relatifs. [ASTM D3924-80 (2005)]

De plus les dessins suivants établis par Parcs Canada s'appliquent à la présente norme :

- Vue de l'arrière de la plaque standard bilingue de la CLMHC (annexe II);
- Coupe verticale de la plaque standard bilingue de la CLMHC (annexe III);
- Matériel requis pour l'installation d'une plaque (annexe IV)
- Exemple de plaque non standard (annexe V)

03. Exigences générales

Afin d'assurer la précision et l'efficacité du processus, la composition graphique et la mise en page des plaques non standards de la CLMHC seront réalisées par Parcs Canada, sur logiciel graphique reconnu.

L'entrepreneur recevra le fichier informatique produit par courriel ou sur CD (en format eps). L'entrepreneur ou son sous-traitant produira les modèles photopolymères destinés au moulage des plaques. Le produit fini doit répondre à toutes les exigences de la présente norme et faire l'objet d'une inspection.

Tous les détails relatifs aux plaques de bronze non standards devront être discutés entre la Direction de la Commémoration de Parcs Canada et l'entrepreneur pour chaque commande qui sera passée.

04. Préparation du modèle photopolymère

Parcs Canada fournit par courriel ou sur CD (en format eps) une mise en page définitive approuvée et prête à être transformée en négatif grandeur nature. L'entrepreneur produit ou fait produire le négatif et la plaque photopolymère. L'entrepreneur fournit les bases pour la plaque conformément aux normes précisées dans le dessin de l'annexe III.

3- Autres détails de fabrication des plaques standards et non standards

A- Moulage et finition

01. Moulage

Le moulage doit être fait par une fonderie spécialisée dans le moulage de précision. Il faut placer du sable fin et frais en contact avec le modèle afin d'obtenir le maximum de détails.

L'alliage de bronze doit comprendre : - du cuivre (87.0 % minimum)
-de l'étain (5.0 % minimum)
-du plomb (2.5 % maximum)
-du zinc (5.0 % maximum)
-d'autres éléments (1.0 % max.)

02. Usinage et apprêtage du métal

Enlever toutes les traces de moulage et les imperfections;

Tout le fond doit avoir une texture sableuse uniforme. Seulement les trous et les bosses de la grosseur d'une tête d'épingle seront tolérés. Toutes les soufflures, les crevasses, les piqûres et les grosses égratignures doivent être réparées. Les grandes zones inégales de la surface servant de fond doivent être égalisées et la texture de la surface doit être remise en état pour qu'elle se marie aux zones adjacentes. Les trous peuvent être réparés à l'aide de brasage tendre à l'argent;

Pour toutes les surfaces en saillies (bordures, lettres, mentions, armoiries), obturer les trous au moyen de brasage et procéder de la même façon;

La bordure en saillie doit être droite et d'une largeur uniforme conforme aux normes. Le remplissage doit être minimal au rayon entre la bordure et le fond;

La surface des lettres ne doit être que légèrement polie afin de conserver les détails. À cette fin, utiliser uniquement une bande abrasive à grains fins et poncer à la main, de préférence. Le meulage

excessif, qui se traduit par des lettres plus grasses aux détails moins précis, n'est pas acceptable;

Le dos de la plaque doit être usiné de façon à pouvoir reposer à plat une fois installé sur sa base.

B- Application de la couleur et de l'enduit de finition

01. Application de la couleur

La couleur du fond doit être une couche opaque appliquée uniformément, conformément à la couleur ONGC 504-101 décrite dans la norme ONGC 1-GP-12)

02. Enduit de finition

Une fois le moulage refroidi et retiré du moule, il est débarrassé de toute trace de sable et les imperfections sont éliminées ou réparées, en utilisant un jet de sable fin au besoin;

Vaporiser deux couches de couleur, qui sera ensuite cuite;


Poncer au papier fin le dessus des lettres, les motifs et la bordure en relief pour en enlever la couche de couleur tout en laissant de fines égratignures pour faciliter l'adhérence;




Appliquer un enduit protecteur acrylique à fort durcissement tel le « Glassodur MS Top Clear #923-85 », qui sera ensuite cuit.

Annexe I – Plaques standards de la CLMHC

Appendix I – Standard HSMBC Plaques

Plaque bilingue standard / Standard bilingual plaque

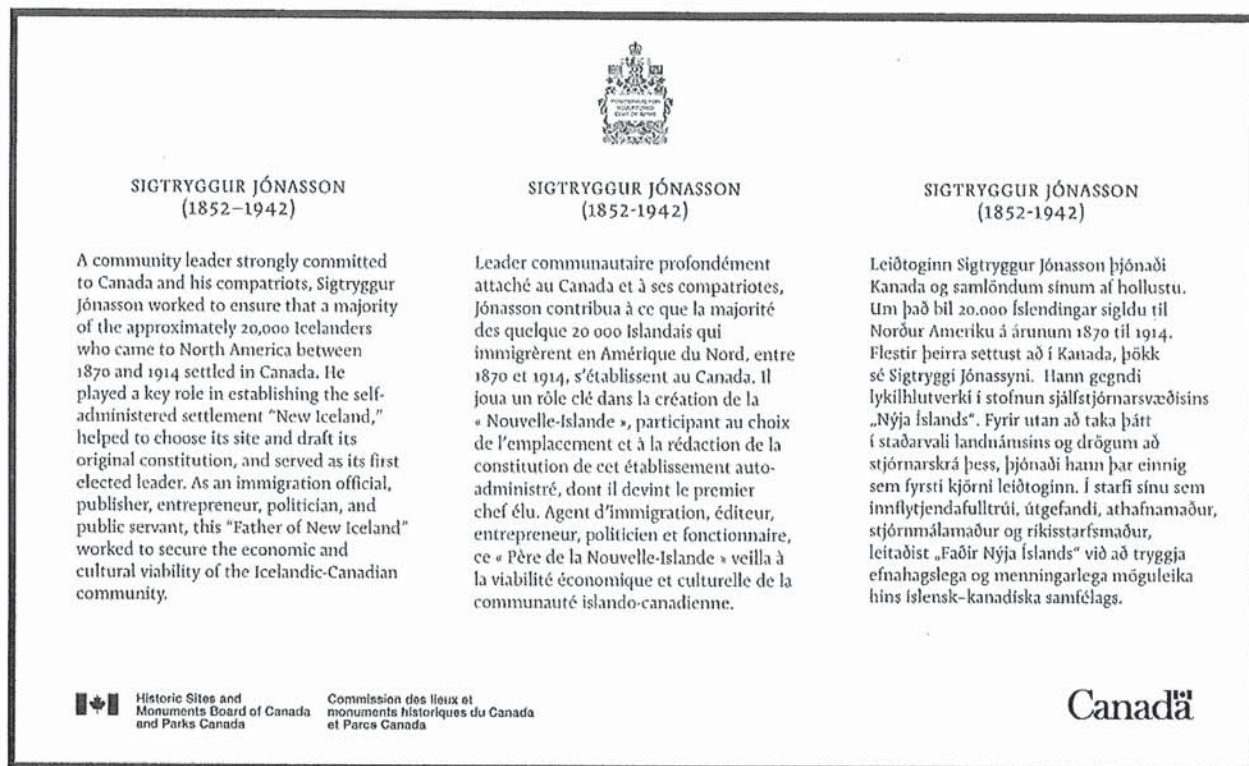


THE CALGARY STAMPEDE	LE STAMPEDE DE CALGARY
<p>The world renowned Calgary Stampede was founded in 1912 as a celebration of rural heritage and ranching in the West. Evolving out of agricultural fairs and cowboy sporting events, it also features chuckwagon races, a parade, midway, art exhibits, and stage shows. In the Indian Village, Treaty 7 First Nations have shared their cultures since the Stampede's beginning, contributing to the preservation of their heritage. Calgary's history and character are inextricably linked to this annual event that continues to host one of the world's largest and most famous rodeos.</p>	<p>Ce stampede de renommée mondiale a été fondé en 1912 pour célébrer l'époque des grands ranchs et le patrimoine rural de l'Ouest canadien. Issu des traditions des expositions agricoles et des compétitions de cowboys, il comprend aussi des courses de chariots, un défilé, un parc d'attractions, des salons d'artisanat et des spectacles. Depuis les débuts du stampede, les Premières nations du Traité n° 7 partagent leurs cultures au « Village indien », contribuant ainsi à préserver leur patrimoine. Étroitement lié à l'histoire et au caractère de Calgary, cet événement annuel demeure l'hôte d'un des plus grands rodéos au monde.</p>
 Historic Sites and Monuments Board of Canada and Parks Canada	 Commission des lieux et monuments historiques du Canada et Parcs Canada
	

Les dimensions de la plaque bilingue standard sont de 679 mm (haut) sur 768 mm (large) (26.75 po sur 30.25 po).

The dimensions of the standard bilingual plaque are 679 mm (high) by 768 mm (wide) (26.75" by 30.25").

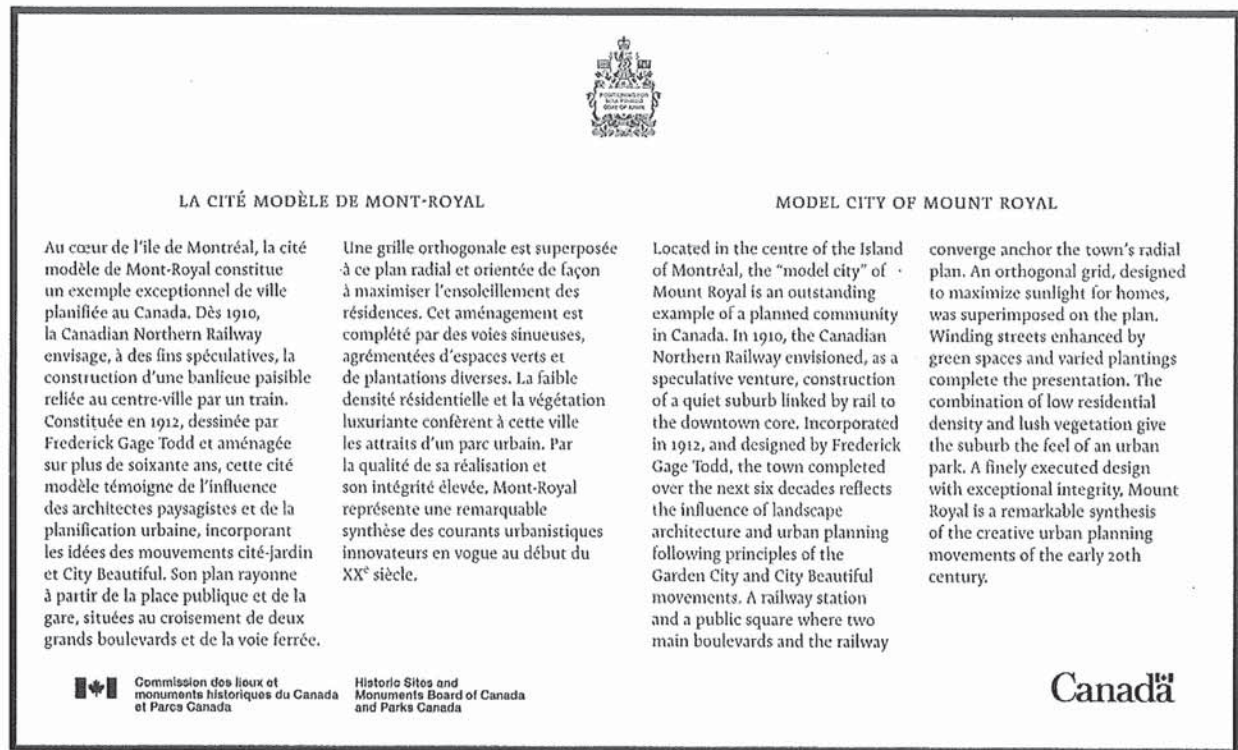
Plaque trilingue standard / Standard trilingual plaque



Les dimensions de la plaque trilingue standard sont de 676 mm (haut) sur 1119 mm (large) (26.625 po sur 44.0625 po).

The dimensions for the standard trilingual plaque are 676 mm (high) by 1119 mm (wide) (26.625" by 44.0625").

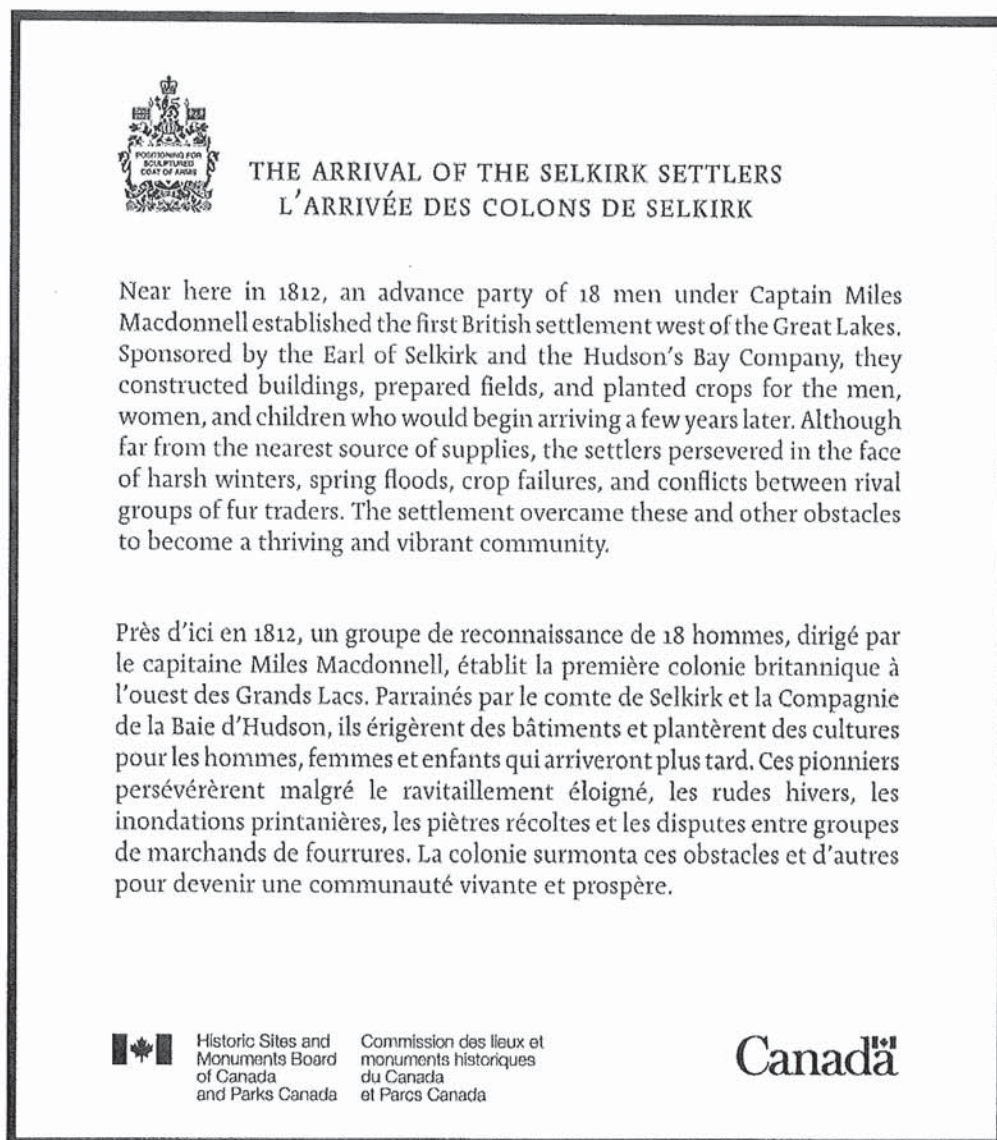
Plaque standard avec texte plus long / Standard plaque with longer text



Les dimensions de la plaque standard portant un texte plus long sont de 676 mm (haut) sur 1119 mm (large) (26.625 po sur 44.0625 po).

The dimensions for the standard plaque with longer text are 676 mm (high) by 1119 mm (wide) (26.625" by 44.0625").

Plaque bilingue dont le design est à la verticale / Bilingual plaque with vertical design



Les dimensions de la plaque bilingue avec design à la verticale sont de 768 mm (haut) sur 679 mm (large) (30.25 po sur 26.75 po).

The dimensions for the bilingual plaque with vertical design are 768 mm (high) by 679 mm (wide) (30.25" by 26.75").

Plaque trilingue dont le design est à la verticale / Trilingual plaque with vertical design



DONNACONA

Donnacona ihaatsi horih8io ,ehen Stadacona,e ,andat8annen tioskenhen Roreke. Hontatihak i,a8end8ten Sendat io^cti. Hatiaata,e 8ich enniet i8asen. Hatih8entandionhonk, ,aio hatindionhonk dinde hatind8tsenhak. Hondenditsoh8i ontarisa^cti,e Gaspé ,aatsi sang8at 8ich enniet i8asen achienk i8asen ndak iskare i,a,ennh8ten. Te hondatrandik Donnacona dinde Jacques Cartier haatsi. Hondechandionhonk Jacques Cartier. Tendi honatien Donnacona. Ehonatiatenhaon Jacques Cartier ,annionhake. D'e8a,ennhe ek8aton shonatiatenhaon tendi dinde hontochon tioskenhen Stadacona,e. Ontahonatinnonronk8annion hatinda8aresk8a, Donnacona ahaerast. Aherhon te e8endio e,enk sken te ontata8ha hatinnion,enhak ,anda8io,e. Ondaie ontahoa,ta^ck8a Cartier Donnacona ehoatenhaon ,annion,enhake. Donnacona ontahenje dinde sa,oata8ask8a a,eiachata^ck8i. Ondaie ahonatinda8erhaen de sa,oata8ask8a hatinnion,enhak. Hatinnion,enhak te ahatindatonnia tioskenhen Stadacona,e sang8at 8ich enniet i8asen ndak i8asen skat iskare.

Donnacona était le chef de Stadaconé, village de 500 à 800 Iroquoiens du Saint-Laurent sis près d'ici. Ceux-ci pêchaient, chassaient et cultivaient le maïs. En expédition de pêche dans la baie de Gaspé en 1534, Donnacona rencontra Jacques Cartier, qui emmena ses deux fils en France. Cartier les ramena en 1535 et passa l'hiver près d'ici. Désireux de contrôler le commerce avec les Français sur le Saint-Laurent, Donnacona l'accueillit, mais Cartier s'empara de lui et l'emmena en France, où il mourut. Le ressentiment des Iroquoiens empêcha les Français de fonder des colonies près de Stadaconé dans les années 1540.

Donnacona was the chief of Stadacona, a St. Lawrence Iroquoian village located near here. Numbering between 500 and 800, the villagers fished, hunted, and grew corn. While fishing at Baie de Gaspé in 1534, Donnacona met the explorer Jacques Cartier, who took his two sons to France. The next year Cartier returned with the Chief's sons and wintered near Stadacona. Hoping to control French trade on the St. Lawrence River, Donnacona welcomed the visitors but Cartier seized him and took him to France, where he died. Iroquoian resentment prevented the French from establishing colonies near Stadacona in the 1540s.



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Monuments Board
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and Parks Canada

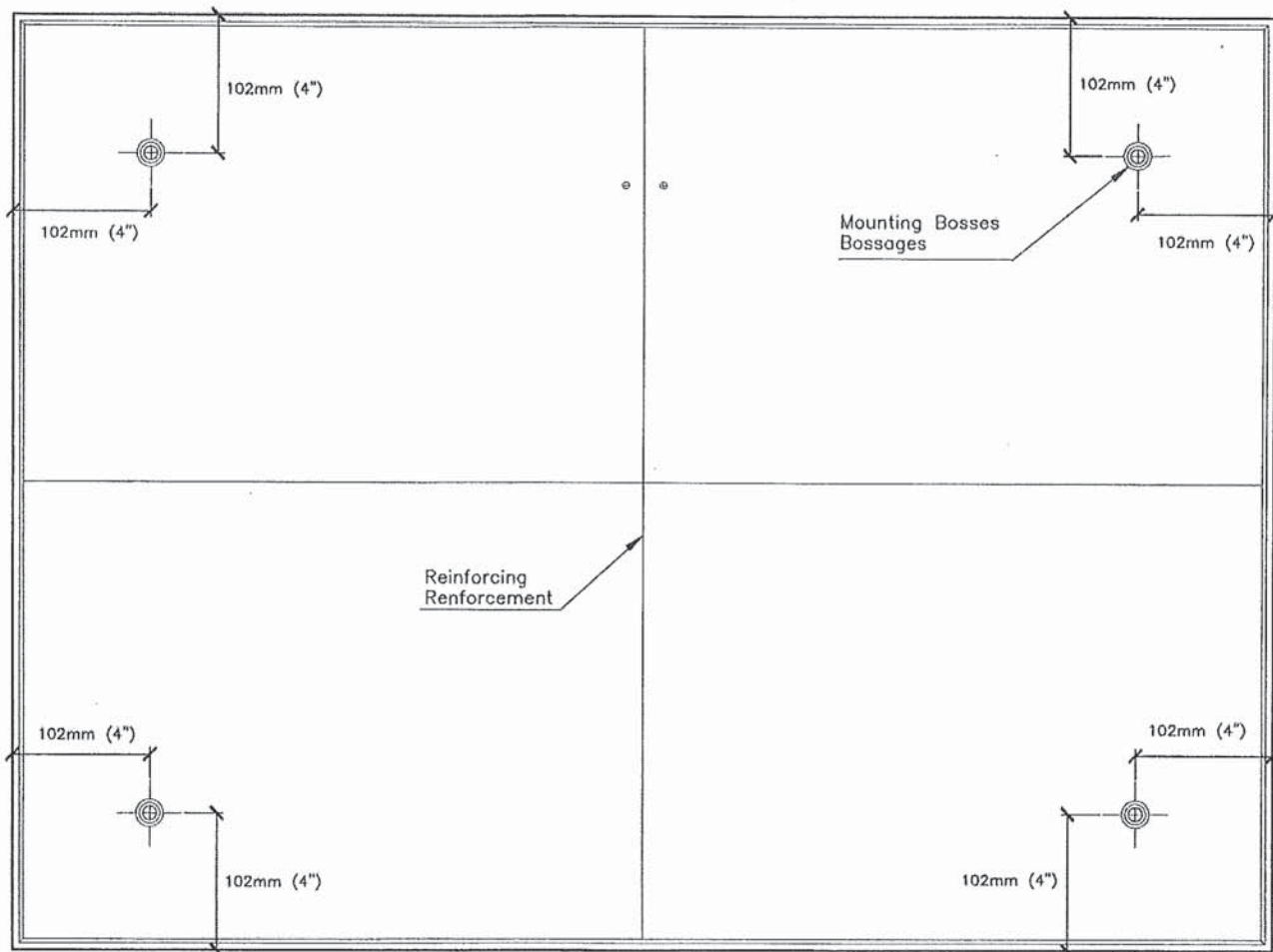
Canada

Les dimensions de la plaque trilingues avec design à la verticale sont de 1014 mm (haut) sur 679 mm (large) (39.9375 po sur 26.75 po).

The dimensions for the trilingual plaque with vertical design are 1014 mm (high) by 679 mm (wide) (39.9375" by 26.75").

Annexe II – Vue de l'arrière de la plaque standard bilingue de la CLMHC

Appendix II – Back view of standard HSMBC bilingual Plaque



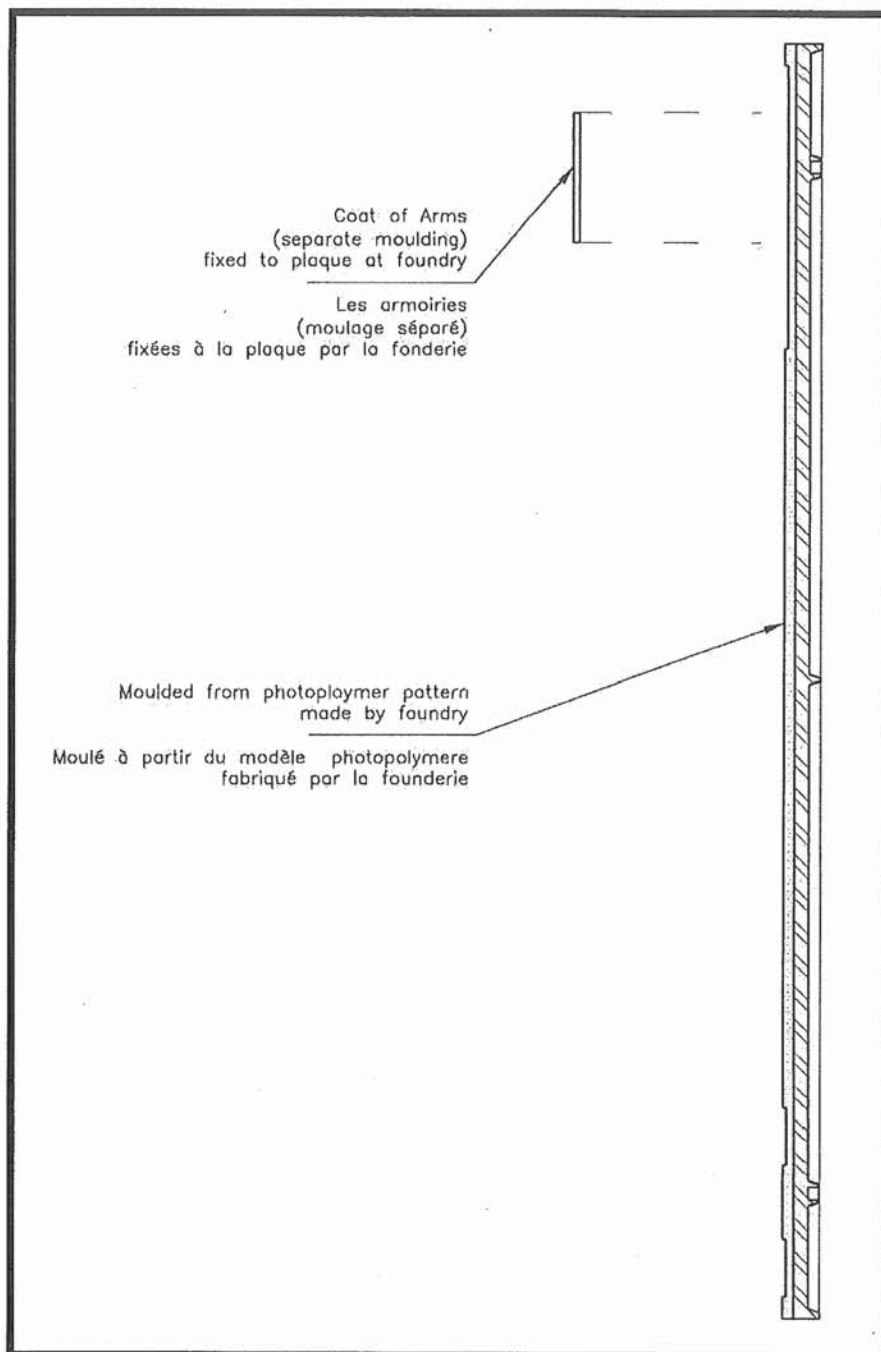
NOTE :

Les plaques trilingues standards, de même que celles portant un texte plus long, dont les dimensions sont de 676 mm sur 1119 mm (26.625 po sur 44.0625 po), ainsi que les plaques trilingues de design vertical, dont les dimensions sont de 679 mm sur 1014 mm (26.75 po sur 39.9375 po), devront avoir deux bossages supplémentaires, placés à 102 mm (4 po) du centre de chacun des longs côtés, pour un total de six bossages.

The standard trilingual plaques and the standard plaques with longer text, dimensions of which are 676 mm (high) by 1119 mm (wide) (26.625" by 44.0625"), as well as vertical design trilingual plaques, of which dimensions are 1014 mm (high) by 679 mm (wide) (39.9375" by 26.75"), must have two additional mounting bosses, located at 102 mm (4") of the center of each of the longer sides of the plaque, for a total of six mounting bosses.

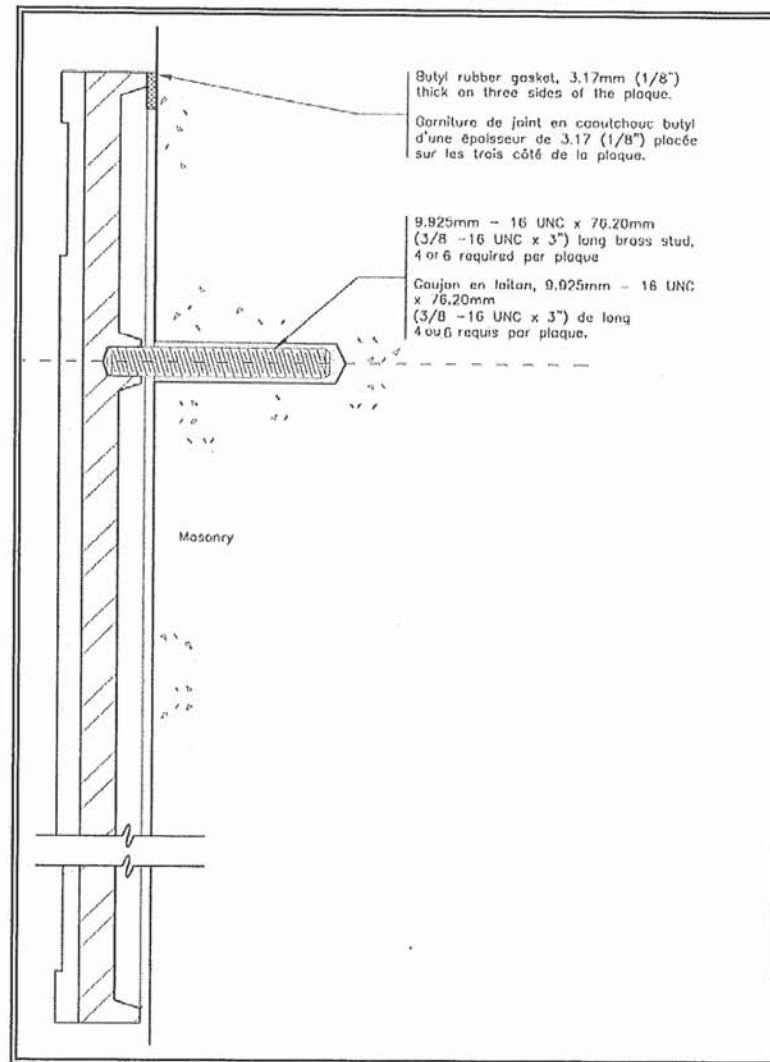
Annexe III – Coupe verticale de la plaque standard bilingue de la CLMHC

Appendix III – Vertical Section Through standard HSMBC bilingual Plaque



Annexe IV – Matériel requis pour l'installation d'une plaque

Appendix IV – Required Mounting Material for Plaque Installation



Matériel d'installation requis :

- Garniture de joint en caoutchouc butyl (silicone clair) (un tube d'environ 100 ml)
- Selon les dimensions de la plaque, quatre (4) ou six (6) goujons de laiton (9.925mm – 16 UNC X 76.20mm) (3/8 – 16 UNC X 3")

Required mounting material:

- Butyl Rubber gasket (Clear Silicone) (one approx. 100 ml tube)
- Depending on the plaque dimensions, four (4) or six (6) brass studs (9.925mm – 16 UNC X 76.20mm) (3/8 – 16 UNC X 3")

Annexe V – Exemple de plaque non standard

Appendix V – Example of Non-Standard Plaque



Les plaques non standards peuvent être de dimensions variées. Les spécifications de fabrication et d'installation de ces plaques sont les mêmes que pour les plaques standards. Les plaques non standards dont les dimensions seront supérieures à celles des plaques bilingues standards devront avoir deux bossages supplémentaires, placés à 102 mm (4 po) du centre de chacun des longs côtés, pour un total de six bossages.

Dimensions of non-standard plaques may vary. Casting and installations specifications for these plaques are identical to those of standard plaques. Non-standard plaque with dimensions larger than the standard bilingual plaques must have two additional mounting bosses, located at 102 mm (4") of the center of each of the longer sides of the plaque, for a total of six mounting bosses.

Quarterly Usage Report

[illegible]