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Public Works Government Services Canada- Bid
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189 Prince William Street
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Saint John
New Brunswick
E2L 2B9

Revision to a Request for a Standing Offer

Révision à une demande d'offre à commandes

Regional Individual Standing Offer (RISO)

Offre à commandes individuelle régionale (OCIR)

The referenced document is hereby revised; unless otherwise indicated, all other terms and conditions of the Offer remain the same.

Ce document est par la présente révisé; sauf indication contraire, les modalités de l'offre demeurent les mêmes.

Comments - Commentaires

All enquiries are to be submitted in writing to the Contracting Authority, Darlene Reay, either by facsimile or by e-mail at:
darlene.reay@pwgsc.gc.ca.

Vendor/Firm Name and Address

Raison sociale et adresse du fournisseur/de l'entrepreneur

Issuing Office - Bureau de distribution

Public Works Government Services Canada- Bid
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189 Prince William Street
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New Bruns
E2L 2B9

Title - Sujet Standing Offer-Delta Orcaview	
Solicitation No. - N° de l'invitation W0105-15E010/A	Date 2014-12-23
Client Reference No. - N° de référence du client W0105-15E010	Amendment No. - N° modif. 001
File No. - N° de dossier PWB-4-37075 (021)	CCC No./N° CCC - FMS No./N° VME
GETS Reference No. - N° de référence de SEAG PW-\$PWB-021-3535	
Date of Original Request for Standing Offer 2014-12-22	
Date de la demande de l'offre à commandes originale	
Solicitation Closes - L'invitation prend fin at - à 02:00 PM on - le 2015-01-13	
Time Zone Fuseau horaire Atlantic Standard Time AST	
Address Enquiries to: - Adresser toutes questions à: Reay, Darlene	Buyer Id - Id de l'acheteur pwb021
Telephone No. - N° de téléphone (902) 566-7518 ()	FAX No. - N° de FAX (506) 636-4376
Delivery Required - Livraison exigée	
Destination - of Goods, Services, and Construction: Destination - des biens, services et construction:	
Security - Sécurité This revision does not change the security requirements of the Offer. Cette révision ne change pas les besoins en matière de sécurité de la présente offre.	

Instructions: See Herein

Instructions: Voir aux présentes

Acknowledgement copy required Accusé de réception requis	Yes - Oui <input type="checkbox"/>	No - Non <input type="checkbox"/>
The Offeror hereby acknowledges this revision to its Offer. Le proposant constate, par la présente, cette révision à son offre.		
Signature	Date	
Name and title of person authorized to sign on behalf of offeror. (type or print) Nom et titre de la personne autorisée à signer au nom du proposant. (taper ou écrire en caractères d'imprimerie)		
For the Minister - Pour le Ministre		

Solicitation No. - N° de l'invitation

W0105-15E010/A

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

W0105-15E010

Amd. No. - N° de la modif.

001

File No. - N° du dossier

PWB-4-37075

Buyer ID - Id de l'acheteur

pwb021

CCC No./N° CCC - FMS No/ N° VME

The following changes in the tender documents are effective immediately. This addendum will form part of the contract documents.

REQUEST FOR A STANDING OFFER

ANNEX D - SPECIFICATION

Delete:

English - See pages 1 - 16

and replace with:

See attached English specification



**DEPARTMENT OF NATIONAL DEFENCE
5 ENGINEER SERVICES SQUADRON
5 ENGINEER SERVICES UNIT
5 CDSB GAGETOWN**

SPECIFICATION

**STANDING OFFER AGREEMENT
DELTA ORCAVIEW
ENERGY MANAGEMENT SYSTEMS
01 APRIL 2015 TO 31 MARCH 2017**


Designed by


Fire Inspector


Project O


Engineering O

PF No:

Job No: L-G2-9900/1646

Date: 2014-05-15

<u>Section</u>	<u>Title</u>	<u>Pages</u>
Division 00 - Procurement and Contracting Requirements		
00 21 13	Instructions to Bidders	8
Division 01 - General Requirements		
01 35 30	Health and Safety Requirements	2
01 35 35	DND Fire Safety Requirements	3
01 35 43	Environmental Procedures	1

PART 1 - GENERAL

- 1.1 Description of Work .1 The work under this Standing Offer comprises the furnishing of all labour, material, tools and equipment required to maintain the Delta Orcaview Energy Management System, (c/w Orcaview Workstation software and hardware), on an as required basis. All work will be requested on form CF-942, Call-Up Against a Standing Offer, as directed by the Engineer.
- .2 The period of this Standing Offer Agreement is from 01 April 2015 to 31 March 2017.

- 1.2 Qualifications .1 The Contractor must be qualified and knowledgeable in the inspection and repair of Delta Orcaview Energy Management Systems and they must possess versions 2.92 to the latest version of the Delta Orcaview system software and have access to all other system hardware and software upgrades necessary to maintain the system.
- .2 The work shall be performed by an authorized technician employed by or approved by system manufacturer.
- .3 Contractor must provide proof of technician's training certification from system manufacturer to PWGSC prior to award of this Standing Offer Agreement.

- 1.3 Engineer .1 The Engineer, as defined and stated in this specification will be the Commanding Officer, 5 Engineer Services Unit or a designated representative. The address of the Engineer is:

Contracts Office
5 Engineer service Unit
Building B-18
5 CDSB Gagetown
PO Box 17000 Stn Forces
Oromocto N.B. E2V 4J5

Tell (506) 422-2677
Fax (506) 422-1248

- 1.4 Liability Insurance
- .1 The Contractor shall provide proof of liability insurance in the amount of Two Million Dollars (\$2,000,000.00) to PWGSC before the award of this contract.
- 1.5 Documents Required
- .1 Maintain at the job site, one copy each of the following:
- .1 specifications; and
- .2 addenda.
- .2 The Contractor will provide to the Energy Management Control Shop (EMCS) personnel a copy, on CDROM, of any newly created databases and/or graphics necessary to complete the work. In addition to this documentation, a revised sequence of operation shall be provided on the CDROM if changes have been made during the completion of any work. All of the above information is to be saved to the primary Operator Workstation at the EMCS.
- .3 The Contractor shall provide and install, free of charge firmware build updates when performing other work at a site.
- .4 The Contractor when installing an additional panel to the network, must request an address number for the panel from the EMCS.
- 1.6 Contractor's Use of Site
- .1 Work site access will be as directed by the Engineer.
- .2 Movement around the site is subject to restrictions laid down by the Engineer.
- .3 The Contractor will not unreasonably encumber the site with materials or equipment.
- .4 When vehicles are to be parked, they will be backed into a parking space or risk being towed, at the owners expense.
- 1.7 Power and Water Supply
- .1 DND can provide, free of charge, temporary electric power and water for the purpose of this agreement.
- .2 Engineer will determine delivery points and quantitative limits. Engineer's written permission is required before any connection

- 1.7 Power and Water .2 (Cont'd)
Supply
(Cont'd)
- .3 Contractor to provide, at no cost to DND, all equipment and temporary lines to bring these services to the work site.
- .4 Supply of temporary services is subject to DND requirements and may be discontinued by the Engineer at any time without notice, or acceptance of any liability for damage or delay caused by such withdrawal of temporary services.
- 1.8 Acceptability of.1
Material
- .2 All material and parts used will be those specified by the manufacturer of the equipment and any other material will require the approval of the Engineer.
- .3 The Contractor will provide material and equipment of specified design and quality, performing to published ratings and for which replacement parts are readily available.
- .4 The Contractor will not make any change in the design and installation of equipment and materials without the prior written approval of the Engineer.
- .5 If, in an emergency, the Contractor installs parts other than those specified, they will be replaced with specified parts before claiming payment, but no claim for other than specified parts will be made.
- .6 All replaced parts and materials not under warranty, whether serviceable or unserviceable will be left on site for inspection on completion of the work.
- .7 All manufactured articles, materials and equipment will be applied, installed, connected and used as specified by the manufacturer.
- .8 Requests for acceptance of material other than those specified will be submitted in writing to the Engineer. The request must be supported with sufficient product information to enable the Engineer to make an assessment.

- 1.9 Guarantee .1 The Contractor will guarantee all materials and workmanship for a period of one year or the manufacturer's guarantee, whichever is longer, after acceptance by the Engineer. Any defects which may develop during this period will be rectified and made good to the satisfaction of the Engineer, by the Contractor at their own expense.
- 1.10 Codes and Standards .1 The Contractor will, unless otherwise specified, perform work in accordance with:
.1 the Canada Labour Code Part II;
.2 the National Building Code of Canada (NBC) (latest edition);
.3 the Canadian Electrical Code (latest edition); and
.4 the American Society of Heating, Refrigeration and Air Conditioning Engineers (ASHRAE).
- .2 Contractor will work to meet or exceed the requirements of specified standards, codes and referenced documents.
- .3 Contractor must be registered with WorkSafeNB and provide proof of such to PWGSC prior to award of contract.
- .4 In the event of conflict between any provisions of above authorities, the most stringent provision will apply.
- 1.11 Overloading .1 The Contractor will ensure no part of work is subjected to a load which will endanger its safety or will cause permanent deformation.
- 1.12 Temporary Structures .1 The Contractor will furnish and maintain all equipment such as temporary stairs, ramps, ladders, scaffolds, hoists, chutes, etc, as may be required for the proper execution of the work.
- .2 Temporary structures erected by the Contractor will remain their property and will be removed by them from the site on completion of the work.

- 1.13 Cutting, Fitting and Patching
- .1 The Contractor will perform cutting, fitting and patching of materials when required to allow work to properly fit together.
 - .2 Where new work connects with existing and where existing work is altered, cut, patch and perform repairs to match the existing work.

- 1.14 Clean Up
- .1 On completion of all work, the Contractor will remove all surplus materials, plant, tools, equipment, and debris, and leave the work site in a clean and tidy condition to the complete satisfaction of the Engineer.
 - .2 The Contractor will not remove any salvageable material or equipment from the job site without permission from the Engineer.

- 1.15 Work Requisition
- .1 The work to be performed on Form CF 942, Call-Up Against a Standing Offer, when ordered by the Engineer is as follows:
 - .1 The Contractor will provide service when requested by the Engineer, during regular working hours on an eight (8) hour per day, five (5) days per week basis 0730hrs to 1600hrs Monday to Friday inclusive and emergency service after normal working hours, including Saturday, Sunday and Holidays.
 - .2 The Contractor will advise the Engineer of the telephone number or location at which they or their representative may be contacted at all times.
 - .3 The Contractor, upon receipt of an Acceptance of Tender, will be advised by the Engineer in writing of the names of persons authorized to request service. Work undertaken at the request of others, such as building occupants, will be entirely at the Contractor's risk with regard to payment.
 - .4 The Contractor will not refuse any call for service by the Engineer and will initiate the work within 24 hours on normal service calls and within 4 hours on emergency service calls.
 - .5 When service is required, the Engineer will notify the Contractor and detail the job. When requested, a written estimate at no cost to DND, will be provided indicating labour, and material costs in accordance with the Standing Offer Agreement. Service will be requested on CF 942 form, Call-UP Against a

1.15 Work Requisition.1
(Cont'd)

(Cont'd)

.5 (Cont'd)

Standing Offer. This form will detail the work to be done and will be signed by the Engineer's or his Representative. One copy of this form will be given to the Contractor.

.6 The Contractor will report to the Engineer prior to starting work and upon completion of work on a daily basis to sign in and out. If work started or completed outside normal working hours and the Engineer's office is closed, the Base Firehall has a sign in/signout sheet available for the Contractor.

.7 After reporting, the Contractor will proceed to the job and carry out the work. The contractor will provide daily work reports to the Engineer detailing work performed, contractor's employees assigned to work, location or building number of work site, hours worked for each employee, trade of each employee and materials used in the completion of the work and any recommendations for further work that may be required. This work report must indicate the work order number and the requisition number on which the work was requested from the Engineer. Contractor is to have the Engineer sign the work report either at the end of the work day or at the beginning of the next work day while signing in. The Standard Operating Procedure for work reports will be provided to the successful bidder after award of Contract.

.8 The Contractor is to return one copy of the signed requisition that requested the work with their invoice, as well as copies of all daily work reports and copies of all contractor's wholesale invoices for material used in the completion of the work. Invoices must detail the location and description of work performed for each CF 942. The Contractor's invoice shall reference the contract, work order and requisition numbers issued on the CF 942.

.9 The Contractor will submit invoices for payment to the Engineer within 15 days of completion of each CF942, Call-Up Against a Standing Offer.

1.16 Basis of Payment.1

The work done under this Standing Offer will be paid for on a unit price basis. The Contractor will accept the payment as full

- 1.16 Basis of Payment.1 (Cont'd)
(Cont'd)
- .2 The Contractor will submit prices for a certified technician for the following in accordance with the specification. Such prices will include transportation, supervision, expenses and profit:
- .3 Rates submitted will be for time on the job site. Travel time to and from the job site will not be charged, but will be inclusive of the rates submitted.
- .1 Technicians rate per hour for service calls during normal working hours Monday to Friday. (estimated at 160 hours);
- .2 Technicians rate per hour for emergency service calls during or after normal working hours, weekends and holidays (estimated at 80 hours).
- .4 All materials will be invoiced at the Contractor's current wholesale cost, plus a percentage for mark-up (estimated at \$40,000). The Contractor will submit a percentage of mark-up for tender purposes. Copies of Contractor's invoices for all materials used must accompany the invoice submitted to the Engineer for work performed.
- .5 Time charged and the contract price of materials (if used) may be verified by Government Audit before and after payment.
- .6 The above quantities may increase or decrease and are to be used as a guide. The quantities are not guaranteed and the Contractor will have no claim for loss of anticipated profits as a result of these estimated quantities.
- 1.17 Security Clearances
- .1 The Contractor shall maintain an up-to-date roster of all employees involved in this contract including managers, supervisors, tradespersons, drivers and labourers. This roster must be made available to the Engineer upon request.
- .2 The Contractor shall provide proof of the information contained within the roster to the Engineer upon demand. The Engineer reserves the right to have removed from the site those personnel who do not meet security

1.17 Security Clearances (Cont'd) .2 (Cont'd) requirements, as laid down by the Military Police Identification Section.

1.18 Contractor Passes .1 All Contractor employees will have in their possession an authorized Contractor Pass while working on DND property. Such passes will be produced when requested by the Military Police, Commissioners, Security Guards and persons in authority.

.2 The Contractor will inform the Engineer of the names of each individual that will be involved with this SOA.

.3 The Contractor will complete an application form for contractor passes for each individual. The Contractor will accompany the employee to the Military Police Identification Section building F-19 for the issuance of pass.

.4 Photocopies of passes are to be provided to the Engineer.

.5 The Contractor will ensure Contractor passes are recovered from employees who cease to be employed on DND property. Such passes shall be returned to the Military Police Identification Section by the Contractor.

PART 1 - GENERAL

1.1 References

- .1 Canada Labour Code, Part II, Canada Occupational Safety and Health Regulations.
- .2 Province of New Brunswick Occupational Health and Safety Act, S.N.B. 1991.
- .3 National Building Code of Canada, 2010.

1.2 Regulatory Requirements

- .1 Do work in accordance with the safety measures of the National Building Code of Canada 2010, the Canada Labour Code Part II, the New Brunswick Occupational Health and Safety Act and WorkSafeNB provided that in any case of conflict or discrepancy the more stringent requirements shall apply.

1.3 Responsibility

- .1 Contractor responsible for health and safety of all persons on site. Contractor is responsible for the protection of property, persons and the environment on or adjacent to the site in so far as the work may affect these.
- .2 Contractor and all contractor's employees are to comply with all safety requirements specified in the Contract Documents as well as all applicable federal, provincial and local statutes, regulations, ordinances and with Contractor's site-specific Health and Safety Plan.
- .3 As outlined in the Canada Labour Code Part II, the Contractor is responsible to provide a site-specific Health and Safety Plan that includes a Confined Space Entry Procedure in the event that work is deemed by the Engineer to be in a confined space. Work is not to begin until this Health and Safety Plan is submitted and approved by the Engineer.
- .4 CFB Gagetown Construction Engineering Branch employs a Lock Out/Tag Out program to prevent work related injuries due to electrical or mechanical systems being energized while personnel are working in or around these systems. The Contractor must respect these

1.3 Responsibility .4
(Cont'd)

(Cont'd)
locks and tags when encountered. Do not forcibly remove these locks and/or tags at any time. If the Contractor requires that these be removed to perform work, a request is to be made to the Engineer for such removal.

.5 As per the Canada Labour Code Part II, it is the Contractor's responsibility to employ their own Lock Out/Tag Out program to ensure that equipment is not energized by other personnel while they are working in or around equipment.

.6 It is the Contractor's responsibility to ensure that all their employees are provided all Personal Protective Equipment (PPE) necessary to perform all work. Hard hats and safety glasses are to worn at all times.

1.4 Unforeseen Hazards

.1 Should any unforeseen or peculiar safety-related factor, hazard, or condition become evident during performance of work, and follow procedures in place for Employee's Right to Refuse Work in accordance with Acts and Regulations of Province having jurisdiction. Advise Engineer verbally and in writing.

1.5 Correction of Non-Compliance

.1 Immediately address health and safety non-compliance issues identified by authority having jurisdiction or by Engineer.

.2 Provide Engineer with written report of action taken to correct non-compliance of health and safety issues identified.

.3 Engineer may stop work if non-compliance of health and safety regulations is not corrected.

1.6 Work Stoppage .1

Give precedence to safety and health of public and site personnel and protection of environment over cost and schedule considerations for work.

PART 1 - GENERAL

- 1.1 Reporting Fires .1 Know location of nearest fire alarm box and telephone, including emergency phone number.
- .2 Report immediately all fire incidents to Fire Department as follows:
- .1 activate nearest fire alarm box; or
- .2 telephone 911.
- .3 When reporting fire by telephone, give location of fire, name or number of building and be prepared to verify the location.
- 1.2 Interior and Exterior Fire Protection and Alarm Systems .1 Fire protection and alarm system will not be:
- .1 obstructed;
- .2 shut-off; and
- .3 left inactive at end of working day or shift without authorization from Fire Chief.
- .2 Fire hydrants, standpipes and hose systems will not be used for other than fire-fighting purposes unless authorized by Fire Chief.
- 1.3 Fire Extinguishers .1 The Contractor shall supply fire extinguishers, as scaled by Fire Chief, necessary to protect work in progress and contractor's physical plant on site.
- 1.4 Blockage of Roadways .1. The Contractor will advise Fire Chief of any work that would impede fire apparatus response. This includes violation of minimum overhead clearance, as prescribed by Fire Chief, erecting of barricades and digging of trenches.
- 1.5 Smoking Precautions .1 Observe smoking regulations at all times.
- .2 Smoking in DND buildings is prohibited.
-

- 1.6 Rubbish and Waste Materials
- .1 Rubbish and waste materials are to be kept to a minimum.
 - .2 Burning of rubbish is prohibited.
 - .3 Removal:
 - .1 Remove all rubbish from work site at end of work day or shift or as directed.
 - .4 Storage:
 - .1 Store oily waste in approved receptacles to ensure maximum cleanliness and safety.
 - .2 Deposit greasy or oily rags and materials subject to spontaneous combustion in approved receptacles and remove.
- 1.7 Flammable and Combustible Liquids
- .1 Handling, storage and use of flammable and combustible liquids are to be governed by the current National Fire Code of Canada.
 - .2 Flammable and combustible liquids such as gasoline, kerosene and naphtha will be kept for ready use in quantities not exceeding 45 litres provided they are stored in approved safety cans bearing Underwriters' Laboratory of Canada or Factory Mutual seal of approval. Storage of quantities of flammable and combustible liquids exceeding 45 litres for work purposes requires permission of Fire Chief.
 - .3 Transfer of flammable and combustible liquids is prohibited within buildings or jetties.
 - .4 Transfer of flammable and combustible liquids will not be carried out in vicinity of open flames or any type of heat-producing devices.
 - .5 Flammable liquids having a flash point below 38° C such as naphtha or gasoline will not be used as solvents or cleaning agents.
 - .6 Flammable and combustible waste liquids, for disposal, will be stored in approved containers located in a safe ventilated area. Quantities are to be kept to a minimum and Fire Department is to be notified when disposal is required.

1.8 Hazardous Substances

- .1 Work entailing use of toxic or hazardous materials, chemicals and/or explosives, or otherwise creating hazard to life, safety or health, will be in accordance with National Fire Code of Canada.
- .2 The Contractor shall obtain from Fire Chief, a "Hot Work" permit for work involving welding, burning or use of blow torches and salamanders, in buildings or facilities.
- .3 When Work is carried out in dangerous or hazardous areas involving use of heat, provide fire watchers equipped with sufficient fire extinguishers. Determination of dangerous or hazardous areas along with level of protection necessary for Fire Watch is at discretion of the Fire Chief. Contractors are responsible for providing fire watch service for work on a scale established and in conjunction with Fire Chief at pre-work conference.
- .4 Where flammable liquids, such as lacquers or urethanes are to be used, proper ventilation will be assured and all sources of ignition are to be eliminated. Fire Chief is to be informed prior to and at cessation of such work.

1.9 Questions and/or Clarification

- .1 Direct any questions or clarification on Fire Safety in addition to above requirements to Fire Chief.

1.10 Fire Inspection

- .1 Site inspections by Fire Chief will be coordinated through Engineer.
- .2 The Contractor shall allow Fire Chief unrestricted access to work site.
- .3 The Contractor shall co-operate with Fire Chief during routine fire safety inspection of work site.
- .4 The Contractor shall immediately remedy all unsafe fire situations observed by Fire Chief.

PART 1 - GENERAL

- 1.1 General .1 The Contractor will take all reasonable steps to ensure that they and their employees have complied with all pertinent environmental legislation and have protected the environment.
- 1.2 Fires .1 Fires and burning of rubbish on site not permitted.
- 1.3 Disposal of Wastes .1 The Contractor will not bury rubbish and waste materials on site unless approved by Engineer.
- .2 The Contractor will not dispose of waste or volatile materials, such as mineral spirits, oil or paint thinner into waterways, storm or sanitary sewers.
- 1.4 Spill Protection .1 The Contractor must have adequate clean up materials for any potential hazardous materials used in the completion of the work (ie. Foams, fuels, oils, lubricants, etc).
- .2 In the event of an inadvertent AFFF release from the system, the Contractor will stop work, and immediately report to the Contract Manager the area in which the system released and the amount released. If the Contractor is not able to reach the Contract Manager, the Contractor will immediately contact the Fire Hall (Tel 506-422-2000 Ext 2106).
- .3 The AFFF shall not be discharged into the environment during inspection procedures or during maintenance. In the event of a spill the Contractor will immediately take corrective action to clean up the material. If any AFFF foam is accidentally released to the environment, the Contractor will report it to the Contract Manager and to the Environment Department (Tel 506-422-2000 Ext 2878) immediately.