

Annex A Statement of Work

Title of Contract: Construction and Demolition Waste Removal Services for CORCAN Construction & Manufacturing: Dorchester – Medium and Dorchester - Minimum

Background:

CORCAN is a program of the Correctional Service of Canada (CSC). The objective of CORCAN is to promote offender rehabilitation by developing or improving employability.

CORCAN engages offenders in productive employment in a variety of manufacturing and construction enterprises. A principal goal of CORCAN is to provide Offender Workers with positive job-related work habits and the opportunity to acquire real-world marketable skills.

CORCAN's mission is to aid in the safe reintegration of offenders into Canadian society by providing employment and employability skills training to offenders incarcerated in federal penitentiaries and, conditionally released offenders.

To achieve its mandate, CORCAN-Construction & CORCAN Manufacturing takes on various work projects. Depending on the type of manufacturing & construction projects being undertaken, we often require services for waste removal from federal penitentiaries in Dorchester/Westmorland and throughout Atlantic Canada.

TASKS/TECHNICAL SPECIFICATIONS:

CORCAN requires a Standing Offer for an initial one (1) year period with three (3) option years to follow, to supply all labour and material necessary to provide service for the removal and disposal of Construction & Demolition waste for various construction & manufacturing projects for CORCAN.

- Individual call-ups against this Standing Offer is to be a maximum of \$10,000.00 (including HST).
- Location of service will be to the following institutions: Dorchester Medium Penitentiary (Dorchester, NB) and Dorchester Minimum (Dorchester, NB).

Pick-up inside the Dorchester Penitentiary – Medium Sector will be done in co-ordination with security protocols. Current protocols require the contractor to enter the Institution at 10:30am with trucks being released from the Institution after the 11:30 Offender count.

The Contractor and personnel who require access to sensitive work sites shall each hold a valid Institutional Access CPIC. This document is a security clearance required to verify individual reliability before entering institutions. This form is to be completed, submitted and approved prior to any work. The Contractor and his employees shall obey all rules and regulations of the institutions.

The Contractor is responsible for obtaining and maintaining all permits, licences and certificates of approval required for the work to be performed under any applicable federal, provincial or municipal legislation. The Contractor shall be responsible for any changes imposed by such legislation or regulations. Upon request, the Contractor shall provide a copy of any such permit, licence, or certificate.

The Contractor undertakes and agrees to comply with all contracts and other regulations, in force on the site where the work is to be performed, relating to the safety of persons on the site or the protection of property against loss or damage from any and all causes.

DELIVERABLES:

Delivery of dumpsters must be made within 48 hours of notice. If the Contractor does not have the required dumpster in stock at time of request, he/she shall be responsible of hiring a sub-contractor capable of providing the request within 48 hours. All additional cost associated shall be covered by the Contractor.

Contractor shall be able to provide removal/replacement of dumpsters (20 and 40 yard containers) within 48 hours of notice.

Task Request/Authorization

No work can be started until authorization is given to do so by the Project Authority. A contractual obligation will only come into effect upon the acceptance by the Project Authority.

All work will be performed subject to the inspection and acceptance by the Project Authority.

It is understood that:

- an obligation will come into force only when there is a Task Request/Authorization issued and only to the extent designated in the Task Request/Authorization;
- Her Majesty's liability under this contract shall be limited to the actual amount of services identified in the Task Request/Authorization issued within the period specified herein; and
- this document does not oblige Her Majesty in any way to authorize services in sufficient quantities to expend the total estimated expenditures or any portion thereof whatsoever.

Project Authority

CORCAN Construction
Correctional Service of Canada
4902A Main Street
Dorchester, NB
E4K 2Y9

Attention: Jerry Childs

The Project Authority or his designated representative will be responsible for monitoring the progress of the work and will be responsible for the technical requirements; the acceptance and approval of the deliverables. Any proposed changes to the scope of work may be discussed with the Project Authority, but any resulting changes can only be authorized by an amendment issued by the Contracting Authority.

Contracting Authority

Name: Andrea Nugent
Correctional Service Canada
Contracting and Materiel Services
Tel: (506) 851-6977
Fax: (506)851-6327

The Contracting Authority is responsible for all matters of a contractual nature.