

**RETURN BIDS TO:**  
**RETOURNER LES SOUMISSIONS À:**  
Public Works and Government Services / Travaux  
publics et services gouvernementaux  
Kingston Procurement  
Des Acquisitions Kingston  
86 Clarence Street, 2nd floor  
Kingston  
Ontario  
K7L 1X3  
Bid Fax: (613) 545-8067

**LETTER OF INTEREST**  
**LETTRE D'INTÉRÊT**

Comments - Commentaires

<b>Title - Sujet</b> AIRCRAFT RENTAL	
<b>Solicitation No. - N° de l'invitation</b> W2037-150072/A	<b>Date</b> 2015-02-26
<b>Client Reference No. - N° de référence du client</b> W2037-15-0072	<b>GETS Ref. No. - N° de réf. de SEAG</b> PW-\$KIN-650-6555
<b>File No. - N° de dossier</b> KIN-4-42165 (650)	<b>CCC No./N° CCC - FMS No./N° VME</b>
<b>Solicitation Closes - L'invitation prend fin</b> <b>at - à 02:00 PM</b> <b>on - le 2015-03-31</b>	
<b>Time Zone</b> <b>Fuseau horaire</b> Eastern Daylight Saving Time EDT	
<b>F.O.B. - F.A.B.</b> <b>Plant-Usine:</b> <input type="checkbox"/> <b>Destination:</b> <input checked="" type="checkbox"/> <b>Other-Autre:</b> <input type="checkbox"/>	
<b>Address Enquiries to: - Adresser toutes questions à:</b> Rombough, Lori	<b>Buyer Id - Id de l'acheteur</b> kin650
<b>Telephone No. - N° de téléphone</b> (613) 483-9035 ( )	<b>FAX No. - N° de FAX</b> (613) 545-8067
<b>Destination - of Goods, Services, and Construction:</b> <b>Destination - des biens, services et construction:</b> DEPARTMENT OF NATIONAL DEFENCE Canadian Army Advanced Warfare 76 North Star Drive Trenton Ontario K0K 3W0 Canada	

Instructions: See Herein

Instructions: Voir aux présentes

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

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

**Issuing Office - Bureau de distribution**  
Public Works and Government Services / Travaux publics  
et services gouvernementaux  
Kingston Procurement  
Des Acquisitions Kingston  
86 Clarence Street, 2nd floor  
Kingston  
Ontario  
K7L 1X3

Solicitation No. - N° de l'invitation

W2037-150072/A

Amd. No. - N° de la modif.

Buyer ID - Id de l'acheteur

kin650

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

W2037-15-0072

File No. - N° du dossier

KIN-4-42165

CCC No./N° CCC - FMS No/ N° VME

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See Attached



## **TITLE: AIRCRAFT RENTAL SERVICES**

### **1. Purpose and Nature of the Letter of Interest (LOI)**

Public Works and Government Services Canada (PWGSC) is notifying Industry regarding the security requirement that will be inserted in the upcoming Request for Proposal for the Government of Canada, Department of National Defence.

#### **HOW TO COMMENCE THE SECURITY CLEARANCE PROCESS**

If the bidder does not have the required security clearance a new Security Clearance process must be initiated through PWGSC. The Bidder must fill out sections A, B and C of the Sponsorship form (Annex C) and e-mail it to the Contracting Authority, Lori Rombough at:

[Lori.Rombough@pwgsc-tpsgc.gc.ca](mailto:Lori.Rombough@pwgsc-tpsgc.gc.ca)

The sponsorship form will be sent to the Approval Source who forwards the document electronically to PWGSC's Canadian Industrial Security Directorate (CISD).

The security sponsorship process can take a significant amount of time to complete. It is the Bidder's responsibility to submit the sponsorship paperwork to the Contracting Authority on a timely basis. The Contracting Authority will not take responsibility for any delays in contract award caused by security clearance.

This LOI is neither a call for tender nor a Request for Proposal (RFP). No agreement or contract will be entered into based on this LOI. The issuance of this LOI is not to be considered in any way a commitment by the Government of Canada, nor as authority to potential respondents to undertake any work that could be charged to Canada. This LOI is not to be considered as a commitment to issue a subsequent solicitation or award contract(s) for the work described herein.

Although the information collected may be provided as commercial-in-confidence (and, if identified as such, will be treated accordingly by Canada), Canada may use the information to assist in drafting performance specifications (which are subject to change) and for budgetary purposes.

Respondents are encouraged to identify, in the information they share with Canada, any information that they feel is proprietary, third party or personal information. Please note that Canada may be obligated by law (e.g. in response to a request under the Access of Information and Privacy Act) to disclose proprietary or commercially-sensitive information concerning a respondent (for more information: <http://laws-lois.justice.gc.ca/eng/acts/a-1/>).

Participation in this LOI is encouraged, but is not mandatory. There will be no short-listing of potential suppliers for the purposes of undertaking any future work as a result of this LOI. Similarly, participation in this LOI is not a condition or prerequisite for the participation in any potential subsequent solicitation.

Respondents will not be reimbursed for any cost incurred by participating in this LOI.

The LOI closing date published herein is not the deadline for comments or input. Comments and input will be accepted any time up to the time when/if a follow-on solicitation is published.

### **2. Background Information:**





The intent of this requirement is to provide air support to parachute operations and training when it is not possible to use military air resources to the Canadian Armed Forces (CAF). The aircraft will primarily be used by Department of National Defense (DND) and the Canadian Army Advanced Warfare Centre (CAAWC) at Canadian Forces Base (CFB) Trenton, Ontario. The aircraft will be used in support of parachute training at various locations within Canada and the United States. The aircraft will also be used to support the Canadian Forces Parachute Team (CFPT) – the SkyHawks at various locations within Canada and the United States throughout the year.

This requirement may be used as and when required by other DND Units or Groups in consultation with CAAWC.

### 3. Potential Work Scope and Constraints:

#### 3.1 Annex “A” – Statement of Work

#### 3.2 Annex “B” – Basis of Payment

### 3.3 RELEVANT SECURITY CLAUSES TO BE USED IN THE REQUEST FOR PROPOSAL

#### 6.1 Security Requirements

1. **At the date of bid closing**, the following conditions must be met:
  - (a) the Bidder must hold a valid organization security clearance as indicated in Part 7 - Resulting Contract Clauses;
  - (b) the Bidder's proposed individuals requiring access to classified or protected information, assets or sensitive work site(s) must meet the security requirements as indicated in Part 7 - Resulting Contract Clauses;
  - (c) the Bidder must provide the name of all individuals who will require access to classified or protected information, assets or sensitive work sites;
2. For additional information on security requirements, bidders should refer to the [Industrial Security Program \(ISP\) of Public Works and Government Services Canada](http://ssi-iss.tpsgc-pwgsc.gc.ca/index-eng.html) (<http://ssi-iss.tpsgc-pwgsc.gc.ca/index-eng.html>) website.

#### SECURITY REQUIREMENT:

1. The Contractor must, at all times during the performance of the Contract, hold a valid Designated Organization Screening (DOS), issued by the Canadian Industrial Security Directorate (CISD), Public Works and Government Services Canada (PWGSC).
2. The Contractor personnel requiring access to sensitive work site(s) must EACH hold a valid RELIABILITY STATUS, granted or approved by CISD/PWGSC.

Until the security screening of the Contractor personnel required by this Contract has been completed satisfactorily by the CISD, PWGSC, the Contractor personnel **MAY NOT ENTER** sites without an escort.





3. Subcontracts which contain security requirements are NOT to be awarded without the prior written permission of CISD/PWGSC.

4. The Contractor must comply with the provisions of the:

- (a) Security Requirements Check List and security guide (if applicable), attached at Annex D;
- (b) Industrial Security Manual (Latest Edition).

**4. Legislation, Trade Agreements, and Government Policies:**

The following is indicative of some of the legislation, trade agreements and government policies that could impact any follow-on solicitation(s):

- a) Agreement on Internal Trade (AIT)
- b) North American Free Trade Agreement (NAFTA)
- c) World Trade Organization – Agreements on Government Procurement (WTO-AGP)

**5. Schedule:**

In providing responses, the following schedule should be utilized as a baseline:

- Letter of Interest (LOI)
- RFP issued – estimated April 2015
- Contract Award – estimated July 2015
- Contract Start date – October 1, 2015

**6. Important Notes to Respondents:**

Interested Respondents may submit their responses to the PWGSC Contracting Authority, identified below, preferably via email:

Name: Lori Rombough  
Title: Supply Specialist  
Public Works and Government Services Canada  
Acquisitions Branch  
Address: 86 Clarence Street  
Kingston, ON K7L 1X3  
Telephone: 613-545-8061  
Facsimile: 613-545-8067  
E-mail address: lori.rombough@pwgsc.gc.ca

A point of contact for the Respondent should be included in the package.

Changes to this LOI may occur and will be advertised on the Government Electronic Tendering System. Canada asks Respondents to visit [Buyandsell.gc.ca](http://Buyandsell.gc.ca) regularly to check for changes, if any.

7. **Closing date for the LOI:** Responses to this LOI are to be submitted to the PWGSC Contracting Authority identified above, on or before 31 March 2015.





## ANNEX “A” – STATEMENT OF WORK

### 1.0 Overview

1.1 The intent of this requirement is to provide air support to parachute operations and training when it is not possible to use military air resources to the Canadian Armed Forces (CAF). The aircraft will primarily be used by Department of National Defense (DND) and the Canadian Army Advanced Warfare Centre (CAAWC) at Canadian Forces Base (CFB) Trenton, Ontario. The aircraft will be used in support of parachute training at various locations within Canada and the United States. The aircraft will also be used to support the Canadian Forces Parachute Team (CFPT) – the SkyHawks at various locations within Canada and the United States throughout the year.

1.2 This requirement may be used as and when required by other DND Units or Groups in consultation with CAAWC.

### 2.0 Scope of Services

2.1 Aircraft rental services are required in the following regions:

- A. Atlantic Region: New Brunswick, Nova Scotia, Prince Edward Island, and Newfoundland;
- B. Central Region: Quebec and Ontario.
- C. Western Region: Manitoba, Saskatchewan, Alberta and British Columbia.
- D. United States: All, including Hawaii, Alaska and all offshore U.S. territories (ie. Puerto Rico)

2.2 The aircraft provided for the purpose of this charter must be equipped with serviceable equipment applicable to the types of operations required and suitable for the particular airspace through which the operations occur. The aircraft must have serviceable radio equipment capable of transmitting and receiving on frequencies in use at departure, en route and destination, and an Emergency Locator Transmitter (ELT).

2.3 The aircraft are for free fall or static line use. The types of aircraft to be used for transporting personnel and equipment are as follows:

#### 2.3.1 Type A

- Must be equipped for static line parachuting with a ramp: The aircraft should possess a jump door, in addition to the ramp, through which static line parachuting can be conducted.
- Aircraft must be fully equipped for and capable of static line parachuting with a parachutist cable, brackets kit and a static line retrieval system.
- All aircraft ramps must be hydraulically operated with minimum dimensions of 190 cm (75 inches) wide x 190 cm (75 inches) high and a non-skid surface.
- If the aircraft is equipped with a jump door, the dimensions of the door must be a minimum of 2.00 m (6.6 feet) x 0.90 m (3.0 feet).





- Aircraft must have a useful load of at least 2,300 kg and be able to transport a minimum of 24 military parachutists with full equipment<sup>1</sup>.
- Examples of this aircraft type are, but not limited to: DHC-4 Caribou, CASA CN-235, Transall C-160, Short SD3-30.

### 2.3.2 Type B

- Aircraft must accommodate a minimum of 10 fully equipped military parachutists for static line and/or 16 fully equipped military parachutists for freefall operations.
- Aircraft should be capable of having cylinder and floor rollers installed for the dispatch of cylinder bundles and precision air drop delivery systems.
- Aircraft must be able to support dispatch of tandem jumpers and light loads, up to 100 kg.
- Aircraft must be fully equipped for, and capable of, static line parachuting with parachutist cable, brackets kit and a static line retrieval system.
- All aircraft ramps should be hydraulically operated with minimum dimensions of 190 cm (75 inches) wide x 168 cm (66 inches) high with a non-skid surface.
- The aircraft must be fitted with supplementary oxygen for the pilots and a passenger/jumper oxygen delivery system to sustain high altitude dispatches and high altitude flight.
- Aircraft must have a useful load of at least 2000kg.
- Examples of this aircraft type are, but not limited to: CASA C-212, Short SC-7 Skyvan

### 2.3.3 Type C

- Must be equipped for limited duration freefall with no equipment for a minimum of 16 military parachutists.
- If the aircraft is equipped only with a jump door, the dimensions of the door must be at least 175 cm (69 inches) x 90 cm (35 inches).
- If the aircraft is fitted with a ramp, it must have a non-skid surface.
- The aircraft should be fitted with supplementary oxygen for the pilots and a passenger/jumper oxygen delivery system to sustain high altitude dispatches and high altitude flight.
- Examples of this aircraft type are, but not limited to: Dornier Do 228, DHC-6 Twin Otter.

### 2.3.4 Type D

- Must be equipped for limited duration freefall with no equipment for a minimum of 8 military parachutists.
- If the aircraft is equipped only with a jump door, the dimensions of the door must be a minimum of 140cm (55 inches) x 80 cm (31.5 inches).
- If the aircraft is fitted with a ramp, it must have a non-skid surface.
- The aircraft should be fitted with supplementary oxygen for the pilots and a passenger/jumper oxygen delivery system to sustain high altitude dispatches and high altitude flight.

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<sup>1</sup>refers to military equipment such as snowshoes, rucksack, and tactical vest.





- Examples of this aircraft type are, but not limited to: Beechcraft Model 18, Cessna 208 Caravan, PAC P-750, Pilatus PC-6 Turbo Porter.

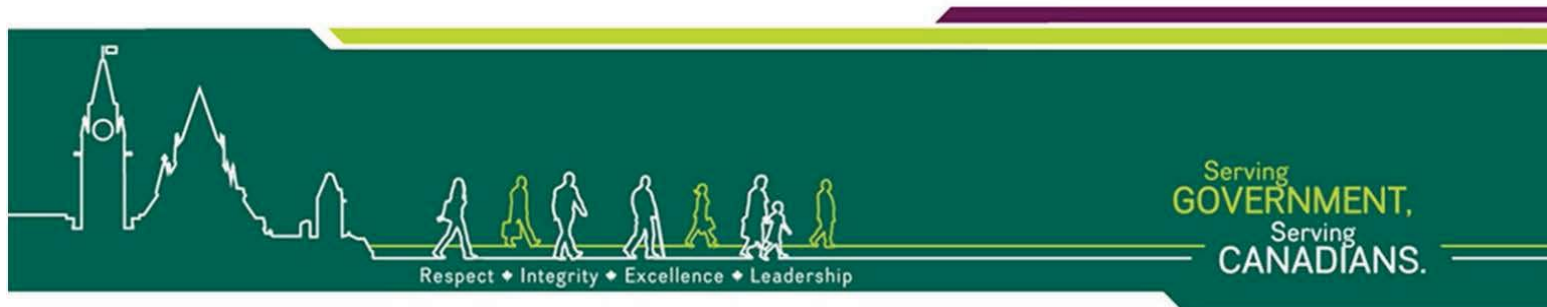
### 3.0 Constraints

3.1 In supplying the services required, the Contractor's aircraft and crews will be subject to the same applicable aerospace control procedures, orders and rules as other DND/CAF aircraft and crews, including , the **Aeronautics Act**, R.S.. 1985, c. A-2, the **Canadian Aviation Regulations (CARs) SOR/96-433**, B-GA-100-001/AA-000 **National Defence Flying Orders, 1 Canadian Air Division Orders**, a, the Royal Canadian Air Force Flight Operations Manual, all directions, orders, rules and regulations made thereunder which are applicable to the services to be performed under the Contract and the use of a military call sign.

3.2 When conducting missions for the DND, the Contractor's aircraft will be considered to be military aircraft for the purposes of the Aeronautics Act and the Ministerial Delegations to the Operational Airworthiness Authority (OAA), the Technical Airworthiness Authority (TAA) and the Airworthiness Investigative Authority (AIA). Airworthiness oversight will be conducted in accordance with *TC & DND MOU – Airworthiness Oversight of Civilian Air Operators and Aircraft Contracted to Conduct Military Missions for DND, DND ID No 2004072851, (TCCA) RDIMS 5200-43*. In accordance with this MOU, military missions conducted for the DND by civilian operators are authorized via the issue to the air operator by the DND of a Temporary Authority to Operate (TAO); for which the Contractor must qualify. In order to so qualify, the Contractor must adhere to DND and TCCA airworthiness regulations, orders and approval processes, as appropriate, including and DND approval for military aspects of modifications and DND flying orders. In particular, the air operator must meet the following requirements:

- a. The Contractor must hold either a valid Air Operator Certificate (AOC) issued by Transport Canada under CAR 700 or 701 or 702, or a Certificate of Authorization for NAFTA operations issued by the Federal Aviation Administration (FAA), or other appropriate AOC issued by an authority acceptable to the Department of National Defence of the provision of this service and (if applicable) a valid domestic and international licence issued by the Canadian Transport Agency.
- b. All aircraft to be used to fulfil the contract must be capable of operating the required flight profiles within the limitations of their civil Type Certificates, Certificates of Airworthiness (CofA) and the operator's AOC.
- c. The CofA for each aircraft to be used to fulfil the contract must be issued by a regulatory body acceptable to DND (for example, TCC,FAA or UK CAA)
- d. The Contractor will be responsible for providing Supplementary Type Certificates (STCs) Limited STC (LSTCs), Approved Flight Manual (AFM) Supplements and maintenance manual supplements, as appropriate, pertaining to any modifications to the aircraft required for the aircraft for the purposes of this contract, are to be embodied only through design approvals acceptable to TCCA and/or flight authorities, which may include references to a DND design approval/acceptance and/or flight authorization





The TAO will include details of the regulations, rules and orders applicable to the types of operations and any exemptions from those civilian or military regulations, rules and orders. Electronic copies of applicable military rules and orders will be provided to the Contractor

3.3 The Contractor must own or have exclusive operational control over the chartered aircraft and the contents and crew thereof.

3.4 When applicable, survival gear appropriate for long-range, over-water operations must be carried on board, including personal survival equipment and life rafts sufficient to accommodate all crew and passengers.

3.5 When operating in the United States, Contractors must comply with FAA Regulations, which may be accessed at: [http://www.faa.gov/regulations\\_policies/faa\\_regulations](http://www.faa.gov/regulations_policies/faa_regulations).

3.6 The limitations of CAR 605.32 apply. <https://www.tc.gc.ca/eng/acts-regulations/regulations-sor96-433.htm>

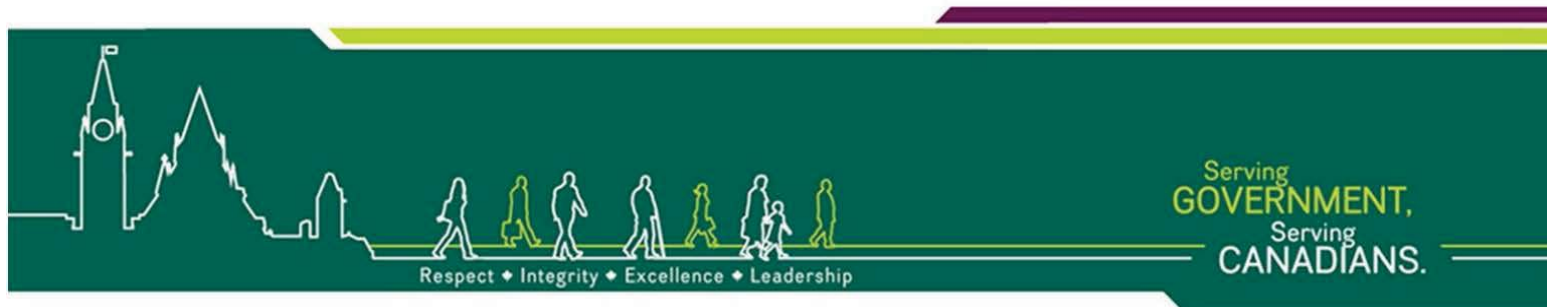
3.7 Since the Contractor's aircraft will be classed as Canadian military aircraft when conducting missions for the DND/CAF, the Contractor and its aircraft will be subject to the DND Airworthiness Programme in lieu of oversight by TCCA. Oversight by DND will include periodic operational and technical audits, which are similar to (and fulfil a similar requirement as) routine inspections by TCCA. DND airworthiness audits typically address such areas as (but are not limited to) the following:

- a. Air and technical personnel qualifications and currencies.
- b. Air and technical personnel training programmes and records.
- c. Flight safety Programme.
- d. Currency of operational and technical manuals.
- e. Compliance with airworthiness directives and service bulletins.

#### **4.0 Flight Safety**

4.1 During the conduct of the missions for the DND, the aircraft and crews will be subject to the Canadian Forces flight safety reporting procedures established by the Department of National Defence Airworthiness Investigative Authority (Directorate of Flight Safety). The Contractor must operate under the guidance of an aviation safety program meeting the intent of A-GA-135-001/AA-001 *Flight Safety Program for the Canadian Forces*, as determined by the Department of National Defence. In accordance with the Aeronautics Act and other agreements, the responsibility for aviation accident investigations (in part) transfers to the Department of National Defence during military missions. In the event of an accident, the Contractor must allow Aircraft Accident Investigators, appointed by the Directorate of Flight Safety (DFS), access to all relevant data, personnel, documentation and facilities to support a CF Flight Safety investigation. Documents to be provided include, but are not limited to, the Company Operations Manual, Company and Aircraft Standard Operating Procedures (SOPs), Aircraft Flight Manual, Aircraft Cockpit Checklist, Aircrew Flight Training Records, Aircraft Journey Log and Aircraft





Maintenance and Parts Manuals. Company subject matter experts must be provided to DND (DFS) to assist with an accident investigation, upon request. Flight safety incidents and/or accidents will be reportable to the Transportation Safety Board, Transport Canada Foreign Inspection Division (for foreign operators) or National Operations - Airlines Division (for Canadian operators), as appropriate.

## **5.0     *Aircrew Requirements***

5.1     All Contractor personnel acting as flight crew must each hold a valid Flight Crew Licence as defined in Canadian Aviation Regulations Part IV, endorsed with appropriate ratings as appropriate to the air services being provided.

5.2     The pilot-in-command must have flown a minimum of 1,000 hours on fixed wing aircraft, including a minimum of 250 hours as pilot-in-command of the type of aircraft specified and a minimum of 250 hours in the types of operation similar to the Contract types of operation.

5.3     All Contractor personnel acting as flight crew must meet the Recency Requirements defined in Canadian Aviation Regulations Part IV.

5.4     If at any time during the course of the operations, the flight crew, the maintenance crew or both are considered by the representative of the Department of National Defence to be unsatisfactory for safety or other reasons, the Technical Authority will immediately notify, in writing, the Contractor that the flight crew, the maintenance crew or both must be replaced. At the same time, the Technical Authority will immediately advise the Procurement Authority who will then notify the Contracting Authority of the problem with the crew(s). The Contractor must immediately, upon receiving such notification, withdraw and replace the crew specified in the notice. The Contractor must advise the Technical Authority, Procurement Authority and the Contracting Authority of the corrective action taken. The aircraft involved must be considered unserviceable until a satisfactory crew resumes operations. Causes for consideration of the crew as being unsatisfactory include, but are not limited to, the following: incompetence or inexperience in operating and maintaining the aircraft for normal operations, and infractions of rules, regulations or orders.

5.5     When so requested by the DND, the Contractor must provide documentary proof of the aircrew qualifications, ratings and experience for each crewmember.

5.6     Crew duty times must be within civil limits of the flight crew licences and regulations.

5.7     The pilot-in-command of the aircraft must ensure that all passengers are given a safety briefing before take-off in accordance with CAR 602. 89.

5.8     The pilot, air crew (if applicable) and the aircraft must be approved for parachuting in accordance with the CARs or the FAA on parachute safety. Parachute drops must be conducted using B-GL-381-001/TS-001, Training Safety IAW LFCO 22-2.





## **6.0 Inspection**

6.1 All services provided must be approved by the DND or its authorized representative who will have the right to inspect the aircraft and documentation including flight plans or flight notifications, loading records, logs, aircrew logbooks and maintenance records, to ensure compliance with the conditions of the Contract.

## **7.0 Substitution of Aircraft**

7.1 When, owing to causes beyond the control of the Contractor, the chartered aircraft is unavailable at the time the charter commences or becomes unavailable while carrying out the charter, the Contractor must furnish another aircraft of the same type or, with the consent of the Department of National Defence, substitute another type of aircraft at the rates and charges applicable to the aircraft originally chartered. When a substituted aircraft is capable of a larger payload than the aircraft originally chartered, the payload carried in the substituted aircraft shall not be greater than the payload that would have been available in the aircraft originally chartered, unless the Contractor agrees to pay the rates and charges applicable to the substituted aircraft. When the maximum payload of a substituted aircraft is smaller than the maximum payload of the aircraft originally chartered, charges shall be based on the rates and charges applicable to the type of substituted aircraft, except that where such rates and charges are higher than those for the aircraft originally chartered, the rates and charges for the original aircraft chartered shall apply.

7.2 The Contractor shall provide, to the PWGSC Contracting Authority, a list of additional, acceptable aircraft in the event replacement aircraft is required. All substitute aircraft must be in accordance with 7.1.

## **8.0 Services Provided by DND**

8.1 Department of National Defence Facilities. At DND airfields, the DND will provide the following:

- a. Contractor's aircraft fuel (Contractor must disburse the cost of all fuel)
- b. Parking and marshalling of Contractor's aircraft (subject to availability).
- c. A restricted area pass or DND security escort. The Contractor's personnel must have a valid photo identification document (eg driver's licence) in their possession and must produce it when requested.
- d. De-icing for the aircraft (as necessary and if available).

8.2 In addition to those listed in 8.1 and, when service is to be provided at CFB Trenton, Ontario, DND shall provide aircrew passes at no cost to the Contractor:

8.3 When performing services at a location other than CFB Trenton, Ontario, the Contractor is responsible for disbursing the following expenses (DND will reimburse the Contractor at cost and all disbursements receipts must be included with the invoice).

- a. Landing fees.
- b. NAV CAN fees.
- c. De-icing as necessary





8.4 Notwithstanding the responsibility for disbursing the expenses listed in 8.3, a civil aircraft conducting military missions for the DND is regarded legally as a Canadian military aircraft and, as such, is exempt from the requirement to pay fees for aviation services (such as those levied by NAV Canada or an Airport Operating Authority) at an airfield operated by a Canadian government department (Federal, Provincial, Municipal or Territorial).

8.5 All other airport fees associated with the ferrying to perform the contract will not be reimbursed such as, but not limited to, airport fees, ramp fees, ground handling fees, air navigation fees, concession fees, parking fees and various other international government charges and fees.

**9.0 Government Furnished - Facilities (Applicable to DND or Canadian government airfields only)**

9.1 Sanitary facilities for the Contractor's Personnel are available on site.

9.2 Parking of the Contractor's personnel vehicles shall be as directed by the Base Traffic Control Authority.

9.3 DND may provide, free of charge, temporary electric power for the purposes of providing the services for this requirement. Supply of temporary electric power by DND is subject to DND requirements and may be discontinued by the Technical Authority at any time without notice, without acceptance of any liability for damage or delay caused by such withdrawal.

**10.0 Government Furnished Equipment (GFE)**

10.1 GFE is the property of the Government of Canada. Where a requirement exists for the Contractor to borrow any GFE for use while carrying out this requirement, the Contractor is responsible for returning such equipment in good working order on completion of the operation. The Contractor shall label all material and equipment as being the property of Canada. The Contractor is responsible for maintaining satisfactory records of the disposition of all material and equipment. Damage incurred to material and equipment loaned to the Contractor shall be the Contractor's responsibility. The Contractor shall replace or make good, at its own expense, any material and equipment loaned to the Contractor that is lost or damaged while the material and equipment is in the Contractor's possession.

10.2 In the event of problems with GFE supplied, the Contractor shall advise the Technical Authority (TA) immediately, identifying the specific problem. Should the Contractor proceed without guidance from the TA, any costs incurred, and loss of or damage to GFE shall be at the Contractor's expense. Canada will not be obligated to pay for work performed on any GFE that is damaged or lost while in the Contractor's care.

**11.0 Parachute Jumping (for operation in Canada)**

11.1 The Contractor must be able to conduct parachute operations in accordance with CAR 623.37, except for the requirement to hold a Special Flight Operations Certificate (SFOC) in accordance with CAR 603.38 (Transport Canada does not issue SFOCs for operations in support of DND).





11.2 The Contractor must note, for operation within Canada, the content of TP14371, *Transport Canada Aeronautical Information Manual* (TC AIM), which is available at: <http://www.tc.gc.ca/eng/civilaviation/publications/tp14371-menu-3092.htm>. In particular, AIR 4.8 states:

It is strongly recommended that persons participating in parachuting activities be conversant with the procedures and standards established by associations represent parachuting activities. In Canada, there are two such Associations:

Canadian Sport Parachuting Assoc. (CPSA), 204-1468 Laurier Street, Rockland, Ontario K4K 1C7  
Telephone: (613) 419-0908.

11.3 The Contractor must follow the Canadian Forces Parachute Safety Regulations (reference: Appendix A to Annex A).

## **12.0 Military Parachute Regulations and Procedures:**

12.1 In addition to the civilian rules, orders and regulations specified above, parachute operations conducted in relation to this requirement shall be conducted in accordance with the Canadian Forces rules, regulations and orders for parachuting specified in LFCO 22-2. Guidance on specific procedures to be used are contained in references B-GL-322-005/FP-001 Parachutist's Manual and SMM 2601 (1) Tactical Air Transport Procedures, Volume 1. During the conduct of operations in support of the CF, contracted aircraft and crew that operate from only CF airfields. Crews will be required to sign as having read the applicable documents (provided by Wing Operations) prior to their first support flight. Electronic copies of these documents will be made available on request.

## **13.0 Space for the Contractor's Use**

13.1 Any capacity in the chartered aircraft not being utilized by the Department of National Defence may, unless the Department of National Defence objects, be used by the Contractor for the carriage of its own personnel, baggage or goods.

## **14.0 Transporting of Dangerous Goods/Hazardous Products.**

14.1 When providing support to the Skyhawks, there may be a requirement for parachutist jumps using signal smoke. Normally, when signal smoke is used, there is a requirement for the aircraft to carry a Dangerous Cargo Kit in accordance with 1 CAD Orders Vol3 and A-LM-117-001/FP-001. The Contractor must comply with the applicable governmental regulations and DND orders governing the carriage of dangerous goods.

## **15.0 Estimated Yearly Usage**

15.1 The Contractor can anticipate their aircraft will be required to operate year round for the duration of 1 to 3 weeks. During certain periods, DND may also require multiple aircraft from the Contractor.



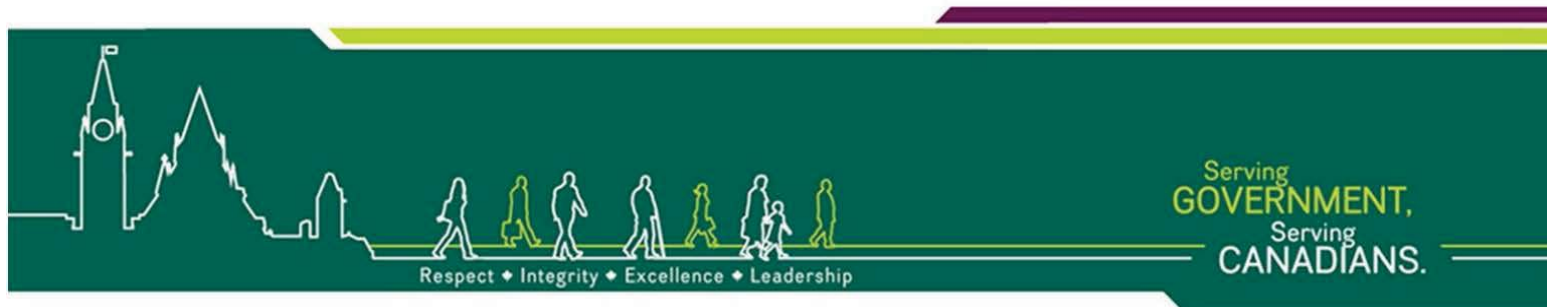


The tentative schedule is subject to change and does not commit Canada to use contracted Aircraft Services on those dates or any other dates. For each requirement, the DND Procurement Authority will request Aircraft Service using the Task Authorization process and provide a minimum of 14 calendar days notice.

15.2 The tentative schedule is to be considered as an example to assist in determining locations and frequency of use for this requirement.

### 15.3 Tentative Schedule

Dates	Location	Region
12-23 October 2015	CFB Trenton	Central
4-8 October 2015	Rome, NY	United States
23-27 November 2015	CFB Trenton	Central
7 January - 8 February 2016	Possible 3rd location in the US	United States
25-29 January 2016	CFB Trenton	Central
22-26 February 2015	CFB Trenton	Central
1 Apr-3 May 2016	Possible 3rd location in the US ( <i>requirement #1</i> )	United States
1 Apr-3 May 2016	Possible 3rd location in the US ( <i>requirement#2</i> )	United States
16-20 July 2016	CFB Petawawa	Central
23-27 July 2016	CFB Trenton	Central
13-15 July 2016	Calgary, AB	Western
17-22 July 2016	Red Deer, AB & Lethbridge, AB	Western
27-29 July 2016	Oshkosh, WI	United States
27 July - 5 August 2016	CFB Trenton	Central
6-10 August 2016	CFB Trenton	Central
3-12 August 2016	Saskatoon, SK & Abbotsford, BC	Western
16-19 August 2016	Val d'Or, Qc	Central
23-27 August 2016	Summerside, PEI	Atlantic
29 August 2016	Brantford, On	Central
24-28 September 2016	CFB Trenton	Central
02 September 2016	Coe Hill, On	Central
7-9 September 2016	Little Rock, AR	United States
28-30 September 2016	Ottawa, On	Central
9-12 October 2016	CFB Trenton	Central
4-8 October 2016	Rome, NY	United States
22 Oct-2 November 2016	CFB Trenton	Central
15 Oct-9 November 2016	CFB Trenton	Central
5-9 November 2016	CFB Trenton	Central
19-30 November 2016	CFB Trenton	Central
3-7 December 2016	CFB Trenton	Central



Dates	Location	Region
7 January - 8 February 2017	Possible 3rd location in the US	United States
18-22 February 2017	CFB Trenton	Central

## 16.0 Travel and Living Expenses

16.1 While delivering services at a CAF Base and when possible, food and lodging will be provided at the Base and will be disbursed by DND. Therefore, the aforementioned costs are not reimbursable to the Contractor, For example: Typical accommodation in CFB Trenton is Yukon Lodge with meals at CFB Trenton's Yukon Galley.

16.2 When tasked to other areas, the Contractor will be reimbursed its authorized travel and living expenses in accordance with Appendices B, C and D of the National Joint Council found at <http://www.njc-cnm.gc.ca/directive/index.php?sid=98&lang=eng>. The Contractor must provide original receipt(s) for accommodations not provided at the base.

## **Appendix A to Annex A - Canadian Forces Parachute Safety Regulations**

This section is applicable to all static line parachuting from all aircraft.

### **1. Parachuting Safety:**

APPLICATION: All Army units conducting parachuting activities.

### **References (Available upon request):**

- A. B-GL-322-005/FP-001 Parachutist's Manual
- B. FMOP 510/CFACM 602630 Joint Airlift Operations
- C. AGG-040-001/AG-001 DND General Safety Program
- D. DAOD 5018-2
- E. LFCO 22-2
- F. CFACM 60-26011 Reference & Duties of DZ Control Team
- G. B-GL-381-001/TS-001, Training Safety

### **2. Aim:**

The aim of this order is to detail the principal safety policies and procedures applicable to military parachuting conducted during peacetime operations and exercises.

### **3. Authority:**

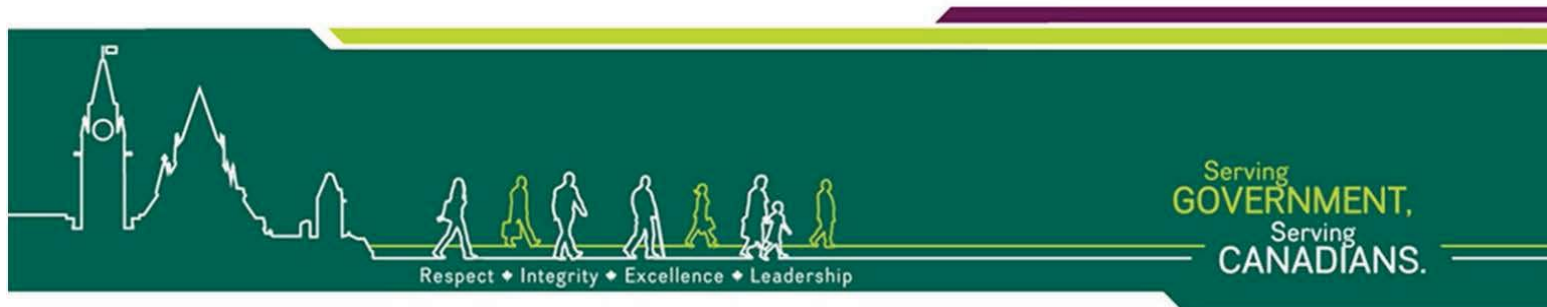
This order does not modify or replace any of the safety procedures and requirements contained in the references. Rather, it provides further guidance and assistance to users in the preparation of their instructions.

### **4. Responsibility:**

The responsibility for safety in parachuting is one of command.







#### 5. Requirement for Safety:

Parachuting is a potentially hazardous activity. Although the danger of injury can never be completely eliminated, the consistent application of sound procedures, the proper use of approved equipment and insistence on a high standard of individual fitness and training will reduce this hazard significantly. If these principles are not applied, then damage to equipment and injury to personnel could result. It is neither possible to legislate for every contingency or possibility, nor should any attempt be made to do so.

This order outlines principles and some specific limitations which must be applied with common sense and a clear understanding of the rationale and intent. The overriding requirement must always be to maintain the highest possible standard of safety consistent with the aim of the training or activity. From this standpoint, from the time a parachutist commences training, he must be made aware of the importance of safety and of the requirement to apply the highest possible standards. Many of the limits applied and procedures used seem arbitrary but are based on Canadian experience in military parachuting since 1947; this must in no way be allowed to affect the manner in which they are to be applied.

#### 6. Specific Details:

Specific details and procedures are covered in the following sections:

SECTION I - Appointments and Duties.

SECTION II - Reporting of Parachuting Malfunctions, Incidents and Injuries.

SECTION III - Procedures for Static Line Parachuting.

SECTION IV - Procedures for Military Free fall Parachuting.

#### **SECTION I - Appointment and Duties**

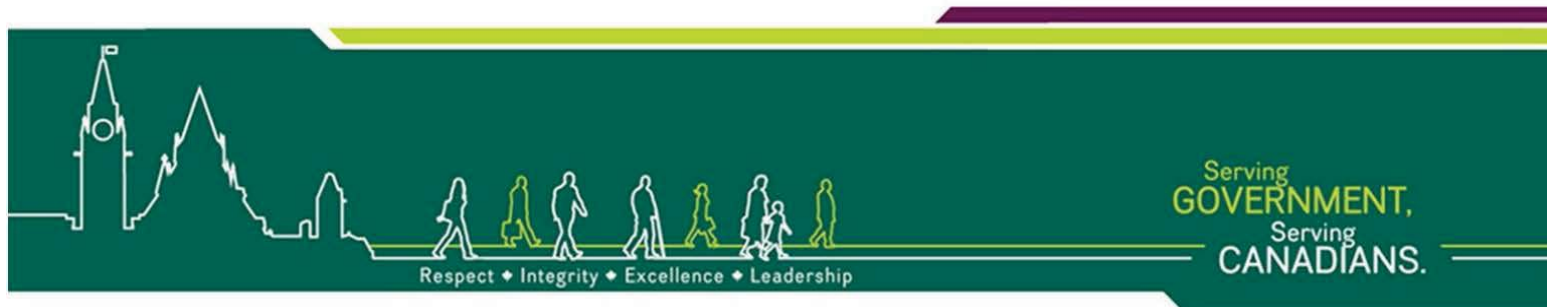
##### *Responsibilities:*

This section details the responsibilities assigned to specific appointments during the conduct of parachuting operations, as follows:

a. *Airborne Force Commander*: The Airborne Force Commander is the officer in command of the parachute forces that are to be air dropped in an area of operations or exercise. He is responsible to his superior in the chain of command for all aspects of the operation or exercise, including safety. An Airborne Force Commander must be appointed for every activity involving parachuting;

b. *Unit Emplaning Officer*: The Unit Emplaning Officer (UEO) is responsible for the marshalling and loading of elements assigned to him. The UEO's responsibilities are outlined in Ref. B;





c. Senior Jumper: The Senior Jumper is normally the senior commander of parachuting forces on board an aircraft. He must keep the Aircraft Commander informed of factors or conditions which could affect the safe conduct of the operation or exercise. The Senior Jumper's duties are detailed in Ref. A; and

d. Jump Master: The Jump Master is responsible for the correct rigging and inspection of all parachutists assigned to him. Once personnel are on board the aircraft, he is responsible to the Aircraft Commander for the safe dispatch of the parachutists. He must keep the Senior Jumper informed of factors or conditions which could affect the safe conduct of the operation or exercise. The Jump Master's duties are detailed in Ref. A; and

e. Drop Zone (DZ) Controller: The DZ Controller is responsible to the Airborne Force Commander. He controls all non-tactical activities and is responsible for all aspects of safety on the DZ.

## **SECTION II - Reporting of Parachuting Malfunctions, Incidents and Injuries**

### **Reporting of Malfunctions:**

The accurate and timely reporting of malfunctions, incidents and injuries is a vital command responsibility. Reports must be submitted in the following circumstances:

a. Parachute Malfunction: In the event of any parachute malfunction a CF 1261 Airdrop Malfunction Report is to be initiated by the Parachute Rigger Specialist on the DZ. Four copies are to be sent to the Commanding Officer of the Canadian Parachute Centre;

b. Unusual Incidents: In the event of any unusual incident pertaining to any aspect of parachuting which may require further Investigation, a Parachute Occurrence Report is to be initiated by the DZ Controller. One copy is to be sent to the Commanding Officer of the CAAWC;

c. Damage or Injury: Any accidents involving damage and/or injury are to be reported in accordance with Ref. C; and

d. Reports: Action taken in accordance with subparagraph c, above, does not preclude the requirement to submit a CF 98 Report on Injuries or Immediate Death There from in accordance with Ref. D, when personal injuries may result in disability or other medical complications.

## **SECTION III - Procedures for Static Line Parachuting**

### **General:**

This section is applicable to all static line parachuting from all aircraft.

### **Drop Zones:**





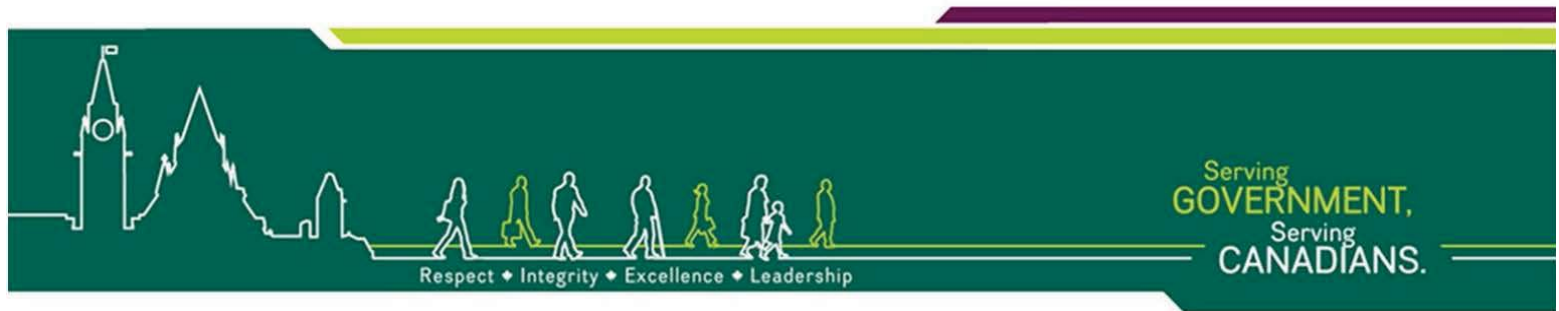
A DZ is a specified area upon which parachute troops, equipment, or supplies are air dropped. Specific criteria apply to DZs as follows:

- a. **Selection and Approval:** DZ selection and approval is the responsibility of the Airborne Force Commander. However, the DZ, impact points, and lines of approach must be agreed to by the Airlift Commander;
- b. **Reconnaissance:** A potential peacetime DZ must be confirmed to be suitable by a detailed ground reconnaissance on behalf of the Airborne Force Commander. The reconnaissance party must include a qualified DZ Controller. The continued suitability of a DZ must be confirmed by a DZ Controller immediately prior to its use;
- c. **Registration:** All DZs are to be registered using the format outlined at Annex A to this order. Copies of the form will be held by the Airborne Force Commander, the Airlift Commander, the requesting/user units, and the DZ Controller, with an information copy to be held on file by the CAAWC. A new DZ Registration Form shall be issued when any detail affecting safety on a previously registered DZ form has changed, either by virtue of the DZ's condition or intentional change in procedures;
- d. **Drop Zone Control:** Instructions regarding DZ Control Team organization and operations are contained in Ref. F;
- e. **Dimensions:** The size of DZ is dependent on the nature of the drop (personnel, equipment or mixed), the aircraft formation, and the length of the longest stick. The minimum size requirements for parachuting personnel, based on drop altitude of 1000 to 1200 feet (305 to 366 metres) above ground level (AGL) are:
  - (1) **Width:**
    - (a) single aircraft - 500 metres.
    - (b) formation - 600 metres.
  - (2) **Length:** The requirement is 500 metres for the first parachutist and 70 metres for each additional parachutist of the longest stick. For example, a 20 man stick requires a DZ length of 1830 metres (500 + (19 x 70));
  - (3) For peacetime training, a 100 metre safety zone will be established around the calculated DZ perimeter. This safety zone will meet the safety criteria which apply to the actual DZ.
- f. **Hazards/Restrictions:** The decision to accept an obstacle or hazard on a DZ rests with the Airborne Force Commander. In training, personnel safety must take precedence over all tactical considerations. The following guidelines are provided:
  - (1) **Obstacles:** Ideally, a DZ should be flat, and have no trees, fences, roads, ditches, power lines or buildings within the DZ edge proper, but minor obstacles are acceptable, provided that they:





- (a) are isolated and do not cover a significant area of the DZ;
  - (b) can reasonably be avoided by a parachutist with a CT-1 parachute; and
  - (c) do not constitute a life-threatening hazard or present a danger of serious injury to a parachutist;
- (2) Surface: An ideal surface of flat sand or low cut grass will seldom be available. Common sense dictates that hazards such as ruts and rocks, particularly in areas in which parachutists are most likely to land, should be avoided. If the surface is particularly rough or frozen, consideration should be given to applying a lower than normal wind limit.
- (3) Water: Rivers, lakes and other bodies of water located within 1000 metres of the DZ edge proper are potential obstacles. For purposes of parachuting safety, water obstacles are considered in two categories:
- (a) Hazardous: The presence, within 1000 metres of the DZ edge proper, of a body of water with any of the following conditions, will preclude the use of an area as a DZ:
    - i. water of unpredictable or unknown depth,
    - ii. less than three metres deep with an excessively soft or muddy bottom which might entrap a parachutist,
    - iii. less than three metres deep with underwater vegetation which could entangle a parachutist,
    - iv. less than three metres deep with a rocky bottom which could injure a parachutist,
    - v. a current in excess of one metre per second,
    - vi. a water temperature lower than 10°C in a situation such that immersion could be for a period of two or more minutes; and
  - (b) Permitted: A body of water deeper than one metre, but not otherwise dangerous, is an allowable obstacle. Such an obstacle may be located anywhere within the DZ, under the following conditions:
    - i. every parachutist is wearing an approved flotation device,
    - ii. all parachutists receive refresher training in water landings within three months prior to the jump, and
    - iii. safety boats are manned and deployed in sufficient numbers to quickly recover all parachutists (number to be determined by the Airborne Force Commander except for an intentional water drop, in which case there shall be one boat per parachutist).



(c) when parachuting onto any DZ, any part of which lies within 1600 metres of a water hazard, every parachutist must wear an approved flotation device.

(4) Ice: Ice covered bodies of water are acceptable as DZs for personnel, provided that the uniform thickness of the ice is at least 15 centimetres. Requirements for heavy drop platforms shall be confirmed by engineer reconnaissance. In both cases sufficient measurements must be taken to ensure that there are no weak areas (refer to B-GL-322-006/FP-003, Drop Zone/Landing Zone Controller's Handbook (Ch1), Chapt 1, Sect 1, para 40, subpara c, item 3.).

(5) Night: Although the same criteria are applied at night, the degree of danger should be seriously considered because of the relatively greater difficulty in identifying and avoiding obstacles at night

g. Drop Zone Markings: DZs must be laid out and marked in accordance with Reference B. The minimum markings are a code identifier on the Impact Point and two lead-in boundary panels located 300 metres before the personnel Impact Point. The personnel Impact Point is to be located at a point which is 10% down the DZ from the forward edge, or 300 metres, whichever is greater. The only code identifiers to be used are the letters A, C, J, R or S.

Wind/Weather Limitations:

The following limitations seem arbitrary, but are based on experience and are not to be exceeded in training situations. Only after careful consideration of priorities should a decision be made to exceed them under operational conditions, as the risk of personal injury increases significantly.

a. Visibility: The weather limits at the DZ are as follows for Joint/Continuation Training:

(1) Formation Day:

- (a) ceiling - 1000 feet AGL; and
- (b) visibility - 3 miles.

(2) Formation Night:

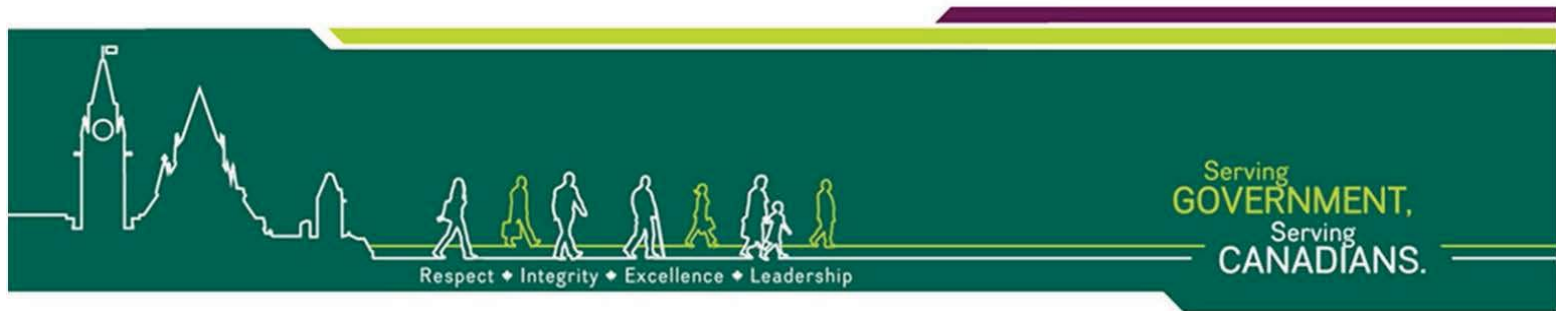
- (a) ceiling - 1500 feet AGL; and
- (b) visibility - 3 miles.

(3) Single Ship Day:

- (a) ceiling - 800 feet AGL; and
- (b) visibility - 2 miles.

(4) Single Ship Night:





(a) 1000 feet AGL; and

(b) visibility - 2 miles.

(5) Operational Mission: Subject to the priority assigned the mission by higher headquarters in coordination with the Aircraft Commander and Airborne Force Commander, or their representative. CFAM 60-2601(1) Dated 1995-09-15 Ch 7 Sec 1 paragraphs 6 & 7 refers.

b. Altitude Winds: The maximum wind at drop altitude is 30 knots (55 km/h) although this may be raised to 40 knots (74 km/h) with the concurrence of the Airborne Force Commander. This restriction is based on the limitations of the accuracy of the Calculated Air Release Point, due to the potential for unpredictable wind shear if there is a significant difference between the wind speed at drop altitude and wind speed on the ground; and

c. Ground Winds: The factors affecting ground winds and their measurement are included in the DZ Controller's Handbook which is issued as reference material on the DZ/Landing Zone Controller Course. Ground winds are to be measured in accordance with the procedures detailed in the maximum allowable winds, which may be reduced at the discretion of the Airborne Force Commander if the condition of the DZ warrants, are:

(1) Basic Parachutist Course students on first jump - 9 knots (17 km/h);

(2) Night drops - 9 knots (17 km/h);

(3) CT-1 and CT-2 parachutes except as restricted above - 13 knots (24 km/h), and

(4) CT-6 parachute - 13 knots (24 km/h) during first six training descents in day light. For qualified personnel, 18 Knots (33 km/h) by day and 13 knots (24 km/h) at night.

Maximum Altitudes:

a. CT-6 and other high performance canopies when deployed by rip cord (manually) - 33,000 ft (10,058 m) AGL. applies.

b. CT-1 and CT-2 parachutes - 2000 ft (610 m) AGL.

Minimum Altitudes:

a. Basic Parachutist Training:

(1) first three descents, and the night jump - 1250 ft (381 m) AGL; and

(2) subsequent descents - 1,000 ft (305 M) AGL.







b. Continuation Training: The normal altitude will be 1250 ft (381 m) AGL; however, the Airborne Force Commander may authorize a jump of 1,000 ft (305 m), in order to meet a training requirement or if weather conditions (for example, ceiling or altitude winds) dictate;

c. In-flight Emergency: In the event of an in-flight emergency, the aircraft commander may authorize a jump altitude of 400 ft (122 m) AGL; and

d. Aircraft Limitations: Due to the increased parachute opening time when jumping from slower aircraft, drops below 1,250 ft (381 m) shall only be made from an aircraft travelling below 130 knots.

Number of Descents: Normally students on the Basic Parachutist Course shall not be required to complete more than three descents in one 24 hour period. If required, the Commanding Officer, CAAWC can authorize a higher number of descents in order to meet training objectives.

Temperature: The temperature limitations for static line parachuting are the same as those applied for other training. The fact that the parachutist descends at approximately 20 kilometres per hour must be kept in mind when determining wind chill, but the effects of high or low temperatures are more significant after landing than while parachuting. Common sense will dictate dress and clothing requirements.

Currency Requirements: Requirements for currency and refresher training are detailed in ref E. It must be noted that these are minimum requirements. Parachutist refresher training including fitness confirmation should be included in the training plan of all units involved in parachuting.

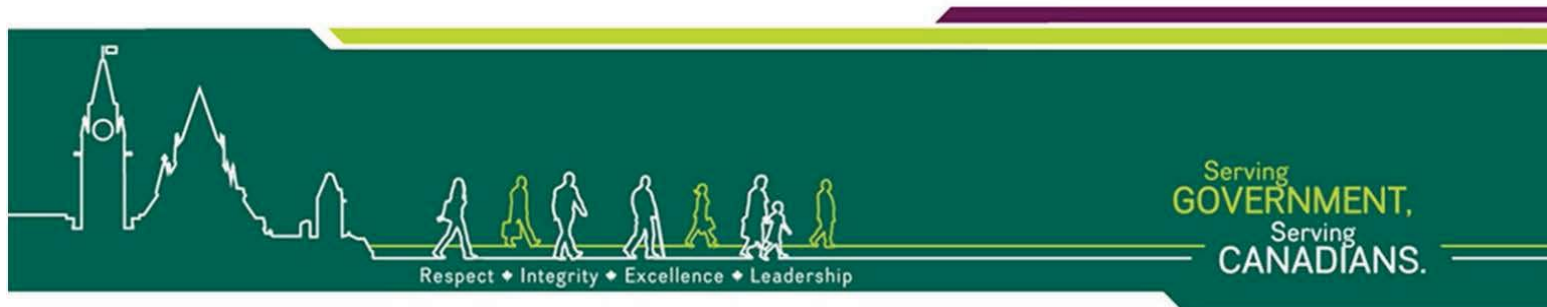
Equipment Limitations: There is constant pressure to increase the equipment load carried by the parachutist, as there is with any soldier. As a general rule, this should be avoided, as statistics indicate that the injury rate increases as the load increases. Only trialed and approved equipment loads are to be carried by parachutists.

Steerable Canopies: Steerable canopies, whether round, CT-2, ram air, CT-6 or any other high performance configuration, present an increased risk to the inexperienced parachutist as there is a danger of entanglement in canopy opening, of canopy collision or of downwind landings. The following conditions shall govern their use:

a. parachutists must have at least 10 static line descents and completed a period of familiarization training on the characteristics and landing techniques employed with the steerable canopy; and

b. steerable canopies shall not be jumped double doors mass, but only from a single door or from the aircraft ramp. If there is a requirement to use steerable canopies in conjunction with a double door drop, then these parachutes shall be restricted to the end of the stick, and the stick will be held up until the opposite stick is entirely cleared, to ensure that there is no simultaneous exit of parachutist with steerable canopy and another parachutist.





## **SECTION IV - Procedures for Military Free Fall Parachuting**

### **General:**

There are more potential hazards associated with Military Free Fall Parachuting (MFP) than with static line parachuting, thus it is even more important that careful and continuous attention be paid to the requirements for correct and safe procedures.

This section is applicable to all MFP from all aircraft, except that which is conducted by the Canadian Forces Parachute Team.

### **Drop Zones (DZ):**

The following requirements apply for free fall parachuting DZs:

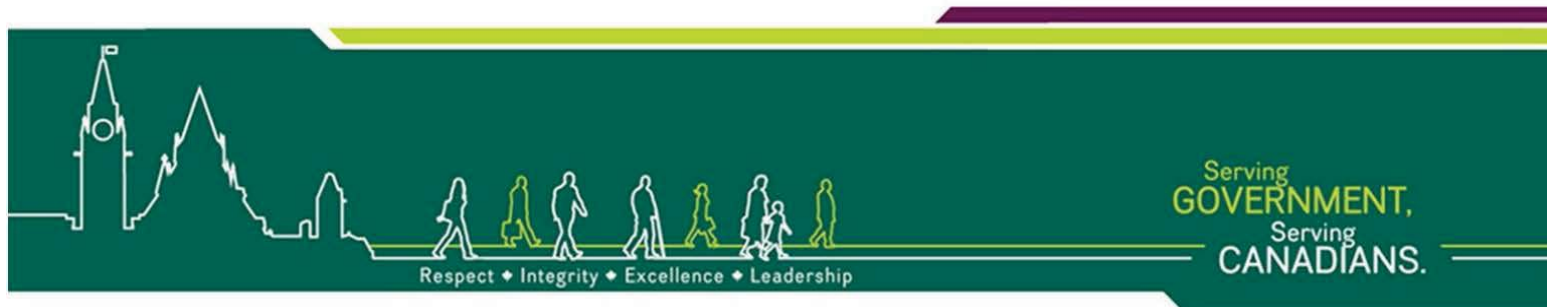
- a. **Dimensions:** The minimum radius of an MFP DZ is 50 metres for personnel. For cylinders, the DZ dimensions are as agreed jointly between the Airlift Commander and the Airborne Force Commander but will normally be not less than a 500 metre radius circle. Ref.: CFACM 60-2601(1) dated 1995-09-15 Ch 2 Sec 2 para 11 pg. 2-2-4.
- b. **Marking:** The MFP DZ may be marked using any method agreed upon by the Airlift Commander and Airborne Force Commander. The usual markings are either an A, with the top of the letter facing into the wind, or a cross, with panels indicating wind direction. At night, flares may be used in a similar pattern.
- c. **Other Criteria:** Hazards and restrictions, and the requirement for reconnaissance, registration and DZ control are the same as for static line parachuting.

### **Wind/Weather Limits:**

The following wind/weather limits will apply for MFP:

- a. **Visibility:** MFP will be conducted under either Visual Meteorological or Instrument Meteorological.
- b. **Ground Winds:** As the DZ is usually much smaller for MFP than for static line drops, the measurement of ground winds is more straightforward. Maximum allowable winds, (which may be reduced at the discretion of the Airborne Force Commander if the surface of the DZ or any other condition warrants), are:
  - (1) Ram-air CT-6 canopy:
    - (a) qualified parachutist - maximum 18 knots (32 km/h);
    - (b) student parachutists - during the first two (2) jumps, maximum 13 knots (24 km/h); and
    - (c) night parachuting - maximum 13 knots (24 km/h).





c. Altitude Winds: Altitude winds do not affect MFP and are not a consideration unless they are such that the Airlift Commander considers that the High Altitude Release Point calculation would be too inaccurate.  
PR : DIAT 3-3 (Inf) OPI: DAT 3-3 (Inf)





## ANNEX "B" - BASIS OF PAYMENT

**All estimated usages are included for purposes of Bidder information only and do not represent a commitment on behalf of Canada.**

### **1. Pricing Basis and Definitions**

1.1 The pricing basis found herein will be used to calculate the cost of service requirements to be delivered on an "as and when requested basis".

1.2 Ferry Hours: is the hours required to travel from head office to the location requested by DND within the contracted region.

1.3 Head Office: is the location (commercial, private or military) determined by the Contractor where the aircraft is stationed. This will be used to calculate all ferry costs to the requested destination in the region. This will remain as a fixed point to calculate ferry costs.

1.4 Laid-Down Cost: is the cost incurred by the Contractor to acquire a specific product or service for resale to the government. This includes the Contractor's invoice price (less trade discounts), plus any applicable charges for incoming transportation, foreign exchange, customs duty and brokerage, but excludes the applicable tax.

### **2. Rates**

2.1 A firm, all-inclusive Flying Hour rate for actual Flying Hours flown during performance of the Contract, excluding ferry costs and including aircraft fuel. The Contractor will be paid for actual Flying Hours, not exceeding the Limitation of Expenditure set out in the Task Authorization, irrespective of the scheduled hours planned. After the contract is awarded, the fuel portion of the hourly rate shall be adjusted quarterly as per Method of Payment.

2.2 A firm, all-inclusive hourly Ferry Cost rate, including aircraft fuel. Ferry costs will be calculated by multiplying the ferry cost rate by the ferry time (from the Contractor's head office to the requested destination).

2.3 Applicable tax is extra to the prices herein and shall be shown on any invoice as a separate item.

### **3. Determination of Firm Rate Per Hour for Calculation of Aircraft Services**

3.1 The Flying Hour Rate is an hourly charge or portion thereof of "AIR TIME" as defined in Air Navigation Orders, Series VIII, No.2/CRCc.24 page 1 of 3, and will be the basis of calculating charges for Aircraft Services.

The hours and minutes for which a charge is made shall be computed from the time the aircraft leaves the surface of the earth and terminating when the aircraft touches the surface of the earth at the next point of landing.

3.2 In determining the duration of a flight:

- (a) each fraction of an hour shall be stated as a decimal, established on the basis of a six minute period,
- (b) each period of less than three minutes shall be rounded to zero, and
- (c) each period of between three and six minutes shall be rounded to six minutes, except that no flight shall be considered to have duration of less than 0.1 hour.





Fraction of an Hour	Allowable Billable Minutes
0.1 hour	6 minutes
0.2 hour	12 minutes
0.3 hour	18 minutes
0.4 hour	24 minutes
0.5 hour	30 minutes
0.6 hour	36 minutes
0.7 hour	42 minutes
0.8 hour	48 minutes
0.9 hour	54 minutes

### 3.3 Standby Rate and Minimum Air Time per Day

3.3.1 The Contractor may charge a maximum of two hours per day as a stand by rate for days when the aircraft is scheduled to fly with a Task Authorization but is not flown due to DND's decision not to conduct parachute operations.

3.3.2 The Contractor may charge a maximum of two hours per day for days when the aircraft is scheduled to fly with a Task Authorization for less than two hours.

3.4 No charges for a lift shall be invoiced to DND when the following occurs:

- (a) where flights are not completed due to mechanical failure and the Contractor fails to arrange satisfactory alternative transportation; or
- (b) where flying in an unsuccessful attempt to complete a flight required under the charter, unless the Technical Authority or the airborne force commander agreed to such flying being done.

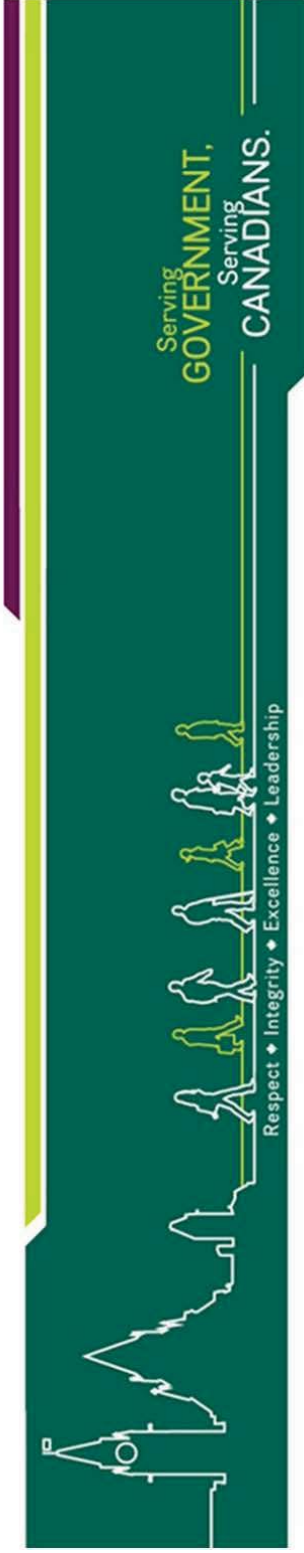
## 4 **Contract Years:**

- 4.1 Year #1: 01 October 2015 to 30 September 2016
- 4.2 Year #2: (Option Year): 01 October 2016 to 30 September 2017
- 4.3 Year #3: (Option Year): 01 October 2017 to 30 September 2018

## 5 **The Bidder wishes to provide service in the following regions (check off all that apply):**

- ☐ Atlantic Region: New Brunswick, Nova Scotia, Prince Edward Island, and Newfoundland;
- ☐ Central Region: Quebec and Ontario
- ☐ Western Region: Manitoba, Saskatchewan, Alberta and British Columbia
- ☐ United States: All
- ☐ ALL regions





6	Atlantic Region: New Brunswick, Nova Scotia, Prince Edward Island, and Newfoundland	Estimated Usage	Unit of Issue	Year #1	Year #2	Year #3
6.1	Type A - must be equipped for static line parachuting with a ramp	Year #1: 0 hrs Years #2 & #3: 0 hrs per year				
6.2	Type A: Ferry Cost Per Hour	Year #1: 0 Years #2 & #3: 0 time per year				
6.3	Type B - must be equipped for freefall and/or static line parachuting with a ramp for a minimum of 10 military parachutists Proposed Aircraft Manufacturer: Proposed Aircraft Model: Percentage of Fuel in the hourly rate: _____ %	Year #1: 5hrs Years #2 & #3: 5 hrs per year	per hour			
6.4	Type B: Ferry Cost Per Hour	Year #1: 1 Years #2 & #3: 1 time per year	per hour			

6	Atlantic Region: New Brunswick, Nova Scotia, Prince Edward Island, and Newfoundland	Estimated Usage	Unit of Issue	Year #1	Year #2	Year #3
6.5	Type C - must be equipped for limited duration freefall with no equipment for a minimum of 16 military parachutists		per hour			
	Proposed Aircraft Manufacturer:	Year #1: 5 hrs Years #2 & #3: 5 hrs per year	per hour			
	Proposed Aircraft Model: Percentage of Fuel in the hourly rate: %					
6.6	Type C: Ferry Cost Per Hour	Year #1: 1 Years #2 & #3: 1 time per year	per hour			
6.7	Type D - must be equipped for limited duration freefall with no equipment for a minimum of 8 military parachutists					
	Proposed Aircraft Manufacturer:	Year #1: 5 hrs Years #2 & #3: 5 hrs per year	per hour			
	Proposed Aircraft Model: Percentage of Fuel in the hourly rate: %					
		Year #1: 1				

6	Atlantic Region: New Brunswick, Nova Scotia, Prince Edward Island, and Newfoundland	Estimated Usage	Unit of Issue	Year #1	Year #2	Year #3
6.8	Ferry Cost Per Hour - Type D:	Years #2 & #3: 1 0 time per year	per hour			

**For Evaluation Purposes: Ferry cost calculation (Estimated travel time per hour X ferry cost per hour)**

Identified Airport: Charlottetown Airport, 250 Maple Hills Ave, Charlottetown, Bidder's

Home Office Location: \_\_\_\_\_

Ferry Time from Identified Airport to Bidder's Home Office Location: \_\_\_\_\_hours



7	Central Region: Quebec and Ontario	Estimated Usage	Unit of Issue	Year #1	Year #2	Year #3
7.1	Type A - must be equipped for static line parachuting with a ramp Proposed Aircraft Manufacturer: Proposed Aircraft Model: Percentage of Fuel in the hourly rate: %	Year #1: 200 hrs Years #2 & #3: 200 hrs per year	per hour			
7.2	Type A: Ferry Cost Per Hour	Year #1: 6 Years #2 & #3: 13 times per year	per hour			
7.3	Type B - must be equipped for freefall and/or static line parachuting with a ramp for a minimum of 10 military parachutists Proposed Aircraft Manufacturer: Proposed Aircraft Model: Percentage of Fuel in the hourly rate: ____%	Year #1: 329 hrs Years #2 & #3: 209 hrs per year	per hour			
7.4	Type B: Ferry Cost Per Hour	Year #1: 10 Years #2 & #3: 8 times per year	per hour			

7	Central Region: Quebec and Ontario	Estimated Usage	Unit of Issue	Year #1	Year #2	Year #3
7.5	Type C - must be equipped for limited duration freefall with no equipment for a minimum of 16 military parachutists  Proposed Aircraft Manufacturer:  Proposed Aircraft Model:  Percentage of Fuel in the hourly rate:        %					
		Year #1: 169  Years #2 & #3: 89 times per year	per hour			
		Year #1: 6  Years #2 & #3: 8 times per year	per hour			
7.6	Type C: Ferry Cost Per Hour					

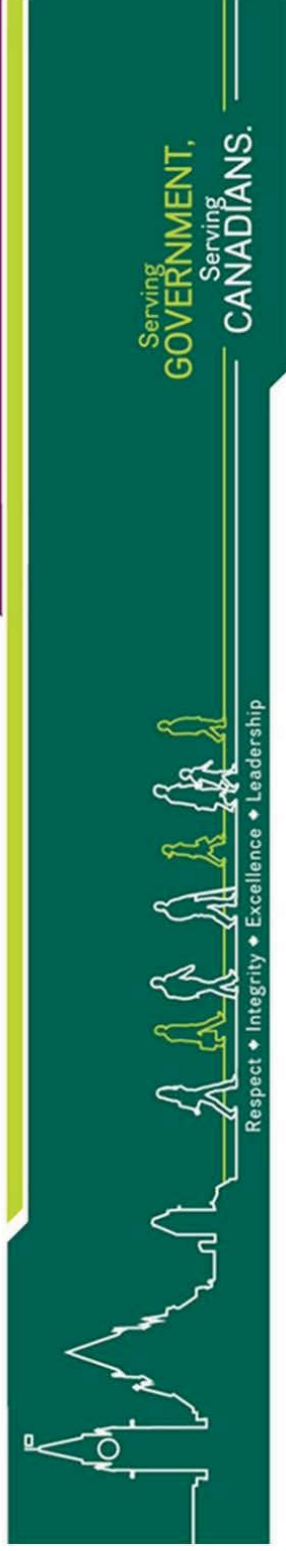
7	Central Region: Quebec and Ontario	Estimated Usage	Unit of Issue	Year #1	Year #2	Year #3
7.7	Type D - must be equipped for limited duration freefall with no equipment for a minimum of 8 military parachutists  Proposed Aircraft Manufacturer:  Proposed Aircraft Model:  Percentage of Fuel in the hourly rate: _____ %	Year #1: 169 hrs  Years #2 & #3: 89 hrs per year	per hour			
7.8	Ferry Cost Per Hour - Type D:	Year #1: 6  Years #2 & #3: 5 times per year	per hour			

For Evaluation Purposes: Ferry cost calculation (Estimated travel time per hour X ferry cost per hour)

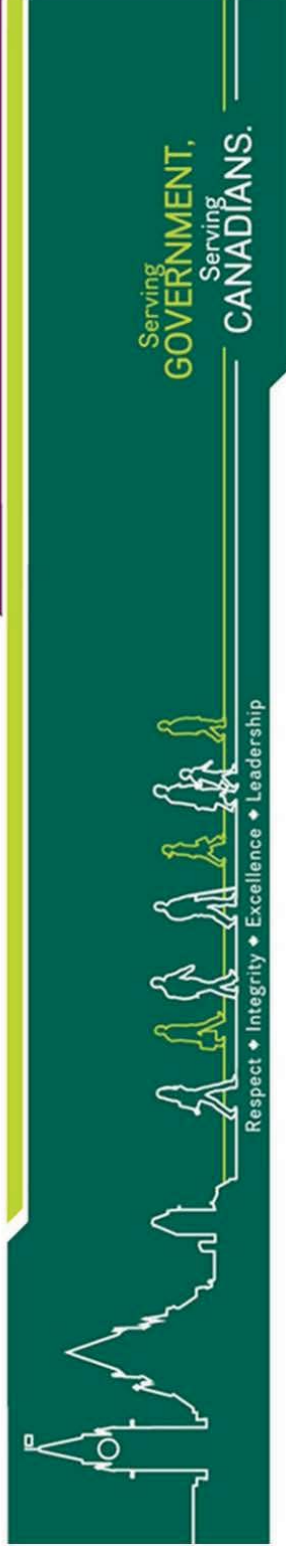
Identified Airport: Canadian Forces Base Trenton (Trenton, ON) Bidder's Home Office

Location:

Ferry Time from Identified Airport to Bidder's Home Office Location: \_\_\_\_\_hours



8	Western Region: Manitoba, Saskatchewan, Alberta and British Columbia	Estimated Usage	Unit of Issue	Year #1	Year #2	Year #3
8.1	Type A - must be equipped for static line parachuting with a ramp	Year #1: 0 Years #2 & #3: 0 hrs per year				
8.2	Type A: Ferry Cost Per Hour	Year #1: 0 Years #2 & #3: 0 times per year				
8.3	Type B - must be equipped for freefall and/or static line parachuting with a ramp for a minimum of 10 military parachutists Proposed Aircraft Manufacturer: Proposed Aircraft Model: Percentage of Fuel in the hourly rate: _____ %	Year #1: 17 Years #2 & #3: 17 hrs per year	per hour			
8.4	Type B: Ferry Cost Per Hour	Year #1: 3 Years #2 & #3: 3 times per year	per hour			



8	Western Region: Manitoba, Saskatchewan, Alberta and British Columbia	Estimated Usage	Unit of Issue	Year #1	Year #2	Year #3
8.5	Type C - must be equipped for limited duration freefall with no equipment for a minimum of 16 military parachutists Proposed Aircraft Manufacturer: Proposed Aircraft Model: Percentage of Fuel in the hourly rate: %	Year #1: 17 hrs Years #2 & #3: 17 hrs per year	per hour			
8.6	Type C: Ferry Cost Per Hour	Year #1: 3 Years #2 & #3: 3 times per year	per hour			
8.7	Type D - must be equipped for limited duration freefall with no equipment for a minimum of 8 military parachutists Proposed Aircraft Manufacturer: Proposed Aircraft Model: Percentage of Fuel in the hourly rate: %	Year #1: 17 Years #2 & #3: 17 hrs per year	per hour			

8	Western Region: Manitoba, Saskatchewan, Alberta and British Columbia	Estimated Usage	Unit of Issue	Year #1	Year #2	Year #3
8.8	Type D: Ferry Cost Per Hour	Year #1: 3 Years #2 & #3: 3 times per year	per hour			

**For Evaluation Purposes: Ferry cost calculation (Estimated travel time per hour X ferry cost per hour)**

Identified Airport: Calgary International Airport, 2000 Airport Rd NE, Calgary AB Bidder's Home

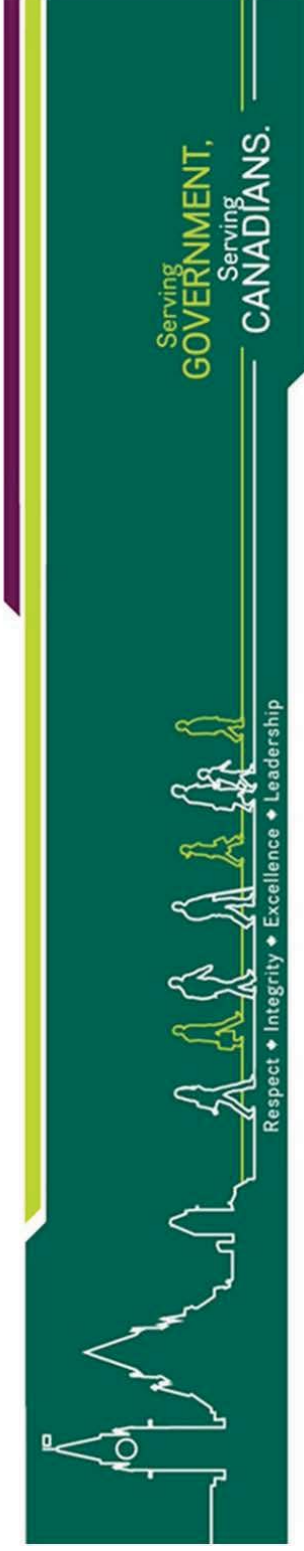
Office Location: \_\_\_\_\_

Ferry Time from Identified Airport to Bidder's Home Office Location: \_\_\_\_\_hours

9	United States: All	Estimated Usage	Unit of Issue	Year #1	Year #2	Year #3
9.1	Type A - must be equipped for static line parachuting with a ramp	Year #1: 0 hrs Years #2 & #3: 0 hrs per year				
9.2	Type A: Ferry Cost Per Hour	Year #1: 0 Years #2 & #3: 0 times per year				
9.3	Type B - must be equipped for freefall and/or static line parachuting with a ramp for a minimum of 10 military parachutists  Proposed Aircraft Manufacturer:  Proposed Aircraft Model:  Percentage of Fuel in the hourly rate: _____%	Year #1: 11 hrs  Years #2 & #3: 539 hrs per year	per hour			
9.4	Type B: Ferry Cost Per Hour	Year #1: 3 times Years #2 & #3: 7 times per year	per hour			



9	<u>United States: All</u>	Estimated Usage	Unit of Issue	Year #1	Year #2	Year #3
9.5	Type C - must be equipped for limited duration freefall with no equipment for a minimum of 16 military parachutists  Proposed Aircraft Manufacturer:  Proposed Aircraft Model:  Percentage of Fuel in the hourly rate:      %	Year #1: 11 hrs Years #2 & #3: 539 hrs per year	per hour			
9.6	Type C: Ferry Cost Per Hour	Year #1: 3 times Years #2 & #3: 7 times per year	per hour			
9.7	Type D - must be equipped for limited duration freefall with no equipment for a minimum of 8 military parachutists  Proposed Aircraft Manufacturer:  Proposed Aircraft Model:  Percentage of Fuel in the hourly rate:      %	Year #1: 11 hrs Years #2 & #3: 539 hrs per year	per hour			



	<u>United States: All</u>	Estimated Usage	Unit of Issue	Year #1	Year #2	Year #3
9						
9.8	Type D: Ferry Cost Per Hour	Year #1: 3 times Years #2 & #3: 7 times per year	per hour			

**For Evaluation Purposes: Ferry cost calculation (Estimated travel time per hour X ferry cost per hour)**

Identified Airports	Ferry Time from Identified Airport to Bidder's Home Office Location:
Littlerock Air Force Base, Arkansas	hours
Perris Valley Airport, California Goetz Rd, Perris, CA	hours
Mercedita Airport, Ponce, Puerto Rico	hours
AVERAGE:	hours

**Bidder's Home Office Location:** \_\_\_\_\_



## ANNEX "C" – SPONSORSHIP FORM

### **Canadian and International Industrial Security Directorate** **REQUEST FOR PRIVATE SECTOR ORGANIZATION SCREENING (PSOS)**

<b>A - Type of Application</b> (check one)		New <input checked="" type="checkbox"/>		Upgrade <input type="checkbox"/>	
<b>B - Information on Proposed Organization</b>					
1 - Legal name		2 - Business name (if different from legal name)			
3 - Mailing address		4 - Civic address			
5 - Organization telephone number		6 - Organization facsimile number			
7 - Surname and given name of contact person (Canadian Official)		8 - Title of contact person			
9 - Telephone number of contact person		10 - E-mail address of contact person			
11 - Preferred language of correspondence (check one)      English <input checked="" type="checkbox"/> French <input type="checkbox"/>					
<b>C - Information on Registered or Head Office in Canada</b> (if different from above)					
1 - Legal name		2 - Business name (if different from legal name)			
3 - Civic address					
<b>D - Reason(s) for PSOS Request</b> (check those that apply and provide details in space provided)					

☒ Contract/RFP, provide number **W2037-150072/B – Aircraft Rental**

☐ Sub-contract, provide number \_\_\_\_\_

☐ Program/Project, provide name \_\_\_\_\_

☐ Major Crown Project, provide name \_\_\_\_\_

☐ Other, provide details \_\_\_\_\_

#### E - Information on Security Requirements

1 - Indicate level(s) of personnel security screening required (check those that apply)

☒ RELIABILITY STATUS \*

☐ CONFIDENTIAL

☐ NATO CONFIDENTIAL

☐ SECRET

☐ NATO SECRET

☐ TOP SECRET

☐ COSMIC TOP SECRET

\* This level is required for access to PROTECTED A, PROTECTED B AND PROTECTED C information or assets

2 - Will the proposed organization be required to store PROTECTED/CLASSIFIED information/assets?

Yes ☐

No ☒

A - If yes, indicate security level(s) of information/ assets to be stored (check those that apply) \*

Also, provide address(es) where information/assets will be stored in sections B and C below .

☐ PROTECTED A

☐ CONFIDENTIAL

☐ NATO CONFIDENTIAL

☐ PROTECTED B

☐ SECRET

☐ NATO SECRET

☐ PROTECTED C

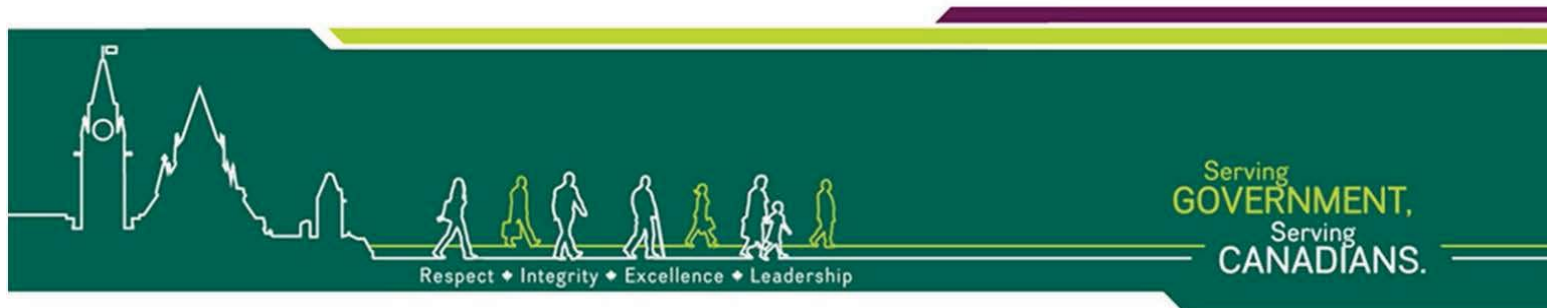
☐ TOP SECRET

☐ COSMIC TOP SECRET

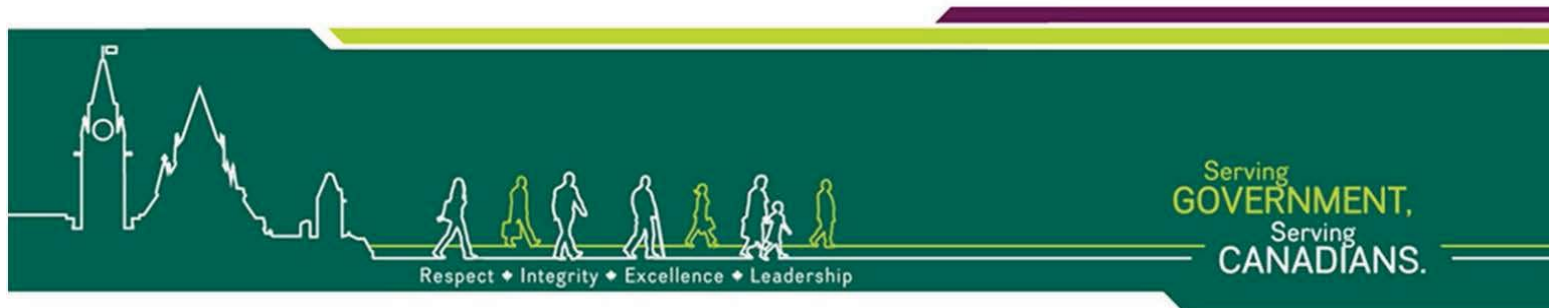
\* Please attach a completed Security Requirements Check List

B - Civic address

C - Civic address



3 - Will the proposed organization be required to store PROTECTED/CLASSIFIED COMSEC information/assets? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	
A - If yes, indicate level(s) of PROTECTED/CLASSIFIED COMSEC information/assets to be stored (check those that apply) <div style="display: flex; justify-content: space-between;"> <div> <input type="checkbox"/> PROTECTED A  <input type="checkbox"/> PROTECTED B  <input type="checkbox"/> PROTECTED C         </div> <div> <input type="checkbox"/> CONFIDENTIAL  <input type="checkbox"/> SECRET  <input type="checkbox"/> TOP SECRET         </div> </div>	
4 - Additional information	
<b>F - Information on Procurement Officer/Project Manager Requesting PSOS (if different from G)</b>	
1 - Surname, given name <b>N/A</b>	2 - Title/Rank <b>N/A</b>
3 - Department/Agency/Organization <b>N/A</b>	4 - Branch/Directorate <b>N/A</b>
5 - Mailing address <b>N/A</b>	6 - E-mail address
	7 - Telephone number <b>N/A</b>
	8 - Facsimile number <b>N/A</b>
9 - Signature of Approved Source  <div style="display: flex; justify-content: space-between; margin-top: 20px;"> <div> <hr style="width: 30%; border: 0; border-top: 1px solid black;"/> <p style="text-align: center;">Signature</p> </div> <div> <p style="text-align: right;">Date (YYYY-MM-DD)</p> </div> </div>	
<b>G - Information on Approved Source proposing PSOS</b>	
1 - Surname, given name Rombough, Lori	2 - Title/Rank Supply Specialist
3 - Department/Agency/Organization  PWGSC	4 - Branch/Directorate
	Ontario Region/Acquisitions
5 - Mailing address	6 - E-mail address Lori.Rombough@pwgsc.gc.ca



<b>86 Clarence St. 2<sup>nd</sup> floor</b> <b>Kingston, Ontario</b> <b>K7L 1X3</b>	7 - Telephone number	613 545-8061
	8 - Facsimile number	613 545-8067
9 - Signature of Approved Source		
<hr/>		
Signature		Date (YYYY-MM-D)





## ANNEX A: SECURITY REQUIREMENTS CHECK LIST (SRCL)

Government  
of CanadaGouvernement  
du CanadaRECEIVED  
JAN 23 2015

Contract Number / Numéro du contrat

W2037-15-0072

Security Classification / Classification de sécurité

SECURITY REQUIREMENTS CHECK LIST (SRCL)  
LISTE DE VÉRIFICATION DES EXIGENCES RELATIVES À LA SÉCURITÉ (LVERS)

<b>PART A - CONTRACT INFORMATION / PARTIE A - INFORMATION CONTRACTUELLE</b>	
1. Originating Government Department or Organization / Ministère ou organisme gouvernemental d'origine	2. Branch or Directorate / Direction générale ou Direction
CAAWC	CANADIAN ARMY
3. a) Subcontract Number / Numéro du contrat de sous-traitance	3. b) Name and Address of Subcontractor / Nom et adresse du sous-traitant
4. Brief Description of Work / Brève description du travail Contracted aircraft in support of parachuting activities. They will require access to DND airstrips and potentially restricted access buildings; however, will be escorted when not physically in their aircraft.	
5. a) Will the supplier require access to Controlled Goods? Le fournisseur aura-t-il accès à des marchandises contrôlées? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes Non Oui	
5. b) Will the supplier require access to unclassified military technical data subject to the provisions of the Technical Data Control Regulations? Le fournisseur aura-t-il accès à des données techniques militaires non classifiées qui sont assujetties aux dispositions du Règlement sur le contrôle des données techniques? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes Non Oui	
6. Indicate the type of access required / Indiquer le type d'accès requis	
6. a) Will the supplier and its employees require access to PROTECTED and/or CLASSIFIED information or assets? Le fournisseur ainsi que les employés auront-ils accès à des renseignements ou à des biens PROTÉGÉS et/ou CLASSIFIÉS? (Specify the level of access using the chart in Question 7. c) (Préciser le niveau d'accès en utilisant le tableau qui se trouve à la question 7. c)	
<input checked="" type="checkbox"/> No <input type="checkbox"/> Yes Non Oui	
6. b) Will the supplier and its employees (e.g. cleaners, maintenance personnel) require access to restricted access areas? Le fournisseur et ses employés (p. ex. nettoyeurs, personnel d'entretien) auront-ils accès à des zones d'accès restreintes? L'accès à des renseignements ou à des biens PROTÉGÉS et/ou CLASSIFIÉS n'est pas autorisé. S'agit-il d'un contrat de messagerie ou de livraison commerciale sans entreposage de nuit?	
<input type="checkbox"/> No <input checked="" type="checkbox"/> Yes Non Oui	
7. a) Indicate the type of information that the supplier will be required to access / Indiquer le type d'information auquel le fournisseur devra avoir accès	
Canada <input type="checkbox"/>	NATO / OTAN <input type="checkbox"/>
Foreign / Étranger <input type="checkbox"/>	
7. b) Release restrictions / Restrictions relatives à la diffusion	
No release restrictions Aucune restriction relative à la diffusion <input type="checkbox"/>	All NATO countries Tous les pays de l'OTAN <input type="checkbox"/>
Not releasable À ne pas diffuser <input type="checkbox"/>	
Restricted to: / Limité à: <input type="checkbox"/>	Restricted to: / Limité à: <input type="checkbox"/>
Specify country(ies): / Préciser le(s) pays:	Specify country(ies): / Préciser le(s) pays:
7. c) Level of Information / Niveau d'information	
PROTECTED A PROTÉGÉ A <input type="checkbox"/>	NATO UNCLASSIFIED NATO NON CLASSIFIÉ <input type="checkbox"/>
PROTECTED B PROTÉGÉ B <input type="checkbox"/>	NATO RESTRICTED NATO DIFFUSION RESTREINTE <input type="checkbox"/>
PROTECTED C PROTÉGÉ C <input type="checkbox"/>	NATO CONFIDENTIAL NATO CONFIDENTIEL <input type="checkbox"/>
CONFIDENTIAL CONFIDENTIEL <input type="checkbox"/>	NATO SECRET NATO SECRET <input type="checkbox"/>
SECRET SECRET <input type="checkbox"/>	COSMIC TOP SECRET COSMIC TRÈS SECRET <input type="checkbox"/>
TOP SECRET TRÈS SECRET <input type="checkbox"/>	
TOP SECRET (SIGINT) TRÈS SECRET (SIGINT) <input type="checkbox"/>	
	PROTECTED A PROTÉGÉ A <input type="checkbox"/>
	PROTECTED B PROTÉGÉ B <input type="checkbox"/>
	PROTECTED C PROTÉGÉ C <input type="checkbox"/>
	CONFIDENTIAL CONFIDENTIEL <input type="checkbox"/>
	SECRET SECRET <input type="checkbox"/>
	TOP SECRET TRÈS SECRET <input type="checkbox"/>
	TOP SECRET (SIGINT) TRÈS SECRET (SIGINT) <input type="checkbox"/>

TBS/SCT 350-103(2014-12)

REPRODUCTION DE LA SÉCURITÉ CLASSIFICATION CONTRÔLÉE

Canada



Government of Canada / Gouvernement du Canada

Contract Number / Numéro du contrat

W2037-15-0072

Security Classification / Classification de sécurité

**PART A (continued) / PARTIE A (suite)**

8. Will the supplier require access to PROTECTED and/or CLASSIFIED COMSEC information or assets?

Le fournisseur aura-t-il accès à des renseignements ou à des biens COMSEC désignés PROTÉGÉS et/ou CLASSIFIÉS?

If Yes, indicate the level of sensitivity.

Dans l'affirmative, indiquer le niveau de sensibilité :

☒ No ☐ Yes  
Non Oui

9. Will the supplier require access to extremely sensitive INFOSEC information or assets?

Le fournisseur aura-t-il accès à des renseignements ou à des biens INFOSEC de nature extrêmement délicate?

☒ No ☐ Yes  
Non Oui

Short Title(s) of material / Titre(s) abrégé(s) du matériel :

Document Number / Numéro du document :

**PART B - PERSONNEL (SUPPLIER) / PARTIE B - PERSONNEL (FURNISSEUR)**

10. a) Personnel security screening level required / Niveau de contrôle de la sécurité du personnel requis

- |   |   |   |  |
|---|---|---|--|
| <input checked="" type="checkbox"/> RELIABILITY STATUS<br>COTE DE FIABILITÉ | <input type="checkbox"/> CONFIDENTIAL<br>CONFIDENTIEL           | <input type="checkbox"/> SECRET<br>SECRET           | <input type="checkbox"/> TOP SECRET<br>TRÈS SECRET               |
| <input type="checkbox"/> TOP SECRET - SIGINT<br>TRÈS SECRET - SIGINT        | <input type="checkbox"/> NATO CONFIDENTIAL<br>NATO CONFIDENTIEL | <input type="checkbox"/> NATO SECRET<br>NATO SECRET | <input type="checkbox"/> COSMIC TOP SECRET<br>COSMIC TRÈS SECRET |
| <input type="checkbox"/> SITE ACCESS<br>ACCÈS AUX EMPLACEMENTS              |   |   |  |

Special comments:

Commentaires spéciaux :

NOTE: If multiple levels of screening are identified, a Security Classification Guide must be provided.

REMARQUE : Si plusieurs niveaux de contrôle de sécurité sont requis, un guide de classification de la sécurité doit être fourni.

10. b) May unscrubbed personnel be used for portions of the work?

Du personnel sans autorisation sécuritaire peut-il se voir confier des parties du travail?

If Yes, will unscrubbed personnel be escorted? For work outside restricted, secure, high security zones

Dans l'affirmative, le personnel en question sera-t-il escorté?

☐ No ☒ Yes  
Non Oui

☐ No ☒ Yes  
Non Oui

**PART C - SAFEGUARDING (SUPPLIER) / PARTIE C - SÉCURITÉ (FURNISSEUR)**

INFORMATION / ASSETS / RENSEIGNEMENTS / BIENS

11. a) Will the supplier be required to receive and store PROTECTED and/or CLASSIFIED information or assets on its site or premises?

Le fournisseur sera-t-il tenu de recevoir et d'entreposer sur place des renseignements ou des biens PROTÉGÉS et/ou CLASSIFIÉS?

☒ No ☐ Yes  
Non Oui

11. b) Will the supplier be required to safeguard COMSEC information or assets?

Le fournisseur sera-t-il tenu de protéger des renseignements ou des biens COMSEC?

☒ No ☐ Yes  
Non Oui

**PRODUCTION**

11. c) Will the production (manufacture, and/or repair and/or modification) of PROTECTED and/or CLASSIFIED material or equipment occur at the supplier's site or premises?

Les installations du fournisseur seront-elles à la production (fabrication, réparation et/ou modification) de matériel PROTÉGÉ et/ou CLASSIFIÉ?

☒ No ☐ Yes  
Non Oui

**INFORMATION TECHNOLOGY (IT) MEDIA / SUPPORT RELATIF À LA TECHNOLOGIE DE L'INFORMATION (TI)**

11. d) Will the supplier be required to use its IT systems to electronically process, produce or store PROTECTED and/or CLASSIFIED information or data?

Le fournisseur sera-t-il tenu d'utiliser ses propres systèmes informatiques pour traiter, produire ou stocker électroniquement des renseignements ou des données PROTÉGÉS et/ou CLASSIFIÉS?

☒ No ☐ Yes  
Non Oui

11. e) Will there be an electronic link between the supplier's IT systems and the government department or agency?

Disposera-t-on d'un lien électronique entre le système informatique du fournisseur et celui du ministère ou de l'agence gouvernementale?

☒ No ☐ Yes  
Non Oui

TBS/SCT 350-100 (JOC 4/12)

Security Classification / Classification de sécurité

Canada



Government  
of Canada

Gouvernement  
du Canada

Contract Number / Numéro du contrat

W2037-15-0072

Security Classification / Classification de sécurité

**PART C (continued) / PARTIE C (suite)**

For users completing the form manually use the summary chart below to indicate the category(ies) and level(s) of safeguarding required at the supplier's site(s) or premises.

Les utilisateurs qui remplissent le formulaire manuellement doivent utiliser le tableau récapitulatif ci-dessous pour indiquer, pour chaque catégorie, les niveaux de sauvegarde requis aux installations du fournisseur.

For users completing the form online (via the Internet), the summary chart is automatically populated by your responses to previous questions.

Dans le cas des utilisateurs qui remplissent le formulaire en ligne (par Internet), les réponses aux questions précédentes sont automatiquement saisies dans le tableau récapitulatif.

**SUMMARY CHART / TABLEAU RÉCAPITULATIF**

Category Catégorie	PROTECTED PROTÉGÉ			CLASSIFIED CLASSIFIÉ			NATO				CONSEC					
	A	B	C	CONFIDENTIAL CONFIDENTIEL	SECRET	TOP SECRET TRÈS SECRET	NATO RESTRICTED NATO DIFFUSION RESTREINTE	NATO CONFIDENTIAL NATO CONFIDENTIEL	NATO SECRET	COSMIC TOP SECRET COSMIC TRÈS SECRET	PROTECTED PROTÉGÉ			CONFIDENTIAL CONFIDENTIEL	SECRET	TOP SECRET TRÈS SECRET
											A	B	C			
Information / Assets Renseignements / Biens Production																
IT Media / Support TI																
IT Link / Lien électronique																

12. a) Is the description of the work contained within this SRCL PROTECTED and/or CLASSIFIED?

La description du travail visé par la présente LVERS est-elle de nature PROTÉGÉE et/ou CLASSIFIÉE?

☒ No  
Non

☐ Yes  
Oui

If Yes, classify this form by annotating the top and bottom in the area entitled "Security Classification".

Dans l'affirmative, classifiez le présent formulaire en indiquant le niveau de sécurité dans la case intitulée « Classification de sécurité » au haut et au bas du formulaire.

12. b) Will the documentation attached to this SRCL be PROTECTED and/or CLASSIFIED?

La documentation associée à la présente LVERS sera-t-elle PROTÉGÉE et/ou CLASSIFIÉE?

☒ No  
Non

☐ Yes  
Oui

If Yes, classify this form by annotating the top and bottom in the area entitled "Security Classification" and indicate with attachments (e.g. SECRET with Attachments).

Dans l'affirmative, classifiez le présent formulaire en indiquant le niveau de sécurité dans la case intitulée « Classification de sécurité » au haut et au bas du formulaire et indiquez si y a des pièces jointes (p. ex. SECRET avec des pièces jointes).



Government of Canada  
Gouvernement du Canada

Contract Number / Numéro du contrat

W2037-15-0072

Security Classification / Classification de sécurité

PART D - AUTHORIZATION / PARTIE D - AUTORISATION

13. Organization Project Authority / Chargé de projet de l'organisme

Name (print) - Nom (en lettres moulées)

Title - Titre

Signature

Callaerts

Maj-DCO CAAWC

Telephone No. - N° de téléphone

Facsimile No. - N° de télécopieur

E-mail address - Adresse courriel

Date

613-392-2811 x7583

KRIS.CALLAERTS@forces.gc.ca

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

Name (print) - Nom (en lettres moulées)

Sasa Medjovic - DSSO - Industrial Security

Senior Security Analyst

Tel: 613-996-0286

Signature

Telephone No. - N° de téléphone

E-mail: sasa.medjovic@forces.gc.ca

Adresse courriel

Date

2015-01-23

15. Are there additional instructions (e.g. Security Guide, Security Classification Guide) attached?

Des instructions supplémentaires (p. ex. Guide de sécurité, Guide de classification de la sécurité) sont-elles jointes?

Yes

No

16. Procurement Officer / Agent d'approvisionnement

Name (print) - Nom (en lettres moulées)

Title - Titre

Signature

L Rombough

SUPPLY SPECIALIST

LH

Telephone No. - N° de téléphone

Facsimile No. - N° de télécopieur

E-mail address - Adresse courriel

Date

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

Name (print) - Nom (en lettres moulées)

Title - Titre

Signature

Kyla Levesque

Contract Security Officer

Kyla Levesque

Telephone No. - N° de téléphone

Facsimile No. - N° de télécopieur

E-mail address - Adresse courriel

Date

613-948-7932

Kyla.levesque2@

03-04-2015

pwgsc.gc.ca