



RETURN BIDS TO:

RETOURNER LES SOUMISSIONS À:

**Parks Canada Agency – Central Registry  
111 Water Street East  
Cornwall, Ontario, K6H 6S3**

**Bid Fax: 877-558-2349**

**Request for a Standing Offers  
Demande d’offres à commandes**

Canada, as represented by the Minister of the Environment for the purposes of the Parks Canada Agency hereby requests a Standing Offer on behalf of the identified users herein.

Le Canada, représenté par le ministre de l’Environnement aux fins de l’Agence Parcs Canada, autorise par la présente, une offre à commandes au nom des utilisateurs identifiés énumérés ci-après.

Comments - Commentaires

Issuing Office - Bureau de distribution

**Parks Canada Agency  
Contracting Operations  
111 Water Street East  
Cornwall, Ontario, K6H 6S3**



Title - Sujet <b>RFSO-Granular for Bruce Peninsula NP</b>	
Solicitation No. - No. de l’invitation <b>5P300-15-5217</b>	Date <b>2015 – 09 - 02</b>
GETS Reference No. – No de reference de SEAG	
Client Reference No. – No. de référence du client	
Solicitation Closes L’invitation prend fin –  at – à <b>02:00 PM</b> on – le <b>2015-10-15</b>	Time Zone Fuseau horaire -  <b>Heure Avancée de l’Est (HNE) / Eastern Daylight Saving Time (EDT)</b>
Address Inquiries to: - Adresser toute demande de renseignements à :	
<b>Michel Marleau</b> michel.marleau@pc.gc.ca	
Telephone No. - No de téléphone <b>(613) 938-5822</b>	Fax No. – No de FAX: <b>(866) 246-6893</b>
Destination of Goods, Services, and Construction: Destinations des biens, services et construction:  <b>See Herein</b>	

**TO BE COMPLETED BY THE BIDDER  
A ÊTRE COMPLETER PAR LE  
SOUMISSIONNAIRE**

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

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## **PART 1 - GENERAL INFORMATION**

### **1. Introduction**

The Request for Standing Offers (RFSO) template is divided into six parts:

- (i) Part 1, General Information;
- (ii) Part 2, Offeror Instructions;
- (iii) Part 3, Offer Preparation Instructions;
- (iv) Part 4, Evaluation Procedures and Basis of Selection;
- (v) Part 5, Certifications, and
- (vi) Part 6:  
6A, Standing Offer, and  
6B, Resulting Contract Clauses; and,  
  
the Annexes.

Part 1: provides a general description of the requirement;

Part 2: provides the instructions applicable to the clauses and conditions of the RFSO and states that the Offeror agrees to be bound by the clauses and conditions contained in all parts of the RFSO;

Part 3: provides offerors with instructions on how to prepare their offer to address the evaluation criteria specified;

Part 4: indicates how the evaluation will be conducted, the evaluation criteria which must be addressed in the offer, the security requirement, if applicable, and the basis of selection;

Part 5: includes the certifications to be provided;

Part 6A: includes the Standing Offer containing the offer from the Offeror and the applicable clauses and conditions;

Part 6B: includes the clauses and conditions which will apply to any contract resulting from a call-up made pursuant to the Standing Offer.

The Annexes include the Statement of Work the Basis of Payment and any other annexes.

## 2. Summary

To supply, deliver and stockpile gravel to various locations at the Bruce Peninsula National Park as required on a M<sup>3</sup> basis. The individual gravel types and stock pile locations are detailed in the Statement of Work.

The total value for this Standing Offer is estimated at **\$270,000.00** (HST extra) for the three (3) year period. Individual call-ups will vary to a maximum of **\$25,000.00** (HST included).

Offerors should note that there is no guarantee that the full amount or any amount of the Standing Offer will be called up.

## 3. Communications Notification

As a courtesy, the Government of Canada requests that successful offerors notify the Standing Offer Authority in advance of their intention to make public an announcement related to the issuance of a standing offer.

## 4. Debriefings

After issuance of a standing offer, offerors may request a debriefing on the results of the request for standing offers. Offerors should make the request to the Standing Offer Authority within 15 working days of receipt of notification that their offer was unsuccessful. The debriefing may be provided in writing, by telephone or in person.

## PART 2 - OFFEROR INSTRUCTIONS

### 1. Standard Instructions, Clauses and Conditions

All instructions, clauses and conditions identified in the Request for Standing Offers (RFSO) by number, date and title are set out in the [Standard Acquisition Clauses and Conditions](#) Manual issued by Public Works and Government Services Canada.

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

The 2006 (2015-07-03) Standard Instructions - Request for Standing Offers - Goods or Services - Competitive Requirements, are incorporated by reference into and form part of the RFSO.

### 2. Submission of Offers

Offers must be submitted only to Parks Canada Bid Receiving Unit **BY FAX** by the date, time and facsimile indicated on the cover page of the Request for Standing Offers.

### 3. Enquiries - Request for Standing Offers

All enquiries must be submitted in writing to the Standing Offer Authority no later than ten (10) calendar days before the Request for Standing Offers (RFSO) closing date. Enquiries received after that time may not be answered.

Offerors should reference as accurately as possible the numbered item of the RFSO to which the enquiry relates. Care should be taken by offerors to explain each question in sufficient detail in order to enable Canada to provide an accurate answer.

Technical enquiries that are of a proprietary nature must be clearly marked "proprietary" at each relevant item. Items identified as "proprietary" will be treated as such except where Canada determines that the enquiry is not of a proprietary nature. Canada may edit the questions or may request that offerors do so, so that the proprietary nature of the question is eliminated, and the enquiry can be answered with copies to all offerors. Enquiries not submitted in a form that can be distributed to all offerors may not be answered by Canada.

#### **4. Applicable Laws**

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

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

### **PART 3 - OFFER PREPARATION INSTRUCTIONS**

#### **1. Offer Preparation Instructions**

Canada requests that suppliers provide the arrangement in separately bound sections as follows:

Section I: Financial Offer - One hard copy  
Section II: Certifications - One hard copy

Prices must appear in Section I only. No prices must be indicated in any other section of the solicitation document.

#### **Section I: Financial Offer - One hard copy**

Offerors must submit their financial offer in accordance with "Annex B, Basis of Payment". The total amount of Goods and Services Tax or Harmonized Sales Tax must be shown separately, if applicable.

It is mandatory that bidders submit firm prices/rates for ALL items in the Basis of Payment/financial bid in the Unit Price Table in Annex B. Should there be an error in calculation, unit prices prevail and the calculation will be corrected in the Estimated Total Column.

#### **Section II: Certifications - One hard copy**

Offerors must submit the certifications required under Part 5.

### **PART 4 - EVALUATION PROCEDURES AND BASIS OF SELECTION**

#### **1. Basis of Selection**

1.1 An offer must comply with the requirements of the Request for Standing Offers to be declared responsive. The responsive offer with the **lowest aggregate total** (as per Annex B) will be recommended for issuance of a standing offer.

1.2 Must comply with all the requirements of the Request for Standing Offer (RFSO);

## PART 5 - CERTIFICATIONS

Offerors must provide the required certifications to be issued a standing offer. Canada will declare an offer non-responsive if the required certifications are not completed and submitted as requested.

Compliance with the certifications offerors provide to Canada is subject to verification by Canada during the offer evaluation period (before issuance of a standing offer) and after issuance of a standing offer. The Standing Offer Authority will have the right to ask for additional information to verify offerors' compliance with the certifications before issuance of a standing offer. The offer will be declared non-responsive if any certification made by the Offeror is untrue, whether made knowingly or unknowingly. Failure to comply with the certifications or to comply with the request of the Standing Offer Authority for additional information will also render the offer non-responsive.

### 1. Certifications Precedent to Issuance of a Standing Offer

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

#### 1.1 Federal Contractors Program – Certification

Suppliers who are subject to the Federal Contractors Program (FCP) and have been declared ineligible contractors by Human Resources and Skills Development Canada (HRSDC) are no longer eligible to receive federal government contracts over the threshold for solicitation of bids as set out in the *Government Contracts Regulations*. Suppliers may be declared ineligible contractors either as a result of a finding of non-compliance by HRSDC, or following their voluntary withdrawal from the FCP for a reason other than a reduction of their workforce to less than 100 employees. Any offers from ineligible contractors, including an offer from a joint venture that has a member who is an ineligible contractor, will be declared non-responsive.

The Offeror, or, if the Offeror is a joint venture the member of the joint venture, certifies its status with the FCP, as follows:

The Offeror or the member of the joint venture

- (a) ( ) is not subject to the FCP, having a workforce of less than 100 full-time or part-time permanent employees, or temporary employees having worked 12 weeks or more in Canada;
- (b) ( ) is not subject to the FCP, being a regulated employer under the [Employment Equity Act](#), S.C. 1995, c. 44;
- (c) ( ) is subject to the requirements of FCP, having a workforce of 100 or more full-time or part-time permanent employees, or temporary employees having worked 12 weeks or more in Canada, but has not previously obtained a certificate number from HRSDC, having not bid on requirements of \$200,000 or more;
- (d) ( ) has not been declared an ineligible contractor by HRSDC, and has a valid certificate number as follows: \_\_\_\_\_.

Further information on the [FCP](#) is available on the HRSDC Web site.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

## **PART 6 - STANDING OFFER AND RESULTING CONTRACT CLAUSES**

### **A. STANDING OFFER**

#### **1. Offer**

1.1 The Offeror offers to fulfill the requirement in accordance with the Statement of Work at Annex "A".

#### **2. Standard Clauses and Conditions**

All clauses and conditions identified in the Standing Offer and resulting contract(s) by number, date and title are set out in the [Standard Acquisition Clauses and Conditions](#) Manual issued by Public Works and Government Services Canada.

##### **2.1 General Conditions**

2005 (2015-07-03) General Conditions - Standing Offers - Goods or Services, apply to and form part of the Standing Offer.

##### **2.2 Standing Offers Reporting**

The Offeror must compile and maintain records on its provision of goods, services or both to the federal government under contracts resulting from the Standing Offer. The data must be submitted as outlined below to the Parks Canada Standing Offer Authority.

Reports will be submitted for the following periods for each year of the Standing Offer:

From Date of Award – December 31<sup>st</sup>  
January 1<sup>st</sup>, – June 30<sup>th</sup>  
July 1<sup>st</sup>, – December 31<sup>st</sup>  
for each year of the Standing Offer

Electronic reports must be completed and forwarded to the Standing Offer Authority no later than 15 calendar days after the end of each period. A copy of the form is provided under Annex C.

All data fields of the report must be completed as requested. If some data is not available, the reason must be indicated in the report. If no goods or services are provided during a given period, the Offeror must still provide a "NIL" report.

Failure to provide fully completed reports in accordance with the above instructions may result in the setting aside of the Standing Offer and the application of a vendor performance corrective measure.

### **3. Term of Standing Offer**

#### **3.1 Period of the Standing Offer**

The period for making call-ups against the Standing Offer is from Contract award for a three (3) year period.

#### **3.2 Extension of Standing Offer**

N/A



#### **4. Authorities**

##### **4.1 Standing Offer Authority**

The Standing Offer Authority is:

The Contracting Authority for this Standing Offer is:

Michel Marleau  
Contracts, Procurement & Materiel Management Officer  
Parks Canada Agency  
111 Water Street East  
Cornwall, Ontario K6H 6S3

Tel: 613-938-5822  
Fax: 866-246-6893  
Email: [michel.marleau@pc.gc.ca](mailto:michel.marleau@pc.gc.ca)

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

##### **4.2 Project Authority**

The Project Authority for the Standing Offer is identified in the call-up against the Standing Offer.

The Project Authority is the representative of the department or agency for whom the Work will be carried out pursuant to a call-up against the Standing Offer and is responsible for all the technical content of the Work under the resulting Contract.

##### **4.3 Offeror's Representative (Must be filled in by bidder)**

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Telephone: \_\_\_\_\_

Email: \_\_\_\_\_

Business/Tax Number: \_\_\_\_\_

#### **5. Identified Users**

The Identified Users authorized to make call-ups against the Standing Offer are:

Parks Canada Agency  
Bruce Peninsula National Park

#### **6. Call-up Procedures**

Call-ups will be issued to the contractor as specific projects arise, accompanied by the description of work and in accordance with the fixed rates as per Annex "B" of the Standing Offer.

## **7. Call-up Instrument**

The Work will be authorized by the Administrative Authority by the issuance of a call-up against the Standing Offer.

## **8. Limitation of Call-ups**

Individual call-ups against the Standing Offer must not exceed \$25,000.00 (Goods and Services Tax or Harmonized Sales Tax included).

## **9. Priority of Documents**

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

- a) the call up against the Standing Offer, including any annexes;
- b) the articles of the Standing Offer;
- c) 2005 (2015-07-03) General Conditions - Standing Offers - Goods or Services, apply to and form part of the Standing Offer.
- d) Annex A - Statement of Work
- e) Annex B - Basis of Payment
- f) Annex C- Standing Offer Reporting Form
- g) Annex D- Attestation Form
- h) the Offeror's offer \_\_\_\_\_

## **10. Certifications**

### **10.1 Compliance**

Compliance with the certifications provided by the Offeror is a condition of authorization of the Standing Offer and subject to verification by Canada during the term of the Standing Offer and of any resulting contract that would continue beyond the period of the Standing Offer. In the event that the Offeror does not comply with any certification or it is determined that any certification made by the Offeror in its offer is untrue, whether made knowingly or unknowingly, Canada has the right to terminate any resulting contract for default and set aside the Standing Offer.

## **11. Applicable Laws**

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

## **B. RESULTING CONTRACT CLAUSES**

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

### **1. Statement of Work**

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

### **2. Standard Clauses and Conditions**

2005 (2015-07-03) General Conditions - Standing Offers - Goods or Services, apply to and form part of the Standing Offer.

### **3. Term of Contract**

#### **3.1 Period of the Contract**

The Work must be completed in accordance with the call-up against the Standing Offer.

### **4. Payment**

Payment will be made in accordance with the unit pricing as indicated in Annex "B". For jobs with a duration of one (1) month or less, payment will be made after completion of the project, and receipt and acceptance of all deliverables by the project manager. For jobs with a duration of more than one (1) month, payment will be made in accordance with the negotiated milestone schedule detailed in the call-up

document provided the work to be performed against the milestone has been completed to the satisfaction of the project manager, and/or any deliverables required under the milestones have been received and accepted by the project manager.

#### **4.1 Basis of Payment**

The Contractor will be reimbursed for the costs reasonably and properly incurred in the performance of the work, as determined in accordance with the Basis of Payment, Annex B for all work performed pursuant to the individual Call-up against the Standing Offer. Harmonized Sales Tax (HST) is extra.

### **5. Invoicing Instructions**

All invoices will include the following information:

- Fixed number of billable hours
- Taxes (if applicable)

Invoices should be addressed to the Parks Canada Representative identified on the Call-up.

**ANNEX "A"**  
**Statement of Work**

**REQUEST FOR STANDING OFFER PROPOSALS**  
**GRAVEL TENDER – PARKS CANADA**  
**BRUCE PENINSULA NATIONAL PARK**

**1.0 REQUIREMENT DEFINITION**

Request for Standing Offer Agreement for Gravel supply and delivery at Parks Canada Sites in the Cyprus Lake Area of Bruce Peninsula National Park located 10km South of Tobermory Ontario. Delivery of material could be at any of the identified locations throughout the National Park (see location map) land base and will be clearly specified during each individual call up.

**2.0 PURPOSE OF STANDING OFFER**

To supply, deliver and stockpile gravel to various locations in the Cyprus Lake Compound and Campground Area of Bruce Peninsula National Park as required on a per **cubic metre** basis. The individual gravel types and stock pile locations are detailed below. All types of gravel should meet the following minimum requirements.

**3.0 GENERAL REQUIREMENTS ALL TYPES OF GRAVEL**

**3.1 SOURCE APPROVAL**

- .1 Inform Departmental Representative of proposed source of aggregates and provide access for sampling prior to commencing production.
- .2 Should a change of aggregate source be proposed during work, advise Departmental Representative 3 weeks in advance of proposed change to allow sampling and testing.
- .3 Acceptance of an aggregate at source does not preclude future rejection if it is subsequently found to lack uniformity or if it fails to conform to requirements specified, or if its field performance is found to be unsatisfactory.

**3.2 STOCKPILING**

- .1 Stockpile aggregates on-site in locations as indicated unless directed by Departmental Representative.
- .2 Stockpile aggregates in sufficient quantities to meet project schedules.
- .3 Stockpiling sites to be level, well drained, and of adequate bearing capacity and stability to support stockpiled materials and handling equipment (locations to be provided).
- .4 Separate different aggregates far enough apart to prevent intermixing
- .5 Do not use intermixed or contaminated materials. Remove and dispose of rejected materials.

**3.3 MATERIAL ACCEPTANCE**

- .1 Contractor to schedule material delivery with Departmental Representative.
- .2 Departmental Representative to be onsite during delivery of material and contractors to provide a weigh slip to Department Representative for all materials. Departmental Representative to sign all weigh slips in order to guarantee payment of material.

### 3.4 REFERENCES

.1 Pit and Quarry Guidelines, Environmental Construction Practice Specifications, National Parks Act and Regulations, Canadian Environmental Protection Act.

### 3.5 CODES

.1 Perform work in accordance with Code of Practice of the Department of Labour, as it pertains to the Temporary Workplace Traffic Control Manual (Department of Transportation & Public Works and all applicable codes of federal, provincial or local application provided that in any case of conflict or discrepancy, the more stringent requirements shall apply (if required).

.2 Materials must conform to or exceed applicable standards of Canadian General Standards Board (CGSB), Canadian Standards Association, and other standards organizations.

.3 Conform to latest revision of any referenced standard as reaffirmed or revised to date of specification. Standards or codes not dated shall be deemed editions in force on date of tender advertisement.

.4 Vehicle weights and dimensions shall conform to all relevant highway and road acts.

### 3.6 WORK WITHIN PARK BOUNDARIES

.1 The Contractor shall be fully aware that the project is within a national park and it is essential that lands remain as undisturbed as possible. The Contractor will be expected to use standards and methods beyond those for normal construction in order to protect the environment and ensure the aesthetics of the work. Contract limits shall be strictly adhered to and every precaution shall be taken to minimize environmental damage and disruption to vegetation, wildlife habitat, and structures or existing services, both on construction and storage sites.

.2 If any damage occurs during supply, the Contractor is responsible to bear the expense to immediately restore such damaged areas to the satisfaction of the Departmental Representative.

.3 If Contractor fails to repair damage to the satisfaction of the Departmental Representative, the Departmental Representative may complete repairs at the Contractor's expense.

.4 The Contractor shall ensure that contracted work meets the standards outlined in the contract specifications.

### 3.7 DOCUMENTS REQUIRED

.1 Maintain at job site, one copy each document as follows:

.1 Specifications.

.2 Specific request (call-up) for materials.

### 3.8 SITE CONDITIONS

.1 The Contractor will be deemed to have familiarized them self with existing site and working conditions and all other conditions which may affect performance of the Contract. No plea of ignorance of such conditions as a result of failure to make all necessary examinations will be accepted as a basis for any claims for extra compensation or an extension of time.

.2 The Contractor will be deemed to have examined the site of work for nature of location of work, local conditions, soil and subsurface structure and topography, nature and quality of material to be used, equipment and facilities needed to execute the work, means of access, existing underground and overhead infrastructure and understand the risk, contingencies and circumstances that may affect the Work.

.3 Any information provided by the Owner as to the subsurface or concealed conditions is only for informational purposes.

### 3.9 WORK SCHEDULE

- .1 Parks Canada may require delivery of gravel at any time throughout the duration of the contract. It will not be expected that the contractor will have to deliver gravel when roads are closed during the spring weight restrictions set by the Municipality of the Northern Bruce Peninsula, or other relevant jurisdiction. However, the Contractor may be required to deliver gravel immediately before or after the road closure period.
- .2 Contractor will be expected to commence delivery of material a maximum of 4 days after request to provide service (call-up) unless approved otherwise by Departmental Representative.

### 3.10 CONTRACTOR'S USE OF SITE

- .1 The Departmental Representative will specify the areas for work and storage.
- .2 Departmental Representative or Parks Canada staff member must be present during delivery of gravel.
- .3 Gravel Deliveries will only be accepted during normal operating hours which include:  
Monday – Friday from 8am – 4pm  
Excluding weekends and Holidays  
Contractor will be expected to deliver during these hours unless agreed upon in advance with the Departmental Representative.

### 3.11 EXISTING SERVICES

- .1 Carry out work at times directed by authorities having jurisdiction, with minimum of disturbance to operations of surrounding facilities.
- .2 Before commencing work, establish location and extent of service lines in area of work and notify Departmental Representative of findings.

### 3.12 MEASUREMENT OF QUANTITIES

- .1 Volume: In computing volumes, average end area method will be used unless otherwise directed by Departmental Representative in writing.
- .2 All volume measurements refer to in place measure unless specified elsewhere in specification.
- .3 Once a tonnage per cubic meter has been established to the satisfaction of both parties, tonnage may be used for measurement.

## 4.0 GRAVEL CATEGORY REQUIREMENTS

- 4.1 The project stockpile is to be located in the Cyprus Lake Compound and surrounding area within Bruce Peninsula National Park, Tobermory Ontario.  
Exact area will be identified before the arrival of materials per location map.
- 4.2 The work generally includes, but is not limited to:
  - .1 The supply of Granulars (see table 1) to Bruce Peninsula National Park, Tobermory, Ontario, which includes all the labour, equipment and material to supply and transport to this location.
  - .2 Contractor will be required to provide gravel at this location ensuring it is contained to the area designated by Parks Canada (see location map) per each call-up.
  - .3 Gravel to meet the following minimum specifications:

**Granular Requirements - Bruce Peninsula National Park**

<b>Granular Type</b>	<b>Referenced Size</b>	<b>OPSS</b>	<b>Reference</b>	<b>Special Considerations</b>
Granular 'A'	1"	1010	1010.05.02	Accepted production will be limited to crushed quarried bedrock (1010.05.02) a) 100% of material must pass 26.5mm seive
Granular 'B', Type 2	2"	1010	1010.05.03.02	Accepted production will be limited to crushed quarried bedrock (1010.05.03.02) a) 50% of material must pass 37.5mm seive, 100% of material must pass 106mm seive
Granular 'B', Type 2	4"	1010	1010.05.03.02	Accepted production will be limited to crushed quarried bedrock (1010.05.03.02) a) 100% of material must pass 106mm seive
Rip-Rap	4-6"	1004	Table 7	Size will range from 100mm to 150mm (clean)
Crushed Gravel	4-6"			Size will range from 100mm to 150mm

**TABLE 1**

**5.0 TRAVEL**

The price/m3 cost submitted for this standing offer agreement will include all travel, or lodging costs required to provide gravel to the specified locations.

**6.0 CONFIDENTIALITY**

It is understood and agreed that the Contractor will, during and after the effective period of the solicitation, and any resultant contract, treat as confidential and not divulge, unless authorized in writing by Parks Canada, any information obtained in the course of the performance of the proposed Work.

**7.0 COMMUNICATIONS**

During the contract period a Contractor contact shall remain regularly available to the Departmental Representative. In event contractor contact is unavailable, a substitute shall be provided.

## ANNEX "B"

### BASIS OF PAYMENT

Your financial bid will be used to determine the Basis of Payment, please fill in the amounts below. An offer must comply with the requirements of the Request for Standing Offers to be declared responsive. The responsive offer with the lowest aggregate price will be recommended for issuance of a standing offer.

The responsive offer with the **lowest aggregate total** (as per Annex B) will be recommended for issuance of a standing offer.

**The sum of the extended price column will be the bidders aggregate total.**

### UNIT PRICE TABLE

1. The Unit Price Table designates the Work to which a Unit Price Arrangement applies.
  - (a) The Price per Unit and the Estimated Total Price must be entered for each item listed.
  - (b) Work included in each item is as described in the referenced specification section AND ADDITIONAL DETAILS PROVIDED IN THIS UNIT PRICE NEGOTIATED DOCUMENT. ALL SPECIFICATIONS DESCRIPTIONS STILL APPLY IN ADDITION TO THIS ADDITIONAL INFORMATION.
  - (c) The Price per Unit shall not include any amounts for Work that is not included in that unit price item.

**TABLE ONE: STANDING OFFER - YEAR ONE – Starting on Award Date**

Item No.	DESCRIPTION OF REQUIREMENT (ALL PRICES TO BE QUOTED ON REGULAR WORKING HOURS RATE)	A Estimated Quantity	B Price per Unit Applicable Taxes Extra	C Estimated Total Price Applicable Taxes Extra
A1	<b>Granular 'A - 1"</b>	2000 m <sup>3</sup>	\$/ m <sup>3</sup>	\$
A2	<b>Granular 'B', Type 2 - 2"</b>	500 m <sup>3</sup>	\$/ m <sup>3</sup>	\$
A3	<b>Granular 'B', Type 2 - 4"</b>	200 m <sup>3</sup>	\$/ m <sup>3</sup>	\$
A4	<b>Rip-Rap - 4-6"</b>	500 m <sup>3</sup>	\$/ m <sup>3</sup>	\$
A5	<b>Crushed Gravel</b>	3600 m <sup>3</sup>	\$/ m <sup>3</sup>	\$
<b>TOTAL EXTENDED AMOUNT (TEA) (Items A1 – A5)</b> Excluding Applicable Taxes Note: Bidders are reminded that it is their responsibility to include in their bid all work as described in the standing offer specifications.				\$

From time to time Parks Canada may have a requirement for similar items. Please complete below for the purchase of such items:

For miscellaneous items of a similar nature not listed in pricing table above, the supplier agrees that the pricing will be at actual laid down cost less a discount of \_\_\_\_\_%

Offeror must submit with their invoice a copy of an invoice to support the actual cost claimed.



**TABLE TWO: STANDING OFFER - YEAR TWO – Starting on Award Date**

Item No.	DESCRIPTION OF REQUIREMENT (ALL PRICES TO BE QUOTED ON REGULAR WORKING HOURS RATE)	A Estimated Quantity	B Price per Unit Applicable Taxes Extra	C Estimated Total Price Applicable Taxes Extra
A1	<b>Granular 'A' - 1"</b>	2000 m <sup>3</sup>	\$ _____ / m <sup>3</sup>	\$
A2	<b>Granular 'B', Type 2 - 2"</b>	500 m <sup>3</sup>	\$ _____ / m <sup>3</sup>	\$
A3	<b>Granular 'B', Type 2 - 4"</b>	200 m <sup>3</sup>	\$ _____ / m <sup>3</sup>	\$
A4	<b>Rip-Rap - 4-6"</b>	500 m <sup>3</sup>	\$ _____ / m <sup>3</sup>	\$
A5	<b>Crushed Gravel</b>	3600 m <sup>3</sup>	\$ _____ / m <sup>3</sup>	\$
<b>TOTAL EXTENDED AMOUNT (TEA) (Items A1 – A5)</b> Excluding Applicable Taxes Note: Bidders are reminded that it is their responsibility to include in their bid all work as described in the standing offer specifications.				\$

From time to time Parks Canada may have a requirement for similar items. Please complete below for the purchase of such items:

For miscellaneous items of a similar nature not listed in pricing table above, the supplier agrees that the pricing will be at actual laid down cost less a discount of \_\_\_\_\_%

Offeror must submit with their invoice a copy of an invoice to support the actual cost claimed.

**TABLE THREE: STANDING OFFER - YEAR THREE – Starting on Award Date**

Item No.	DESCRIPTION OF REQUIREMENT (ALL PRICES TO BE QUOTED ON REGULAR WORKING HOURS RATE)	A Estimated Quantity	B Price per Unit Applicable Taxes Extra	C Estimated Total Price Applicable Taxes Extra
A1	<b>Granular 'A' - 1"</b>	2000 m <sup>3</sup>	\$ _____ / m <sup>3</sup>	\$
A2	<b>Granular 'B', Type 2 - 2"</b>	500 m <sup>3</sup>	\$ _____ / m <sup>3</sup>	\$
A3	<b>Granular 'B', Type 2 - 4"</b>	200 m <sup>3</sup>	\$ _____ / m <sup>3</sup>	\$
A4	<b>Rip-Rap - 4-6"</b>	500 m <sup>3</sup>	\$ _____ / m <sup>3</sup>	\$
A5	<b>Crushed Gravel</b>	3600 m <sup>3</sup>	\$ _____ / m <sup>3</sup>	\$
<b>TOTAL EXTENDED AMOUNT (TEA) (Items A1 – A5)</b> Excluding Applicable Taxes Note: Bidders are reminded that it is their responsibility to include in their bid all work as described in the standing offer specifications.				\$

From time to time Parks Canada may have a requirement for similar items. Please complete below for the purchase of such items:

For miscellaneous items of a similar nature not listed in pricing table above, the supplier agrees that the pricing will be at actual laid down cost less a discount of \_\_\_\_\_%

Offeror must submit with their invoice a copy of an invoice to support the actual cost claimed.

**Total :**

**Year 1 (a) + Year 2 (b) + Year three (c) = \$ \_\_\_\_\_**

**SIGNATURE OF CONSULTANT OR JOINT VENTURE CONSULTANTS**

The Consultant agrees to provide services, as required for each call up, in accordance with the time based rates quoted above. Time based rates do not apply to sub-consultants services engaged by the Architect acting as Prime Consultant. Rates charged for sub-consultants shall not exceed rates for the parallel functional activities identified above.

..... signature signature .....

..... capacity capacity .....

**END OF PRICE PROPOSAL FORM**

**ANNEX "C"**

**STANDING OFFER REPORTING FORM**

<b>Standing offer</b>	<b>(Insert Standing Offer #)</b>	<b>Start Date of SO (DD/MM/YYYY)</b>	<b>End Date of SO (DD/MM/YYYY)</b>	
<b>Total Value to Date (\$)</b>	<b>Total Value for Reporting Period (\$)</b>	<b>Start Reporting Period (DD/MM/YYYY)</b>	<b>End Reporting Period (DD/MM/YYYY)</b>	
<b>Call up #</b>	<b>Work Description</b>	<b>Date of Order</b>	<b>Date of Delivery</b>	<b>Value of Order (HST extra)</b>

**ANNEX D**  
**Attestation and Proof of Compliance with Occupational Health and Safety (OHS)**

**Submission of this completed form, satisfactory to Parks Canada, is a condition of gaining access to the work place.**

**Instructions:**

Prime contractor must sign this form for all projects undertaken at Parks Canada work places.

This form is to be administered by the Project Manager and completed by the Prime Contractor AFTER contract award.

Parks Canada recognizes that federal OHS legislation places certain specific responsibilities upon Parks Canada as owner of the work place. In order to meet those responsibilities, Parks Canada is implementing a contractor safety regime that will ensure that roles and responsibilities assigned under Part II of the *Canada Labour Code* and the *Canada Occupational Health and Safety Regulations* are implemented and observed when involving contractor(s) to undertake works in Parks Canada work places.

Parks Canada Responsible Authority/Project Lead	Address	Contact Information
Project Manager/Contracting Authority (delete as required)		
Prime Contractor		
Subcontractor(s) (add additional fields as required)		

Location of Work:
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General Description of Work to be Completed:
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Mark "Yes" where applicable.

	A meeting has been held to discuss hazards and access to the work place and all known and foreseeable hazards have been identified to the contractor and/or subcontractor(s)
	The contractor and/or its subcontractor(s) will comply with all federal and provincial/territorial legislation and Parks Canada's policies and procedures, regarding occupational health and safety.
	The contractor and/or its subcontractor(s) will provide all prescribed safety materials, equipment, devices and clothing.
	The contractor and/or its subcontractor(s) will ensure that its employees are familiar with and use all prescribed safety materials, equipment, devices and clothing at all times.
	The contractor and/or its subcontractor(s) will ensure that its activities do not endanger the health and safety of Parks Canada employees.
	The contractor and/or its subcontractor(s) has inspected the site and has carried out a hazard assessment and has put in place a health and safety plan and informed its employees accordingly, prior to the commencement of the work.
	Where a contractor and/or its subcontractor(s) will be storing, handling or using hazardous substances in the work place, it will place warning signs at access points warning persons of the presence of the substances and any precautions to be taken to prevent or reduce any hazard of injury or death.
	The contractor and/or its subcontractor(s) will ensure that its employees are instructed in respect of any emergency procedures applicable to the site.

I, \_\_\_\_\_ (contractor), certify that I have read, understood and attest that my firm, employees and all sub-contractors will comply with the requirements set out in this document and the terms and conditions of the contract.

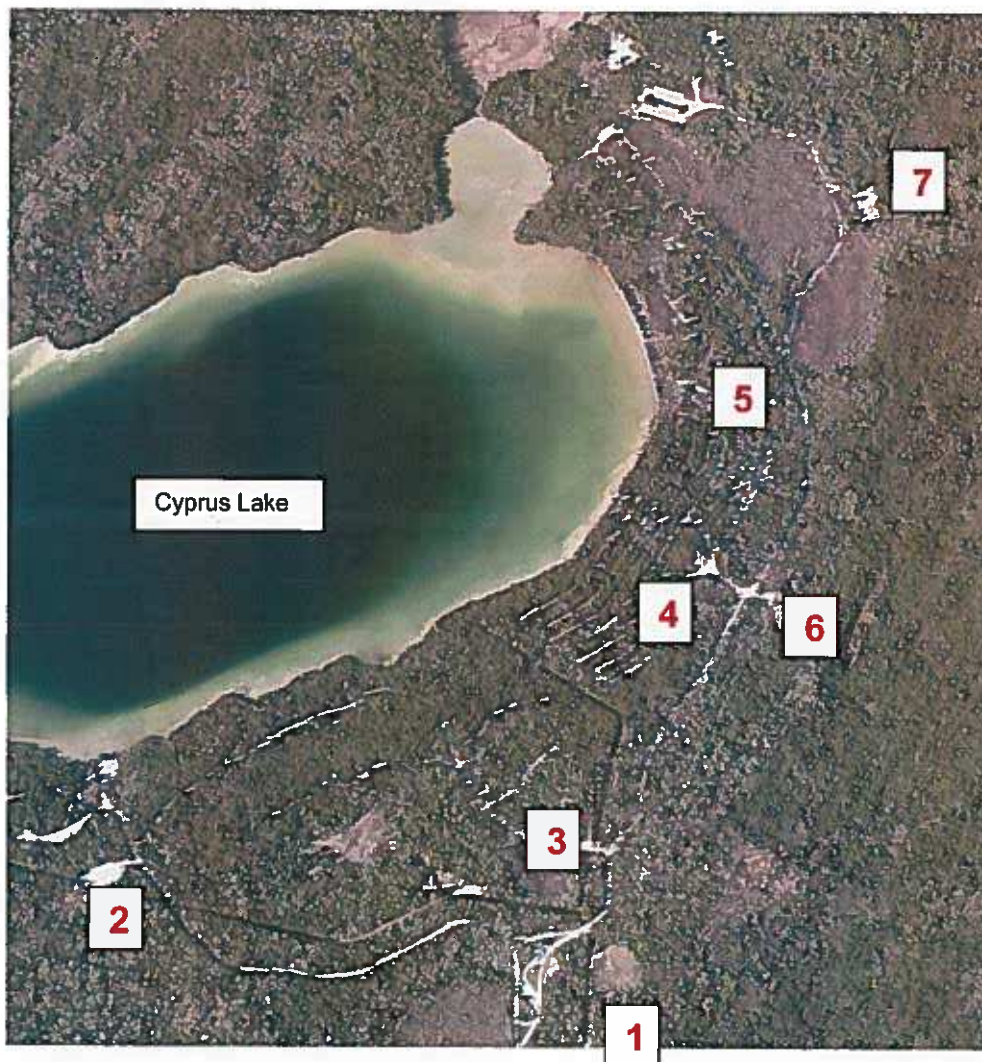
Name \_\_\_\_\_ Signature \_\_\_\_\_

Date \_\_\_\_\_



## Location Map

### Gravel Supply



- 1) MAINTENANCE COMPOUND
- 2) P2-PARKING LOT 2
- 3) TAMARCKS CAMPGROUND
- 4) BIRCHES CAMPGROUND
- 5) POPLARS CAMPGROUND
- 6) RECYCLING YARD
- 7) GROUP SITE 3