

DEPARTMENT OF NATIONAL DEFENCE

SPECIFICATION

STANDING OFFER AGREEMENT

PROVISION OF  
ELECTRICAL MAINTENANCE SERVICES  
FOR OVERHEAD, UNDERGROUND  
HIGH VOLTAGE LINES/STATIONS  
AND SURFACE LAUNCHED UNDERGROUND  
DIRECTIONAL PIPE BORING SERVICES

17 WING

WINNIPEG, MANITOBA

PART 1 - GENERAL

1.1 CONTRACT DOCUMENTS

- .1 Public Works and Government Services Canada contract documents are an integral part of this specification and govern all work.

1.2 SITE OF WORK

- .1 Work will be performed on various networks belonging to the Department of National Defence, 17 Wing.

1.3 SCOPE OF WORK

- .1 Work comprises the furnishing of all labour, materials, tools, equipment, transportation and and supervision necessary to complete the work described in this specification.
- .2 On receiving the approval of the Engineer or the Engineer's appointed representative, whether verbally, by telephone, in writing or by fax, the contractor will perform the following work:
  - .1 Ensure that the following equipment and components are serviceable and in good working order:
    - .1 The electrical distribution network and its overhead and underground components.
    - .2 Replace and realign hydro poles.
    - .3 Install and/or replace overhead or underground high tension power lines.
    - .4 Install and/or replace guy wires, as needed.
    - .5 Install and/or replace any other necessary items.
      - .1 Lightning conductors.
      - .2 Fused circuit breakers.
      - .3 Sectionalization switches.
      - .4 Primary circuit ground wires.
    - .6 Repair underground lines.
    - .7 Perform any other work connected with the overhead and underground electrical distribution and transfer systems, as needed.
    - .8 Carry out maintenance and distribution work on transformer groups, and Hanger doors including installation or replacement of parts.
  - .2 The contractor will also perform repair or construction work in accordance with the instructions accompanying each request.

1.4 SECURITY  
REQUIREMENT

- .1 The Contractor is required to supply the names of all personnel that will require access to 17 Wing and its associated units to the Engineer upon award of contract and on a regular basis as employees change or as requested by the Engineer.1.4
- .2 This requirement is in place to ensure quick access to 17 Wing and associated units. If a Contractor's employee name is not provided in advance, the Contractor's employee may experience delays in getting access. Any time lost while the Contractor's employees are waiting for access due to names not being forwarded to the Engineer, will be the responsibility of the Contractor.
- .3 Contractor's employees requiring regular access to restricted areas at 17 Wing will be required to have an Enhanced Reliability Check completed by DND. Contractors will be notified by written correspondence from the Engineer if this is required and what information is required.

1.5 SITE  
INSPECTION

- .1 Before submitting a bid, the contractor may inspect the work site and obtain information about any uncertain aspects likely to affect the work. The contractor shall make inquiries of the Engineer and/or the Engineer's appointed representative concerning the availability of services, accommodation required and access to the site, and obtain all information which could affect the bid.

1.6 REGULATIONS

- .1 The various work sites are likely to be subject to certain regulations concerning fire hazards, security and safety. Bidders shall familiarize themselves and all their employees with these regulations and adhere to them.
- .2 Fire Safety Requirements. Contractors shall comply with requirements of Fire Orders and Precautions for Civilian Contractors as issued by the Wing Fire Chief.
- .3 Overloading. No part of the work shall be loaded to the point which will endanger its safety.
- .4 Falsework. Falsework shall conform to national, provincial and/or local codes and by-laws governing this type of work.
- .5 Solvents and Adhesives. Contractors shall take necessary precautions to ensure fire surveillance and protection in accordance with directives given. Smoking is not permitted in any Department of National Defence building. Use in well ventilated areas only. Do not dispose of volatile wastes, paint thinners and so on in storm or sanitary sewers.

1.7 WORKMANSHIP

- .1 The contractor shall follow specifications in drawings and instructions unless written order to the contrary is given by the Engineer.
- .2 Work shall be performed to the entire satisfaction of the Engineer and shall be in accordance with Canadian Electrical Code, using the best materials and in strict accordance with drawings, details and instructions provided.
- .3 If the contractor mistakenly fails to follow instructions received, the contractor shall redo the work at the contractor's expense.
- .4 If any inconsistency, contradiction, impossibility or unforeseen situation arises during the work, the contractor shall cease work immediately and notify the Engineer.
- .5 Unless specified otherwise, work shall continue without interruption during regular Wing working hours until the entire project is completed.
- .6 The work shall be fully guaranteed, in writing, against defects for one full year after the billing date. At the Engineer's request, the contractor shall carry out, within the period of the guarantee and at no cost to DND, repairs to all identified defects arising from normal use of the site or equipment.
- .7 Electricians must hold a valid Journeyman's certificate and produce same upon the request of the Engineer. Apprentices shall be accompanied by a Journeyman Electrician at all times.
- .8 Work shall be performed by personnel with proven experience in maintaining and testing of power systems equipment at voltage levels up to 25KV class and shall be experienced in the use of all required testing equipment.

1.8 WORKSHOP  
MANUFACTURE

- .1 The contractor shall be able to perform certain tasks in a workshop, if the need arises, with the written consent of the Engineer.

1.9 STANDARDS

- .1 The most recent edition of standards mentioned in this specification and instructions given with each request apply.
- .2 Unless specified otherwise, the contractor shall install overhead and underground networks in accordance with CSA Standard C22.3 No. 1-M1979.

1.10 RESTRICTIONS

- .1 Before commencing repair on an item of equipment the contractor shall estimate the cost of repairs to within 10%. If the cost of materials and labor

would exceed 60% of the cost of new equipment, repairs will not be carried out.

1.11 VEHICLES

- .1 The contractor shall provide transportation for the contractor's employees and equipment and the materials required for the performance of work, without additional cost to the Department.

1.12 SCAFFOLDING

- .1 The contractor shall supply scaffolding required for full and efficient performance of the work. It shall be erected independently of the structure and shall conform to the Safety Code of the Manitoba Ministry of Labor.

- .2 The contractor shall assume responsibility for the protection of employees given authorized access to the site and provide additional safety equipment required either by inspectors from the Manitoba Ministry of Labor or by the Engineer.

1.14 Action on Requisitions

- .1 The contractor shall provide service on a 24/7 basis throughout this period, and will visit the site within a 4 hour period upon receipt of request. If work is deemed emergency by the Engineer, if required, the Contractor will be on site within a 2 hour period. A telephone answer machine is not acceptable.

PART 2 - MATERIALS

2.1 EQUIPMENT

- .1 The contractor shall have available all equipment essential for the maintenance and repair of all items of work specified in paragraph 1.3.2.

2.2 SUPPLIERS

- .1 The contractor shall identify the contractor's sources of supply to the Engineer, who will require the contractor to purchase from the supplier offering the best price.

2.3 TOOLS

- .1 All tools shall remain the property of the contractor and shall not be invoiced to the Department, except as otherwise specified in writing. DND owned equipment shall not be used by the contractor.
- .2 The contractor may choose to rent tools or equipment, but these shall not be invoiced to the Department, except as otherwise specified in writing.

PART 3 - PERFORMANCE

3.1 INFORMATION

- .1 All work listed in paragraph 1.3.2 of this specification shall be performed in accordance with the latest information and installation and maintenance recommendations or manuals for each product. The contractor will assume the cost of and responsibility for such manuals or pamphlets.

PART 4 - ADMINISTRATION

4.1 WORK ESTIMATES

- .1 The Engineer's Contracts Inspectors will normally request an approximate estimate for call-ups, in which case a verbal cost is acceptable.
- .2 If a "Quote" is requested, a written quote shall be faxed to the Engineer's Contracts Inspector requesting it at no cost to DND.
- .3 Any work on a call-up that may go over \$1000, requires special approval authority within the Department of National Defence. Therefore, other than in an emergency, the Standing Offer Agreement Contractor must provide a written estimate (a fax is acceptable) for any work that is expected to go over this limit prior to carrying out work. During an emergency, the Contractor is expected to provide at least a verbal estimate to the Engineer's Contract Inspector as soon as possible.

4.2 PRICING:  
ELECTRICAL  
MAINTENANCE  
SERVICES

- .1 Materials and replacement parts (with the exception of parts provided free of charge) shall be at cost plus a bid profit margin of \_\_\_\_%. Each time the contractor shall submit copies of invoices or proofs of purchase giving price, quantity and other details required for checking claims. Refer to paragraph 2.2.
- .2 Service calls shall be at a hourly rate for an electrician and a hourly rate for an Apprentice.
- .3 Service calls shall be at a hourly rate for various

equipment and include the operator, fuel and oil required:

.1 Truck with hydraulic cherry picker:  
\$ \_\_\_\_\_/hour.

.2 Backhoe loaders: \$ \_\_\_\_\_/hour.

.3 All other trucks not used for transport of workers and materials, see paragraph 1.10:  
\$ \_\_\_\_\_/hour.

4.4 PRICING:  
UNDERGROUND  
PIPE BORING

.1 As per Annex A.

Annex:  
Annex A Pricing: Underground Pipe Boring

Annex A  
Job No. L-W115-9306/SOA C404

PRICING: UNDERGROUND PIPE BORING

<u>HOLE SIZE</u>	<u>COST PER METRE</u>	<u>MINIMUM LENGTH</u>	<u>MINIMUM CHARGE</u>
50 mm			
100 mm			
150 mm			
200 mm			
250 mm			
300 mm			
350 mm			