

## RETURN BIDS TO:

## RETOURNER LES SOUMISSIONS À:

**Public Works and Government Services Canada  
ATB Place North Tower  
10025 Jasper Ave./10025 ave. Jaspe  
5th floor/5e étage  
Edmonton  
Alberta  
T5J 1S6  
Bid Fax: (780) 497-3510**

## Request For a Standing Offer Demande d'offre à commandes

Regional Individual Standing Offer (RISO)  
Offre à commandes individuelle régionale (OCIR)

Canada, as represented by the Minister of Public Works and Government Services Canada, hereby requests a Standing Offer on behalf of the Identified Users herein.

Le Canada, représenté par le ministre des Travaux Publics et Services Gouvernementaux Canada, autorise par la présente, une offre à commandes au nom des utilisateurs identifiés énumérés ci-après.

## Comments - Commentaires

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

**Issuing Office - Bureau de distribution**  
Public Works and Government Services Canada  
ATB Place North Tower  
10025 Jasper Ave./10025 ave Jasper  
5th floor/5e étage  
Edmonton  
Alberta  
T5J 1S6

<b>Title - Sujet</b> Fencing, Install and Repair	
<b>Solicitation No. - N° de l'invitation</b> W0118-16S017/A	<b>Date</b> 2016-04-11
<b>Client Reference No. - N° de référence du client</b> DND W0118-16S017	<b>GETS Ref. No. - N° de réf. de SEAG</b> PW-\$PWU-023-10742
<b>File No. - N° de dossier</b> PWU-5-38361 (023)	<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 2016-05-09</b>	<b>Time Zone</b> <b>Fuseau horaire</b> Mountain Daylight Saving Time MDT
<b>Delivery Required - Livraison exigée</b> See Herein	
<b>Address Enquiries to: - Adresser toutes questions à:</b> Taylor (RPC), Ian	<b>Buyer Id - Id de l'acheteur</b> pwu023
<b>Telephone No. - N° de téléphone</b> (780)566-9487 ( )	<b>FAX No. - N° de FAX</b> (780)497-3510
<b>Destination - of Goods, Services, and Construction:</b> <b>Destination - des biens, services et construction:</b> DEPARTMENT OF NATIONAL DEFENCE CFB SHILO SHILO Manitoba R0K2A0 Canada	
<b>Security - Sécurité</b> This request for a Standing Offer does not include provisions for security. Cette Demande d'offre à commandes ne comprend pas des dispositions en matière de sécurité.	

**Instructions: See Herein**

**Instructions: Voir aux présentes**

<b>Vendor/Firm Name and Address</b>	
Raison sociale et adresse du fournisseur/de l'entrepreneur	
<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 (type or print)</b>	
<b>Nom et titre de la personne autorisée à signer au nom du fournisseur/ de l'entrepreneur (taper ou écrire en caractères d'imprimerie)</b>	
<b>Signature</b>	<b>Date</b>

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## SUPPORT THE USE OF APPRENTICES

Through Canada's Economic Action Plan 2013, the Government of Canada proposes to support the employment of apprentices in federal construction and maintenance projects. Refer to Part 2, item 5.

### **INTEGRITY PROVISIONS : Important changes have been made to the Integrity Provisions as of April 4, 2016.**

See 01, Integrity Provision – Offer, of 2006 Standard Instructions - Request for Standing Offers for more information.

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## PART 1 - GENERAL INFORMATION

### 1. Introduction

The Request for Standing Offers (RFSO) template is divided into seven parts plus attachments and annexes, as follows:

Part 1, General Information: provides a general description of the requirement;

Part 2, Offeror Instructions: provides the instructions applicable to the clauses and conditions of the RFSO;

Part 3, Offer Preparation Instructions: provides Offerors with instructions on how to prepare their offer to address the evaluation criteria specified;

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

Part 5, Certifications: includes the certifications to be provided;

Part 6, Security, Financial and Insurance Requirements: includes specific requirements that must be addressed by Offerors; and

Part 7: 7A, Standing Offer, and 7B, Resulting Contract Clauses:

7A, includes the Standing Offer containing the offer from the Offeror and the applicable clauses and conditions;

7B, 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, Health & Safety, Usage Reports, Offer, SRCL, and any other annexes.

### 2. Summary

Request for Standing Offer is for the provision of skilled licensed labour, tools, equipment, transportation, supervision and material necessary to supply, repair and maintain chain link, wire and farm type fencing for Canadian Forces Base (CFB) Shilo, Manitoba.

Services are to be provided on an as required basis. It is anticipated that one (1) standing offer will be issued to the lowest compliant offeror.

The standing offer will be issued for a term of three (3) years from the date of Standing Offer issuance.

This procurement contains MANDATORY requirements. See Part 4 and 5 of the RFSO for details.

Pursuant to section 01 of Standard Instructions 2006, Offerors must submit a complete list of names of all individuals who are currently directors of the Offeror. Furthermore, as determined by the Special Investigations Directorate, Departmental Oversight Branch, each individual named on the list may be requested to complete a Consent to a Criminal Record Verification form and related documentation.

The requirement is subject to the provisions of the Agreement on Internal Trade (AIT).

### 3. Health & Safety Requirements

There are Health & Safety requirements associated with this requirement. See Annex C.

### 4. Debriefing

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. The debriefing will include an outline of the reasons the submission was not successful, making reference to the evaluation criteria. The confidentiality of information relating to other submissions will be protected.

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## PART 2 - STANDING OFFER - INSTRUCTIONS TO OFFERORS

### 1. Standard Instructions, Clauses and Conditions

All instructions, clauses and conditions identified in the Request for Standing Offers RFSO by title, number and date are set out in the Standard Acquisition Clauses and Conditions Manual issued by Public Works and Government Services Canada (PWGSC). The Manual is available on the PWGSC Web site: <http://ccua-sacc.tpsgc-pwgsc.gc.ca/pub/acho-eng.jsp>

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

The 2006 (2016-04-04) 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 Public Works and Government Services Canada (PWGSC) Bid Receiving Unit by the date, time and place indicated on page 1 of the Request for Standing Offers.

#### 2.1 Revision of Offer:

An offer submitted in accordance with these instructions may be revised by letter or facsimile, provided that the revision is received at the office designated for the receipt of offers on or before the date and time set for the closing of the RFSO. The facsimile shall be on the offeror's letterhead or bear a signature that identifies the offeror.

A revision to the unit price schedule must clearly identify the change(s) in the unit price(s) and the specific item(s) to which each change applies.

A letter or facsimile submitted to confirm an earlier revision shall be clearly identified as a confirmation

Failure to comply with any of the above provisions shall result in the rejection of the non-compliant revision(s) only. The offer shall be evaluated based on the original offer submitted and all other compliant revision(s).

Facsimile number for receipt of revisions: **(780) 497-3510**

#### 2.2 Firm Price and/or Rates:

The Offeror is required to submit firm prices, rates or both that will apply for the entire period of the Standing Offer.

#### 2.3 Form: Offers not submitted on the prescribed Offer Form will not be considered.

#### 2.4 Alterations: Any alteration to the pre-printed or pre-typed sections of the Offer Form, or any condition or qualification placed upon the offer may be cause for disqualification of the offer. Alterations, corrections, changes or erasures made to statements or figures entered on the Offer Form by the offeror shall be initialed by the person or persons signing the offer. Initials shall be original(s). Alterations, corrections, changes or erasures that are not initialed shall be deemed void and without effect.

#### 2.5 Incomplete Offers: Incomplete offers may be rejected.

#### 2.6 Taxes

The offeror is responsible for all applicable taxes.

Offerors are not to include any amounts for the Goods and Services Tax (GST) or Harmonized Sales Tax (HST), whichever is applicable. Any amount levied in respect of the GST/HST shall be billed as a separate item on invoices submitted by the contractor, and shall be paid in addition to the amount approved by Canada for work performed under any resulting Contract. The Contractor shall be required to remit the appropriate amount to the Canada Revenue Agency in accordance with the applicable legislation.

The Federal Government is exempt from the Quebec Sales Tax (QST). Offerors shall not include in their prices any amount that is intended to cover the QST on goods and services performed in the execution of the Work except for such amounts for which an Input Tax Refund is not available. The successful Offeror should

make arrangements directly with the Province of Quebec to recover any QST paid by it in performing the Work under the resulting Contract.

## 2.7 Performance Evaluation

Offerors shall take note that the performance of the Contractor during and upon completion of the work shall be evaluated by Canada. The evaluation shall be based on the quality of workmanship; timeliness of completion of the work; project management, contract management and management of health and safety. Should the Contractor's performance be considered unsatisfactory, the Contractor's bidding privileges on future work may be suspended indefinitely.

An electronic version of the form PWGSC-TPSGC 2913, SELECT - Contractor Performance Evaluation Report Form, used to record the performance is available on the Public Works and Government Services Canada (PWGSC) Web site.

## 3. Enquiries - Request for Standing Offers

All enquiries MUST be submitted in writing to the Standing Offer Authority no later than five (5) 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 the province of work.

## 5. PUBLIC WORKS AND GOVERNMENT SERVICES CANADA APPRENTICE PROCUREMENT INITIATIVE

1. To encourage employers to participate in apprenticeship training, Contractors bidding on construction and maintenance contracts by Public Works and Government Services Canada (PWGSC) are being asked to sign a voluntary certification, signaling their commitment to hire and train apprentices.
2. Canada is facing skills shortages across various sectors and regions, especially in the skilled trades. Equipping Canadians with skills and training is a shared responsibility. In Economic Action Plan (EAP) 2013, the Government of Canada made a commitment to support the use of apprentices in federal construction and maintenance contracts. Contractors have an important role in supporting apprentices through hiring and training and are encouraged to certify that they are providing opportunities to apprentices as part of doing business with the Government of Canada.
3. Through the Economic Action Plan 2013 and support for training programs, the Government of Canada is encouraging apprenticeships and careers in the skilled trades. In addition, the government offers a tax credit to employers to encourage them to hire apprentices. Information on this tax measure administered by the Canada Revenue Agency can be found at: [www.cra-arc.gc.ca](http://www.cra-arc.gc.ca). Employers are also encouraged to find out what additional information and supports are available from their respective provincial or territorial jurisdiction.
4. Signed certifications (Appendix 2) will be used to better understand contractor use of apprentices on Government of Canada maintenance and construction contracts and may inform future policy and program development.
5. The Contractor hereby certifies the following:

Solicitation No. - N° de l'invitation  
E0209-160812/A  
Client Ref. No. - N° de réf. du client  
E0209-160812

Amd. No. - N° de la modif.  
pwu023  
File No. - N° du dossier  
PWU-5-38112

Buyer ID - Id de l'acheteur  
CCC No./N° CCC - FMS No./N° VME

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In order to help meet demand for skilled trades people, the Contractor agrees to use, and require its subcontractors to use, reasonable commercial efforts to hire and train registered apprentices, to strive to fully utilize allowable apprenticeship ratios \* and to respect any hiring requirements prescribed by provincial or territorial statutes

The Contractor hereby consents to this information being collected and held by PWGSC, and Employment and Social Development Canada to support work to gather data on the hiring and training of apprentices in federal construction and maintenance contracts.

To support this initiative, a voluntary certification signaling the Contractor's commitment to hire and train apprentices is available at Appendix 2.

If you accept fill out and sign Appendix 2

*\* The journey person-apprentice ratio is defined as the number of qualified/certified journeypersons that an employer must employ in a designated trade or occupation in order to be eligible to register an apprentice as determined by provincial/territorial (P/T) legislation, regulation, policy directive or by law issued by the responsible authority or agency.*

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

### **1. General**

- 1.1 Insert the hourly rate or unit price against each class of labour, plant, or item of specified material listed on the Unit Price Schedule of the Offer form. Insert the percentage mark-up for Unspecified Material, if any; mathematical extensions against all items including the Contractor's Mark-up on Unspecified Material if applicable, and Total Estimated Amount, GST/HST extra.
- 1.2 Submit the Offer, duly completed, to the office designated on page 1 of the RFSO in accordance with the Standard Instructions.
- 1.3 Sign and date the Offer in accordance with the RFSO.

### **2. Offer Preparation Instructions**

Canada requests that offerors provide their offer in separately bound sections as follows:

Section I: Annex E - Offer (one hard copy)

Section II: Certifications (one hard copy)

Prices must appear in the financial offer only. No prices must be indicated in any other section of the offer.

Canada requests that offerors follow the format instructions described below in the preparation of their offer.

- (a) use 8.5 x 11 inch (216 mm x 279 mm) paper;
- (b) use a numbering system that corresponds to that of the Request for Standing Offers.

In April 2006, Canada issued a policy directing federal departments and agencies to take the necessary steps to incorporate environmental considerations into the procurement process Policy on Green Procurement (<http://www.tpsgc-pwgsc.gc.ca/ecologisation-greening/achats-procurement/politique-policy-eng.html>).

To assist Canada in reaching its objectives, offerors are encouraged to:

- 1) use paper containing fibre certified as originating from a sustainably-managed forest and/or containing minimum 30% recycled content; and
- 2) use an environmentally-preferable format including black and white printing instead of colour printing, printing double sided/duplex, using staples or clips instead of cerlox, duotangs or binders.

#### **Section I: Financial Offer**

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

#### **Section II: Certifications**

Offerors must submit the certifications required under Part 5.



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## PART 4 - EVALUATION PROCEDURES AND BASIS OF SELECTION

### 1. Evaluation Procedures

- (a) Offers will be assessed in accordance with the entire requirement of the Request for Standing Offers including the technical and financial evaluation criteria.
- (b) An evaluation team composed of representatives of Canada will evaluate the offers.
- (c) Offers shall be evaluated on the basis of the lowest compliant offer being recommended for issuance of a Standing Offer.

#### 1.1 Offer Evaluation

##### 1.1.1 MANDATORY REQUIREMENTS - Required as part of the Offer

- i) Pursuant to the General Instructions, submission of Request for Standing Offer (RFSO), offers must be submitted to the office designated for the receipt of offers, and must be received on or before the date and time set for solicitation closing shown on page 1 of the RFSO. A rate must be entered for each item listed in the unit price schedule of the offer.

##### 1.1.2 MANDATORY REQUIREMENTS - Precedent to issuance of a Standing Offer

- i) Health & Safety Requirements
- ii) Code of Conduct Certifications (*see Part 5 - Certifications*)
- ii) Insurance
- iv) Proof of Financial Capability - upon request

#### 1.2. Financial Evaluation

- 1.2.1 Price Schedule - A rate must be entered for each item.
- 1.2.2 Offers retained pursuant to Part 4, will be evaluated on the basis of the total estimated amount quoted, GST/HST extra. It is anticipated that one standing offer will be issued to the lowest compliant offeror.

### 2. Basis of Selection

#### 2.1 Basis of Selection - Lowest Evaluated Price

An offer must comply with the requirements of the Request for Standing Offers to be declared responsive. The responsive offer with the lowest evaluated price will be recommended for issuance of a standing offer.

### 3. Ranking

- 3.1 Only 1 firm will be issued a standing offer.
- 3.2 The firm submitting the lowest price compliant submission will be issued a Standing Offer.

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## PART 5 - CERTIFICATIONS

Offerors must provide the required certifications and associated information to be issued a standing offer.

The certifications provided by offerors to Canada are subject to verification by Canada at all times. Canada will declare an offer non-responsive, will have the right to set-aside a standing offer, or will declare a contractor in default in carrying out any of its obligations under any resulting contracts, if any certification made by the Offeror is found to be untrue whether made knowingly or unknowingly or unknowingly during the offer evaluation period, during the Standing Offer period, or during the contract period.

The Standing Offer Authority will have the right to ask for additional information to verify the Offeror's certifications. Failure to comply and to cooperate with any request or requirement imposed by the Standing Offer Authority may render the Offer non-responsive, may result in the setting aside of the Standing Offer or constitute a default under the Contract.

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

#### 1.1 Code of Conduct and Certifications - Related documentation

By submitting an offer, the Offeror certifies, for itself and its affiliates, to be in compliance with the Code of Conduct and Certifications clause of the 2006 (2016-04-04) Standard Instructions. The related documentation therein required will help Canada in confirming that the certifications are true.

### 2. Additional 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.

#### 2.1 Health & Safety Requirements - per attached Annex C.

#### 2.2 Insurance, (Annex F - Insurance Certificate)

#### 2.3 Former Public Servant – Competitive Requirements

Contracts awarded to former public servants (FPS) in receipt of a pension or of a lump sum payment must bear the closest public scrutiny, and reflect fairness in the spending of public funds. In order to comply with Treasury Board policies and directives on contracts awarded to FPS, offerors must provide the information required below before the issuance of a standing offer. If the answer to the questions and, as applicable the information required have not been received by the time the evaluation of offers is completed, Canada will inform the Offeror of a time frame within which to provide the information. Failure to comply with Canada's request and meet the requirement within the prescribed time frame will render the offer non-responsive.

### Definitions

For the purposes of this clause,

"former public servant" is any former member of a department as defined in the *Financial Administration Act* R.S., 1985, c. F-11, a former member of the Canadian Armed Forces or a former member of the Royal Canadian Mounted Police. A former public servant may be:

- a. an individual;
- b. an individual who has incorporated;
- c. a partnership made of former public servants; or
- d. a sole proprietorship or entity where the affected individual has a controlling or major interest in the entity.

"lump sum payment period" means the period measured in weeks of salary, for which payment has been made to facilitate the transition to retirement or to other employment as a result of the implementation of various programs to reduce the size of the Public Service. The lump sum payment period does not include the period of severance pay, which is measured in a like manner.

"pension" means a pension or annual allowance paid under the *Public Service Superannuation Act* (PSSA), R.S., 1985, c. P-36, and any increases paid pursuant to the *Supplementary Retirement Benefits Act*, R.S., 1985, c. S-24 as it affects the PSSA. It does not include pensions payable pursuant to the *Canadian Forces Superannuation Act*, R.S., 1985, c. C-17, the *Defence Services Pension Continuation Act*, 1970, c. D-3, the *Royal Canadian Mounted Police Pension Continuation Act*, 1970, c. R-10, and the *Royal Canadian Mounted Police Superannuation Act*, R.S., 1985, c. R-11, the *Members of Parliament Retiring Allowances Act*, R.S. 1985, c. M-5, and that portion of pension payable to the *Canada Pension Plan Act*, R.S., 1985, c. C-8.

### Former Public Servant in Receipt of a Pension

As per the above definitions, is the Offeror a FPS in receipt of a pension? **YES** ( ) **NO** ( )

If so, the Offeror must provide the following information, for all FPS in receipt of a pension, as applicable:

- e. name of former public servant;
- f. date of termination of employment or retirement from the Public Service.

By providing this information, Offerors agree that the successful Offeror's status, with respect to being a former public servant in receipt of a pension, will be reported on departmental websites as part of the published proactive disclosure reports in accordance with Contracting Policy Notice: 2012-2 and the Guidelines on the Proactive Disclosure of Contracts.

### Work Force Adjustment Directive

Is the Offeror a FPS who received a lump sum payment pursuant to the terms of the Work Force Adjustment Directive? **YES** ( ) **NO** ( )

If so, the Offeror must provide the following information:

- g. name of former public servant;
- b. conditions of the lump sum payment incentive;
- c. date of termination of employment;
- d. amount of lump sum payment;
- e. rate of pay on which lump sum payment is based;
- f. period of lump sum payment including start date, end date and number of weeks;
- g. number and amount (professional fees) of other contracts subject to the restrictions of a work force adjustment program.

For all contracts awarded during the lump sum payment period, the total amount of fees that may be paid to a FPS who received a lump sum payment is \$5,000, including Applicable Taxes.

## 2.4 Proof of Financial Capability - upon request, per article 2 of Part 6.

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## **PART 6 - FINANCIAL AND INSURANCE REQUIREMENTS**

### **1. Financial Capability**

Financial Statements: In order to confirm an offeror's financial capability to perform the Contract, the Standing Offer Authority may during the RFSO evaluation phase, request from that offeror current financial information. The requested financial information may include, but is not limited to, an offeror's most recent audited financial statements or financial statements certified by an offeror's chief financial officer. The information provided will be considered in the offer evaluation and selection process. If an offer is found to be non-responsive on the basis that an offeror is considered financially incapable of performing the Work, that offeror will receive a written notification from the Standing Offer Authority.

Should an offeror provide the requested information to Canada in confidence while indicating that the disclosed information is confidential, Canada will treat the information in a confidential manner in accordance with the Access to Information Act, R.S. 1985, c.A-1.

### **2. Insurance Terms**

The Offeror must provide a certificate from an insurance broker or an insurance company licensed to operate in Canada stating that the Offeror, if issued a standing offer as a result of the request for standing offer, can be insured in accordance with the Insurance Requirements specified in SACC Manual clause R2900D GC10 – Insurance. If the information is not provided in the offer, 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.

Certificate of Insurance attached at Annex F.

#### **1) Insurance Contracts**

- (a) The Contractor must, at the Contractor's expense, obtain and maintain insurance contracts in accordance with the requirements of the Certificate of Insurance. Coverage must be placed with an Insurer licensed to carry out business in Canada.
- (b) Compliance with the insurance requirements does not release the Contractor from or reduce its liability under the Contract. The Contractor is responsible for deciding if additional insurance coverage is necessary to fulfill its obligation under the Contract and to ensure compliance with any applicable law. Any additional insurance coverage is at the Contractor's expense, and for its own benefit and protection.

#### **2) Period of Insurance**

- (a) The policies required in the Certificate of Insurance must be in force from the date of contract award and be maintained throughout the duration of the Contract.

#### **3) Proof of Insurance**

- (a) Before commencement of the Work, and no later than thirty (30) days after acceptance of its bid, the Contractor must deposit with Canada a Certificate of Insurance on the form attached herein.
- (b) Upon request by Canada, the Contractor must provide originals or certified true copies of all contracts of insurance maintained by the Contractor pursuant to the Certificate of Insurance.

#### **4) Insurance Proceeds**

In the event of a claim, the Contractor must, without delay, do such things and execute such documents as are necessary to effect payment of the proceeds.

Solicitation No. - N° de l'invitation  
E0209-160812/A  
Client Ref. No. - N° de réf. du client  
E0209-160812

Amd. No. - N° de la modif.  
pwu023  
File No. - N° du dossier  
PWU-5-38112

Buyer ID - Id de l'acheteur  
CCC No./N° CCC - FMS No./N° VME

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## **5) Deductible**

The payment of monies up to the deductible amount made in satisfaction of a claim must be borne by the Contractor.

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## PART 7 - CLAUSES & CONDITIONS

### PART 7(A) - STANDING OFFER

#### 1. Offer - attached at Annex E

- .1 General Provisions
- .2 Financial Terms
- .3 Prices

#### 2. Security Requirement

*Not Applicable*

#### 3. Standard Clauses and Conditions

- 1) .1 General Conditions - Standing Offer, 2005 (2016-04-04)
- 2) The documents identified by title, number and date in paragraph 1) are incorporated by reference and are set out in the Standard Acquisition Clauses and Conditions (SACC) Manual, issued by Public Works and Government Services Canada (PWGSC). The SACC Manual is available on the PWGSC Web site:  
<https://buyandsell.gc.ca/policy-and-guidelines/standard-acquisition-clauses-and-conditions-manual/5/R>

#### 4. Term of Standing Offer

##### 4.1 Period of the Standing Offer

The period for making call-ups against the Standing Offer is from \_\_\_\_\_ to \_\_\_\_\_. (For an estimated three year period)

#### 5. Authorities

##### 5.1 Standing Offer Authority

The Standing Offer Authority is:

Name: *see front page of Standing Offer for details*  
Public Works and Government Services Canada  
Acquisitions Branch

Directorate: Real Property Contracting

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, they are responsible for any contractual issues relating to individual call-ups made against the Standing Offer by any Identified User.

##### 5.2 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 (Departmental Representative) 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.

#### 6. Identified users

The Identified User authorized to make call-ups against the Standing Offer is: Department of National Defence (DND), CFB Shilo.

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## 7. Call-up Procedures

Best Standing Offer: the offer that provides best value (lowest prices) will be retained.

The Project Authority will establish the scope of work to be performed by the successful firm and negotiate the level of effort required to perform the work based on the hourly rates contained in the Standing Offer.





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## 9. Limitation of Call-ups

Individual call-ups against the Standing Offer must not exceed \$30,000.00 (Goods and Services Tax or Harmonized Sales Tax included).

## 10. Priority Documents

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

- a) the call up against the Standing Offer, including any annexes and any amendments;
- b) the articles of the Standing Offer;
- c) the general conditions 2005 (2016-04-04), General Conditions - Standing Offers - Goods or Services
- d) any amendment or variation in the Standing Offer that is made in accordance with the terms and conditions of the Standing Offer;
- e) the general conditions dated and listed in Part 7B, Resulting Contract Clauses;
- f) the Supplemental general conditions;
- g) Annexes:  
Annex A, Statement of Work, and any amendment to the solicitation document incorporated in the Standing Offer before the date of the Standing Offer;  
Annex B, Basis of Payment;  
Annex C, Health & Safety Requirements - Manitoba; (*insert applicable province of work*)  
Annex D, Periodic Usage Report Form; and  
Annex F, Insurance  
Annex G, Voluntary Report for Apprentices Employed During the Contract
- h) the Offeror's offer Annex E, dated \_\_\_\_\_ (insert date of offer);

## 11. Certifications

### 11.1 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.

## 12. 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 work.

## 13. Proactive Disclosure of Contracts with Former Public Servants A3025C (2013-03-21)

By providing information on its status, with respect to being a former public servant in receipt of a Public Service Superannuation Act (PSSA) pension, the Contractor has agreed that this information will be reported on departmental websites as part of the published proactive disclosure reports, in accordance with Contracting Policy Notice: 2012-2 of the Treasury Board Secretariat of Canada.

## 14. Estimates

Where an estimate of the cost of performing specific work is required, the Identified User will provide the Offeror with a statement of the work required and the Offeror must provide the Identified User with an estimate of the cost of performing the specified work in accordance with the pricing provision of the Standing Offer. The Offeror must not

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undertake any of the specified work unless and until a call-up is issued by the Identified User. The estimated cost stated in the call-up must not be exceeded without the specific written authorization of the Identified User.

### 15. Offerors Contact Information

Name: \_\_\_\_\_  
Title: \_\_\_\_\_  
Organization: \_\_\_\_\_  
Address: \_\_\_\_\_

Telephone: \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_  
Facsimile: \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_  
E-mail address: \_\_\_\_\_

## PART 7 (B) - RESULTING CONTRACT CLAUSES

- 1) The following clauses and conditions apply to and form part of any contract resulting from a call-up against the Standing Offer:
  - (a) Statement of Work - The Contractor must perform the Work described in the call-up against the Standing Offer;
  - (b) General Conditions:

(i)	GC1	General Provisions	R2810D	(2016-04-04);
(ii)	GC2	Administration of the Contract	R2820D	(2016-01-28);
(iii)	GC3	Execution and Control of the Work	R2830D	(2015-02-25);
(iv)	GC4	Protective Measures	R2840D	(2008-05-12);
(v)	GC5	Terms of Payment	R2550D	(2016-01-28);
(vi)	GC6	Delays and Changes in the Work	R2865D	(2016-01-28);
(vii)	GC7	Default, Suspension or Termination of Contract	R2870D	(2008-05-12);
(viii)	GC8	Dispute Resolution	R2884D	(2016-01-28);
(ix)	GC10	Insurance	R2900D	(2008-05-12);
  - (c) Supplementary Conditions, if any;
  - (d) Allowable Costs for Contract Changes Under GC6.4.1 R2950D (2015-02-25);
  - (e) Any amendment issued or any allowable bid revision received before the date and time set for solicitation closing;
  - (f) Any amendment incorporated by mutual agreement between Canada and the Contractor before acceptance of the bid; and
  - (g) Any amendment or variation of the contract documents that is made in accordance with the General Conditions.
- 2) The documents identified by title, number and date in paragraph 1) are incorporated by reference and are set out in the Standard Acquisition Clauses and Conditions (SACC) Manual, issued by Public Works and Government Services Canada (PWGSC). The SACC Manual is available on the PWGSC Website: <https://buyandsell.gc.ca/policy-and-guidelines/standard-acquisition-clauses-and-conditions-manual/5/R>
- 3) The language of the contract documents shall be the language of the Bid and Acceptance Form submitted.
- 4) A contract is formed between Canada and the Offeror only when a Call-up duly signed is issued by the Departmental Representative and accepted by the Offeror\*. The Offeror shall then be referred to as "the Contractor" and the Contract includes the Offer, the Specifications referred to in the Unit Price Schedule, the General Conditions, and the Call-up .

### 5) Interpretation

*"Accepted by the Offeror"* \* means that the Offeror has agreed to, and commenced performance of the work.

*"Minister"* includes a person acting for the Minister, the Minister's successor in office, their lawful deputy and their representatives appointed for the purpose of the Standing Offer.

*"Departmental Representative"* means the Project Authority who 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.

*"Superintendent" or "Supervisor"* means the employee or representative of the Contractor designated by the Contractor to act as Superintendent;

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*"Unit Price Table"* means the table of prices per unit set out in the Offer; and

*"Work"* means, subject only to any express stipulation in the Contract to the contrary, everything that is necessary to be done, furnished or delivered by the Contractor to perform the Contract in accordance with the work as described in each Call-up, and in the technical specifications or statement of work.

## **SUPPLEMENTAL CONDITIONS**

**SC01 INSERT** the following supplementary conditions in the resulting General Conditions:

### **1.1. T1204 - Direct Request by Customer Department**

- 1.1.1 Pursuant to paragraph 221 (1)(d) of the Income Tax Act, R.S. 1985, c.1 (5th Supp.), payments made by departments and agencies to contractors under applicable services contracts (including contracts involving a mix of goods and services) must be reported on a T1204 Government Service Contract Payments slip.
- 1.1.2 To enable departments and agencies to comply with this requirement, the Contractor must provide Canada, upon request, its business number or Social Insurance Number, as applicable. (These requests may take the form of a general call-letter to contractors, in writing or by telephone).

### **1.2. Periodic Reports**

- 1.2.1 The Offeror shall provide to the Standing Offer Authority biannual reports on usage of the Standing Offer, showing the number and total value of call-ups by each consignee. Reports shall be submitted in the format shown on the attached Annex D "Periodic Usage Report Form" and forwarded to the Standing Offer Authority no later than fifteen (15) days after the designated reporting period.
- 1.2.2 The Offeror understands that failure to comply may result in the setting aside of the Standing Offer.

## **SC02 TERM OF CONTRACT**

### **2.1 Period of the Contract**

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

## **SC03 PAYMENT**

### **3.1 CHANGES TO GC5 R2550D - TERMS OF PAYMENT**

**DELETE** GC5.4, GC5.5, and GC5.6 and **INSERT** the following:

#### **GC5.4 Payment**

##### **.1 Terms of Payment**

- 1. Where the duration of the work identified in a call-up is greater than 30 days, the Contractor may submit monthly progress claims, and shall be entitled to receive progress payments at monthly or other agreed intervals. Subject to verification by the Departmental Representative, payment of the Contractor's invoice for work satisfactorily completed shall be made not later than 30 days after receipt thereof. The due date shall be the 30th day following receipt of a properly submitted invoice.
- 2. The Contractor shall submit a separate invoice for each Call-up to the Departmental Representative in accordance with any invoicing instructions set out herein. The properly submitted invoice shall be delivered to

the Departmental Representative in the agreed format with sufficient detail, information, and backup to permit verification.

The Contractor's invoice shall show the following, as separate items:

- (a) the amount of the progress payment being claimed for Work satisfactorily performed excluding GST/HST;
  - (b) the amount for any tax calculated (GST/HST) in accordance with the applicable federal tax legislation; and
  - (c) the total amount which shall be the sum of the amounts referred to in (a) and (b) above.
3. The amount of the tax shown on the invoice shall be paid by Canada to the Contractor in addition to the amount of the progress payment for Work satisfactorily performed.
4. If, within 15 days of receipt of the invoice, additional information is requested by the Departmental Representative for the purpose of verification, the 30 day payment period shall commence upon receipt of the requested information. Payment shall be made prior to or on the thirtieth (30) day after receipt of the corrected invoice or the required information.
- .1 Any monthly progress payment made to the Contractor may be subject to a 10% holdback which shall be released to the Contractor with the final payment unless the amount held back is required by Canada to remedy any defect in the Contractor's work.
  - .2 Where the duration of the Work identified in a call-up is equal to or less than thirty (30) days, the Contractor may receive a single payment as full consideration for the Work performed.
5. Upon completion of the Work in the progress claim, the Contractor may be requested to provide a completed and signed statutory declaration containing a declaration that, up to the date of the progress claim, the Contractor has complied with all lawful obligations with respect to the Labour Conditions and that, in respect of the Work, all lawful obligations of the Contractor to its Subcontractors and Suppliers, referred to collectively in the declaration as "subcontractors and suppliers", have been fully discharged before any further payment is made.
6. Upon written notice by a Sub-Contractor, with whom the Contractor has a direct contract, of an alleged non payment to the Sub-Contractor, the Departmental Representative may provide the Sub-Contractor with a copy of the latest approved progress payment made to the Contractor for the Work.
7. Upon the satisfactory completion of all Work, the amount due, less any payments already made, shall be paid to the Contractor not later than thirty (30) days after receipt of a properly submitted invoice, and upon request, with a Statutory Declaration in accordance with paragraph 5 above.

### **3.2 Basis of Payment - see Annex B**

### **3.3 Limitation of Price**

Canada will not pay the Contractor for any changes, modifications or interpretations of the Work unless they have been approved, in writing, by the Contracting Authority before their incorporation into the Work.

### **3.4 Supplemental Invoicing Instructions**

- .1 Invoices
  - .1 All invoices submitted for payment shall show:
    - .1 Construction Engineering Work Order Number,
    - .2 Requisition Number, DSS 942 (Requisition on Contract),
    - .3 Public Works and Government Services Canada (PWGSC) Standing Offer Number, and
    - .4 same address as on PWGSC contract.
  - .2 Invoices are to include a breakdown as follows:

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- .1 Hourly rate per the Offer and hours of work for each tradesperson.
  - .2 An itemized list of materials used, by cost, shall be shown on all invoices submitted for payment.
  - .3 Extended total.
  - .4 Good and Services Tax (GST/HST) shall be shown as a separate item.
  - .5 Where subcontracting is involved a copy of subcontractor's invoice shall accompany the invoice against the requisition.
  - .6 Where discount or markup is applicable, indicate separately.
- .3 Invoices submitted for payment against this contract that are not properly identified will be returned to the Contractor for proper annotation before certification for payment is made.

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## ANNEXES

Annex A	Statement of Work
Annex B	Basis of Payment
Annex C	Health & Safety Requirements
Annex D	Periodic Usage Report Form
Annex E	Offer
	Appendix 1 - List of Individuals who are Currently Directors of the Offeror
	Appendix 2 - Voluntary Certification to Support the Use of Apprentices
Annex F	Insurance Certificate
Annex G	Voluntary Reports for Apprentices Employed During the Contract

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## **ANNEX A**

### **STATEMENT OF WORK**

REFER TO ATTACHED DOCUMENT TITLED:

Department of National Defence  
Standing Offer Specification for

Chain Link and Farm Type Fence Repairs  
at  
Canadian Forces Base Shilo

Shilo, Manitoba

2016-01-04



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## ANNEX B

### .1 Basis of Payment

Payments in respect of the agreed price shall be made upon satisfactory performance of the Work, and upon approval of the Departmental Representative, but such payments shall not exceed the amount(s) as specified in the Call Up, for the Work without written authorization.

In consideration of the Contractor satisfactorily completing all of its obligations under the resulting Contract, the Contractor will be paid a firm price, Goods and Services Tax or Harmonized Sales Tax extra.

#### .1 Hourly Rates:

The Contractor will be paid firm hourly rates as follows, for work performed in accordance with the Contract.

See attached for details

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## ANNEX C

### MANDATORY HEALTH AND SAFETY - *for Work in the Province of Manitoba*

#### 1.) SPECIAL INSTRUCTIONS TO OFFERORS:

#### 6. WCB AND SAFETY PROGRAM

1. The recommended Bidder shall provide to the Contracting Authority, prior to Standing Offer issue:
  - 1.1 a Workers Compensation Board *Experience and Industry Rating Statement - Manitoba*, or equivalent documentation from another jurisdiction;
  - 1.2 a Workers Compensation Board letter of good standing, also listing covered Directors, Principals, Proprietor(s) or Partners who will be or who are anticipated to be present on the work site(s), or equivalent documentation from another jurisdiction; and
  - 1.3 a Certificate of Recognition (COR) or Registered Safety Plan (RSP). A health and safety policy and program, as required by other provincial/territorial Occupational Health and Safety Acts, will be acceptable in lieu of a COR or RSP.
2. The recommended Bidder shall deliver all of the above documents to the Contracting Authority on or before the date stated (usually 3-5 days after notification) by the Contracting Authority. Failure to comply with the request may result in the bid being declared non-compliant.

Exemption to Generic Safety Programs (*Manitoba only*) - Contractors having five (5) or less employees do not require a written program. However, evidence of a system to manage health and safety remains a requirement.

#### 2.) SUPPLEMENTARY CONDITIONS (SC):

##### SC04 Workplace Safety and Health

##### 1. EMPLOYER/PRIME CONTRACTOR

- 1.1 The Contractor shall, for the purposes of the Workplace Safety and Health Act and Regulations, Manitoba, and for the duration of the Work:
  - 1.1.1 act as the Employer, where there is only one employer on the work site, in accordance with the Authority Having Jurisdiction;
  - 1.1.2 assume the role of Prime Contractor, where there are two or more employers involved in work at the same time and space at the work site, in accordance with the Authority Having Jurisdiction; and
  - 1.1.3 agree, in the event of two or more Contractors working at the same time and space at the work site, without limiting the General Conditions, to Canada's order \* to:
    - 1.1.3.1 assume, as the Prime Contractor, the responsibility for Canada's other Contractor(s); or
    - 1.1.3.2 accept that Canada's other Contractor is Prime Contractor and conform to that Contractor's Site Specific Health and Safety Plan.

\* "order" definition: *after contract award, Contractor is ordered by a Change Order*

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## 2. SUBMITTALS

### 2.1 The Contractor shall provide to Canada:

- 2.1.1 prior to the pre-construction meeting, a transmittal and copy of a completed Notice of Project form PWGSC - TPSGC 458 (form will be provided to the proposed contractor prior to award), as sent to the Authority Having Jurisdiction (AHJ); and
- 2.1.2 prior to commencement of work and without limiting the terms of the General Conditions:
  - 2.1.2.1 copies of all other necessary permits, notifications and related documents as called for in the scope of work/specifications and/or by the AHJ; and
  - 2.1.2.2 a site specific Health and Safety Plan as requested.

*NOTE: Please do not include any forms that include personal 3rd party information such as the names of the contractor's employees and their related claims information.*

## 3. LABOUR AUTHORITY CONTACT:

*The contact below represents the Labour Authority in the jurisdiction (AHJ). They are not representatives of the Workers Compensation.*

Do not contact the people referenced below for issues pertaining to WCB or WCB Clearances. Those queries must be directed specifically to the WCB, and where the WCB has both a Labour and Compensation component, WCB issues must be directed to the Compensation/Employer Services sections.

## **MANITOBA**

Manitoba Labour  
Workplace Safety and Health Branch  
200 – 401 York Avenue  
Winnipeg, Manitoba, R3C 0P8  
Attention: Client Services

Telephone: (204) 945-6848  
Facsimile: (204) 945-4556

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## **DECLARATION**

DATE: \_\_\_\_\_

COMPANY NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

This company is exempt from the Manitoba Occupational Health and Safety Act requirement to have a formalized Health and Safety Policy and Program, on the basis that this company does not at the present time employ more than five (5) full time employees, including those required on all current projects for all clients. By signing this Declaration the Contractor certifies they will remain in compliance with the identified AHJ's requirements regarding health and safety at the work site.

Current number of full time employees: \_\_\_\_\_

\_\_\_\_\_  
TITLE OF COMPANY OFFICER

\_\_\_\_\_  
SIGNATURE

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## ANNEX D

### Periodic Usage Report Form

As a requirement of this Request for Standing Offer, a report shall be submitted as follows:

Return to:

Ian Taylor	(780) 497-3510	ian.taylor@pwgsc-tpsgc.gc.ca
<i>Name</i>	<i>Fax</i>	<i>Email Address</i>

at:

Public Works and Government Services Canada  
Real Property Contracting, Acquisitions Branch  
ATB Place, North Tower, 5th Floor, 10025 Jasper Avenue  
Edmonton, AB  
T5J 1S6

### REPORT ON THE VOLUME OF BUSINESS

SUPPLIER: \_\_\_\_\_

REPORT FOR THE PERIOD ENDING: \_\_\_\_\_

Description of Work	Call-up #	TOTAL BILLING

**NIL REPORT:** We have not done any business with the federal government for this period

**PREPARED BY:**

NAME: \_\_\_\_\_

SIGNATURE: \_\_\_\_\_

TELEPHONE NO.: \_\_\_\_\_

## ANNEX E OFFER

<b>Description of Work:</b> Fencing , Install and Repair Standing Offer Department of National Defence, CFB Shilo, Manitoba
--

### 1. OFFER

- .1 This Standing Offer is made by the Offeror to Canada;
- .2 This Offer is to furnish all necessary tools, plant, equipment, services, materials and labour to execute and complete the Work described above in careful and workmanlike manner;
- .3 The Work shall be more particularly described in individual Call-ups to be issued by the Project Authority, hereinafter called the "Departmental Representative";
- .4 Individual Call-ups may be issued, from time to time, during the period identified in Part 7A, clause 4.1, hereinafter called the "Term".

### 2. GENERAL PROVISIONS

- .1 This Offer when signed by or on behalf of the Offeror, the Specifications referred to in the Unit Price Schedule below and the General Conditions shall constitute the complete Offer subject to the provisions contained therein;
- .2 The Hourly Rate and the Unit Price, as offered, govern in calculating each Estimated Total Price; any errors in the extension of the Unit Price and in the addition of the Estimated Total Prices will be corrected in order to obtain the actual Total Estimated Amount;
- .3 This Offer supersedes and cancels all communications, negotiations and agreements relating to the Work other than those contained in the Offer;

The Offeror agrees:

- .1 to carry out individual work projects as requisitioned from time to time by the Departmental Representative in **Call- ups Against a Standing Offer**, form PWGSC/TPSGC 2829, copies of which the Offeror acknowledges to have in its possession, in accordance with the requirements set out therein and in consideration of payment of amounts to be determined pursuant to section 3. Below;
- .2 to provide, on demand from the Departmental Representative, a detailed price estimate, calculated in accordance with section 4 below, and a proposed work schedule for each work project; and
- .3 to commence Work promptly upon receipt of each Call-up issued pursuant to this Offer, duly signed by the Departmental Representative.
- .5 This Offer does not constitute a binding contract between Canada and the Offeror. The Departmental Representative shall have the right to issue a Call-up with those other offerors which have also submitted offers to Canada.
- .6 A contract is formed between Canada and the Offeror only when a Call-up duly signed is issued by the Departmental Representative and accepted by the Offeror. The Offeror shall then be referred to as "the

Contractor" and the Contract includes the Offer, the Specifications referred to in the Unit Price Schedule below, the General Conditions and the Call-up .

- .7 The estimated number of hours, the quantities of material and plant, and the amount of the Allowance for Unspecified material set out in the Unit Price Schedule are for the purpose of comparative evaluation of the offers and do not express an obligation on the part of Canada to order any or all of the work, material or plant listed therein.
- .8 The Offeror declares that no bribe, gift or benefit has been or will be paid, given, promised or offered directly or indirectly to any official or employee of Canada or to a member of the family of such person, with a view to influence the entry into or the administration of any contract which may result from this Offer.

### 3. FINANCIAL TERMS

- .1 Each item specified in the Unit Price Schedule in subsection 4.1 includes wages, traveling time and costs, allowances, supervision, liabilities as employer, insurance, and the use of all tools, tackle, etc., overhead, profit and all other liabilities whatsoever.
- .2 Unspecified Material shall be reimbursed at net cost, as supported by invoices, plus Markup as established in section 4 of this Offer. "Net Cost" means all amounts reasonably and properly paid by the Offeror in respect of materials required for and used in the Work, and includes packing, handling and delivery charges, less any trade discounts received by the Offeror. The Offeror's Markup on Unspecified Material covers overheads, profit, and all other expenses whatsoever.
- .3 The prices inserted in section 4 of this Offer include all applicable federal, provincial, and municipal taxes.
  - .1 However, they do not include any amount for the Goods and Services Tax (GST) or Harmonized Sales Tax (HST). The appropriate GST/HST amounts will be paid by Canada to the Offeror in addition to the amounts paid against the amount of the contract. The Offeror shall make appropriate remittances to Revenue Canada in accordance with the legislation.
  - .2 The prices do not include the Québec Sales Tax. The Offeror shall arrange directly with the Province of Québec for the reimbursement of Provincial Sales Tax paid to this Province for the purpose of any contract resulting from this Offer.
- .4 Payment by Canada for the Offeror's own special equipment not covered by the Unit Price Schedule and required at the job site will be no greater than the local going rental rate for such equipment or the rate published by the local construction association for such equipment, whichever is the lower.
- .5 The cost of subcontract work, including special equipment rentals approved by the Project Authority, shall be reimbursed at actual cost with the addition of ten (10) percent to cover overheads, profit, and all other expenses whatsoever. "Actual cost" means all amounts reasonably and properly paid by the Contractor for those parts of the Work carried out by subcontractors.
- .6 Pricing
  - .1 The prices requested in the Offer are:
    - .1 hourly rates for regular hours;
    - .2 hourly rate for each hour outside of regular hours; and
    - .3 mark up on allowance for unspecified material, replacement parts, required permits and certificates. For purposes of evaluation.
  - .2 The hourly rates requested in the offer and acceptance for specific types of service shall be the total cost to perform the work including but not limited to:
    - .1 labour including supervision, allowances and liability insurance;
    - .2 travel time;
    - .3 transportation/vehicle expenses;
    - .4 tools and tackle;

- 
- .5 overhead and profit;
  - .6 any other incidental expenses other than supply of materials and replacement parts relating to the delivery of labour.
- .3 It is considered that regular hours of work fall between 0730 and 1600 hours, Monday to Friday.

**NOTES:**

- .1 Call-out during regular working hours (7:30 AM – 4:00 PM) to and from worksite will be paid based on one hour of regular hourly rate.
- .2 A sign-in/out register will be maintained at the Contracts Office of Engineering Services Section located in building P-101. Contractors will ensure a responsible member from each crew signs in at the commencement of each workday and signs out at the end of the workday. In the event the Contracts Office is not accessible, outside of normal working hours (7:30 AM – 4:00 PM), all contractors will report to the Military Police, building L-134, where signing in and signing out will take place.
- .3 It is Base policy that all heavy industrial traffic use the main (South) gate for access to all DND property.



#### 4. PRICES

The Offeror agrees that the following are the prices referred to in sections 2 and 3 above:

##### 4.1 Unit Price Schedules - Rates

##### SCHEDULE A) Initial Year

Col. 1	Col. 2	Col. 3	Col. 4	Col. 5	Col. 6
Item	Description	Unit	Estimated Hours/ Quantity <sup>2</sup>	Unit Price \$	Estimated total price \$
<b>1.</b>	<b>Call out including first hour of productive labour</b>				
1.1	Normal Business Hours	Call	10		
1.2	Outside of normal business hours	Call	2		
1.3	Weekends and holiday	Call	1		
<b>2.</b>	<b>Labour in addition to above</b>				
2.1	During normal working hours				
2.1.1	Fencing Technician	Hour	120		
2.1.2	Helper	Hour	120		
2.2	Outside normal working hours				
2.2.1	Fencing Technician	Hour	10		
2.2.2	Helper	Hour	10		
<b>3.</b>	<b>Chain Link Fencing</b>				
<b>3.1</b>	<b>Per running meter complete with post, concrete, braces, bands, etc.</b>				
3.1.1	Under 60 running meters - 914 mm high	Meter	10		
3.1.2	Under 60 running meters - 1220 mm high	Meter	10		
3.1.3	Under 60 running meters - 1829 mm high	Meter	40		
3.1.4	Under 60 running meters - 1829 mm high c/w 3 strand barbed wire overhang	Meter	40		
3.1.5	Over 60 running meters - 1220 mm high	Meter	10		
3.1.6	Over 60 running meters - 1829 mm high	Meter	60		
3.1.7	Over 60 running meters - 1829 mm high c/w 3 strand barbed wire overhang	Meter	130		
<b>3.2</b>	<b>Corner post and end post (schedule 40, 3 1/2") - all inclusive rate including labour and materials</b>				
3.2.1	Corner post, 914 mm	Each	4		
3.2.2	End Post, 914 mm	Each	2		
3.2.3	Corner post, 1220 mm	Each	4		
3.2.4	End Post, 1220 mm	Each	2		
3.2.5	Corner post, 1829 mm	Each	6		
3.2.6	End Post, 1829 mm	Each	4		

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<b>3.3</b>	<b>Vehicle gate complete with hinges and latches</b>				
3.3.1	3000 mm wide x 1829 mm high	Each	16		
3.3.2	3000 mm wide x 1829 mm high c/w 3 strand barbed wire	Each	16		
3.3.3	914 mm wide x 1829 mm high person-gate	Each	6		
3.3.4	914 mm wide x 1829 mm high person-gate c/w 3 strand barbed wire	Each	4		
3.3.5	Cost for a solid rubber wheel per gate leaf	Each	10		
3.3.6	Cost for gatepost c/w 3.5" hinges installed	Each	8		
3.3.7	Cost for gatepost c/w 4.5" hinges installed	Each	8		
3.3.8	Cost for gatepost c/w 6.625" hinges installed	Each	8		
<b>4.</b>	<b>Farm Type Fencing</b>				
<b>4.1</b>	<b>per running meter complete with post, concrete, braces, bands, etc.</b>	<b>Meter</b>			
4.1.1	Over 60 running meters	Meter	800		
4.1.2	Under 60 running meters	Each	200		
<b>4.2</b>	<b>vehicle gate complete with hinges and latches</b>				
4.2.1	3000 mm wide	Each	6		
4.2.2	4500 mm wide	Each	6		
<b>4.3</b>	<b>Corner post and end post - all inclusive rate including labour and materials</b>				
4.3.1	Corner and end post	Each	10		
<b>5.</b>	<b>Barbed/Barbless Strand Fencing</b>				
<b>5.1</b>	<b>per running meter complete with post, concrete, braces, bands, etc.:</b>				
5.1.1	Over 60 running meters	Meter	1000		
5.1.2	Under 60 running meters	Meter	800		
<b>5.2</b>	<b>Corner post and end post - all inclusive rate including labour and materials</b>				
5.2.1	Corner and end post	Each	10		
<b>6.</b>	<b>Contractor's Mark Up on Allowance for unspecified material, replacement parts, required permits and certificates. (% mark up x \$600.00) + \$600.00</b>	<b>%</b>	<b>\$600.00</b>	<b>_____ %</b>	<b>\$</b>
<b>Sub Total A): Estimated Total Amount Year 1 GST/HST Extra</b>					<b>\$</b>

continued

#### 4.1 Unit Price Schedules - Rates (continued)

##### SCHEDULE B) Year 2

Col. 1	Col. 2	Col. 3	Col. 4	Col. 5	Col. 6
Item	Description	Unit	Estimated Hours/ Quantity <sup>2</sup>	Unit Price \$	Estimated total price \$
<b>1.</b>	<b>Call out including first hour of productive labour</b>				
1.1	Normal Business Hours	Call	10		
1.2	Outside of normal business hours	Call	2		
1.3	Weekends and holiday	Call	1		
<b>2.</b>	<b>Labour in addition to above</b>				
2.1	During normal working hours				
2.1.1	Fencing Technician	Hour	120		
2.1.2	Helper	Hour	120		
2.2	Outside normal working hours				
2.2.1	Fencing Technician	Hour	10		
2.2.2	Helper	Hour	10		
<b>3.</b>	<b>Chain Link Fencing</b>				
<b>3.1</b>	<b>Per running meter complete with post, concrete, braces, bands, etc.</b>				
3.1.1	Under 60 running meters - 914 mm high	Meter	10		
3.1.2	Under 60 running meters - 1220 mm high	Meter	10		
3.1.3	Under 60 running meters - 1829 mm high	Meter	40		
3.1.4	Under 60 running meters - 1829 mm high c/w 3 strand barbed wire overhang	Meter	40		
3.1.5	Over 60 running meters - 1220 mm high	Meter	10		
3.1.6	Over 60 running meters - 1829 mm high	Meter	60		
3.1.7	Over 60 running meters - 1829 mm high c/w 3 strand barbed wire overhang	Meter	130		
<b>3.2</b>	<b>Corner post and end post (schedule 40, 3 1/2") - all inclusive rate including labour and materials</b>				
3.2.1	Corner post, 914 mm	Each	4		
3.2.2	End Post, 914 mm	Each	2		
3.2.3	Corner post, 1220 mm	Each	4		
3.2.4	End Post, 1220 mm	Each	2		
3.2.5	Corner post, 1829 mm	Each	6		
3.2.6	End Post, 1829 mm	Each	4		
<b>3.3</b>	<b>Vehicle gate complete with hinges and latches</b>				
3.3.1	3000 mm wide x 1829 mm high	Each	16		
3.3.2	3000 mm wide x 1829 mm high c/w 3	Each	16		

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	strand barbed wire				
3.3.3	914 mm wide x 1829 mm high person-gate	Each	6		
3.3.4	914 mm wide x 1829 mm high person-gate c/w 3 strand barbed wire	Each	4		
3.3.5	Cost for a solid rubber wheel per gate leaf	Each	10		
3.3.6	Cost for gatepost c/w 3.5" hinges installed	Each	8		
3.3.7	Cost for gatepost c/w 4.5" hinges installed	Each	8		
3.3.8	Cost for gatepost c/w 6.625" hinges installed	Each	8		
<b>4.</b>	<b>Farm Type Fencing</b>				
<b>4.1</b>	<b>per running meter complete with post, concrete, braces, bands, etc.</b>	<b>Meter</b>			
4.1.1	Over 60 running meters	Meter	800		
4.1.2	Under 60 running meters	Each	200		
<b>4.2</b>	<b>vehicle gate complete with hinges and latches</b>				
4.2.1	3000 mm wide	Each	6		
4.2.2	4500 mm wide	Each	6		
<b>4.3</b>	<b>Corner post and end post - all inclusive rate including labour and materials</b>				
4.3.1	Corner and end post	Each	10		
<b>5.</b>	<b>Barbed/Barbless Strand Fencing</b>				
<b>5.1</b>	<b>per running meter complete with post, concrete, braces, bands, etc.:</b>				
5.1.1	Over 60 running meters	Meter	1000		
5.1.2	Under 60 running meters	Meter	800		
<b>5.2</b>	<b>Corner post and end post - all inclusive rate including labour and materials</b>				
5.2.1	Corner and end post	Each	10		
<b>6.</b>	<b>Contractor's Mark Up on Allowance for unspecified material, replacement parts, required permits and certificates. (% mark up x \$600.00) + \$600.00</b>	<b>%</b>	<b>\$600.00</b>	<b>_____ %</b>	<b>\$</b>
<b>Sub Total B): Estimated Total Amount Year 2 GST/HST Extra</b>					<b>\$</b>

Continued

#### 4.1 Unit Price Schedules - Rates (continued)

##### SCHEDULE B) Year 3

Col. 1	Col. 2	Col. 3	Col. 4	Col. 5	Col. 6
Item	Description	Unit	Estimated Hours/ Quantity <sup>2</sup>	Unit Price \$	Estimated total price \$
<b>1.</b>	<b>Call out including first hour of productive labour</b>				
1.1	Normal Business Hours	Call	10		
1.2	Outside of normal business hours	Call	2		
1.3	Weekends and holiday	Call	1		
<b>2.</b>	<b>Labour in addition to above</b>				
2.1	During normal working hours				
2.1.1	Fencing Technician	Hour	120		
2.1.2	Helper	Hour	120		
2.2	Outside normal working hours				
2.2.1	Fencing Technician	Hour	10		
2.2.2	Helper	Hour	10		
<b>3.</b>	<b>Chain Link Fencing</b>				
<b>3.1</b>	<b>Per running meter complete with post, concrete, braces, bands, etc.</b>				
3.1.1	Under 60 running meters - 914 mm high	Meter	10		
3.1.2	Under 60 running meters - 1220 mm high	Meter	10		
3.1.3	Under 60 running meters - 1829 mm high	Meter	40		
3.1.4	Under 60 running meters - 1829 mm high c/w 3 strand barbed wire overhang	Meter	40		
3.1.5	Over 60 running meters - 1220 mm high	Meter	10		
3.1.6	Over 60 running meters - 1829 mm high	Meter	60		
3.1.7	Over 60 running meters - 1829 mm high c/w 3 strand barbed wire overhang	Meter	130		
<b>3.2</b>	<b>Corner post and end post (schedule 40, 3 1/2") - all inclusive rate including labour and materials</b>				
3.2.1	Corner post, 914 mm	Each	4		
3.2.2	End Post, 914 mm	Each	2		
3.2.3	Corner post, 1220 mm	Each	4		
3.2.4	End Post, 1220 mm	Each	2		
3.2.5	Corner post, 1829 mm	Each	6		
3.2.6	End Post, 1829 mm	Each	4		
<b>3.3</b>	<b>Vehicle gate complete with hinges and latches</b>				
3.3.1	3000 mm wide x 1829 mm high	Each	16		
3.3.2	3000 mm wide x 1829 mm high c/w 3	Each	16		

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	strand barbed wire				
3.3.3	914 mm wide x 1829 mm high person-gate	Each	6		
3.3.4	914 mm wide x 1829 mm high person-gate c/w 3 strand barbed wire	Each	4		
3.3.5	Cost for a solid rubber wheel per gate leaf	Each	10		
3.3.6	Cost for gatepost c/w 3.5" hinges installed	Each	8		
3.3.7	Cost for gatepost c/w 4.5" hinges installed	Each	8		
3.3.8	Cost for gatepost c/w 6.625" hinges installed	Each	8		
<b>4.</b>	<b>Farm Type Fencing</b>				
<b>4.1</b>	<b>per running meter complete with post, concrete, braces, bands, etc.</b>	<b>Meter</b>			
4.1.1	Over 60 running meters	Meter	800		
4.1.2	Under 60 running meters	Each	200		
<b>4.2</b>	<b>vehicle gate complete with hinges and latches</b>				
4.2.1	3000 mm wide	Each	6		
4.2.2	4500 mm wide	Each	6		
<b>4.3</b>	<b>Corner post and end post - all inclusive rate including labour and materials</b>				
4.3.1	Corner and end post	Each	10		
<b>5.</b>	<b>Barbed/Barbless Strand Fencing</b>				
<b>5.1</b>	<b>per running meter complete with post, concrete, braces, bands, etc.:</b>				
5.1.1	Over 60 running meters	Meter	1000		
5.1.2	Under 60 running meters	Meter	800		
<b>5.2</b>	<b>Corner post and end post - all inclusive rate including labour and materials</b>				
5.2.1	Corner and end post	Each	10		
<b>6.</b>	<b>Contractor's Mark Up on Allowance for unspecified material, replacement parts, required permits and certificates. (% mark up x \$600.00) + \$600.00</b>	<b>%</b>	<b>\$600.00</b>	<b>_____ %</b>	<b>\$</b>
<b>Sub Total C): Estimated Total Amount Year 3 GST/HST Extra</b>					<b>\$</b>

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#### 4.2 TOTAL EVALUATED PRICE (Initial 1 Year Term + 2nd Year + 3<sup>rd</sup> Year)

Col. 1	Col. 2	Col. 3	Col. 4
Sub Total SCHEDULE A) Initial Year Term	Sub Total SCHEDULE B) 2nd Year	Sub Total SCHEDULE C) 3rd Year	Total Evaluated Price (col.1 + col.2 + col.3 = col.4)
\$ _____	\$ _____	\$ _____	\$ _____ GST/HST Extra

These items will be used for cost evaluation purposes only and do not constitute a guarantee or commitment on behalf of Canada of the quantity or amount to be used under the Standing Offer.

A rate must be entered for each item.

The Offeror agrees that the Price(s) per Unit as tendered govern in calculating the Total Evaluated Price. The Offeror understands that any errors in the extension of the Price per Unit, in the addition of the Estimated Total Price, and Estimated Total Amount will be corrected in order to obtain the Total Evaluated Price.

**Cost will be evaluated on the Total Evaluated Price in Column 4. It is anticipated that only one standing offer will be issued to the lowest compliant offeror.**

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**APPENDIX 1 COMPLETE LIST OF EACH INDIVIDUAL WHO IS CURRENTLY ON THE OFFEROR'S BOARD OF DIRECTORS**

*NOTE TO OFFERORS: LEGIBLY PRINT OR TYPE DIRECTOR' SURNAMES AND GIVEN NAMES*

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_
4. \_\_\_\_\_
5. \_\_\_\_\_
6. \_\_\_\_\_
7. \_\_\_\_\_
8. \_\_\_\_\_
9. \_\_\_\_\_
10. \_\_\_\_\_



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## APPENDIX 2 - VOLUNTARY CERTIFICATION TO SUPPORT THE USE OF APPRENTICES

*Note; The contractor will be asked to fill out a report every six months as included a Annex G*

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

Signature: \_\_\_\_\_

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

Company Legal Name: \_\_\_\_\_

Solicitation Number: \_\_\_\_\_

Optional information to provide: \_\_\_\_\_

Number of apprentices planned to be working on this contract: \_\_\_\_\_

Trades of those apprentices:

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*A sample of the "Voluntary Reports for Apprentices Employed during the Contract" is provided at Annex G*

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## ANNEX F

## CERTIFICATE OF INSURANCE



Travaux publics et  
Services gouvernementaux  
Canada

Public Works and  
Government Services  
Canada

Page 1 of 2

Description and Location of Work	Contract No. W0118-16S017
Request for Standing Offer is for the provision of skilled licensed labour, tools, equipment, transportation, supervision and material necessary to supply, repair and maintain chain link, wire and farm type fencing for Canadian Forces Base (CFB) Shilo, Manitoba.	Project No.

Name of Insurer, Broker or Agent	Address (No., Street)	City	Province	Postal Code
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Name of Insured (Contractor)	Address (No., Street)	City	Province	Postal Code
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Additional Insured <i>Her Majesty the Queen in Right of Canada as represented by the Minister of Public Works and Government Services</i>
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Type of Insurance	Insurer Name and Policy Number	Inception Date D / M / Y	Expiry Date D / M / Y	Limits of Liability		
Commercial General Liability				Per Occurrence \$	Annual General Aggregate \$	Completed Operations Aggregate \$
Umbrella/Excess Liability				\$	\$	\$

I certify that the above policies were issued by insurers in the course of their Insurance business in Canada, are currently in force and include the applicable insurance coverage's stated on page 2 of this Certificate of Insurance, including advance notice of cancellation / reduction in coverage.

Name of person authorized to sign on behalf of Insurer(s) (Officer, Agent, Broker)  
number

Telephone

Signature

Date D / M / Y

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CERTIFICATE OF INSURANCE Page 2 of 2

**General**

The insurance policies required on page 1 of the Certificate of Insurance must be in force and must include the insurance coverage listed under the corresponding type of insurance on this page.

The policies must insure the Contractor and must include Her Majesty the Queen in Right of Canada as represented by the Minister of Public Works and Government Services as an additional Insured.

The insurance policies must be endorsed to provide Canada with not less than thirty (30) days notice in writing in advance of a cancellation of insurance or any reduction in coverage.

Without increasing the limit of liability, the policies must protect all insured parties to the full extent of coverage provided. Further, the policies must apply to each Insured in the same manner and to the same extent as if a separate policy had been issued to each.

**Commercial General Liability**

The insurance coverage provided must not be substantially less than that provided by the latest edition of IBC Form 2100.

The policy must either include or be endorsed to include coverage for the following exposures or hazards if the Work is subject thereto:

- (a) Blasting.
- (b) Pile driving and caisson work.
- (c) Underpinning.
- (d) Removal or weakening of support of any structure or land whether such support be natural or otherwise if the work is performed by the insured contractor.

The policy must have the following minimum limits:

- (a) **\$5,000,000** Each Occurrence Limit;
- (b) **\$10,000,000** General Aggregate Limit per policy year if the policy contains a General Aggregate; and
- (c) **\$5,000,000** Products/Completed Operations Aggregate Limit.

Umbrella or excess liability insurance may be used to achieve the required limits.

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**ANNEX G - VOLUNTARY REPORT FOR APPRENTICES EMPLOYED DURING THE CONTRACT (Sample)**

*(This report is not required at bid deposit)*

The Contractor should compile and maintain records on the number of apprentices and their trade that were hired to work on the contract.

The Contractor should provide this data in accordance with the format below. If no apprentices were hired during the contract period, the Contractor should still provide a "nil" report.

The data should be submitted six months after the Contract award or at the end of the Contract, whichever comes first to the Contracting Authority.

Number of apprentices hired	Trade

(Add rows as needed)



**DEPARTMENT OF NATIONAL DEFENCE**

**STANDING OFFER**

**SPECIFICATION**

**FOR**

**CHAIN LINK AND FARM TYPE FENCE REPAIRS**

**AT**

**CANADIAN FORCES BASE SHILO**

**SHILO, MANITOBA**

---

**Design Officer**

**SO 17**

**2016-01-04**

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02821 CHAIN LINK FENCE AND GATES	6
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<u>Annex A</u>	
EXISTING FENCING	1
<u>Annex B</u>	
FENCE AND GATE DETAILS	5

1 DESCRIPTION OF  
WORK

- .1 Work under this Standing Offer covers the furnishing of all labour, materials, equipment and supervision required to maintain all existing chain link, wire and farm type fencing and install new chain link, wire and farm type fencing for Canadian Forces Base Shilo, Manitoba, on an as and when required basis.
- .2 Work included by this Standing Offer, but is not necessarily confined to the following:
  - .1 Inspect and maintain and/or install chain link, wire and farm type fencing, gates and hardware.
    - .1 Chain link mesh and wire fencing mesh.
    - .2 End post, corner post, line post and gate post.
    - .3 Rollers, wheels and chains.
    - .4 Barbed wire and barbless wire.
    - .5 Caps.
    - .6 Concrete.
    - .7 Vehicle and pedestrian gates.
    - .8 Hinges and latches.
    - .9 Electrical hardware including motors, interior wiring push buttons, fuses, limit switches, etc.

2 DEFINITIONS

- .1 Reference to Project Authority must be construed as that person responsible for overlooking inspection and progress.
- .2 This person must be designated at the time of contract award or pre-commencement startup meeting.

3 CODES

- .1 Perform work in accordance with National Building Code of Canada 2010 or latest edition and any other code of provincial or local application. In any case of conflict or discrepancy, the more stringent requirements must apply.
- .2 Meet or exceed requirements of:
  - .1 Contract documents, specifications or scopes of work.
  - .2 specified standards, codes and referenced documents.

4 SETTING OUT OR  
WORK

- .1 Assume full responsibility for and execute complete layout of work to locations, lines and elevations as required.

- |                                    |    |   |
|------------------------------------|----|---|
| <u>5 EXISTING SERVICES</u>         | .1 | Where work involves interfacing with existing services or utilities, carry out work at times directed by authorities having jurisdiction, with minimal disturbance to pedestrian and vehicular traffic and building occupants downstream of services. |
|                                    | .2 | Before commencing work, establish location and extend of service lines in area of work and notify Engineer of findings.   |
|                                    | .3 | Submit schedule to and obtain approval from the Project Authority for any shut-down or closure of active service or facility. Adhere to approved schedule and provide notice to affected parties.   |
|                                    | .4 | Where unknown services are encountered, immediately advise the Project Authority and confirm findings in writing.   |
| <u>6 INTERFERENCE AND SECURITY</u> | .1 | Execute work with least possible interference or disturbance to occupants, public and normal use of premises. Arrange with Engineer to facilitate execution or work.  |
|                                    | .2 | Where security has been reduced, provide temporary means to maintain security to the Project Authority's approval.  |
| <u>7 ADDITIONAL DRAWINGS</u>       | .1 | The Project Authority may furnish additional drawings for clarification. These additional drawings have the same meaning and intent as if they were included with plans referred to in Contract documents.  |
| <u>8 ON SITE SUPERVISION</u>       | .1 | The Contractor must provide, at the job site, a full-time and experienced supervisor capable of and having authority to speak on day-to-day matters.  |
| <u>9 HOURS OF WORK</u>             | .1 | The Contractor must comply with the hours of business in effect at the site during the period of this Contract.   |
|                                    | .2 | Any deviations from these stipulated hours of work must be approved by the Engineer.  |



National Defence Spec No. 17 CFB Shilo, MB	GENERAL INSTRUCTIONS	Section 01001 Page 3 2016-01-04
	.3	Regular business hours are Monday through Friday, (7:30 AM - 4:00 PM).
<u>10 REMOVAL OF MATERIAL AND EQUIPMENT</u>	.1	The Contractor must not remove salvageable materials or hardware from the job site without written permission from the Project Authority.
<u>11 COMMENCING WORK</u>	.1	The Contractor must not commence without first obtaining the approval of the Project Authority.
<u>12 INSPECTION</u>	.1	The Project Authority must be given ample notice and opportunity to inspect each completed phase. Subsequent phases must not proceed until the preceeding phase has been approved.
<u>13 SMOKING POLICY</u>	.1	There must be NO SMOKING within Base Buildings and within POL compound at any time.
	.2	Abide by Smoking Regulations and Base Standing Orders on the control of smoking in around the Ammunition Compound as directed by the Ammunition Compound Supervisor.
<u>14 GUARANTEE</u>	.1	The Contractor must guarantee both labour and materials for a minimum of 1(one) year. Materials must be guaranteed as specified by the manufacturer with a minimum of 1(one) year.
<u>15 SAFETY REQUIREMENTS</u>	.1	Observe construction safety measures of National Building Code 2010 Part 8, Manitoba Workplace Safety and Health regulations and guidelines, Workers Compensation Board (WCB), CFB Shilo Base Operations (Range Control) Standing Orders and municipal authority provided that in any case of conflict or discrepency, the more stringent requirement must apply.
	.2	Contractor is aware of, and accepts, the appropriate safety and health jurisdiction to which they are working in. Contractor accepts the responsibility to

comply with the specified provincial and federal regulatory instruments, as appropriate, and to ensure that all subcontractors do likewise.

- .3 Contractor is responsible for all subcontractors with respect to safety and health issues and must be deemed as "site coordinator" to facilitate coordination.
- .4 Contractor (and subcontractors) must submit proof of WCB coverage for all their personnel to Engineer prior to commencing work.
- .5 DND owned equipment, devices, tools, machinery and personal protective equipment (PPE) must not be used.

#### 16 FIRE SAFETY REQUIREMENTS

- .1 Contractor to be aware of the location of nearest fire alarm box and telephone.
- .2 Report immediately all fire incidents to the Fire Department as follows:
  - .1 activate nearest fire alarm box; or
  - .2 telephone:
    - .1 Base Area 911
- .3 Persons activating fire alarm box will remain in the vicinity to direct fire department to scene of fire.
- .4 When reporting a fire by telephone, give location of fire, name or number of building and be prepared to verify the location.

#### 17 SHOP DRAWINGS

- .1 Shop drawings: original drawings, or modified standard drawings provided by Contractor, to illustrate details of portions of work, which are specific to project requirements, as required by the Project Authority.

#### 18 PRODUCT DATA AND SAMPLES

- .1 Product Data: manufacturer's catalogue sheets, brochures, literature, performance charts and diagrams, used to illustrate standard manufactured products.

#### 19 AS-BUILT RECORD DRAWINGS

- .1 Provide the Project Authority with one set of as-built record drawings on which clearly mark, as the job progresses, all changes and deviations from the original scope of work and or drawings. Show on the

Contract Drawings so that on completion of the job, the exact "as-built" location will be recorded.

- .2 Deviations and changes must be marked with "red" ink.
- .3 Drawings must be marked "As-Built", signed by the Contractor and dated.

20 ACCEPTABILITY  
OF MATERIALS

- .1 The acceptance of materials other than those specified must be determined by the Base Engineering Officer.
- .2 Request for acceptance of non-specified materials must be submitted in writing to:

Engineering Officer  
Engineering Services  
PO Box 5000, Station Main  
CFB Shilo, MB  
R0K 2A0  
Fax: 204-765-3838

- .3 Request must be supported with sufficient product information to enable the Base Engineering Officer to make an assessment.

21 CLEAN-UP

- .1 On completion of work, the Contractor must remove all surplus materials, plant, tools, equipment and waste materials from site.

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## PART 1 - GENERAL

### 1.1 REFERENCES

- .1 CAN/CSA-A23.1-09, Concrete Materials and Methods of Concrete Construction.
- .2 CAN/CGSB-138.1-96, Fence, Chain Link, Fabric.
- .3 CAN/CGSB-138.2-96, Fence, Chain Link, Framework, Zinc-Coated, Steel.
- .4 CAN/CGSB-138.3-96, Fencing, Chain Link- Installation.
- .5 CAN/CGSB-138.4-96, Fence, Chain Link, Gates.
- .6 ASTM A 121-07, Specification for Metallic-Coated Carbon Steel Barbed Wire.
- .7 CAN/CGSB-1.181-99, Ready Mixed Organic Zinc-Rich Coating.
- .8 ASTM A53/A53M-10, Specification for Pipe, Steel, Black and Hot-Dipped Zinc Coated Welded and Seamless.

### 1.2 SHOP DRAWINGS

- .1 Submit shop drawings to the Project Authority as requested.

## PART 2 - PRODUCTS

### 2.1 GENERAL

- .1 All fencing materials used must be new and must be delivered to the job site as supplied by the manufacturer, no damaged or marred materials must be accepted unless approved by the Project Authority.
- .2 If, in an emergency, the Contractor installs parts other than those specified, he must replace them with specified parts before claiming payment but no claim other than specified parts must be made.

## 2.2 MATERIALS

- .1 Fencing Fabric: to CAN/CGSB-138.1-96, type 1, Class "A", Style 2:
  - .1 Gauge - 3.6 mm dia.
  - .2 Mesh - 50 mm.
  - .3 Height - 914 mm, 1219 mm and 1800 mm.
- .2 Barbed Wire: to CAN/CGSB-138.2-96 and ASTM A 121-07.
  - .1 Gauge - 2.5 mm dia.
  - .2 Barbs - 4 point at 152 mm intervals.
- .3 Barbless Wire:
  - .1 Twistless barbless 2 ply cable - 12.5 mm gauge.
- .4 Stretcher Bars: galvanized:
  - .1 Size - 6.4 mm X 22.2 mm X 1829 mm.
- .5 Fittings and Hardware: to CAN/CGSB-138.2-96:
  - .1 Cast aluminum alloy, galvanized steel or malleable or ductile cast iron.
  - .2 Post caps to provide waterproof fit, to fasten securely over post and to carry top rail.
  - .3 turn buckles to be drop forged.
- .6 Tie Wires: to be single strand zinc coated steel or aluminum alloy wire to CAN/CGSB-138.1-96.
  - .1 On the line post, top and brace rails - 3.66 mm dia.
  - .2 On bottom brace wire - 2.03 mm dia.
- .7 Bottom Brace wire: to be zinc coated heavy steel wire to CAN/CGSB-138.1-96.
  - .1 Gauge - 5 mm dia.
- .8 End and Gate Post: to CAN/CGSB-138.2-96, Galvanized.
  - .1 Outside diameter - 89 mm.
  - .2 Length overall - 2134 mm, 2440 mm and 3050 mm.
  - .3 Top Cap - Ornamental type.
  - .4 Brace: one required.
- .9 Corner Post: to CAN/CGSB-138.2-96, Galvanized.
  - .1 Outside diameter - 89 mm minimum.
  - .2 Length overall - 2056mm, 2360 mm, and 2970 mm.
  - .3 Top Cap - 45 degrees barbed wire bracket for 2970 mm post - ornamental for 2056 mm and 2360 mm.
  - .4 Bracing - 2 braces required.
- .10 Line Post: to CAN/CGSB-138.2-96, Galvanized.
  - .1 Outside diameter - 60.3 mm.
  - .2 Length overall - 2057 mm, 2362 mm and 2667 mm.
  - .3 Top Cap - 45 degree barbed wire bracket or as required.
- .11 Top and Brace Rails: to CAN/CGSB-138.3-96, Galvanized.
  - .1 Outside diameter - 43mm.

- .12 Single and Double Vehicle and Personnel Gates: to ASTM A53/A53M-10.
  - .1 Gates Frames - galvanized steel pipe, standard weight, 45 mm O.D. pipe for exterior frame, 35 mm O.D. pipe for interior bracing.
  - .2 Gates fabricated as indicated with electrically welded joints, and painted with zinc pigmented paint after welding.
  - .3 Fence fabric fastened to gate with twisted salvage at top.
  - .4 Gates finished with galvanized malleable iron hinges, latch and latch catch with provisions for padlock which can be attached and operated from either side of the installed gate.
  - .5 Double gates furnished with chain hook to hold gates open.
  - .6 Tow hinges per gate must be installed.
  - .7 Where applicable, barbed wire must be installed.
  - .8 Where applicable, support wheels must be installed.
- .13 Zinc Pigment Paint: to CAN/CGSB-1.181-99.
- .14 Overhang tops: to CAN/CGSB-138.2-96.
  - .1 Galvanized malleable iron with eyes to hold top rails and an outward projection to hold barbed wire overhang.
  - .2 Provide projection recesses to hold 3 strands of barbed wire spaced 100 mm apart.
  - .3 Projection of approximately 300 mm long to project from fence at 45 degrees.
- .15 Ground Rods: 16 mm diameter, copperweld rod, 3000 mm long.
- .16 Concrete: all concrete must have a minimum of 20 MPa compressed strength at 28 days with 5-7% air-entrainment to CAN/CSA-A23.1-00, unless indicated otherwise by the Project Authority.

## 2.3 INSTALLATION

- .1 Concrete Footings:
  - .1 Strength: 30 MPa.
  - .2 Depth: of post in footing - end, gate, corner and straining post - 1000 mm.
  - .3 Overall depth: end, gate, corner and straining post - 1200mm, line post - 1000 mm.
  - .4 Diameter Top and Bottom: end, gate, corner and strain post - 300 mm, line post - 250 mm.
  - .5 Line post spacing: 3047 mm on centre max.
- .2 Top Caps: 1. Barbed wire brackets to face outward.
- .3 Top Rail:
  - .1 Attaching - bands and sockets on terminal past,

through eye of cap on line post.

- .4 Brace Rail:
  - .1 On end and gate post - single brace unit.
  - .2 On corner and straining post - double brace unit.
  - .3 Attaching - bands and sockets on all post.
- .5 Security Fabric:
  - .1 On terminal post - stretch bars secured by tension banks at 450 mm intervals.
  - .2 On line post, top rails, brace-rails and bottom brace wire - tie wire at 25 mm intervals.
- .6 Barbed Wire:
  - .1 Strands - 3 strands equally spaced with bottom strand approximately 25 mm above fabric.
- .7 Barbless Barb Wire:
  - .1 Twistless barbless 2 Ply Cable - 12.5 mm gauge.
- .8 Single and Double vehicle and Personnel Gates: as required.
- .9 Steel post for protection of various electrical and mechanical against vehicles must be a minimum of 101 mm dia. in 1000 mm X 300 mm dia. footing

### PART 3 - EXECUTION

#### 3.1 GRADING

- .1 Remove debris and correct ground undulations along fence line to obtain smooth uniform gradient between posts. Provide clearance between bottom of fence and ground surface neither less than 30 mm nor more than 50 mm.

#### 3.2 ERECTION OF FENCE

- .1 Space line posts 3.0 m apart, measured parallel to ground surface.
- .2 Space straining posts at equal intervals where required.
- .3 Install additional straining posts at sharp changes in grade and where required.
- .4 Install corner post where change in alignment exceeds 10 degrees.

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- .5 Install end posts at end of fence and at buildings. Install gate posts on both sides of gate openings.
- .6 Place concrete in post holes then embed posts into concrete to depths indicated in Annex B or as approved by the Project Authority. Extend concrete 50 mm above ground level and slope top to drain away from posts.
- .7 Do not install fence fabric until concrete has cured a minimum of 24 hours.
- .8 Install brace between end and gate posts and nearest line post, placed in centre of concrete and parallel to ground surface. Install braces on both sides of corner and straining posts in similar manner.
- .9 Install top rail between posts and fasten securely to posts with waterproof caps.
- .10 Install bottom tension wire, stretch tightly and fasten securely to end, corner, gate and straining posts with turn buckles and tension bar bands.
- .11 Lay out fence fabric. Stretch tightly to tension recommended by manufacturer and fasten to end, corner, gate and straining posts with tension bar secured to post with tension bar bands spaced at 300 mm intervals.
- .12 Secure fabric to top rails, line posts and bottom tension wire with tie wires at 450 mm intervals. Give tie wires minimum two twists.
- .13 Install barbed wire strands and clip securely to lugs of each bracket.

### 3.3 INSTALLATION OF SINGLE AND DOUBLE VEHICLE AND PERSONNEL GATES

- .1 Install gates in locations as required.
- .2 Set gate bottom approximately 40 mm above ground surface.
- .3 Determine position of centre gate rest for double gate. Cast gate rest in concrete as directed. Dome concrete above ground level to shed water.
- .4 Install gate stops as required.
- .5 Install vehicle gate wheels as required.
- .6 Gate swings to be determined by the Engineer.

### 3.4 TOUCH-UP

- .1 Clean damaged surfaces with wire brush removing loose and cracked coating. Apply two coats of organic



zinc-rich paint to damaged areas. Pre-treat surfaces according to manufacturers' instructions for zinc-rich paint.

### 3.5 GROUNDING

- .1 Install grounding rods as directed by the Project Authority.

### 3.6 CLEANING

- .1 Clean and trim areas disturbed by installation.
- .2 Dispose surplus material and replace damaged sod, excavated gravel lots or paved areas, as directed by the Project Authority.
- .3 For depressions in natural grade, Contractor will be responsible for keeping fence line as close to and parallel to ground as possible to maintain security intent. The addition of fill material may be required of the Contractor and will be determined on site.

## PART 1 - GENERAL

### 1.1 REFERENCES

- .1 ASTM A 53/A53m-10 - Specification for Pipe, Steel, Black and Hot Dipped, Zinc Coated, Welded and Seamless.
- .2 ASTM A 121-07, Specification for Zinc-Coated (Galvanized) Steel Barbed Wire.
- .3 CAN/CSA-A23.1-09, Concrete Materials and Methods of Concrete Construction.
- .4 CSA G42-1964 (R1998), Galvanized (Zinc-Coated) Steel Farm-Field Wire Fencing.
- .5 CAN/CGSB-1.181-99, Ready-Mixed Organic Zinc-Rich Coating.

## PART 2 - PRODUCTS

### 2.1 MATERIALS

- .1 Wire fence:
  - .1 Farm-field type: to CSA G42-1964 (R1998), standard 748.
  - .2 Barbed wire: to ASTM A 121-07.
    - .1 Galvanized steel.
    - .2 Wire size: 2 mm diameter.
    - .3 Barbs: 4 point at 125 mm spacing.
  - .3 Barbless Wire:
    - .1 Twistless barbless 2 ply cable - 12.5 mm gauge.
- .2 Gates:
  - .1 Frame: to ASTM A 53/A53M-10, galvanized steel pipe, standard weight, 25 mm outside diameter.
  - .2 Size: as indicated.
  - .3 Joints: electrically welded.
- .3 Steel posts:
  - .1 Corner, end, gate and intermediate posts, projection arm with clips, corner and gate post braces, gate posts as indicated.
  - .2 Galvanizing: zinc coating, minimum 92 g/m<sup>2</sup> of surface area.
  - .3 Primer and paint: as specified by Engineer.
- .4 Concrete mixes and materials: to CAN/CSA-A23.1-09.

- .1 Nominal coarse aggregate size: 20-5.
- .2 Compressive strength: 20 MPa minimum at 28 days.
- .5 Grounding rod: 16 mm diameter, copperweld rod 3 m in length.
- .6 Organic zinc-rich coating: to CAN/CGSB-1.181-99.

### PART 3 - EXECUTION

#### 3.1 GRADING

- .1 Level ground along fence line in order that bottom wire of fence between posts can be maintained at not more than 150 mm above ground.

#### 3.2 ERECTION OF FENCE

- .1 Erect fence along lines as directed by the Project Authority.
- .2 Excavate post holes by methods approved by the Project Authority.
- .3 Install concrete as directed by the Project Authority.
- .4 Installation of posts:
  - .1 Space intermediate posts at 5 m.
  - .2 Space corner, end and gate posts 3 m from adjacent post.
  - .3 Locate and erect gate posts as indicated.
  - .4 Install posts true to line and plumb with 1.5 m of post projecting above ground.
- .5 Fencing with steel posts:
  - .1 Install steel posts to depths as indicated by the Project Authority.
  - .2 Set following items in concrete:
    - .1 End, corner and gate posts.
    - .2 Intermediate posts adjacent to end, corner and gate posts.
    - .3 Intermediate posts every 60 m along fence line.
    - .4 Ends of braces for corner, end and gate posts.
  - .3 Brace corner, end and gate posts as indicated.
  - .4 Clamp a studded steel projection arm to each post as indicated.
  - .5 Erect wire and barbed wire as indicated.
  - .6 Stretch wires to have uniform tension. Splice wires with standard wire splices.

.7 Attach wires to posts and projection arms with approved metal clips.

.8 Prime and paint posts, braces and projection arms as specified by the Project Authority.

### 3.3 INSTALLATION OF GATES

- .1 Install gates in locations where directed by the Project Authority.
- .2 Install gates to prevent over-stress on gate posts when gates are open. Install on level ground with ground clearance of 100 mm.
- .3 Locate anchor pipe for drop bolt, and install pipe flush with road surface.
- .4 Repair gates as directed by the Project Authority.

### 3.4 GROUNDING

- .1 Install grounding rods as directed by the Project Authority.

### 3.5 CLEANING

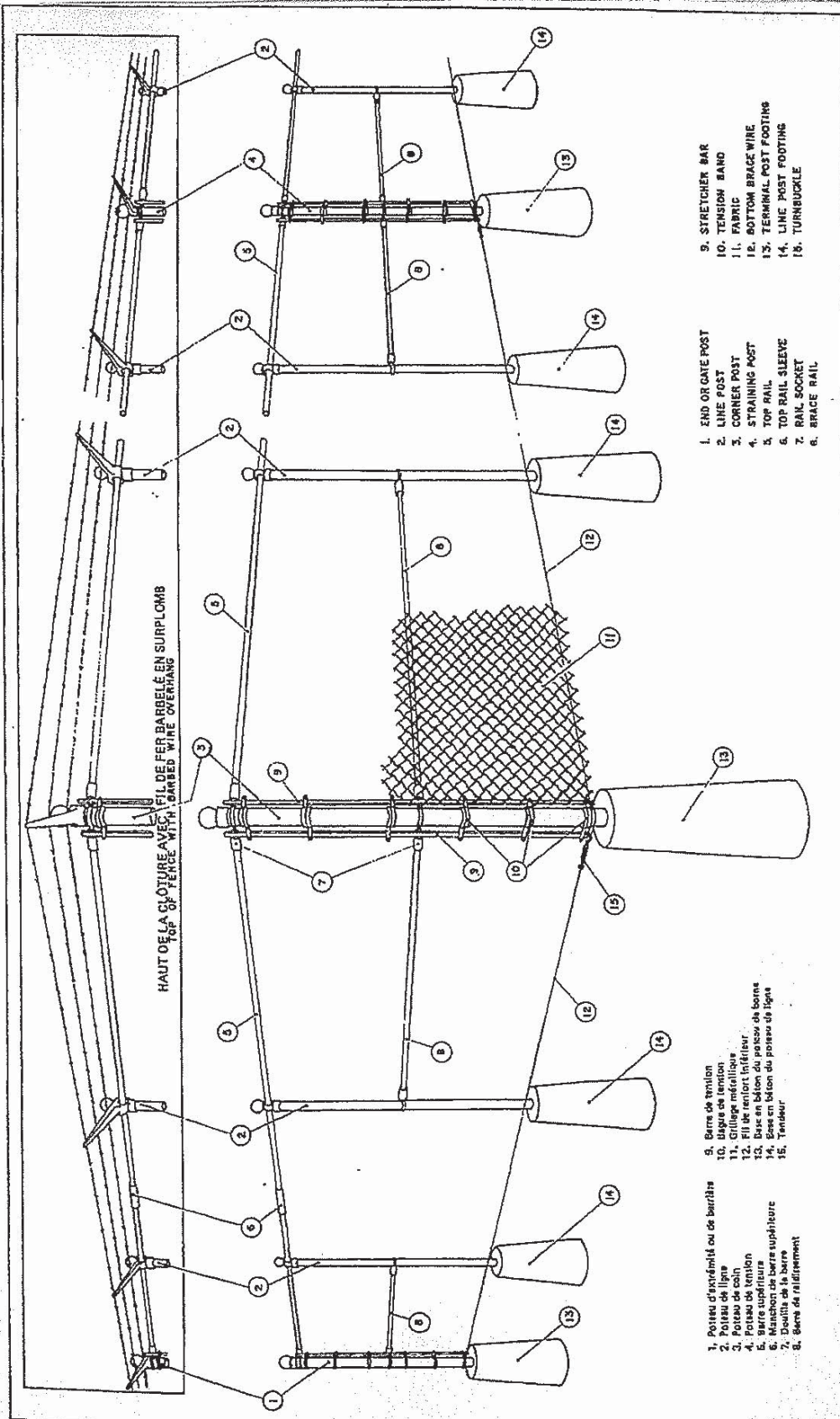
- .1 Clean and trim areas disturbed by operations. Dispose of surplus material and replace damaged turf with sod as directed by the Project Authority.

### 3.6 TOUCH-UP

- .1 Clean damaged metal surfaces with wire brush removing loose and cracked coatings. Apply two coats of organic zinc-rich paint to damaged areas.

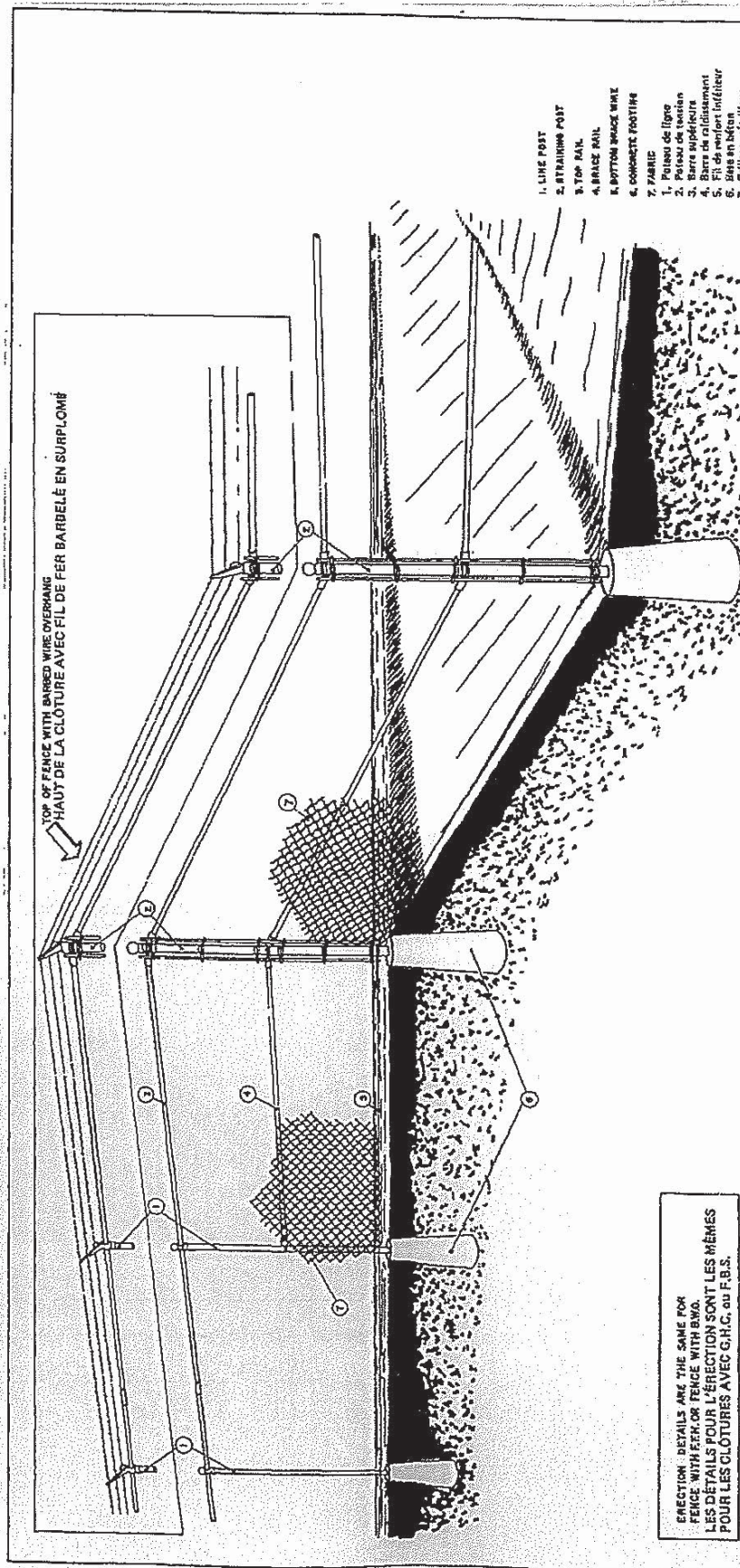
List of possible repair for fencing, but is not necessarily confined to the following:

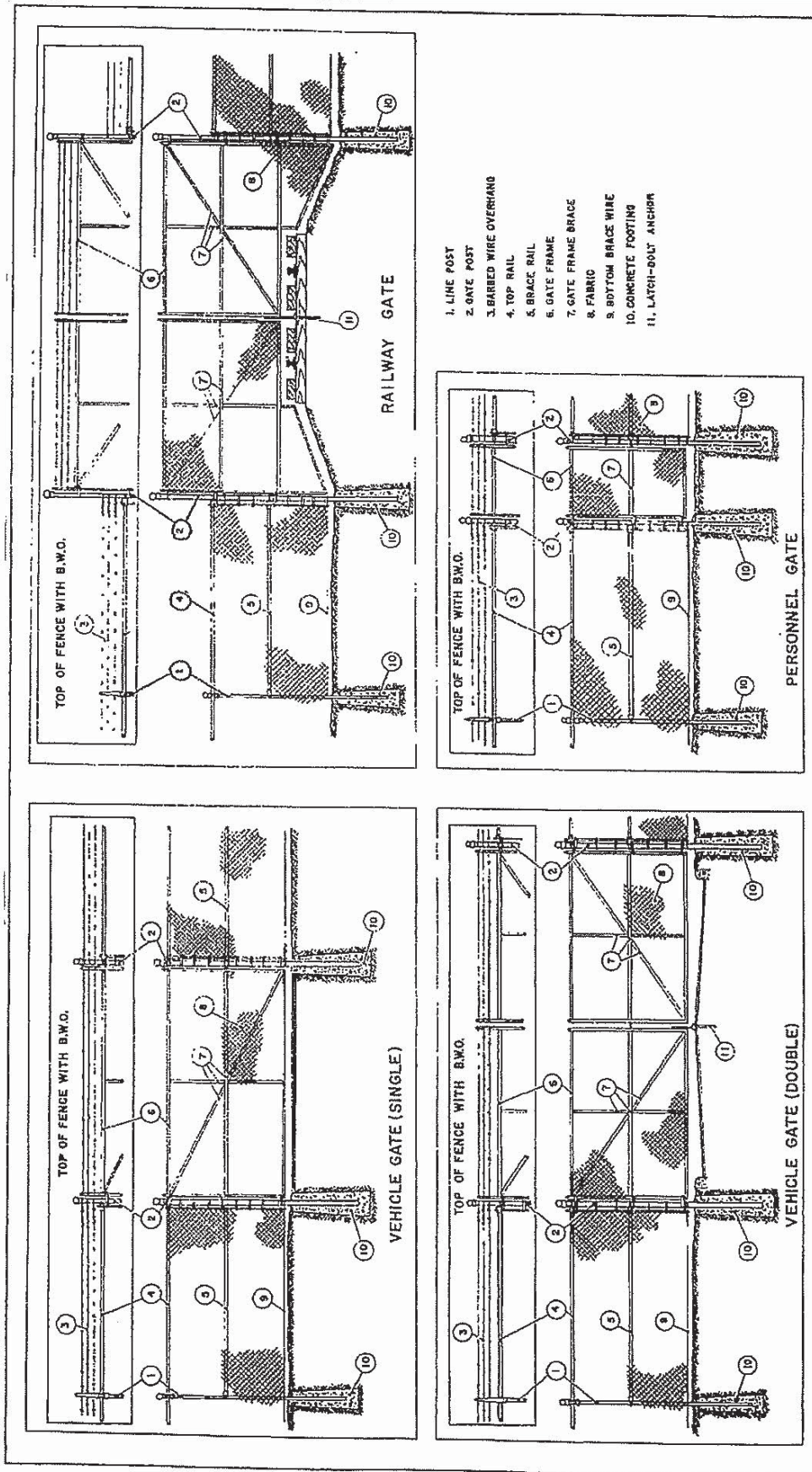
.1	6' (1829 mm) Chain Link c/w 3 strand barbed wire overhang	750 M.
.2	6' (1829 mm) Chain Link	500 M.
.3	3' (914 mm) Chain Link	100 M.
.4	4' (1219mm) Chain Link	100 M.
.5	Farm Type Fencing	1000 M.
.6	3 Strand Barbed Wire Fencing	100 M.
.7	3 Strand Barbless Wire Fencing	100 M.
.8	3000 mm x 1829 mm Vehicle Gate	6 EA
.9	914 mm x 1829 mm Man Gate	4 EA



Details of Posts, Braces and Footings for Chain Link Fence Exceeding 5 Ft. Overall Height

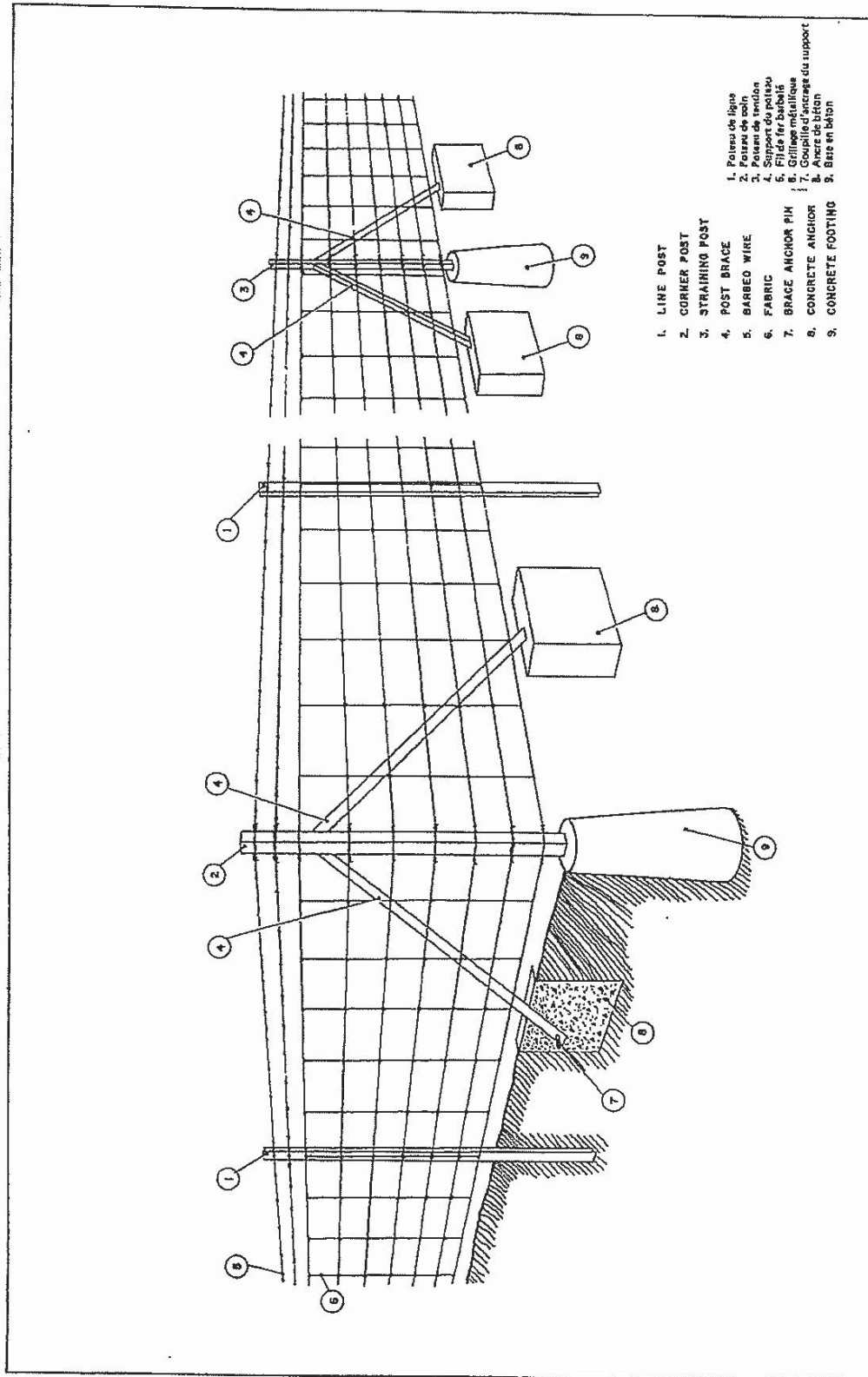




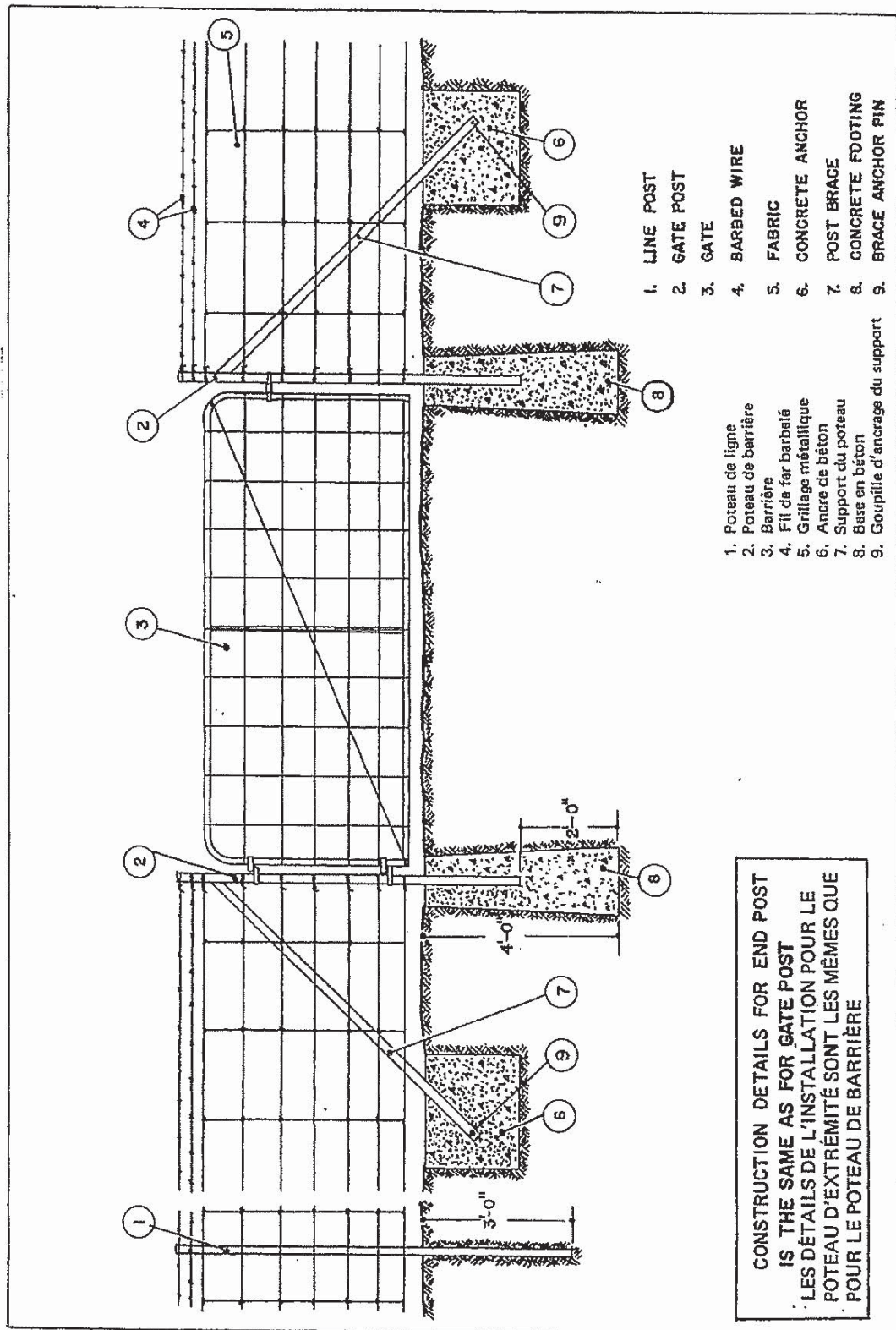


Details of Posts and Gates for Chain Link Fences Exceeding 5 Ft. Overall Height





Details of Corner and Straining Posts for Farm Type Fence



Details of Gates and Gate Posts for Fam Type Fence