



Parks Canada  
Parcs Canada



## RETURN BIDS TO - RETOURNER LES SUBMISSION À :

Parks Canada Agency Bid Receiving Unit  
National Contracting Services  
635 – 8 Avenue S.W., suite 1300  
Calgary, AB T2P 3M3  
Bid Fax: (403) 292-4475

## REQUEST FOR QUOTATION

## DEMANDE DE PRIX

### Quotation to: Parks Canada Agency

We hereby offer to sell to Her Majesty the Queen in right of Canada, in accordance with the terms and conditions set out herein, referred or attached hereto, the goods, services and construction listed herein or on any attached sheets at the price(s) set out therefor.

### Prix aux : l'Agence Parcs

Nous offrons par la présente de vendre à sa Majesté la Reine du chef du Canada, aux conditions énoncées ou incluses par référence dans la présente et aux annexes ci-jointes, les biens, services et construction énumérés ici et sur toute feuille ci-annexée, au(x) prix indiqué(s).

### Comments – Commentaires :

Due to the nature of the bid solicitation, bids transmitted by email to PCA will not be accepted.

### Issuing Office - Bureau de distribution :

Parks Canada Agency  
National Contracting Services  
635 – 8 Avenue S.W., suite 1300  
Calgary, AB T2P 3M3

### Title - Sujet

Barge Services to Support Helicopter Operations for Ecological Restoration in Gwaii Haanas, BC

### Solicitation No. - N° de l'invitation

5P420-16-5127/A

### Date

August 23, 2016

### Client Reference No. - N° de référence du client

45375237

### GETS Reference No. | N° de référence de SEAG

PW-16-00744784

### Solicitation Closes - L'invitation prend fin

At - à : 02:00 PM

On - le : September 07, 2016

### Time Zone -

Fuseau horaire

Mountain Daylight  
Time (MDT)

### F.O.B. - F.A.B.

Plant - Usine : ☐ Destination : ☒ Other - Autre : ☐

### Address Enquiries to - Adresser toutes questions à

Adam Krisch

Telephone No. -  
N° de telephone  
(403) 292-4560

Fax No. -N° de  
télécopieur  
(403) 292-4475

Email Address - Courriel  
[adam.krisch@pc.gc.ca](mailto:adam.krisch@pc.gc.ca)

### Destination of Goods, Services, and Construction - Destination des biens, services, et construction

Gwaii Haanas National Park Reserve, National Marine Conservation  
Area Reserve and Haida Heritage Site

### TO BE COMPLETED BY THE BIDDER - À REMPLIR PAR LE SOUSMISSIONNAIRE

### Vendor/ Firm Name - Raison sociale et adresse du fournisseur/ de l'entrepreneur

### Address - Adresse

### Telephone No. - N° de telephone

Fax No. - N° de  
télécopieur

Name of person authorized to sign on behalf of the Vendor/  
Firm (type or print) - Nom de la personne autorisée à signer au  
nom du fournisseur/ de l'entrepreneur (taper ou écrire en  
caractères d'imprimerie)

### Signature

### Date

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## TABLE OF CONTENTS

<b>PART 1 – GENERAL INFORMATION .....</b>	<b>4</b>
1.1 SECURITY REQUIREMENT .....	4
1.2 STATEMENT OF WORK.....	4
1.3 DEBRIEFINGS.....	4
1.4 TRADE AGREEMENTS .....	4
<b>PART 2 – BIDDER INSTRUCTIONS .....</b>	<b>5</b>
2.1 STANDARD INSTRUCTIONS, CLAUSES AND CONDITIONS .....	5
2.2 SUBMISSION OF BIDS .....	5
2.3 ENQUIRIES – BID SOLICITATION .....	5
2.4 APPLICABLE LAWS .....	5
<b>PART 3 – BID PREPARATION INSTRUCTIONS.....</b>	<b>6</b>
3.1 BID PREPARATION INSTRUCTIONS.....	6
<b>PART 4 – EVALUATION PROCEDURES AND BASIS OF SELECTION.....</b>	<b>7</b>
4.1 EVALUATION PROCEDURES .....	7
4.2 BASIS OF SELECTION .....	7
<b>PART 5 – CERTIFICATIONS AND ADDITIONAL INFORMATION .....</b>	<b>8</b>
5.1 CERTIFICATIONS PRECEDENT TO CONTRACT AWARD AND ADDITIONAL INFORMATION.....	8
<b>PART 6 – RESULTING CONTRACT CLAUSES .....</b>	<b>11</b>
6.1 SECURITY REQUIREMENTS .....	11
6.2 STATEMENT OF WORK.....	11
6.3 STANDARD CLAUSES AND CONDITIONS .....	11
6.4 TERM OF CONTRACT .....	11
6.5 AUTHORITIES .....	11
6.6 PROACTIVE DISCLOSURE OF CONTRACTS WITH FORMER PUBLIC SERVANTS.....	13
6.7 PAYMENT .....	13
6.8 INVOICING INSTRUCTIONS – PROGRESS PAYMENT CLAIM – SUPPORTING DOCUMENTATION NOT REQUIRED.....	14
6.9 DIRECT DEPOSIT.....	15
6.10 CERTIFICATIONS .....	15
6.11 APPLICABLE LAWS .....	15
6.12 PRIORITY OF DOCUMENTS.....	15
6.13 SACC MANUAL CLAUSES.....	15
6.14 INSPECTION AND ACCEPTANCE .....	15
<b>ANNEX "A" .....</b>	<b>17</b>
STATEMENT OF WORK.....	17
<b>APPENDIX "A1" .....</b>	<b>20</b>
LOCATION OF PROJECT SITE .....	20
<b>ANNEX "B" .....</b>	<b>21</b>
BASIS OF PAYMENT .....	21
<b>ANNEX "C".....</b>	<b>22</b>
ATTESTATION AND PROOF OF COMPLIANCE WITH OCCUPATIONAL HEALTH AND SAFETY (OHS) .....	22

ANNEX “D” .....

24

INTEGRITY PROVISIONS – LIST OF NAMES FORM .....

24

**Solicitation No. - N° de l'invitation**  
5P420-16-5127/A

**Amd. No. - N° de la modif.**  
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**Contracting Authority - Autorité contractante**  
Adam Krisch

**Client Ref. No. - N° de réf. du client**  
45375237

**Title - Sujet**  
Barge Services to Support Helicopter Operations for Ecological Restoration in Gwaii Haanas, BC

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## **PART 1 – GENERAL INFORMATION**

### **1.1 Security Requirement**

There is no security requirement associated with this bid solicitation.

### **1.2 Statement of Work**

The Work to be performed is detailed under Article 6.2 of the resulting contract clauses.

### **1.3 Debriefings**

Bidders may request a debriefing on the results of the bid solicitation process. Bidders should make the request to the Contracting Authority within 15 working days from receipt of the results of the bid solicitation process. The debriefing may be in writing, by telephone or in person.

### **1.4 Trade Agreements**

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

## **PART 2 – BIDDER INSTRUCTIONS**

### **2.1 Standard Instructions, Clauses and Conditions**

All instructions, clauses and conditions identified in the bid solicitation by number, date and title are set out in the [Standard Acquisition Clauses and Conditions Manual](https://buyandsell.gc.ca/policy-and-guidelines/standard-acquisition-clauses-and-conditions-manual) (<https://buyandsell.gc.ca/policy-and-guidelines/standard-acquisition-clauses-and-conditions-manual>) issued by Public Works and Government Services Canada.

Bidders who submit a bid agree to be bound by the instructions, clauses and conditions of the bid solicitation and accept the clauses and conditions of the resulting contract.

The [2003](#) (2016-04-04), Standard Instructions – Goods or Services – Competitive Requirements, are incorporated by reference into and form part of the bid solicitation.

All reference to the Minister of Public Works and Government Services Canada shall be deleted and replaced with the Minister of the Environment and Climate Change for the purposes of the Parks Canada Agency. All reference to the Department of Public Works and Government Services Canada shall be deleted and replaced with the Parks Canada Agency.

### **2.2 Submission of Bids**

Bids must be submitted only to Parks Canada Agency (PCA) Bid Receiving Unit by the date, time and place indicated on page 1 of the bid solicitation.

Due to the nature of the bid solicitation, bids transmitted by email to PCA will not be accepted.

### **2.3 Enquiries – Bid Solicitation**

All enquiries must be submitted in writing to the Contracting Authority no later than seven (7) calendar days before the bid closing date. Enquiries received after that time may not be answered.

Bidders should reference as accurately as possible the numbered item of the bid solicitation to which the enquiry relates. Care should be taken by Bidders 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 question(s) or may request that the Bidder do so, so that the proprietary nature of the question(s) is eliminated, and the enquiry can be answered to all Bidders. Enquiries not submitted in a form that can be distributed to all Bidders may not be answered by Canada.

### **2.4 Applicable Laws**

Any resulting contract must be interpreted and governed, and the relations between the parties determined, by the laws in force in British Columbia.

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

## **PART 3 – BID PREPARATION INSTRUCTIONS**

### **3.1 Bid Preparation Instructions**

Canada requests that Bidders follow the format instructions described below in the preparation of their bid:

- (a) use 8.5 x 11 inch (216 mm x 279 mm) paper;
- (b) use a numbering system that corresponds to the bid solicitation.

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) (<http://www.tpsgc-pwgsc.gc.ca/ecologisation-greening/achats-procurement/politique-policy-eng.html>). To assist Canada in reaching its objectives, Bidders should:

- 1) use 8.5 x 11 inch (216 mm x 279 mm) paper containing fibre certified as originating from a sustainably-managed forest and 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 Bid**

Bidders must submit their financial bid in accordance with the Basis of Payment at Annex "B". The total amount of Applicable Taxes must be shown separately.

##### **3.1.1 Exchange Rate Fluctuation**

SACC Manual Clause [C3011T](#) (2013-11-06), Exchange Rate Fluctuation

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

Bidders must submit the certifications required under Part 5.

**Solicitation No. - N° de l'invitation**  
5P420-16-5127/A

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Adam Krisch

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45375237

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

### **4.1 Evaluation Procedures**

- (a) Bids will be assessed in accordance with the entire requirement of the bid solicitation including the technical and financial evaluation criteria.
- (b) An evaluation team composed of representatives of Canada will evaluate the bids.

#### **4.1.1 Financial Evaluation**

SACC Manual Clause [A0220T](#) (2014-06-26), Evaluation of Price

Financial bids will be evaluated as follows from the Basis of Payment at Annex “B”:

Firm Price for item 1.1 +  
Firm Price for item 1.2 +  
Firm Price for item 1.3 =  
Total Evaluated Bid Price

In the case of error in the extension of prices the unit price will govern.

### **4.2 Basis of Selection**

SACC Manual Clause [A0069T](#) (2007-05-25), Basis of Selection

## PART 5 – CERTIFICATIONS AND ADDITIONAL INFORMATION

Bidders must provide the required certifications and additional information to be awarded a contract.

The certifications provided by Bidders to Canada are subject to verification by Canada at all times. Canada will declare a bid non-responsive, or will declare a contractor in default if any certification made by the Bidder is found to be untrue whether made knowingly or unknowingly, during the bid evaluation period or during the contract period.

The Contracting Authority will have the right to ask for additional information to verify the Bidder's certifications. Failure to comply and to cooperate with any request or requirement imposed by the Contracting Authority will render the bid non-responsive or constitute a default under the Contract.

### 5.1 Certifications Precedent to Contract Award and Additional Information

The certifications and additional information listed below should be submitted with the bid, but may be submitted afterwards. If any of these required certifications or additional information is not completed and submitted as requested, the Contracting Authority will inform the Bidder of a time frame within which to provide the information. Failure to provide the certifications or the additional information listed below within the time frame provided will render the bid non-responsive.

#### 5.1.1 Former Public Servant

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 FPSs, bidders must provide the information required below before contract award. If the answer to the questions and, as applicable the information required have not been received by the time the evaluation of bids is completed, Canada will inform the Bidder 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 bid non-responsive.

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 Bidder a FPS in receipt of a pension? **Yes** ( ) **No** ( )

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

- (a) name of former public servant;
- (b) date of termination of employment or retirement from the Public Service.

By providing this information, Bidders agree that the successful Bidder'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 Bidder a FPS who received a lump sum payment pursuant to the terms of the Work Force Adjustment Directive? **Yes** ( ) **No** ( )

If so, the Bidder must provide the following information:

- (a) 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.

#### 5.1.2 Integrity Provisions – List of Names

Bidders who are incorporated, including those bidding as a joint venture, must provide a complete list of names of all individuals who are currently directors of the Bidder.

Bidders bidding as sole proprietorship, as well as those bidding as a joint venture, must provide the name of the owner(s).

Bidders bidding as societies, firms or partnerships do not need to provide lists of names.

Bidders may use the attached Integrity Provisions – List of Names form under Annex "D".

**Solicitation No. - N° de l'invitation**  
5P420-16-5127/A

**Amd. No. - N° de la modif.**  
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### **5.1.3 Federal Contractors Program for Employment Equity – Bid Certification**

By submitting a bid, the Bidder certifies that the Bidder, and any of the Bidder's members if the Bidder is a Joint Venture, is not named on the Federal Contractors Program (FCP) for employment equity "[FCP Limited Eligibility to Bid](http://www.labour.gc.ca/eng/standards_equity/eq/emp/fcp/list/inelig.shtml)" list ([http://www.labour.gc.ca/eng/standards\\_equity/eq/emp/fcp/list/inelig.shtml](http://www.labour.gc.ca/eng/standards_equity/eq/emp/fcp/list/inelig.shtml)) available from [Employment and Social Development Canada \(ESDC\) - Labour's](#) website.

Canada will have the right to declare a bid non-responsive if the Bidder, or any member of the Bidder if the Bidder is a Joint Venture, appears on the "[FCP Limited Eligibility to Bid](#)" list at the time of contract award.

## PART 6 – RESULTING CONTRACT CLAUSES

The following clauses and conditions apply to and form part of any contract resulting from the bid solicitation.

### 6.1 Security Requirements

There is no security requirement applicable to this Contract.

### 6.2 Statement of Work

The Contractor must perform the Work in accordance with the Statement of Work at Annex “A”.

### 6.3 Standard Clauses and Conditions

All clauses and conditions identified in the Contract by number, date and title are set out in the [Standard Acquisition Clauses and Conditions Manual](https://buyandsell.gc.ca/policy-and-guidelines/standard-acquisition-clauses-and-conditions-manual) (<https://buyandsell.gc.ca/policy-and-guidelines/standard-acquisition-clauses-and-conditions-manual>) issued by Public Works and Government Services Canada.

#### 6.3.1 General Conditions

[2010C](#) (2016-04-04), General Conditions –Services (Medium Complexity) apply to and form part of the Contract.

All reference to the Minister of Public Works and Government Services Canada shall be deleted and replaced with the Minister of the Environment and Climate Change for the purposes of the Parks Canada Agency. All reference to the Department of Public Works and Government Services Canada shall be deleted and replaced with the Parks Canada Agency.

### 6.4 Term of Contract

#### 6.4.1 Period of the Contract

The period of the Contract is from date of Contract to July 15, 2017 inclusive.

### 6.5 Authorities

#### 6.5.1 Contracting Authority

The Contracting Authority for the Contract is:

Adam Krisch  
Advisor, National Contracting Services  
Parks Canada Agency  
Chief Financial Officer Directorate  
635 – 8 Avenue S.W., Suite 1300  
Calgary, AB T2P 3M3

Telephone: (403) 292-4560  
Facsimile: (403) 292-4475  
E-mail address: [adam.krisch@pc.gc.ca](mailto:adam.krisch@pc.gc.ca)

The Contracting Authority is responsible for the management of the Contract and any changes to the Contract must be authorized in writing by the Contracting Authority. The Contractor must not perform

**Solicitation No. - N° de l'invitation**  
5P420-16-5127/A

**Amd. No. - N° de la modif.**  
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45375237

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work in excess of or outside the scope of the Contract based on verbal or written requests or instructions from anybody other than the Contracting Authority.

### 6.5.2 Project Authority

The Project Authority for the Contract is:

\*\*\* to be inserted at contract award \*\*\*

The Project Authority is the representative of the department or agency for whom the Work is being carried out under the Contract and is responsible for all matters concerning the technical content of the Work under the Contract. Technical matters may be discussed with the Project Authority, however the Project Authority has no authority to authorize changes to the scope of the Work. Changes to the scope of the Work can only be made through a contract amendment issued by the Contracting Authority.

### 6.5.3 Contractor's Representative

The Contractor's Representative for the Contract is:

<b>Representative's Name:</b>		
<b>Title:</b>		
<b>Vendor/ Firm Name:</b>		
<b>Address:</b>		
<b>City:</b>	<b>Province/ Territory:</b>	<b>Postal Code:</b>
<b>Telephone:</b>		<b>Facsimile:</b>
<b>Email Address:</b>		
<b>Procurement Business Number (PBN) or Goods and Services Tax Number (GST):</b>		

#### Instruction on how to obtain a Procurement Business Number (PBN)

Canadian Bidders are requested to have a Procurement Business Number (PBN) before Contract award. Bidders may register for a PBN in the Supplier Registration Information service on line at the [Business Access Canada Website](https://buyandsell.gc.ca/for-businesses/selling-to-the-government-of-canada/register-as-a-supplier) (https://buyandsell.gc.ca/for-businesses/selling-to-the-government-of-canada/register-as-a-supplier). For non- Internet registration, Bidders may contact the Business Access Canada InfoLine at 1-800-811-1148 to obtain the telephone number of the nearest Supplier Registration Agent.

## 6.6 Proactive Disclosure of Contracts with Former Public Servants

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.

## 6.7 Payment

### 6.7.1 Basis of Payment – Limitation of Expenditure

The Contractor will be reimbursed for the costs reasonably and properly incurred in the performance of the Work, as determined in accordance with the Basis of Payment in Annex "B", to a limitation of expenditure of \$ **\*\*\* to be inserted at contract award \*\*\***. Customs duties are included and Applicable Taxes are extra.

### 6.7.2 Limitation of Expenditure

**6.7.2.1** Canada's total liability to the Contractor under the Contract must not exceed \$ **\*\*\* to be inserted at contract award \*\*\***. Customs duties are included and Applicable Taxes are extra.

**6.7.2.2** No increase in the total liability of Canada or in the price of the Work resulting from any design changes, modifications or interpretations of the Work, will be authorized or paid to the Contractor unless these design changes, modifications or interpretations have been approved, in writing, by the Contracting Authority before their incorporation into the Work. The Contractor must not perform any work or provide any service that would result in Canada's total liability being exceeded before obtaining the written approval of the Contracting Authority. The Contractor must notify the Contracting Authority in writing as to the adequacy of this sum:

- (a) when it is 75 percent committed, or
- (b) four (4) months before the contract expiry date, or
- (c) as soon as the Contractor considers that the contract funds provided are inadequate for the completion of the Work

whichever comes first.

**6.7.2.3** If the notification is for inadequate contract funds, the Contractor must provide to the Contracting Authority a written estimate for the additional funds required. Provision of such information by the Contractor does not increase Canada's liability.

### 6.7.3 Milestone Payments – Subject to Holdback

**6.7.3.1** Canada will make milestone payments in accordance with the Schedule of Milestones detailed in the Contract and the payment provisions of the Contract, up to eighty (80) percent of the amount claimed and approved by Canada if:

- (a) an accurate and complete claim for payment using form [PWGSC-TPSGC 1111](#), Claim for Progress Payment, and any other document required by the Contract have been submitted in accordance with the invoicing instructions provided in the Contract;
- (b) the total amount for all milestone payments paid by Canada does not exceed eighty (80) percent of the total amount to be paid under the Contract;
- (c) all the certificates appearing on form [PWGSC-TPSGC 1111](#) have been signed by the respective authorized representatives;

- (d) all work associated with the milestone and as applicable any deliverable required have been completed and accepted by Canada.

**6.7.3.2** The balance of the amount payable will be paid in accordance with the payment provisions of the Contract upon completion and delivery of all Work required under the Contract if the Work has been accepted by Canada and a final claim for the payment is submitted.

#### **6.7.4 Schedule of Milestones**

The schedule of milestones for which payments will be made in accordance with the Contract is as follows:

Milestone No.	Description	Estimated Amount	Due Date (on or before)
01	Upon anchoring of barge at the designated project site	\$ *** 50% of Total Evaluated Bid Price to be inserted at contract award ***	March 26, 2017
02	Upon completion of all work and final claim for payment is submitted	\$ *** 50% of Total Evaluated Bid Price to be inserted at contract award ***	July 15, 2017

#### **6.8 Invoicing Instructions – Progress Payment Claim – Supporting Documentation not required**

**6.8.1** The Contractor must submit a claim for payment using form [PWGSC-TPSGC 1111](#), Claim for Progress Payment.

Each claim must show:

- (a) all information required on form [PWGSC-TPSGC 1111](#);
- (b) all applicable information detailed under the section entitled "Invoice Submission" of the general conditions;
- (c) the description and value of the milestone claimed as detailed in the Contract.

**6.8.2** Applicable Taxes, must be calculated on the total amount of the claim before the holdback is applied. At the time the holdback is claimed, there will be no Applicable Taxes payable as it was claimed and payable under the previous claims for progress payments.

**6.8.3** The Contractor must prepare and certify one original and two (2) copies of the claim on form [PWGSC-TPSGC 1111](#), and forward it to the Project Authority identified under the section entitled "Authorities" of the Contract for appropriate certification after inspection and acceptance of the Work takes place.

The Project Authority will then forward the original and two (2) copies of the claim to the Payment Office for the remaining certification and payment action.

**6.8.4** The Contractor must not submit claims until all work identified in the claim is completed.

## 6.9 Direct Deposit

In April 2012, the Government of Canada announced that direct deposit would be replacing cheques as the primary payment method for the federal payments issued by the Receiver General for Canada by April 2016. If the Bidder is not set up for direct deposit, a Direct Deposit Enrollment Form will be required to be submitted to the Contracting Authority upon receipt of a Contract.

Additional information on this Government of Canada initiative is available at:  
<http://www.directdeposit.gc.ca>

## 6.10 Certifications

### 6.10.1 Compliance

The continuous compliance with the certifications provided by the Contractor in its bid and the ongoing cooperation in providing additional information are conditions of the Contract. Certifications are subject to verification by Canada during the entire period of the Contract. If the Contractor does not comply with any certification, fails to provide the additional information, or if it is determined that any certification made by the Contractor in its bid is untrue, whether made knowingly or unknowingly, Canada has the right, pursuant to the default provision of the Contract, to terminate the Contract for default.

## 6.11 Applicable Laws

The Contract must be interpreted and governed, and the relations between the parties determined, by the laws in force in British Columbia.

## 6.12 Priority of Documents

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

- (a) the Articles of Agreement;
- (b) the general conditions [2010C](#) (2016-04-04), General Conditions –Services (Medium Complexity);
- (c) Annex “A”, Statement of Work;
- (d) Annex “B”, Basis of Payment;
- (e) Annex “C”, Attestation and Proof of Compliance with Occupational Health and Safety (OHS); and
- (f) the Contractor's bid dated \*\*\* to be inserted at contract award \*\*\*.

## 6.13 SACC Manual Clauses

[A1009C](#) (2008-05-12), Work Site Access  
[A2000C](#) (2006-06-16), Foreign Nationals (Canadian Contractor)  
[A2001C](#) (2006-06-16), Foreign Nationals (Foreign Contractor)  
[A9068C](#) (2010-01-11), Government Site Regulations  
[B6802C](#) (2007-11-30), Government Property  
[G1005C](#) (2016-01-28), Insurance – No Specific Requirement

## 6.14 Inspection and Acceptance

The Project Authority is the Inspection Authority. All reports, deliverable items, documents, goods and all services rendered under the Contract are subject to inspection by the Inspection Authority or representative. Should any report, document, good or service not be in accordance with the requirements of the Statement of Work and to the satisfaction of the Inspection Authority, as submitted, the Inspection

**Solicitation No. - N° de l'invitation**  
5P420-16-5127/A

**Amd. No. - N° de la modif.**  
00

**Contracting Authority - Autorité contractante**  
Adam Krisch

**Client Ref. No. - N° de réf. du client**  
45375237

**Title - Sujet**  
Barge Services to Support Helicopter Operations for Ecological Restoration in Gwaii  
Haanas, BC

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Authority will have the right to reject it or require its correction at the sole expense of the Contractor before recommending payment.



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## ANNEX "A"

### STATEMENT OF WORK

#### 1. Background

Gwaii Haanas Field Unit requires provision, installation and demobilization of a rented marine barge and the provision of associated equipment to support helicopter operations for an invasive species eradication project. The barge will need to be mobilized from the contractor's home base and delivered to Bischofs Island anchorage by March 26, 2017, anchored there for the duration of the project (scheduled to complete no later than July 15, 2017) and demobilized and returned to contractor's home base. The total time from initial anchoring until end of project is 96 days plus a 15 day contingency should additional time be required to complete the project. Should the anchoring at the commencement of the project be delayed due to weather or other considerations, the barge will need to be in place for up to 111 days after initial anchoring. The barge to be provided must be capable of accommodating all items listed herein and cannot exceed 18 metres in width due to access considerations in anchorage.

#### 2. Objective

The work includes provision of a marine barge and associated equipment and supplies as per the Timeline (see Section 7. Timeline) to provide a staging platform for helicopter and baiting operations in support of ecological restoration work within Gwaii Haanas National Park Reserve, Haida Gwaii, British Columbia.

#### 3. Tasks/ Technical Specifications

- 3.1** The Contractor must provide a marine barge that will fit the below items and not exceed 18m in width from March 26, 2017 until July 15<sup>th</sup>, 2017 or 111 days from initial anchorage date at a designated project site (See Appendix "A1" – Location of Project Site and Section 7. Timeline).
- 3.2** The working surface of the barge must be large enough to accommodate the following:
- 3.2.1** One (1) helicopter landing zone – approximately 12 x 15 metres;
  - 3.2.2** One hundred and twenty-five (125) drums of Jet A helicopter fuel in 205 L drums;
  - 3.2.3** Ten (10) pallets (pallet dimensions: 1.5 x 1.5 m) totalling 4,500 kg (approximately 500kg each). Contents: whole kernel corn

#### 4. Services

- 4.1** Load and secure equipment and supplies on the barge prior to departure for the project site including:
- 4.1.1** One hundred and twenty-five (125) drums of Jet A fuel (in 205 L drums);
  - 4.1.2** Two (2) electric fuel pumps for the Jet A fuel;
  - 4.1.5** Ten (10) pallets (pallet dimensions: 1.5 x 1.5 m) totalling 4,500 kg (approximately 500 kg each).
- Delivery of all equipment and supplies to the barge's point of origin will be arranged by Parks Canada or its agents or contractors.
- 4.2** Mobilization at start of project including towing barge to the project site
- 4.3** Anchoring barge at project site (anchors & ropes & machinery & labour). Please refer to Annex A1.

**4.4** Demobilization barge at end of project including off-loading of fuel drums and any other materials from the project at the barge's point of origin.

**4.5** Adding four (4) anchors for helicopter tie-down points in the helicopter landing zone.

**4.6 Project Site**

**4.6.1** The barge will be towed to Gwaii Haanas National Park Reserve, National Marine Conservation Area Reserve, and Haida Heritage Site and will be anchored at the Bischof Islands for the duration of the rental period.

**4.7** The Contractor must provide the following equipment and transport on the barge for use by Parks Canada Agency (unless otherwise indicated) for the Contract duration.

**4.7.1** Two (2) electric pumps for pumping Jet A fuel from the barrels into the helicopter.

**5. Contractor Responsibilities**

The Contractor must:

**5.1** Load and secure all equipment and supplies on board the barge prior to departing the home port.

**5.2** Deliver the barge to the Project Site (see Appendix "A1" –Location of Project Site) for anchoring on March 26, 2017 (transport days from barge's point of origin must be in advance of this date).

**5.3** Ensure secure anchoring of barge at Project Site.

**5.4** Provide access to the barge two (2) weeks prior to departing for the project site. Agents or employees of the Parks Canada Agency will need access to the tug and barge prior to departure to set out extensive invasive rodent biosecurity measures on the barge and tug (e.g., snap traps and rodent bait stations).

**5.5** Ensure that an appropriate fuel spill response plan which meets industry standards is in place during mobilization of the barge to and from the project site.

**5.6** Consult with the Technical Authority on timing before demobilization given the adaptive nature of the ecological restoration work. See section 7. Timeline.

**6. Parks Canada Responsibilities**

Parks Canada shall:

**6.1** Provide staff to assist in moorage and final positioning of barge.

**6.2** Deliver of all equipment and supplies to the barge's point of origin.

**6.3** Evaluate rodent trapping and baiting measures deployed by the Contractor prior to departure to ensure they are adequate.

**Solicitation No. - N° de l'invitation**  
5P420-16-5127/A

**Amd. No. - N° de la modif.**  
00

**Contracting Authority - Autorité contractante**  
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**Client Ref. No. - N° de réf. du client**  
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**Title - Sujet**  
Barge Services to Support Helicopter Operations for Ecological Restoration in Gwaii Haanas, BC

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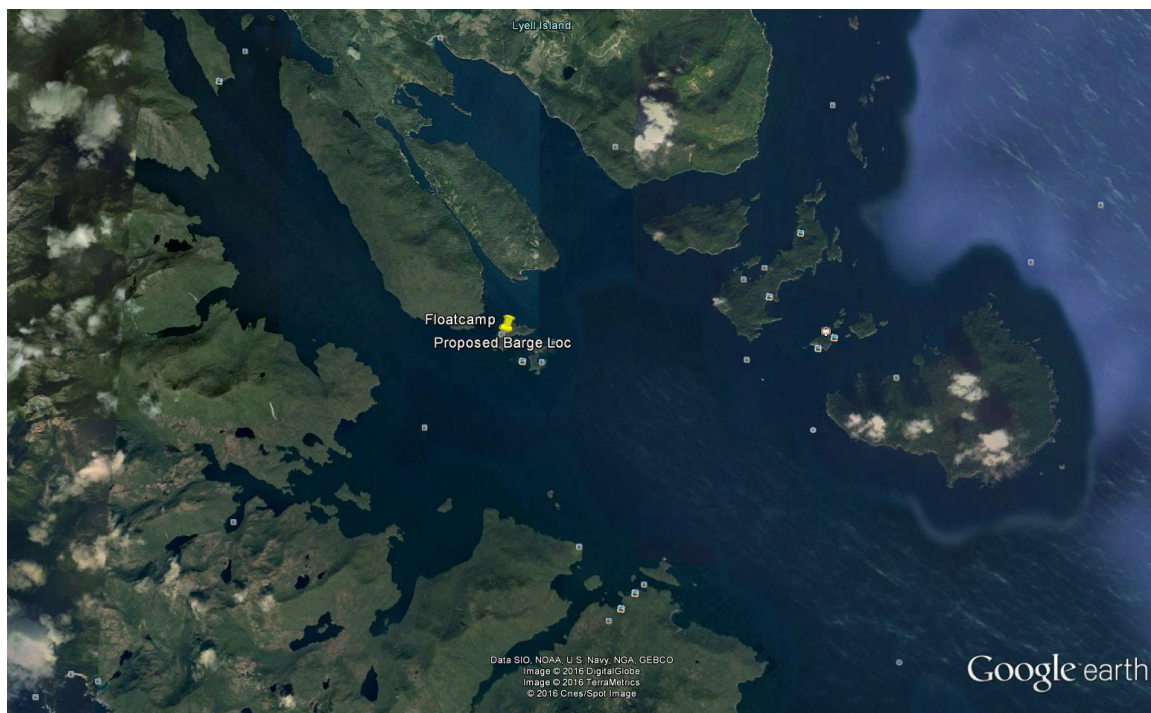
## **7. Timeline**

The project for which the barge will be utilized is scheduled to be completed by July 1, 2017 but the contingency period for the project lasts until July 15, 2017. The project may be completed on or after July 1, 2017. The Contractor must ensure that its barge is made available under the contract until as late as August 01, 2017. The total time from initial anchoring until end of project is 111 days if the contingency time has to be used and 96 days from initial anchoring if the project ends as scheduled on July 1, 2017. Should the anchoring at the commencement of the project be delayed due to weather or other considerations, the barge will need to be in place for 111 days after initial anchoring date.

## APPENDIX "A1"

### LOCATION OF PROJECT SITE

The approximate decimal degree latitude of the proposed mooring site is 52.578180 and the longitude is - 131.569532 as shown on the below screenshots from Google Earth.



**ANNEX "B"**

**BASIS OF PAYMENT**

**1. Firm Prices**

The Contractor will be paid firm prices for satisfactorily completing its obligations under the Contract as specified below.

Item	Description	Unit of Measurement	Firm Price
1.1	Firm price for mobilization of barge and associated equipment from the Contractor's home base to Bischofs Island anchorage	Lump Sum	\$
1.2	Firm price for demobilization of barge and associated equipment from Bischofs Island anchorage to the Contractor's home base	Lump Sum	\$
1.3	Firm price for anchoring of barge on-site at Bischofs Island anchorage, BC for the project duration of 96 days	Lump Sum	\$

**2. Firm Unit Price**

The Contractor will be paid a firm unit price for satisfactorily completing its obligations under the Contract as specified below should project completion take longer than 96 days.

Item	Description	Unit of Measurement	Firm Price per Unit (a)	Estimated Quantity (b)	Estimated Total (c) = (a) x (b)
2.1	Firm Daily Rate for anchoring of barge on-site at Bischofs Island anchorage, BC as required for completion of the project after July 1, 2017	Per Day	\$	15 days	\$

- (a) All prices are in Canadian dollars, applicable taxes excluded, FOB destination, Canadian customs duties and excise taxes included.
- (b) Firm Prices and Firm Unit Prices are all-inclusive for the performance of the work in accordance with the Statement of Work at Annex "A". No other costs will be paid to the Contractor unless change is approved in writing by the Contracting Authority.
- (c) The Contractor will be paid the Firm Price and the Firm Unit Price only for the number of days that the barge is anchored at Bischofs Island anchorage as required to conclude the project for which the barge is being utilized.

**Solicitation No. - N° de l'invitation**  
5P420-16-5127/A

**Amd. No. - N° de la modif.**  
00

**Contracting Authority - Autorité contractante**  
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**Client Ref. No. - N° de réf. du client**  
45375237

**Title - Sujet**  
Barge Services to Support Helicopter Operations for Ecological Restoration in Gwaii Haanas, BC

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**ANNEX "C"**

**ATTESTATION AND PROOF OF COMPLIANCE WITH OCCUPATIONAL HEALTH AND SAFETY (OHS)**

***The following form must be completed and signed prior to commencing work on Parks Canada Sites.***

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

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

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

**Location of Work**

**General Description of Work to be Completed**

**Solicitation No. - N° de l'invitation**  
5P420-16-5127/A

**Amd. No. - N° de la modif.**  
00

**Contracting Authority - Autorité contractante**  
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**Client Ref. No. - N° de réf. du client**  
45375237

**Title - Sujet**  
Barge Services to Support Helicopter Operations for Ecological Restoration in Gwaii Haanas, BC

**Mark "Yes" where applicable.**

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

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

<b>Name</b>	<b>Signature</b>	<b>Date</b>
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**Solicitation No. - N° de l'invitation**  
5P420-16-5127/A

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Barge Services to Support Helicopter Operations for Ecological Restoration in Gwaii  
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## **ANNEX "D"**

### **INTEGRITY PROVISIONS – LIST OF NAMES FORM**

Bidders who are incorporated, including those bidding as a joint venture, must provide a complete list of names of all individuals who are currently directors of the Bidder.

Bidders bidding as sole proprietorship, as well as those bidding as a joint venture, must provide the name of the owner(s).

Bidders bidding as societies, firms or partnerships do not need to provide lists of names.

**Bidder's business structure:**

(Sole proprietorship, corporation, joint venture, partnership, etc.)

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