



RETURN BIDS TO:

RETOURNER LES SOUMISSIONS À:

Bid Receiving - PWGSC / Réception des
soumissions – TPSGC

11 Laurier St. / 11 rue Laurier

Place du Portage, Phase III

Core 0B2 / Noyau 0B2

Gatineau

Quebec

K1A 0S5

Bid Fax: (819) 997-9776

INVITATION TO TENDER

APPEL D'OFFRES

**Tender To: Public Works and Government Services
Canada**

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 to herein or attached hereto, the goods,
services, and construction listed herein and on any attached
sheets at the price(s) set out therefor.

Soumission aux: Travaux Publics et Services Gouvernementaux Canada

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

Vendor/Firm Name and Address

Raison sociale et adresse du
fournisseur/de l'entrepreneur

Issuing Office - Bureau de distribution

Centre Block Rehabilitation Project/Projet de
réhabilitation de l'édifice du Centre

185 Sparks Street

185, rue Sparks

3rd Floor - 313/3ème étage - 313

Ottawa

Ontario

K1A 0S5

| | |
|---|--|
| Title - Sujet Wellington Wall Masonry Cleaning | |
| Solicitation No. - N° de l'invitation EP750-171283/A | Date 2016-09-13 |
| Client Reference No. - N° de référence du client 20171283 | GETS Ref. No. - N° de réf. de SEAG PW-\$FP-004-71530 |
| File No. - N° de dossier fp004.EP750-171283 | CCC No./N° CCC - FMS No./N° VME |
| Solicitation Closes - L'invitation prend fin at - à 02:00 PM on - le 2016-09-28 | |
| Time Zone Fuseau horaire Eastern Daylight Saving Time EDT | |
| F.O.B. - F.A.B. | |
| Plant-Usine: <input type="checkbox"/> Destination: <input type="checkbox"/> Other-Autre: <input type="checkbox"/> | |
| Address Enquiries to: - Adresser toutes questions à: Burns(fp004), Heather | Buyer Id - Id de l'acheteur fp004 |
| Telephone No. - N° de téléphone (819) 775-5575 () | FAX No. - N° de FAX () - |
| Destination - of Goods, Services, and Construction: Destination - des biens, services et construction: DEPARTMENT OF PUBLIC WORKS AND GOVERNMENT SERVICES CANADA PARLIAMENT HILL GROUNDS-LAND HILL WELLINGTON ST OTTAWA Ontario K1A0A6 Canada | |

Instructions: See Herein

Instructions: Voir aux présentes

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

INVITATION TO TENDER

IMPORTANT NOTICE TO BIDDERS

THIS DOCUMENT CONTAINS A SECURITY REQUIREMENT

For further instructions please consult "Special Instruction to Bidders", SI13, "Security Related Requirements" and "Supplementary Conditions" SC01 "Security Related Requirements".

TWO-ENVELOPE BID

This Bid shall be submitted following a "two-envelope" procedure. Refer to SI06 of the Special Instructions to Bidders.

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 SI14.

INTEGRITY PROVISIONS - BID

Changes have been made to the Integrity Provisions - Bid as of 2016-04-04. See GI01, Integrity Provision-Bid of R2710T of the General Instructions for more information.

PWGSC UPDATE ON ASBESTOS USE

Effective April 1, 2016, all Public Works and Government Services Canada (PWGSC) contracts for new construction and major rehabilitation will prohibit the use of asbestos-containing materials. Further information can be found at <http://www.tpsgc-pwgsc.gc.ca/comm/vedette-features/2016-04-19-00-eng.html>

ADDITION OF PERFORMANCE EVALUATION-CONTRACT

Take note of the additional paragraph to be included in clause R2810D identified in SC05.

ADDITION OF TERMINOLOGY

Take note of the additional paragraph to be included in clause R2810D identified in SC06.

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R2710T GENERAL INSTRUCTIONS TO BIDDERS - CONSTRUCTION SERVICES - BID SECURITY REQUIREMENTS (GI) (2016-04-04)

The following sections of clause R2710T are set out in Web site;

<https://buyandsell.gc.ca/policy-and-guidelines/standard-acquisition-clauses-and-conditions-manual/5/R>

| | |
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| GI01 | Integrity Provisions - Bid |
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BID AND ACCEPTANCE FORM (BA)

- BA01 Identification
- BA02 Business Name and Address of Bidder
- BA03 The Offer
- BA04 Bid Validity Period
- BA05 Acceptance and Contract
- BA06 Construction Time
- BA07 Bid Security
- BA08 Signature

- APPENDIX 1 – Combined Price Form
- APPENDIX 2 – Qualification Form
- APPENDIX 3 – Experience Certification
- APPENDIX 4 – Integrity Provisions – List of Names
- APPENDIX 5 – Voluntary Certification to Support the Use of Apprentices

- ANNEX A – Security Requirements Check List (SRCL)
- ANNEX B – Certificate of Insurance
- ANNEX C – Voluntary Reports for Apprentices Employed During the Contract

SPECIAL INSTRUCTIONS TO BIDDERS (SI)

SI01 INTRODUCTION

1. Public Works and Government Services Canada (PWGSC) intends to retain a Contractor to provide construction services for the project as set out in this Invitation to tender (ITT).
2. Bidders responding to this ITT are requested to submit a full and complete quotation (refer to SI06 'Submission of Bid'). The bid will cover not only the qualifications, experience and organization of the Bidder (Envelope 1 - Qualifications), but also the pricing offered (Envelope 2 - Price).

SI02 INTEGRITY PROVISIONS – DECLARATION OF CONVICTED OFFENCES

1. As applicable, pursuant to GI01 of the Integrity Provisions- bid, paragraph 3 (copied below) of the General Instructions the Bidder must provide the following:
 - a. by the time stated in the Policy, all information required by the *Ineligibility and Suspension Policy* described under the heading "Information to be Provided when Bidding, Contracting or Entering into a Real Property Agreement"; and
 - b. with its bid, a complete list of all foreign criminal charges and convictions pertaining to itself, its affiliates and its proposed first tier subcontractors that, to the best of its knowledge and belief, may be similar to one of the listed offences in the Policy. The list of foreign criminal charges and convictions must be submitted using an Integrity Declaration Form, which can be found at [Declaration form for procurement](#)

*An Integrity Declaration Form must be submitted **only** when:*

1. *the supplier, one of its affiliates or a proposed first-tier subcontractor has been charged with or convicted of a criminal offence in a country other than Canada that, to the best of the supplier's knowledge and belief, may be similar to one of the listed offences in the Ineligibility and Suspension Policy (the "Policy"); and/or*
2. *the supplier is unable to provide any of the certifications required by the Integrity Clauses.*

Note: A copy of the Declaration form can be obtained by going to R2710T online and clicking on the 'Declaration Form' hyperlink found under GI01.

SI03 BID DOCUMENTS

1. The following are the bid documents:
 - a. Invitation to Tender - Page 1;
 - b. Special Instructions to Bidders;
 - c. General Instructions - Construction Services - Bid Security Requirements R2710T (2015-07-03)
 - d. Clauses & Conditions identified in "Contract Documents";
 - e. Drawings and Specifications;
 - f. Bid and Acceptance Form and related Appendix(s); and
 - g. Any amendment issued prior to solicitation closing.

Submission of a bid constitutes acknowledgement that the Bidder has read and agrees to be bound by these documents.

2. General Instructions - Construction Services - Bid Security Requirements R2710T is incorporated by reference and is 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>

SI04 ENQUIRIES DURING THE SOLICITATION PERIOD

1. Enquiries regarding this bid must be submitted in writing to the Contracting Officer named on the Invitation to Tender - Page 1 as early as possible within the solicitation period. Except for the approval of alternative materials as described in GI15 of R2710T, enquiries should be received no later than five (5) calendar days prior to the date set for solicitation closing to allow sufficient time to provide a response. Enquiries received after that time may not result in an answer being provided.
2. To ensure consistency and quality of the information provided to Bidders, the Contracting Officer shall examine the content of the enquiry and shall decide whether or not to issue an amendment.
3. All enquiries and other communications related to this bid sent throughout the solicitation period are to be directed ONLY to the Contracting Officer named on the Invitation to Tender - Page 1. Failure to comply with this requirement may result in the bid being declared non-responsive.

SI05 MANDATORY SITE VISIT

1. There will be a site visit on September 20, 2016 at 10:00 AM. Interested bidders are to meet at the north-east corner of Bank St and Wellington St (Parliament Hill), Ottawa, Ontario.
2. The site visit for this project is MANDATORY. The representative of the bidder will be required to sign the Site Visit Attendance Sheet at the site visit. Bids submitted by **Bidders who have not signed the attendance sheet will not be accepted.**

SI06 SUBMISSION OF BID

Section GI09 of R2710T is replaced by the following:

1. The bid shall be submitted following a "two-envelope" procedure in which the Bidder submits the Qualifications Form and any required associated document(s) in envelope 1 and the Bid and Acceptance Form and any required associated document(s) in envelope 2. Both envelopes shall be enclosed and sealed together in a third envelope, the bid envelope. All envelopes are to be provided by the Bidder.
2. The bid envelope shall be addressed and submitted to the office designated on the Front Page "Invitation to Tender" for the receipt of the bids. The bid must be received on or before the date and time set for solicitation closing. Prior to submitting the bid, the Bidder shall ensure that the following information is clearly printed or typed on the face of the bid envelope:
 - a. Solicitation Number;
 - b. Name of Bidder;
 - c. Return address; and
 - d. Closing Date and Time.
3. The Qualifications Form, and any required associated document(s), shall be enclosed and sealed in an envelope with the following information clearly printed or typed on the face of the envelope:
 - a. ENVELOPE 1 - QUALIFICATIONS;
 - b. Solicitation Number; and
 - c. Name of Bidder.
4. The Bid and Acceptance Form, and any required associated document(s), shall be enclosed and sealed in an envelope with the following information clearly printed or typed on the face of the envelope:
 - a. ENVELOPE 2 - PRICE;
 - b. Solicitation Number; and
 - c. Name of Bidder.
5. Timely and correct delivery of bids is the sole responsibility of the Bidder.

SI07 REVISION OF BID

A bid may be revised by letter or facsimile in accordance with GI10 of R2710T. The facsimile number for receipt of revisions is (819)956-1459.

SI08 OPENING OF BIDS / EVALUATION

1. There will be no public opening. A list of bidders that deposited their tenders will be read out loud
2. Envelope 1 - Qualifications - will be opened in private: this envelope will be opened first to evaluate the submittal requirements. Requirements will be evaluated on a Pass or Fail basis. Failure to meet any or all of the mandatory requirement(s) will render the bid non-compliant and no other consideration will be given to the bid. Envelope 2 will be returned unopened to the bidder.
3. Envelope 2 - Price: Only those envelopes from Bidder's that meet the mandatory requirements of the Qualifications shall be opened. Envelope 2 submittals will be evaluated against the mandatory requirements, failure to comply with any or all of the mandatory requirement(s) will render the bid non-compliant and no other consideration will be given to the bid.
4. The responsive bid carrying the lowest price will be recommended for contract award.

SI09 COMPLETION OF SUBMISSION

The Bidder shall base the Bid on the applicable bid documents listed in the Special Instructions to Bidders. It is the responsibility of the Bidder to obtain clarification on any terms, conditions or technical requirements contained in this document.

SI10 INSUFFICIENT FUNDING

In the event that the lowest compliant bid exceeds the amount of funding allocated for the Work, Canada in its sole discretion may

- a. cancel the solicitation; or
- b. obtain additional funding and award the Contract to the Bidder submitting the lowest compliant bid; and/or
- c. negotiate a reduction in the bid price and/or scope of work of not more than 15% with the Bidder submitting the lowest compliant bid. Should an agreement satisfactory to Canada not be reached, Canada shall exercise option (a) or (b).

SI11 DEBRIEFINGS

After contract award, 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 of receipt of the results of the bid solicitation process. The debriefing may be in writing, by telephone or in person.

SI12 BID VALIDITY PERIOD

1. Canada reserves the right to seek an extension to the bid validity period prescribed in BA04 of the Bid and Acceptance Form. Upon notification in writing from Canada, Bidders shall have the option to either accept or reject the proposed extension.
2. If the extension referred to in paragraph 1 of SI12 is accepted, in writing, by all those who submitted bids, then Canada shall continue immediately with the evaluation of the bids and its approvals processes.
3. If the extension referred to in paragraph 1 of SI12 is not accepted in writing by all those who submitted bids then Canada shall, at its sole discretion, either

- a. continue to evaluate the bids of those who have accepted the proposed extension and seek the necessary approvals; or
 - b. cancel the invitation to tender.
4. The provisions expressed herein do not in any manner limit Canada's rights in law or under GI11 of R2710T.

SI13 SECURITY RELATED REQUIREMENTS

1. **At bid closing, the Bidder must hold a valid Security Clearance** as indicated in section SC01 of the Supplementary Conditions. Failure to comply with this requirement will render the Bid non-compliant and no further consideration will be given to the Bid.
2. The Successful Bidder's personnel, as well as any subcontractor and its personnel, who are required to perform any part of the work pursuant to the subsequent contract must meet the mandatory security requirement as indicated in section SC01 of the Supplementary Conditions. **Individuals who do not have the required level of security will not be allowed on site.** It is the responsibility of the successful bidder to ensure that the security requirements are met throughout the performance of the contract. Canada will not be held liable or accountable for any delays or additional costs associated with the successful bidder's non-compliance with the mandatory security requirement.
3. For additional information on security requirements, bidders should consult the "Security Requirements for PWGSC Bid Solicitations on the Industrial Security Program Web site: <http://ssi-iss.tpsgc-pwgsc.gc.ca/index-eng.html>

SI14 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. 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 4) 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:

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 4.

If you accept fill out and sign Appendix 4

** 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.*

SI15 WEB SITES

The connection to some of the Web sites in the solicitation documents is established by the use of hyperlinks. The following is a list of the addresses of the Web sites:

Treasury Board Appendix L, Acceptable Bonding Companies
<http://www.tbs-sct.gc.ca/pol/doc-eng.aspx?id=14494§ion=text#appl>

Buy and Sell <https://www.achatsetventes-buyandsell.gc.ca>

Canadian economic sanctions <http://www.international.gc.ca/sanctions/index.aspx?lang=eng>

Contractor Performance Evaluation Report (Form PWGSC-TPSGC 2913)
<http://www.tpsgc-pwgsc.gc.ca/app-acq/forms/documents/2913.pdf>

Bid Bond (form PWGSC-TPSGC 504) <http://www.tpsgc-pwgsc.gc.ca/app-acq/forms/documents/504.pdf>

Performance Bond (form PWGSC-TPSGC 505) <http://www.tpsgc-pwgsc.gc.ca/app-acq/forms/documents/505.pdf>

Labour and Material Payment Bond (form PWGSC-TPSGC 506)
<http://www.tpsgc-pwgsc.gc.ca/app-acq/forms/documents/506.pdf>

Standard Acquisition Clauses and Conditions (SACC) Manual <http://buyandsell.gc.ca/policy-and-guidelines/standard-acquisition-clauses-and-conditions-manual/5/R>

PWGSC, Industrial Security Services <Http://ssi-iss.tpsgc-pwgsc.gc.ca/index-eng.html>

PWGSC, Code of Conduct and Certifications
<http://www.tpsgc-pwgsc.gc.ca/app-acq/cndt-cndct/contexte-context-eng.html>

Construction and Consultant Services Contract Administration Forms Real Property Contracting
<http://www.tpsgc-pwgsc.gc.ca/app-acq/forms/formulaires-forms-eng.html>

Declaration Form
<http://www.tpsgc-pwgsc.gc.ca/ci-if/formulaire-form-eng.html>

SUPPLEMENTARY CONDITIONS (SC)

SC01 SECURITY RELATED REQUIREMENTS

The following security requirement (SRCL and related clauses) applies and form part of the Contract.

1. The Contractor/Offeror must, at all times during the performance of the Contract/Standing Offer, hold a valid Designated Organization Screening (DOS), issued by the Canadian Industrial Security Directorate (CISD), Public Works and Government Services Canada (PWGSC).
2. The Contractor/Offeror personnel requiring access to sensitive work site(s) must **EACH** hold a valid **RELIABILITY STATUS**, granted or approved by CISD/PWGSC.
3. Subcontracts which contain security requirements are **NOT** to be awarded without the prior written permission of CISD/PWGSC.
4. The Contractor/Offeror must comply with the provisions of the:
 - (a) Security Requirements Check List and security guide (if applicable), attached at Annex A;
 - (b) Industrial Security Manual (Latest Edition).

SC02 INSURANCE TERMS

- 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.
 - (b) The Contractor must be responsible to provide and maintain coverage for Products/Completed Operations hazards on its Commercial General Liability insurance policy, for a period of six (6) years beyond the date of the Certificate of Substantial Performance.
- 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.

5) Deductible

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

SC03 ACCOUNTS AND AUDIT

1. The Contractor must keep proper accounts and records of the cost of performing the Work and of all expenditures or commitments made by the Contractor in connection with the Work, including all invoices, receipts and vouchers. The Contractor must retain records, including bills of lading and other evidence of transportation or delivery, for all deliveries made under the Contract.
2. If the Contract includes payment for time spent by the Contractor, its employees, representatives, agents or subcontractors performing the Work, the Contractor must keep a record of the actual time spent each day by each individual performing any part of the Work.
3. Unless Canada has consented in writing to its disposal, the Contractor must retain all the information described in this section for six (6) years after it receives the final payment under the Contract, or until the settlement of all outstanding claims and disputes, whichever is later. During this time, the Contractor must make this information available for audit, inspection and examination by the representatives of Canada, to may make copies and take extracts. The Contractor must provide all reasonably required facilities for any audit and inspection and must furnish all the information as the representatives of Canada may from time to time require to perform a complete audit of the Contract.
4. The amount claimed under the contract, calculated in accordance with the Basis of Payment provision in the Contract, is subject to government audit both before and after payment is made. If an audit is performed after payment, the Contractor agrees to repay any overpayment immediately on demand by Canada. Canada may hold back, deduct and set off any credits owing and unpaid under this section from any money that Canada owes to the Contractor at any time (including under other contracts). If Canada does not choose to exercise this right at any given time, Canada does not lose this right.

SC04 REPLACEMENT OF SPECIFIC INDIVIDUALS

1. If specific individuals are identified in the Contract to perform the Work, the Contractor must provide the services of those individuals unless the Contractor is unable to do so for reasons beyond its control.
2. If the Contractor is unable to provide the services of any specific individual identified in the Contract, it must provide a replacement with the same level of qualifications and experience as the individual who is being replaced. The replacement must meet the criteria used in the selection of the Contractor and be acceptable to Canada. The Contractor must, as soon as possible, give notice to the Contracting Officer of the reason for replacing the individual and provide:
 - a. the name, qualifications and experience of the proposed replacement; and
 - b. proof that the proposed replacement has the required security clearance granted by Canada, if applicable.
3. The Contractor must not, in any event, allow performance of the Work by unauthorized replacement persons. The Departmental Representative may order that a replacement stop performing the Work. In such a case, the Contractor must immediately comply with the order and secure a further replacement in accordance with subsection 2. The fact that the Departmental Representative does not order that a replacement stop performing the Work does not relieve the Contractor from its responsibility to meet the requirements of the Contract.

SC05 PERFORMANCE EVALUATION-CONTRACT

R2810D General Condition is modified to include the following GC1.22.

1. Contractors shall take note that the performance of the Contractor during and upon completion of the services shall be evaluated by Canada. The evaluation includes all or some of the following criteria:
 - a. quality of workmanship

- b. time
 - c. project management
 - d. contract management
 - e. health and safety
2. A weighting factor of 20 points will be assigned to each of the five criteria as follows:
- a. unacceptable: 0 to 5 points
 - b. not satisfactory: 6 to 10 points
 - c. satisfactory: 11 to 16 points
 - d. superior: 17 to 20 points
3. The consequences resulting from the performance evaluation are as follows:
- a. For an overall rating of 85% or higher, a congratulation letter is sent to the Contractor.
 - b. For an overall rating of between 51% and 84%, a standard, meets expectations letter, is sent to the Contractor.
 - c. For an overall rating of between 30% and 50%, a warning letter is sent to the Contractor indicating that if, within the next two (2) years, they receive 50% or less on another evaluation, the firm may be suspended from any new PWGSC solicitations for construction services, architectural and engineering services or facility maintenance services, of real property projects, for a period of one year.
 - d. For an overall rating of less than 30%, a suspension letter is sent to the Contractor indicating that the firm is suspended from any new PWGSC solicitations for construction services, architectural and engineering services or facility maintenance services, of real property projects, for a period of one year.
 - e. For a rating of 5 points or less on any one criterion, a suspension letter is sent to the Contractor indicating that the firm is suspended from any new PWGSC solicitations for construction services, architectural and engineering services or facility maintenance services, of real property projects, for a period of one year.

The form PWGSC-TPSGC 2913, Select - Contractor Performance Evaluation Report (CPERF), is used to record the performance.

SC06 INTERPRETATION

R2810D General Condition GC1.1.2 Terminology is modified to include the following,

“Architectural and Engineering Services”:

means services to provide a range of investigation and recommendation reports, planning, design, preparation, or supervision of the construction, repair, renovation or restoration of a work and includes contract administration services, for real property projects.

“Construction Services”:

means construction, repair, renovation or restoration of any work except a vessel and includes; the supply and erection of a prefabricated structure; dredging; demolition; environmental services related to a real property; or, the hire of equipment to be used in or incidentally to the execution of any construction services referred to above.

“Facility Maintenance Services”:

means services related to activities normally associated with the maintenance of a facility and keeping spaces, structures and infrastructure in proper operating condition in a routine, scheduled, or anticipated fashion to prevent failure and/or degradation including inspection, testing, servicing, classification as to serviceability, repairs, rebuilding and reclamation, as well as cleaning, waste removal, snow removal, lawn care, replacement of flooring, lighting or plumbing fixtures, painting and other minor works.

CONTRACT DOCUMENTS (CD)

1. The following are the contract documents:

- a. Contract Page when signed by Canada;
- b. Duly completed Bid and Acceptance Form and any Appendices attached thereto;
- c. Drawings and Specifications;
- d. General Conditions and clauses
 - GC1 General Provisions R2810D (2016-04-04);
 - GC2 Administration of the Contract R2820D (2016-01-28);
 - GC3 Execution and Control of the Work R2830D (2015-02-25);
 - GC4 Protective Measures R2840D (2008-05-12);
 - GC5 Terms of Payment R2850D (2016-01-28);
 - GC6 Delays and Changes in the Work R2860D (2016-01-28);
 - GC7 Default, Suspension or Termination of Contract R2870D (2008-05-12);
 - GC8 Dispute Resolution R2880D (2016-01-28);
 - GC9 Contract Security R2890D (2014-06-26);
 - GC10 Insurance R2900D (2008-05-12);
 - Allowable Costs for Contract Changes Under GC6.4.1 R2950D (2015-02-25);
 - Supplementary Conditions
- d. 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 above 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>

3. The language of the contract documents is the language of the Bid and Acceptance Form submitted.

BID AND ACCEPTANCE FORM (BA)

BA01 IDENTIFICATION

Wellington Wall Masonry Cleaning, Parliament Hill, Ottawa, Ontario.

BA02 BUSINESS NAME AND ADDRESS OF BIDDER

Name: _____

Address: _____

Telephone: _____ Fax: _____ PBN: _____

BA03 THE OFFER

The Bidder offers to Canada to perform and complete the Work for the above named project in accordance with the Bid Documents for the **TOTAL BID AMOUNT INDICATED IN APPENDIX 1**.

BA04 BID VALIDITY PERIOD

The bid shall not be withdrawn for a period of thirty (30) days following the date of solicitation closing.

BA05 ACCEPTANCE AND CONTRACT

Upon acceptance of the Contractor's offer by Canada, a binding Contract shall be formed between Canada and the Contractor. The documents forming the Contract shall be the contract documents identified in Contract Documents (CD).

BA06 CONSTRUCTION TIME

The Contractor shall perform and complete the Work by December 31, 2016.

BA07 BID SECURITY

The Bidder is enclosing bid security with its bid in accordance with GI08 - R2710T - General Instructions - Construction Services - Bid Security Requirements.

BA08 SIGNATURE

Name and title of person authorized to sign on behalf of Bidder (Type or print)

Signature

Date

APPENDIX 1 - COMBINED PRICE FORM (1 page)

- 1) The prices per unit shall govern in establishing the Total Extended Amount. Any arithmetical errors in this Appendix will be corrected by Canada.
- 2) Canada may reject the bid if any of the prices submitted do not reasonably reflect the cost of performing the part of the work to which that price applies.

LUMP SUM

The Lump Sum Amount designates Work to which a Lump Sum Arrangement applies.

- (a) Work included in the Lump Sum Amount represents all work not included in the unit price table.

| |
|--|
| LUMP SUM AMOUNT (LSA) Excluding applicable tax(es) |
|--|

UNIT PRICE TABLE

The Unit Price Table designates Work to which a Unit Price Arrangement applies.

- (a) Work included in each item is as described in the referenced specification section.
- (b) The Price per Unit shall not include any amounts for Work that is not included in that unit price Item.

| | Specification Reference | Class of Labour, Plant or Material | Unit of Measurement | Estimated Quantity (EQ) | Price per Unit applicable tax(es) extra (PU) | Extended amount (EQ x PU) applicable tax(es) extra |
|--|-------------------------|--|---------------------|-------------------------|--|--|
| 1 | 04 03 06 | Dressing back thin plate exfoliation, piers | m ² | 207 | | |
| 2 | 04 03 06 | Dressing back thin plate exfoliation, coping stones within wall bays | m ² | 70 | | |
| 3 | 04 03 06 | Dressing back thin plate exfoliation, base stones within wall bays | m ² | 49 | | |
| 4 | 04 03 06 | Mechanical removal of gum | Ea. | 50 | | |
| 5 | 04 03 06 | Mechanical removal of carbon crusts | m ² | 69 | | |
| TOTAL EXTENDED AMOUNT (TEA) Excluding applicable tax(es) | | | | | | |

| |
|---|
| TOTAL BID AMOUNT (LSA + TEA) Excluding applicable tax(es) |
|---|

APPENDIX 2 - QUALIFICATION FORM

This appendix must be completed and submitted with the bid in order to be deemed responsive.

Definitions

Bidder: the person or entity (or in the case of a joint venture, the persons or entities) submitting a bid to perform a contract for goods, services or both. It does not include the parent, subsidiaries or other affiliates of the Bidder, or its subcontractors.

Completed Project: a construction project has reached completion and that the Client has taken over the built work. A completed phase of a project may qualify as a "completed project" provided it has reached completion and where the client has taken over the built work. The completed phase must meet the specified requirements for project dollar value and type of construction

Historic Stone Masonry Assembly: a traditional multi-wythe masonry construction - load bearing masonry assembly made up of a number of wythes.

Historic Stone Masonry Restoration, Rehabilitation and/or Preservation: the interventions to renew historic building heritage features with traditional methods and materials such as using hand tools, preparing custom mortar mixes, using non damaging cleaning techniques, etc. and related protective measures by employing techniques that respect *The Standards and Guidelines for the Conservation of Historic Places in Canada*.

Client: the Project Owner, or representative, of the funding department or organization who was directly involved in contracting the construction activities of the referenced completed project.

Total Value: the final cost of the contract between the Client and the firm.

Site Superintendent: In accordance with Public Works and Government Services Canada General Conditions - the Superintendent shall be in full charge of the operations of the Contractor during the performance of Work and shall be authorized to accept on behalf of the Contractor any notice, order or other communication given to the Superintendent or the Contractor relating to the Work.

Laser Masonry Cleaning laser ablation for surface treatment, cleaning and stain removal from heritage stonework with technology capable of completely removing contaminants, residue and coatings without damaging the substrate.

Contractor Identification

Indicate if you are a:

☐ Masonry Contractor

☐ Laser Cleaning Contractor

☐ General Contractor with a Masonry Contractor and Laser Cleaning Contractor as a sub-contractor

Section 1.1 Site Superintendent Experience

1. The **Site Superintendent** must have a minimum of ten (10) years of experience in the overall management, subtrade organization and scheduling of construction projects.
2. The Site Superintendent must demonstrate two (2) Completed Projects (or one (1) completed and one (1) ongoing) that meet the following criteria:
 - i. Each Completed Project must have a minimum total value of \$800,000 (excluding HST).
 - ii. Each Completed Project must include a scope of work for historic stone masonry restoration with a minimum value of \$500,000 (excluding HST).
 - iii. Each Completed Project must have been completed within the last five (5) years.

The Contractor may include a Site Superintendent who possesses the required experience on projects done under another general contractor.

Table 1.1 must be completed in order for the Tender to be considered responsive. (next page)

Notes for all tables

* Mandatory fields that must be completed. Incomplete fields may render your bid non-responsive.

** One of the yes ☐ or no ☐ boxes must be completed for each of the identified tasks. Incomplete fields may render your bid non-responsive.

TABLE 1.1 Site Superintendent – Project 1

* Name of Site Superintendent to be used on the project:

* Does the Site Superintendent have a minimum of ten (10) years of experience in the overall management, sub-trade organization and scheduling of construction projects? **Yes:**____ **No:**____

Project 1:

* Project Name:

* Total Value (excluding HST):

* Total Value of Historic Stone Masonry Restoration (excluding HST):

* Street Address:

* City:

* Country:

* Start Date (month/year):

* Completion Date (month/year):

* Project Description:

* General Contractor:

* Client Organization Name:

Name:

Email:

Phone:

TABLE 1.1 Site Superintendent – Project 2

* Name of Site Superintendent to be used on the project:

* Does the Site Superintendent have a minimum of ten (10) years of experience in the overall management, sub-trade organization and scheduling of construction projects? **Yes:**____ **No:**____

Project 2:

* Project Name:

* Total Value (excluding HST):

* Total Value of Historic Stone Masonry Restoration (excluding HST):

* Street Address:

* City:

* Country:

* Start Date (month/year):

* Completion Date (month/year):

* Project Description:

* General Contractor:

* Client Organization Name:

Name:

Email:

Phone:

Section 1.2 Masonry Contractor Experience

1. The **Masonry Contractor** must have a minimum of ten (10) years of experience working on historic stone masonry restoration projects.
2. The Masonry Contractor must demonstrate two (2) Completed Projects (or one (1) completed and one (1) ongoing) that meet the following criteria:
 - i. Each Completed Project must have a minimum value of \$800,000 (excluding HST).
 - ii. Each Completed Project must include a scope of work for historic stone masonry restoration, rehabilitation and/or preservation with a minimum value of \$500,000 (excluding HST).
 - iii. Each Completed Project must have been completed within the last seven (7) years.
 - iv. Completed Projects must collectively demonstrate that the Masonry Contractor has the required experience performing the following historic stone masonry restoration tasks. Additional project sheets can be submitted as required to fulfil the criteria.
 - Heritage recording techniques;
 - Dressing back thin plate exfoliation;
 - Mechanical removal of gum;
 - Removal of biologic growths;
 - Mechanical removal of carbon crusts;
 - Dismantling and salvaging stone masonry units;
 - Stone resetting;
 - Custom mortar mixing and re-pointing.

Table 1.2 must be completed in order for the Tender to be considered responsive. (next page)

TABLE 1.2 Masonry Contractor – Project 1

* Name of Masonry Contractor to be used on this project:

* Does the Masonry Contractor have a minimum of ten (10) years of experience working on traditional stone masonry restoration projects, respecting *The Standards and Guidelines for the Conservation of Historic Places in Canada*?
Yes: _____ **No:** _____

Project 1:

* Project Name:

* Total Value (excluding HST):

* Total Value of Historic Stone Masonry Restoration
(excluding HST):

* Street Address:

* City:

* Country:

* Start Date (month/year):

* Completion Date (month/year):

* Project Description:

* Identify which of the required technical tasks demonstrating experience were performed by the Masonry Contractor:

Heritage recording techniques yes ☐ no ☐ **Dressing back thin plate exfoliation yes ☐ no ☐ **Mechanical removal of gum yes ☐ no ☐ **Removal of biologic growths yes ☐ no ☐ **Mechanical removal of carbon crusts yes ☐ no ☐ **Dismantling and salvaging stone masonry units yes ☐ no ☐ **Stone resetting yes ☐ no ☐ **Custom mortar mixing and re-pointing yes ☐ no ☐ **

* Client Organization Name:

Name:

Email:

Phone:

TABLE 1.2 Masonry Contractor – Project 2*** Name of Masonry Contractor to be used on this project:***** Does the Masonry Contractor have a minimum of ten (10) years of experience working on traditional stone masonry restoration projects, respecting *The Standards and Guidelines for the Conservation of Historic Places in Canada*?****Yes:_____ No:_____****Project 2:***** Project Name:***** Total Value (excluding HST):***** Total Value of Historic Stone Masonry Restoration (excluding HST):***** Street Address:***** City:***** Country:***** Start Date (month/year):***** Completion Date (month/year):***** Project Description:***** Identify which of the required technical tasks demonstrating experience were performed by the Masonry Contractor:**

| | | |
|---|------------------------------|--------------------------------|
| Heritage recording techniques | yes <input type="checkbox"/> | no <input type="checkbox"/> ** |
| Dressing back thin plate exfoliation | yes <input type="checkbox"/> | no <input type="checkbox"/> ** |
| Mechanical removal of gum | yes <input type="checkbox"/> | no <input type="checkbox"/> ** |
| Removal of biologic growths | yes <input type="checkbox"/> | no <input type="checkbox"/> ** |
| Mechanical removal of carbon crusts | yes <input type="checkbox"/> | no <input type="checkbox"/> ** |
| Dismantling and salvaging stone masonry units | yes <input type="checkbox"/> | no <input type="checkbox"/> ** |
| Stone resetting | yes <input type="checkbox"/> | no <input type="checkbox"/> ** |
| Custom mortar mixing and re-pointing | yes <input type="checkbox"/> | no <input type="checkbox"/> ** |

*** Client Organization Name:**

Name:

Email:

Phone:

Section 1.3 Laser Cleaning Contractor Experience

1. The **Laser Cleaning Contractor** must have a minimum of ten (10) years of experience working on historic stone masonry restoration projects.
2. The Laser Cleaning Contractor must demonstrate two (2) Completed Projects (or one (1) completed and one (1) ongoing) that meet the following criteria:
 - i. Each Completed Project must have a minimum value of \$800,000 (excluding HST).
 - ii. Each Completed Project must include a scope of work for historic stone masonry laser cleaning with a minimum value of \$300,000 (excluding HST).
 - iii. Each Completed Project must have been completed within the last seven (7) years.

Table 1.3 must be completed in order for the Tender to be considered responsive.

| TABLE 1.3 Laser Cleaning Contractor – Project 1 | |
|--|--|
| * Name of Laser Cleaning Contractor to be used on this project: | |
| * Does the Laser Cleaning Contractor have a minimum of ten (10) years of experience working on traditional stone masonry restoration projects, respecting <i>The Standards and Guidelines for the Conservation of Historic Places in Canada</i> ? Yes: ____ No: ____ | |
| Project 1: | |
| * Project Name: | |
| * Total Value (excluding HST): | |
| * Total Value of Historic Stone Masonry Laser Cleaning (excluding HST): | |
| * Street Address: | |
| * City: | |
| * Country: | |
| * Start Date (month/year): | |
| * Completion Date (month/year): | |
| * Project Description: | |
| * Client Organization Name: | |
| Name: | |
| Email: | |
| Phone: | |

TABLE 1.3 Laser Cleaning Contractor – Project 2

* Name of Laser Cleaning Contractor to be used on this project:

* Does the Laser Cleaning Contractor have a minimum of ten (10) years of experience working on traditional stone masonry restoration projects, respecting *The Standards and Guidelines for the Conservation of Historic Places in Canada*? **Yes:**____ **No:**____

Project 2:

* Project Name:

* Total Value (excluding HST):

* Total Value of Historic Stone Masonry Laser Cleaning (excluding HST):

* Street Address:

* City:

* Country:

* Start Date (month/year):

* Completion Date (month/year):

* Project Description:

* Client Organization Name:

Name:

Email:

Phone:

APPENDIX 3 - EXPERIENCE CERTIFICATION

We certify that all statements made with regard to the experience of the company are accurate and factual, and we are aware that Canada reserves the right to verify any information provided in this regard and that untrue statements may result in the submission being declared non-responsive.

Should verification by the Canada disclose untrue statements, Canada will have the right to treat any resulting contract from this submission as being in default and to take the work out of the Bidder's hands.

Failure to include this representation and warranty with the submission by executing the signature block immediately following this paragraph will render the submission non-responsive.

Legal Operating name of the Bidder: _____

Authorized Name (print): _____

Capacity: _____

Signature: _____

Date: _____

Phone Number: () _____

Fax Number: () _____

E-mail Address: _____

APPENDIX 4 - INTEGRITY PROVISIONS- LIST OF NAMES**COMPLETE LIST OF EACH INDIVIDUAL WHO ARE DIRECTORS AND OR OWNER OF THE BIDDER**

If the required list of names has 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 provide the names within the time frame specified will render the bid non-compliant. Providing the required names is a mandatory requirement for contract award. 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.

| Board of Directors (Use format - first name last name) | | |
|--|-----------|--------------------------|
| First Name | Last Name | Position (if applicable) |
| | | |
| | | |
| | | |
| | | |
| | | |
| | | |
| | | |
| | | |

APPENDIX 5 - VOLUNTARY CERTIFICATION TO SUPPORT THE USE OF APPRENTICES

Note; The contractor will be asked to fill out a report every six months or at project completion as per sample "Voluntary Reports for Apprentices Employed during the Contract" provided at Annex C

Name: _____

Signature: _____

Company Name: _____

Company Legal Name: _____


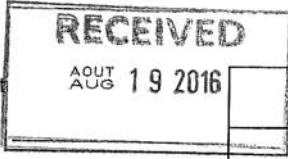
Solicitation Number: _____

Number of company employees: _____

Number of apprentices planned to be working on this contract: _____

Trades of those apprentices:

Annex A – Security Requirements Check List (SRCL)

| | | | |
|---|--|--|--|
|  | | Government of Canada / Gouvernement du Canada | |
|  | | Contract Number / Numéro du contrat R080888.001 | |
| | | Security Classification / Classification de sécurité UNCLASSIFIED | |

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

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



Government of Canada
Gouvernement du Canada

Contract Number / Numéro du contrat

R080888.001

Security Classification / Classification de sécurité
UNCLASSIFIED

PART A (continued) / PARTIE A (suite)

8. Will the supplier require access to PROTECTED and/or CLASSIFIED COMSEC information or assets?
Le fournisseur aura-t-il accès à des renseignements ou à des biens COMSEC désignés PROTÉGÉS et/ou CLASSIFIÉS? ☒ No ☐ Yes
Non Oui
If Yes, indicate the level of sensitivity:
Dans l'affirmative, indiquer le niveau de sensibilité :
9. Will the supplier require access to extremely sensitive INFOSEC information or assets?
Le fournisseur aura-t-il accès à des renseignements ou à des biens INFOSEC de nature extrêmement délicate? ☒ No ☐ Yes
Non Oui
- Short Title(s) of material / Titre(s) abrégé(s) du matériel :
Document Number / Numéro du document :

PART B - PERSONNEL (SUPPLIER) / PARTIE B - PERSONNEL (FOURNISSEUR)

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

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

Special comments: Access to the Parliament Hill Grounds. Building Access not required.
Commentaires spéciaux :

NOTE: If multiple levels of screening are identified, a Security Classification Guide must be provided.
REMARQUE : Si plusieurs niveaux de contrôle de sécurité sont requis, un guide de classification de la sécurité doit être fourni.

10. b) May unscreened personnel be used for portions of the work?
Du personnel sans autorisation sécuritaire peut-il se voir confier des parties du travail? ☒ No ☐ Yes
Non Oui
If Yes, will unscreened personnel be escorted?
Dans l'affirmative, le personnel en question sera-t-il escorté? ☒ No ☐ Yes
Non Oui

PART C - SAFEGUARDS (SUPPLIER) / PARTIE C - MESURES DE PROTECTION (FOURNISSEUR)

INFORMATION / ASSETS / RENSEIGNEMENTS / BIENS

11. a) Will the supplier be required to receive and store PROTECTED and/or CLASSIFIED information or assets on its site or premises?
Le fournisseur sera-t-il tenu de recevoir et d'entreposer sur place des renseignements ou des biens PROTÉGÉS et/ou CLASSIFIÉS? ☒ No ☐ Yes
Non Oui
11. b) Will the supplier be required to safeguard COMSEC information or assets?
Le fournisseur sera-t-il tenu de protéger des renseignements ou des biens COMSEC? ☒ No ☐ Yes
Non Oui

PRODUCTION

11. c) Will the production (manufacture, and/or repair and/or modification) of PROTECTED and/or CLASSIFIED material or equipment occur at the supplier's site or premises?
Les installations du fournisseur serviront-elles à la production (fabrication et/ou réparation et/ou modification) de matériel PROTÉGÉ et/ou CLASSIFIÉ? ☒ No ☐ Yes
Non Oui

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

11. d) Will the supplier be required to use its IT systems to electronically process, produce or store PROTECTED and/or CLASSIFIED information or data?
Le fournisseur sera-t-il tenu d'utiliser ses propres systèmes informatiques pour traiter, produire ou stocker électroniquement des renseignements ou des données PROTÉGÉS et/ou CLASSIFIÉS? ☒ No ☐ Yes
Non Oui
11. e) Will there be an electronic link between the supplier's IT systems and the government department or agency?
Disposera-t-on d'un lien électronique entre le système informatique du fournisseur et celui du ministère ou de l'agence gouvernementale? ☒ No ☐ Yes
Non Oui

Government
of CanadaGouvernement
du Canada

Contract Number / Numéro du contrat

R080888.001

Security Classification / Classification de sécurité
UNCLASSIFIED**PART C - (continued) / PARTIE C - (suite)**

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

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

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

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

SUMMARY CHART / TABLEAU RÉCAPITULATIF

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

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

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

☒ No ☐ Yes
Non Oui

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

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

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

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

☒ No ☐ Yes
Non Oui

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

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




Government of Canada
Gouvernement du Canada

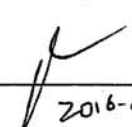
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|--|
| Contract Number / Numéro du contrat R080888.001 |
| Security Classification / Classification de sécurité UNCLASSIFIED |

PART D - AUTHORIZATION / PARTIE D - AUTORISATION

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

| | | | |
|--|---|--|--------------------|
| Name (print) - Nom (en lettres moulées) Corey, Andrew | Title - Titre Project Manager | Signature  | |
| Telephone No. - N° de téléphone 819-775-5729 | Facsimile No. - N° de télécopieur 819-775-7361 | E-mail address - Adresse courriel andrew.corey@pwgsc.gc.ca | Date 2016/08/18 |

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

| | | | |
|--|---|--|--------------------|
| Name (print) - Nom (en lettres moulées) Laville, Patricia | Title - Titre SO | Signature  | |
| Telephone No. - N° de téléphone 819-775-7436 | Facsimile No. - N° de télécopieur 819-775-7348 | E-mail address - Adresse courriel patricia.laville@tpsgc-pwgsc.gc.ca | Date 2016-08-18 |

15. Are there additional instructions (e.g. Security Guide, Security Classification Guide) attached?
Des instructions supplémentaires (p. ex. Guide de sécurité, Guide de classification de la sécurité) sont-elles jointes?

☐ No / Non ☐ Yes / Oui

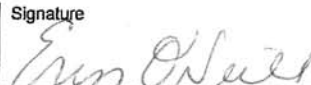
16. Procurement Officer / Agent d'approvisionnement

| | | | |
|---|-----------------------------------|-----------------------------------|------|
| Name (print) - Nom (en lettres moulées) | Title - Titre | Signature | |
| Telephone No. - N° de téléphone | Facsimile No. - N° de télécopieur | E-mail address - Adresse courriel | Date |

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

Erin O'Neill

Agente à la Sécurité des contrats | Contract Security Officer
Secteur de la Sécurité industrielle | Industrial Security Sector
erin.o'neill@tpsgc-pwgsc.gc.ca
Téléphone : 613 957-1298

| | |
|--|---------------------|
| Signature  | |
| E-mail address - Adresse courriel | Date Aug 22 2016 |

ANNEX B - CERTIFICATE OF INSURANCE (Not required at solicitation closing)

| | |
|--|--------------------------------|
| Description and Location of Work Wellington Wall Masonry Cleaning, Parliament Hill, Ottawa, Ontario | Contract No. EP750-171283/A |
| | Project No. R.080888.001 |

| | | | | |
|--|-----------------------|------|----------|-------------|
| Name of Insurer, Broker or Agent | Address (No., Street) | City | Province | Postal Code |
| Name of Insured (Contractor) | Address (No., Street) | City | Province | Postal Code |
| Additional Insured Her Majesty the Queen in Right of Canada as represented by the Minister of Public Works and Government Services | | | | |

| Type of Insurance | Insurer Name and Policy Number | Inception Date D / M / Y | Expiry Date D / M / Y | Limits of Liability | | |
|---|--------------------------------|-----------------------------|--------------------------|-----------------------------|--------------------------|--------------------------------|
| | | | | Per Occurrence | Annual General Aggregate | Completed Operations Aggregate |
| Commercial General Liability Umbrella/Excess Liability | | | | \$5,000,000 | | \$5,000,000 |
| | | | | \$ | \$ | \$ |
| Builder's Risk / Installation Floater | | | | \$ Value of Contract | | |

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.

| | |
|--|------------------|
| <div></div> | <div></div> |
| Name of person authorized to sign on behalf of Insurer(s) (Officer, Agent, Broker) | Telephone number |
| <div></div> | <div></div> |
| Signature | Date D / M / Y |

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.

Builder's Risk / Installation Floater

The insurance coverage provided must not be less than that provided by the latest edition of IBC Forms 4042 and 4047.

The policy must permit use and occupancy of any of the projects, or any part thereof, where such use and occupancy is for the purposes for which a project is intended upon completion.

The policy may exclude or be endorsed to exclude coverage for loss or damage caused by asbestos, fungi or spores, cyber and terrorism.

The policy must have a limit that is **not less than the sum of the contract value** plus the declared value (if any) set forth in the contract documents of all material and equipment supplied by Canada at the site of the project to be incorporated into and form part of the finished Work. If the value of the Work is changed, the policy must be changed to reflect the revised contract value.

The policy must provide that the proceeds thereof are payable to Canada or as Canada may direct in accordance with GC10.2, "Insurance Proceeds" (<https://buyandsell.gc.ca/policy-and-guidelines/standard-acquisition-clauses-and-conditions-manual/5/R/R2900D/2>).

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

(Not required at solicitation closing)

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 |
|-----------------------------|-------|
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(Add rows as needed)