



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

**SOLICITATION AMENDMENT**  
**MODIFICATION DE L'INVITATION**

The referenced document is hereby revised; unless otherwise indicated, all other terms and conditions of the Solicitation remain the same.

Ce document est par la présente révisé; sauf indication contraire, les modalités de l'invitation demeurent les mêmes.

Comments - Commentaires

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

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

<b>Title - Sujet</b> Bulk Electricity	
<b>Solicitation No. - N° de l'invitation</b> EW003-162563/B	<b>Amendment No. - N° modif.</b> 003
<b>Client Reference No. - N° de référence du client</b> Various EW003-162563	<b>Date</b> 2016-10-13
<b>GETS Reference No. - N° de référence de SEAG</b> PW-\$EDM-064-10847	
<b>File No. - N° de dossier</b> EDM-5-38368 (305)	<b>CCC No./N° CCC - FMS No./N° VME</b>
<b>Solicitation Closes - L'invitation prend fin</b> <b>at - à 02:00 PM</b> <b>on - le 2016-10-25</b>	<b>Time Zone</b> Fuseau horaire Mountain Daylight Saving Time MDT
<b>F.O.B. - F.A.B.</b> <b>Plant-Usine:</b> <input type="checkbox"/> <b>Destination:</b> <input checked="" type="checkbox"/> <b>Other-Autre:</b> <input type="checkbox"/>	
<b>Address Enquiries to: - Adresser toutes questions à:</b> Campbell, Brad	<b>Buyer Id - Id de l'acheteur</b> edm305
<b>Telephone No. - N° de téléphone</b> (780) 721-5224 ( )	<b>FAX No. - N° de FAX</b> (780) 497-3510
<b>Destination - of Goods, Services, and Construction:</b> <b>Destination - des biens, services et construction:</b>	

Instructions: See Herein

Instructions: Voir aux présentes

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

### **Solicitation Amendment No.: 002**

This amendment is raised to address the following:

- Summary of Bidders Conference held September 15, 2016
- Questions and Answers
- Revisions to the Solicitation document
- Appendixes
  1. Attendance register from the option Bidders Conference held September 15, 2016.

### **SUMMARY OF BIDDERS CONFERENCE**

Bidders' conference called to order by Brad Campbell with introductions and opening remarks at 09:00 on September 15, 2016 in Edmonton, Alberta.

Dason Duong led a review of Statement of Work. Key points raised:

#### **1. Renewable Energy Certification (REC)**

- Looking to purchase the REC, not the energy itself due to the nature of the commodity

#### **2. Data Management**

- Looking for an electronic system that collects data on each individual site, this must be accessible by all departments so they can view consumption and analyze usage.
  - o Client departments must each have their own username and password to this website so they can review this information.
- There are 11 departments in the RFP, each department having more than 20 sites each; there are ~915 sites in total.
- System must have the ability to drill down each individual site, as well as have the ability to summarize the information.

#### **3. Basis of Pricing & how to bill the commodity**

1. Peak-Peak: 4pm-9pm, Monday – Friday
  2. On-Peak: 8am-4pm, Monday – Friday
  3. Off-Peak: 9pm-8am, Monday – Friday + weekends
- REC is included as part of the billing details; REC is required for 4 client departments.
  - The contract breaks down the total load profile and Canada seeks a firm fixed price for 85% of that total load; the remaining 15% will be floated at the Pool Price.

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- Regarding how the commodity will be billed: identify all items according to RFP (peak-peak, etc.); specifically how much you charge.

Brad Campbell then led a review of the rest of the Request For Proposal (RFP). Key points raised:

**4. Part 2**

- This part described the general instructions, the tender process is found here and further detail can be found online. Encourage everyone to take a look and if you have any questions send them in. Hyperlinks in this document are not operational, let us know if you have any issues finding anything. All information should be available on buyandsell.gc.ca in the SACC Manual.
- Bid submission is a two stage process: first the technical stage where bidders will be evaluated through two gates, the second stage is pricing evaluation.

**5. Part 3**

- This part outlines the bid preparation instructions; specifically the 2 stage process and what is expected from bidders.
- No financial information is required during the first stage (Sections I, II, III)
- Financial Capability (Section V) will be requested as needed as we are not sure what the assessor requires at this time.
- Page limit will be clarified in an amendment; 250 page limit is for gate 1 only. See Revisions to Solicitation document below.

**6. Part 4**

- This describes how the bids will be evaluation. Please refer to the evaluation criteria in Annex F. You need to clearly indicate how you can perform the work; evaluators cannot make any assumptions. This needs to be black and white. Be succinct and concise. Send any questions you may have for clarification.
- Basis of selection is as follows: 90% technical and 10% price.

**7. Part 5 and 6**

- This includes the certifications that are required, and what information may be requested as part of the financial capabilities assessment.
- The financial capabilities assessment will be performed by another section within PWGSC and as such, we will not know what information may be requested until that section is engaged as part of Gate 2 under the Stage 1 evaluation.

**8. Part 7**

- This includes the clauses that will be included in the resulting contract.
- Regarding invoicing: 30 days is our standard. Let us know of any issues; if it must be shorter or longer.

Brad then closed the conference with a reminder for all bidders to submit any questions directly to him. Please submit questions earlier than later so that there is time to respond.

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## QUESTIONS AND ANSWERS

The following are questions received to date.

### Part 2:

1. Regarding former public servants: we had an employee that was former RCMP that was in receipt of a pension, does this need to be identified?

A: If the bidder, as in the entity that a resulting contract would be awarded to, is a Former Public servant as defined in the clause 2.3, then the information requested in the clause would be required before award of a contract.

In your example, if the employee or individual has a controlling or major interest in the entity, then you would indicate "yes" and provide the required information.

2. In 2.3 (page 6) it talks about Former Public Servants. You ask if the bidder is a FPS who received a lump sum payment under the Work Force Adjustment Directive. Do you want this portion copied and pasted into our response with the yes or no selected?

A: Bidders may copy and paste the clause 2.3 with their responses into their bid. As per the clause, this information is required before contract award. Please note that there are two questions in this clause that require a Yes/No response.

3. Is Public Works able to extend the deadline for questions since we may require clarification based on your responses to previous questions?

A: Bidders may submit their questions after the 15 days prior to bid close, we may not be able to respond before the bid close date. If we determine deadlines need to be changed, we will do so through a solicitation amendment.

4. On Page 5, Section 2.2.1 Stage 2, under point 2, it is specified that the financial bid "...will remain open for a period not less than twenty-four (24) hours from the closing date...", due to market volatility with us or any other retailer for the large volumes we are bidding on in this RFP, a smaller window ie/ an hour or two would be beneficial to Public Works to minimize the holding premium any retailer would build into the price to keep a price open this long. Would you please reconsider the time lines for the final bid stage with respect to pricing? Or perhaps request indicative pricing one day and final pricing the next within 1-2hour window?

A: This section will be revised. We are accounting for time for our own internal process to evaluate and select the successful bidder.

**Part 3:**

5. There is indication that the bid is to be submitted on 30% recycled paper, how can we confirm this?

A: This is something that we are trying to promote, if it is not on 30% recycled paper a bid will not be deemed non-complaint

6. Are you looking for our response to follow the bullet point/numbering format in the RFP?

A: It is requested that bidders address and present topics in order of the evaluation criteria under the same headings.

7. Section 3.1 is unclear whether you can submit Sections I-III of the Stage 1 bid together in the same hard copies and USB keys, or whether you must submit each part in its own hard copy and its own USB key. Please clarify.

A: Bidders may submit Sections I, II, III of the Stage 1 bid together in the same hard copies and USB keys. This would result in total 2 hard copies and 2 separate USB keys with soft copies. One hard copy should be identified as "Original".

**Part 4:**

8. If I score 800 in stage 1, would this limit me in stage 2?

A: There are minimum scores that are required to be achieved as part of the point rated evaluation in Stage 1, Gate 1.

9. Would Canada consider increasing the weighting on the technical merit? There is a large amount of customer service, customized invoicing and customized reporting that you might not have access to if you chose a retailer primarily on price.

A: No. The successful bidder will be expected to fulfil all aspects of the requirement as described in the solicitation, within the prices that they bid.

**Part 5:**

10. Regarding integrity provisions: a lot of what was found does not apply to us, as part of our submission what would you like to see for certifications?

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A: Under section 01 of 2003 (2016-04-04) Standard Instructions, you can find instructions regarding the Integrity provisions. By submitting a bid you are certifying all the items described in subsection 4. If you cannot, then you would be required to complete and submit the documentation that is the subject of clause 5.1.1 in the RFP.

Refer to the website location identified in clause 2.1 of this RFP to find the 2003 (2016-04-04) Standard Instructions.

11. Do you want a list of board of directors with the bid?

A: It may be submitted with the bid, but is not mandatory at Bid Close. It may be submitted after Bid Close.

12. Regarding employment equity: are you looking for a certification?

A: Yes. In Annex D there is a form that must be completed and submitted to the Contracting Authority before contract award.

13. For Education and Experience, can you give an idea of what you require?

A: By submitting a bid, the bidder certifies the information covered in the clause. Please review the clause in the SACC manual on the buyandsell.gc.ca website to see what information the bidder is certifying.

14. Section 5.2 states "The certifications and additional information listed below should be submitted with the bid but may be submitted afterwards" Can you please clarify your requirements here? In order to ensure our bid is considered fully responsive, can Canada please summarize a listing of all the requirements of the bid solicitation, including the mandatory criteria, in addition to those already listed in Section 4.2.1 c, d and e?

A: Certifications listed in Section 5.2 will be requested by the Contracting Authority after Bid Close if they are not submitted with the bid at time of Bid Close. They are not mandatory at Bid Close.

Bidders are responsible to review the requirements of the bid solicitation, including the clauses and conditions included by reference, for the preparation and submission of their bid.

Mandatory technical evaluation criteria are listed in Annex "F".

Canada will not provide a summary listing of all the requirements of the bid solicitation.

**Part 6:**

15. Timeframe for financial capability?

A: Clause 6.1.1 identifies within seven working days from request, or as specified otherwise.

16. Regarding Financial Capabilities: it indicates that it must be signed by the CFO, can auditors vouch for them?

A: Clause 6.1.1.d indicates the Chief Financial Officer or an authorized signing officer of the Bidder. So the auditors would have to be authorized signing officer of your firm.

17. There is reference to providing Financial Capability documents upon request. Should this be included anyway? If only upon request, approximately how much time would we have to provide these documents if requested?

A: It is recommended that Bidders review Part 6, 6.1 to assess their own lead time required to gather and prepare the financial information that may be requested, and plan accordingly. Bidders will have seven (7) working days of the request, or as specified in the notice requesting the financial information.

Should a bidder decide to submit financial information pertaining to Part 6, 6.1, at time of Bid close, the Contracting Authority may still request additional financial information under this clause.

18. If a new/amended Parental is required (Section 6.1.3 on page 14), when will the bidder need to provide the guarantee? With the bid? As part of the Gate 2 process (described in Section 4.1.1 of the Solicitation)?

A: The Financial Capabilities assessment is part for the Gate 2 process and is described in Part 6, 6.1. This information is not required at Bid Close.

**Part 7:**

19. When you choose a provider, are all clauses expected to be included?

A: Yes. Part 7 is the draft contract and includes all the anticipated clauses and conditions to be incorporated.

20. Section 7.5.2 requests a Project Authority. What is the difference between this and the Contractor's Representative requested in Section 7.5.3?

A: The Project Authority is the PSPC representative/contact for this Contract. The Contractor's Representative is the Bidder's primary representative/contact for this Contract.

21. It appears that Basis of Payment in Annex "B" referenced in Section 7.7.1 was meant to state Basis of Pricing in Annex "B". Please confirm. There is no reference to Basis of Payment in Annex "B".

A: Annex "B" Basis of Pricing becomes Annex "B" Basis of Payment in the resulting contract. Upon issuance of the Contract, Annex B will be re-titled to Basis of Payment.

22. Is Canada open to consideration of negotiation of changes to the Section 7 contract clauses, and if so, what is the process for this? Will all bidders have the opportunity to make the same changes? Can individual bidders make separate changes?

A: As per Part 2, 2.1, upon submitting a bid, Bidders agree to be bound by the instructions, clauses and conditions of the bid solicitation and accept the clauses and conditions of the resulting contract (Part 7).

During the tender period Bidders may suggest changes/revisions/additions to the resulting contract clauses for our consideration.

Inclusion of clauses and conditions within a bid submission that were not incorporated into the bid solicitation document by the Contracting Authority, will be considered as a conditional bid and may be deemed non-responsive.

23. Section 10 of the 2035 (2016-04-04), General Conditions – Higher Complexity – Services: The last sentence of paragraph 5 says that "The total amount paid by Canada under the Contract to the date of termination and any amounts payable under this subsection must not exceed the Contract Price. It's not clear what the "Contract Price" is under this contract. Can Canada please provide the considerations for calculation of the Contract Price? Due to the potential for changes in the electricity market, what is the process if the established Contract Price is determined to have potential to be exceeded?

A: The contract price is defined under Section 1 of 2035 (2016-04-04), General Conditions – Higher Complexity – Services. This amount will be identified on the front page, and under clause 7.7.3 of the resulting contract.

Canada will consider the elements identified in the Basis of Payment in its calculation of the Contract Price. This will include the firm price elements provided by the bidder in their Financial Bid, and Canada's estimated amounts for the pass-through elements.

During performance of the contract, in accordance with clause 7.7.3, the Contractor must notify the Contract Authority as to the adequacy of the sum identified in the clause. Any change in this amount will only be authorized by the Contracting Authority, in writing, via a Contract amendment.

24. In sections 7.7.1 and 7.7.3 Canada talks about Limitations of Expenditure: What value should be represented here and are we, the bidder, responsible for filling in the blanks here? Given

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that part of the electricity costs will be tied to unknown Pool Prices and Transmission & Distribution costs that are passed through, it will be difficult, if not impossible, to calculate this number.

A: The bidder is not responsible to complete this information in their bid.

During performance of the contract, in accordance with clause 7.7.3, the Contractor must notify the Contract Authority as to the adequacy of the sum identified in the clause. Any change in this amount will only be authorized by the Contracting Authority, in writing, via a Contract amendment.

25. Is there a Force Majeure clause in the contract?

A: Canada's Force Majeure clause is included in the 2035 (2016-04-04) General Conditions under section 10 "Excusable Delay".

26. There is no definition of "Spot Market" and it appears to be used interchangeably with "Pool Price", which has a definition in the Electric Utilities Act. Please clarify the definition and use of the term "Spot Market"?

A: "Spot Market" is referring to the hourly Alberta pool price as posted by Alberta Electric System Operator (AESO). See revisions to solicitation document below.

27. Distribution Line Losses and Unaccounted for Energy (UFE) appear to be dealt with inconsistently. Section 7.8.1.2.3 suggest they are billed as a part of wires charges. This is incorrect as it is a component of total consumption.

A: "Line losses and Unaccounted for Energy (UFE)" will be removed from 7.8.1.2.3 and placed in 7.8.1.2.2. See revisions to solicitation document below.

28. Does Renewable Energy Certification mean Renewable Energy Certificate and/or Renewable Energy Credits? (7.7.4 pg 21/67, 7.8.1 pg 22/67)

A: 7.7.4 and 7.8.1 Will be changed to read ".....Renewable Energy Certificate". See revisions to solicitation document below.

## **Annex A – Statement of Work**

### **1.0:**

29. "Settled Energy" is not defined, although "Settled Electrical Energy" is defined. Are they meant to be the same thing, or are they different?

A: Same. See revisions to solicitation document below.

30. Annex A – Statement of Work – the Definition of Forward Market Wholesale Price refers to an agreement. The price is not an agreement but simply a market price at a given point in time. Please clarify what Canada intends with this definition.

A: Re-define “Forward Wholesale Market Price”: a market price at a given point in time. See revisions to solicitation document below.

31. In Annex “A” Statement of Work, the definition of site is incorrect. It’s shown to mean a service address, whereas a particular service address can potentially have multiple end use meters (“sites”). Should this definition be changed to reflect that a ‘site’ is in relation to a meter at an address as outlined in the site schedule forming part of the end contract?

A: Definition of “Site” will be changed to: “A unique 13 digit numerical identifier specific to the electricity service.” See revisions to solicitation document below.

32. The definition of Green Electrical Energy and Electrical Energy are circular. Can you please clarify the definition of both?

A: Where ‘Electrical Energy’ is used, it will refer to the more generic term and include conventional energy whereas ‘Green Electrical Energy’ will refer to specifically green energy premium.

### 3.0:

33. Regarding the database: will each client department need to look at other client department’s information on consumption, or is it not important?

A: Each client department must have access to their own information, and not to other client departments.

34. Regarding the database: do you not want other client departments to see other’s data?

A: Each client department should only have access to their own information, with PSPC Project Authority being able to see each department’s information, including PSPC.

35. Regarding invoices for 11 client departments: will each department get its own invoice and then PSPC get a consolidated invoice?

A: Each department will receive their own invoice. A consolidated invoice to PSPC is not required.

36. As there are 915 sites, does that mean 915 bills?

A: That is not the expectation. As per 3.4.5.1 of Annex A, each department will establish their invoice consolidation requirements with the successful Contractor. Reference schedule 1 to Appendix 1 of Annex "A", for a list of accounts for each department, and estimated 31 bills.

37. Section 3.10.9.2 on page 34 outlines how the hourly blocks will be reconciled. We want to be clear that reconciliation is hourly, invoiced monthly. We are unable to show which site over/under used as they equally share the block for the hour. Any excess or unused quantity will be billed at the pool price and have its own line item detailing the charge on the invoice.

A: Yes. This is understood.

#### 4.0:

38. Regarding the breakdown of RECS: are they broken into MWHrs?

A: The RECs will be clearly identified as MWHrs.

39. What is considered certified green energy?

A: Energy that is Eco-Logo certified.

40. The RFP talks about the right to audit, specifically where REC's come from; if energy is Eco-Logo certified it should have already gone through this process?

A: It is still required as the auditor requires the information about the asset itself; making sure that that the asset is producing this type of energy.

41. Are you trying to re-create the Eco-Logo certification?

A: No.

42. Can a combination of assets be used?

A: Yes

43. Can an asset be used that is not owned and operated by the bidder?

A: Yes. The bidder must demonstrate that the asset be verifiable as Eco-Logo certified.

44. Does it matter if Green energy is produced in one month?

A: No it does not matter; as long as the accumulation is greater than or equal to the required annual REC under the contract.

45. Does the Government of Canada have the intention to bank or sell this electricity?

A: No.

46. Regarding Eco-Logo certification: does it require a specific year? 2003, 2006, 2010, etc.

A: A source REC facility must have a valid Eco-Logo certification, as a minimum from the year 2000. See revisions to solicitation document below.

47. Please confirm you understand that Canada cannot get a Renewable Energy Certificate and an Offset from the same MWh.

A: Yes, we confirm.

48. Will you accept a volume of RECs less than the total 144, 047?

A: No

49. Will you accept delivery of RECs on an annual or quarterly basis as opposed to monthly?

A: RECs will be billed on a monthly basis, delivery and acceptance on an annual basis.

50. If there is a Force Majeure at the facility that typically supplies the RECs, will there be concessions made to accommodate alternate REC supply regarding reporting and potential delivery?

A: Yes, as long as it meets the terms and conditions of the contract. The bidder must notify Canada if there is an interruption a source facility.

51. Is there a requirement to supply RECs from the same source/facility for each of the contract years, or may several sources ie: BioMass, Solar, Wind, be used for delivery?

A: Facilities and sources are able to change and will just need to have the proper Eco-Logo Certification, and meet the terms and conditions of the contract.

52. What certifications (if any) are required for the REC portion of the RFP?

A: The bidder must demonstrate that the asset be verifiable as Eco-Logo certified.

53. Is proof of certification for being an Eco-Logo certified Marketer required?

A: The REC source must be Eco-Logo certified. The bidder must demonstrate that the asset be verifiable as Eco-Logo certified.

54. If we are allowed to supply RECs from various sources each year, do you require Eco-Logo certification in advance (with the RFP) and can we only supply RECs from the certified products/facilities that were originally submitted, or can we provide certification on an as requested basis going forward should the source of the RECs change in future years?

A: The identified sources of the RECs will require the Eco-Logo certification at the RFP bid. Supply of REC's will be from the sources identified in the bidders bid. If a bidder requests to substitute/change the sources during the contract, then proof of certification will need to be provided to the Project Authority prior to acceptance of the substitution.

55. If several sources of REC generation are delivered, must every source maintain Eco-Logo certification for the entire contract, even if that source is no longer a source used for REC generation and delivery (4.1.4.2)?

A: If the source is no longer being used to deliver the REC's to Canada, then the source does not need to maintain the Eco-Logo certification.

56. Per 4.1.1 is REC delivery by Client, or by Account?

A: REC will be delivery by Client Department.

57. Per 4.1.2 what are the applicable Retail Services for RECs and Emission Reductions? Which services listed in 3.0 of Annex A are specifically related to RECs?

A: Services described under: 3.4.5.1, 3.4.7, 3.9.4, and 3.9.6, 3.10.1.

58. Under 4.2.2; When it states future value, monetary or otherwise, what does Canada intend to do with the RECs?

A: Canada intentions are to use the RECs for reporting purposes only.

59. Is Canada an Eco-Logo certified Marketer? If Canada wishes to sell Eco-Logo certified RECs then under CCD:003 Canada must be an Eco-Logo certified Marketer.

A: No. See revisions to solicitation document below.

60. There is a heightened risk of double counting; Canada making a claim against the green energy and then also selling RECs in the market.

A: There are no intentions of selling the RECs into a market. See revisions to solicitation document below.

61. Under 4.2.3; Please clarify your understanding of how Canada plans to take advantage of this clause.

A: The RECs will be Canada's and no one else. Canada will have full ownership of the said RECs. See revisions to solicitation document below.

62. Under 4.2.6; what REC certification, quantification and reporting are you looking for?

A: This section to be deleted. See revisions to solicitation document below.

63. What does the verification and reconciliation/reporting look like?

A: Ensuring that the site providing the RECs is generating enough MWh's to cover what Canada is purchasing.

64. Under 4.2.6.1; what certification, quantification and verification will the government audit be doing?

A: Ensuring that the sites are Eco-Logo and have the proper certification that goes along with that. Also that the site providing the RECs is generating enough MWh's to cover what Canada is purchasing.

65. Under 4.2.6.3; Can you please explain the meaning of this clause? If an Offset Credit System is introduced, then the contractor must still provide RECs to the contract? Or does it mean that the RECs supplied must be somehow 'converted' or changed over to be Offsets that are registered on the new system?

A: To be deleted. See revisions to solicitation document below.

66. Under 4.3; Can you clarify the process in 4.3?

A: If there has to be a change on where the RECs come from or what type etc., then there

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would just be a confirmation that the new RECs would still be valid. The bidder must demonstrate that the asset be verifiable as Eco-Logo certified.

## Appendixes

67. Under Annex "A", Appendix 2, 1.2; It says that the individual client department load profiles for each of the 8,760 hours in a typical year are shown in the table below, but that's not correct. The table in the document shows annual amounts. When can we request the breakdown of usage by department that will form the basis of the contract price?

A: We were planning to provide the hourly detailed file after the award as it is a very large file. Will this be necessary to complete the bid? Or with the 'peak-peak', 'off-peak', 'on-peak' by department detail suffice for bidding purpose?

68. Electrical Energy is defined as a general term being inclusive of Conventional Electrical Energy and Green Electrical Energy; however, there is no definition for Conventional Electrical Energy. Also when "Electrical Energy" is referred to in the document, it usually appears to mean conventional electrical energy. Please clarify? For example, it should be clarified that in Annex "A", Appendix 2, Section 1.0, the Electrical Energy referenced as conventional electric energy.

A: Conventional Electrical Energy means electrical energy generated and supplied into the Alberta interconnected Electrical system other than Green Electrical energy. See revisions to solicitation document below.

69. Can you confirm the understanding that the volume of RECs required under 2.1 of Appendix 2 to Annex A, the monthly delivery volumes will equal the percentage of Settled Electrical Energy for that month, and the aggregate volume will be trued up in December each year up to the maximum of the firm volume (144,047 total)?

A: Yes. See revisions to solicitation document below.

70. In 2.2 under appendix 2 to annex A, Canada requests the ability to purchase additional REC within 30 days notice. We believe this time frame is not realistic.

A: If other client departments want to purchase REC energy we want to give them the option to purchase. See revisions to solicitation document below.

71. Would this additional REC energy have to be supplied within 30 days?

A: No

72. Is the 85% related to the commodity, REC's, or both?

A: The 85% is related to the commodity. REC's are a separate fixed volume.

73. What is an Emission Reduction? The definition is unclear whether it is an offset – under Specified Gas Emitters Regulation - or whether it is an allocation/calculation to account for emissions reduced as a result of the renewable generation?

A: Appendix 4 to Annex A will be deleted. See revisions to solicitation document below.

- What reporting would be required? (3.10.1 annex A)

A: Appendix 4 to Annex A will be deleted. See revisions to solicitation document below.

- If a source B REC is not supplied, are Emission Reductions required to be transferred?

A: Appendix 4 to Annex A will be deleted. See revisions to solicitation document below.

- What is the expectation for Emission Reduction Transfer of Ownership and Reporting (7.8.1.2.8.c)?

A: Article to be deleted. See revisions to solicitation document below.

74. Under Appendix 4 to Annex A: Can you provide definitions for:

- ERI = Green Power
- Displacement Factor
- Green Power Purchaser
- Please confirm Unit of measure

A: This Appendix will be deleted. See revisions to solicitation document below.

#### **Other Annexes**

75. The link for the Task Authorization form noted in Annex "E" on page 58 of the RFP is invalid. No information can be found online. Please provide a functioning link or address.

A: Annex "E" has been revised to include a blank form as part of this amendment.

76. Under Annex F, 2.2.2, Is there a requirement to provide any customer references?

A: No. Customer references are not required.

77. Under Annex F, 2.1.6 Can you advise as to certification requirements / difference between certifying Green Electrical Energy and certifying RECs?

A: The wording to this criteria has changed. See revisions to solicitation document below.

Describe your capabilities, methodologies and experience in obtaining, managing and supplying RECs and the quantification, verification and documentation of RECs. Discussions should include: your strategies and the feasibility of maintaining and/or increasing RECs; procedures for calculation and substantiating quantities of RECs; procedures for certifying RECs under the Eco-Logo Certification.

Provide examples of your involvement in this area which demonstrate your ability to perform these functions on behalf of Canada.

#### **General Questions**

78. When can we expect an amendment to the solicitation?

A: At least a week, as responses to questions must be translated. The amendment will be posted to [buyandsell.gc.ca](http://buyandsell.gc.ca)

79. Can you provide us with the list of interested Suppliers?

A: The attendance register from the bidders conference will be made available through a solicitation amendment.

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---

## REVISIONS TO THE SOLICITATION DOCUMENT

1. Under the entire document:

**DELETE:**

"Spot Market"

**INSERT:**

"Pool Price"

2. Under the entire document:

**DELETE:**

"Settled Energy"

**INSERT:**

"Settled Electrical Energy"

3. On page 8 of 67, under 3.1:

**DELETE:**

The maximum number of pages (including text and graphics) to be submitted for Stage 1 is two hundred-fifty (250) pages

**INSERT:**

The maximum number of pages (including text and graphics) to be submitted for Stage 1 is two hundred-fifty (250) pages. This limit excludes information that may be requested for Section V: Financial Capability.

- 
4. On page 21 of 67, under 7.7.4; page 22 of 67, under 7.8.1; page 34 of 67, under 4.0; page 34 of 67, under 4.1; page 37 of 67, under 4.2; page 41 of 67, under 2.0; page 43 of 67, under Appendix 3 (all instances); page 47 of 67, under 1.4; page 50 of 67, under 3.0 and 3.1; page 52 of 67, under 3.0 and 3.1:

**DELETE:**

**Renewable Energy Certification**

**INSERT:**

**Renewable Energy Certificate**

5. On page 23 of 67, under 7.8.1.2.2:

**INSERT:**

- e. Line losses and Unaccounted for Energy (UFE)

6. On page 23 of 67, under 7.8.1.2.3:

**DELETE:**

- f. Line losses and Unaccounted for Energy (UFE)

7. On page 23 of 67, under 7.8.1.2.8:

**DELETE:**

- c. Emissions Reductions Transfer of Ownership and Reporting to each Client Department and centrally to PSPC.

8. On page 27 of 67, under 1.0:

**INSERT:**

**Conventional Electrical Energy** means electrical energy generated and supplied into the Alberta interconnected Electrical system other than Green Electrical energy.

9. On page 27 of 67, under 1.0:

**DELETE:**

---

**Forward Wholesale Market Price** means an agreement between a buyer and a seller stating a price to deliver a fixed amount of electricity at a certain date or time and at a predefined price.

**INSERT:**

**Forward Wholesale Market Price** means a market price at a given point in time between a buyer and a seller to deliver a fixed amount of electricity at a certain date or time and at a predefined price.

10. On page 28 of 67, under 1.0:

**INSERT:**

**Pool Price** means the hourly Alberta pool price as posted by Alberta Electric System Operator (AESO).

11. On page 28 of 67, under 1.0;

**DELETE:**

**Renewable Energy Credits (REC's)**

**INSERT:**

**Renewable Energy Certificates (REC's)**

12. On page 29 of 67, under 1.0:

**DELETE:**

**Site** means each service address and "Sites" means collectively the service addresses specified in Appendix 1 to Annex "A" attached.

**INSERT:**

**Site** means a unique 13 digit numerical identifier specific to the electrical service, and "Sites" means collectively the service addresses specified in Appendix 1 to Annex "A" attached.

13. On page 33 of 67, under 3.10.1:

**DELETE:**

Upon request of Canada, the Contractor will provide customized reports such as cost, Electrical Energy consumption history, Emissions Reductions and bench marking between sites and departmental requirements.

**INSERT:**

---

Upon request of Canada, the Contractor will make available customized reports such as cost, Electrical Energy consumption history, REC accumulation and Emissions Reductions, and bench marking between sites and departmental requirements.

14. On page 34 of 67, under 3.10.3:

**DELETE:**

The Contractor will provide client departments with consumption and cost data, as requested, by site and by account, in a standardized electronic format (Microsoft Excel or csv) that is transferable by the client departments to their respective data management systems.

**INSERT:**

The Contractor will make available to client departments consumption and cost data, as requested, by site and by account, in a standardized electronic format (Microsoft Excel or csv) that is transferable by the client departments to their respective data management systems.

15. On page 34 of 67, under 4.1.4:

**DELETE:**

The sources of the REC's must have Eco-Logo Certification for the electricity product supplied.

**INSERT:**

A source REC facility must have a valid Eco-Logo certification, as a minimum from the year 2000, for the electricity product supplied.

16. On page 35 of 67, under 4.2.3

**DELETE:**

Canada, as owner of the REC's, at its sole discretion may: register or bank the REC's with any relevant authority; retire or sell, assign and transfer these REC's to any person or entity.

**INSERT:**

Canada, as owner of the REC's, at its sole discretion may: register or bank the REC's with any relevant authority.

17. On page 35 of 67, under 4.2.6

**DELETE:**

Section in its entirety.

**INSERT:**

4.2.6 The Contractor certifies that any and all of the REC's realized from the REC's delivered under this Contract must be transferred solely to Canada and not to any other Party. The Contractor must allow Canada to undertake certification, quantification and verification by government audit before or after payment is made. Canada reserves the right to audit the Contractor's billing records and to retain copies.

4.2.6.1 In the event of a provincially legislated or voluntary air pollution emissions trading system being introduced by an authority having jurisdiction, the Contractor will assist in registering and transferring to Canada the REC's, including specific Emission Reductions which are introduced under said legislation, associated with the REC's furnished under the Contract. Any reasonable additional costs incurred by the Contractor in fulfilling this requirement will be borne by Canada.

18. On page 37 of 67, under 6.0:

**DELETE:**

4. Calculation of Emissions Reductions Credits

19. On page 41 of 67, under 2.1:

**DELETE:**

2.1 The contractor will deliver 144,047 MWh/yr of REC's, from 01-Jan-17 to end of contract

- 23,000 MWh/yr to be delivered to PSPC sites, at the rate of 85% of PSPC's Settled Electrical Energy each month.
- 8,500 MWh/yr to be billed to AAFC sites, at the rate of 35% of AAFC's Settled Electrical Energy each month.
- 2,500 MWh/yr to be billed to CFIA sites, at the rate of 35% of CFIA's Settled Electrical Energy each month.
- 110,047 MWh/yr to be delivered to DND sites, at the rate of 90% of DND's Settled Energy each month as follows:
  - DND – Calgary: 3,586 MWh/yr
  - DND – Cold Lake: 36,321 MWh/yr
  - DND – Edmonton: 34,009 MWh/yr
  - DND – Suffield: 21,193 MWh/yr
  - DND – Wainwright: 14,938 MWh/yr

Delivery will be adjusted during the last month of each year to match the annual amounts listed for each Client Department.

**INSERT:**

2.1 The contractor will deliver 144,595 MWh/yr of REC's, from 01-Jan-17 to end of contract

- 23,000 MWh/yr to be delivered to PSPC sites, at the rate of 85% of PSPC's Settled Electrical Energy.
- 8,500 MWh/yr to be delivered to AAFC sites, at the rate of 35% of AAFC's Settled Electrical Energy.
- 2,500 MWh/yr to be delivered to CFIA sites, at the rate of 35% of CFIA's Settled Electrical Energy.
- 548 MWh/yr to be delivered to EC sites, at a rate of 90% of EC's Settled Electrical Energy.
- 110,047 MWh/yr to be delivered to DND sites, at the rate of 90% of DND's Settled Electrical Energy as follows:
  - DND – Calgary: 3,586 MWh/yr
  - DND – Cold Lake: 36,321 MWh/yr
  - DND – Edmonton: 34,009 MWh/yr
  - DND – Suffield: 21,193 MWh/yr
  - DND – Wainwright: 14,938 MWh/yr

Delivery will be adjusted during the last month of each year to match the annual amounts listed for each Client Department.

20. On page 42 of 67, under 2.2:

**DELETE:**

Canada, at its sole discretion, may have additional REC's competitively procured and added to the contract, if available on the market, on an if and when requested basis upon 30 days notice to the Contractor, up to the total amount of the Aggregate Fixed Quantity. Such additional amounts, if added, will be delivered under the terms and conditions of the contract.

**INSERT:**

Canada, at its sole discretion, may request to have additional REC's competitively procured and delivered under the contract, upon written notice to the Contractor, up to the total amount of the Aggregate Fixed Quantity. Such additional amounts, if added, will be delivered under the terms and conditions of the contract.

21. On page 44 of 67, under Appendix 4 to Annex "A":

**DELETE:**

The Appendix in its entirety.

22. On page 50 of 67, under Annex "B", 3.1; page 53 of 67, under Annex "B", 3.1:

**DELETE:**

144,047

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**INSERT:**

144,595

23. On page 58 of 67, under Annex "E":

**INSERT:**

See pdf version of form attached.

24. On page 59 of 67, under Annex "F", 1.1.3:

**DELETE:**

.3 Provided evidence of registration with EcoLogo Renewable Energy Certification

**INSERT:**

.3 Provided evidence that proposed sources of RECs are registered with Eco-Logo Renewable Energy Certification

25. On page 61 of 67, under 2.1.6:

**DELETE:**

Describe your capabilities, methodologies and experience in obtaining, managing and supplying REC's, and the quantification, verification and documentation of REC's. Discussions should include: your strategies and the feasibility of maintaining and/or increasing REC's; procedures for calculating and substantiating quantities of REC's; procedures for certifying Green Electrical Energy and REC's.

Provide examples of your involvement in this area, which demonstrate your ability to perform these functions on behalf of Canada.

**INSERT:**

Describe your capabilities, methodologies and experience in obtaining, managing and supplying RECs and the quantification, verification and documentation of RECs. Discussions should include: your strategies and the feasibility of maintaining and/or increasing RECs; procedures for calculation and substantiating quantities of RECs; procedures for certifying RECs under the Eco-Logo Certification.

Provide examples of your involvement in this area which demonstrate your ability to perform these functions on behalf of Canada.

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#### **APPENDIX(s) TO THIS AMENDMENT**

1. Attendance register from the option Bidders Conference held September 15, 2016, attached as a separate document.

ALL OTHER TERMS AND CONDITIONS SHALL REMAIN THE SAME.

Attendance Register – Bidder Conference

<b>Location:</b>	ATB North Tower, 5 <sup>th</sup> Floor, 10025 Jasper Ave, Edmonton AB		<b>Date:</b>	September 15, 2016	
<b>Solicitation No.:</b>	EW003-162563/B	<b>File No.:</b>	EDM-5-38368	<b>Time:</b>	9:00 – 12:00 MDT
<b>Title:</b>	Bulk Energy Initiative for Federal Government Departments and Agencies in Alberta			<b>Chairperson:</b>	Brad Campbell

Company Represented	Name of Officer (print)	Signature	Phone No.:	E-Mail Address (or on Business Card)
Capital Power	Kevin Leibel		(403) 717-4633	<a href="mailto:kleibel@capitalpower.com">kleibel@capitalpower.com</a>
Capital Power	Korey Manzulenko			
Direct Energy Business	Emily Gibbings		(780) 233-4233	<a href="mailto:Emily.gibbings@directenergy.com">Emily.gibbings@directenergy.com</a>
ENMAX	Brian Hearn		(403) 514-2101	<a href="mailto:bhearn@enmax.com">bhearn@enmax.com</a>
ENMAX	Coral Phelps		403-689-7238	<a href="mailto:cphelps@enmax.com">cphelps@enmax.com</a>
ENMAX	Kevin Melendez-Duke		587 926-1157	<a href="mailto:kmelende@enmax.com">kmelende@enmax.com</a>
ENMAX	Martin Drinkwater		403 689 6034	<a href="mailto:Mchinkwater@enmax.com">Mchinkwater@enmax.com</a>
Rising Edge Technologies	Kyle Nolan		(403) 202-8751 x206	<a href="mailto:k.nolan@ret.ca">k.nolan@ret.ca</a>
TransCanada Energy Corp	Darrell Swan		(403) 829-0364	<a href="mailto:Darrell.swan@transcanada.com">Darrell.swan@transcanada.com</a>



## Task Authorization Autorisation de tâche

**Instruction for completing the form PWGSC - TPSGC 572 - Task Authorization**  
*(Use form DND 626 for contracts for the Department of National Defence)*

**Instruction pour compléter le formulaire PWGSC - TPSGC 572 - Autorisation de tâche**  
*(Utiliser le formulaire DND 626 pour les contrats pour le ministère de la Défense)*

**Contract Number**

Enter the PWGSC contract number.

**Numéro du contrat**

Inscrire le numéro du contrat de TPSGC.

**Contractor's Name and Address**

Enter the applicable information

**Nom et adresse de l'entrepreneur**

Inscrire les informations pertinentes

**Security Requirements**

Enter the applicable requirements

**Exigences relatives à la sécurité**

Inscrire les exigences pertinentes

**Total estimated cost of Task (Applicable taxes extra)**

Enter the amount

**Coût total estimatif de la tâche (Taxes applicables en sus)**

Inscrire le montant

**For revision only**

**Aux fins de révision seulement**

**TA Revision Number**

Enter the revision number to the task, if applicable.

**Numéro de la révision de l'AT**

Inscrire le numéro de révision de la tâche, s'il y a lieu.

**Total Estimated Cost of Task (Applicable taxes extra) before the revision**

Enter the amount of the task indicated in the authorized TA or, if the task was previously revised, in the last TA revision.

**Coût total estimatif de la tâche (Taxes applicables en sus) avant la révision**

Inscrire le montant de la tâche indiquée dans l'AT autorisée ou, si la tâche a été révisée précédemment, dans la dernière révision de l'AT.

**Increase or Decrease (Applicable taxes extra), as applicable**

As applicable, enter the amount of the increase or decrease to the Total Estimated Cost of Task (Applicable taxes extra) before the revision.

**Augmentation ou réduction (Taxes applicables en sus), s'il y a lieu**

S'il y a lieu, inscrire le montant de l'augmentation ou de la réduction du Coût total estimatif de la tâche (Taxes applicables en sus) avant la révision.

**1. Required Work: Complete sections A, B, C, and D, as required.**

**1. Travaux requis : Remplir les sections A, B, C et D, au besoin.**

**A. Task Description of the Work required:**

Complete the following paragraphs, if applicable. Paragraph (a) applies only if there is a revision to an authorized task.

**A. Description de tâche des travaux requis :**

Remplir les alinéas suivants, s'il y a lieu : L'alinéa (a) s'applique seulement s'il y a révision à une tâche autorisée.

(a) Reason for revision of TA, if applicable: Include the reason for the revision; i.e. revised activities; delivery/completion dates; revised costs. Revisions to TAs must be in accordance with the conditions of the contract. See Supply Manual 3.35.1.50 or paragraph 6 of the Guide to Preparing and Administering Task Authorizations.

(a) Motif de la révision de l'AT, s'il y a lieu : Inclure le motif de la révision c.-à.-d., les activités révisées, les dates de livraison ou d'achèvement, les coûts révisés. Les révisions apportées aux AT doivent respecter les conditions du contrat. Voir l'article 3.35.1.50 du Guide des approvisionnements ou l'alinéa 6 du Guide sur la préparation et l'administration des autorisations de tâches.

(b) Details of the activities to be performed (include as an attachment, if applicable)

(b) Détails des activités à exécuter (joindre comme annexe, s'il y a lieu).

(c) Description of the deliverables to be submitted (include as an attachment, if applicable).

(c) Description des produits à livrer (joindre comme annexe, s'il y a lieu).

(d) Completion dates for the major activities and/or submission dates for the deliverables (include as an attachment, if applicable).

(d) Les dates d'achèvement des activités principales et (ou) les dates de livraison des produits (joindre comme annexe, s'il y a lieu).

---

**B. Basis of Payment:**

Insert the basis of payment or bases of payment that form part of the contract that are applicable to the task description of the work; e.g. firm lot price, limitation of expenditure, firm unit price

**C. Cost of Task:****Insert Option 1 or 2:****Option 1:**

Total estimated cost of Task (Applicable taxes extra): Insert the applicable cost elements for the task determined in accordance with the contract basis of payment; e.g. Labour categories and rates, level of effort, Travel and living expenses, and other direct costs.

**Option 2:**

Total cost of Task (Applicable taxes extra): Insert the firm unit price in accordance with the contract basis of payment and the total estimated cost of the task.

**D. Method of Payment**

Insert the method(s) of payment determined in accordance with the contract that are applicable to the task; i.e. single payment, multiple payments, progress payments or milestone payments. For milestone payments, include a schedule of milestones.

**B. Base de paiement :**

Insérer la base ou les bases de paiement qui font partie du contrat qui sont applicables à la description du travail à exécuter : p. ex., prix de lot ferme, limitation des dépenses et prix unitaire ferme.

**C. Coût de la tâche :****Insérer l'option 1 ou 2****Option 1 :**

Coût total estimatif de la tâche (Taxes applicables en sus) Insérer les éléments applicables du coût de la tâche établies conformément à la base de paiement du contrat. p. ex., les catégories de main d'œuvre, le niveau d'effort, les frais de déplacement et de séjour et autres coûts directs.

**Option 2 :**

Coût total de la tâche (Taxes applicables en sus) : Insérer le prix unitaire ferme conformément à la base de paiement du contrat et le coût estimatif de la tâche.

**D. Méthode de paiement**

Insérer la ou les méthode(s) de paiement établit conformément au contrat et qui sont applicable(s) à la tâche; c.-à.-d., paiement unique, paiements multiples, paiements progressifs ou paiements d'étape. Pour ces derniers, joindre un calendrier des étapes.

---

**2. Authorization(s):**

The client and/or PWGSC must authorize the task by signing the Task Authorization in accordance with the conditions of the contract. The applicable signatures and the date of the signatures is subject to the TA limits set in the contract. When the estimate of cost exceeds the client Task Authorization's limits, the task must be referred to PWGSC.

**3. Contractor's Signature**

The individual authorized to sign on behalf of the Contractor must sign and date the TA authorized by the client and/or PWGSC and provide the signed original and a copy as detailed in the contract.

**2. Autorisation(s) :**

Le client et (ou) TPSGC doivent autoriser la tâche en signant l'autorisation de tâche conformément aux conditions du contrat. Les signatures et la date des signatures appropriées sont assujetties aux limites d'autorisation de tâche établies dans le contrat . Lorsque l'estimation du coût dépasse les limites d'autorisation de tâches du client, la tâche doit être renvoyée à TPSGC.

**3. Signature de l'entrepreneur**

La personne autorisée à signer au nom de l'entrepreneur doit signer et dater l'AT, autorisée par le client et (ou) TPSGC et soumettre l'original signé de l'autorisation et une copie tel que décrit au contrat.

---



## Task Authorization Autorisation de tâche

Contract Number - Numéro du contrat

Contractor's Name and Address - Nom et l'adresse de l'entrepreneur	Task Authorization (TA) No. - N° de l'autorisation de tâche (AT)
	Title of the task, if applicable - Titre de la tâche, s'il y a lieu
	Total Estimated Cost of Task (Applicable taxes extra) Coût total estimatif de la tâche (Taxes applicables en sus) \$

Security Requirements: This task includes security requirements  
Exigences relatives à la sécurité : Cette tâche comprend des exigences relatives à la sécurité

No - Non     Yes - Oui    If YES, refer to the Security Requirements Checklist (SRCL) included in the Contract  
Si OUI, voir la Liste de vérification des exigences relative à la sécurité (LVERS) dans le contrat

### For Revision only - Aux fins de révision seulement

TA Revision Number, if applicable Numéro de révision de l'AT, s'il y a lieu	Total Estimated Cost of Task (Applicable taxes extra) before the revision Coût total estimatif de la tâche (Taxes applicables en sus) avant la révision \$	Increase or Decrease (Applicable taxes extra), as applicable Augmentation ou réduction (Taxes applicables en sus), s'il y a lieu \$
--	--	---

**Start of the Work for a TA : Work cannot commence until a TA has been authorized in accordance with the conditions of the contract.**

**Début des travaux pour l'AT : Les travaux ne peuvent pas commencer avant que l'AT soit autorisée conformément au contrat.**

### 1. Required Work: - Travaux requis :

A. Task Description of the Work required - Description de tâche des travaux requis	See Attached - Ci-joint <input type="checkbox"/>
B. Basis of Payment - Base de paiement	See Attached - Ci-joint <input type="checkbox"/>
C. Cost of Task - Coût de la tâche	See Attached - Ci-joint <input type="checkbox"/>
D. Method of Payment - Méthode de paiement	See Attached - Ci-joint <input type="checkbox"/>



Contract Number - Numéro du contrat

**2. Authorization(s) - Autorisation(s)**

**By signing this TA, the authorized client and (or) the PWGSC Contracting Authority certify(ies) that the content of this TA is in accordance with the conditions of the contract.**

**En apposant sa signature sur l'AT, le client autorisé et (ou) l'autorité contractante de TPSGC atteste(nt) que le contenu de cette AT respecte les conditions du contrat.**

**The client's authorization limit is identified in the contract. When the value of a TA and its revisions is in excess of this limit, the TA must be forwarded to the PWGSC Contracting Authority for authorization.**

**La limite d'autorisation du client est précisée dans le contrat. Lorsque la valeur de l'AT et ses révisions dépasse cette limite, l'AT doit être transmise à l'autorité contractante de TPSGC pour autorisation.**

\_\_\_\_\_  
Name and title of authorized client - Nom et titre du client autorisé à signer

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
PWGSC Contracting Authority - Autorité contractante de TPSGC

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

**3. Contractor's Signature - Signature de l'entrepreneur**

\_\_\_\_\_  
Name and title of individual authorized - to sign for the Contractor  
Nom et titre de la personne autorisée à signer au nom de l'entrepreneur

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date