



<p>RETURN BIDS TO: RETOURNER LES SOUMISSIONS À:</p> <p>Bid Receiving - Environment Canada / Réception des soumissions – Environnement Canada</p> <p>BID SOLICITATION DEMANDE DE SOUMISSIONS</p> <p>PROPOSAL TO: ENVIRONMENT CANADA</p> <p>We offer to perform or provide to Canada the services detailed in the document including any attachments and annexes, in accordance with the terms and conditions set out or referred to in the document, at the price(s) provided.</p> <p>SOUSSION À: ENVIRONNEMENT CANADA</p> <p>Nous offrons d'effectuer ou de fournir au Canada, aux conditions énoncées ou incluses par référence dans le document incluant toutes pièces jointes et annexes, les services détaillés dans le document, au(x) prix indiqué(s).</p>	<p>Title – Titre Contaminants and Health Effects in Wildlife in Canadian Great Lakes and the National Chemicals Monitoring Plan</p>	
	<p>EC Bid Solicitation No. /SAP No. – N° de la demande de soumissions EC / N° SAP 5000026400</p>	
	<p>Date of Bid solicitation (YYYY-MM-DD) – Date de la demande de soumissions (AAAA-MM-JJ) 2017-02-28</p>	
	<p>Bid Solicitation Closes (YEAR-MM-DD) - La demande de soumissions prend fin (AAAA-MM-JJ)</p> <p>at – à 2:00 P.M. on – le 2017-04-10</p>	<p>Time Zone – Fuseau horaire Eastern Daylight Time</p>
	<p>F.O.B – F.A.B Not applicable</p>	
	<p>Address Enquiries to - Adresser toutes questions à Heidi Noble Heidi.Noble@canada.ca</p>	
	<p>Telephone No. – N° de téléphone 905-319-6982</p>	<p>Fax No. – N° de Fax</p>
	<p>Delivery Required (YEAR-MM-DD) – Livraison exigée (AAAA-MM-JJ) 2018-03-31</p>	
	<p>Destination - of Services / Destination des services Ontario Region</p>	
	<p>Security / Sécurité There is a security requirement associated with this requirement</p>	
<p>Vendor/Firm Name and Address - Raison sociale et adresse du fournisseur/de l'entrepreneur</p>		
<p>Telephone No. – N° de téléphone</p>	<p>Fax No. – N° de Fax</p>	
<p>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)</p>		
<p>Signature</p>	<p>Date</p>	

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TITLE: Contaminants and Health Effects in Wildlife in Canadian Great Lakes and the National Chemicals Monitoring Plan

PART 1 - GENERAL INFORMATION

1. Introduction

The bid solicitation is divided into seven parts plus attachments and annexes, as follows:

- Part 1 General Information: provides a general description of the requirement;
- Part 2 Bidder Instructions: provides the instructions, clauses and conditions applicable to the bid solicitation;
- Part 3 Bid Preparation Instructions: provides bidders with instructions on how to prepare their bid;
- Part 4 Evaluation Procedures and Basis of Selection: indicates how the evaluation will be conducted, the evaluation criteria that must be addressed in the bid, and the basis of selection;
- Part 5 Certifications: includes the certifications to be provided;
- Part 6 Resulting Contract Clauses: includes the clauses and conditions that will apply to any resulting contract.

The Attachments include the List of Mandatory Technical Criteria and Point Rated Technical Criteria.

The Annexes include the Statement of Work, the Basis of Payment and the Schedule of Milestones.

2. Summary

- 2.1 Environment Canada has a requirement for scientific reporting services as detailed in the Statement of Work, Annex A to the bid solicitation. The period of the contract is from contract award to March 31, 2019, including the option to extend the Contract for a maximum of one additional one year period.
- 2.2 Bidders must provide a list of names, or other related information as needed, pursuant to section 01 Integrity Provisions of Standard Instructions 2003.
- 2.3 For services requirements, bidders in receipt of a pension or a lump sum payment must provide the required information as detailed in article 3 of Part 2 of the bid solicitation.
- 2.4 The requirement is subject to the provisions of the North American Free Trade Agreement (NAFTA).

3. Debriefings

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

PART 2 - BIDDER INSTRUCTIONS

1. Standard Instructions, Clauses and Conditions

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

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

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

The standard instructions 2003 are modified as follows:

Under “Text” at 02:

Delete: “Procurement Business Number”

Insert: “Deleted”

At Section 02 Procurement Business Number

Delete: In its entirety

Insert: “Deleted”

At Section 05 Submission of Bids, Subsection 05 (2d):

Delete: In its entirety

Insert: “send its bid only to Environment Canada (EC) as specified on page 1 of the bid solicitation or to the address specified in the bid solicitation;”

At Section 06 Late Bids:

Delete: “PWGSC”

Insert: “Environment Canada”

At Section 07 Delayed Bids:

Delete: “PWGSC”

Insert: “Environment Canada”

At Section 08 Transmission by Facsimile, Subsection 08 (1):

Delete: In its entirety

Insert: “Bids may be submitted by facsimile if specified in the bid solicitation.”

At Section 12 Rejection of Bid, Subsection 12 (1) a. and b.:

Delete: In their entirety

Insert: “Deleted”

At Section 17 Joint Venture, Subsection 17 (1) b.:

Delete: “the Procurement Business Number of each member of the joint venture,”

Insert: “Deleted”

At Section 20 Further Information, Subsection 20 (2):

Delete: In its entirety

Insert: “Deleted”

At Section 05 Submission of Bids, Subsection 05 (4):

Delete: “sixty (60) days”

Insert: “one hundred and twenty (120) days”

2. Submission of Bids

Bids must be submitted to Environment Canada (EC) at the address and by the date, time and place indicated on page 1 of the bid solicitation.

3. Former Public Servant – Competitive Bid

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

Definitions

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

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

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

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

Former Public Servant in Receipt of a Pension

As per the above definitions, is the Bidder a FPS in receipt of a pension? **Yes () No ()**

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

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

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

Work Force Adjustment Directive

Is the Bidder a FPS who received a lump sum payment pursuant to the terms of the Work Force Adjustment Directive? **Yes** () **No** ()

If so, the Bidder must provide the following information:

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

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

4. Enquiries - Bid Solicitation

All enquiries must be submitted in writing to the Contracting Authority no later than five (5) calendar days before the bid closing date. Enquiries received after that time may not be answered.

Bidders should reference as accurately as possible the numbered item of the bid solicitation to which the enquiry relates. Care should be taken by bidders to explain each question in sufficient detail in order to enable Canada to provide an accurate answer. Technical enquiries that are of a proprietary nature must be clearly marked "proprietary" at each relevant item. Items identified as "proprietary" will be treated as such except where Canada determines that the enquiry is not of a proprietary nature. Canada may edit the question(s) or may request that the Bidder do so, so that the proprietary nature of the question(s) is eliminated and the enquiry can be answered to all bidders. Enquiries not submitted in a form that can be distributed to all bidders may not be answered by Canada.

5. Applicable Laws

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

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

6. Basis for Canada's Ownership of Intellectual Property

Environment Canada has determined that any intellectual property rights arising from the performance of the Work under the resulting contract will belong to Canada, on the following grounds:

the main purpose of the contract, or of the deliverables contracted for, is to generate knowledge and information for public dissemination;

PART 3 - BID PREPARATION INSTRUCTIONS

1. Bid Preparation Instructions

Canada requests that bidders provide their bid in separately bound sections as follows:

Section I: Technical Bid (2 hard copies)

Section II: Financial Bid (1 hard copies)

Section III: Certifications (2 hard copies)

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

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

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

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

- 1) use 8.5 x 11 inch (216 mm x 279 mm) paper containing fibre certified as originating from a sustainably-managed forest and containing minimum 30% recycled content; and
- 2) use an environmentally-preferable format including black and white printing instead of colour printing, printing double sided/duplex, using staples or clips instead of cerlox, duotangs or binders; and
- (3) print on both sides of the paper.

Section I: Technical Bid

In their technical bid, bidders should demonstrate their understanding of the requirements contained in the bid solicitation and explain how they will meet these requirements. Bidders should demonstrate their capability and describe their approach in a thorough, concise and clear manner for carrying out the work.

The technical bid should address clearly and in sufficient depth the points that are subject to the evaluation criteria against which the bid will be evaluated. Simply repeating the statement contained in the bid solicitation is not sufficient. In order to facilitate the evaluation of the bid, Canada requests that bidders address and present topics in the order of the evaluation criteria under the same headings. To avoid duplication, bidders may refer to different sections of their bids by identifying the specific paragraph and page number where the subject topic has already been addressed.

Part 4, Evaluation Procedures, contains additional instructions that bidders should consider when preparing their technical bid.

Section II: Financial Bid

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

1.2 Bidders must submit their price FOB destination; Canadian customs duties and excise taxes included, as applicable; and Applicable Taxes excluded.

1.3 Price Breakdown

In their financial bid, the bidders are requested to provide a detailed breakdown of the price for the following elements for milestone of the Work, as applicable:

(a) Professional fees: For each individual and (or) labour category to be assigned to the Work, the bidders should indicate: i) the firm hourly rate or the firm daily rate, inclusive of overhead and profit; and ii) the estimated number of hours or days, as applicable. The bidders should indicate the number of hours in one working day.

The professional fees must include the total estimated cost of all travel and living expenses that may need to be incurred for:

- (i) Work described in Part 7, Resulting Contract of the bid solicitation required to be performed within the Ontario Region.
- (ii) travel between the successful bidder's place of business and the Ontario Region; and
- (ii) the relocation of resources

to satisfy the terms of any resulting contract. These expenses cannot be charged directly and separately from the professional fees to any contract that may result from the bid solicitation.

(b) Equipment (if applicable): The bidders should specify each item required to complete the Work and provide the pricing basis of each one, Canadian customs duty and excise taxes included, as applicable.

(c) Materials and Supplies (if applicable): The bidders should identify each category of materials and supplies required to complete the Work and provide the pricing basis. The Bidder should indicate, on a per category basis, whether the items are likely to be consumed during the performance of any resulting contract.

(d) Travel and Living Expenses (if applicable): The bidders should indicate the number of trips and the number of days for each trip, the cost, destination and purpose of each journey, together with the basis of these costs without exceeding the meal, private vehicle and incidental expenses provided in Appendices B, C and D of the *National Joint Council Travel Directive* and with the other provisions of the directive referring to "travellers", rather than those referring to "employees".

(e) Subcontracts (if applicable): The bidders should identify all of the proposed subcontractors and provide in their financial bid for each one a price breakdown.

(f) Other Direct Charges (if applicable): The bidders should identify all of the categories of other direct charges anticipated, such as long distance communications and rentals, providing the pricing basis for each and explaining the relevance to the work described in Part 7 of the bid solicitation.

(g) Applicable Taxes: The bidders should indicate the Applicable Taxes separately.

1.4 Bidders should include the following information in their financial bid:

- (a) Their legal name; and
- (b) The name of the contact person (including this person’s mailing address, phone and facsimile numbers and email address) authorized by the Bidder to enter into communications with Canada with regards to their bid; and any contract that may result from their bid.

Section III: Certifications

Bidders must submit the certifications required under Part 5.

PART 4 - EVALUATION PROCEDURES AND BASIS OF SELECTION

1. Evaluation Procedures

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

1.1 Technical Evaluation

Except where expressly provided otherwise, the experience described in the bid must be the experience of the Bidder itself (which includes the experience of any companies that formed the Bidder by way of a merger but does not include any experience acquired through a purchase of assets or an assignment of contract). The experience of the Bidder's affiliates (i.e. parent, subsidiary or sister corporations), subcontractors, or suppliers will not be considered.

1.1.1 Mandatory Technical Criteria

Mandatory criteria are assessed on a simple pass/fail basis. Bids that fail to meet any of the mandatory criteria will be considered non-responsive.

Mandatory Technical Criteria is included in Attachment 1 to Part 4.

1.1.2 Point Rated Technical Criteria

To be considered responsive, a bidder must obtain the required minimum 52.5 points of the overall 75 points for the evaluation of the Point Rated Technical Criteria.

A minimum score of 70% must be obtained for the proposal to be considered responsive.

Point Rated Technical Criteria is included in Attachment 1 to Part 4.

1.2 Financial Evaluation

1.2.1 Mandatory Financial Criteria

Bids which fail to meet the Mandatory Financial Criteria will be declared non-responsive.

Number	Criterion	Met/Not	Page
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		Met	Number
MF1	The maximum budget allocated for this project must not exceed \$87,000.00 which includes the initial contract period and option period 1, applicable taxes extra, including all labour, associated costs and subcontractors. Bids valued in excess of this amount will be considered non-responsive. This disclosure of project funds does not commit Environment and Climate Change to pay such an amount.		

1.2.2 Evaluation of Price

The price of the bid will be evaluated in Canadian dollars, the Applicable Taxes excluded, Canadian customs and excise taxes included.

For evaluation purposes only, the price of the bid will be determined as follows:

Proposals will be evaluated out of 30 points

The proposal with the lowest price receives the maximum 30 points, and all higher priced proposals will be pro-rated relative to the lowest price

2. Basis of Selection

2.1 Basis of Selection - Highest Combined Rating of Technical Merit and Price

1. To be declared responsive, a bid must:
 - (a) comply with all the requirements of the bid solicitation;
 - (b) meet all mandatory financial criteria;

and

 - (c) obtain the required minimum of 52.5 points overall for the technical evaluation criteria which are subject to point rating.
2. Bids not meeting (a) or (b) or (c) will be declared non-responsive.
3. The evaluation will be based on the highest responsive combined rating of technical merit and price. The ratio will be 70 % for the technical merit and 30 % for the price.
4. To establish the technical merit score, the overall technical score for each responsive bid will be determined as follows: total number of points obtained / maximum number of points available multiplied by the ratio of 70%.
5. To establish the pricing score, each responsive bid will be prorated against the lowest evaluated price and the ratio of 30%
6. For each responsive bid, the technical merit score and the pricing score will be added to determine its combined rating.
7. Neither the responsive bid obtaining the highest technical score nor the one with the lowest evaluated price will necessarily be accepted. The responsive bid with the highest combined rating of technical merit and price will be recommended for award of a contract.

The table below illustrates an example where all three bids are responsive and the selection of the contractor is determined by a 70/30 ratio of technical merit and price, respectively. The total available points equals 100 and the lowest evaluated price is \$75,000 (75).

Basis of Selection - Highest Combined Rating Technical Merit (70%) and Price (30%)

<u>Bidder</u>	Bidder 1	Bidder 2	Bidder 3
Overall Technical Score	70/75	55/75	60/75
Bid Evaluated Price	\$85,000.00	\$80,000.00	\$75,000.00
<u>Calculations</u>			
Technical Merit Score	$70/75 \times 70 = 65.33$	$55/75 \times 70 = 51.33$	$60/75 \times 70 = 56$
Pricing Score	$85/87 \times 30 = 29.31$	$80/87 \times 30 = 27.59$	$75/87 \times 30 = 25.86$
Combined Rating	94.64	78.92	81.86
Overall Rating	1 st	3 rd	2 nd

**ATTACHMENT 1 TO PART 4
MANDATORY TECHNICAL CRITERIA POINT RATED TECHNICAL CRITERIA**

Mandatory Technical Criteria

Mandatory Technical Criteria	
Evaluation Criteria	Met/Not Met
<ul style="list-style-type: none"> ▪ M1: The proposal must present a workplan and describe how the Bidder would carry out the tasks to achieve the project objectives. A detailed work plan outlining how the Bidder will, ultimately, produce the reports and other deliverables, is required. 	
<ul style="list-style-type: none"> ▪ M2: The Bidder must clearly identify all its proposed resource(s) for the project and identify the Proposed Primary Resource. The Bidder must demonstrate in its proposal that the Proposed Primary Resource, directly responsible for the production of reports and presentations, has a minimum of 5 years of experience in evaluation of Beneficial Use Impairments in Great Lakes Areas of Concern. 	
<ul style="list-style-type: none"> ▪ M3: The Bidder must demonstrate in its proposal that it has successfully carried out two similar projects within the past 5 years. To be considered similar, the projects must: <ul style="list-style-type: none"> a) have been an assessment of areas of concern; b) have had a total project budget equal to or greater than \$30,000.00, taxes excluded, and c) have been on the subject of either wildlife deformities and reproductive impacts of chemicals or wildlife chemical body burdens 	

Point Rated Technical Criteria	
Evaluation Criteria	Maximum Score
	10
	35
<p>Workplan and Methodology</p> <ul style="list-style-type: none"> ▪ R8: Detail and completeness of the Workplan <ul style="list-style-type: none"> • <i>The approach is logical, well-defined and detailed. The proposal clearly identifies the milestones, timelines and deliverables. = 5 pts</i> • <i>The approach is logical and defined. The proposal identifies the milestones, timelines and deliverables = 3 pts</i> • <i>The proposal does not identify all the milestones, timelines and deliverables = 0 pt</i> ▪ R9: Evaluation and analysis <ul style="list-style-type: none"> • <i>The Bidder demonstrates a detailed structured methodology to proceed with the analysis = 10 pts</i> • <i>The Bidder presents a methodology which lacks details and/or important information. = 5 pts</i> • <i>The Bidder has no methodology for evaluation and analysis of tasks = 0 pts</i> <p style="text-align: right;">Sub-total:</p>	5
	10

Point Rated Technical Criteria	
Evaluation Criteria	Maximum Score
	15
TOTAL SCORE	75

PART 5 - CERTIFICATIONS

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

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

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

1. Certifications Required Precedent to Contract Award

1.1 Integrity Provisions - Associated Information

By submitting a bid, the Bidder certifies that the Bidder and its Affiliates are in compliance with the provisions as stated in Section 01 Integrity Provisions - Bid of Standard Instructions 2003. The associated information required within the Integrity Provisions will assist Canada in confirming that the certifications are true.

1.2 Federal Contractors Program for Employment Equity - Bid Certification

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

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

2. Additional Certifications Required Precedent to Contract Award

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

2.1 Status and Availability of Resources

The Bidder certifies that, should it be awarded a contract as a result of the bid solicitation, every individual proposed in its bid will be available to perform the Work as required by Canada's representatives and at the time specified in the bid solicitation or agreed to with Canada's representatives. If for reasons beyond its control, the Bidder is unable to provide the services of an individual named in its bid, the Bidder may propose a substitute with similar qualifications and experience. The Bidder must advise the Contracting Authority of the reason for the substitution and provide the name, qualifications and experience of the proposed replacement. For the purposes of this clause, only the following reasons will be considered as beyond the control of the Bidder: death, sickness, maternity and parental leave, retirement, resignation, dismissal for cause or termination of an agreement for default.

If the Bidder has proposed any individual who is not an employee of the Bidder, the Bidder certifies that it has the permission from that individual to propose his/her services in relation to the Work to be performed and to submit his/her résumé to Canada. The Bidder must, upon request from the

Contracting Authority, provide a written confirmation, signed by the individual, of the permission given to the Bidder and of his/her availability. Failure to comply with the request may result in the bid being declared non-responsive.

2.2 Education and Experience

PWGSC SACC Manual clause A3010T (2010-08-16), Education and Experience

PART 6 - RESULTING CONTRACT *(at contract award, delete this line)*

The following clauses and conditions apply to and form part of any contract resulting from the bid solicitation. *(at contract award, delete this sentence and add the title of the requirement)*

Title: *(insert only at contract award)*

1. Statement of Work

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

2. Standard Clauses and Conditions

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

2.1 General Conditions

2010B (2016-04-04) General Conditions - Professional Services (Medium Complexity), as modified below, apply to and form part of the Contract.

General conditions 2010B is modified as follows:

At Section 12 Transportation Costs

Delete: In its entirety

Insert: "Deleted"

At Section 13 Transportation Carriers" Liability

Delete: In its entirety.

Insert: "Deleted"

At Section 18, Confidentiality:

Delete: In its entirety

Insert: "Deleted"

Insert Subsection: "35 Liability"

"The Contractor is liable for any damage caused by the Contractor, its employees, subcontractors, or agents to Canada or any third party. Canada is liable for any damage caused by Canada, its employees or agents to the Contractor or any third party. The Parties agree that no limitation of liability or indemnity provision applies to the Contract unless it is specifically incorporated in full text in the Articles of Agreement. Damage includes any injury to persons (including injury resulting in death) or loss of or damage to property (including real property) caused as a result of or during the performance of the Contract."

Canada to own Intellectual Property rights in Copyright

At Section 19 Copyright

Delete: In its entirety

Insert:

1. In this section:
"Material" means anything that is created or developed by the Contractor as part of the Work under the Contract, and in which copyright subsists.
"Background Information" means all Intellectual Property that is not Foreground Information that is incorporated into the Work or necessary for the performance of the Work and that is proprietary to or the confidential information of the Contractor, its subcontractors or any other third party;
"Foreground Information" means all Intellectual Property first conceived, developed, produced or reduced to practice as part of the Work under the Contract;
2. Material that is created or developed by the Contractor as part of the Work under the Contract belongs to Canada. The Contractor must incorporate the copyright symbol and either of the following notices, as appropriate: © Her Majesty the Queen in right of Canada (year) or © Sa Majesté la Reine du chef du Canada (année).
3. At the request of the Contracting Authority, the Contractor must provide to Canada, at the completion of the Work or at such other time as the Contracting Authority may require, a written permanent waiver of moral rights as defined in the [Copyright Act](#), R.S., 1985, c. C-42, in a form acceptable to the Contracting Authority, from every author that contributed to the Work. If the Contractor is an author, the Contractor permanently waives the Contractor's moral rights.
4. All Intellectual Property Rights in the Material belongs to Canada as soon as they come into existence. The Contractor has no right in or to any such Intellectual Property except any right that may be granted in writing by Canada.
5. The Contractor also grants to Canada a non-exclusive, perpetual, irrevocable, worldwide, fully-paid and royalty-free license to use the Background Information to the extent that this information is required by Canada to exercise its rights to use the Material. This license cannot be restricted in any way by the Contractor providing any form of notice to the contrary, including the wording on any shrink-wrapped license attached to any deliverable.

At Section 06 Subcontracts

Delete: paragraphs 1, 2, and 3 in their entirety.

Insert: "The Contractor may subcontract the supply of goods or services that are customarily subcontracted by the Contractor. Subcontracting does not relieve the Contractor from any of its obligations under the Contract or impose any liability upon Canada to a subcontractor. In any subcontract, the Contractor agrees to bind the subcontractor by the same conditions by which the Contractor is bound under the Contract, unless the Contracting Authority agrees otherwise, with the exception of requirements under the Federal Contractors Program for employment equity which only apply to the Contractor."

At Section 19 Copyright

Delete: In its entirety

Insert: "Deleted"

3. Security Requirement

3.1 There is no security requirement applicable to this Contract.

4. Term of Contract

4.1 Period of the Contract

The period of the Contract is from date of Contract to March 31, 2018 inclusive.

4.2 Option to Extend the Contract

The Contractor grants to Canada the irrevocable option to extend the term of the Contract by up to one (1) additional one (1) year period under the same conditions. The Contractor agrees that, during the extended period of the Contract, it will be paid in accordance with the applicable provisions as set out in the Basis of Payment.

Canada may exercise this option at any time by sending a written notice to the Contractor at least fifteen (15) calendar days before the expiry date of the Contract. The option may only be exercised by the Contracting Authority, and will be evidenced for administrative purposes only, through a contract amendment.

5. Authorities

5.1 Contracting Authority

The Contracting Authority for the Contract is:

Name: Heidi Noble
Title: Procurement Officer
Environment and Climate Change Canada
Procurement and Contracting
Address: 867 Lakeshore Road, Burlington, Ontario, L7S 1A1
Telephone: 905-319-6982
Facsimile: 905-336-8907
E-mail address: heidi.noble@canada.ca

The Contracting Authority is responsible for the management of the Contract and any changes to the Contract must be authorized in writing by the Contracting Authority. The Contractor must not perform work in excess of or outside the scope of the Contract based on verbal or written requests or instructions from anybody other than the Contracting Authority.

5.2 Technical Authority

The Technical Authority for the Contract is:

Name: _____
Title: _____
Organization: _____
Address: _____

Telephone: ____-____-_____
Facsimile: ____-____-_____
E-mail address: _____

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

5.3 Contractor's Representative

The Contractor's Representative for the Contract is:

Name: _____

Title: _____
Organization: _____
Address: _____
Telephone: ____ - ____ - _____
Facsimile: ____ - ____ - _____
E-mail address: _____

6. Proactive Disclosure of Contracts with Former Public Servants

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

7. Payment

7.1 Basis of Payment

In consideration of the Contractor satisfactorily completing all of its obligations under the Contract, the Contractor will be paid a firm price of \$ _____ (*insert the amount at contract award*). Customs duties are included and Applicable Taxes are extra.

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

7.2 Limitation of Expenditure

- (a) Canada's total liability to the Contractor under the Contract must not exceed \$ _____. Customs duties are included and the Applicable Taxes are extra.
- (b) No increase in the total liability of Canada or in the price of the Work resulting from any design changes, modifications or interpretations of the Work, will be authorized or paid to the Contractor unless these design changes, modifications or interpretations have been approved, in writing, by the Contracting Authority before their incorporation into the Work. The Contractor must not perform any work or provide any service that would result in Canada's total liability being exceeded before obtaining the written approval of the Contracting Authority. The Contractor must notify the Contracting Authority in writing as to the adequacy of this sum:
 - (i) when it is 75 percent committed, or
 - (ii) four (4) months before the contract expiry date, or
 - (iii) as soon as the Contractor considers that the contract funds provided are inadequate for the completion of the Work,

whichever comes first.

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

8. Invoicing Instructions

8.1 Milestone Payments

8.1.1 Canada will make milestone payments in accordance with the Schedule of Milestones detailed in Annex C of the Contract and the payment provisions of the Contract if:

- (a) an accurate and complete claim for payment and any other document required by the Contract have been submitted in accordance with the invoicing instructions provided in the Contract;
- (b) all such documents have been verified by Canada;
- (c) all such documents have been verified by Canada;
- (d) all work associated with the milestone and as applicable any deliverable required have been completed and accepted by Canada.

9. Certifications

9.1 Compliance

Compliance with the certifications provided by the Contractor in its bid is a condition of the Contract and subject to verification by Canada during the term of the Contract. If the Contractor does not comply with any certification or it is determined that any certification made by the Contractor in its bid is untrue, whether made knowingly or unknowingly, Canada has the right, pursuant to the default provision of the Contract, to terminate the Contract for default.

10. Applicable Laws

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

11. Priority of Documents

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

- (a) the Articles of Agreement;
- (b) 2010B General Conditions - Professional Services (Medium Complexity) (2016-04-04) as modified;
- (c) Annex A, Statement of Work;
- (d) Annex B, Basis of Payment;
- (e) the Contractor's bid dated _____, *(insert date of bid - if the bid was clarified or amended, insert Other applicable insurance clauses are contained in Section 5-G of the PWGSC SACC Manual.*

12. Insurance

PWGSC SACC Manual clause [G1005C](#) (2016-01-28) Insurance

The Contractor is responsible for deciding if insurance coverage is necessary to fulfill its obligation under the Contract and to ensure compliance with any applicable law. Any insurance acquired or maintained by the Contractor is at its own expense and for its own benefit and protection. It does not release the Contractor from or reduce its liability under the Contract

ANNEX A STATEMENT OF WORK

Title:

Contaminants and Health Effects in Wildlife in Canadian Great Lakes and the National Chemicals Monitoring Plan

Objective:

To compile and report on data on contaminants and health of wildlife in Great Lakes Areas of Concern (AOC); to assess the beneficial use impairments (BUI) of wildlife in the AOC; to create databases, reports and presentations to be used in assessing the status of delisting criteria. Secondly to compile, organize, tabulate and write reports on wildlife data generated by the Chemicals Management Plan (CMP) National Monitoring Program. Also prepare metadata and databases for input into the Environment and Climate Change Canada's (ECCC) Data catalogue.

Background:

As part of ECCC Great Lakes Action Plan (GLAP), assessments of AOC are conducted each year in the Great Lakes. Data has been and continues to be collected on contaminant burdens and health indicators from colonial waterbirds, songbirds, amphibians, reptiles, and other sentinel species. Two components of these assessments are, i) the monitoring of wildlife health, specifically reproductive effects and deformities, and ii) assessment of contaminant burdens in wildlife. These components are used to determine the status of BUI for each AOC, based upon degradation or impairment of wildlife populations. These data will contribute to ECCC's goals of delisting priority AOC, based upon comparisons of contaminants or indicators of wildlife health in the AOC relative to suitable reference sites.

In addition, long term spatial and temporal contaminants data is being generated by the CMP National Monitoring Program and requests for reports are periodically made to aid in the regulatory process contributing to Canada Environmental Protection Act (CEPA).

Data for both programs are required to be put up on the ECCC Data Catalogue to ensure our mandate of open science is being fulfilled.

Scope of Work:

The scope of this project is to support the assessment of wildlife health and body burdens of contaminants, based upon data from priority Great Lakes AOCs. The outputs from this project will contribute to ECCC's goals of determining the status of and delisting priority AOC over the next three years and filling key information gaps in the processing of other AOC.

The objectives include 1) coalescing data on wildlife health and contaminants within priority AOCs, and following proper data and statistical analyses, produce reports and publications, and to contribute powerpoint presentations to aid in the assessment of BUI; and 2) coalescing data on concentrations of priority compounds to be regulated by CEPA, in wildlife monitored across Canada.

Tasks:

Great Lakes Program Tasks:

Notes:

a) Data referred to in the Tasks are described in Appendix A. Data is in Excel format.

b) Each AOC has a Remedial Action Plan (RAP) team composed of members from ECCC, Ontario Ministry of Environment and Climate Change, Ontario Ministry of Natural Resources, and other relevant local stakeholders which vary by AOC but can include Conservation Areas, major industries, First Nations and others.

- 1) The Contractor must organize or initiate meetings with Technical Authority and appropriate RAP team members as needed to meet tasks outlined below, to ensure samples are being analyzed and to receive and incorporate laboratory results into appropriate databases as received. Provide report on data sources, methodology and other relevant information to accompany databases **(Deliverables Table 1: Databases 1-6; Table 3: Report 1)**.
- 2) Collate and analyze data from field and laboratory studies conducted on northern leopard frogs collected over several years as part of wildlife assessments in the Hamilton Harbour AOC. Write report and create presentations for workshops. The Contractor must also consider and address comments received from the RAP team during progress of the study including those at annual research and monitoring workshops **(Deliverables Table 2: Presentations 1, 2 and 3; Table 3: Report 2)**.
- 3) Collate and analyze four years of data collected for the Hamilton Harbour snapping turtle reproductive and deformities study. The Contractor must tabulate, analyze and produce a report assessing the health of turtles that will be used by the RAP team for wildlife BUI assessment. Two presentations will also be needed for Hamilton Harbour workshops. The Contractor must also consider and address comments received from AOC RAP team for preparation of the Final Report **(Deliverables Table 2: Presentations 2 and 3; Table 3: Report 3)**.
- 4) Collate and analyze reproductive and contaminants data for tree swallows collected in the Thunder Bay and Detroit River AOCs for assessment of wildlife health. Status update reports will be provided annually to the respective two RAP teams and a presentation for each AOC will be needed **(Deliverables Table 2: Presentations 4 and 5; Table 3: Reports 4 and 5)**.
- 5) Produce a report summarizing data collected over four years examining the health of tree swallows both pre-remediation and post-remediation within the Hamilton Harbour AOC. This will be used for assessment of reproductive health and development of wildlife by Great Lakes AOC. **(Deliverables Table 3: Report 6)**.
- 6) Collate and analyze reproductive, deformity and contaminants data collected for studies on colonial waterbirds and snapping turtles as part of ongoing work in the Detroit River AOC. The Contractor must also prepare two reports and prepare one presentation as requested by the RAP team **(Deliverables Table 2: Presentation 5; Table 3: Reports 7 and 8)**.
- 7) Correspond with RAP teams, handling specific requests for AOC data, presenting data, as these situations arise. The Contractor must submit a report detailing the requests and any activities arising from them **(Deliverables Table 3: Report 9)**

- 8) Prepare wildlife data collected from studies funded by the Great Lakes Action Plan for uploading onto the ECCC open data portal following required formatting specifications and including appropriate details and descriptions (**Deliverables Table 1: Database 7**).

CMP Program Tasks:

- 9) Update several contaminant databases with annual CMP monitoring program analytical data from previous fiscal year, corresponding with staff at ECCC analytical laboratories (such as the National Wildlife Research Centre) or commercial laboratories, where required. (**Deliverable Table 1: Database 5 and 6**).
- 10) Produce reports on Perfluoroalkyl Acids in wildlife, Polychlorinated naphthalenes in wildlife, Mercury in wildlife and Short-chain chlorinated paraffins in wildlife. (**Deliverables Table 3: Reports 10-13**).
- 11) Prepare one presentation for spring CMP Monitoring Working Group Update meeting, based on updated analytical data received (**Deliverables Table 2: Presentation 6**).
- 12) Prepare two presentations for autumn CMP Monitoring Working Group Update meeting and CMP and Health Canada Results Workshop (**Deliverables Table 2: Presentations 7 and 8**).
- 13) Prepare wildlife and terrestrial monitoring data for uploading onto the ECCC open data portal following required formatting specifications and including appropriate details and descriptions (**Deliverables Table 1: Database 8**).

Option Year 1:

1. Prepare three presentations on tree swallow data, snapping turtle data and leopard frog data for Hamilton Harbour committee workshops and working group meetings (**Option Year Deliverables Table 5: Presentations 1, 2 and 3**).
2. Prepare two presentations on tree swallow and snapping turtle data for Detroit River Research committee and RAP team meetings (**Option Year Deliverables Table 5: Presentations 4 and 5**).
3. Prepare one presentation for spring CMP Monitoring Working Group Update meeting (**Option Year Deliverables Table 5: Presentation 6**).
4. Based on existing reports of health status of leopard frogs in the St. Clair and Detroit River AOCs, prepare and submit a peer review journal publication, including statistical analysis, figures and tables and full discussion. (**Option Year Deliverables Table 6: Report 1**).
5. Based on existing reports of health status of snapping turtles in Hamilton Harbour AOC, prepare and submit a peer review journal publication, including statistical analysis, figures and tables and full discussion. (**Option Year Deliverables Table 6: Report 2**).
6. Prepare status report using available data on health of tree swallows in Thunder Bay AOC (**Option Year Deliverables Table 6: Report 3**).
7. Based on existing reports of health status of leopard frogs in Hamilton Harbour AOC, prepare and submit a peer review journal publication, including statistical analysis, figures and tables and full discussion. (**Option Year Deliverables Table 6: Report 4**).
8. Update contaminant and results databases for leopard frog, snapping turtle, and tree swallow studies in Hamilton Harbour, Detroit River and Thunder Bay AOCs with outstanding 2017 and new 2018 data (**Option Year Deliverables Table 4: Databases 1-4**).
9. Prepare updated status report on health of Tree Swallows in Hamilton Harbour AOC. (**Option Year Deliverables Table 6: Report 5**).
10. Prepare two presentations for autumn CMP Monitoring Working Group Update meeting and CMP and Health Canada Results Workshop (**Option Year Deliverables Table 5: Presentations 7 and 8**).

11. Update contaminant databases for CMP herring gulls and starlings with outstanding 2017 plus new 2018 data. **(Option Year Deliverables Table 4: Databases 5 and 6)**
12. Based on existing reports of health status of snapping turtles in the St.Clair and Detroit River AOCs, prepare and submit a peer review journal publication, including statistical analysis, figures and tables and full discussion. **(Option Year Deliverables Table 6: Report 6).**
13. Provide a detailed account of additional requests for data made by RAP teams **(Option Year Deliverables Table 6: Report 7).**
14. Based on existing databases on organosiloxanes in CMP wildlife, prepare and submit a peer review journal publication, including statistical analysis, figures and tables and full discussion **(Option Year Deliverables Table 6: Report 8).**
15. Prepare a summary report of from data received from NLET on the occurrence of short-chain chlorinated paraffins in wildlife. **(Option Year Deliverables Table 6: Report 9).**
16. Update ECCC open data portal with data from updated databases for GLAP and CMP projects. **(Option Year Deliverables Table 4: Databases 7 and 8)**

Deliverables:

Format of Deliverables: All reports are to be provided in Microsoft Word format (example to be provided); all databases in Microsoft Excel format (example to be provided); all presentations in Microsoft Powerpoint format using ECCC templates which will be provided to the Contractor by the Technical Authority.

Table 1: Database Deliverables:

	GLAP/CMP	Database	Due Date
1	GLAP	Herring gull health effects/contaminants	15 May, 2017
2	GLAP	Snapping turtle health effects/contaminants	15 May, 2017
3	GLAP	Leopard frog health effects/contaminants	15 May, 2017
4	GLAP	Tree swallow health effects/contaminants	15 May, 2017
5	CMP	Herring gull contaminants	30 April, 2017
6	CMP	European starling contaminants	30 April, 2017
7	GLAP	Upload databases into ECCC Data Catalogue	28 Feb, 2018
8	CMP	Upload databases into ECCC Data Catalogue	28 Feb, 2018

Table 2. Presentation Deliverables:

	GLAP/CMP	Presentation	Due Date
1	GLAP-Hamilton Harbour	Cootes-Grindstone Water Quality Subcommittee Meeting	15 April 2017
2	GLAP-Hamilton Harbour	Hamilton Harbour Research and Monitoring Workshop	30 April 2017
3	GLAP-Hamilton Harbour	Hamilton Harbour Watershed Workshop	15 May 2017
4	GLAP-Thunder Bay	Thunder Bay RAP presentation	30 Sept 2017
5	GLAP-Detroit River	2016 Detroit River Canadian Cleanup-Monitoring and Research Work Group Meetings	15 June 2017 15 October 2017
6	CMP	CMP MS working group update presentation	15 June 2017
7	CMP	CMP MS Working Group meeting	15 October 2017
8	CMP	ECCC & Health Canada Results Workshop	16 October 2017

Table 3: Report Deliverables:

	GLAP/CMP	Report	Completion Date
1	GLAP-General	Summary report- Details of data sources and other pertinent details to accompany databases	31 May 2017
2	GLAP- Hamilton Harbour	Summary Report - Assessments of Field and Laboratory Studies for Northern Leopard Frogs in the Hamilton Harbour Area of Concern	30 June 2017
3	GLAP- Hamilton Harbour	Final Report - Assessment of Reproductive Health and Development of Snapping Turtles in the Hamilton Harbour Area of Concern	31 July 2017
4	GLAP- Thunder Bay	Update Report - Assessment of Reproductive Health and Development of Tree Swallows in the Thunder Bay Area of Concern	30 September 2017
5	GLAP- Detroit River	Update Report - Assessment of Reproductive Health and Development of Tree Swallows in the Detroit River Area of Concern	30 September 2017
6	GLAP- Hamilton Harbour	Summary Report - Assessment of Reproductive Health and Development of Tree Swallows Pre-and Post-Remediation in the Hamilton Harbour Area of Concern	31 October 2017
7	GLAP- Detroit River	Summary Report - Assessment of Reproductive Health and Development of Colonial Waterbirds in the Detroit River Area of Concern	30 November 2017
8	GLAP- Detroit River	Summary Report- Assessment of Reproductive Health and Development of Snapping Turtles in the Detroit River Area of Concern	30 November 2017
9	GLAP	Summary Report – Detailed listing of requests for data and deliverables made by GLAP staff	30 December 2017
10	CMP	Summary Report – Short-Chain Chlorinated Paraffins in Aquatic and Terrestrial Wildlife	28 February 2018
11	CMP	Summary Report – Perfluoroalkyl Acids (PFCs) in Aquatic and Terrestrial Wildlife	28 February 2018
12	CMP	Summary Report – Polychlorinated Naphthalenes (PCNs) in Aquatic and Terrestrial Wildlife	31 January 2018
13	CMP	Summary Report – Mercury and Other Metals in Aquatic and Terrestrial Wildlife	31 January 2018

Option Year 1**Table 4: Option Year Database Deliverables**

	GLAP/CMP	Database	
1	GLAP	Herring gull health effects/contaminants	15 October 2018
2	GLAP	Snapping turtle health effects/contaminants	15 October 2018
3	GLAP	Leopard frog health effects/contaminants	15 October 2018
4	GLAP	Tree swallow health effects/contaminants	15 October 2018
5	CMP	Herring gull contaminants	15 December 2018
6	CMP	European starling contaminants	15 December 2018
7	GLAP	Upload databases into ECCC Data Catalogue	28 February 2019
8	CMP	Upload databases into ECCC Data Catalogue	28 February 2019

Table 5. Option Year Presentation Deliverables:

	GLAP/CMP	Presentation	Due Date
1	GLAP-Hamilton Harbour	Cootes-Grindstone Water Quality Subcommittee Meeting	15 April 2018
2	GLAP-Hamilton Harbour	Hamilton Harbour Research and Monitoring Workshop	30 April 2018
3	GLAP-Hamilton Harbour	Hamilton Harbour Watershed Workshop	15 May 2018
4	GLAP-Detroit River	2018 Detroit River Canadian Cleanup- Monitoring and Research Work Group Meeting	15 June 2018
5	GLAP-Detroit River	2018 Detroit River RAP Meeting	15 October 2018
6	CMP	CMP MS working group update presentation	15 June 2018
7	CMP	CMP MS Working Group meeting	15 October 2018
8	CMP	ECCC & Health Canada Results Workshop	16 October 2018

Table 6: Option Year Report Deliverables:

	GLAP/CMP	Report	Completion Date
1	GLAP- St Clair/Detroit River	Peer review publication - Assessments of Field and Laboratory Studies for Northern Leopard Frogs in the St. Clair/Detroit River Corridor Areas of Concern	31 May 2018
2	GLAP- Hamilton Harbour	Peer Reviewed Publication- Assessment of Reproductive Health and Development of Snapping Turtles in the Hamilton Harbour Area of Concern	31 July 2018
3	GLAP- Thunder Bay	Status Report - Assessment of Reproductive Health and Development of Tree Swallows in the Thunder Bay Area of Concern	30 September 2018
4	GLAP- Hamilton Harbour	Peer Reviewed Publication: Assessments of Field and Laboratory Studies for Northern Leopard Frogs in the Hamilton Harbour Area of Concern	30 September 2018
5	GLAP- Hamilton Harbour	Updated Report - Assessment of Reproductive Health and Development of Tree Swallows Pre-and Post-Remediation in the Hamilton Harbour Area of Concern	30 November 2018
6	GLAP- St Clair/ Detroit River	Peer review publication: Assessment of Reproductive Health and Development of Snapping Turtles in the Detroit River Area of Concern	30 December 2018
7	GLAP	Summary Report – Detailed listing of requests for data and deliverables made by GLAP staff	31 January 2018
8	CMP	Peer review publication: organosiloxanes in Aquatic and Terrestrial Wildlife	28 February 2019
9	CMP	Summary Report – Short-Chain Chlorinated Paraffins in Aquatic	15 March 2019

		and Terrestrial Wildlife	
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Appendix A: Data Upon Which Tasks are Based:

AOC	Species	Data Type	Notes
Hamilton Harbour	Northern Leopard Frogs (wild)	Lab exposure study (2 years)	=Task 2, Completion-June 30 2017
	(caging study)	Contaminants in frogs (2 years) Gonadal deformities (2 years) Young-of-year frog deformities (2 years) Survival (3 years) Deformities in tadpoles and newly metamorphosed frogs (3 years) Body size (3 years) Gonadal deformities in newly metamorphosed frogs (3 years)	
	Water Quality	Lab exposure study (1 year) Water chemistry parameters (3 years) Contaminants using POCIS (3 years)	
Hamilton Harbour	Snapping Turtles	Hatching success and hatchling deformities (4 years) Contaminants in eggs (4 years)	=Task 4, Completion-July 31 2017
Thunder Bay	Tree Swallows	Reproduction (5 years) Contaminants in eggs (3 years) EROD (3 years) Corticosterone (2 years) Thyroxine (2 years) Oxidative stress (2 years)	=Task 5, ongoing so includes 2 additional study years, i.e., 2017 and 2018
Detroit River	Tree Swallows	Reproduction (2 years) Contaminants in eggs (2 years) EROD (2 years) Corticosterone (2 years) Thyroxine (2 years) Oxidative stress (2 years)	=Task 5, ongoing so number of years includes 2 additional study years i.e., 2017 and 2018
Hamilton Harbour	Tree Swallows	Reproduction (4 years) Contaminants in eggs (4 years) PAHs in chick livers (2 years) EROD (2 years) Corticosterone (2 years) Thyroxine (1 year) Oxidative stress (1 year) PHA immune function (1 year)	=Task 6, Completion-Oct 10 2017 Did not add in extra 2 years since Program Tasks indicates report will be prepared on 4 years of data
Detroit	Snapping Turtles	Hatching success and hatchling	=Task 7, Completion-

AOC	Species	Data Type	Notes
River		deformities (3 years) Contaminants in eggs (3 years)	Nov 1 2017
Detroit River	Double-crested Cormorants	Hatching success and embryonic deformities (4 years) Contaminants in eggs (4 years) Great Lakes contaminants database (4 years for cormorants)	=Task 7, ongoing so number of years includes 2 additional study years i.e., 2017 and 2018
CMP	Gulls and/or European Starlings	Short-chain chlorinated paraffins (3 years) Perfluororalkyl acids (PFCs) (7 years) Polychlorinated Naphthalenes (PCNs) (4 years) Mercury and other metals (11 years) Brominated and non-PBDE flame retardants (9 years) Organophosphate triester flame retardants (4 years) Organosiloxanes (3 years) Triclosan/methyl triclosan metabolite biosolids study (4 years) Rare Earth Elements (REEs) (1 year) Antioxidants (1 year) Stable isotopes (8 years)	=Tasks10-12, ongoing so added in one or two years depending on freq of analysis (if known)

**ANNEX B
BASIS OF PAYMENT**

The Contractor will be paid as follows:

Initial Contract Period: Contract award to March 31, 2018
Firm Price for Period 1 to include all tasks and deliverables
Total Price for Initial Contract Period: \$ _____ (applicable taxes extra)

Option Year 1: April 1, 2018 to March 31, 2019
Firm Price for Option Year 1 to include all tasks and deliverables
Total Price for Option Year 1: \$ _____ (applicable taxes extra)

**ANNEX C
SCHEDULE OF MILESTONES**

Schedule of Milestones – Initial Contract Period – Contract award to March 31, 2018				
Deliverables			Proposed Timeline	Percentage of Total Fee Percentage of Total Fee for Initial Contract Period
Database Deliverables	Presentation Deliverables	Report Deliverables	Date	Percentage
1 – 6	1 – 3	1	May 31, 2017	15 %
-	5a,6	2,3	July 31, 2017	20 %
-	4, 5b, 7, 8	4, 5, 6	October 31, 2017	25 %
-	-	7, 8, 9	December 31, 2017	20 %
7,8	-	10-13	March 31, 2018	20 %

Schedule of Milestones – Option Year 1 – April 1, 2018 to March 31, 2019				
Deliverables			Proposed Timeline	Percentage of Total Fee for Option Year 1
Database Deliverables	Presentation Deliverables	Report Deliverables	Date	Percentage
-	1-3	1	May 31, 2018	15 %
-	4, 6	2	July 31, 2018	20 %
1-4	5, 7, 8	3, 4	October 31, 2018	25 %
5, 6	-	5, 6	December 31, 2018	20 %
7, 8	-	7-9	March 31, 2019	20 %