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PART 1 - GENERAL INFORMATION

1. Security Requirement

There is no security requirement associated with this requirement.

2. Statement of Work

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

3. Revision of Departmental Name

As this bid solicitation is issued by Correctional Service Canada (CSC), any reference to Public Works and Government Services Canada (PWGSC) or its Minister contained in full text or by reference in any term, condition or clause of this document, or any resulting contract, must be interpreted as a reference to CSC or its Minister.

4. 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.

5. Trade Agreements

The requirement is subject to the provisions of the World Trade Organization Agreement on Government Procurement (WTO-AGP), the North American Free Trade Agreement (NAFTA), and the Agreement on Internal Trade (AIT).

6. Procurement Ombudsman

The Office of the Procurement Ombudsman (OPO) was established by the Government of Canada to provide an independent avenue for suppliers to raise complaints regarding the award of contracts under \$25,000 for goods and under \$100,000 for services. You have the option of raising issues or concerns regarding the solicitation, or the award resulting from it, with the OPO by contacting them by telephone at 1-866-734-5169 or by e-mail at boa-opo@boa-opo.gc.ca. You can also obtain more information on the OPO services available to you at their website at www.opo-boa.gc.ca.



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 [Standard Acquisition Clauses and Conditions](https://buyandsell.gc.ca/policy-and-guidelines/standard-acquisition-clauses-and-conditions-manual) 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, certifications, 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.

Subsection 5.4 of 2003, Standard Instructions - Goods or Services - Competitive Requirements, is amended as follows:

Delete: sixty (60) days
Insert: ninety (90) days

2. Submission of Bids

Bids must be submitted only to Correctional Service of Canada (CSC) by the date, time and place indicated on page 1 of the bid solicitation.

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



3. Former Public Servants

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

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 FPSs in receipt of a pension, as applicable:

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

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



Work Force Adjustment Directive

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

If so, the Bidder must provide the following information:

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

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



4. Enquiries – Bid Solicitation

All enquiries must be submitted in writing to the Contracting Authority no later than five (5) business 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 British Columbia.

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



6. Optional Bidders Conference and Site Visits

Date	Name and Meeting Location Address	Time	Sites
Wednesday, April 12, 2017	<p>Western Complex At PSPC (Public Works) site office</p> <p>Turn into Matsqui complex from King road (signage at entrance). Continue to a 3 way stop. Go straight through 3 way stop looking for a white portable style building on your right shortly past FVI institution on your right. Parking for PWGSC site office is immediately across the road in an empty lot from the site office.</p>	<p>Time 08:30 – (aprx) 11:00</p> <p>Optional site visit to follow.</p> <p>If required April 13th will also be made available for site visit.</p>	<p>Matsqui Institution</p> <p>Regional Supply Depot</p> <p>Fraser Valley Institution</p> <p>Pacific Institution</p>
Monday, April 10, 2017	<p>Northern Complex At PSPC (Public Works) site office</p> <p>Turn into Mission Med. Institution from Stave lake road (signage at entrance). Continue along entrance road and as approaching institution on your right, keep left on the higher road looking for white portable style building on your left. Parking is beside PWGSC site office or immediately across the road in another paved parking lot.</p>	<p>Time 08:30 – (aprx) 11:00</p> <p>Optional site visit to follow.</p> <p>If required April 11th will also be made available for site visit</p>	<p>Mission Minimum Institution</p> <p>Mission Medium Institution</p> <p>Kwikwéxwelhp Healing Village</p>
Thursday, April 6, 2017	<p>Eastern Complex At PSPC (Public Works) site office</p> <p>Take Cemetery road until reaching a junction in the road between Kent and Mountain institution. Turn left into the grounds of Kent Institution (signage at turn). Turn right onto first roadway on your right opposite parking lot on left. Continue along roadway past gas pumps to a white portable style building – PWGSC site office. Parking in front and along -side office.</p>	<p>Time 08:30 – (aprx) 11:00</p> <p>Optional site visit to follow.</p> <p>If required April 7th will also be made available for site visit at CCCC</p>	<p>Mountain Institution</p> <p>Kent Institution</p> <p>Chilliwack Community Correctional Centre (CCCC)</p>

A bidders' conference will be held at above listed times and locations.

The scope of the requirement outlined in the bid solicitation will be reviewed during the conference and questions will be answered. It is recommended that bidders who intend to submit a bid attend or send a representative.

Bidders are required to communicate with the Contracting Authority before the conference/site visit to confirm attendance. Bidders should provide, in writing, to the Contracting Authority, the name(s) of the person(s) who will be attending and a list of issues they wish to table no later than: April 3rd for Eastern Complex; April 5th for Western Complex and Northern Complex.



Any clarifications or changes to the bid solicitation resulting from the bidders' conference will be included as an amendment to the bid solicitation. The Bidders Conference is Optional. Bidders who do not attend will not be precluded from submitting a bid.

A valid driver's licence (or Government issued photo ID) is required for all those who wish to attend the conference.

Bidder(s) or a representative of the Bidder(s) will have option to visit the work site for each of the sites of the Complex . Site visit will be arranged immediately after the Bidder's Conference on an as needs/ as requested basis immediately following the Bidder's Conference, on the date as identified above.

A CPIC clearance will be required for all those who wish to attend the site visit.



PART 3 - BID PREPARATION INSTRUCTIONS

1. Bid Preparation Instructions

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

Section I: Technical Bid: **three (3) hard copies**

Section II: Financial Bid: **one (1) hard copy**

Section III: Certifications: **one (1) hard copy**

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

Bidders are requested to submit their Financial Bid in an envelope separate from their technical proposal.

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

- i. use 8.5 x 11 inch (216 mm x 279 mm) paper;
- ii. 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:

- i. use 8.5 x 11 inch (206 mm x 279 mm) paper containing fibre certified as originating from a sustainably-managed forest and containing minimum 30% recycled content; and
- ii. 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, duo tangs or binders.

2. Section I: Technical Bid

In their technical bid, bidders must address the mandatory requirements in Annex C.

3. Section II: Financial Bid

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

See Annex B – Proposed Basis of Payment for the Pricing Schedule format.

3.1 Exchange Rate Fluctuation

SACC Manual clause C3011T 2013-11-06 Exchange Rate Fluctuation

4. Section III: Certifications

Bidders must submit the certifications required under **Part 5 - Certifications**.



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 CSC will evaluate the bids.

1.1 Technical Evaluation

1.1.1 Mandatory Technical Criteria

Proposals will be evaluated to determine if they meet the mandatory requirement outlined in **Annex C – Evaluation Criteria**. Proposals not meeting the mandatory criteria will be declared non-responsive and will be given no further consideration.

1.2 Financial Evaluation

SACC Manual Clause A0220T 2014-06-26, Evaluation of Price - Bid

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

Proposals containing a financial bid other than the one requested at **Article 3. Section II: Financial Bid of PART 3 – BID PREPARATION INSTRUCTIONS** will be declared non-compliant.

2. Basis of Selection

A bid must comply with the requirements of the bid solicitation and meet all mandatory technical evaluation criteria to be declared responsive. The responsive bid with the lowest evaluated price will be recommended for award of a contract.

Number of Resulting Contract(s)

Bidders have option to bid on one, two, or three of the requirements for following Complexes:

- Western Complex;
- Northern Complex;
- Eastern Complex.

The responsive bidder that is the lowest evaluated price for that Complex will be recommended for award of a contract for that Complex. One, two, or three contracts may be awarded from this solicitation.



3. Insurance Requirements

3.1. Commercial General Liability Insurance

The Bidder must provide a letter from an insurance broker or an insurance company licensed to operate in Canada stating that the Bidder, if awarded a contract as a result of the bid solicitation, can be insured in accordance with the Insurance Requirements specified in article 12 of PART 6 – RESULTING CONTRACT CLAUSES.

If the information is not provided in the bid, the Contracting Authority will so inform the Bidder and provide the Bidder with a time frame within which to meet the requirement. Failure to comply with the request of the Contracting Authority and meet the requirement within that time period will render the bid non-responsive.

3.2 Worker's Compensation Board of B.C. (Work Safe BC) Clearance Letter

The Bidder must provide proof of current registration (Clearance Letter) with Worker's Compensation Board of B.C. (WSBC) confirming that the Bidder is active and in good standing.

If the clearance letter is not provided in the bid, the Contracting Authority will so inform the Bidder and provide the Bidder with a time frame within which to meet the requirement. Failure to comply with the request of the Contracting Authority and meet the requirement within that time period will render the bid non-responsive.



PART 5 – CERTIFICATIONS AND ADDITIONAL INFORMATION

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

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

The Contracting Authority will have the right to ask for additional information to verify the Bidders' 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. Certification Required with the Bid

Bidders must submit the following duly completed certification as part of their bid.

1.1 Integrity Provisions – Declaration of Convicted Offenses

- A) Subject to subsection B, by submitting a bid in response to this bid solicitation, the Bidder certifies that:
- i. it has read and understands the Ineligibility and Suspension Policy;
 - ii. it understands that certain domestic and foreign criminal charges and convictions, and other circumstances, as described in the Policy, will or may result in a determination of ineligibility or suspension under the Policy;
 - iii. it is aware that Canada may request additional information, certifications, and validations from the Bidder or a third party for purposes of making a determination of ineligibility or suspension;
 - iv. it has provided with its bid a complete list of all foreign criminal charges and convictions pertaining to itself, its affiliates and its proposed first tier subcontractors that, to the best of its knowledge and belief, may be similar to one of the listed offenses in the Policy;
 - v. none of the domestic criminal offenses, and other circumstances, described in the Policy that will or may result in a determination of ineligibility or suspension, apply to it, its affiliates and proposed first tier subcontractors; and
 - vi. it is not aware of a determination of ineligibility or suspension issued by PWGSC that applies to it.
- B) Where a Bidder is unable to provide any of the certifications required by subsection A, it must submit with its bid the completed Integrity Declaration Form (<http://www.tpsgc-pwgsc.gc.ca/ci-if/declaration-eng.html>). Bidders must submit this form to Correctional Service of Canada with their bid.



2. Certifications Precedent to Contract Award and Additional Information

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

2.1 Integrity Provisions – Required documentation

List of names: all Bidders, regardless of their status under the Ineligibility and Suspension Policy, must submit the following information:

- i. Bidders that are corporate entities, including those bidding as joint ventures, must provide a complete list of the names of all current directors or, for a privately owned corporation, the names of the owners of the corporation;
- ii. Bidders bidding as sole proprietors, including sole proprietors bidding as joint ventures, must provide a complete list of the names of all owners; or
- iii. Bidders that are a partnership do not need to provide a list of names.

List of Names:

OR

The Bidder is a partnership

During the evaluation of bids, the Bidder must, within 10 working days, inform the Contracting Authority in writing of any changes affecting the list of names submitted with the bid.

2.2 Annex D – Certification Attestation for all certification work – ASTTBC and/or CFAA

By submitting Annex D, the Bidder attests that all the work requiring certification within this contract will be performed by personnel who are fully certified/qualified either by the Applied Science Technologist and Technicians of British Columbia and/or by registered Canadian Fire Alarm Association (CFAA) Fire Alarm Technician and by a British Columbia Water and Waste Association (BCWWA) backflow assembly certification.

2.3 Federal Contractors Program for Employment Equity - Bid Certification

By submitting a bid, the Bidder certifies that the Bidder, and any of the Bidder's members if the Bidder is a Joint Venture, is not named on the Federal Contractors Program (FCP) for employment equity "[FCP Limited Eligibility to Bid](#)" 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, is a Joint Venture, appears on the "[FCP Limited Eligibility to Bid](#)" list at the time of contract award.

2.4 Certification:

By submitting a bid, the Bidder certifies that the information submitted by the Bidder in response to the above requirements is accurate and complete.



PART 6 - RESULTING CONTRACT CLAUSES

1. Site Security Requirement

NIL security screening is required as there is no access to sensitive information or assets. Contractor personnel will be escorted in specific areas of the institution / site as and where required by Correctional Service Canada personnel or those authorized by CSC to do so on its behalf.

Contractor personnel shall submit to a Canadian Police Information Centre (CPIC) verification of identity / information by CSC, and must adhere to institutional requirement for the conduct of searches prior to admittance to the institution / site. CSC reserves the right to deny access to any institution / site or part thereof by any Contractor personnel, at any time.

2. Statement of Work

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

3. Standard Clauses and Conditions

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

As this Contract is issued by Correctional Service Canada (CSC), any reference to Public Works and Government Services Canada (PWGSC) or its Minister contained in full text or by reference in any term, condition or clause of this document must be interpreted as a reference to CSC or its Minister.

3.1 General Conditions

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

4. Term of Contract

4.1 Period of the Contract

The Work is to be performed during the period of June 1, 2017 to May 31, 2019

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** additional **one** year period(s) 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 30 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: Ella Tromp
Title: Procurement and Contracting Officer
Correctional Service Canada
Branch/Directorate: Pacific Regional Headquarters
Telephone: (604) 870-2521
Facsimile: (604) 870-2444
E-mail address: ella.tromp@csc-scc.gc.ca

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

[To be completed at contract award only.]

5.2 Project Authority

The Project Authority for the Contract is:

Name: _____
Title: _____
Correctional Service Canada
Branch/Directorate: _____
Telephone: (604) _____
Facsimile: (604) _____
E-mail address: _____

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

[Fill in at contract award only.]

5.3 Contractor's Representative

The Authorized Contractor's Representative is:

Name: _____
Title: _____
Company: _____
Address: _____

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



6. Payment

6.1 Basis of Payment

In consideration of the Contractor satisfactorily completing all of its obligations under the Contract, the Contractor will be paid firm prices, as specified in Annex B for a cost of \$_____.
(*to be inserted at contract award*). Customs duties are included and Applicable Taxes are extra.

6.2 Limitation of Price

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.

6.3 Single/Multiple Payments

Canada will pay the Contractor upon completion and delivery of units in accordance with the payment provisions of the Contract if:

- a. an accurate and complete invoice and any other documents 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. the Work delivered has been accepted by Canada.

6.4 SACC Manual Clauses

SACC Manual clause A9117C (2007-11-30), T1204 - Direct Request by Customer Department
SACC Manual clause C0710C (2007-11-30), Time and Contract Price Verification
SACC Manual clause C0705C (2010-01-11), Discretionary Audit

6.5 Travel and Living Expenses

There are no travel and living expenses associated with the Contract.

7. Invoicing Instructions

The Contractor must submit invoices in accordance with the section entitled "Invoice Submission" of the General Conditions. Invoices cannot be submitted until all the work identified in the invoice is completed.

Invoices must be distributed as follows.

The original/one copy must be forwarded to the Project Authority of each site where the work is completed as here-in listed:

Addresses to be added at contract award



8. Certifications

8.1 Certification of Compliance

The continuous compliance with the certifications provided by the Contractor in its bid and the ongoing cooperation in providing associated information are conditions of the Contract. Certifications are subject to verification by Canada during the entire period of the Contract. If the Contractor does not comply with any certification, fails to provide the associated information, 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.

9. Applicable Laws

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

10. Priority of Documents

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

- (a) the Articles of Agreement;
- (b) the General Conditions 2016-04-04
- (c) Annex A, Statement of Work
- (d) Annex B, Basis of Payment;
- (e) Certification
- (f) the Contractor's bid dated _____ (to be inserted at contract award)

11. Termination on Thirty Days Notice

11.1 Canada reserves the right to terminate the Contract at any time in whole or in part by giving thirty (30) calendar days written notice to the Contractor.

11.2 In the event of such termination, Canada will only pay for costs incurred for services rendered and accepted by Canada up to the date of the termination. Despite any other provision of the Contract, there will be no other costs that will be paid to the Contractor as a result of the termination.

12. Insurance – Specific Requirement

The Contractor must comply with the insurance requirements specified below. The Contractor must maintain the required insurance coverage for the duration of the Contract. Compliance with the insurance requirements does not release the Contractor from or reduce its liability under the Contract.

The Contractor is responsible for deciding if additional insurance coverage is necessary to fulfill its obligation under the Contract and to ensure compliance with any applicable law. Any additional insurance coverage is at the Contractor's expense, and for its own benefit and protection.



The Contractor must forward to the Contracting Authority within ten (10) days after the date of award of the Contract, a Certificate of Insurance evidencing the insurance coverage and confirming that the insurance policy complying with the requirements is in force. Coverage must be placed with an Insurer licensed to carry out business in Canada. The Contractor must, if requested by the Contracting Authority, forward to Canada a certified true copy of all applicable insurance policies.

12.1 Commercial General Liability Insurance

1. The Contractor must obtain Commercial General Liability Insurance, and maintain it in force throughout the duration of the Contract, in an amount usual for a contract of this nature, but for not less than \$2,000,000 per accident or occurrence and in the annual aggregate.
2. The Commercial General Liability policy must include the following:
 - a. Additional Insured: Canada is added as an additional insured, but only with respect to liability arising out of the Contractor's performance of the Contract. The interest of Canada should read as follows: Canada, as represented by Public Works and Government Services Canada.
 - b. Bodily Injury and Property Damage to third parties arising out of the operations of the Contractor.
 - c. Products and Completed Operations: Coverage for bodily injury or property damage arising out of goods or products manufactured, sold, handled, or distributed by the Contractor and/or arising out of operations that have been completed by the Contractor.
 - d. Personal Injury: While not limited to, the coverage must include Violation of Privacy, Libel and Slander, False Arrest, Detention or Imprisonment and Defamation of Character.
 - e. Cross Liability/Separation of Insureds: Without increasing the limit of liability, the policy must protect all insured parties to the full extent of coverage provided. Further, the policy must apply to each Insured in the same manner and to the same extent as if a separate policy had been issued to each.
 - f. Blanket Contractual Liability: The policy must, on a blanket basis or by specific reference to the Contract, extend to assumed liabilities with respect to contractual provisions.
 - g. Employees and, if applicable, Volunteers must be included as Additional Insured.
 - h. Employers' Liability (or confirmation that all employees are covered by Worker's compensation (WSIB) or similar program)
 - i. Broad Form Property Damage including Completed Operations: Expands the Property Damage coverage to include certain losses that would otherwise be excluded by the standard care, custody or control exclusion found in a standard policy.
 - j. Notice of Cancellation: The Insurer will endeavour to provide the Contracting Authority thirty (30) days written notice of policy cancellation.
 - k. If the policy is written on a claims-made basis, coverage must be in place for a period of at least 12 months after the completion or termination of the Contract.

12.2 Worker's Compensation Board of B.C. (WCB) Clearance Letter

Contractor will provide proof of current registration (Clearance Letter) with Worker's Compensation Board of B.C. (Work Safe BC) to the Contracting Authority upon request.

Contractor agrees that all work shall be performed in full compliance with all safety procedures, guidelines and policies of the Occupational Health and Safety Regulations of WCB, and to comply with the local site security policies.



13. Ownership Control

Where the Contractor will have access to any and all personal and confidential information belonging to Canada, CSC staff or inmates for the performance of the work, the following will apply:

- (a) The Contractor warrants that it is not under ownership control of any non-resident entity (i.e. Individual, partnership, joint venture, corporation, limited liability company, parent company, affiliate or other).
- (b) The Contractor shall advise the Minister of any change in ownership control for the duration of the contract.
- (c) The Contractor acknowledges that the Minister has relied on this warranty in entering into this Contract and that, in the event of breach of such warranty, or in the event that the Contractor's ownership control becomes under a non-resident entity, the Minister shall have the right to treat this Contract as being in default and terminate the contract accordingly.
- (d) For the purposes of this clause, a non-resident entity is any individual, partnership, joint venture, corporation, limited liability company, parent company, affiliate or other residing outside of Canada.

14. Closure of Government Facilities

14.1 Contractor personnel are employees of the Contractor and are paid by the Contractor on the basis of services rendered. Where the Contractor or the Contractor's employees are providing services on government premises pursuant to this Contract and the said premises become non accessible due to evacuation or closure of government facilities, and consequently no Work is being performed as a result of the closure, Canada will not be liable for payment to the Contractor for the period of closure.

14.2 Contractors working at CSC sites should be aware that they may be faced with delay or refusal of entry to certain areas at certain times even if prior arrangements for access may have been made. Contractors are advised to call in advance of travel to ensure that planned access is still available.

15. Tuberculosis Testing

15.1 It is a condition of this contract that the Contractor or any employees of the Contractor who require entry into a Correctional Service of Canada Institution to fulfill the conditions of the contract may, at the sole discretion of the Warden, be required to provide proof of and results of a recent tuberculin test for the purpose of determining their TB infection status.

15.2 Failure to provide proof of and results of a tuberculin test may result in the termination of the contract.

15.3 All costs related to such testing will be at the sole expense of the Contractor.

16. Compliance with CSC Policies

16.1 The Contractor agrees that its officers, servants, agents and subcontractors will comply with all regulations and policies in force at the site where the work covered by this contract is to be performed.



16.2 Unless otherwise provided in the contract, the Contractor shall obtain all permits and hold all certificates and licenses required for the performance of the Work.

16.3 Details on existing CSC policies can be found at: www.csc-scc.gc.ca or any other CSC web page designated for such purpose.

17. Health and Labour Conditions

17.1 In this section, "Public Entity" means the municipal, provincial or federal government body authorized to enforce any laws concerning health and labour applicable to the performance of the Work or any part thereof.

17.2 The Contractor shall comply with all laws concerning health and labour conditions applicable to the performance of the Work or part thereof and shall also require compliance of same by all its subcontractors when applicable.

17.3 The Contractor upon any request for information or inspection dealing with the Work by an authorized representative of a Public Entity shall forthwith notify the Project Authority or Her Majesty.

17.4 Evidence of compliance with laws applicable to the performance of the Work or part thereof by either the Contractor or its subcontractor shall be furnished by the Contractor to the Project Authority or Her Majesty at such time as the Project Authority or Her Majesty may reasonably request."

18. Identification Protocol Responsibilities

The Contractor must ensure that the Contractor and each of its agents, representatives or subcontractors (referred to as Contractor Representatives for the purposes of this clause) comply with the following self-identification requirements:

18.1 During the performance of any Work at a Government of Canada site, the Contractor and each Contractor Representative must be clearly identified as such at all times;

18.2 During attendance at any meeting, the Contractor or Contractor Representatives must identify themselves as such to all meeting participants;

18.3 If the Contractor or a Contractor Representative requires the use of the Government of Canada's e-mail system in the performance of the Work, then the individual must clearly identify him or herself as the Contractor or an agent or subcontractor of the Contractor in all electronic mail in the signature block as well as under the e-mail account Properties. This identification protocol must also be used in all other correspondence, communication, and documentation; and

18.4 If Canada determines that the Contractor is not complying with any of the obligations stated in this article, Canada will advise the Contractor and request that the Contractor implement, without delay, appropriate corrective measures to eliminate recurrence of the problem.

19. Dispute Resolution Services

The parties understand that the Procurement Ombudsman appointed pursuant to Subsection 22.1(1) of the *Department of Public Works and Government Services Act* will, on request, and consent of the parties for both the process and to bear the cost of such process, assist in an alternative dispute resolution process to resolve any dispute between the parties respecting the interpretation or applicable of a term and condition of this contract. The Office of Procurement



Ombudsman may be contacted by telephone at 1-866-734-5169 or by e-mail at boa-opo@boa-opo.gc.ca.

20. Contract Administration

The parties understand that the Procurement Ombudsman appointed pursuant to Subsection 22.1(1) of the *Department of Public Works and Government Services Act* will review a complaint filed by the contractor respecting administration of this contract if the requirements of Subsection 22.2(1) of the *Department of Public Works and Government Services Act* and Sections 15 and 16 of the *Procurement Ombudsman Regulations* have been met, and the interpretation and the application of the terms and conditions and the scope of work of this contract are not in dispute. The Office of Procurement Ombudsman may be contacted by telephone at 1-866-734-5169 or by e-mail at boa-opo@boa-opo.gc.ca.

21. Privacy

21.1 The Contractor acknowledges that Canada is bound by the Privacy Act, R.S.C. 1985, c. P-21, with respect to the protection of personal information as defined in that Act. The Contractor shall keep private and confidential any such personal information collected, created or handled by the Contractor under the Contract, and shall not use, copy, disclose, dispose of or destroy such personal information except in accordance with this clause and the delivery provisions of the Contract.

21.2 All such personal information is the property of Canada, and the Contractor shall have no right in or to that information. The Contractor shall deliver to Canada all such personal information in whatever form, including all copies, drafts, working papers, notes, memoranda, reports, data in machine-readable format or otherwise, and documentation which have been made or obtained in relation to this Contract, upon the completion or termination of the Contract, or at such earlier time as the Minister may request. Upon delivery of the personal information to Canada, the Contractor shall have no right to retain that information in any form and shall ensure that no record of the personal information remains in the Contractor's possession.

22. 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.

23. Information Guide for Contractors

Prior to the commencement of any work, the Contractor certifies that its employees, or employees of its subcontractors, working under contract for CSC will complete the applicable Module(s) and retain the signed checklist(s) from the CSC "Information Guide for Contractors" website: www.bit.do/CSC-EN.



ANNEX A – Statement of Work

Correctional Service Canada has an annual requirement for testing, inspection and certification of fire alarm and fire protection systems at eight institutions, one regional supply depot and one community correctional centre.

1.1 Background

Correctional Service Canada is committed to maintaining compliance with all federal and provincial building and safety codes. The National Fire Code of Canada requires annual testing and certification of fire alarm and life safety protection systems within all CSC institutions and community correctional facilities by trained and qualified personnel.

1.2 Objectives:

Testing and certification of all nine aspects of the fire protection systems in accordance with NFPA 10, 17, 17A, 25, 72, 96, CAN/ULC S536 and CAN/ULC S552, NFC 2015 and CSA B64.10.1-11.

1.3 Tasks:

Contractor shall provide all labour, parts and materials, tools, equipment, transportation and supervision necessary to provide semi annual and annual testing and inspection for the following aspects of the Fire Protection Systems.

Device listed and device locations and numbers in accordance with **Appendix C**

- 1.3.1. Aspect #1 Annual testing of the main fire alarm system and all components/devices
- 1.3.2. Aspect #2 Annual testing of the wet, dry, and pre action fire sprinkler systems
- 1.3.3. Aspect #3 Annual testing of emergency lighting and exit signs in all buildings
- 1.3.4. Aspect #4 Annual inspection of all fire extinguishers
- 1.3.5. Aspect #5 Annual inspection, testing and servicing of fire hydrants
- 1.3.6. Aspect #6 Annual inspection and testing of back flow prevention assemblies
- 1.3.7. Aspect #7 Annual inspection of standpipe, hose, and cabinet systems
- 1.3.8. Aspect #8 Semi-annual testing and inspection of kitchen hood(s) chemical sprinkler suppression systems
- 1.3.9. Aspect #9 Annual testing of the Vesda smoke alarm system (applicable only to Kent Institution)

Note:

-Testing of all smoke detectors, combination smoke detectors and smoke alarms must be conducted utilizing the methods and equipment recommended by the manufacturer instructions for each detector.

-Testing of all fixed temperature heat detectors, rate of rise heat detectors and combination heat detectors must be conducted utilizing the methods and equipment recommended by the manufacturer instructions for each detector.

* Utilization of hand held uncontrolled quantity smoke canisters and open flame and/or uncontrolled temperature heat sources (ie heat gun) will not be deemed as acceptable choices of equipment and methods to be implemented in the testing of any fire detector under this contract. At a minimum all heat and smoke testing sources and products must be listed and labelled products acceptable to the manufacturer or in accordance with their published instructions.

1.3.1 Testing of the main fire alarm system in accordance with CAN/ULC S536-13, CAN/ULC S552-14 and NFPA 72 - current edition as follows but not limited to:

- a. Testing of control panels and annunciators including batteries



b. Testing of all field devices such as smoke detectors, smoke alarms, heat detectors, pull stations, duct smoke detectors, end of line resistors, relays (I.E. fan shut down), etc.

1.3.2 Testing of the fire sprinkler systems in accordance with NFPA 25-2014 as follows but not limited to:

- a. Flow test of wet sprinkler systems and testing of the following devices:
 - i. Flow switches
 - ii. Tamper/Supervisory Switches
 - iii. Pressure Switches
 - iv. Valves and valve components
- b. Test of the pre action sprinkler system(s)
- c. Test of dry sprinkler system(s)

1.3.3 Test emergency lighting and exit signs in all buildings:

a. Test the emergency lighting in accordance with NFC 2015 Division B Part 6 Section 6.5. (Min 1 hour for detention-30 minutes for all others).

b. Test exit signs on battery backup in accordance with NFC 2015 Division B Part 6 Section 6.5.

1.3.4 Inspection of all Fire Extinguishers:

a. Inspection of Portable fire extinguishers will be in accordance with NFPA 10-2013.

1.3.5 Inspection, Test and Service of Fire Hydrants:

a. The inspection, testing and servicing of Fire Hydrants in accordance with NFPA 25-2014.

1.3.6 Inspect and Test back flow prevention assemblies in accordance with the manufacturers' instructions and with guidance from CSA B64.10.1-11 (R2016) and NFPA 25.

Note: Contractor must provide to the Correctional Service Canada designate a confined space entry safety plan/program prior to the start of any contract work, for the purposes of conducting testing procedures on backflow prevention assemblies located in work spaces identified as confined spaces. Correctional Service Canada will provide documentation of identified confined spaces to the contractor.

1.3.7 Inspect standpipe, hose and cabinet systems:

a. Hose to be unracked and physically inspected according to NFPA 25-2014.

1.3.8 Testing and inspection of Kitchen Hood(s) chemical sprinkler suppression systems to be done on six month intervals and shall be done according to NFPA 17-2013, NFPA17A-2013 and NFPA 96-2014.

a. All fusible links shall be replaced upon each semi annual maintenance service as per 7.3.4, 7.3.4.1, A.7.3.4 of NFPA 17A and 11.3.2, 11.3.2.1, 11.3.2.2 of NFPA 17. All parts and labour associated with the replacement of fusible links shall be included in the contract.

Note: The contractor must provide a maintenance report including any recommendations after each maintenance (inspection and test) service visit of each separate kitchen hood suppression system. The contractor shall affix a tag or label to the system to indicate the date the service was conducted and the person who performed the service.

1.3.9 Testing of the Vesda smoke alarm system (applicable only to Kent Institution) in accordance with CAN/ULCS536-13.



1.4 Deliverables:

1.4.1 Contractor to provide all required testing services as per tasks 1.3.1-1.3.8 and 1.3.9 at Kent Institution.

1.4.2 Contractor will provide a complete report.

- a. One electronic copy and typed hard copy presented in a 3 ring binder, written in English, of all devices tested and inspected, identifying type of device, zone/point address of device, physical location of device, a (yes or no) alarm operation confirmation of device, a (yes or no) annunciation indication confirmation of device and any other pertinent information. All buildings will be referred to in the report using their CSC real property line drawings building index identifiers as supplied in the tender documents package.
- b. The report will also contain a deficiency section for each system aspect tested and inspected during the execution of the contract work.
- c. Each report page for each separate fire protection systems aspect to be tested in each building shall bear the full name and ASTTBC or CFAA certification number and if applicable the BCWWA backflow assembly tester certificate numbers of the technician(s) who completed the test/inspection.
- d. All necessary inspection tags to be affixed to units tested to reflect current year of testing.

The contractor is **NOT** to affix any business stick on labels to any control panels or devices/equipment on site that displays their company's name or company profile.

1.5- 1.6 are listed in **Appendix B** – Site Constraints and Client Support

1.5 Constraints

1.6 Client Support

1.7 Location of work:

- a. Location of work listed in **Appendix A**.
- b. Travel
 - ii. No travel is anticipated for performance of the work under this contract.

1.8 Language of Work: The contractor must perform all work in English.



ANNEX B – Proposed Basis of Payment

1.0 Contract Period

The Contractor will be paid in accordance with the following Basis of Payment for Work performed pursuant to this Contract.

For the provision of services as described in Annex A - Statement of Work, the Contractor will be paid the all inclusive firm per diem rate(s) below in the performance of this Contract, HST or GST extra.

If, during the performance of the Work, the Contractor encounters number(s) of devices that are substantially different from the numbers of devices listed in the Statement of Work including Appendix' supplied to the Contractor, the Contractor shall give notice to Canada immediately upon becoming aware of the situation.

If a Lump Sum Arrangement applies to the Contract or a part thereof, the price of any change shall be the aggregate estimated cost of labour, Plant and Material that is required for the change as agreed upon in writing by the Contractor and Canada plus a negotiated allowance for supervision, co-ordination, administration, overhead, margin and the risk of undertaking the work within the stipulated amount.

To facilitate approval of the price of the change or the additional price per unit as applicable, the Contractor shall submit a cost estimate breakdown identifying, as a minimum, the estimated cost of labour, Plant, Material, each subcontract amount, and the amount of the negotiated allowance.

It is the intent that three contracts will be awarded from this solicitation.

Bidders may bid on one, two, or all three Complexes by submitting the following basis of payment for:

- Western Complex;
- Northern Complex;
- Eastern Complex.



WESTERN COMPLEX



APPENDIX A – Address and Locations

Matsqui Institution

PO Box 2500, 33344 King Rd, Abbotsford, BC V2S 4P3
Phone: (604) 859-4841 Fax: (604) 850-8228
Chief of Facilities Maintenance: Glenn Roberts – 604 850-8295

Regional Supply Depot Out Buildings

PO Box 3333, 33344 King Road, Abbotsford, BC V2S 5X7
Phone: (604) 870-2565 Fax: (604) 870-2574
Chief of Facilities Maintenance: Glenn Roberts – 604 850-8295

Fraser Valley Institution

33344 King Road, Abbotsford, BC V2S 6J5
Phone: (604) 851-6000 Fax: (604) 851-6039
Chief of Facilities Maintenance: Jeff Morris – 604 851-6004

Pacific Institution

PO Box 3000, 33344 King Road, Abbotsford, BC V2S 4P4
Phone: (604) 870-7700 Fax: (604) 870-7746
A/Chief of Facilities Maintenance: Randy Doucet - 604 870-7769



APPENDIX B – Site Constraints and Client Support

MATSQUI INSTITUTION AND REGIONAL SUPPLY DEPOT

1.5 Site Constraints

Access to Institution is Monday to Friday 07:30hrs – 15:30hrs

Movement -

Institution is on count routine from: 11:00 – 12:00 hrs

During this time there will be no cell access.

Tools and Vehicle Access:

Tools

Keep all tools and equipment under constant supervision.

Lock all tools boxes when not in use. Keys are to remain in the possession of the employees of the Contractor.

All missing or lost tools or equipment shall be reported immediately to the Departmental Representative.

Contractor is required to provide a complete inventory of tools and equipment to be used during the work.

This inventory list must be maintained during the work. This inventory must be available for inspection upon request.

Current MSDS documentation is the responsibility of the Contractor

Overnight storage of tools and equipment is available: Matsqui Institution – East Compound

Contractor required to provide equipment for highpoints to a maximum of 12 feet

Vehicle

Escorted commercial vehicles will be allowed to enter or leave the institution through the vehicle access gate. Commercial vehicles will only be allowed access to Institutional property when their contents are certified by the contractor or his representative as being necessary to the execution of the work and at certain times as indicated by the Departmental Representative.

Vehicles must have a locking gas cap. If not equipped vehicle may not be granted access within Security.

Submittal of proposed schedule of work to be approved by Maintenance Department Representative

Current MSDS documentation is the responsibility of the Contractor

1.6 Client Support

Contractor Safety Briefing will commence prior to work starting

Escorts:

The Correctional Service Canada will provide a maximum of two escorts at any one time to assist the contractor to move about the site.

Facility Management Department Representative will be authorizing the final completion of the work for quality of workmanship and professionalism standards.



FRASER VALLEY INSTITUTION

1.5 Site Constraints

Access to Institution is Monday to Friday 08:00 – 15:30hrs

Movement -

Institution is on count routine from: 12:00 – 12:30hrs

During this time there will be no cell/house access.

Tools

Keep all tools and equipment under constant supervision.

Lock all tools boxes when not in use. Keys are to remain in the possession of the employees of the Contractor.

All missing or lost tools or equipment shall be reported immediately to the Departmental Representative. Contractor is required to provide a complete inventory of tools and equipment to be used during the work. This inventory list must be maintained during the work. This inventory must be available for inspection upon request.

Current MSDS documentation is the responsibility of the Contractor

Overnight storage of tools and equipment is available: Fraser Valley Institution – 12:00 -12:30

Contractor required to provide equipment for highpoints to a maximum of 25 feet

Vehicle

Escorted commercial vehicles will be allowed to enter or leave the institution through the vehicle access gate. Commercial vehicles will only be allowed access to Institutional property when their contents are certified by the contractor or his representative as being necessary to the execution of the work and at certain times as indicated by the Departmental Representative.

Vehicles must have a locking gas cap. If not equipped vehicle may not be granted access within Security.

Submittal of proposed schedule of work to be approved by Maintenance Department Representative

Current MSDS documentation is the responsibility of the Contractor

1.6 Client Support

Contractor Safety Briefing will commence prior to work starting

Escorts:

The Correctional Service Canada will provide a maximum of two escorts at any one time to assist the contractor to move about the site.

Facility Management Department Representative will be authorizing the final completion of the work for quality of workmanship and professionalism standards.



PACIFIC INSTITUTION

1.5 Site Constraints

Access to Institution is Monday to Friday 07:30hrs – 15:30hrs

Movement -

Institution is on count routine from: 1030 -1230 hrs

During this time there will be no cell access.

Tools

Keep all tools and equipment under constant supervision.

Lock all tools boxes when not in use. Keys are to remain in the possession of the employees of the Contractor.

All missing or lost tools or equipment shall be reported immediately to the Departmental Representative. Contractor is required to provide a complete inventory of tools and equipment to be used during the work. This inventory list must be maintained during the work. This inventory must be available for inspection upon request.

Current MSDS documentation is the responsibility of the Contractor

Overnight storage of tools and equipment is available: Pacific Institution - Facilities area of Building F

Contractor required to provide equipment for highpoints to a maximum of 40 feet

Vehicle

Escorted commercial vehicles will be allowed to enter or leave the institution through the vehicle access gate. Commercial vehicles will only be allowed access to Institutional property when their contents are certified by the contractor or his representative as being necessary to the execution of the work and at certain times as indicated by the Departmental Representative.

Vehicles must have a locking gas cap. If not equipped vehicle may not be granted access within Security.

Submittal of proposed schedule of work to be approved by Maintenance Department Representative

Current MSDS documentation is the responsibility of the Contractor

1.6 Client Support

Contractor Safety Briefing will commence prior to work starting

Escorts:

The Correctional Service Canada will provide up to a maximum of three escorts at any one time to assist the contractor to move about the site.

Facility Management Department Representative will be authorizing the final completion of the work for quality of workmanship and professionalism standards.



ANNEX B – Proposed Basis of Payment

1.0 Contract Period

The Contractor will be paid in accordance with the following Basis of Payment for Work performed pursuant to this Contract.

For the provision of services as described in Annex A - Statement of Work, the Contractor will be paid the all inclusive firm per diem rate(s) below in the performance of this Contract, HST or GST extra.

If, during the performance of the Work, the Contractor encounters number(s) of devices that are substantially different from the numbers of devices listed in the Statement of Work including Appendix' supplied to the Contractor, the Contractor shall give notice to Canada immediately upon becoming aware of the situation.

If a Lump Sum Arrangement applies to the Contract or a part thereof, the price of any change shall be the aggregate estimated cost of labour, Plant and Material that is required for the change as agreed upon in writing by the Contractor and Canada plus a negotiated allowance for supervision, co-ordination, administration, overhead, margin and the risk of undertaking the work within the stipulated amount.

To facilitate approval of the price of the change or the additional price per unit as applicable, the Contractor shall submit a cost estimate breakdown identifying, as a minimum, the estimated cost of labour, Plant, Material, each subcontract amount, and the amount of the negotiated allowance.



MATSQUI INSTITUTION

Table 1

Site Name and Tasks Group	Unit of Issue	YEAR 1 All Inclusive Firm Fixed Price	YEAR 2 All Inclusive Firm Fixed Price	Option year 1 All Inclusive Firm Fixed Price	Total
Matsqui Institution Fire Alarm System -Task 1.3.1 Sprinkler System – Task 1.3.2 Emergency Lighting- Task 1.3.3 Fire Extinguishers – Task 1.3.4 Fire Hydrants – Task 1.3.5 Back Flow Preventers – Task 1.3.6 Standpipe/Hose Cabinet systems –Task 1.3.7	LOT	\$	\$	\$	\$
TOTAL				\$	GST extra

Table 2

Site Name and Tasks Group	Unit of Issue	YEAR 1 All Inclusive Firm Fixed Price	YEAR 2 All Inclusive Firm Fixed Price	Option year 1 All Inclusive Firm Fixed Price \$	Total
Matsqui Institution First Semi Annual Kitchen Hood Inspection/Test – Task 1.3.8	EACH	\$	\$	\$	\$
Matsqui Institution Second Semi Annual Kitchen Hood Inspection/Test– Task 1.3.8	EACH	\$	\$	\$	\$
TOTAL:				\$	GST extra



REGIONAL SUPPLY DEPOT

Table 1

Site Name and Tasks Group	Unit of Issue	YEAR 1 All Inclusive Firm Fixed Price	YEAR 2 All Inclusive Firm Fixed Price	Option year 1 All Inclusive Firm Fixed Price	Total
Regional Supply Depot Fire Alarm System -Task 1.3.1 Sprinkler System – Task 1.3.2 Emergency Lighting- Task 1.3.3 Fire Extinguishers – Task 1.3.4 Fire Hydrants – Task 1.3.5 Back Flow Preventers – Task 1.3.6 Standpipe/Hose Cabinet systems –Task 1.3.7	LOT	\$	\$	\$	\$
TOTAL				\$	GST extra



FRASER VALLEY INSTITUTION

Table 1

Site Name and Tasks Group	Unit of Issue	YEAR 1 All Inclusive Firm Fixed Price	YEAR 2 All Inclusive Firm Fixed Price	Option year 1 All Inclusive Firm Fixed Price	Total
Fraser Valley Institution Fire Alarm System -Task 1.3.1 Sprinkler System – Task 1.3.2 Emergency Lighting- Task 1.3.3 Fire Extinguishers – Task 1.3.4 Fire Hydrants – Task 1.3.5 Back Flow Preventers – Task 1.3.6 Standpipe/Hose Cabinet systems –Task 1.3.7	LOT	\$	\$	\$	\$
TOTAL				\$	GST extra

Table 2

Site Name and Tasks Group	Unit of Issue	YEAR 1 All Inclusive Firm Fixed Price	YEAR 2 All Inclusive Firm Fixed Price	Option year 1 All Inclusive Firm Fixed Price \$	Total
Fraser Valley Institution First Semi Annual Kitchen Hood Inspection/Test – Task 1.3.8	EACH	\$	\$	\$	\$
Fraser Valley Institution Second Semi Annual Kitchen Hood Inspection/Test – Task 1.3.8	EACH	\$	\$	\$	\$
TOTAL:				\$	GST extra



PACIFIC INSTITUTION

Table 1

Site Name and Tasks Group	Unit of Issue	YEAR 1 All Inclusive Firm Fixed Price	YEAR 2 All Inclusive Firm Fixed Price	Option year 1 All Inclusive Firm Fixed Price	Total
Pacific Institution Fire Alarm System -Task 1.3.1 Sprinkler System – Task 1.3.2 Emergency Lighting- Task 1.3.3 Fire Extinguishers – Task 1.3.4 Fire Hydrants – Task 1.3.5 Back Flow Preventers – Task 1.3.6 Standpipe/Hose Cabinet systems –Task 1.3.7	LOT	\$	\$	\$	\$
TOTAL				\$	GST extra

Table 2

Site Name and Tasks Group	Unit of Issue	YEAR 1 All Inclusive Firm Fixed Price	YEAR 2 All Inclusive Firm Fixed Price	Option year 1 All Inclusive Firm Fixed Price \$	Total
Pacific Institution First Semi Annual Kitchen Hood Inspection/Test – Task 1.3.8	EACH	\$	\$	\$	\$
Pacific Institution Second Semi Annual Kitchen Hood Inspection/Test – Task 1.3.8	EACH	\$	\$	\$	\$
TOTAL:				\$	GST extra



SUMMARY PRICING TABLE

Site Name	3 Year Summary Total
Matsqui Institution – Table 1	\$
Matsqui Institution – Table 2 Kitchen Hood Inspection	\$
Regional Supply Depot - Table 1	\$
Fraser Valley Institution – Table 1	\$
Fraser Valley Institution – Table 2 Kitchen Hood Inspection	\$
Pacific Institution – Table 1	\$
Pacific Institution – Table 2 Kitchen Hood Inspection	\$
TOTAL:	\$ GST Extra

Applicable Taxes

- (a) All prices and amounts of money in the contract are exclusive of Applicable Taxes, unless otherwise indicated. Applicable Taxes are extra to the price herein and will be paid by Canada.
- (b) The estimated Applicable Taxes of \$ To Be Inserted at Contract Award are included in the total estimated cost shown on page 1 of this Contract. The estimated Applicable Taxes will be incorporated into all invoices and progress claims and shown as a separate item on invoices and progress claims. All items that are zero-rated, exempt, or to which taxes do not apply, are to be identified as such on all invoices. The Contractor agrees to remit to Canada Revenue Agency (CRA) any amounts of Applicable Taxes paid or due.



NORTHERN COMPLEX



APPENDIX A – Address and Locations

Mission Minimum Institution

33737 Dewdney Trunk Road, Mission, BC V2V 4L8
Phone: (604) 820-5720 Fax: (604) 820-5730
Chief of Facilities Maintenance: Scott Verwold – 604 820-5866

Mission Medium Institution

PO Box 60, 8751 Stave Lake Street, Mission, BC V2V 4L8
Phone: (604) 826-1231 Fax: (604) 820-5801
Chief of Facilities Maintenance: Scott Verwold – 604 820-5866

Kwkwèxwelhp Healing Lodge

PO Box 110, Harrison Mills, BC V0M 1L0
Phone: (604) 796-1650 Fax: (604) 796-8431
Chief of Facilities Maintenance: Scott Verwold – 604 820-5866



APPENDIX B – Site Constraints and Client Support

MISSION MINIMUM INSTITUTION

1.5 Site Constraints

Access to Institution is Monday to Friday 07:00 – 17:00 hrs

Movement

Institution Count is conducted at the duty office not at the housing units.

Tools

Keep all tools and equipment under constant supervision.

Lock all tools boxes when not in use. Keys are to remain in the possession of the employees of the Contractor.

All missing or lost tools or equipment shall be reported immediately to the Departmental Representative.

Contractor is required to provide a complete inventory of tools and equipment to be used during the work. This inventory list must be maintained during the work. This inventory must be available for inspection upon request.

Current MSDS documentation is the responsibility of the Contractor

Overnight storage of tools and equipment is available at: the facilities compound.

Contractor required to provide equipment for highpoints to a maximum of 20 feet – can be reached with a conventional ladder.

Vehicle

Vehicles brought onto the institutional property must remain locked at all times.

Submittal of proposed schedule of work to be approved by Maintenance Department Representative

Current MSDS documentation is the responsibility of the Contractor

1.6 Client Support

Contractor Safety Briefing will commence prior to work starting

Escorts:

The Correctional Service Canada will provide a maximum of 2 escorts at any one time to assist the contractor to move about the site.

Facility Management Department Representative will be authorizing the final completion of the work for quality of workmanship and professionalism standards



MISSION MEDIUM INSTITUTION

1.5 Site Constraints

Access to Institution is Monday to Friday 07:00 – 17:00 hrs

Movement

Institution is on count routine from: 10:30 -11:15 and 15:30-16:15
During this time there will be no cell access.

Tools

Keep all tools and equipment under constant supervision.

Lock all tools boxes when not in use. Keys are to remain in the possession of the employees of the Contractor.

All missing or lost tools or equipment shall be reported immediately to the Departmental Representative. Contractor is required to provide a complete inventory of tools and equipment to be used during the work. This inventory list must be maintained during the work. This inventory must be available for inspection upon request.

Current MSDS documentation is the responsibility of the Contractor

Overnight storage of tools and equipment is available at: the facilities office

Contractor required to provide equipment for highpoints to a maximum of 12 feet - can be reached with a conventional ladder.

Vehicle

Escorted commercial vehicles will be allowed to enter or leave the institution through the vehicle access gate. Commercial vehicles will only be allowed access to Institutional property when their contents are certified by the contractor or his representative as being necessary to the execution of the work and at certain times as indicated by the Departmental Representative.

Vehicles must have a locking gas cap. If not equipped vehicle may not be granted access within Security.

Submittal of proposed schedule of work to be approved by Maintenance Department Representative

Current MSDS documentation is the responsibility of the Contractor

1.6 Client Support

Contractor Safety Briefing will commence prior to work starting

Escorts:

The Correctional Service Canada will provide a maximum of 2 escorts at any one time to assist the contractor to move about the site.

Facility Management Department Representative will be authorizing the final completion of the work for quality of workmanship and professionalism standards



KWIKWEXWELHP HEALING VILLAGE

1.5 Site Constraints

Access to Institution is Monday to Friday 07:30 – 17:00 hrs

Movement

Institution Count is conducted at the duty office not at the housing units.

Tools

Keep all tools and equipment under constant supervision.

Lock all tools boxes when not in use. Keys are to remain in the possession of the employees of the Contractor.

All missing or lost tools or equipment shall be reported immediately to the Departmental Representative.

Contractor is required to provide a complete inventory of tools and equipment to be used during the work. This inventory list must be maintained during the work. This inventory must be available for inspection upon request.

Current MSDS documentation is the responsibility of the Contractor

Overnight storage of tools and equipment is available at: the facilities management building

Contractor required to provide equipment for highpoints to a maximum of 20 feet.- can be reached with a conventional ladder.

Vehicles brought onto the institutional property must remain locked at all times.

Submittal of proposed schedule of work to be approved by Maintenance Department Representative

Current MSDS documentation is the responsibility of the Contractor

1.6 Client Support

Contractor Safety Briefing will commence prior to work starting

Escorts:

The Correctional Service Canada will provide a maximum of 2 escorts at any one time to assist the contractor to move about the site.

Facility Management Department Representative will be authorizing the final completion of the work for quality of workmanship and professionalism standards



ANNEX B – Proposed Basis of Payment

1.0 Contract Period

The Contractor will be paid in accordance with the following Basis of Payment for Work performed pursuant to this Contract.

For the provision of services as described in Annex A - Statement of Work, the Contractor will be paid the all inclusive firm per diem rate(s) below in the performance of this Contract, HST or GST extra.

If, during the performance of the Work, the Contractor encounters number(s) of devices that are substantially different from the numbers of devices listed in the Statement of Work including Appendix' supplied to the Contractor, the Contractor shall give notice to Canada immediately upon becoming aware of the situation.

If a Lump Sum Arrangement applies to the Contract or a part thereof, the price of any change shall be the aggregate estimated cost of labour, Plant and Material that is required for the change as agreed upon in writing by the Contractor and Canada plus a negotiated allowance for supervision, co-ordination, administration, overhead, margin and the risk of undertaking the work within the stipulated amount.

To facilitate approval of the price of the change or the additional price per unit as applicable, the Contractor shall submit a cost estimate breakdown identifying, as a minimum, the estimated cost of labour, Plant, Material, each subcontract amount, and the amount of the negotiated allowance.



MISSION MINIMUM INSTITUTION

Table 1

Site Name and Tasks Group	Unit of Issue	YEAR 1 All Inclusive Firm Fixed Price	YEAR 2 All Inclusive Firm Fixed Price	Option year 1 All Inclusive Firm Fixed Price	Total
Mission Minimum Institution Fire Alarm System -Task 1.3.1 Sprinkler System – Task 1.3.2 Emergency Lighting- Task 1.3.3 Fire Extinguishers – Task 1.3.4 Fire Hydrants – Task 1.3.5 Back Flow Preventers – Task 1.3.6	LOT	\$	\$	\$	\$
TOTAL				\$	GST extra

Table 2

Site Name and Tasks Group	Unit of Issue	YEAR 1 All Inclusive Firm Fixed Price	YEAR 2 All Inclusive Firm Fixed Price	Option year 1 All Inclusive Firm Fixed Price \$	Total
Mission Minimum Institution First Semi Annual Kitchen Hood Inspection/Test – Task 1.3.8	EACH	\$	\$	\$	\$
Mission Minimum Institution Second Semi Annual Kitchen Hood Inspection/Test – Task 1.3.8	EACH	\$	\$	\$	\$
TOTAL:				\$	GST extra



MISSION MEDIUM INSTITUTION

Table 1

Site Name and Tasks Group	Unit of Issue	YEAR 1 All Inclusive Firm Fixed Price	YEAR 2 All Inclusive Firm Fixed Price	Option year 1 All Inclusive Firm Fixed Price	Total
Mission Medium Institution Fire Alarm System -Task 1.3.1 Sprinkler System – Task 1.3.2 Emergency Lighting- Task 1.3.3 Fire Extinguishers – Task 1.3.4 Fire Hydrants – Task 1.3.5 Back Flow Preventers – Task 1.3.6 Standpipe/Hose Cabinet systems –Task 1.3.7	LOT	\$	\$	\$	\$
TOTAL				\$	GST extra

Table 2

Site Name and Tasks Group	Unit of Issue	YEAR 1 All Inclusive Firm Fixed Price	YEAR 2 All Inclusive Firm Fixed Price	Option year 1 All Inclusive Firm Fixed Price \$	Total
Mission Medium Institution First Semi Annual Kitchen Hood Inspection/Test – Task 1.3.8	EACH	\$	\$	\$	\$
Mission Medium Institution Second Semi Annual Kitchen Hood Inspection/Test – Task 1.3.8	EACH	\$	\$	\$	\$
TOTAL:				\$	GST extra



KWIKWEXWELHP HEALING VILLAGE

Table 1

Site Name and Tasks Group	Unit of Issue	YEAR 1 All Inclusive Firm Fixed Price	YEAR 2 All Inclusive Firm Fixed Price	Option year 1 All Inclusive Firm Fixed Price	Total
Kwikwèxwelhp Healing Village Fire Alarm System -Task 1.3.1 Sprinkler System – Task 1.3.2 Emergency Lighting- Task 1.3.3 Fire Extinguishers – Task 1.3.4 Fire Hydrants – Task 1.3.5 Back Flow Preventers – Task 1.3.6	LOT	\$	\$	\$	\$
TOTAL				\$	GST extra

Table 2

Site Name and Tasks Group	Unit of Issue	YEAR 1 All Inclusive Firm Fixed Price	YEAR 2 All Inclusive Firm Fixed Price	Option year 1 All Inclusive Firm Fixed Price \$	Total
Kwikwèxwelhp Healing Village First Semi Annual Kitchen Hood Inspection/Test – Task 1.3.8	EACH	\$	\$	\$	\$
Kwikwèxwelhp Healing Village Second Semi Annual Kitchen Hood Inspection/Test – Task 1.3.8	EACH	\$	\$	\$	\$
TOTAL:				\$	GST extra



SUMMARY PRICING TABLE

Site Name	3 Year Summary Total
Mission Minimum Institution – Table 1	\$
Mission Minimum Institution – Table 2 Kitchen Hood Inspection	\$
Mission Medium Institution – Table 1	\$
Mission Medium Institution – Table 2 Kitchen Hood Inspection	\$
Kwìkwèwelhp Healing Village – Table 1	\$
Kwìkwèwelhp Healing Village - Table 2 Kitchen Hood Inspection	\$
TOTAL:	\$
	GST Extra

Applicable Taxes

- (c) All prices and amounts of money in the contract are exclusive of Applicable Taxes, unless otherwise indicated. Applicable Taxes are extra to the price herein and will be paid by Canada.
- (d) The estimated Applicable Taxes of \$ *To Be Inserted at Contract Award* are included in the total estimated cost shown on page 1 of this Contract. The estimated Applicable Taxes will be incorporated into all invoices and progress claims and shown as a separate item on invoices and progress claims. All items that are zero-rated, exempt, or to which taxes do not apply, are to be identified as such on all invoices. The Contractor agrees to remit to Canada Revenue Agency (CRA) any amounts of Applicable Taxes paid or due.



EASTERN COMPLEX



APPENDIX A – Address and Locations

Mountain Institution

PO Box 1600, 4732 Cemetery Rd, Agassiz, BC V0M 1A0
Chief of Facilities Maintenance: Brent England – 604 796-1404

Kent Institution

PO Box 1500, 4732 Cemetery Road, Agassiz, BC V0M 1A0
Phone: (604) 796-2121 Fax: (604) 796-4500
A/Chief of Facilities Maintenance: Andrew Sharpe – 604 796-4455

Chilliwack Community Correctional Centre

45914 Rowat Avenue, Chilliwack, BC V2P 1J3
Phone: (604) 702-4280, Fax: (604) 702-4276,
Chief of Facilities Maintenance: Brent England – 604 796-1404



APPENDIX B – Site Constraints and Client Support

MOUNTAIN INSTITUTION

1.5. Site Constraints

Access to Mountain Institution is Monday to Friday 07:30hrs – 16:00hrs

Movement:

Institution is on count routine from 10:45 -1:15.

During this time there will be no cell access.

Mountain Institution is a Medium Security Classification Institution and it has its own security regulations. The Contractor must become familiar with these regulations, where tool control and vehicle access is concerned.

Tools:

Contractor required to provide a complete inventory of tools and equipment to be used during the work. This inventory list must be maintained during the work. This inventory must be available for inspection upon request.

Keep all tools and equipment under constant supervision.

Lock all tool boxes when not in use. Keys are to remain in the possession of the employees of the Contractor. All missing or lost tools or equipment shall be reported immediately to the Departmental Representative. If that individual is not available then immediately report the missing tool(s) to the desk correctional manager on duty in building D.

Store all tools and equipment in approved secure location.

Contractor required to provide equipment for highpoints, max height 32 ft. The gym has the highest ceiling and a 32 foot scissor lift will reach the Q decking, gym entrance is through a set of double doors so there is no issue getting the lift into the gym. Living unit ceilings can be reached using a 28 foot scissor lift, the living units single front door only allows a maximum width of 32 inches to enter.

Submittal of proposed schedule of work to be approved by Maintenance Department Representative
Current MSDS documentation is the responsibility of the Contractor

Vehicle:

Escorted commercial vehicles will be allowed to enter or leave the institution through the vehicle access gate. There is no vehicle traffic through the well during counts only. There is a lunch count that commences at 11:00 and then a dinner count that commences at 16:00. Counts usually take approximately 20 minutes to clear.

Commercial vehicles will only be allowed access to Institutional property when their contents are certified by the contractor or his representative as being necessary to the execution of the work.

1.6 Client Support

Escorts:

The Correctional Service Canada will provide a maximum of two escorts at any one time to assist the contractor to move about the site.

Facility Management Department Representative will be authorizing the final completion of the work for quality of workmanship and professionalism standards.



KENT INSTITUTION

Note: The Vesda fire protection systems (2) will require the Contractor to supply three (3) contract employees to successfully test and inspect these two unique fire protection systems.

1.5. Site Constraints

Access to Kent Institution is Monday to Friday 07:00 – 15:30hrs

Movement :

Institution is on count routine from 11:00 -13:00

During this time there will be no cell access.

Tools and Vehicle Access

Kent Institution is Maximum Security Classification and has its own security regulations. The Contractor must become familiar with these regulations, where tool control and vehicle access is concerned.

Tools:

Tool list must be supplied prior to entering/departing the Institution(s)

Contractor required to provide a complete inventory of tools and equipment to be used during the work.

This inventory list must be maintained during the work. This inventory must be available for inspection upon request.

Keep all tools and equipment under constant supervision.

Lock all tool boxes when not in use. Keys are to remain in the possession of the employees of the Contractor.

Store all tools and equipment in approved secure location. A secure area within the institution for overnight storage of tools is available via contractor request to the departmental representative. All missing or lost tools or equipment shall be reported immediately to the Departmental Representative. Contractor to provide equipment for highpoints max height 30 feet.

Submittal of proposed schedule of work to be approved by Maintenance Department Representative

Current MSDS documentation is the responsibility of the Contractor

Vehicle:

Escorted commercial vehicles will be allowed to enter or leave the institution through the vehicle access gate during the following hours: 07:30-11:00 and 12:00 to 15:30

Commercial vehicles will only be allowed access to Institutional property when their contents are certified by the contractor or his representative as being necessary to the execution of the work.

1.6 Client Support

Escorts:

The Correctional Service Canada will provide a maximum of two escorts at any one time to assist the contractor to move about the site.

Facility Management Department Representative will be authorizing the final completion of the work for quality of workmanship and professionalism standards.



CHILLIWACK COMMUNITY CORRECTION CENTRE

1.5 Site Constraints

Access to the Chilliwack Community Correctional Centre is Monday to Friday 07:30hrs – 16:00hrs

Movement:

There are no restrictions.

Tools:

Tool list shall be provided to Commissionaire upon arrival to the site. No tools shall be loaned to any person within these premises. Tools shall remain secure or in contractor control at all times.

Vehicle:

Vehicle shall be locked and secured in parking lot at all times.

Submittal of proposed schedule of work to be approved by Maintenance Department Representative

Current MSDS documentation is the responsibility of the Contractor

1.6 Client Support

Escorts:

The Correctional Service Canada will provide a maximum of one escort at any one time to assist the contractor to move about the site.



ANNEX B – Proposed Basis of Payment

1.0 Contract Period

The Contractor will be paid in accordance with the following Basis of Payment for Work performed pursuant to this Contract.

For the provision of services as described in Annex A - Statement of Work, the Contractor will be paid the all inclusive firm per diem rate(s) below in the performance of this Contract, HST or GST extra.

If, during the performance of the Work, the Contractor encounters number(s) of devices that are substantially different from the numbers of devices listed in the Statement of Work including Appendix' supplied to the Contractor, the Contractor shall give notice to Canada immediately upon becoming aware of the situation.

If a Lump Sum Arrangement applies to the Contract or a part thereof, the price of any change shall be the aggregate estimated cost of labour, Plant and Material that is required for the change as agreed upon in writing by the Contractor and Canada plus a negotiated allowance for supervision, co-ordination, administration, overhead, margin and the risk of undertaking the work within the stipulated amount.

To facilitate approval of the price of the change or the additional price per unit as applicable, the Contractor shall submit a cost estimate breakdown identifying, as a minimum, the estimated cost of labour, Plant, Material, each subcontract amount, and the amount of the negotiated allowance.



MOUNTAIN INSTITUTION

Table 1

Site Name and Tasks Group	Unit of Issue	YEAR 1 All Inclusive Firm Fixed Price	YEAR 2 All Inclusive Firm Fixed Price	Option year 1 All Inclusive Firm Fixed Price	Total
Mountain Institution Fire Alarm System -Task 1.3.1 Sprinkler System – Task 1.3.2 Emergency Lighting- Task 1.3.3 Fire Extinguishers – Task 1.3.4 Fire Hydrants – Task 1.3.5 Back Flow Preventers – Task 1.3.6 Standpipe/Hose Cabinet systems –Task 1.3.7	LOT	\$	\$	\$	\$
TOTAL				\$	GST extra

Table 2

Site Name and Tasks Group	Unit of Issue	YEAR 1 All Inclusive Firm Fixed Price	YEAR 2 All Inclusive Firm Fixed Price	Option year 1 All Inclusive Firm Fixed Price \$	Total
Mountain Institution First Semi Annual Kitchen Hood Inspection/Test – Task 1.3.8	EACH	\$	\$	\$	\$
Mountain Institution Second Semi Annual Kitchen Hood Inspection/Test – Task 1.3.8	EACH	\$	\$	\$	\$
TOTAL:				\$	GST extra



KENT INSTITUTION

Table 1

Site Name and Tasks Group	Unit of Issue	YEAR 1 All Inclusive Firm Fixed Price	YEAR 2 All Inclusive Firm Fixed Price	Option year 1 All Inclusive Firm Fixed Price	Total
Kent Institution Fire Alarm System -Task 1.3.1 Sprinkler System – Task 1.3.2 Emergency Lighting- Task 1.3.3 Fire Extinguishers – Task 1.3.4 Fire Hydrants – Task 1.3.5 Back Flow Preventers – Task 1.3.6 Standpipe/Hose Cabinet systems –Task 1.3.7 Vesda – Task 1.3.9	LOT	\$	\$	\$	\$
TOTAL				\$	GST extra

Table 2

Site Name and Tasks Group	Unit of Issue	YEAR 1 All Inclusive Firm Fixed Price	YEAR 2 All Inclusive Firm Fixed Price	Option year 1 All Inclusive Firm Fixed Price \$	Total
Kent Institution First Semi Annual Kitchen Hood Inspection/Test – Task 1.3.8	EACH	\$	\$	\$	\$
Kent Institution Second Semi Annual Kitchen Hood Inspection/Test – Task 1.3.8	EACH	\$	\$	\$	\$
TOTAL:				\$	GST extra



CHILLIWACK COMMUNITY CORRECTIONS CENTRE

Table 1

Site Name and Tasks Group	Unit of Issue	YEAR 1 All Inclusive Firm Fixed Price	YEAR 2 All Inclusive Firm Fixed Price	Option year 1 All Inclusive Firm Fixed Price	Total
Chilliwack Community Corrections Centre Fire Alarm System -Task 1.3.1 Sprinkler System – Task 1.3.2 Emergency Lighting- Task 1.3.3 Fire Extinguishers – Task 1.3.4 Back Flow Preventers – Task 1.3.6	LOT	\$	\$	\$	\$
TOTAL				\$	GST extra

Table 2

Site Name and Tasks Group	Unit of Issue	YEAR 1 All Inclusive Firm Fixed Price	YEAR 2 All Inclusive Firm Fixed Price	Option year 1 All Inclusive Firm Fixed Price \$	Total
Chilliwack Community Corrections Centre First Semi Annual Kitchen Hood Inspection/Test – Task 1.3.8	EACH	\$	\$	\$	\$
Chilliwack Community Corrections Centre Second Semi Annual Kitchen Hood Inspection/Test – Task 1.3.8	EACH	\$	\$	\$	\$
TOTAL:				\$	GST extra



SUMMARY PRICING TABLE

Site Name	3 Year Summary Total
Mountain Institution – Table 1	\$
Mountain Institution – Table 2 Kitchen Hood Inspection	\$
Kent Institution – Table 1	\$
Kent Institution – Table 2 Kitchen Hood Inspection	\$
Chilliwack Community Corrections Centre Table 1	\$
Chilliwack Community Corrections Centre Table 2 Kitchen Hood Inspection	\$
TOTAL:	\$
	GST Extra

Applicable Taxes

- (e) All prices and amounts of money in the contract are exclusive of Applicable Taxes, unless otherwise indicated. Applicable Taxes are extra to the price herein and will be paid by Canada.
- (f) The estimated Applicable Taxes of \$ *To Be Inserted at Contract Award* are included in the total estimated cost shown on page 1 of this Contract. The estimated Applicable Taxes will be incorporated into all invoices and progress claims and shown as a separate item on invoices and progress claims. All items that are zero-rated, exempt, or to which taxes do not apply, are to be identified as such on all invoices. The Contractor agrees to remit to Canada Revenue Agency (CRA) any amounts of Applicable Taxes paid or due.



ANNEX C – Evaluation Criteria

1.0 Technical Evaluation:

1.1 The following elements of the proposal will be evaluated and scored in accordance with the following evaluation criteria.

- Mandatory Technical Criteria

It is imperative that the proposal address the criteria to demonstrate that the requirement is met.

1.2 Response Format

- I. In order to facilitate evaluation of proposals, it is recommended that bidders' proposals address the mandatory criteria in the Evaluation Criteria using the numbering outlined.

MANDATORY TECHNICAL CRITERIA – _____

#	Mandatory Technical Criteria	Bidder Response Description (include location in bid)	Met/Not Met
M1	<p>Bidder must provide certification for each technician doing the Certification work. Certification must be a current and valid Registered Fire Protection Technician certification with the Applied Science Technologists and Technicians of British Columbia (ASTTBC) with the following designations: AL, EX, EM, WA and SP,</p> <p>and/or</p> <p>a current and valid Registered Fire Alarm Technician certification with the Canadian Fire Alarm Association (CFAA)</p> <p>(Continued compliance of this certification requirement is a condition of the resulting contract as per Annex D.)</p>		
M2	<p>Bidder must provide certification for each technician doing the Certification work for Backflow Prevention Assembly Testing. A current and valid British Columbia Water and Waste Association (BCWWA) Backflow Assembly Tester certificate.</p> <p>(Continued compliance of this certification requirement is a condition of the resulting contract as per Annex D.)</p>		



ANNEX D - CERTIFICATION

Certification Attestation for all Certification work to be done by:

a current and valid **Registered Fire Protection Technician certification with the Applied Science Technologists and Technicians of British Columbia (ASTTBC) with the following designations: AL, EX, EM, WA, SP**

and/or

to be done by

a current and valid **Registered Fire Alarm Technician certification with the Canadian Fire Alarm Association (CFAA).**

AND

Certification Attestation for all Backflow Prevention Assembly Testing Certification work to be done by:

a holder of a current and valid **British Columbia Water and Waste Association (BCWWA) Backflow Assembly Tester certificate.**

I, the Bidder, by submitting the present information to the Contracting Authority, certify that the information provided is true as of the date indicated below. The certifications provided to Canada are subject to verification at all times. I understand that Canada will declare a bid non-responsive, or will declare a contractor in default, if a certification is found to be untrue, whether during the bide evaluation period or during the contract period. Canada will have the right to ask for additional information to verify the Bidder's certifications. Failure to comply with such request by Canada will also render the bid non-responsive or will constitute a default under the contract.

Bidder Signature: _____

Date: _____



ANNEX E – Bidder's Bid Submission Checklist

The following elements **must be** submitted in your bid:

1. Annex B – Proposed Basis of Payment, (must be submitted for bid upon complex)
 - Western Complex – Page 35-39
 - Northern Complex – Page 46-49
 - Eastern Complex – Page 56-59
2. Annex C – Evaluation Criteria, Page 60
 - Mandatory Technical Criteria, M1 – M2
 - Proof of Certification for all Technicians
3. Certification required with the bid
 - Integrity Provisions – Declaration of Convicted Offenses

The following element **should be** submitted with the bid, but may be submitted afterwards precedent to award:

4. Duly completed and signed cover page
5. Former Public Servant, Page 6-7
6. Insurance Requirement, Page 13
7. WCB Clearance Letter , Page 13
8. Integrity Provisions – Required documentation, Page 15
9. Annex D- Certification , Page 61