



RETURN BIDS TO:
RETOURNER LES SOUMISSIONS À:
Bid Receiving Public Works and Government
Services Canada/Réception des soumissions
Travaux publics et Services gouvernementaux
Canada
1713 Bedford Row
Halifax, N.S./Halifax, (N.É.)
B3J 1T3
Nova Scotia
Bid Fax: (902) 496-5016

REQUEST FOR PROPOSAL DEMANDE DE PROPOSITION

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

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

**Proposition aux: Travaux Publics et Services
Gouvernementaux Canada**

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

Comments - Commentaires

THIS DOCUMENT CONTAINS A SECURITY
REQUIREMENT

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

Issuing Office - Bureau de distribution

Atlantic Region Acquisitions/Région de l'Atlantique
Acquisitions
1713 Bedford Row
Halifax, N.S./Halifax, (N.É.)
B3J 3C9
Nova Scot

Title - Sujet Waste Removal Greenwood	
Solicitation No. - N° de l'invitation W6837-175359/A	Date 2017-04-21
Client Reference No. - N° de référence du client W6837-17-5359	
GETS Reference No. - N° de référence de SEAG PW-\$HAL-220-10103	
File No. - N° de dossier HAL-6-77271 (220)	CCC No./N° CCC - FMS No./N° VME
Solicitation Closes - L'invitation prend fin at - à 02:00 PM on - le 2017-06-05	Time Zone Fuseau horaire Atlantic Daylight Saving Time ADT
F.O.B. - F.A.B. Plant-Usine: <input type="checkbox"/> Destination: <input checked="" type="checkbox"/> Other-Autre: <input type="checkbox"/>	
Address Enquiries to: - Adresser toutes questions à: Dunphy, Nancy	Buyer Id - Id de l'acheteur hal220
Telephone No. - N° de téléphone (902) 496-5481 ()	FAX No. - N° de FAX (902) 496-5016
Destination - of Goods, Services, and Construction: Destination - des biens, services et construction: DEPARTMENT OF NATIONAL DEFENCE SEE HEREIN GREENWOOD NOVA SCOTIA BOP1N0 Canada	

Instructions: See Herein

Instructions: Voir aux présentes

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

THIS DOCUMENT CONTAINS A SECURITY REQUIREMENT

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PART 1 - GENERAL INFORMATION

1.1 Security Requirements

1. Before award of a contract, the following conditions must be met:
 - (a) the Bidder must hold a valid organization security clearance as indicated in Part 6 - Resulting Contract Clauses;
 - (b) the Bidder's proposed individuals requiring access to classified or protected information, assets or sensitive work sites must meet the security requirements as indicated in Part 6 - Resulting Contract Clauses;
 - (c) the Bidder must provide the name of all individuals who will require access to classified or protected information, assets or sensitive work sites;
2. Bidders are reminded to obtain the required security clearance promptly. Any delay in the award of a contract to allow the successful Bidder to obtain the required clearance will be at the entire discretion of the Contracting Authority.
3. For additional information on security requirements, Bidders should refer to the [Industrial Security Program \(ISP\)](http://ssi-iss.tpsgc-pwgsc.gc.ca/index-eng.html) of Public Works and Government Services Canada (<http://ssi-iss.tpsgc-pwgsc.gc.ca/index-eng.html>) website.

1.2 Statement of Work

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

1.3 Debriefings

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

1.4 Trade Agreements

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

PART 2 - BIDDER INSTRUCTIONS

2.1 Standard Instructions, Clauses and Conditions

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

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

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

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

Delete: sixty (60) days

Insert: one hundred and twenty (120) days

2.2 Submission of Bids

Bids must be submitted only to Public Works and Government Services Canada (PWGSC) Bid Receiving Unit by the date, time and place indicated on page 1 of the bid solicitation.

NOTE: THIS IS NOT A PUBLIC OPENING

2.3 Former Public Servant

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

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.

2.4 Enquiries - Bid Solicitation

All enquiries must be submitted in writing to the Contracting Authority no later than ten (10) calendar days before the bid closing date. Enquiries received after that time may not be answered.

Bidders should reference as accurately as possible the numbered item of the bid solicitation to which the enquiry relates. Care should be taken by Bidders to explain each question in sufficient detail in order to enable Canada to provide an accurate answer. Technical enquiries that are of a proprietary nature must

be clearly marked "proprietary" at each relevant item. Items identified as "proprietary" will be treated as such except where Canada determines that the enquiry is not of a proprietary nature. Canada may edit the question(s) or may request that the Bidder do so, so that the proprietary nature of the question(s) is eliminated, and the enquiry can be answered to all Bidders. Enquiries not submitted in a form that can be distributed to all Bidders may not be answered by Canada.

2.5 Applicable Laws

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

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.

2.6 Optional Site Visit

It is recommended that the Bidder or a representative of the Bidder visit the work site. Arrangements have been made for the site visit to be held at Hangar 5, Main Entrance, Canadian Forces Base Greenwood, Ad Astra Way on Wednesday, 10 May, 2017 and will begin at 0800 hours.

Alternate date in case a bidder can't make the May 10th date.

Thursday 11 May, 2017 at 0800hrs. (Same location)

Upon arrival please contact:

Mr. Alan MacDonald.
Mobile # 902-840-3245 or Landline # 902-765-1494 x1532

Bidders are requested to communicate with the Contracting Authority (nancy.dunphy@pwgsc.gc.ca) no later than May 3rd, 2017 at 1500hours (3pm ADT) to confirm attendance date and provide the name(s) of the person(s) who will attend. Bidders may be requested to sign an attendance sheet. Bidders who do not attend or do not send a representative will not be given an alternative appointment but they will not be precluded from submitting a bid. Any clarifications or changes to the bid solicitation resulting from the site visit will be included as an amendment to the bid solicitation.

PART 3 - BID PREPARATION INSTRUCTIONS

3.1 Bid Preparation Instructions

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

Section I: Technical Bid (1 hard copy)

Section II: Financial Bid (1 hard copy)

Section III: Certifications (1 hard copy)

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

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

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

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

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

Section I: Technical Bid

There is no technical Bid required as part of this requirement. Sign and fill in the RFP document.

Section II: Financial Bid

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

3.1.1 Electronic Payment of Invoices – Bid

If you are willing to accept payment of invoices by Electronic Payment Instruments, complete Annex "E" Electronic Payment Instruments, to identify which ones are accepted.

If Annex "E" Electronic Payment Instruments is not completed, it will be considered as if Electronic Payment Instruments are not being accepted for payment of invoices.

Acceptance of Electronic Payment Instruments will not be considered as an evaluation criterion.

3.1.2 Exchange Rate Fluctuation

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

Section III: Certifications

Bidders must submit the certifications and additional information required under Part 5.

PART 4 - EVALUATION PROCEDURES AND BASIS OF SELECTION

4.1 Evaluation Procedures

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

4.1.1 Evaluation Criteria and the Basis of Selection

4.1.1.1 Mandatory Evaluation Criteria

1. Submission of firm prices/rates for Year one, Year two and including the two (2), one (1) year option periods in accordance with Annex B, Basis of Payment.
2. A duly completed and signed Request For Proposal (RFP) including all Amendments.
3. The Contractor will be an established and registered Waste Removal Company with a minimum (5) five years' experience in Waste Removal and Disposal. Proof of such must be provided with the bid.
4. Bidder must provide a list of equipment used for the work. Equipment is subject to inspection and approval by the Department of National Defence (DND) prior to award of Service Contract.

4.1.1.2 Basis of Selection

A bid must comply with all requirements of the bid solicitation to be declared responsive. The responsive bid with the lowest evaluated price for all 4 years will be recommended for award of a contract.

4.1.2 Financial Evaluation

4.1.2.1 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.

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 Bidder's certifications. Failure to comply and to cooperate with any request or requirement imposed by the Contracting Authority will render the bid non-responsive or constitute a default under the Contract.

5.1 Certifications Required with the Bid

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

5.1.1 Integrity Provisions - Declaration of Convicted Offences

In accordance with the *Ineligibility and Suspension Policy* (<http://www.tpsgc-pwgsc.gc.ca/ci-if/politique-policy-eng.html>), the Bidder must provide with its bid the required documentation, as applicable, to be given further consideration in the procurement process.

5.2 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.

5.2.1 Integrity Provisions – Required Documentation

In accordance with the [Inteligibility and Suspension Policy](http://www.tpsgc-pwgsc.gc.ca/ci-if/politique-policy-eng.html) (<http://www.tpsgc-pwgsc.gc.ca/ci-if/politique-policy-eng.html>), the Bidder must provide the required documentation, as applicable, to be given further consideration in the procurement process.

5.2.2 Federal Contractors Program for Employment Equity - Bid Certification

By submitting a bid, the Bidder certifies that the Bidder, and any of the Bidder's members if the Bidder is a Joint Venture, is not named on the Federal Contractors Program (FCP) for employment equity "FCP Limited Eligibility to Bid" list available at the bottom of the page of the [Employment and Social Development Canada \(ESDC\) - Labour's](http://www.esdc.gc.ca/en/jobs/workplace/human_rights/employment_equity/federal_contractor_program.page?&_ga=1.229006812.1158694905.1413548969) website (http://www.esdc.gc.ca/en/jobs/workplace/human_rights/employment_equity/federal_contractor_program.page?&_ga=1.229006812.1158694905.1413548969).

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

5.2.3 Workers Compensation Certification- Letter of Good Standing

The Bidder must have an account in good standing with the applicable provincial or territorial Workers' Compensation Board.

The Bidder must provide a certificate or letter from the applicable Workers' Compensation Board confirming the Bidder's good standing account. Failure to comply with the request may result in the bid being declared non-responsive.

5.2.4 Licensing

The contractor must obtain and maintain all permits, licenses and certificates of approval required for work to be performed under any applicable federal, provincial or municipal legislation. The Contractor shall be responsible for any charges imposed by such legislation or regulations. Upon request the contractor shall provide a copy of any such permit, license, or certificate.

5.2.5 Letter

A signed statement by Owner of company that the company will maintain Worker's Compensation Board Coverage for the life of the standing offer Agreement. The letter should also state that the company will maintain Insurance Coverage, [Independent Safety Audit](#) and all applicable licences throughout the life of the Standing Offer Agreement.

PART 6 - RESULTING CONTRACT CLAUSES

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

6.1 Security Requirements

- 6.1.1 The following security requirements (SRCL and related clauses provided by ISP) apply and form part of the Contract.

SECURITY REQUIREMENT FOR CANADIAN SUPPLIER: PWGSC FILE # W6837-17-5359

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

6.2 Statement of Work

The work under this contract comprises of the supply all labour, materials and equipment required to provide garbage, compostable and recyclable removal from various structures/buildings at 14 Wing Greenwood, Kings County, NS.

Period of this Services contract will be for two (2) years plus two (2) one (1) additional option years, if required.

The services must be provided in accordance with the Specification attached at Annex "A".

6.3 Standard Clauses and Conditions

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

6.3.1 General Conditions

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

6.4 Term of Contract

6.4.1 Period of the Contract

The period of the contract is for two (2) years from date of award.

6.4.2 Option to Extend the Contract

The Contractor grants to Canada the irrevocable option to extend the term of the Contract by up to two (2) additional one (1) 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.

6.5 Authorities

6.5.1 Contracting Authority

The Contracting Authority for the Contract is:

Nancy Dunphy
A/Supply Specialist
Public Works and Government Services Canada
Acquisitions Branch
1713 Bedford Row
Halifax, Nova Scotia B3J 1T3
Telephone: 902-496-5481
Facsimile: 902-496-5016
E-mail address: nancy.dunphy@pwgsc.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.

6.5.2 Project Authority (Will be made available at time of award)

The Project Authority for the Contract is:

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

Telephone: ____ ____ ____
Facsimile: ____ ____ ____
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

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Work under the Contract. Technical matters may be discussed with the Project Authority, however the Project Authority has no authority to authorize changes to the scope of the Work. Changes to the scope of the Work can only be made through a contract amendment issued by the Contracting Authority.

6.5.3 Contractor's Representative (Bidder to fill in)

Name: _____

Title: _____

Organization: _____

Address: _____

Telephone: _____

Facsimile: _____

E-mail address: _____

Procurement Business Number: _____

6.6 Proactive Disclosure of Contracts with Former Public Servants

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

6.7.1 Basis of Payment

In consideration that the Contractor satisfactorily completes all of its obligations under the Contract, the Contractor shall be paid a firm price, as specified in the Annex B, Basis of Payment. Excluded are customs duties and taxes are extra.

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

6.7.2 Limitation of Expenditure

1. Canada's total liability to the Contractor under the Contract must not exceed \$ 650,000.00 (2 years). Customs duties are *included*, and Applicable Taxes are extra.
2. No increase in the total liability of Canada or in the price of the Work resulting from any design changes, modifications or interpretations of the Work, will be authorized or paid to the Contractor unless these design changes, modifications or interpretations have been approved, in writing, by the Contracting Authority before their incorporation into the Work. The Contractor must not perform any work or provide any service that would result in Canada's total liability being exceeded before obtaining the written approval of the Contracting Authority. The Contractor must notify the Contracting Authority in writing as to the adequacy of this sum:
 - a. when it is 75 percent committed, or
 - b. four (4) months before the contract expiry date, or
 - c. as soon as the Contractor considers that the contract funds provided are inadequate for the completion of the Work, whichever comes first.

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

6.7.3 Method of Payment

6.7.3.1 Monthly Payment

SACC Manual clause H1008C (2008-05-12) Monthly Payment

6.7.4 Electronic Payment of Invoices – Contract

The Contractor accepts to be paid using any of the following Electronic Payment Instrument(s):

- a. Visa Acquisition Card;
- b. MasterCard Acquisition Card;
- c. Direct Deposit (Domestic and International);
- d. Electronic Data Interchange (EDI);
- e. Wire Transfer (International Only);

6.8 Invoicing Instructions

The Contractor must submit invoices in accordance with the information required in section 10, Invoice Submission, of the 2010C (2016-04-04), General Conditions – Services (Medium Complexity).

6.9 Certifications

6.9.1 Compliance

Unless specified otherwise, the continuous compliance with the certifications provided by the Contractor in its bid or precedent to contract award, and the ongoing cooperation in providing additional information are conditions of the Contract and failure to comply will constitute the Contractor in default. Certifications are subject to verification by Canada during the entire period of the Contract.

6.10 Applicable Laws

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

6.11 Priority of Documents

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

- (a) the Articles of Agreement;
- (b) the general conditions 2010C (2016-04-04) Services (Medium Complexity);
- (c) Annex A, Statement of Requirement;
- (d) Annex B, Basis of Payment;
- (e) Annex C, Security Requirements Check List;

- (f) the Contractor's bid dated _____ (*insert date of bid*) (*If the bid was clarified or amended, insert at the time of contract award: “, as clarified on _____” or “, as amended on _____” and insert date(s) of clarification(s) or amendment(s)*)

6.12 Insurance Requirements

The Contractor must comply with the insurance requirements specified in Annex F. 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. For Canadian-based Contractors, coverage must be placed with an Insurer licensed to carry out business in Canada, however, for Foreign-based Contractors, coverage must be placed with an Insurer with an A.M. Best Rating no less than “A-”. The Contractor must, if requested by the Contracting Authority, forward to Canada a certified true copy of all applicable insurance policies.

6.13 SACC Manual Clauses

Canadian Forces Site Regulations (2011-05-16) A9062C
Time Verification (2008-05-12) C0711C

6.14 Inspection and Acceptance

The *Project/Technical* Authority is the Inspection Authority. All reports, deliverable items, documents, goods and all services rendered under the Contract are subject to inspection by the Inspection Authority or representative. Should any report, document, good or service not be in accordance with the requirements of the Statement of Work and to the satisfaction of the Inspection Authority, as submitted, the Inspection Authority will have the right to reject it or require its correction at the sole expense of the Contractor before recommending payment.

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ANNEX "A"

STATEMENT OF REQUIREMENT

See Specifications attached – JOB NO. L-G111-9900/1070 Dated 2017-01-12

ANNEX "B"

BASIS OF PAYMENT

TABLE 1 - Year 1 DATES: TBD				
Class of Labour	Unit of Measurement	Estimated Quantity	Unit Rate	Extended Total
Monthly Garbage Removal, As Specified	Monthly	12	\$ _____	\$ _____
Monthly Recyclable Removal, As Specified	Monthly	12	\$ _____	\$ _____
Monthly Compost Removal, As Specified	Monthly	12	\$ _____	\$ _____
Monthly Rental of 30 cu. yd container, including delivery & return	Monthly	2	\$ _____	\$ _____
Relocation of 30 cu. yd container	Per Call	15	\$ _____	\$ _____
Disposal of contents from 30 cu. yd container	Per Call	30	\$ _____	\$ _____
Hourly Rate for unscheduled pick-ups/clean-ups	Per Hour	35	\$ _____	\$ _____
Disposal Allowance (Tipping Fees)	Allowance	N/A		\$50,000.00
Total Bid Price for Table 1 (Year 1)				\$ _____

TABLE 2 - Year 2 DATES: TBD				
Class of Labour	Unit of Measurement	Estimated Quantity	Unit Rate	Extended Total
Monthly Garbage Removal, As Specified	Monthly	12	\$ _____	\$ _____
Monthly Recyclable Removal, As Specified	Monthly	12	\$ _____	\$ _____
Monthly Compost Removal, As Specified	Monthly	12	\$ _____	\$ _____
Monthly Rental of 30 cu. yd container, including delivery & return	Each	2	\$ _____	\$ _____
Relocation of 30 cu. yd container	Per Call	15	\$ _____	\$ _____
Disposal of contents from 30 cu. yd container	Per Call	30	\$ _____	\$ _____
Hourly Rate for unscheduled pick-ups/clean-ups	Per Hour	35	\$ _____	\$ _____
Disposal Allowance (Tipping Fees)	Allowance	N/A		\$50,000.00
Total Bid Price for Table 2 (Year 2)				\$ _____

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TABLE 3 - Year 3 (Option Year 1) DATES: TBD				
Class of Labour	Unit of Measurement	Estimated Quantity	Unit Rate	Extended Total
Monthly Garbage Removal, As Specified	Monthly	12	\$ _____	\$ _____
Monthly Recyclable Removal, As Specified	Monthly	12	\$ _____	\$ _____
Monthly Compost Removal, As Specified	Monthly	12	\$ _____	\$ _____
Monthly Rental of 30 cu. yd container, including delivery & return	Each	2	\$ _____	\$ _____
Relocation of 30 cu. yd container	Per Call	15	\$ _____	\$ _____
Disposal of contents from 30 cu. yd container	Per Call	30	\$ _____	\$ _____
Hourly Rate for unscheduled pick-ups/clean-ups	Per Hour	35	\$ _____	\$ _____
Disposal Allowance (Tipping Fees)	Allowance	N/A		\$50,000.00
(Option Year 1) Total Bid Price for Table 3 (Year 3)				\$ _____

TABLE 4 - Year 4 (Option Year 2) DATES: TBD				
Class of Labour	Unit of Measurement	Estimated Quantity	Unit Rate	Extended Total
Monthly Garbage Removal, As Specified	Monthly	12	\$ _____	\$ _____
Monthly Recyclable Removal, As Specified	Monthly	12	\$ _____	\$ _____
Monthly Compost Removal, As Specified	Monthly	12	\$ _____	\$ _____
Monthly Rental of 30 cu. yd container, including delivery & return	Each	2	\$ _____	\$ _____
Relocation of 30 cu. yd container	Per Call	15	\$ _____	\$ _____
Disposal of contents from 30 cu. yd container	Per Call	30	\$ _____	\$ _____
Hourly Rate for unscheduled pick-ups/clean-ups	Per Hour	35	\$ _____	\$ _____
Disposal Allowance (Tipping Fees)	Allowance	N/A		\$50,000.00
(Option Year 2) Total Bid Price for Table 4 (Year 4)				\$ _____

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Total Bid Price for Evaluation (Sum of Tables 1, 2, 3, 4)

Table 1 Total \$ _____
Table 2 Total \$ _____
Table 3 Total \$ _____
Table 4 Total \$ _____

TOTAL BID PRICE \$ _____ (HST extra)

Tipping Fees

.1 The contract amount will not be increased or decreased by reason of any increase or decrease in the cost of the service brought about by any increase or decrease in the cost of labour, plant, tools and equipment.

.2 Notwithstanding the terms and conditions as expressed herein, if an increase or decrease in "Tipping Fees" is announced by the authority having jurisdiction after the date and time, set for tender closing, the contract amount shall be increased or decreased by an amount equal to the increase or decrease in cost incurred by the Contractor, established by an examination of its relevant records.

.3 Increase will be allowed provided the contractor supply a letter from the Metropolitan Authority verifying the increase/decrease to the Contracting Authority (PSPC).

Contractor's Signature

Date

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ANNEX "C"

SECURITY REQUIREMENTS CHECK LIST

See Attached.

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ANNEX “D”

Integrity Provisions - Associated Information

Bidder must submit with their bid, by the bid solicitation closing date:

(a) A complete list of names of all individuals who are currently directors of the Bidder;

Complete Legal Name of Supplier:

Supplier Address: _____

Supplier PBN: _____

List of Directors: Please provide a list of names of all individuals currently on the Board of Directors of the above company.

Board of Directors (Full Name and Position)

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ANNEX “E” to PART 3 OF THE BID SOLICITATION

ELECTRONIC PAYMENT INSTRUMENTS

The Bidder accepts any of the following Electronic Payment Instrument(s):

- () VISA Acquisition Card;
- () MasterCard Acquisition Card;
- () Direct Deposit (Domestic and International);
- () Electronic Data Interchange (EDI);
- () Wire Transfer (International Only);

ANNEX F

INSURANCE REQUIREMENTS

Commercial General Liability Insurance

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.

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.

l. Owners' or Contractors' Protective Liability: Covers the damages that the Contractor becomes legally obligated to pay arising out of the operations of a subcontractor.

m. Non-Owned Automobile Liability - Coverage for suits against the Contractor resulting from the use of hired or non-owned vehicles.

n. Sudden and Accidental Pollution Liability (minimum 120 hours): To protect the Contractor for liabilities arising from damages caused by accidental pollution incidents.

o. Litigation Rights: Pursuant to subsection 5(d) of the *Department of Justice Act*, S.C. 1993, c. J-2, s.1, if a suit is instituted for or against Canada which the Insurer would, but for this clause, have the right to pursue or defend on behalf of Canada as an Additional Named Insured under the insurance policy, the Insurer must promptly contact the Attorney General of Canada to agree on the legal strategies by sending a letter, by registered mail or by courier, with an acknowledgement of receipt.

For the province of Quebec, send to:

*Director Business Law Directorate,
Quebec Regional Office (Ottawa),
Department of Justice, 284 Wellington Street,
Room SAT-6042, Ottawa, Ontario, K1A 0H8*

For other provinces and territories, send to:

*Senior General Counsel, Civil Litigation Section,
Department of Justice 234 Wellington Street,
East Tower Ottawa, Ontario K1A 0H8*

A copy of the letter must be sent to the Contracting Authority. Canada reserves the right to co-defend any action brought against Canada. All expenses incurred by Canada to co-defend such actions will be at Canada's expense. If Canada decides to co-defend any action brought against it, and Canada does not agree to a proposed settlement agreed to by the Contractor's insurer and the plaintiff(s) that would result in the settlement or dismissal of the action against Canada, then Canada will be responsible to the Contractor's insurer for any difference between the proposed settlement amount and the amount finally awarded or paid to the plaintiffs (inclusive of costs and interest) on behalf of Canada.

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AUTOMOBILE LIABILITY INSURANCE

1. The Contractor must obtain Automobile 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.
2. The policy must include the following:
 - a. Third Party Liability - \$2,000,000 Minimum Limit per Accident or Occurrence
 - b. Accident Benefits - all jurisdictional statutes
 - c. Uninsured Motorist Protection
 - d. Notice of Cancellation: The Insurer will endeavour to provide the Contracting Authority thirty (30) days written notice of cancellation.

DEPARTMENT OF NATIONAL DEFENCE



SPECIFICATION

GARBAGE, RECYCLING AND COMPOST REMOVAL

14 WING GREENWOOD, NS

JOB NO. L-G111-9900/1070

2017-01-12

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Division 01 - General Requirements

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01547	Hazardous Material	2
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Annexes:

Annex A	Garbage Collection Frequencies	4
Annex B	Recycling Collection Frequencies	5
Annex C	Composting Collection Frequencies	3

- 1 Site Visit
- .1 Before submitting a Tender, the Contractor shall visit the site and acquaint himself with all ascertainable conditions that may affect his work.
 - .2 Consult with Engineer or his representative regarding services available, material accommodations the Contractor may require, access to the site and obtain any and all information that may affect the Contractor's Tender.
- 2 Location of Site
- .1 14 Wing Greenwood is located 150 km west of Halifax and 4 km south of Highway 101 near Kingston, Kings County, NS.
- 3 Description of Work
- .1 Work under this contract comprises the provision of all labour, material and equipment required to complete the work in accordance with the specifications for this project.
 - .2 Specified work is to be carried out at the following locations:
 - .1 Various areas at 14 Wing Greenwwod.
 - .3 In general terms, the work includes the following:
 - .1 Recycling as specified.
 - .2 Garbage removal as specified.
 - .3 Composting as specified.

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| <u>1 Codes and Standards</u> | .1 | Workmanship to be of a uniformly high quality and in strict accordance with the best trade practice as interpreted by the Engineer. |
| | .2 | The Contractor shall dispose of all garbage, recycables and compostables at an approved site off DND property. |
| | .3 | Mediocre or inferior workmanship to be replaced by work of first class quality without cost to DND when so ordered by the Engineer or his representative. |
| | .4 | Conform to the latest editions and revisions Management Bylaw, Province of Nova Scotia Waste-Resource Management Regulations, and the Provincial Public Waste Policy. |
| | .5 | In event of conflict between by-laws, the most stringent by-law shall apply. |
| <u>2 Contractor Qualifications</u> | .1 | The Contractor shall satisfy the Engineer that he has adequate and qualified staff to perform the service expected. |
| <u>3 Work Schedule</u> | .1 | Prior to work commencement, the Contractor to arrange for an on-site meeting with the Engineer immediately following contract award to program starting dates, work schedules and to receive briefing on contract procedures. |
| | .2 | Comply with schedule as shown at Annexs A, B and C to this specification. |
| <u>4 Briefing Requirements</u> | .1 | Receive briefing from Wing Fire Chief regarding Wing fire safety regulations and restrictions. |
| | .2 | Briefings to be arranged by Engineer. |
| <u>5 Contractor's Use of Site</u> | .1 | Contractor shall be briefed by the Engineer on use of site. |
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|--|----|---|
| 5 Contractor's Use
of Site
<u>(Cont'd)</u> | .2 | Do not unreasonably encumber site with material or equipment. |
| | .3 | Arrange work in a manner that will cause the least inconvenience to building occupants. |
| | .4 | Movement to and around site shall be subject to restrictions imposed by the Wing Commander. |
| 6 Project
Meetings
<u></u> | .1 | A pre-job meeting will be scheduled by the Engineer at the work site prior to commencement of the contract. |
| 7 Hours of Work
<u></u> | .1 | Comply with hours of work at 14 Wing Greenwood. |
| 8 Setting Out of
Work
<u></u> | .1 | Assume full responsibility for and execute work with least inconvenience to Wing operations. |
| 9 Building Smoking
Environment
<u></u> | .1 | Comply with smoking regulations and restrictions. |

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|---------------------------------------|----|---|
| <u>1 Construction Safety Measures</u> | .1 | Observe construction safety measures required by Canadian Labour Code, Provincial Government Regulations, Workers Compensation Board and municipal statutes and authorities. |
| | .2 | The Contractor is to comply with all standing orders or other regulations in force on the site where work is to be performed. |
| <u>2 Submittals</u> | .1 | Submit to Engineer copies of the following documents, including updates issued:
.1 Health and Safety Program as indicated in paragraph 1.9, prior to commencement of work on the work site.
.2 Reports or directions issued by authorities having jurisdiction, immediately upon issuance from that authority.
.3 Submit other data, information and documentation upon request by the Engineer as stipulated elsewhere in this section. |
| <u>3 Compliance Requirements</u> | .1 | Comply with the latest edition of the Nova Scotia Occupation Health and Safety Act, and the Regulations made pursuant to the Act. |
| | .2 | Observe and enforce construction safety measures required by:
.1 National Building Code of Canada (latest edition).
.2 Provincial Worker's Compensation Board.
.3 Municipal statutes and ordinances. |
| | .3 | In event of conflict between any provisions of above authorities the most stringent provision shall apply. |
| | .4 | Provide and maintain Worker's Compensation Board coverage for all employees for the duration of the contract. Prior to commencement of the work, at the time of Interim Completion and prior to final payment, provide to the Engineer a letter certificate of Clearance from the Workers' Compensation Board indicating that the Contractor's account is in good standing. |
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3 Compliance Requirements (Cont'd)	.4	(Cont'd) .1 Should the Contractor be a sole proprietor, provide documented proof in a form acceptable to the Engineer, of an alternative means of personal coverage that meets or exceeds the requirements set out above for Worker's Compensation Board coverage.
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4 Responsibility	.1	The Contractor is responsible for safety of persons and property on the work site and for protection of federal employees and the general public circulating adjacent to work site operations to extent that they may be affected by conduct of work.
	.2	The Contractor is to enforce compliance by workers and other persons granted access to work site with safety requirements of Contract Documents, applicable federal, provincial, and local statues, regulations, and ordinances, and with the Contractor's Health and Safety Program.
	.3	Should an unforeseen or peculiar safety related hazard or condition become evident during performance of work, immediately take measures to rectify the situation and prevent damage or harm. Advise the Engineer verbally and in writing of the hazard or condition.

5 Health and Safety Program	.1	Contractors are required under the Nova Scotia Occupational Health and Safety Act and the Regulations made pursuant to the Act to have in place a Health and Safety Program. Compliance requirements for the content, detail and implementation of the program resides with the provincial/territorial authority.
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5 Health and Safety Program
(Cont'd)

.2 Provide one copy of the Health and Safety Program to the Engineer prior to commencement of work on the work site. The copy provided to the Engineer is for the purpose of review against the Standing Offer requirements related to the known hazardous substances and/or hazardous conditions. The review is not to be construed to imply approval by the Engineer that the program is complete, accurate and legislatively compliant with the Nova Scotia Occupational Health and Safety Act, and the Regulations made pursuant to the Act, and shall not relieve the Contractor of their legal obligations under such legislation.

6 Accident Reporting
Reporting

.1 Investigate and report incidents and accidents as required by Nova Scotia Occupational Safety and Health Act, and the Regulations made pursuant to the Act.

.2 For the purpose of this contract immediately investigate and provide a report to the Engineer on incidents and accidents that involve:

.1 A resulting injury that may or may not require medical aid but involves lost time at work by the injured person(s).

.2 Exposure to toxic chemicals or substances.

.3 Property damage.

.4 Interruption to adjacent and/or integral infrastructure operations with potential loss implications.

.3 In the investigation and reporting of incidents and accidents, the Contractor is required to respond in a timely fashion to correct the action that was deemed to have caused the incident and/or accident and advise in writing on the action taken to prevent a re-occurrence of the incident and/or accident.

7 Records on Site
Site

.1 Maintain on site a copy of the safety documents as as specified in this section and any other safety related reports and documents issued to or received from the authorities having jurisdiction.

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1 Wing Greenwood, NS	Requirements	Page 4
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7 Records on Site (Cont'd)	.2	Upon request, make copies available to the Engineer.
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PART 1 - GENERAL

1.1 Fire Department Briefing .1 Engineer will coordinate arrangements for the contractor to be briefed on Fire Safety at their pre-work conference by Fire Chief before any work is commenced.

1.2 Reporting Fires .1 Know the location of nearest fire alarm box and telephone, including the emergency phone number.

.2 Report immediately all fire incidents to the Fire Department as follows:

.1 activate nearest fire alarm box; or

.2 telephone.

.3 Person activating fire alarm box will remain at the box to direct Fire Department to scene of fire.

.4 When reporting a fire by telephone, give location of fire, name or number of building and be prepared to verify the location.

1.3 Smoking Precautions .1 Observe at all times smoking regulations.

1.4 Questions and/or Clarification .1 Direct any questions or clarification on Fire Safety in addition to above requirements to Fire Chief.

1 General

- .1 Contractors and their personnel to read and be familiar with this section and its requirements.
- .2 Contractor to post, in a noticeable location on job site, the following names and emergency telephone numbers:
 - .1 14 Wing Greenwood:
 - .1 Wing Fire Chief (WFC) - 765-1494 Local 5206.
 - .2 Engineer - 765-1494 - Local 1533/Cell # 840-3248.
 - .3 911.
 - .4 Wing Hazardous Materials Coordinator - 765-1494 - Local 5792.
- .3 Encounters with material suspected of being hazardous and not previously identified are to be reported to Engineer immediately, and work in this area of project halted until direction is received from Engineer.
- .4 Contractors are to comply with regulations and procedures or Federal, Provincial and local area environmental protection agency when dealing with hazardous materials.
- .5 Enquiries regarding Hazardous Materials can be directed to Wing Hazardous Materials Coordinator.

2 Reference Standards

- .1 NFC-2015 - National Fire Code of Canada.
 - .2 CLC-Part 11 - Canada Labour Code.
 - .3 WHMIS - Workplace Hazardous Products Act Information System (Federal Legislation Bill C-70).
 - .4 Hazardous Projects Regulations.
 - .5 Hazardous Materials Information Review Act
 - .6 Interprovincial Movement of Hazardous Waste Regs.
 - .7 Occupational Health and Safety Regulations specifically Section 10.
-

- 2 Reference Standards
(Cont'd)
- .8 Regulations and standards currently in force for products not covered under WHMIS legislation, designed for the regulation of specific categories of products such as but not limited to:
- .1 Explosives Act.
 - .2 Nuclear Safety Control Act.
 - .3 Pest Control Products Act.
- 3 Compliance
- .1 In event of conflict between the requirements referred to throughout this section and in paragraph 2 - Reference Standards, the more stringent requirement to govern.
- 4 Spills and Leaks
- .1 Notify Wing Fire Department, Wing Environment Officer and Engineer at 14 Wing CFB Greenwood immediately in the event of a spill or leak. Wing Fire Chief will coordinate and direct clean-up.
- .2 Prevent injury to personnel until responsible authorities arrive and implement procedures necessary to contain and secure spill area.
- .3 Spills and leaks resulting from Contractor neglect or mishandling to be cleaned up at Contractor's expense.

1 Disposal of
Wastes

- .1 Dispose of hazardous materials and/or hazardous waste, in accordance with all applicable Federal, Provincial, Municipal Acts and Legislation and By-Law #83.
- .2 Garbage, recyclables and compostables are to can be disposed of at either of two Valley Waste-Resource Management (VWRM) centres. The Eastern Management Centre is located in the Kentville Industrial Park and the Western Management Centre is located north of the village of Lawrencetown. Any other site that has been approved by the Department of the Environment of NS can also be used for disposal of the above items.

2 Reference
Standards

- .1 Nova Scotia Environmental Act
- .2 Solid Waste-Resource Management Regulations
- .3 Activities Designation Regulations
- .4 Approval and Notification Procedures Regulations

- 1 General
- .1 Conduct cleaning and disposal operations to comply with local ordinances and anti-pollution laws.
 - .2 At all times be extremely cautious to ensure that no debris or other hazardous impediments are left lying in locations that will cause unsafe conditions.
 - .3 Disposal of debris to be the Contractor's responsibility and to be off DND property at approved dump site for material to be disposed of.
- 2 Definitions
- .1 FOD(Foreign Object Damage): any and/or all materials and/or debris that could cause damage to aircraft. This terminology is used in airport environments of which 14 Wing Greenwood is considered as.

PART 1 - GENERAL

- 1.1 Description
- .1 The work under this contract comprises the furnishing of all labour, materials, and equipment required to provide garbage, compostable and recyclable removal from various structures/buildings at 14 Wing Greenwood, Kings County, Nova Scotia.
 - .2 All metal and plastic compostable containers must be clean, painted and in good condition. Leaking containers are unacceptable anywhere food by-products are deposited. All containers must be fitted with plastic covers. Containers holding food by-products are to be cleaned on request by the Engineer.
- 1.2 Work Included
- .1 Remove and dispose of garbage, recyclables and compostables from areas as indicated in Annexs A, B and C to this specification.
- 1.3 Work Excluded
- .1 Removal and disposal of Contractor rubbish.
 - .2 Removal and disposal of any garbage, recyclables and compostable material not containerized.
 - .3 Removal of recyclable materials not properly bagged, with the exception of cardboard.
 - .4 Removal of hazardous materials and/or hazardous materials, in accordance with all applicable Federal Regs.
- 1.4 Definitions
- .1 Garbage: defined as rubbish, floor sweepings, furniture, boxes, cartons, empty aerosol cans, construction debris and any other item that is can not recyclable or compostable.
-

- 1.4 Definitions (Cont'd)
- .2 Recyclable items: defined as newspaper, plastics, glass, aluminum, tin, bond paper (coloured and white), computer paper, glossy paper including magazines, cardboard, styrofoam and any other item which may become recyclable during the period of contract.
 - .3 Compostable items: food waste, yard waste, soiled boxboard, soiled paper and any other item which may become compostable during the period of the contract.
- 1.5 Reports
- .1 Provide to the Engineer every three months a written report detailing amounts of recycled items collected. This data is to provide DND with statistical information only.

PART 2 - PRODUCTS

- 2.1 Contractor's Equipment
- .1 Equipment shall be a minimum of the following:
 - .1 One 40 cu yd front end packer type refuse vehicle for collection of garbage located in the Wing Administration and Operations areas, and buildings off Base.
 - .2 One 20 cu yd rear load packer type vehicle for collection of recyclables.
 - .3 One 2.5 ton compost vehicle capable of mechanically emptying 242 liters compost carts located in the Mission Support Areas (MSA), Airfield Operational Zone (AOZ) and buildings off Base.
 - .4 Provisions shall be made by the contractor to supply a replacement vehicle(s) equal to the above to maintain continuity of service throughout the contract.
 - .5 Contractor to provide only front end steel containers for garbage and recyclables equipped with plastic tops sized and located as per Annexes A, B and C.
 - .6 All garbage and recycling containers that are located on the Airfield Operational Zone (AOZ) and Mission Support Area (MSA) of the Wing are to be fitted with front mounted automatic container cover locks, that are able to keep the covers from opening in strong winds.

2.1 Contractor's
Equipment
(Cont'd)

- .1 (Cont'd)
- .7 All 8 cu yd containers that are to be used for garbage disposal will be fitted with one laterally sliding door on the side, except for three 8 cu yd containers that are to have low profile covers.
- .8 Sizes of containers required under this contract for garbage and recycling are as per the following:
- .1 40 cu.yd. - 7m length X 2.4m wide X 2.1m high
- .2 30 cu.yd. - 6.4m length X 2.4m wide X 2m high
- .3 10 cu. yd. - 3.5m length X 2m wide X 1.7m x high
- .4 8 cu. yd. Low Slope - 1.8m high X 1.9m wide X 2.3m depth
- .5 8 cu. yd. c/w Lateral Side Door - 2.1m high X 2m wide X 1.8m depth
- .6 4 cu. yd. - 1.1m high X 2.1m wide X 1.8m depth
- .7 2 cu. yd. - 1.1m high X 2.1m wide X 1.02m depth
- .9 Garbage and recycables containers are be labeled and to include the contractors name. No parking labels are to be installed to allow access to containers at all times. Containers must have white coloured labels on the front of each container (46cm long X 20cm high) indicating "GARBAGE ONLY", "RECYCLING ONLY" and "NO PARKING" in English (above) and French (Below), in 5cm high black lettering.
- .2 Provision shall be made by the Contractor to supply a replacement vehicle(s) equal to the above to maintain continuity of service throughout the Contract.
- .3 The Contractor shall otherwise ensure the Engineer that the equipment provided is of such capacity to handle the collection volume in all areas conforming to the collection frequencies as shown in Annexes A, B and C to this specification.

PART 3 - EXECUTION

3.1 Collection and
Transportation

- .1 Garbage, recyclables and compostables shall be collected at the designated pick-up points and frequencies during the periods as specified at Annexes A, B and C to this specification, and transported to the disposal sites.
- .2 Garbage, recyclable and compostable collection shall be implemented between 0730 hours and 1600 hours Monday to Friday inclusive, and from 0730 hours to 1200 hours on Saturdays.
- .3 The Contractor shall implement a collection procedure for garbage, recyclables and compostables that will ensure efficiency, economy and safeguarding health.
- .4 If garbage/recyclables and compostables are spilled at 14 Wing Greenwood during loading or in transit, the affected area shall be cleaned by the Contractor.
- .5 Containers to be returned to their original locations with the lids closed after emptying.
- .6 Provision shall be made by the Contractor to remove frozen and/or stuck garbage from containers.
- .7 The contractor will be required to provide unscheduled pick-ups and clean-ups after special events are held.
- .8 Collection frequencies will not be affected by holidays except for Christmas Day, New Years Day and Good Friday.
- .9 The schedule at Annexes A, B and C may be altered when required as noted in the Annexes.
- .10 The estimated volume of garbage, recyclables and compost are as noted in Annex A and B of this specification.

LOCATION	CONTAINER SIZE	FREQUENCY	DETAILS
BASE ADMINISTRATION AREA			
Hgr 2	8 cubic yard	Monday	
	30 cubic yard c/w cover	Monthly	
Hgr 4	8 cubic yard	Monthly	
Hgr 5	1 ea 8 cubic yard	Monday	
	3 ea 4 cubic yard	Monday	
	(Empty sawdust collector)	Bi-Monthly	
Hgr 7	4 cubic yard	Monday	
Hgr 8	8 cubic yard	Monday	
Bldg 15 Greenwood Gardens	8 cubic yard	Monday/Thursday	
Bldg 44 Sewage Disposal Plant	4 cubic yard	Bi-weekly	
Bldg 60 Airfield and Grounds	4 cubic yard	Monday	
Bldg 123 Golf Club House	8 cubic yard	Monday & On Request	1 May / 31 Oct (Seasonal)
Bldg 132 MP Guardhouse	4 cubic yard	Monday	
Bldg 149 Headquarters	8 cubic yard	Monday/Thursday	
Bldg 163 Lancaster House	8 cubic yard	Monday/Thursday	
Bldg 164 Neptune House	8 cubic yard	Monday/Thursday	
Bldg 165 Argus House	4 cubic yard	Monday/Thursday	
	8 cubic yard	Monday/Thursday	
Bldg 169 CF Morale & Welfare Services	4 cubic yard	Monday	
Bldg 207 Annapolis Mess	2 ea 8 cubic yard	Monday/Thursday	
Bldg 208 Fitness & Sports Centre	8 cubic yard	Monday/Thursday	
Bldg 216 Central Heating Plan	4 cubic yard	Bi-weekly	
	6 cubic yard	Bi-Monthly	
Bldg 221 Birchall Training Centre	8 cubic yard	Monday/Thursday	
Roll-Off Compound	40 cubic yard (garbage)	Bi-weekly	
	40 cubic yard (C & D)	Bi-weekly	
Air Cadet Complex	8 cubic yard	Monthly / Thursday	1 June / 31 Aug (Seasonal)
Bldg 265 Fire Hall	4 cubic yard	Monday	
Bldg 266 Hospital	8 cubic yard	Monday/Thursday	

LOCATION	CONTAINER SIZE	FREQUENCY	DETAILS
BASE OPERATIONAL AREA			
Hgr 9	4 cubic yard	Bi-weekly	
Hgr 10	2 ea 8 cubic yard	Monday/Thursday	
Hgr 11	2 ea 8 cubic yard	Monday/Thursday	
Hgr 14	8 cubic yard	Monday/Thursday	
	4 cubic yard	Monday	
Bldg 63 Power Plant	2 cubic yard	Bi-weekly	
Bldg 80A POL	2 cubic yard	Bi-weekly	
Bldg 113 RT Garage	4 cubic yard	Bi-weekly	
Bldg 135 Armament Gatchouse	4 cubic yard	Bi-weekly	
Bldg 166 Hornell Centre	8 cubic yard 4 cubic yard	Monday/Thursday Monday/Thursday	
Bldg 267 Met Section	4 cubic yard	Monday	
Bldg 216 Central Heating Plant	4 cubic yard	Bi-weekly	
Bldg 303 QRA	8 cubic yard	On Request	
LOCATION	CONTAINER SIZE	FREQUENCY	DETAILS
BUILDINGS LOCATED OFF BASE			
Bldg 68 RC Chapel	4 cubic yard	Bi-weekly	
Bldg 69 Protestant Chapel	4 cubic yard	Bi-weekly	
Bldg 83 Morfee Centre	2 ea 4 cubic yard	Monday	
Bldg 83 Morfee Annex	4 cubic yard	Monday	
Bldg 110 Community Centre	8 cubic yard	Monday	
Bldg 140 Post Office	4 cubic yard	Monday	
Bldg 151 Canex Mall & Museum	8 cubic yard	Monday	
Bldg 151A Canex Warehouse	4 cubic yard	Bi-Weekly	
Litter Containers (Supplied by DND)	5 ea	Bi-weekly	
Litter Containers (Supplied by DND)	15 ea (Bldgs 110 and 83 plus all bus stops)	Weekly	
Rod and Gun Club	2 cubic yard	Monthly	

Note: Historical data indicates that a volume of approximately 20.4 tons of garbage, 2.1 tons of compost, 2.2 tons of wood, 1.6 tons of metal, 2.6 tons of paper, 3.3 tons of cardboard, 1.4 tons of cans and bottles and .8 tons of plastic are being removed from the above locations monthly. This is not an indication of future volumes and no guarantee of such is made.

LOCATION	CONTAINER SIZE	FREQUENCY	DETAILS
BASE ADMINISTRATION AREA			
Hgr 2	3 ea 4 cubic yard	Monday	
	2 ea 10 cubic yard (Metal & Wood)	Bi-weekly	
Hgr 4	2 ea 4 cubic yard	Monday/Thursday	
Hgr 5	3 ea 4 cubic yard	Monday	
Hgr 7	4 cubic yard	Monday/Thursday	
Hgr 8	4 cubic yard	Monday/Thursday	
Bldg 15 Greenwood Gardens	4 cubic yard	Thursday	
Bldg 44 Sewage Pump House	4 cubic yard	Monday	
Bldg 60 Airfield and Grounds	4 cubic yard	Monday	
Bldg 123 Golf Club House	4 cubic yard	Monday	
Bldg 132 MP Guardhouse	4 cubic yard	Monday	
Bldg 149 Headquarters	4 cubic yard	Monday/Thursday	
Bldg 163 Lancaster House	4 cubic yard	Monday	
Bldg 164 Neptune House	4 cubic yard	Monday	
Bldg 165 Argus House	2 ea 4 cubic yard	Monday	
Bldg 169 CF Morale & Welfare Serv.	4 cubic yard	Monday	
Bldg 207 Annapolis Mess	2 ea 8 cubic yard, Low Slope	Mon/Wed/Fri	
Bldg 208 Fitness & Sports Centre	4 cubic yard	Monday	
Bldg 221 Birchall Training Centre	4 cubic yard	Monday/Thursday	
Roll-Off Compound	8 cubic yard (Recyclables)	Monday	
	2 ea 40 cubic yard (Wood Only)	Bi-Weekly	
	40 cubic yard (Metal Only)	Bi-weekly	
Air Cadet Complex	2 ea 4 cubic yard	Monday/Thursday	
Bldg 265 Fire Hall	4 cubic yard	Monday	
Bldg 266 Hospital	4 cubic yard	Monday	

	CONTAINER SIZE	FREQUENCY	DETAILS
BASE OPERATIONAL AREA			
Hgr 9	4 cubic yard	Bi-weekly	
Hgr 10	3 ea 4 cubic yard	Monday/Thursday	
	6 cubic yard (Metal only)	Bi-Monthly	
Hgr 11	3 ea 4 cubic yard	Monday/Thursday	
Hgr 13	4 cubic yard	On Request	
Hgr 14	3 ea 4 cubic yard	Monday/Thursday	
Bldg 63 Power Plant	2 cubic yard	Bi-weekly	
Bldg 80A POL Gate House	2 cubic yard	Bi-weekly	
Bldg 113 RT Garage	4 cubic yard	Monday	
Bldg 135 Armament Gatehouse	2 cubic yard	Bi-weekly	
Bldg 155 Shredder	4 cubic yard	Bi-weekly	
Bldg 166 Hornell Centre	2 ea 4 cubic yard	Monday/Thursday	
Bldg 267 Met Section	4 cubic yard	Bi-Weekly	
Bldg 216 Central Heating Plant	4 cubic yard	Bi-weekly	
	4 cubic yard (Metal only)	Bi-Monthly	
Bldg 303 QRA	4 cubic yard	On Request	
LOCATION	CONTAINER SIZE	FREQUENCY	DETAILS
BUILDINGS LOCATED OFF BASE			
Bldg 68 RC Chapel	2 cubic yard	Bi-weekly	
Bldg 69 Protestant Chapel	2 cubic yard	Bi-weekly	
Bldg 83 Morfee Centre	2 ea 4 cubic yard	Monday/Thursday	
Bldg 83 Morfee Annex	2 cubic yard	Monday	
Bldg 110 Community Centre	2 cubic yard	Monday	
Bldg 140 Post Office	2 cubic yard	Monday/Thursday	
Bldg 151 Canex Mall & Museum	2 ea 4 cubic yard	Monday/Thursday	
Bldg 151A Canex Warehouse	4 cubic yard	Monday	
Rod and Gun Club	2 cubic yard	Monthly	

Compost Collection Frequencies

LOCATION	CONTAINER SIZE	FREQUENCY	DETAILS
Product: rollout 242 litre plastic carts, color green comes with wheels, cover and compost logo required to place compost in.			
Hgr 2	1 each	Wednesday	
Hgr 4	1 each	Wednesday	
Hgr 5	4 each	Wednesday	
Hgr 7	1 each	Wednesday	
Hgr 8	1 each	Wednesday	
Hgr 9	1 each	Wednesday	
Hgr 10	1 each	Wednesday	
Hgr 11	2 each	Wednesday	
Bldg 15 Greenwood Gardens	1 each	Wednesday	
Bldg 44 Sewage Pump House	1 each	Bi-weekly	
Bldg 60 Airfield and Grounds	1 each	Wednesday	
Bldg 63 Power Plant	1 each	Wednesday	
Bldg 68 RC Chapel	1 each	Wednesday	
Bldg 69 Protestant Chapel	1 each	Wednesday	
Bldg 80A POL Gatehouse	1 each	Bi-weekly	
Bldg 83 Morfee Centre	2 each	Wednesday	
Bldg 83A Morfee Nursery School	1 each	Bi-weekly	
Bldg 110 Community Centre	1 each	Wednesday	
Bldg 113 RT Garage	1 each	Bi-Weekly	
Bldg 123 Greenwood Golf Clubhouse	3 each	Wednesday	1 May/31 Oct (Seasonal)
Bldg 140 Post Office	1 each	Wednesday	
Bldg 149 Headquarters	1 each	Wednesday	
Bldg 151 Canex Mall	2 each	Wednesday	
Bldg 156 POL Storage	1 each	Bi-weekly	
Bldg 132 MP Guardhouse	1 each	Wednesday	

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ANNEX C
ANNEXE "C"Government
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Contract Number / Numéro du contrat

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Security Classification / Classification de sécurité

SECURITY REQUIREMENTS CHECK LIST (SRCL)

LISTE DE VÉRIFICATION DES EXIGENCES RELATIVES À LA SÉCURITÉ (LVERS)

PART A - CONTRACT INFORMATION / PARTIE A - INFORMATION CONTRACTUELLE

1 Originating Government Department or Organization / Ministère ou organisme gouvernemental d'origine		2 Branch or Directorate / Direction générale ou Direction	
DND		RCAF	
3 a) Subcontract Number / Numéro du contrat de sous-traitance		3 b) Name and Address of Subcontractor / Nom et adresse du sous-traitant	
4 Brief Description of Work / Brève description du travail PROVIDE GARBAGE RECYCLABLES AND COMPOST REMOVAL FROM 14 WING GREENWOOD			
5 a) Will the supplier require access to Controlled Goods? Le fournisseur aura-t-il accès à des marchandises contrôlées?		<input checked="" type="checkbox"/> No <input type="checkbox"/> Yes Non Oui	
5 b) Will the supplier require access to unclassified military technical data subject to the provisions of the Technical Data Control Regulations? Le fournisseur aura-t-il accès à des données techniques militaires non classifiées qui sont assujetties aux dispositions du Règlement sur le contrôle des données techniques?		<input checked="" type="checkbox"/> No <input type="checkbox"/> Yes Non Oui	
6 Indicate the type of access required / Indiquer le type d'accès requis			
6 a) Will the supplier and its employees require access to PROTECTED and/or CLASSIFIED information or assets? Le fournisseur ainsi que les employés auront-ils accès à des renseignements ou à des biens PROTÉGÉS et/ou CLASSIFIÉS? (Specify the level of access using the chart in Question 7. c) (Préciser le niveau d'accès en utilisant le tableau qui se trouve à la question 7. c)		<input checked="" type="checkbox"/> No <input type="checkbox"/> Yes Non Oui	
6 b) Will the supplier and its employees (e.g. cleaners, maintenance personnel) require access to restricted access areas? No access to PROTECTED and/or CLASSIFIED information or assets is permitted. Le fournisseur et ses employés (p. ex. nettoyeurs, personnel d'entretien) auront-ils accès à des zones d'accès restreintes? L'accès à des renseignements ou à des biens PROTÉGÉS et/ou CLASSIFIÉS n'est pas autorisé		<input type="checkbox"/> No <input checked="" type="checkbox"/> Yes Non Oui	
6 c) Is this a commercial courier or delivery requirement with no overnight storage? S'agit-il d'un contrat de messagerie ou de livraison commerciale sans entreposage de nuit?		<input checked="" type="checkbox"/> No <input type="checkbox"/> Yes Non Oui	
7 a) Indicate the type of information that the supplier will be required to access / Indiquer le type d'information auquel le fournisseur devra avoir accès			
Canada <input type="checkbox"/>		NATO / OTAN <input type="checkbox"/>	
Foreign / Étranger <input type="checkbox"/>			
7 b) Release restrictions / Restrictions relatives à la diffusion			
No release restrictions Aucune restriction relative à la diffusion <input type="checkbox"/>		All NATO countries Tous les pays de l'OTAN <input type="checkbox"/>	
Not releasable À ne pas diffuser <input type="checkbox"/>		Restricted to / Limité à <input type="checkbox"/>	
Restricted to / Limité à <input type="checkbox"/>		Restricted to / Limité à <input type="checkbox"/>	
Specify country(ies) / Préciser le(s) pays		Specify country(ies) / Préciser le(s) pays	
7 c) Level of information / Niveau d'information			
PROTECTED A PROTÉGÉ A <input type="checkbox"/>		NATO UNCLASSIFIED NATO NON CLASSIFIÉ <input type="checkbox"/>	
PROTECTED B PROTÉGÉ B <input type="checkbox"/>		NATO RESTRICTED NATO DIFFUSION RESTREINTE <input type="checkbox"/>	
PROTECTED C PROTÉGÉ C <input type="checkbox"/>		NATO CONFIDENTIAL NATO CONFIDENTIEL <input type="checkbox"/>	
CONFIDENTIAL CONFIDENTIEL <input type="checkbox"/>		NATO SECRET NATO SECRET <input type="checkbox"/>	
SECRET SECRET <input type="checkbox"/>		COSMIC TOP SECRET COSMIC TRÈS SECRET <input type="checkbox"/>	
TOP SECRET TRÈS SECRET <input type="checkbox"/>			
TOP SECRET (SIGINT) TRÈS SECRET (SIGINT) <input type="checkbox"/>			
		PROTECTED A PROTÉGÉ A <input type="checkbox"/>	
		PROTECTED B PROTÉGÉ B <input type="checkbox"/>	
		PROTECTED C PROTÉGÉ C <input type="checkbox"/>	
		CONFIDENTIAL CONFIDENTIEL <input type="checkbox"/>	
		SECRET SECRET <input type="checkbox"/>	
		TOP SECRET TRÈS SECRET <input type="checkbox"/>	
		TOP SECRET (SIGINT) TRÈS SECRET (SIGINT) <input type="checkbox"/>	



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PART A (continued) / PARTIE A (suite)

8 Will the supplier require access to PROTECTED and/or CLASSIFIED COMSEC information or assets?

Le fournisseur aura-t-il accès à des renseignements ou à des biens COMSEC désignés PROTÉGÉS et/ou CLASSIFIÉS?

If Yes, indicate the level of sensitivity.

Dans l'affirmative, indiquer le niveau de sensibilité.

☒ No ☐ Yes
Non Oui

9 Will the supplier require access to extremely sensitive INFOSEC information or assets?

Le fournisseur aura-t-il accès à des renseignements ou à des biens INFOSEC de nature extrêmement délicate?

☒ No ☐ Yes
Non Oui

Short Title(s) of material / Titre(s) abrégé(s) du matériel

Document Number / Numéro du document

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

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

☒ RELIABILITY STATUS
COTE DE FIABILITÉ

☐ TOP SECRET - SIGINT
TRÈS SECRET - SIGINT

☐ SITE ACCESS
ACCÈS AUX EMPLACEMENTS

☐ CONFIDENTIAL
CONFIDENTIEL

☐ NATO CONFIDENTIAL
NATO CONFIDENTIEL

☐ SECRET
SECRET

☐ NATO SECRET
NATO SECRET

☐ TOP SECRET
TRÈS SECRET

☐ COSMIC TOP SECRET
COSMIC TRÈS SECRET

Special comments

Commentaires spéciaux

NOTE: If multiple levels of screening are identified, a Security Classification Guide must be provided.

REMARQUE: Si plusieurs niveaux de contrôle de sécurité sont requis, un guide de classification de la sécurité doit être fourni.

10 b) May unscreened personnel be used for portions of the work?

Du personnel sans autorisation sécuritaire peut-il se voir confier des parties du travail?

If Yes, will unscreened personnel be escorted?

Dans l'affirmative, le personnel en question sera-t-il escorté?

☒ No ☐ Yes
Non Oui

☐ No ☐ Yes
Non Oui

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

INFORMATION / ASSETS / RENSEIGNEMENTS / BIENS

11 a) Will the supplier be required to receive and store PROTECTED and/or CLASSIFIED information or assets on its site or premises?

Le fournisseur sera-t-il tenu de recevoir et d'entreposer sur place des renseignements ou des biens PROTÉGÉS et/ou CLASSIFIÉS?

☒ No ☐ Yes
Non Oui

11 b) Will the supplier be required to safeguard COMSEC information or assets?

Le fournisseur sera-t-il tenu de protéger des renseignements ou des biens COMSEC?

☒ No ☐ Yes
Non Oui

PRODUCTION

11 c) Will the production (manufacture, and/or repair and/or modification) of PROTECTED and/or CLASSIFIED material or equipment occur at the supplier's site or premises?

Les installations du fournisseur serviront-elles à la production (fabrication et/ou réparation et/ou modification) de matériel PROTÉGÉ et/ou CLASSIFIÉ?

☒ No ☐ Yes
Non Oui

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

11 d) Will the supplier be required to use its IT systems to electronically process, produce or store PROTECTED and/or CLASSIFIED information or data?

Le fournisseur sera-t-il tenu d'utiliser ses propres systèmes informatiques pour traiter, produire ou stocker électroniquement des renseignements ou des données PROTÉGÉS et/ou CLASSIFIÉS?

☒ No ☐ Yes
Non Oui

11 e) Will there be an electronic link between the supplier's IT systems and the government department or agency?

Disposera-t-on d'un lien électronique entre le système informatique du fournisseur et celui du ministère ou de l'agence gouvernementale?

☒ No ☐ Yes
Non Oui



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PART C - (continued) / PARTIE C - (suite)

For users completing the form manually use the summary chart below to indicate the category(ies) and level(s) of safeguarding required at the supplier's site(s) or premises.
Les utilisateurs qui remplissent le formulaire manuellement doivent utiliser le tableau récapitulatif ci-dessous pour indiquer, pour chaque catégorie, les niveaux de sauvegarde requis aux installations du fournisseur.

For users completing the form online (via the Internet), the summary chart is automatically populated by your responses to previous questions.
Dans le cas des utilisateurs qui remplissent le formulaire en ligne (par Internet), les réponses aux questions précédentes sont automatiquement saisies dans le tableau récapitulatif.

SUMMARY CHART / TABLEAU RÉCAPITULATIF

Category Catégorie	PROTECTED PROTÉGÉE			CLASSIFIED CLASSIFIÉE			NATO				COMSEC					
	A	B	C	CONFIDENTIAL CONFIDENTIEL	SECRET	TOP SECRET TRÈS SECRET	NATO RESTRICTED NATO DIFFUSION RESTREINTE	NATO CONFIDENTIAL NATO CONFIDENTIEL	NATO SECRET	COMSEC TOP SECRET COMSEC TRÈS SECRET	PROTECTED PROTÉGÉE			CONFIDENTIAL CONFIDENTIEL	SECRET	TOP SECRET TRÈS SECRET
											A	B	C			
Information Assets Renseignements / Biens Production																
IT Media Support IT																
IT Data Données informatiques																

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

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

☒ No
Non

☐ Yes
Oui

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

Dans l'affirmative, classifiez le présent formulaire en indiquant le niveau de sécurité dans la case intitulée

« Classification de sécurité » au haut et au bas du formulaire.

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

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

☒ No
Non

☐ Yes
Oui

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

Dans l'affirmative, classifiez le présent formulaire en indiquant le niveau de sécurité dans la case intitulée

« Classification de sécurité » au haut et au bas du formulaire et indiquer qu'il y a des pièces jointes (p. ex. SECRET avec des pièces jointes).