



**RETURN BIDS TO:**

**RETOURNER LES SOUMISSIONS À:**

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11 Laurier St. / 11, rue Laurier

Place du Portage, Phase III

Core 0B2 / Noyau 0B2

Gatineau

Quebec

K1A 0S5

Bid Fax: (819) 997-9776

**LETTER OF INTEREST**

**LETTRE D'INTÉRÊT**

Comments - Commentaires

**Vendor/Firm Name and Address**

Raison sociale et adresse du  
fournisseur/de l'entrepreneur

**Issuing Office - Bureau de distribution**

In-Service Support Marine / Soutien en Service Maritime

11 Laurier St. / 11, rue Laurier

Place du Portage, Phase III

6C2

Gatineau

Quebec

K1A 0S5

<b>Title - Sujet</b> EREP: General Info & Disposal RFI	
<b>Solicitation No. - N° de l'invitation</b> F7047-170020/A	<b>Date</b> 2017-06-23
<b>Client Reference No. - N° de référence du client</b> F7047-170020	<b>GETS Ref. No. - N° de réf. de SEAG</b> PW-\$ISM-025-26358
<b>File No. - N° de dossier</b> 025ism.F7047-170020	<b>CCC No./N° CCC - FMS No./N° VME</b>
<b>Solicitation Closes - L'invitation prend fin</b> <b>at - à 02:00 PM</b> <b>on - le 2017-07-28</b>	
<b>Time Zone</b> <b>Fuseau horaire</b> Eastern Daylight Saving Time EDT	
<b>F.O.B. - F.A.B.</b> Specified Herein - Précisé dans les présentes <b>Plant-Usine:</b> <input type="checkbox"/> <b>Destination:</b> <input type="checkbox"/> <b>Other-Autre:</b> <input checked="" type="checkbox"/>	
<b>Address Enquiries to: - Adresser toutes questions à:</b> Fox, Erin	<b>Buyer Id - Id de l'acheteur</b> 025ism
<b>Telephone No. - N° de téléphone</b> (613) 614-2383 (00 )	<b>FAX No. - N° de FAX</b> ( ) -
<b>Destination - of Goods, Services, and Construction:</b> <b>Destination - des biens, services et construction:</b> See Herein	

Instructions: See Herein

Instructions: Voir aux présentes

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

# Environmental Response Equipment Program Request for Information (RFI)

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### 1. Purpose:

The purpose of this Request for Information (RFI) is to request that interested companies provide feedback and recommendations to the questions posed herein. The questions posed are regarding the Canadian Coast Guard's (CCG) Environmental Response Equipment (ERE) Program.

The objectives of this RFI are to:

- a) Provide Industry with general information on CCG's ERE Program;
- b) Enable Canada to request information and input from Industry regarding the ERE Program requirements in general (please refer to Section 8 of this RFI); and,
- c) Invite Industry to attend 1-on-1 meetings with Canada, to discuss their responses and the ERE Program in general. Meetings can be held in Ottawa, Ontario, or by teleconference. To arrange such a meeting, please contact the PWGSC Contracting Authority identified in Section 6 of this RFI.

### 2. Background Information:

The Environmental Response Equipment (ERE) Program for the Canadian Coast Guard (CCG), which forms part of the Oceans Protection Plan announced in November 2016. Under the ERE Program, CCG is renewing its suite of environmental response (ER) equipment, ensuring a robust and strategic national response capability. The ERE Program will modernize ER equipment with new technology for strategic ER locations across Canada. Approximately 50-100 unique procurements for different types of equipment including integrated logistics support documentation and some life cycle management services will be required. The requirements include, though are not limited to:

1. Skimmers (Stationary and Advancing Skimmers);
2. Boom (including Sweep Systems);
3. Contaminant Storage Equipment (towable and stationary);
4. Dispersant and Burning Equipment;
5. ER Safety Equipment
6. ER Communications Equipment
7. ER Surveillance Equipment

8. Pumps, Hoses, and Hydraulic Control Panels;
9. Generators;
10. Mobile Incident Command Posts (various categories with differing operational applications);
11. Crew Posts;
12. Logistic Posts;
13. Decontamination Posts;
14. Mobile Camps;
15. Trailers and Small Specialized Vehicles and Small Craft;
16. ER handling equipment; and,
17. Other small purchases of miscellaneous equipment such as buoys, lighting, wildlife deterrents, etc.

A multifaceted strategy for the disposal of existing equipment will also be devised (refer to Section 8 for further information).

The move to a national strategy for the procurement of this equipment represents a significant change in how CCG operates. Industry will need to do business with Canada on a national level (e.g.: bidding on solicitations through BuyAndSell.gc.ca). For information on upcoming industry engagement sessions and to learn how to find and bid on Canada's ERE procurements, please visit the BuyAndSell.gc.ca website. All notices (RFPs, RFIs, etc.) related to the ERE Program will have titles that begin with "EREP:" in order to be easily identified.

### **3. Potential Work Scope and Constraints:**

Each individual procurement under the ERE Program will have its own, distinct requirements. However, the Work under each may include some or all of the following:

- Provision of equipment;
- Testing and commissioning prior to acceptance;
- Training and Training Materials (safety, operational, and life cycle maintenance);
- Manuals and other Integrated Logistics Support;
- Provision of spares based on critical and recommended spares lists; and,
- Provision of repair and maintenance service for a predetermined period, plus optional periods.

### **4. Legislation, Trade Agreements, and Government Policies:**

The following is indicative of some of the legislation, trade agreements and government policies that could impact any follow-on solicitations for EREP requirements:

- a) North American Free Trade Agreement (NAFTA): may apply to follow-on solicitations;
- b) World Trade Organization – Agreement on Government Procurement (WTO-AGP): may not apply to follow-on solicitations;
- c) Agreement on Internal Trade (AIT): may apply to follow-on solicitations;
- d) Defence Production Act: will not apply to follow-on solicitations;
- e) Industrial and Regional Benefits (IRBs): IRBs may not apply to follow-on solicitations;
- f) Controlled Goods Program (CGP): the CGP may not apply to follow-on solicitations;
- g) Federal Contractors Program for Employment Equity (FCP-EE): the FCP-EE may apply to follow-on solicitations; and,
- h) Comprehensive Land Claim Agreements (CLCAs): CLCAs may apply to follow-on solicitations.

## 5. Schedule:

In providing responses, the following schedule should be utilized as a baseline:

- a) This General RFI: June / July 2017
- b) Potential RFI for Floating Storage capabilities: June / July 2017
- c) Potential RFP for Curtain Boom requirement: Summer 2017
- d) 1-on-1 meetings with Industry: Summer / Fall 2017
- e) Potential Industry Day in the National Capital Region: Fall 2017

## 6. Important Notes to Respondents:

### 6.1 Submitting the Response:

Interested Respondents may submit their responses to the PWGSC Contracting Authority, identified below:

Erin Fox  
Supply Team Leader  
Environmental Response Equipment Program  
200 Kent Street, office 7W119E  
Ottawa, ON K1A 0E6  
Tel: 613-614-2383  
E-mail address: [erin.fox@pwgsc-tpsgc.gc.ca](mailto:erin.fox@pwgsc-tpsgc.gc.ca)

Canada prefers to receive responses by email (no more than 5MB). If the Respondent wishes to send their response on a USB stick by regular post, please send it to Erin Fox.

### 6.2 Format of the Response:

Respondents are asked to provide their response to this RFI as a PDF document that is unprotected (no password required). Responses should include a cover page that includes: the RFI Solicitation number, the full legal name of the Respondent, and the date. Responses should also include a point of contact for the Respondent (name, address, telephone number and email). Respondents are requested to use a numbering system in their response that corresponds with the numbering system in Section 8 of this RFI.

### 6.3 Treatment of the Response:

Responses will not be formally evaluated. However, Canada may use the information in planning a potential solicitation for the Work described herein. Canada will review all responses received by the RFI closing date. Canada may, at its discretion, review responses received after the RFI closing date.

A review team composed of representatives of the Government of Canada will review the responses. Canada reserves the right to hire any independent consultant, or use any Government resource which it deems necessary to review any response. Not all members of the review team will necessarily review all responses.

Canada may, at its discretion, contact any Respondent to follow up with additional questions or for clarification of any aspect of a response. Canada may also publish further RFIs related to this initiative.

Responses will not be returned to the Respondents.

#### 6.4 Other Important Notes:

Changes to this RFI may occur and will be advertised on the BuyAndSell.gc.ca website. Canada asks Respondents to visit BuyAndSell.gc.ca regularly to check for changes, if any.

This RFI is neither a call for tender nor a Request for Proposal (RFP). No agreement or contract will be entered into based on this RFI. The issuance of this RFI is not to be considered in any way a commitment by the Government of Canada, nor as authority to potential respondents to undertake any work that could be charged to Canada. This RFI is not to be considered as a commitment to issue a subsequent solicitation or award contract(s) for the work described herein.

Respondents are encouraged to identify, in the information they share with Canada, any information that they feel is proprietary, third party or personal information. Please note that Canada may be obligated by law (e.g. in response to a request under the Access of Information and Privacy Act) to disclose proprietary or commercially-sensitive information concerning a respondent (for more information: <http://laws-lois.justice.gc.ca/eng/acts/a-1/>).

Respondents are asked to identify if their response, or any part of their response, is subject to the Controlled Goods Regulations.

Participation in this RFI is encouraged, but is not mandatory. There will be no short-listing of potential suppliers for the purposes of undertaking any future work as a result of this RFI. Similarly, participation in this RFI is not a condition or prerequisite for the participation in any potential subsequent solicitation.

Respondents will not be reimbursed for any cost incurred by participating in this RFI.

#### **7. Closing date for the LOI/RFI:**

Responses to this RFI are to be submitted to the PWGSC Contracting Authority identified above, on or before July 28, 2017.

#### **8. Information Requested:**

1. Provide a comprehensive list of the end product(s) that could be produced by the vendor.

*Note: please provide answers to the subsequent questions for each 'end product' that could be produced by the vendor as best as possible. High-level answers are acceptable as well, providing they are applicable.*

#### **2. System Engineering Processes**

##### ***Manufacturing***

- i. Describe the methodology or process used to manufacture the end product.
- ii. Describe the provisions in place to ensure the consistency and reliability of the end product (e.g., documented manufacturing procedures or work instructions, competency of personnel, destructive or non-destructive sampling of products, etc.).
- iii. Indicate the manufacturing throughput capability (e.g., products per time interval, typical lead times, etc.) for the end product.
- iv. Provide recent sales information for the end product (if possible).

### **Quality Control**

- v. Describe the practice(s) used to ensure that consistent and reliable materials (or components) are used in the construction or manufacturing process of the end product (e.g., compositional testing, compliance certificates against recognized standards, in-house sampling from received lots, etc.).
- vi. Describe the practices(s) used to preclude the use of defective materials or components in the construction or manufacturing process of the end product (e.g., segregation, physical damage of marking of defective materials or components).

### **Health and Safety**

- vii. Describe what design considerations (or components) are implemented in the end product to ensure the health and safety of the operator(s).
- viii. Provide any health and safety information as it relates to the end product(s)'s operation and maintenance, as well as commissioning and training events.

### **3. Disposal of obsolete equipment**

CCG has an existing inventory of ER equipment (an assortment of boom, skimmers, generators, trailers, etc.) that is obsolete and past its service life at various ER locations within the Western, Central & Arctic, and Atlantic operating regions. Additionally, warehousing space is limited at the majority of the CCG ER locations. CCG is considering a 'just-in-time' disposal strategy of obsolete equipment to ensure new equipment can be delivered and appropriately stored. Alternate disposal strategies and recommendations provided by the vendor are encouraged. CCG prefers a 'green disposal' methodology to be implemented by the vendors. Any disposal strategies that Canada chooses to implement will be in accordance with the following regulations:

- <http://www.tbs-sct.gc.ca/pol/doc-eng.aspx?id=12066> – *Directive on Disposal of Surplus Material*; and
- <http://www.tbs-sct.gc.ca/pol/doc-eng.aspx?id=12062> – *Policy on Management Material*.

Please note, equipment may have been used and therefore come in contact with hazardous materials, therefore it is essential disposal strategies take this into consideration. For further information:

- <http://laws-lois.justice.gc.ca/eng/regulations/SOR-2005-149/index.html> - *Import and Export of Hazardous Goods*;
- <http://laws-lois.justice.gc.ca/eng/regulations/SOR-2002-301/index.html> - *Interprovincial Movement of Hazardous Goods*; and
- <http://laws-lois.justice.gc.ca/eng/regulations/SOR-97-109/index.html> - *PCB Waste Export Regulations*.

- i. Describe any existing capability/method used to recycle or dispose of existing client inventory.
- ii. If a capability does not currently exist, please provide a brief description of a proposed methodology to recycle or dispose of existing client inventory.
- iii. Describe any alternate disposal strategies and recommendations for CCG's existing obsolete equipment.

### **4. Delivery of provisioned end products**

The ERE Project is implementing a national procurement strategy to provision different types of new ER equipment. Given this strategy, CCG is considering executing the following delivery methodology: Locations in the Western, Central & Arctic, and Atlantic operating regions will be selected to receive the delivery of the provisioned end products. These select locations will be used as a 'centralized delivery hub' where commissioning and training (operational and maintenance) will occur consecutively. The end products, now operationally ready, will then be

repackaged and subsequent deliveries to surrounding ER locations (bases, depots, trailers, etc.) will occur. The end products will arrive at their 'final destination' and be response ready.

- i. Provide a brief description of any experience delivering end products to remote or arctic locations where the natural environment could present challenges.
- ii. Provide a brief description of the elements that would be included in a Delivery Plan for the national delivery of end products.
- iii. Describe any possible partnerships or teaming agreements with similar manufacturers to facilitate national deliveries of end products.
- iv. Describe what auxiliary equipment (heavy lifting equipment, trailers, specialized containers, trucks, vessels, etc.) is available to deliver various end products to remote locations.

#### **5. Commissioning of provisioned end products**

- i. Describe the approach used to verify that the end product conforms to customer specifications (e.g., defined commissioning test plans, in-house or third party functional or performance test results, etc.).

#### **6. Operator training on provisioned end products**

All provisioned end products will require the delivery of operational and maintenance training. Certain delivery locations of the end product(s) will also serve as designated training locations. These designated training locations will primarily be located in the Western and Atlantic operating regions.

- i. Provide a brief description of the elements that would be included in an Operational Training Plan, including a proposed training delivery methodology for the operational training of the end product (e.g., 1 day session with experienced trainer, online modules, classroom manuals, etc.).
- ii. Provide a brief description of the elements that would be included in a Maintenance Training Plan, including a proposed training delivery methodology for the *maintenance training* of the end product (e.g., 1 day session with experienced trainer, online modules, classroom manuals, etc.).
- iii. Would a 'Train-the-Trainer' training methodology be available for the operational and maintenance training of the provisioned end product?
  - o If so, provide a brief description of the elements to be included in the 'train the trainer' plan
- iv. Describe any existing training materials that are currently developed in house for the operation and/or maintenance of the end product.
- v. Describe the training materials that could be developed for the operation and/or maintenance of the end product in addition to the existing training materials (videos, training equipment, manuals, etc.).

#### **7. Life-Cycle Management (LCM) of the provisioned end products**

CCG is committed to engage in effective life-cycle management practices of the provisioned end products. Collaboration with vendors is required on an end product-specific basis to ensure appropriate LCM practices are being implement.

#### ***Maintenance and repair***

Preventative and corrective maintenance servicing of the end products is required to ensure operational functionality is maintained and longevity of the end products.

- i. Provide a brief description of preventative maintenance repairs and/or services offered for the end product to ensure a reliable service life (e.g., training, contracting services, 'on-call' emergency repair, etc.).
- ii. Provide a brief description of corrective maintenance repairs and/or services offered for the end product to ensure a reliable service life.
- iii. Provide a brief description of any experience with providing additional provisions with the end product to ensure a reliable service life (e.g., spares, critical spares, specialized tools, maintenance manuals, etc.).
- iv. Indicate if any end products require specialized expertise to perform preventative and/or corrective maintenance.

#### ***Disposal***

At the end of the acquired end product's lifespan, recycle or disposal practices will be required to ensure the removal of obsolete equipment from operational inventory. A 'green disposal' methodology is preferred (as described in Section 8, #3).

- iv. Describe any existing capability/method to recycle or dispose of the provisioned end product once it is beyond its useful lifespan.
- v. If a capability does not currently exist, please provide a brief description of a proposed methodology to recycle or dispose of the end product once it is beyond its useful life span.

#### **8. ER Equipment technology**

##### ***Oil storage***

As noted in Section 5, a RFI will be posted seeking information from industry about various options and sizes available for towable floating storage.

Please visit [BuyandSell.gc.ca](http://BuyandSell.gc.ca) to gather more information on the requirements, as well as information requested from industry.

##### ***Equipment storage containers and trailers***

- v. Provide a brief description of any experience provisioning end products that comply with various provincial and/or territorial transportation laws and regulations. Indicate any special considerations or approaches previously used.
- vi. Indicate if there are any possible partnerships or teaming agreements with similar manufacturers, or sub-contractor work that can provide appropriate storage solutions for provisioned end products.