

## RETURN BIDS TO: RETOURNER LES SOUMISSIONS A:

## Bid Receiving/Réception des sousmissions

RCMP / GRC Procurement & Contracting Services c/o Commissionaires, F Division 6101 Dewdney Avenue Regina, SK S4P 3K7

#### **Facsimile Number:**

(306) 780-5232

## INVITATION TO TENDER APPPEL D'OFFRES

**Tender to:** Royal Canadian Mounted Police 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 therefore.

Soumission aux: Gendarmerie royale du 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 ciannexée, au(x) prix indiqué(s).

#### **Comments - Commentaries**

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

Facsimile No. - No de télécopieur:

Telephone No. - no de téléphone:

#### Title-Sujet:

Interior and Exterior House Renovations and Replace Stairs at the Detachment

Solicitation No. - No. de l'invitation M5000-18-1322/A

Date

22 August 2017

Client Reference No. - No. De Référence du Client M5000-18-1322/A

GETS Reference No. - No. de Référence de SEAG PW-17-00792069

#### Solicitation Closes -L'invitation prend fin

at - à 2:00 pm Central Standard Timeon - le 19 September 2017

F.O.B. - F.A.B. Destination

Address Enquiries to: - Adresser toutes questions à: Teresa Hengen, Contracting Officer

Teresa.Hengen@rcmp-grc.gc.ca

Telephone No. - No de téléphone (639) 625-3449

Fax No. - N° de FAX: (306) 780-5232

Destination of Goods, Services, and Construction: Destinations des biens, services et construction:

Royal Canadian Mounted Police Housing and Detachment Rankin Inlet, NU

## This document contains a Personnel Security Clearance requirement

Delivery Required - Livraison exigée:

Delivery Offered - Livraison proposée

See herein-ci-inclus

Name and title of person authorized to sign on behalf of Vendor/Firm Nom et titre de la personne autorisée à signer au nom du fournisseur/de l'entrepreneur Government of Canada

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#### IMPORTANT NOTICES TO BIDDERS

#### **IMPORTANT NOTICE TO BIDDERS**

#### THIS DOCUMENT CONTAINS A SECURITY REQUIREMENT

## CLAUSES REFERRED TO BY NUMBER (I.E. R2890D) CAN BE FOUND AT THE FOLLOWING WEB SITE

<u>https://buyandsell.gc.ca/policy-and-guidelines/standard-acquisition-clauses-and-conditions-manual</u> (to proceed with a search select "Search SACC" and insert clause reference number in ID box)

All references to the Department of Public Works & Government Services Canada (PWGSC) in the instructions, general terms, conditions and clauses identified in the Invitation to Tender (ITT) by number, date and title, are set out in the Standard Acquisition Clauses and Conditions Manual (<a href="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</a>) and are to be replaced with the Royal Canadian Mounted Police (RCMP).

#### **BUY AND SELL**

Buyandsell.gc.ca/tenders is the Government of Canada's Electronic Tendering Service Provider.

Buyandsell.gc.ca/tenders does not advise potential bidders of changes to any of the projects. It is the responsibility of potential bidders to ensure that they are frequenting the site, ensuring that they are in receipt of all amendments for projects.

Please include, as part of your bid package, copies of all amendments that have been duly signed/initialed verifying proof of receipt.

#### **CONTRACT SECURITY**

The required amount of a security deposit or a letter of credit is established at 20% of the contract amount with no maximum. See GC9.2 of R2890D – Contract Security. Please note that Security Deposits and Letters of Credit are no longer accepted in combination with Labour and Material Payment Bonds.

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#### GENERAL INSTRUCTIONS TO BIDDERS (GI) - R2710T (2017-04-27)

The following GI's are included by reference and are available at the following Web Site <a href="https://buyandsell.gc.ca/policy-and-guidelines/standard-acquisition-clauses-and-conditions-manual/all">https://buyandsell.gc.ca/policy-and-guidelines/standard-acquisition-clauses-and-conditions-manual/all</a> (to proceed with a "search" insert R2710T in the ID box)

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#### **CONTRACT DOCUMENTS (CD)**

#### **BID AND ACCEPTANCE FORM (BA)**

BA01 Identification

BA02 Business Name and Address of Bidder

BA03 The Offer BA04 Bid Validity Period

BA05 Acceptance and Contract

BA06 Construction Time

BA07 Bid Security

BA08 Signature

#### **List of Annexes:**

Annex A Specifications and Drawings – attached separately

Annex B - Security Requirements Check List (SRCL)

Appendix 1 - RCMP CERTIFICATE ON INSURANCE / ATTESTATION D'ASSURANCE - GRC

Appendix 2 – Bid Submission Check List



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#### SPECIAL INSTRUCTIONS TO BIDDERS (SI)

#### SI01 BID DOCUMENTS

- 1. The following are the bid documents:
  - a) Invitation to Tender Page 1;
  - b) Special Instructions to Bidders;
  - c) General Instructions Construction Services R2710T (2017-04-27);
  - d) Clauses & Conditions identified in "Contract Documents";
  - e) Drawings and Specifications;
  - f) Bid and Acceptance Form and related Appendices; and
  - g) Any amendment issued prior to solicitation closing.

Submission of a bid constitutes acknowledgement that the Bidder has read and agrees to be bound by these documents.

- General Instructions to Bidders are incorporated by reference and is set out in the Standard Acquisition Clauses and Conditions (SACC) Manual, issued by Public Works and Government Services Canada (PWGSC). The SACC Manual is available on the PWGSC Web site: <a href="https://buyandsell.gc.ca/policy-and-guidelines/standard-acquisition-clauses-and-conditions-manual/all">https://buyandsell.gc.ca/policy-and-guidelines/standard-acquisition-clauses-and-conditions-manual/all</a>
- 3. Bids must be submitted ONLY to the RCMP Bid Receiving Unit by the date, time and place indicated on page 1 of the bid solicitation. The RCMP will not assume responsibility for bids directed to any other location.

Due to the nature of the bid solicitation, ORIGINAL Bids transmitted by facsimile or e-mail to the RCMP will not be accepted.

Please include, as part of your bid package, copies of all amendments that have been duly signed/initialed verifying proof of receipt.

- 4. 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). To assist Canada in reaching its objectives, Bidders should:

- 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
- use an environmentally-preferable format including black and white printing instead of colour printing, printing double sided/duplex, using staples or clips instead of Cerlox, duo tangs or binders.

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#### SI02 ENQUIRIES DURING THE SOLICITATION PERIOD

- Enquiries regarding this bid must be submitted in writing to the Contracting Officer named on the Invitation to Tender - Page 1 as early as possible within the solicitation period. Except for the approval of alternative materials as described in GI15 of R2710T "General Instructions - Construction Services - Bid Security Requirements ", enquiries should be received no later than seven (7) calendar days prior to the date set for solicitation closing to allow sufficient time to provide a response. Enquiries received after that time may not result in an answer being provided.
  - 2. To ensure consistency and quality of the information provided to Bidders, the Contracting Officer shall examine the content of the enquiry and shall decide whether or not to issue an amendment.
  - All enquiries and other communications related to this bid sent throughout the solicitation period are to be directed ONLY to the Contracting Officer named on the Invitation to Tender -Page 1. Failure to comply with this requirement may result in the bid being declared nonresponsive.

#### SI03 OPTIONAL SITE VISIT

There will be a site visit on 05 September 2017 at 10:30 am. Interested bidders are to meet at RCMP Detachment in Rankin Inlet, Nunavut.

#### SI04 REVISION OF BID

1. A bid may be revised by letter or facsimile in accordance with the 'Revision of Bid' section of R2710T "General Instructions to Bidders". The facsimile number for receipt of revisions is (306) 780-5232.

#### SI05 BID RESULTS

- 1. A public bid opening will be held in the office designated on the Front Page "Invitation to Tender" for the receipt of bids shortly after the time set for solicitation closing.
- 2. Following solicitation closing, bid results may be obtained by calling the bid receiving office at Telephone No. (639) 625-3449.

#### SI06 INSUFFICIENT FUNDING

- 1. In the event that the lowest compliant bid exceeds the amount of funding allocated for the Work, Canada in its sole discretion may:
  - a) cancel the solicitation; or
  - b) obtain additional funding and award the Contract to the Bidder submitting the lowest compliant bid; and/or
  - c) negotiate a reduction in the bid price and/or scope of work of not more than 15% with the Bidder submitting the lowest compliant bid. Should an agreement satisfactory to Canada not be reached, Canada shall exercise option (a) or (b).

#### SI07 BID VALIDITY PERIOD



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- Canada reserves the right to seek an extension to the bid validity period prescribed in BA04 of the Bid and Acceptance Form. Upon notification in writing from Canada, Bidders shall have the option to either accept or reject the proposed extension.
- 2. If the extension referred to in paragraph 1) of SI07 is accepted, in writing, by all those who submitted bids, then Canada shall continue immediately with the evaluation of the bids and its approvals processes.
- 3. If the extension referred to in paragraph 1) of SI07 is not accepted in writing by all those who submitted bids then Canada shall, at its sole discretion, either:
  - a) continue to evaluate the bids of those who have accepted the proposed extension and seek the necessary approvals; or
  - b) cancel the invitation to tender.
- **4.** The provisions expressed herein do not in any manner limit Canada's rights in law or under the 'Rejection of Bid' section of R2710T "General Instructions to Bidders".

#### SI08 CONSTRUCTION DOCUMENTS

1. The successful contractor will be provided with one paper copy of the sealed and signed drawings, the specifications and the amendments upon acceptance of the offer. Additional copies, up to a maximum of one (1), will be provided free of charge upon request by the contractor. Obtaining more copies shall be the responsibility of the contractor including costs.

#### SI09 SECURITY CLEARANCE

This document contains a mandatory security requirement for the performance of the subsequent contract (refer to clause SC01 of the Supplementary Conditions included herein).

- The Successful Bidder's personnel, as well as any subcontractor and its personnel, who are required to perform any part of the work pursuant to the subsequent contract must meet the mandatory security requirement as indicated in section SC01 of the Supplementary Conditions. Individuals who do not have the required level of security will not be allowed on site. It is the responsibility of the successful bidder to ensure that the security requirements are met throughout the performance of the contract. Canada will not be held liable or accountable for any delays or additional costs associated with the successful bidder's non-compliance with the mandatory security requirement.
- For any enquiries concerning the project security requirement, during the bidding period, the Bidder must follow the instructions as detailed in SI02 "Enquiries during the Solicitation Period".

#### SI10 PROMOTION OF DIRECT DEPOSIT INITIATIVE

The following information is not related to the solicitation process:

An initiative within the Government of Canada called the Cheque Standardization Project has been established whereby eventually for all payments, cheque stubs will no longer be printed and, with few exceptions, will be processed via direct deposit. This option is only available when payment is made in Canadian dollars for deposit into a Canadian bank account. In an attempt to be proactive, RCMP Corporate Accounting is promoting the registration of RCMP suppliers for the upcoming change in the payment process.



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If you are the successful bidder on this or any other RCMP requirement, you are encouraged to register with the RCMP for direct deposit. Please contact RCMP Corporate Accounting by email to receive a form entitled Recipient Electronic Payment Registration Request along with instructions for completion of the form.

Should you have any questions regarding the Cheque Standardization Project or if you want to register, please contact the following email: <a href="mailto:corporate\_accounting@rcmp-grc.gc.ca">corporate\_accounting@rcmp-grc.gc.ca</a>

#### SI11 Integrity Provisions

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

- Declaration of Convicted Offences (as applicable)
- Required Documentation

#### SI12 Procurement Ombudsman

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

#### SI13 WEB SITES

The following is a list of the addresses of the Web sites:

Treasury Board Appendix L, Acceptable Bonding Companies <a href="http://www.tbs-sct.gc.ca/pol/doc-eng.aspx?id=14494&section=text#apple">http://www.tbs-sct.gc.ca/pol/doc-eng.aspx?id=14494&section=text#apple</a>

Contracts Canada (Buy and Sell) https://buyandsell.gc.ca/for-businesses

Canadian economic sanctions

http://www.international.gc.ca/sanctions/index.aspx?lang=eng

Contractor Performance Evaluation Report (Form PWGSC-TPSGC 2913)

http://www.tpsgc-pwgsc.gc.ca/app-acg/forms/documents/2913.pdf

Bid Bond (form PWGSC-TPSGC 504)

http://www.tpsgc-pwgsc.gc.ca/app-acq/forms/documents/504.pdf

Performance Bond (form PWGSC-TPSGC 505)

http://www.tpsgc-pwgsc.gc.ca/app-acq/forms/documents/505.pdf

Labor and Material Payment Bond (form PWGWSC-TPSGC 506)

http://www.tpsgc-pwgsc.gc.ca/app-acg/forms/documents/506.pdf

SACC Manual

 $\underline{https://buyandsell.gc.ca/policy-and-guidelines/standard-acquisition-clauses-and-conditions-manual/all}$ 

Schedules of Wage Rates for Federal Construction Contracts



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 $\underline{https://www.canada.ca/en/employment-social-development/programs/government-construction-contracts/wage-\underline{rates.html}$ 

PWGSC, Industrial Security Services <a href="http://ssi-iss.tpsgc-pwgsc.gc.ca/index-eng.html">http://ssi-iss.tpsgc-pwgsc.gc.ca/index-eng.html</a>

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#### SUPPLEMENTARY CONDITIONS (SC)

#### SC01 SECURITY ACCESS REQUIREMENTS FOR CANADIAN CONTRACTORS

All persons working on site must hold a Facility Access with Escort Security Clearance, this
includes persons working to correct deficiencies or do warranty work, issued by RCMP
Departmental Security. Refer to Annex B.

#### SC02 INSURANCE TERMS

#### 1) Insurance Contracts

- a. The Contractor must, at the Contractor's expense, obtain and maintain insurance contracts in accordance with the requirements of the Certificate of Insurance. Coverage must be placed with an Insurer licensed to carry out business in Canada.
- b. 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.

#### 2) Period of Insurance

- a. The policies required in the Certificate of Insurance must be in force from the date of contract award and be maintained throughout the duration of the Contract.
- b. The Contractor must be responsible to provide and maintain coverage for Products/Completed Operations hazards on its Commercial General Liability insurance policy, for a period of six (6) years beyond the date of the Certificate of Substantial Performance.

#### Proof of Insurance

- a. Before commencement of the Work, and no later than thirty (30) days after acceptance of its bid, the Contractor must deposit with Canada a Certificate of Insurance on the form attached herein.
- Upon request by Canada, the Contractor must provide originals or certified true copies of all contracts of insurance maintained by the Contractor pursuant to the Certificate of Insurance.

#### 4) Insurance Proceeds

a. In the event of a claim, the Contractor must, without delay, do such things and execute such documents as are necessary to effect payment of the proceeds.

#### 5) Deductible

a. The payment of monies up to the deductible amount made in satisfaction of a claim must be borne by the Contractor.

#### Exception to SC02 - Insurance Terms; Proof of Insurance:

All references to the Certificate of Insurance (form PWGSC-TPSGC 357) in the instructions, general



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terms, conditions and clauses identified in the Invitation to Tender (ITT) by number, date and title, and set out in the Standard Acquisition Clauses and Conditions Manual (<a href="http://publiservice-app.pwgsc.gc.ca/forms/pdf/357.pdf">http://publiservice-app.pwgsc.gc.ca/forms/pdf/357.pdf</a>,) are to be replaced with "Appendix 2 – RCMP CERTIFICATE OF INSURANCE / ATTESTATION D'ASSURANCE - GRC"

#### SC03 SUBMISSION OF BID

- Addition to R2710T General Instructions to Bidders; GI07 Submission of Bid.
- 2. Copies of first page of amendment(s) to be submitted with bid, duly signed/initialed, verifying proof of receipt.

#### SC04 MANDATORY HEALTH AND SAFETY

FOR WORK IN NUNAVUT

#### 1. EMPLOYER/PRIME CONTRACTOR

- 1.1. The Contractor shall, for the purposes of the Occupational Health and Safety Act and Regulations, and for the duration of the Work of the Contract:
  - 1.1.1. act as the Employer, where there is only one employer on the work site, in accordance with the Authority Having Jurisdiction;
  - 1.1.2. assume the role of Contractor/Principal Contractor/Constructor, where there are two or more employers involved in work at the same time and space at the work site, in accordance with the Authority Having Jurisdiction; and
  - 1.1.3.. agree, in the event of two or more Contractors working at the same time and space at the work site, without limiting the GC3 - Execution and Control of Work GC 3.7, to the Project Manager's order \* to:
    - 1.1.3.1. assume, as the Principal Contractor, the responsibility for the Canada's other Contractor(s); or
    - 1.1.3.2. accept that Canada's other Contractor is Principal Contractor and conform to that Contractor's Site Specific Health and Safety Plan.

#### 2. WORKERS COMPENSATION BOARD AND SAFETY PROGRAM

- 2.1. The recommended Tenderer shall provide to the Contracting Authority, prior to Contract Award:
  - 2.1.1. A Workers' Safety and Compensation Claims Cost Summary-Northwest Territories & Nunavut, or equivalent documentation from another jurisdiction;
  - 2.1.2. a Workers Compensation Board letter of good standing,, also listing covered Directors, Principals, Proprietor(s) or Partners who will be or will be or who are anticipated to be present on the work site(s); and
  - 2.1.3. a Certificate of Recognition (COR) or Registered Safety Plan (RSP)

<sup>\* &</sup>quot;order definition": after contract award, Contractor is ordered by a Change Order



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acceptable to the Authority Having Jurisdiction (AHJ). A health and safety policy and program, as required by the respective provincial/territorial Occupational Health and Safety Act, will be acceptable in lieu of a COR or RSP.

2.2 The recommended Tenderer shall deliver all of the above documents to the Contracting Authority on or before the date stated (usually 3-5 days after notification) by the Contracting Authority. Failure to comply will result in a breach of promise/disqualification from the project, at which time the Contracting Authority will be free to approach the next lowest responsive/another Tenderer.

Exemption to Generic Safety Programs (Northwest Territories and Nunavut only) - Contractors having ten (10) or less employees do not require a written program. However, evidence of a system to manage health and safety remains a requirement.

#### 3. PERMITS, NOTIFICATIONS AND SAFETY PLAN

- 3.1 The Contractor shall provide to the Project Manager:
  - 3.1.1. prior to the pre-construction meeting, a transmittal and copy of the Advance Notification of Project form, contained herein, as sent to the Authority Having Jurisdiction (AHJ), unless this requirement is waived by the Project Manager; and
  - 3.1.2. prior to commencement of work and without limiting the terms of General Instructions to Bidders GI14 and GC4 Protective Measures GC 4.2
    - 3.1.2.1. copies of all other necessary permits, notifications and related documents as called for in the scope of work/specifications and/or (AHJ); and
    - 3.1.2.2. a site specific Health and Safety Plan which is acceptable to the AHJ, unless this requirement is waived by the Project Manager.



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**Exemption to Generic Safety Programs** (Northwest Territories and Nunavut only) - Contractors having **ten (10) or less** employees do not require a written program. However, evidence of a system to manage health and safety remains a requirement.

EXEMPTION DECLARATION
DATE:
COMPANY NAME:
ADDRESS:
This company is exempt from the Northwest Territories/Nunavut Safety Act and Regulations requirement to have formalized Health and Safety Policy and Program, on the basis that this company does not at the present time employ more than ten (10) full time employees, including those required on all current projects for all clients.
Current number of full time employees:
TITLE OF COMPANY OFFICER:
NAME OF COMPANY OFFICER:

SIGNATURE OF COMPANY OFFICER: \_\_\_\_\_



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#### ADVANCE NOTIFICATION OF CONSTRUCTION PROJECT

To Provincial Labour Authority: This Advance Notification is to advise you that we, the listed contractor, will be undertaking a Federal Construction Project within your jurisdiction for which we are designated the Prime/Principal/General Contractor and that we will be the party responsible for the overall coordination of safety on the construction site.					
An invitation for a representative	of the provincial	l/territorial author	n) on (Date) ity to attend this meeting is extend please contact the name listed bel	ed. The Site Specific Safety	
Date:			File Number:		
Contract Amount:			Project Number:		
Business/Legal Name of Employe (MB)(QC)(NF&Labrador)(NT & No			mployer/Contractor (SK); Employe ON)(NS)(NB)(PE)(YT)	r/Principal Contractor	
Mailing Address:			Telephone: Fax Number: Contact Name:		
PROJECT DETAILS					
Location of Project					
Nature of Work/Proces	s Undertaken				
Name of Site S	uperintendant				
Contact Number for S	uperintendant				
Estimated Start D	ate of Project				
Estimated Pr	oject Duration				
Number of Workers to	, ,				
ist of Sub-Contractors to be E	mployed (Use	e additional Sp	ace if Required)		
Company Name			Business Address/Location		
OWNER INFORMATION					
		Project Owner:	Royal Canadian Mounted Police		
	Owners F	Representative:			
Owner Representative Contact Number:					



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#### **Hazardous Regulated Activities**

This is a notification to the Provincial/Territorial Labour Authority of the Hazardous Regulated Activities that are to be undertaken during the project by the Prime/Principal Contractor or Constructor or any sub-contractors. This list may not be inclusive and may be amended from time to time.

Note to Prime/Principal Contractor or Constructor:

Any Hazardous Regulated Activities which are listed must also have elements included in the Site Specific Safety Plan Listing working Procedures for those activities.

Check Box for activities to be undertaken and provide estimated duration of activities in hours/days.

Check	Activity	Estimated Duration
	Working in or with Trenching/Excavation/Tunnels	
	Use of Scaffolding/Swing Stages	
	Working from Heights requiring fall protection systems	
	Crane Operations	
	Work in Confined Spaces	
	Blasting and/or use of explosives	
	Use and or exposure to high voltage electrical	
	Hot Work	
	Demolition	
	Use of temporary structures, stairs, ramps or landings, and constructed ladders	
	Use of Heavy Equipment which may/may not require traffic control	
	Working on or near water	
	Working with hazardous substances/regulated products *	
	Working with radiation emitting devices	
	Working with or exposure to Asbestos, PCBs or Lead	

Please list any other hazardous regulated activities, which are not listed, below:			

<sup>\*</sup> If the work is to occur in an occupied space, as a renovation or a lease fit-up, the Prime/Principal Contractor or Constructor is required to provide copies of MSDSs for all controlled products to the Owner's Representative and to maintain copies on site.



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#### DISTRIBUTION

The Prime/Principal Contractor or Constructor is responsible to ensure proper distribution of this form and must provide proof that the form was sent to the Labour Authority. Work activities cannot commence until such proof has been provided. Proof can be by registered mail receipt, or by providing a copy of a fax transmittal notice, or any other means providing indication that the Labour Authority has received this document:

to applicable provincial/territorial labour authority Original:

Copies to: **RCMP Project Manager** 

A copy of this form is to be posted at the project site prior to the commencement of work.

#### NOTE:

Please do not include any forms that include personal 3rd party information such as the names of the contractor's employees and their related claims information

#### LABOUR AUTHORITY CONTACTS

The contacts below represent the Labour Authority in the various jurisdictions. They are not representatives of the Workers Compensation. Do not contact the people referenced below for issues pertaining to WCB or WCB Clearances. Those queries must be directed specifically to the WCB, and where the WCB has both a Labour and Compensation component, WCB issues must be directed to the Compensation/Employer Services sections.

Workers' Compensation Board Northwest Territories and Nunavut **Prevention Services** Box 8888 Yellowknife, NT X1A 2R3 Telephone: (867) 920-3888

Facsimile: (306) 873-4596

Government	Gouvernement	Solicitation No./No de l'invitation: M5000-18-1322/A
of Canada	du Canada	

#### **CONTRACT DOCUMENTS (CD)**

- 1. The following are the contract documents:
  - a) Contract Page when signed by Canada;
  - b) Duly completed Bid and Acceptance Form and any Appendices attached thereto;
  - c) Drawings and Specifications;
  - d) General Conditions and clauses

GC1	General Provisions – Construction Services	R2810D	(2016-04-04);			
GC2	Administration of the Contract	R2820D	(2016-01-28);			
GC3	Execution and Control of the Work	R2830D	(2015-02-25);			
GC4	Protective Measures	R2840D	(2008-05-12);			
GC5	Terms of Payment	R2850D	(2016-01-28);			
GC6	Delays and Changes in the Work	R2865D	(2016-01-28);			
GC7	Default, Suspension or Termination of Contract	R2870D	(2008-05-12);			
GC8	Dispute Resolution	R2880D	(2016-01-28);			
GC9	Contract Security	R2890D	(2014-06-26)			
GC10	Insurance	R2900D	(2008-05-12);			
Supplementary Conditions						
Allowal	Allowable Costs for Contract Changes Under (GC) 6.4.1 R2950D (2015-02-25);					
Schedu	Schedules of Wage Rates for Federal Construction Contracts;					

- e) Any amendment issued or any allowable bid revision received before the date and time set for solicitation closing;
- f) Any amendment incorporated by mutual agreement between Canada and the Contractor before acceptance of the bid; and
- g) Any amendment or variation of the contract documents that is made in accordance with the General Conditions.
- 2. The documents identified by title, number and date above are incorporated by reference and are set out in the Standard Acquisition Clauses and Conditions (SACC) Manual, issued by Public Works and Government Services Canada (PWGSC). The SACC Manual is available on the PWGSC Web site: <a href="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</a>
- Schedules of Wage Rates for Federal Construction Contracts is included by reference and may be accessed from the Web site:
   https://www.canada.ca/en/employment-social-development/programs/government-construction-contracts/wage-rates.html.
- 4. The language of the contract documents is the language of the Bid and Acceptance Form submitted.

#### 5) Authorities:

#### **Contracting Authority:**

The Contracting Authority for the Contract is:

Teresa Hengen Royal Canadian Mounted Police Procurement Officer 5600-11<sup>th</sup> Ave Regina, SK S4P 3J7

Telephone: 639-625-3449 Facsimile: 306-780-5232

E-mail: teresa.hengen@rcmp-grc.gc.ca



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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.

Project Authority: (to be completed upon award)

The Project Authority for the Contract is:

The Froject Au	anomy for the C	John act is.		
Name: Title:				
Organization: Address:				
Telephone: Facsimile: E-mail:			- -	

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

#### 6) Procurement Ombudsman

Dispute Resolution Services

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

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

#### **Contract Administration**

The parties understand that the Procurement Ombudsman appointed pursuant to Subsection 22.1(1) of the Department of Public Works and Government Services Act will review a complaint filed by [the supplier or the contractor or the name of the entity awarded this contract] respecting administration of this contract if the requirements of Subsection 22.2(1) of the Department of Public Works and Government Services Act and Sections 15 and 16 of the Procurement Ombudsman Regulations have been met, and the interpretation and application of the terms and conditions and the scope of the work of this contract are not in dispute.

The Office of the Procurement Ombudsman may be contacted by telephone at 1-866-734-5169 or by email at <a href="mailto:boa-opo@boa-opo.gc.ca">boa-opo@boa-opo.gc.ca</a>.

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## BID AND ACCEPTANCE FORM (BA) BA01 IDENTIFICATION

Work of this Contract comprises of the interior and exterior renovations of two houses and to remove existing front stair and replace with new and remove existing rear stairs and install ramp and stair system at the Detachment in Rankin Inlet, Nunavut. This work includes; labour, materials and shipping of materials, in accordance with the specifications, drawings and any amendments thereto.

BA02 BUSIN	ESS NAME AND A	DDRESS OF BIDDER	<b>t</b>	
Name:				
Address:				
Telephone:		Fax:	GST #:	
E-mail:				
BA03 THE O	FFER*			
			Canada to perform and complents, for the Total Bid Amount	
\$(amount	e in numbers)	excluding GST/HST.		

#### **BA04 BID VALIDITY PERIOD**

The bid shall not be withdrawn for a period of 60 days following the date of solicitation closing.

#### **BA05 ACCEPTANCE AND CONTRACT**

Upon acceptance of the Contractor's offer by Canada, a binding Contract shall be formed between Canada and the Contractor. The documents forming the Contract shall be the contract documents identified in Contract Documents (CD).

#### **BA06 CONSTRUCTION TIME**

The Contractor shall perform and complete the Work by 31 March, 2018.

#### **BA07 BID SECURITY**

The Bidder is enclosing bid security with its bid in accordance with GI08 - Bid Security Requirements of R2710T - General Instructions to Bidders



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BA08 SIGNATURE

Name and title of person authorized to sign on behalf of Bidder (Type or print)

Signature

Date



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#### **Annex A** - Specifications and Drawings

16-045-01-30 Rankin Inlet Houses - Specifications - 16 05 25

16-045-01-30 RCMP Rankin Inlet Houses 17 05 25

16-064-01-48 RCMP Rankin Inlet - Ramp and Stairs Drawings - Sealed 2017-01-13

16-064-01-48 RCMP Rankin Inlet - Ramp and Stairs Specification 2017-01-13

-attached separately



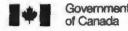
Government of Canada

Gouvernement du Canada

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Annex B Security Requirements Checklist (SRCL) (for information purposes only)

## SRCL#2016-1119219



Government of Canada du Canada

Contract Number / Numéro du contrat	
Security Classification / Classification de sécurité RCMP - Facility Access FA-2	

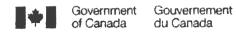
SECURITY REQUIREMENTS CHECK LIST (SRCL)

LISTE DE VER				ECURITE (LVERS)	58. v-2. 2	
Originating Government Department or Organi		CONTRACTORLE		or Directorate / Direction géné	rale ou Din	ection
Ministère ou organisme gouvernemental d'orig				ISION, Real Property Asset M		
3. a) Subcontract Number / Numéro du contrat de		3. b) Name and		ntractor / Nom et adresse du s		
Brief Description of Work / Brève description d	u travail			Albert		
"V" DIVISION, NUNAVUT.						
For building inspections, preventative maintenance					, doors and	locks (no
security cores or cell block), window and door repla	cements, foundations, n	offing and envelope we	ork.). All work is eaco	rted.		
5. a) Will the supplier require access to Controlle Le fournisseur aura-t-il accès à des marcha	indises contrôlées?				✓ No	
5. b) Will the supplier require access to unclassif Regulations? Le fournisseur aura-t-il accès à des donnée sur le contrôle des données techniques?					✓ No	
<ol><li>Indicate the type of access required / Indiquer</li></ol>						
Will the supplier and its employees require:     Le fournisseur alnsi que les employés auroi     (Specify the level of access using the chart     (Préciser le niveau d'accès en utilisant le ta	nt-ils accès à des ren in Question 7. c)	seignements ou à d			✓ No	
b) Will the supplier and its employees (e.g. cle     PROTECTED and/or CLASSIFIED informal     Le fournisseur et ses employés (p. ex. netto     å des renseignements ou à des biens PRO	tion or assets is perm byeurs, personnel d'e	itted. ntretien) auront-ils a	ccès à des zones		No.	1./
is this a commercial courier or delivery required S'agit-il d'un contrat de messagerie ou de li	irement with no over	night storage?			✓ No	
7. a) Indicate the type of information that the sup	plier will be required	to access / Indiquer	le type d'informati	on auquel le fournisseur devra	avoir acce	ès
Canada 🗸	NA NA	TO/OTAN		Foreign / Étranger		
7. b) Release restrictions / Restrictions relatives	à la diffusion					
No release restrictions Aucune restriction relative à la diffusion	All NATO cour Tous les pays			No release restrictions Aucune restriction relative à la diffusion		
Not releasable À ne pas diffuser						
Restricted to: / Limité à :	Restricted to:	Limité à :		Restricted to: / Limité à :		
Specify country(ies): / Préciser le(s) pays :	Specify countr	y(ies): / Préciser le(s	a) pays :	Specify country(ies): / Précis	ser le(s) pa	ays :
7. c) Level of information / Niveau d'information						
PROTECTED A	NATO UNCLA	SSIFIED		PROTECTED A		
PROTÉGÉ A	NATO NON C			PROTÉGÉ A		
PROTECTED B	NATO RESTR			PROTECTED B		
PROTÉGÉ B	NATO DIFFUS	ION RESTREINTE		PROTÉGÉ B		
PROTECTED C	NATO CONFI	DENTIAL		PROTECTED C		
PROTÉGÉ C	NATO CONFI	DENTIEL		PROTÉGÉ C		
CONFIDENTIAL	NATO SECRE			CONFIDENTIAL		
CONFIDENTIEL	NATO SECRE	Processor and the second secon		CONFIDENTIEL		
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TRÈS SECRET				TRÈS SECRET		
TOP SECRET (SIGINT)				TOP SECRET (SIGINT)		
TRÈS SECRET (SIGINT)				TRÈS SECRET (SIGINT)		

TBS/SCT 350-103(2004/12)

Security Classification / Classification de sécurité RCMP - Facility Access FA-2

Canada



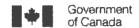
Contract Number / Numéro du contrat
Contract Humber Fredheld ad Comme
Security Classification / Classification de sécurité
RCMP - Facility Access FA-2

DADT	A CARTIE A (Auto)						
PART A (continued) / PARTIE A (suite)  8. Will the supplier require access to PROTECTED and/or CLASSIFIED COMSEC information or assets?  No Session 1985							
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 :							
<ol><li>Will the supplemental the supplemental with the supplemental the s</li></ol>	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 Oui						
	•						
Document N	s) of material / Titre(s) abrégé(s) du matériel : Number / Numéro du document :						
PART B - PER	RSONNEL (SUPPLIER) / PARTIE B - PERSONNEL (FOURNISSEUR)						
10. a) Personnel security screening level required / Niveau de contrôle de la sécurité du personnel requis							
	RELIABILITY STATUS CONFIDENTIAL SECRET TOP SEC COTE DE FIABILITÉ CONFIDENTIEL SECRET TRÈS SEC						
		TOP SECRET TRÉS SECRET					
	SITE ACCESS ACCÉS AUX EMPLACEMENTS						
	Special comments:						
1	Commentaires spéciaux : FA-2 (escorted) building operations (checks, inspections) trades (painting, HVAC, electrical)						
	NOTE: Many Nice I and a second and identified a Compile Compil						
	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 uns	screened personnel be used for portions of the work?	No Yes					
Du pers	sonnel sans autorisation sécuritaire peut-il se voir confier des parties du travail?	V Non Out					
	will unscreened personnel be escorted?	No res					
Dans l'affirmative, le personnel en question sera-t-il escorté?							
1	animilate, le paradimer en quadion dera i in decente.						
PART C - SAF							
	FEGUARDS (SUPPLIER) / PARTIE C - MESURES DE PROTECTION (FOURNISSEUR)	Null					
INFORMATI	FEGUARDS (SUPPLIER) / PARTIE C - MESURES DE PROTECTION (FOURNISSEUR) ION / ASSETS / RENSEIGNEMENTS / BIENS	Null					
11. a) Will the	FEGUARDS (SUPPLIER) / PARTIE C - MESURES DE PROTECTION (FOURNISSEUR) ION / ASSETS / RENSEIGNEMENTS / BIENS e supplier be required to receive and store PROTECTED and/or CLASSIFIED information or assets on its site or	No Yes					
11. a) Will the premise	FEGUARDS (SUPPLIER) / PARTIE C - MESURES DE PROTECTION (FOURNISSEUR) ION / ASSETS / RENSEIGNEMENTS / BIENS e supplier be required to receive and store PROTECTED and/or CLASSIFIED information or assets on its site or es?	i					
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TBS/SCT 350-103(2004/12)

Security Classification / Classification de sécurité RCMP - Facility Access FA-2

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Government of Canada Gouvernement du Canada

Contract Number / Numéro du contrat	
Security Classification / Classification de sécurité	
RCMP - Facility Access FA-2	

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Government of Canada

Gouvernement du Canada

Solicitation No./No de l'invitation: M5000-18-1322/A

## APPENDIX 1 RCMP CERTIFICATE ON INSURANCE / ATTESTATION D'ASSURANCE – GRC (to be completed upon award of contract)

# APPENDIX 1 – RCMP CERTIFICATE OF INSURANCE / ATTESTATION D'ASSURANCE – GRC

(To be completed by the Insurer – À être completé par l'Assureur)



### **CERTIFICATE OF INSURANCE**

Description and Location of Work					Contract No.	
					Project No.	
					1 10,000 140.	
N (1 D )		A 11 (A)	O: 1)	0"		D 110 1
Name of Insurer, Broker or Agent		Address (No.,	Street)	City	Province	Postal Code
Name of Insured (Contractor)		Address (No.,	Street)	City	Province	Postal Code
Additional Insured						
Her Majesty the Queen in Rig	ght of Canada as represented by t	the Royal Canadia	n Mounted Polic	ce (RCMP)		
Type of Insurance	Insurer Name	Inception Date	Expiry Date		Limits of Liabil	ty
(Required when Checked)	and Policy Number	D/M/Y	D/M/Y	Per Occurrence	Annual General	Completed Operations
_					Aggregate	Aggregate
Commercial General				\$	\$	\$
Liability					•	Ť
Umbrella/Excess				\$	\$	\$
Liability				Ψ	•	Ψ
Builder's Risk /				\$		
Installation Floater				·	_	Γ.
Пъ и и и и и и					Per Incident	Aggregate
Pollution Liability				\$	Per Occurence	\$
				\$		
Marine Liability				J J	_	
Aviation Liability					Per Incident	Aggregate
Aviation Liability				\$	Per Occurence	\$
				\$		
	were issued by insurers in the course	of their Insurance b	ousiness in Canad	·	and include	
	ages stated on page 2 of this Certifica					
Name of person authorized to sign	n on behalf of Insurer(s) (Officer, Agent, E	Te	elephone Number			
Signature				D	ate D/M/Y	



#### Royal Canadian Mounted Police Gendarmerie royale du Canada

#### General

The insurance policies required on page 1 of the Certificate of Insurance must be in force and must include the insurance coverages listed under the corresponding type of insurance on this page.

The policies must insure the Contractor and must include Her Majesty the Queen in Right of Canada as represented by the Royal Canadian Mounted Police (RCMP).

The insurance policies must be endorsed to provide Canada with not less than thirty (30) days notice in writing in advance of a cancellation of insurance or any reduction in coverage.

Without increasing the limit of liability, the policies must protect all insured parties to the full extent of coverage provided. Further, the policies must apply to each Insured in the same manner and to the same extent as if a separate policy had been issued to each.

#### **Commercial General Liability**

The insurance coverage provided must not be substantially less than that provided by the latest edition of IBC Form 2100.

The policy must either include or be endorsed to include coverage for the following exposures or hazards if the Work is subject thereto:

- (a) Blasting.
- (b) Pile driving and caisson work.
- (c) Underpinning.
- (d) Removal or weakening of support of any structure or land whether such support be natural or otherwise if the work is performed by the insured contractor.

The policy must have the following minimum limits:

- (a) \$5,000,000 Each Occurrence Limit:
- \$10,000,000 General Aggregate Limit per policy year if the policy contains a General Aggregate; and
- (c) \$5,000,000 Products/Completed Operations Aggregate Limit.

Umbrella or excess liability insurance may be used to achieve the required limits.

#### Builder's Risk / Installation Floater

The insurance coverage provided must not be less than that provided by the latest edition of IBC Forms 4042 and 4047.

The policy must permit use and occupancy of any of the projects, or any part thereof, where such use and occupancy is for the purposes for which a project is intended upon completion.

The policy may exclude or be endorsed to exclude coverage for loss or damage caused by asbestos, fungi or spores, cyber and terrorism.

The policy must have a limit that is **not less than the sum of the contract value** plus the declared value (if any) set forth in the contract documents of all material and equipment supplied by Canada at the site of the project to be incorporated into and form part of the finished Work. If the value of the Work is changed, the policy must be changed to reflect the revised contract value.

The policy must provide that the proceeds thereof are payable to Canada or as Canada may direct in accordance with GC10.2, "Insurance Proceeds" (https://buyandsell.gc.ca/policy-and-guidelines/standard-acquisition-clauses-and-conditions-manual/5/R/R2900D/2).

#### **Contractors Pollution Liability**

The policy must have a limit usual for a contract of this nature, but not less than **\$1,000,000** per incident or occurrence and in the aggregate.

#### **Marine Liability**

The insurance coverage must be provided by a Protection & Indemnity (P&I) insurance policy and must include excess collision liability and pollution liability.

The insurance must be placed with a member of the International Group of Protection & Indemnity Associations or with a fixed market in an amount of not less than the limits determined by the *Marine Liability Act*, S.C. 2001, c. 6. Coverage must include crew liability, if it is not covered by the statutory requirements of the Territory or Province having jurisdiction over such employees.

The policy must waive all rights of subrogation against Canada as represented by Public Works and Government Services Canada for any and all loss of or damage to the watercraft however caused.

#### **Aviation Liability**

The insurance coverage shall Include Bodily Injury (including passenger Bodily Injury) and Property Damage, in an amount of not less than \$5,000,000 per incident or occurrence and in the aggregate.

Government Gouvernement Solicitation No./No de l'invitation: M5000-18-1322/A du Canada

#### Appendix 2 - Bid Submission Check List

Submission of Bid, as per R2710T, Gl09; and SC03:

□ Front page of ITT	<ul> <li>completed and signed</li> </ul>
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- □ BID AND ACCEPTANCE FORM (BA) completed and signed
- □ Front page of Amendment(s) signed or initialed, if applicable
- □ Contract Security
- Outside of Envelope
   Solicitation Number, Bidder, Return
   Address, Closing Date and Time

To be submitted to the following address, on or before solicitation closing date and time:

RCMP / GRC
Procurement & Contracting Services
c/o Commissionaires, F Division
6101 Dewdney Avenue
Regina, SK S4P 3K7