



**RETURN BIDS TO:
RETOURNER LES SOUMISSIONS A :**

Bid Receiving/Réception des soumissions
RCMP - F Division
Procurement & Contracting Services
c/o Commissionaires, F Division
6101 Dewdney Ave
Regina, SK S4P 3K7

Fax No. - N° de FAX:
(306) 780-5232

**Request for a Standing Offer
Demande d'offre à commandes**
Regional Individual Standing Offer (RISO)
Offre à commandes individuelle régionale
(OCIR)

Proposal to: Royal Canadian Mounted Police

Canada, as represented by the Royal Canadian Mounted Police, hereby requests a Standing Offer on behalf of the Identified Users herein.

Proposition aux : Gendarmerie royale du Canada

Le Canada, représenté par la Gendarmerie royale du Canada, autorise par la présente, une offre à commandes au nom des utilisateurs identifiés énumérés ci-après.

Comments: - Commentaries :

THIS DOCUMENT CONTAINS A SECURITY REQUIREMENT

Title – Sujet: General Contractor Services		Date 09 September 2017
Solicitation No. – N° de l'invitation M9424-17-1226/A		
GETS Reference No. - No. De Référence du SEAG PW-17-00794495		
Solicitation Closes – L'invitation prend fin		
At / à :	2 :00 PM	Central Standard Time (CST)
On / le :	26 September 2017	
Delivery - Livraison See herein — Voir aux présentes	Taxes - Taxes See herein — Voir aux présentes	Duty – Droits See herein — Voir aux présentes
Destination of Goods and Services – Destinations des biens et services See herein — Voir aux présentes		
Instructions See herein — Voir aux présentes		
Address Inquiries to – Adresser toute demande de renseignements à Teresa Hengen teresa.hengen@rcmp-grc.gc.ca		
Telephone No. – No. de téléphone 639-625-3449	Facsimile No. – No. de télécopieur 306-780-5232	

Delivery Required – Livraison exigée See herein — Voir aux présentes	Delivery Offered – Livraison proposée See herein — Voir aux présentes
Vendor/Firm Name, Address and Representative – Raison sociale, adresse et représentant du fournisseur/de l'entrepreneur:	
Telephone No. – No. de téléphone	Facsimile No. – No. 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



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PART 1 - GENERAL INFORMATION

1. Introduction

The Request for Standing Offers (RFSO) template is divided into seven parts:

Part 1: General Information: provides a general description of the requirement;

Part 2: Offeror Instructions: provides the instructions applicable to the clauses and conditions of the RFSO;

Part 3: Offer Preparation Instructions: provides offerors with instructions on how to prepare their offer to address the evaluation criteria specified;

Part 4: Evaluation Procedures and Basis of Selection: indicates how the evaluation will be conducted, the evaluation criteria which must be addressed in the offer, if applicable, and the basis of selection;

Part 5: Certifications: includes the certifications to be provided;

Part 6: Security, Financial and Insurance Requirements: includes specific requirements that must be addressed by offerors; and

Part 7: 7A, Standing Offer, and 7B, Resulting Contract Clauses:

7A: includes the Standing Offer containing the offer from the Offeror and the applicable clauses and conditions;

7B: includes the clauses and conditions which will apply to any contract resulting from a call-up made pursuant to the Standing Offer.

Annexes: Statement of Work, Basis of Payment, Health and Safety, Security Requirement Checklist, Offer and PWGSC Form 942 and any other annexes.

2. Summary

This Regional Individual Standing Offer (RISO) is for the supply of all necessary labour, equipment, material, supervision and transportation necessary to provide general contractor services for minor construction projects, maintenance repairs, various renovations for the Royal Canadian Mounted Police (RCMP) "F" Division – North in Saskatchewan. Services are to be provided on an "as required" basis.

It is anticipated that two firms will be issued a Standing Offer. The Standing Offer will be issued for a period of three (3) years with the option to extend the term of the Standing Offer for two (2) additional one (1) year option period. The total estimated expenditure for the first year is \$500,000.00 excluding GST/HST.

Offers shall be evaluated on the basis of the lowest price compliant offer, with the lowest offer being ranked first and the second lowest offer ranked second.

The requirement is subject to the provisions of the The Canadian Free Trade Agreement (CFTA).

This work could be requested by the RCMP "as required" at any of the following locations, this is not an exhaustive list:

1. Beauval



2. Canoe Lake
 - a. English River (Patuanak)
3. Big River
4. Blaine Lake
 - a. Hafford
5. Buffalo Narrows
 - a. Buffalo River (Dillon/St. Georges Hill)
 - b. Turnor Lake (Birch Narrows)
6. Carrot River
7. Creighton
8. Cumberland House
9. Deschambault Lake
10. Fond Du Lac
11. Green Lake
12. Hudson Bay
 - a. Porcupine Plain
13. Ile a la Crosse
14. La Loche
15. La Ronge
 - a. Stanley Mission
 - b. La Ronge
16. Loon Lake
17. Meadow Lake
 - a. Waterhen
 - b. Flying Dust
18. Melfort
 - a. Naicam
19. Nipawin
 - a. Smeaton
20. Pelican Narrows
21. Pierceland
22. Pinehouse
23. Prince Albert
 - a. Sturgeon Lake
24. Rosthern
 - a. Beardy's
25. Sandy Bay
26. Shellbrook
 - a. Ahtahkakoop
 - b. Mistawasis
27. Southend
28. Spiritwood
29. Stony Rapids/Black Lake
30. Tisdale
31. Wakaw
32. Waskesiu
 - a. Montreal Lake
33. Wollaston Lake (Hatchet Lake)



3. Security Requirement

There is a security requirement associated with the requirement of the Standing Offer. For additional information, see Part 6 – Security and Insurance Requirements, and Part 7 - Standing Offer and Resulting Contract Clauses.

4. Health & Safety Requirements

There are Health & Safety requirements associated with this requirement. See Annex C.

5. Debriefings

After issuance of a standing offer, Offerors may request a debriefing on the results of the request for standing offers. Offerors should make the request to the Standing Offer Authority within 15 working days of receipt of notification that their offer was unsuccessful. The debriefing may be provided in writing, by telephone or in person.

6. Procurement Ombudsman

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

PART 2 - OFFEROR INSTRUCTIONS

1. Standard Instructions, Clauses and Conditions

All instructions, clauses and conditions identified in the Request for Standing Offers (RFSO) by number, date and title are set out in the Standard Acquisition Clauses and Conditions (<http://ccua-sacc.tpsgc.pwgsc.gc.ca/pub/acho-eng.jsp>) Manual issued by Public Works and Government Services Canada.

Offerors who submit an offer agree to be bound by the instructions, clauses and conditions of the RFSO and accept the clauses and conditions of the Standing Offer and resulting contract(s).

Revision to Departmental Name: As this solicitation is issued by Royal Canadian Mounted Police (RCMP), any reference to Public Works and Government Services Canada or PWGSC or its Minister contained in any term, condition or clause of this solicitation, including any individual SACC clauses incorporated by reference, will be interpreted as reference to RCMP or its Minister.

The 2006 (2017-04-27) Standard Instructions - Request for Standing Offers - Goods or Services Competitive Requirements, are incorporated by reference into and form part of the RFSO.

Subsection 5.4 – Submission of Offers of 2006, Standard Instructions - Request for Standing Offers Goods or Services - Competitive Requirements, is amended as follows:

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

Subsection 07 – Delayed Offers of 2006, Standard Instructions – Request for Standing Offers – Goods or Services – Competitive Requirements, is amended as follows:

Delete in its entirety.

Subsection 09 – Customs Clearance of 2006, Standard Instructions – Request for Standing Offers Goods or Services – Competitive Requirements, is amended as follows:

Delete in its entirety.



2. Submission of Offers

Offers must be submitted only to Royal Canadian Mounted Police (RCMP) Bid Receiving Unit by the date, time and place indicated on page 1 of the Request for Standing Offer. Offers received after the offer closing date will not be considered.

2.1 Revision of Offer:

An offer submitted in accordance with these instructions may be revised by letter or facsimile, provided that the revision is received at the office designated for the receipt of offers (Bid Receiving Unit address) on or before the date and time set for the closing of the RFSO. The facsimile shall be on the offeror's letterhead or bear a signature that identifies the offeror.

A revision to the unit price schedule must clearly identify the change(s) in the unit price(s) and the specific item(s) to which each change applies.

A letter or facsimile submitted to confirm an earlier revision shall be clearly identified as a confirmation.

Failure to comply with any of the above provisions shall result in the rejection of the non-compliant revision(s) only. The offer shall be evaluated based on the original offer submitted and all other compliant revision(s).

Facsimile number for receipt of revisions: 306-780-5232

2.2 Firm Price and/or Rates

The Offeror is required to submit firm unit prices rates that will apply for the entire period of the Standing Offer.

2.3 Alterations:

Any alteration to the pre-printed or pre-typed sections of the Offer Form refer to Annex E, or any condition or qualification placed upon the offer may be cause for disqualification of the offer. Alterations, corrections, changes or erasures made to statements or figures entered on the Offer Form by the offeror shall be initialed by the person or persons signing the offer. Initials shall be original(s). Alterations, corrections, changes or erasures that are not initialed shall be deemed void and without effect.

2.4 Taxes

The offeror is responsible for all applicable taxes.

Offerors are not to include any amounts for the Goods and Services Tax (GST) or Harmonized Sales Tax (HST), whichever is applicable, and the GST/HST shall not be included when calculating the amount of any bid security or contract security that may be required. Any amount levied in respect of the GST/HST shall be billed as a separate item in a progress claim submitted by the Contractor, and shall be paid to the Contractor in addition to the amount approved by Canada for work performed under the Contract. The Contractor shall be required to remit the appropriate amount to the Canada Revenue Agency in accordance with the applicable legislation.

The Federal Government is exempt from the Quebec Sales Tax (QST). Offerors shall not include in their prices any amount that is intended to cover the QST on goods and services performed in the execution of the Work except for such amounts for which an Input Tax Refund is not available. The successful Offeror should make arrangements directly with the Province of Quebec to recover any QST paid by it in performing the Work under the resulting Contract.



3. Enquiries - Request for Standing Offers

All enquiries must be submitted in writing to the Standing Offer Authority no later than five (5) calendar days before the Request for Standing Offers (RFSO) closing date. Enquiries received after that time may not be answered. Offerors should reference as accurately as possible the numbered item of the RFSO to which the enquiry relates. Care should be taken by Offerors 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 questions or may request that Offerors do so, so that the proprietary nature of the question is eliminated, and the enquiry can be answered with copies to all Offerors. Enquiries not submitted in a form that can be distributed to all Offerors may not be answered by Canada.

4. Applicable Laws

The Standing Offer and any contract resulting from the Standing Offer must be interpreted and governed, and the relations between the parties determined, by the laws in force in the province of work.

Offerors may, at their discretion, substitute the applicable laws of a Canadian province or territory of their choice without affecting the validity of their offer, 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 offerors.

5. 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.

If you are the successful Proponent 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: corporate_accounting@rcmp-grc.gc.ca

PART 3 - OFFER PREPARATION INSTRUCTIONS

1. General

1.1 Insert the hourly rate or unit price against each class of labour, plant, or item of specified material listed on the Unit Price Schedule of the Offer form. Insert the percentage mark-up for Unspecified Material, if any; mathematical extensions against all items including the Contractor's Mark-up on Unspecified Material if applicable, and Total Estimated Amount, GST/HST extra.

1.2 Submit the Offer, duly completed, to the office designated on page 1 of the RFSO in accordance with the Standard Instructions.

1.3 Sign and date the Offer in accordance with the RFSO.



2. Offer Preparation Instructions

Canada requests that Offerors provide their offer as follows:

Type or legibly print the Offeror's full business name, address, telephone number, fax number and sign and date the offer form in the space provided for that purpose on page 1 of the Request for Standing Offer and submit along the Financial (Annex E) Offer.

Section I: Financial Offer (one hard copy)

Section II: Certifications (one hard copy)

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

Canada requests that offerors follow the format instructions described below in the preparation of their offer.

- (a) use 8.5 x 11 inch (216 mm x 279 mm) paper;
- (b) use a numbering system that corresponds to that of the Request for Standing Offers.

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.tps.gc.ca/pwgsc.gc.ca/ecologisation-greening/achats-procurement/politique-policy-eng.html>). To assist Canada in reaching its objectives, offerors are encouraged to:

- 1) use paper containing fibre certified as originating from a sustainably-managed forest and/or 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: Financial Offer

Offerors must submit their financial offer in accordance with Annex E, Offer.

Payment by Credit Card

Canada requests that offerors complete one of the following:

- (a) Government of Canada Acquisition Cards (credit cards) will be accepted for payment of call-ups against the standing offer.

The following credit card(s) are accepted: VISA _____ Master Card _____

- (b) Government of Canada Acquisition Cards (credit cards) will not be accepted for payment of call-ups against the standing offer.

The Offeror is not obligated to accept payment by credit card.

Acceptance of credit cards for payment of call-ups will not be considered as an evaluation criterion.

Section II: Certifications

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



PART 4 - EVALUATION PROCEDURES AND BASIS OF SELECTION

1. Evaluation Procedures

(a) Offers will be assessed in accordance with the entire requirement of the Request for Standing Offers including the financial evaluation criteria.

(b) An evaluation team composed of representatives of Canada will evaluate the offers.

(c) Offers shall be evaluated on the basis of the lowest price compliant offer, with the lowest offer being ranked first and the second lowest offer ranked second.

1.1. Evaluation

1.1.1 Financial Evaluation

1.1.1 Price Schedule - A rate must be entered for each item.

1.1.2 Offers retained pursuant to Part 4, will be evaluated on the basis of the total estimated amount quoted, GST/HST extra.

2. Basis of Selection

An offer must comply with the requirements of the Request for Standing Offers to be declared responsive. The two (2) responsive offers with the lowest evaluated price will be recommended for issuance of a standing offer.

3. Ranking

3.1 Up to 2 firms will be issued a standing offer.

3.2 The Value of the Work will be distributed proportionally between the ranked firms.

- Where 2 Standing Offers are authorized - 60% for the top ranked firm, and 40% for the 2nd.

- Where 1 Standing Offer is authorized - 100% for the top ranked firm.

PART 5 - CERTIFICATIONS AND ADDITIONAL INFORMATION

Offerors must provide the required certifications and associated information to be issued a standing offer.

The certifications provided by offerors to Canada are subject to verification by Canada at all times. Canada will declare an offer non-responsive, will have the right to set-aside a standing offer, or will declare a contractor in default in carrying out any of its obligations under any resulting contracts, if any certification made by the Offeror is found to be untrue whether made knowingly or unknowingly or unknowingly during the offer evaluation period, during the Standing Offer period, or during the contract period.

The Standing Offer Authority will have the right to ask for additional information to verify the Offeror's certifications. Failure to comply and to cooperate with any request or requirement imposed by the Standing Offer Authority may render the Offer non-responsive, may result in the setting aside of the Standing Offer or constitute a default under the Contract.

5.1 Certifications Precedent to Issuance of a Standing Offer and Additional Information

The certifications and additional information listed below should be submitted with the offer, but may be submitted afterwards. If any of these required certifications or additional information is not completed and submitted as requested, the Standing Offer Authority will inform the Offeror 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 offer non-responsive.

5.1.1 Integrity Provisions

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

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

5.1.3 Health and Safety Requirements - as per Annex C.

5.1.4 Insurance

The Offeror must provide a letter from an insurance broker or an insurance company licensed to operate in Canada stating that the Offeror, if issued a standing offer as a result of the request for standing offer, can be insured in accordance with the Insurance Requirements specified in Part 6, Insurance Requirements.

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

PART 6 - SECURITY AND INSURANCE REQUIREMENTS

1. Security Requirement

1. Before issuance of a standing offer, the following conditions must be met:
 - (a) the Offeror must ensure each employee working on site hold a valid security clearance as indicated in Part 7A - Standing Offer;
 - (b) the Offeror's proposed individuals requiring access to classified or protected information, assets or sensitive work site(s) must meet the security requirement as indicated in Part 7A – Standing Offer;
 - (c) the Offeror must provide the name of all individuals who will require access to classified or protected information, assets or sensitive work sites.
2. Offerors are reminded to obtain the required security clearance promptly. Any delay in the issuance of a standing offer to allow the successful offeror to obtain the required clearance will be at the entire discretion of the Standing Offer Authority.
3. For additional information on security requirements, bidders should refer to the Industrial Security Program (ISP) of Public Works and Government Services Canada (<http://ssi-iss.tpsgc-pwgsc.gc.ca/index-eng.html>) website.

2. Insurance Requirements

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



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.



PART 7 - STANDING OFFER AND RESULTING CONTRACT CLAUSES

PART 7(A) - STANDING OFFER

1. Offer – attached at Annex E

- .1 General Provisions
- .2 Financial Terms
- .3 Prices

2. Security Requirement

The following security requirement (SRCL and related clauses at Annex D) applies and form part of the Standing Offer.

- 2.1 The Contractor/Offeror must, at all times during the performance of the Contract/Standing Offer ensure Persons working onsite hold a valid **Facility Access with Escort Security Clearance** issued by RCMP Departmental Security.
- 2.2 The Contractor/Offeror personnel requiring access to sensitive work site(s) must EACH hold a valid **RELIABILITY STATUS**, issued by RCMP Departmental Security.

The contractor SHALL NOT remove or make copies of any DESIGNATED or CLASSIFIED information or assets from the identified work site(s).

3. Standard Clauses and Conditions

1) 2005 (2016-04-04) General Conditions - Standing Offers - Goods or Services, apply to and form part of the Standing Offer.

2) The documents identified by title, number and date in paragraph 1) 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: <https://buyandsell.gc.ca/policy-and-guidelines/standard-acquisition-clauses-and-conditions-manual>

Revision to Departmental Name: As this solicitation is issued by Royal Canadian Mounted Police (RCMP), any reference to Public Works and Government Services Canada or PWGSC or its Minister contained in any term, condition or clause of this solicitation, including any individual SACC clauses incorporated by reference, will be interpreted as reference to RCMP or its Minister.

4. Term of Standing Offer

4.1 Period of the Standing Offer

The period for making call-ups against the Standing Offer is three (3) years from award date.

4.2 Extension of Standing Offer

If the Standing Offer is authorized for use beyond the initial period, the Offeror offers to extend its offer for two (2) additional one (1) year option period(s), under the same conditions and at the rates or prices specified in the Standing Offer, or at the rates or prices calculated in accordance with the formula specified in the Standing Offer.

The Offeror will be advised of the decision to authorize the use of the Standing Offer for an extended period by the Standing Offer Authority before the expiry date of the Standing Offer. A revision to the Standing Offer will be issued by the Standing Offer Authority.



5. Delivery Points

This work could be requested by the RCMP “as required” at any of the following locations, this is not an exhaustive list:

1. Beauval
2. Canoe Lake
 - a. English River (Patuanak)
3. Big River
4. Blaine Lake
 - b. Hafford
5. Buffalo Narrows
 - c. Buffalo River (Dillon/St. Georges Hill)
 - d. Turnor Lake (Birch Narrows)
6. Carrot River
7. Creighton
8. Cumberland House
9. Deschambault Lake
10. Fond Du Lac
11. Green Lake
12. Hudson Bay
 - e. Porcupine Plain
13. Ile a la Crosse
14. La Loche
15. La Ronge
 - f. Stanley Mission
 - g. La Ronge
16. Loon Lake
17. Meadow Lake
 - h. Waterhen
 - i. Flying Dust
18. Melfort
 - j. Naicam
19. Nipawin
 - k. Smeaton
20. Pelican Narrows
21. Pierceland
22. Pinehouse
23. Prince Albert
 - l. Sturgeon Lake
24. Rosthern
 - m. Beardy's
25. Sandy Bay
26. Shellbrook
 - n. Ahtakakoop
 - o. Mistawasis
27. Southend
28. Spiritwood



- 29. Stony Rapids/Black Lake
- 30. Tisdale
- 31. Wakaw
- 32. Waskesiu
 - p. Montreal Lake
- 33. Wollaston Lake (Hatchet Lake)

6. Authorities

6.1 Standing Offer Authority

The Standing Offer Authority is:

Name: *see front page of Standing Offer for details*

Royal Canadian Mounted Police

Procurement and Contracting Services

The Standing Offer Authority is responsible for the establishment of the Standing Offer, its administration and its revision, if applicable. Upon the making of a call-up, as Contracting Authority, she is responsible for any contractual issues relating to individual call-ups made against the Standing Offer by any Identified User.

6.2 Project Authority/Departmental Representative

The Project Authority for the Standing Offer is identified in the call-up against the Standing Offer.

The Project Authority is the representative of the department or agency (Departmental Representative) for whom the Work will be carried out pursuant to a call-up against the Standing Offer and is responsible for all the technical content of the Work under the resulting Contract.

6.3 Offeror's Representative - To be completed upon award

Name: _____

Title: _____

Organization: _____

Address: _____

Telephone: ____ - ____ - _____

Facsimile: ____ - ____ - _____

E-mail address: _____

7. Identified Users

The Identified User authorized to make call-ups against the Standing Offer is: Royal Canadian Mounted Police

8. Call-up Procedures

1. Proportional basis: call-ups shall be issued on a proportional basis such that the offeror of the highest ranked standing offer receives the largest predetermined amount of the work, the offeror of the second highest ranked standing offer receives the second largest predetermined amount of the work, etc. This call-up procedure will be followed, unless an offeror did not perform satisfactorily on previous call-ups and a decision has been made not to call upon them again or if they are unable to respond within the specified response time or provide the requisite service, then another offeror may be contacted to perform the work.

For each individual Call-Up, contractors will be approached and considered using a Distribution System. This system will track all call-ups assigned to each contractor and will maintain a running total of the Value of Business Distributed. The system will contain for each contractor an Ideal Business Distribution percentage which has been established as follows; 60% of the business for the top ranked contractor and 40% for the 2nd



ranked contractor. In the event fewer than two (2) contractors are successful, the work distribution will be modified in similar proportions. The contractor who is furthest under the ideal amount of business that they should have received in relation to the other consultant will be selected for the next call-up.

The Project Authority will establish the scope of work to be performed by the successful firm and negotiate the level of effort required to perform the work based on the hourly rates contained in the SO.

Offerors estimated proportion based on Evaluation is: 60%, 40%

9. Call-up Instrument

The Work will be authorized or confirmed by the Identified User(s) using form PWGSC-TPSGC 942, Call-up Against a Standing Offer or electronic document.

10. Limitation of Call-ups

Individual call-ups against the Standing Offer must not exceed \$100,000.00 (Goods and Services Tax or Harmonized Sales Tax included).

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 call up against the Standing Offer, including any annexes and any amendments;
- b) the articles of the Standing Offer;
- c) the general conditions 2005 (2016-04-04), General Conditions - Standing Offers –Goods or Services
- d) any amendment or variation in the Standing Offer that is made in accordance with the terms and conditions of the Standing Offer;
- e) the general conditions dated and listed in Part 7B, Resulting Contract Clauses;
- f) the supplemental general conditions;
- g) Annexes:
 - Annex A, Statement of Work, and any amendment to the solicitation document incorporated in the Standing Offer before the date of the Standing Offer;
 - Annex B, Basis of Payment;
 - Annex C, Health & Safety Requirements-Saskatchewan;
 - Annex D, Security Requirements Check List (SRCL);
 - Annex E, the Offeror's offer dated _____. (to be completed upon award)

13. Procurement Ombudsman

13.1 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 e-mail at boa-opo@boa-opo.gc.ca.

14. Certifications

14.1 Compliance

Unless specified otherwise, the continuous compliance with the certifications provided by the Offeror with its offer or precedent to issuance of the Standing Offer (SO), and the ongoing cooperation in providing additional information are conditions of issuance of the SO and failure to comply will constitute the Offeror in default. Certifications are subject to verification by Canada during the entire period of the SO and of any resulting contract that would continue beyond the period of the SO.

15. Applicable Laws

The Standing Offer and any contract resulting from the Standing Offer must be interpreted and governed, and the relations between the parties determined, by the laws in force in the province of work.

Offerors may, at their discretion, substitute the applicable laws of a Canadian province or territory of their choice without affecting the validity of their offer, 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 offerors.

16. Estimates

Where an estimate of the cost of performing specific work is required, the Identified User will provide the Offeror with a statement of the work required and the Offeror must provide the Identified User with an estimate of the cost of performing the specified work in accordance with the pricing provision of the Standing Offer. The Offeror must not undertake any of the specified work unless and until a call-up is issued by the Identified User. The estimated cost stated in the call-up must not be exceeded without the specific written authorization of the Identified User.

Part 7(B) - RESULTING CONTRACT CLAUSES

- 1) The following clauses and conditions apply to and form part of any contract resulting from a call-up against the Standing Offer:
 - (a) The Contractor must perform the Work described in the call-up against the Standing Offer;
 - (b) General Conditions:

GC1 General Provisions	R2810D	(2017-08-17);
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	R2550D	(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	R2884D	(2016-01-28);
Supplementary Conditions		
Allowable Costs for Contract Changes Under GC6.4.1	R2950D	(2015-02-25);
Schedules of Wage Rates for Federal Construction Contracts;		
 - (c) Any amendment issued or any allowable bid revision received before the date and time set for solicitation closing;
 - (d) Any amendment incorporated by mutual agreement between Canada and the Contractor before acceptance of the bid; and



- (e) 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 in paragraph 1) 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 Website:
<https://buyandsell.gc.ca/policy-and-guidelines/standard-acquisition-clauses-and-conditionsmanual/5/R>.
- 3) A contract is formed between Canada and the Offeror only when a Call-up duly signed is issued by the Departmental Representative and accepted by the Offeror*. The Offeror shall then be referred to as "the Contractor" and the Contract includes the Offer, the Specifications referred to in the Unit Price Schedule, the General Conditions, and the Call-up.

R2810D (2017-08-17), General Provisions – Construction Services, apply to and form part of the Contract.

Section GC1.22 Performance-evaluation: Contract – Delete in its entirety.

1. Supplemental Conditions

Insert the following supplementary conditions in the resulting General Conditions:

1.1 T1204 – Direct Request by Customer Department A9117C (2007-11-30)

1.1.1 Pursuant to paragraph 221 (1)(d) of the Income Tax Act, R.S. 1985, c. 1 (5th Supp.), payments made by departments and agencies to contractors under applicable services contracts (including contracts involving a mix of goods and services) must be reported on a T1204 Government Service Contract Payments slip.

1.1.2 To enable departments and agencies to comply with this requirement, the Contractor must provide Canada, upon request, its business number or Social Insurance Number, as applicable. (These requests may take the form of a general call-letter to contractors, in writing or by telephone).

2. Term of Contract

2.1 Period of the Contract

The Work must be completed in accordance with the call-up against the Standing Offer.

3. Payment

3.1 CHANGES TO GC5 R2550D - TERMS OF PAYMENT

DELETE GC5.4, GC5.5, and GC5.6 and INSERT the following:

GC5.4 Payment

Terms of Payment

1. Where the duration of the work identified in a call-up is greater than 30 days, the Contractor may submit monthly progress claims, and shall be entitled to receive progress payments at monthly or other agreed intervals. Subject to verification by the Departmental Representative, payment of the Contractor's invoice for work satisfactorily completed shall be made not later than 30 days after receipt thereof. The due date shall be the 30th day following receipt of a properly submitted invoice.

2. The Contractor shall submit a separate invoice for each Call-up to the Departmental Representative in



accordance with any invoicing instructions set out herein. The properly submitted invoice shall be delivered to the Departmental Representative in the agreed format with sufficient detail, information, and backup to permit verification.

The Contractor's invoice shall show the following, as separate items:

(a) the amount of the progress payment being claimed for Work satisfactorily performed excluding GST/HST;

(b) the amount for any tax calculated (GST/HST) in accordance with the applicable federal tax legislation; and

(c) the total amount which shall be the sum of the amounts referred to in (a) and (b) above.

3. The amount of the tax shown on the invoice shall be paid by Canada to the Contractor in addition to the amount of the progress payment for Work satisfactorily performed.

4. If, within 15 days of receipt of the invoice, additional information is requested by the Departmental Representative for the purpose of verification, the 30 day payment period shall commence upon receipt of the requested information. Payment shall be made prior to or on the thirtieth (30) day after receipt of the corrected invoice or the required information.

.1 Any monthly progress payment made to the Contractor may be subject to a 10% holdback which shall be released to the Contractor with the final payment unless the amount held back is required by Canada to remedy any defect in the Contractor's work.

.2 Where the duration of the Work identified in a call-up is equal to or less than thirty (30) days, the Contractor may receive a single payment as full consideration for the Work performed.

5. Upon completion of the Work in the progress claim, the Contractor may be requested to provide a completed and signed statutory declaration containing a declaration that, up to the date of the progress claim, the Contractor has complied with all lawful obligations with respect to the Labour Conditions and that, in respect of the Work, all lawful obligations of the Contractor to its Subcontractors and Suppliers, referred to collectively in the declaration as "subcontractors and suppliers", have been fully discharged before any further payment is made.

6. Upon written notice by a Sub-Contractor, with whom the Contractor has a direct contract, of an alleged non-payment to the Sub-Contractor, the Departmental Representative may provide the Sub-Contractor with a copy of the latest approved progress payment made to the Contractor for the Work.

7. Upon the satisfactory completion of all Work, the amount due, less any payments already made, shall be paid to the Contractor not later than thirty (30) days after receipt of a properly submitted invoice, and upon request, with a Statutory Declaration in accordance with paragraph 5 above.

3.2 Basis of Payment – refer to Annex B

3.3 Limitation of Price

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

3.4 Payment by Credit Card (to be completed upon award)

The following credit card(s) are accepted: _____.

Section GC5.11 Delay in Making Payment, Interest on Overdue Accounts, of GC5 – Terms of Payment



R2550D (2015-02-25) will not apply to payments made by credit cards.

3.5 Government Site Regulations G9068C (2010-01-11)

3.6 Environmental Considerations

Where applicable, suppliers are encouraged to consider the following environmental considerations:

- Deliverables:
 - Provide and transmit draft reports, final reports and bids in electronic format. Should printed material be required, the use of double sided printing in black and white format is required unless otherwise specified by the Project Authority.
 - When printed material is requested, the minimum recycled content of 30% is required and/or certified as originating from a sustainably managed forest.
 - Recycle unneeded printed documents (in accordance with Security Requirements).
- Travel Requirements/Meetings:
 - Conducting meetings via telephone, teleconference, and/or video conferencing in order to minimize travel requirements is preferred;
 - Contractors are encouraged to access the PWGSC Accommodation directory, which includes Eco-Rated properties. When searching for accommodation, contractors can go to that link and search for properties with Environmental Ratings, identified by Green Keys or Green Leafs that will honour the pricing for contractors.
 - Contractors are encouraged to use of public/green transit where feasible.
- Shipping/Packing Requirements:
 - Where applicable, suppliers are encouraged to:
 - Minimize packaging
 - Include recycled content in packaging;
 - Re-use packaging;
 - Include a provision for a take-back program for packaging;
 - Reduce/eliminate toxics in packaging.



Annex A Statement of Work

This Regional Individual Standing Offer (RISO) is for the supply of all necessary labour, equipment, material, supervision and transportation necessary to provide general contractor services for minor construction projects, maintenance repairs and various renovations for the Royal Canadian Mounted Police (RCMP) "F" Division – North in Saskatchewan. Services are to be provided on an "as required" basis.

1. DESCRIPTION OF WORK:

1.1 Work under this Standing Offer covers the supply of all labour, material, equipment, transportation and supervision required to perform repairs, alterations and maintenance on various types of RCMP infrastructure. The following trades may be required to provide service (not limited to):

- Carpentry
- Concrete
- Masonry
- Tile
- Flooring
- Electrical
 - Alarm tech [fire]
- Painting
- Drywall
- Plumbing
- Gas fitter
- Refrigeration/Ventilation [HVAC]
- Millwright (Metal Fabrication)
- Trade helper/apprentice, for the above trades

2. WORK SCHEDULE:

2.1 Prior to commencing any work, the contractor will provide the PROJECT AUTHORITY with a schedule showing the anticipated progress stages and final completion date.

2.2 Interim reviews of work progress, based on the submitted schedule will be conducted by the PROJECT AUTHORITY and the schedule updated by the contractor based on the review.

3. DEFINITIONS:

- PROJECT AUTHORITY: The term "PROJECT AUTHORITY", where it appears in these specifications, shall mean the Divisional Asset Manager (DAM) or his designated representative, who will make regular inspections and be available to ensure the specifications are observed.

- CONTRACTOR: The individual, partnership, sole proprietorship, or corporation executing the proposed contract.

- PRIME CONTRACTOR/SUPERINTENDENT: The contractor awarded the work and who has the permission of the PROJECT AUTHORITY to sub-contract. When sub-contracting they are responsible



to RCMP for controlling and directing the work on the site for themselves, their employees and their sub-trades. The PRIME CONTRACTOR will be responsible for all on-site co-ordination including occupational health and safety issues. They will ensure that they comply with the federal or provincial OH&S laws governing the subject work. The PRIME CONTRACTOR must also ensure that all their sub-contractors do likewise.

- CONTRACT (Project) COORDINATOR: An Asset Management representative (Project Authority) who will make periodic inspections and will be available to give advice and direction to ensure the specifications are observed and assist with the interpretation of the specifications.

4. CONTRACTORS USE OF THE SITE:

4.1 Access to and from the work site must be coordinated through the PROJECT AUTHORITY is subject to:

- a) Security regulations established by RCMP; and
- b) Operations.

4.2 The contractor at the request of the PROJECT AUTHORITY shall provide a list of all employees on the site.

4.3 Offeror may be provided a security escort while performing a specific work project.

4.4 The contractor must not encumber the site with materials or equipment.

4.5 At the direction of the PROJECT AUTHORITY, the contractor must promptly remove any material or equipment that interferes with access or operations.

4.6 Use of RCMP facilities by the contractor is not permitted unless otherwise indicated or approved of in writing by the PROJECT AUTHORITY.

5. REFERENCES AND CODES:

5.1 Perform all work in accordance with the applicable National, Provincial, Regional or Local Code, Regulation, Legislation or Directive, including all amendments and all governing agencies for individual trades and other codes of provincial or local application provided that in case of conflict or discrepancy, the more stringent requirements apply.

5.2 Observe and enforce construction safety measures required by National Building Code, 2015, Workers' Compensation Board, and Municipal statutes and authorities.

5.3 Ensure compliance with the standards of Part II, Canada Labor Code, and the Occupational Health and Safety Regulations as well as compliance with the Workers' Compensation Act, and any

other regulations or legislation having to do with the prevention of accidents, the prevention of diseases, and the provision of safe working conditions including proper safety equipment, lighting, and ventilation.

5.4 In the event of conflict between an Act, Regulation, or Code, the most stringent provision applies.

6. CONTRACTORS RESPONSIBILITIES:

6.1 As per Sub-paragraph 125 (1)(l) of the Canada Labour Code, Part II; the contractor is required to provide, be in possession of, and to ensure all personnel make proper use of equipment,



- devices, tools and machinery, including Personal Protective Equipment (PPE) required for the contracted work.
- 6.2 The Contractor will observe and enforce all fire regulations as set down by the RCMP Fire Marshall, and shall not store any flammable substances on site.
 - 6.3 The Contractor shall at all times provide and maintain an adequate and suitable means of protecting and saving the building and contents from damage or defacement during the course of the work; i.e., barriers, drop cloths, tarpaulins, fire extinguishers, etc.
 - 6.4 The Contractor is responsible for the safety of persons and property on the work site and the 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.
 - 6.5 The Contractor is to enforce compliance by workers and other persons granted access to work site with all safety requirements applicable under the federal, provincial, and local statutes, regulations, and ordinances, and with the Contractor's Health and Safety Program.
 - 6.6 Should a safety related hazard or condition become evident during the performance of work, the contractor shall;
 - a.) Immediately take measures to rectify the situation and prevent damage or harm.
 - b.) Advise the PROJECT AUTHORITY verbally and in writing of the incident.
 - 6.7 Contractors are required to be aware of the known hazardous substances and/or conditions and are to include the mitigation costs in their price for each call up and all work associated with in and around the hazards.
 - 6.8 Comply with requirements of Workplace Hazardous Materials Information System (WHIMS) regarding use, handling, storage, and disposal of hazardous materials; with labelling and provision of material safety data sheets acceptable to RCMP and Health Canada.
 - 6.9 Contractors working on or in federally owned or leased premises and or properties acknowledge and accept responsibility for compliance with the appropriate provincial health and safety regulatory instruments.
 - 6.10 When acting as a PRIME CONTRACTOR the contractor accepts the responsibility for ensuring that (s)he, and all sub-contractors will comply with provincial or federal regulatory instruments, as appropriate.
 - 6.11 The Offeror will, before providing a quote or commencement of work, bring to the attention of the Project Authority any omission of an item which is obviously intended to be required for a complete job. Failure to do so will not relieve the Offeror of the responsibility of completing the work in accordance with the standard of the contract as though it has been properly incorporated in the documents.
 - 6.12 Assume full responsibility for, and execute complete layout of work to locations, lines and elevations indicated. Provide devices needed to layout and construct work. Supply such devices as straight edges and templates required to facilitate inspection of work.
 - 6.13 Conceal pipes, ducts and wiring in floor, wall and ceiling construction of finished areas except where indicated otherwise.



- 6.14 Do all repair work necessary in order that good quality results are obtained. All repair work carried out will match existing surfaces, unless otherwise noted.
- 6.15 Upon completion of the work, leave the area clean and tidy, with all equipment in its original location.
- 6.16 On completion of projects of significant complexity, submit to PROJECT AUTHORITY three (3) hard copies of operations data and maintenance manual in English bound in hard covered binder and one digital copy on portable flash drive or CD.

7. SUB-CONTRACTORS:

- 7.1 Sub-contracting is permitted under the terms of the contract. The Contractor may subcontract the supply of goods or services that are customarily subcontracted by the Contractor. When they do so they are then acting as the PRIME CONTRACTOR will all the inherent responsibilities.
- 7.2 The Contractor must obtain the prior consent in writing of the PROJECT AUTHORITY. The PROJECT AUTHORITY may require the Contractor to provide such particulars of the proposed subcontract as he considers necessary.
- 7.3 Subcontracting does not relieve the PRIME CONTRACTOR from fulfilling any of its obligations under the terms of the Contract nor impose any liability upon Canada from a subcontractor.
- 7.4 In any subcontract, the Contractor agrees to bind the subcontractor by the same conditions by which the Contractor is bound under the Contract, unless the Project Authority requires or agrees otherwise, with the exception of requirements under the Federal Contractors Program for employment equity which only apply to the Contractor.

8. MATERIALS

- 8.1 All materials that are not required for reuse will become the property of the Offeror and are to be removed from the site.
- 8.2 All materials used will be new unless otherwise specified and in accordance with the specifications.
- 8.3 Submit to PROJECT AUTHORITY for review, shop drawings, product data and samples as requested.

9. SCHEDULING OF WORK

- 9.1 All work is to be scheduled with the Project Authority (contact information to be provided within Call-up) and completed during normal working hours from 08:00 to 16:30 hrs, Monday to Friday, unless facility usage prohibits work during this time.
- 9.2 The Offeror will respond to a service request within 24 hours and be on-site within 48 hours or as agreed upon between the Project Authority and the Offeror. In an emergency, the response for an emergency request will be within 24 hours.
- 9.3 Offeror may be required to provide a firm price quote for each call up which will be subject to approval by the Project Authority prior to commencement of work. Any quote submitted is to include a breakdown of hours.



9.4 Commence the work as soon as possible after approval from the Project Authority and completion date of the work is to be adhered to with the exception of unforeseen circumstances. If delays do occur the Project Authority must be contacted immediately for a revised completion date to be set.

10. LIABILITY:

10.1 The Contractor is liable for any damage caused by, its employees, subcontractors, or agents to Canada or any third party.

10.2 Canada is liable for any damage caused by Canada, its employees or agents to the Contractor or any third party.

10.3 The Parties agree that no limitation of liability or indemnity provision applies to the Contract unless it is specifically incorporated in full text in the Articles of Agreement. Damage includes any injury to persons (including injury resulting in death) or loss of or damage to property (including real property) caused as a result of or during the performance of the Contract.

11. CERTIFICATION:

11.1 Tradespersons working under this contract must hold a valid trade ticket with a Red Seal, Inter Provincial or Saskatchewan designation for the work being performed, certification must be provided upon request.

11.2 The trade certification and/or level of experience of the person providing the service must be appropriate for the work being performed.

11.3 All trades helpers, apprentices or laborers must be supervised by a tradesperson fully qualified and experienced in the work being performed.

12. ACCIDENT REPORTING:

12.1 Investigate and report incidents and accidents as required by the Workers Compensation Act of Saskatchewan, and the Regulations made pursuant to the Act.

12.2 Provide to the PROJECT AUTHORITY a copy of incident / accident investigation reports within three (3) working days.

12.3 For the purpose of this contract, immediately notify the PROJECT AUTHORITY of incidents and accidents that involve:

- a.) A resulting injury that may require medical aid;
- b.) Exposure to toxic chemicals or substances;
- c.) Property damage; and
- d.) Interruption to RCMP operations.

12.4 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 reoccurrence of the incident and/or accident.

13. PROJECT AUTHORITY: The Project Authority shall have the following rights;

13.1 Authority to decide whether any part of the work has been performed to the level of quality specified in the Contract;



- 13.2 Authority to question, accept or reject the quality and quantity of any labor or material used in the execution of the work;
- 13.3 Authority to question the timing or scheduling of the various phases of the work.
- 13.4 Authority to increase or decrease the scope of work in accordance with the terms and conditions; and
- 13.5 Authority to inspect, accept or reject work done by the contractor.

14. ALTERATIONS, ADDITIONS OR REPAIRS TO EXISTING BUILDING:

- 14.1 Execute work with least possible interference or disturbance to occupants and normal use of premises. Arrange with PROJECT AUTHORITY, to facilitate execution of work.
- 14.2 Protect the property during the course of the work. The Offeror will be required to make good, at no extra cost, any damages caused by the Offeror during the performance of this standing offer and restoring any damage to the site to its original condition, to the satisfaction of the Project Authority.
- 14.3 Protect finished work against damage until takeover. Provide protection against spread of dust and dirt beyond work areas.
- 14.4 Protect users of site and general public from all hazards.

15. EXISTING SERVICES:

- 15.1 Notify PROJECT AUTHORITY and utility companies of intended interruption of services and obtain required permissions or permits prior to any shut-down, closure or interruption in service or access.
- 15.2 Where the work involves modifications of or connections to existing services, the contractor is to give the PROJECT AUTHORITY, 10 working days of notice for necessary interruption of service throughout course of work.
- 15.3 The work must be implemented in a manner that minimises the duration and number of interruptions but still maintains safety.
- 15.4 Interruptions may be done after normal working hours or on weekends, only with the approval of the PROJECT AUTHORITY.
- 15.5 Implement safe work procedures around open excavations, as per the governing safety authority. Maintain safe access for pedestrian and vehicular traffic.

16. WORK IN BUILDINGS OR ACCESS AREAS:

- 16.1 Execute work with least possible interference or disturbance to occupants, public, and normal use of premises.
- 16.2 Arrange with PROJECT AUTHORITY to facilitate execution of work.
- 16.3 Where security has been reduced by work of contract, provide temporary means to maintain security.



- 16.4 Provide temporary dust screens, barriers, and warning signs in locations where renovation and alteration work is adjacent to areas used by the Public or Government staff.
- 16.5 Provide pedestrian barricade or/and warning tape to mark perimeter of work areas directed by PROJECT AUTHORITY.
- 16.6 The Offeror shall be responsible for and arrange their own storage facilities.
- 17. SMOKING:**
 - 17.1 Comply with RCMP smoking restrictions. Smoking is not allowed in any RCMP Building it is only allowed in designated smoking areas.
- 18. PERMITS:**
 - 18.1 Obtain and pay for permits, licenses and compliance certificates at appropriate times and frequencies as required by the authorities having jurisdiction.
 - 18.2 Post all permits, licenses and compliance certificates on work site and provide copies to the PROJECT AUTHORITY.
- 19. SANITARY FACILITIES:**
 - 19.1 Permanent facilities may be used only with the approval of PROJECT AUTHORITY.
- 20. PARKING:**
 - 20.1 Parking Space may be made available on site for Contractor's work vehicles only. The Location and number of spaces used as directed by PROJECT AUTHORITY.
- 21. POWER AND WATER SUPPLY:**
 - 21.1 RCMP may provide, free of charge, temporary electric power and water for construction purposes.
 - 21.2 Supply of temporary services to the contractor is subject to RCMP requirements and may be discontinued by the PROJECT AUTHORITY at any time without notice.
 - 21.3 The PROJECT AUTHORITY will determine delivery points and quantitative limits.
 - 21.4 The PROJECT AUTHORITY's written permission is required before any connection is made.
 - 21.5 All Connections to existing supply must be made in accordance with appropriate Code.
- 22. SIGNS OR NOTICES:**
 - 22.1 Only signs and notices for hazard, safety, or instructions are permitted on the work site.
 - 22.2 The format, location, and quantity of site signs and notices to be approved by PROJECT AUTHORITY.



- 22.3 Signs and notices for safety or instruction are to be in both English and French language or commonly understood graphic symbols.
- 23. FIRE SAFETY:** Contractors and their personnel shall be familiar with this section and its requirements.
- 23.1 When required, the PROJECT AUTHORITY shall coordinate arrangements for the Contractor to be briefed on Fire Safety by the Fire Marshall before any work is commenced.
- 23.2 Contractors and their personnel shall know the location of nearest fire alarm box and telephone including the emergency telephone number.
- 23.3 Report immediately all fire incidents to the Fire Department as follows;
- a.) Activate nearest fire alarm box; or Telephone Local 9-911;
 - b.) The person activating the fire alarm box shall remain at the box to direct Fire Department to scene of fire; and
 - c.) When reporting a fire by telephone, give the location of fire, name or number of building, and be prepared to verify the location.
- 23.4 Interior and Exterior Fire Protection and Alarm Systems Fire protection and alarm systems shall not be;
- a) Obstructed;
 - b) Shut Off, or
 - c) Left inactive.
- 23.5 At the end of each working day the Fire protection and alarm systems shall returned to service unless authorized in writing by the Fire Chief or the PROJECT AUTHORITY.
- 23.6 Fire hydrants, standpipes, and hose systems shall not be used for other than firefighting purposes unless authorized by the Fire Chief or the PROJECT AUTHORITY.
- 23.7 The Contractor shall supply 20 lb. ABC fire extinguishers to protect in an emergency the work in progress and the Contractor's physical plant on site.
- 23.8 The Fire Chief shall be advised of any work that would impede fire apparatus response. This includes violation of minimum overhead clearance, erecting of barricades, and the digging of trenches.
- 24. RUBBISH, WASTE MATERIAL, GARBAGE AND CONSTRUCTION DEBRIS:**
- 24.1 The burning of rubbish, waste material, and garbage or construction debris on RCMP property is prohibited. Burying rubbish and waste materials on site is not permitted. Disposal of waste and volatile materials, such as mineral spirits, oil or paint thinner into waterways, storm or sanitary sewers is prohibited.
- 24.2 All rubbish, waste material, garbage or construction debris shall be removed from the work site at the end of the work day or shift by the contractor.
- 24.3 Using RCMP solid waste containers to dispose of rubbish, waste material, garbage or construction debris generated by the contractor during the course of the work is prohibited unless authorized by the PROJECT AUTHORITY in writing.



25. HAZARDOUS SUBSTANCES:

- 25.1 If the work entails the use of any toxic or hazardous materials, chemicals, and/or explosives, or otherwise creates a hazard to life, safety, or health, work shall be in accordance with the National Fire Code of Canada.
- 25.2 The PROJECT AUTHORITY is to be advised in all cases involving welding, burning, or the use of blow torches and salamanders in buildings or facilities.
- 25.3 Special precautions are necessary to safeguard life and property from damage by fire and explosives.
- 25.4 Wherever work is being carried out in dangerous or hazardous areas involving the use of heat, fire watchers equipped with sufficient fire extinguishers shall be provided. The determination of dangerous and hazardous areas along with the level of precaution necessary for Fire Watch shall be at the discretion of the Fire Chief.
- 25.5 Contractors are responsible for providing a fire watch service for their work on a scale established and in conjunction with the Fire Chief.
- 25.6 Asbestos: Demolition of spray or trowel-applied asbestos is hazardous to health. Should material resembling spray or trowel-applied asbestos be encountered in course of demolition work, immediately stop work and notify PROJECT AUTHORITY.
- 25.7 Comply with requirements of Workplace Hazardous Information System(WHMIS) regarding use, handling, storage and disposal of hazardous materials; and regarding labeling and provision of material safety data sheets acceptable to Labour Canada and Health Canada.
- 25.8 Deliver copies of WHMIS data sheets and Material Safety Data Sheets (MSDS) to PROJECT AUTHORITY prior to delivery of materials to site.
- 25.9 Maintain MSDSs and WHMIS data sheets in proximity to where the materials are being used. Communicate this location to personnel who may have contact with hazardous materials.

26. GUARANTEES AND WARRANTIES:

- 26.1 Products and execution of work shall be guaranteed in writing, against defects of material and workmanship for one full year after date of acceptance.
- 26.2 Under this guarantee the Offeror shall carry out or shall arrange to have carried out, within the period of guarantee, repair to all such defects not caused by abnormal conditions or improper use and may resulting damage to equipment or building repair at no cost to the owner.



Annex B Basis of Payment

Payments in respect of the agreed price shall be made upon satisfactory performance of the Work, and upon approval of the Departmental Representative, but such payments shall not exceed the amount(s) as specified in the Call Up for the Work without written authorization.

In consideration of the Contractor satisfactorily completing all of its obligations under the resulting Contract, the Contractor will be paid a firm price, Goods and Services Tax or Harmonized Sales Tax extra.

.1 Hourly Rates:

See Unit Price Schedules at Annex E for details.

Rates quoted must remain firm for the period of the Standing Offer. GST/HST is not included and is to be shown as a separate item on all invoices.

Laid down Cost is defined as the cost incurred by a vendor to acquire a specified product or service for resale to the government. This includes the supplier's invoice price (less trade discounts), plus any applicable charges for incoming transportation, foreign exchange and customs duty and brokerage, but excludes GST/HST taxes.

Mark-up is defined as the difference between the vendor's laid -down cost for a product or service and the resale price to the government (exclusive of GST/HST taxes) consisting of the cost of necessary services, applicable overhead and profit.



Annex C

For work in the Province of Saskatchewan

HEALTH AND SAFETY

1. EMPLOYER/PRIME CONTRACTOR

1.1 The Contractor shall, for the purposes of the Occupational Health and Safety Act, Saskatchewan, 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 accept 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 Managers order to:

1.1.3.1 accept, as the Contractor/Principal Contractor/Constructor, the responsibility for the Project Manager's other Contractor(s); or

1.1.3.2 accept that the Project Manager's other Contractor is Contractor/Principal Contractor/Constructor and conform to that Contractor's Site Specific Health and Safety Plan.

* "order" definition: after contract award, Contractor is ordered by a Change Order

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 Compensation Board Statement of Injury Cost Supplement;

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) 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. If none is required by law, a copy of a health and safety policy



and program that has been sent to the AHJ for review will also be acceptable, provided that the recommended Tenderer certifies that it has been sent to the AHJ.

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

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.

WORKERS' COMPENSATION

It is mandatory that every contractor contracted for work must have an account with the Provincial Worker's Compensation Board/Commission, and coverage shall be extended to cover all employees.



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.

A pre-construction meeting for this project will be held at (Location) _____ on (Date) _____ at (Time) _____. An invitation for a representative of the provincial/territorial authority to attend this meeting is extended. The Site Specific Safety Plan will be reviewed at this meeting. Should you wish to attend please contact the name listed below.

Date:		File Number:	
Contract Amount:		Project Number:	
Business/Legal Name of Employer/Prime Contractor (AB)(BC); Employer/Contractor (SK); Employer/Principal Contractor (MB)(QC)(NF&Labrador)(NT & Nunavet); Employer/Constructor (ON)(NS)(NB)(PE)(YT)			
<u>Mailing Address:</u>		<u>Telephone:</u>	
		<u>Fax Number:</u>	
		<u>Contact Name:</u>	

PROJECT DETAILS

Location of Project	
Nature of Work/Process Undertaken	
Name of Site Superintendent	
Contact Number for Superintendent	
Estimated Start Date of Project	
Estimated Project Duration	
Number of Workers to be Employed	

List of Sub-Contractors to be Employed (Use additional Space if Required)

Company Name	Business Address/Location

OWNER INFORMATION

Project Owner:	Royal Canadian Mounted Police
Owners 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	
	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:



* 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.

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:

Original: to applicable provincial/territorial labour authority
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.

Saskatchewan Labour
Occupational Health and Safety Division
6th Floor, 1870 Albert Street
Regina, SK S4P 3V7
Attn: Executive Director
Fax 306-787-2208

Saskatchewan Labour
Occupational Health and Safety Division
122-3rd Avenue North
Saskatoon, SK S7K 2H6
Attn: Chief Safety Northern Region
Phone: 306-933-5050
Fax: 306-933-7337



Annex D
Security Requirements Checklist
(Attached as separate document)



Annex E
Part 7(A) – Offer

Description of Work: General Contractor Services
Various Projects, RCMP
Northern Saskatchewan

1. OFFER

- .1 This Standing Offer is made by the Offeror to Canada;
- .2 This Offer is to furnish all necessary tools, plant, equipment, services, materials and labour to execute and complete the Work described above in careful and workmanlike manner;
- .3 The Work shall be more particularly described in individual Call-ups to be issued by the Departmental Representative, hereinafter called the "Departmental Representative";
- .4 Individual Call-ups may be issued, from time to time, during the period identified in Part 7A, clause 4.1, hereinafter called the "Term".

2. GENERAL PROVISIONS

- .1 This Offer when signed by or on behalf of the Offeror, the Specifications referred to in the Unit Price Schedule below and the General Conditions shall constitute the complete Offer subject to the provisions contained therein;
- .2 The Hourly Rate and the Unit Price, as offered, govern in calculating each Estimated Total Price; any errors in the extension of the Unit Price and in the addition of the Estimated Total Prices will be corrected in order to obtain the actual Total Estimated Amount;
- .3 This Offer supersedes and cancels all communications, negotiations and agreements relating to the Work other than those contained in the Offer;

The Offeror agrees:

- .1 to carry out individual work projects as requisitioned from time to time by the Departmental Representative in Call-up Against a Standing Offer, form PWGSC/TPSGC 942, copies of which the Offeror acknowledges to have in its possession, in accordance with the requirements set out therein and in consideration of payment of amounts to be determined pursuant to section 3. Below;
 - .2 to provide, on demand from the Departmental Representative, a detailed price estimate, calculated in accordance with section 4 below, and a proposed work schedule for each work project; and
 - .3 to commence Work promptly upon receipt of each Call-up issued pursuant to this Offer, duly signed by the Departmental Representative.
- .4 This Offer does not constitute a binding contract between Canada and the Offeror. The Departmental Representative shall have the right to issue a Call-up with those other offerors which have also submitted offers to Canada.
- .5 A contract is formed between Canada and the Offeror only when a Call-up duly signed is issued by the Departmental Representative and accepted by the Offeror. The Offeror shall then be referred to as "the Contractor" and the Contract includes the Offer, the Specifications referred to in the Unit Price Schedule below, the General Conditions and the Call-up.



.6 The estimated number of hours, the quantities of material and plant, and the amount of the Allowance for Unspecified material set out in the Unit Price Schedule are for the purpose of comparative evaluation of the offers and do not express an obligation on the part of Canada to order any or all of the work, material or plant listed therein.

.7 The Offeror declares that no bribe, gift or benefit has been or will be paid, given, promised or offered directly or indirectly to any official or employee of Canada or to a member of the family of such person, with a view to influence the entry into or the administration of any contract which may result from this Offer.

3. FINANCIAL TERMS

.1 Each item specified in the Unit Price Schedule in subsection 4.1 includes wages, traveling time and costs, allowances, supervision, liabilities as employer, insurance, and the use of all tools, tackle, etc., overhead, profit and all other liabilities whatsoever.

.2 Unspecified Material shall be reimbursed at net cost, as supported by invoices, plus Markup as established in section 4 of this Offer. "Net Cost" means all amounts reasonably and properly paid by the Offeror in respect of materials required for and used in the Work, and includes packing, handling and delivery charges, less any trade discounts received by the Offeror. The Offeror's Markup on Unspecified Material covers overheads, profit, and all other expenses.

.3 The prices inserted in section 4 of this Offer include all applicable federal, provincial, and municipal taxes.

.1 However, they do not include any amount for the Goods and Services Tax (GST) or Harmonized Sales Tax (HST). The appropriate GST/HST amounts will be paid by Canada to the Offeror in addition to the amounts paid against the amount of the contract. The Offeror shall make appropriate remittances to Revenue Canada in accordance with the legislation.

.4 Payment by Canada for the Offeror's own special equipment not covered by the Unit Price Schedule and required at the job site will be no greater than the local going rental rate for such equipment or the rate published by the local construction association for such equipment, whichever is lower.

.5 The cost of subcontract work, including equipment rentals approved by the Departmental Representative, shall be reimbursed at actual cost with the addition of ten (10) percent to cover overhead, profit, and all other expenses. "Actual cost" means all amounts reasonably and properly paid by the Contractor for those parts of the Work carried out by subcontractors.

.6 Pricing

.1 The prices requested in the Offer are:

- .1 hourly rates for regular hours;
- .2 hourly rate for each hour outside of regular hours;
- .3 hourly rate for emergency call; and
- .4 mark up on allowance for unspecified material, replacement parts, required permits and certificates for purposes of evaluation.

.2 The hourly rates requested in the offer and acceptance for specific types of service shall be the total cost to perform the work including but not limited to:

- .1 labour including supervision, allowances and liability insurance;
- .2 travel time;
- .3 transportation/vehicle expenses;
- .4 tools and tackle;



- .5 overhead and profit;
- .6 any other incidental expenses other than supply of materials and replacement parts relating to the delivery of labour.

.3 It is considered that regular hours of work fall between 0730 and 1630 hours, Monday to Friday.

.4 Travel related expenses associated with the delivery of services within a 100 Km radius of the Offeror's Base location are to be calculated as an integral part of the hourly rates. For delivery of services outside this 100 Km radius, travel related expenses will be paid (with prior approval of the Project Authority) in accordance with current Treasury Board Policy (Appendices B, C and D of the [National Joint Council Travel Directive](#)). Original invoices or legible copies for all items claimed outside this radius must be included with each invoice for authorized expenses. Travel expenses outside the 100 Km of the Offeror's base location will be paid only once per project unless authorized by the Project Authority.

A rate must be entered for each item.



. PRICES

The Offeror agrees that the following are the prices referred to in sections 2 and 3 above:

4.1 Unit Price Schedule – Rates

All rates are in Canadian dollars, plus GST / HST.

Period of Standing Offer - from date of award for a three (3) year period with two (2) additional one (1) year option period(s)

Schedule A – Year One

Item		Price per Hour (a)	*Estimated Hours (b)	Extended Price (a) x (b)
1	Labour: Including travel time and all related expenses During Regular - Hours 0730-1630, Monday through Friday			
a	Journeyman Carpenter	\$ _____ /hr	750	\$ _____
b	Apprentice Carpenter	\$ _____ /hr	605	\$ _____
c	Superintendent	\$ _____ /hr	300	\$ _____
2	Labour: Including travel time and all related expenses Outside Regular Hours - After 1630, Monday through Friday, Saturday, Sunday and Holidays			
a	Journeyman Carpenter	\$ _____ /hr	500	\$ _____
b	Apprentice Carpenter	\$ _____ /hr	400	\$ _____
c	Superintendent	\$ _____ /hr	200	\$ _____
3	Labour: For Emergency Calls including travel time and all related expenses - 24/7/365			
a	Journeyman Carpenter	\$ _____ /hr	100	\$ _____
b	Apprentice Carpenter	\$ _____ /hr	100	\$ _____
4	Contractors' Mark Up on Allowance for unspecified material, replacement parts, required permits and certificates. Verification of Contractor's costs to be provided upon request of the Project Authority.	_____ %	25,000.00	\$ _____
	Sub Total – Estimated Total Amount Year One (GST/HST Extra)			\$ _____



Schedule B – Year Two

Item		Price per Hour (a)	*Estimated Hours (b)	Extended Price (a) x (b)
1	Labour: Including travel time and all related expenses During Regular - Hours 0730-1630, Monday through Friday			
a	Journeyman Carpenter	\$ _____ /hr	750	\$ _____
b	Apprentice Carpenter	\$ _____ /hr	605	\$ _____
c	Superintendent	\$ _____ /hr	300	\$ _____
2	Labour: Including travel time and all related expenses Outside Regular Hours - After 1630, Monday through Friday, Saturday, Sunday and Holidays			
a	Journeyman Carpenter	\$ _____ /hr	500	\$ _____
b	Apprentice Carpenter	\$ _____ /hr	400	\$ _____
c	Superintendent	\$ _____ /hr	200	\$ _____
3	Labour: For Emergency Calls including travel time and all related expenses - 24/7/365			
a	Journeyman Carpenter	\$ _____ /hr	100	\$ _____
b	Apprentice Carpenter	\$ _____ /hr	100	\$ _____
4	Contractors' Mark Up on Allowance for unspecified material, replacement parts, required permits and certificates. Verification of Contractor's costs to be provided upon request of the Project Authority.	_____ %	25,000.00	\$ _____
	Sub Total – Estimated Total Amount Year Two (GST/HST Extra)			\$ _____



Schedule C – Year Three

Item		Price per Hour (a)	*Estimated Hours (b)	Extended Price (a) x (b)
1	Labour: Including travel time and all related expenses During Regular - Hours 0730-1630, Monday through Friday			
a	Journeyman Carpenter	\$ _____/hr	750	\$ _____
b	Apprentice Carpenter	\$ _____/hr	605	\$ _____
c	Superintendent	\$ _____/hr	300	\$ _____
2	Labour: Including travel time and all related expenses Outside Regular Hours - After 1630, Monday through Friday, Saturday, Sunday and Holidays			
a	Journeyman Carpenter	\$ _____/hr	500	\$ _____
b	Apprentice Carpenter	\$ _____/hr	400	\$ _____
c	Superintendent	\$ _____/hr	200	\$ _____
3	Labour: For Emergency Calls including travel time and all related expenses - 24/7/365			
a	Journeyman Carpenter	\$ _____/hr	100	\$ _____
b	Apprentice Carpenter	\$ _____/hr	100	\$ _____
4	Contractors' Mark Up on Allowance for unspecified material, replacement parts, required permits and certificates. Verification of Contractor's costs to be provided upon request of the Project Authority.	_____ %	25,000.00	\$ _____
	Sub Total – Estimated Total Amount Year Two (GST/HST Extra)			\$ _____



Schedule D – Option Year One

Item		Price per Hour (a)	*Estimated Hours (b)	Extended Price (a) x (b)
1	Labour: Including travel time and all related expenses During Regular - Hours 0730-1630, Monday through Friday			
a	Journeyman Carpenter	\$ _____/hr	750	\$ _____
b	Apprentice Carpenter	\$ _____/hr	605	\$ _____
c	Superintendent	\$ _____/hr	300	\$ _____
2	Labour: Including travel time and all related expenses Outside Regular Hours - After 1630, Monday through Friday, Saturday, Sunday and Holidays			
a	Journeyman Carpenter	\$ _____/hr	500	\$ _____
b	Apprentice Carpenter	\$ _____/hr	400	\$ _____
c	Superintendent	\$ _____/hr	200	\$ _____
3	Labour: For Emergency Calls including travel time and all related expenses - 24/7/365			
a	Journeyman Carpenter	\$ _____/hr	100	\$ _____
b	Apprentice Carpenter	\$ _____/hr	100	\$ _____
4	Contractors' Mark Up on Allowance for unspecified material, replacement parts, required permits and certificates. Verification of Contractor's costs to be provided upon request of the Project Authority.	_____ %	25,000.00	\$ _____
	Sub Total – Estimated Total Amount Year Two (GST/HST Extra)			\$ _____

Schedule E – Option Year Two



Item		Price per Hour (a)	*Estimated Hours (b)	Extended Price (a) x (b)
1	Labour: Including travel time and all related expenses During Regular - Hours 0730-1630, Monday through Friday			
a	Journeyman Carpenter	\$ _____ /hr	750	\$ _____
b	Apprentice Carpenter	\$ _____ /hr	605	\$ _____
c	Superintendent	\$ _____ /hr	300	\$ _____
2	Labour: Including travel time and all related expenses Outside Regular Hours - After 1630, Monday through Friday, Saturday, Sunday and Holidays			
a	Journeyman Carpenter	\$ _____ /hr	500	\$ _____
b	Apprentice Carpenter	\$ _____ /hr	400	\$ _____
c	Superintendent	\$ _____ /hr	200	\$ _____
3	Labour: For Emergency Calls including travel time and all related expenses - 24/7/365			
a	Journeyman Carpenter	\$ _____ /hr	100	\$ _____
b	Apprentice Carpenter	\$ _____ /hr	100	\$ _____
4	Contractors' Mark Up on Allowance for unspecified material, replacement parts, required permits and certificates. Verification of Contractor's costs to be provided upon request of the Project Authority.	_____ %	25,000.00	\$ _____
	Sub Total – Estimated Total Amount Year Two (GST/HST Extra)			\$ _____

Offeror's base is located at: _____

4.2 TOTAL EVALUATED PRICE

Sub Total – Schedule A - Year One	Sub Total – Schedule B - Year Two	Sub Total – Schedule C - Year Three	Sub Total – Schedule D – Option Year One	Sub Total – Schedule E –Option Year Two	A+B+C+D+E=Total Evaluated Price
\$ _____	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____

*These numbers are estimated usage for cost evaluation purposes only and do not constitute a guarantee or commitment on behalf of Canada of the quantity or amount to be used under the Standing Offer.

**Annex F
BID SUBMISSION CHECKLIST**



Bids must be submitted only to RCMP Bid Receiving Unit by the date, time and place indicated on page 1 of the bid solicitation.

Royal Canadian Mounted Police (RCMP)
Procurement & Contracting Services
Bid Receiving Unit
c/o Commissionaires, F Division
6101 Dewdney Ave
Regina, SK S4P 3K7
or

Fax # 306-780-5232

Ensure the following pages are completed in full and attached:

- Front Page of Request for Standing Offer – vendor/firm name, address and Representative, signed & dated
- Front Page of Amendment document(s) (if applicable) – signed & dated
- Annex “E” Basis of Payment – must be completed in full (all tables)