



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

**Bid Receiving - PWGSC / Réception des  
soumissions - TPSGC**  
1550 D'Estimauville Avenue  
1550, Avenue d'Estimauville  
Québec  
Québec  
G1J 0C7

**Request For a Standing Offer  
Demande d'offre à commandes**

Regional Individual Standing Offer (RISO)  
Offre à commandes individuelle régionale (OCIR)

Canada, as represented by the Minister of Public Works and  
Government Services Canada, hereby requests a Standing Offer  
on behalf of the Identified Users herein.

Le Canada, représenté par le ministre des Travaux Publics et  
Services Gouvernementaux Canada, autorise par la présente,  
une offre à commandes au nom des utilisateurs identifiés  
énumérés ci-après.

**Comments - Commentaires**

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

**Issuing Office - Bureau de distribution**  
TPSGC/PWGSC  
BFC Bagotville, CP 380  
CFB Bagotville, PO Box 380  
Bâtiment 62, local 112  
Building 62, Room 112  
Alouette  
Québec  
G0V1A0

<b>Title - Sujet</b> Management of Residual HazMat	
<b>Solicitation No. - N° de l'invitation</b> W0138-160952/A	<b>Date</b> 2017-12-27
<b>Client Reference No. - N° de référence du client</b> W0138-160952	<b>GETS Ref. No. - N° de réf. de SEAG</b> PW-\$BAL-001-17297
<b>File No. - N° de dossier</b> BAP-7-40129 (001)	<b>CCC No./N° CCC - FMS No./N° VME</b>
<b>Solicitation Closes - L'invitation prend fin</b> <b>at - à 02:00 PM</b> <b>on - le 2018-02-08</b>	
<b>Time Zone</b> <b>Fuseau horaire</b> Heure Normale du l'Est HNE	
<b>Delivery Required - Livraison exigée</b> Voir doc	
<b>Address Enquiries to: - Adresser toutes questions à:</b> Tremblay, Marial	<b>Buyer Id - Id de l'acheteur</b> bal001
<b>Telephone No. - N° de téléphone</b> (418)677-4000 (4159)	<b>FAX No. - N° de FAX</b> ( ) -
<b>Destination - of Goods, Services, and Construction:</b> <b>Destination - des biens, services et construction:</b>  Ministère de la Défense nationale (MDN) / Department of National Defence (DND) BFC Bagotville / CFB Bagotville Alouette (Québec) G0V 1A0	
<b>Security - Sécurité</b> This request for a Standing Offer does not include provisions for security. Cette Demande d'offre à commandes ne comprend pas des dispositions en matière de sécurité.	

**Instructions: See Herein**

**Instructions: Voir aux présentes**

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

# MANAGEMENT OF RESIDUAL HAZARDOUS MATERIALS

Department of National Defence (DND)  
CFB Bagotville, Alouette, Quebec, G0V 1A0

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## **PART 1 - GENERAL INFORMATION**

### **1.1 Introduction**

The Request for Standing Offers (RFSO) is divided into seven parts and annexes, as follows:

- 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, and the basis of selection;
- Part 5 Certifications and Additional Information: includes the certifications and additional information to be provided;
- Part 6 Insurance Requirements: includes specific requirements that must be addressed by Offerors; and
- Part 7 A, Standing Offer, and B, Resulting Contract Clauses

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

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

The Annexes include the Insurance Requirements, the Statement of Work, the Basis of Payment, the Mandatory Criteria, the Rated Criteria, Basis of Selection, and any other annexes.

## 1.2 Summary

(a) Statement of Work:

Requisition, as required by the client, for management services (collection, transport and disposal services) for hazardous residual materials, such as used oil and fuel, oily water, solvent, glycol, paint, grease, cans, firefighting foam, absorbents, acid, soap, oily sludge, soil contaminated with oil, etc

(b) Client:

The department (client) the services shall be provided to is

Department of National Defence,  
CFB Bagotville  
Alouette, Quebec, Canada, G0V 1A0.

(c) Service Locations:

Services will be rendered, in accordance with the needs of the Department of National Defence (DND), at the four (4) following places:

- (1) CFB Bagotville, Alouette, Quebec;
- (2) Lac Castor (septic fluid and sludge waste service only);
- (3) Naval Reserve, Chicoutimi; and
- (4) Regiment du Saguenay, Jonquière.

(d) Number of Standing Offer: One (1) standing offer will be issued.

(e) Period of the Standing Offer: Five-year period, beginning on April 1st, 2018.

(f) Estimated Expense: \$500,000 on 5 years, applicable Taxes not included.

(g) Trade Agreements:

The requirement is subject to the provisions of the World Trade Organization Agreement on Government Procurement (WTO-AGP), the North American Free Trade Agreement (NAFTA), the Canada-European Union Comprehensive Economic and Trade Agreement (CETA), and the Canadian Free Trade Agreement (CFTA), and the Chile, Colombia, Honduras, Korea, Panama, Peru Trade Agreements with Canada.

## 1.3 Debriefings

Offerors may request a debriefing on the results of the request for standing offers process. Offerors should make the request to the Standing Offer Authority within 15 working days of receipt of the results of the request for standing offers process. The debriefing may be in writing, by telephone or in person.

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## PART 2 - OFFEROR INSTRUCTIONS

### 2.1 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 Manual* (<https://buyandsell.gc.ca/policy-and-guidelines/standard-acquisition-clauses-and-conditions-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).

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

- Delete: ~~60~~ days
- Insert: **120** days

### 2.2 Submission of Offers

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

Due to the nature of the Request for Standing Offers, transmission of offers by facsimile to PWGSC will not be accepted.

Bid Receiving Unit  
Public Works and Government Services Canada (PWGSC)  
1550 D'Estimauville Avenue  
Quebec City, Quebec, Canada, G1J 0C7

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### 2.3 Former Public Servant

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

#### Definitions

For the purposes of this clause, "former public servant" is any former member of a department as defined in the Financial Administration Act, R.S., 1985, c. F-11, a former member of the Canadian Armed Forces or a former member of the Royal Canadian Mounted Police. A former public servant may be:

- (a) an individual;
- (b) an individual who has incorporated;
- (c) a partnership made of former public servants; or
- (d) a sole proprietorship or entity where the affected individual has a controlling or major interest in the entity.

"lump sum payment period" means the period measured in weeks of salary, for which payment has been made to facilitate the transition to retirement or to other employment as a result of the implementation of various programs to reduce the size of the Public Service. The lump sum payment period does not include the period of severance pay, which is measured in a like manner.

"pension" means a pension or annual allowance paid under the Public Service Superannuation Act (PSSA), R.S., 1985, c. P-36, and any increases paid pursuant to the Supplementary Retirement Benefits Act, R.S., 1985, c. S-24 as it affects the PSSA. It does not include pensions payable pursuant to the Canadian Forces Superannuation Act, R.S., 1985, c. C-17, the Defence Services Pension Continuation Act, 1970, c. D-3, the Royal Canadian Mounted Police Pension Continuation Act, 1970, c. R-10, and the Royal Canadian Mounted Police Superannuation Act, R.S., 1985, c. R-11, the Members of Parliament Retiring Allowances Act, R.S. 1985, c. M-5, and that portion of pension payable to the Canada Pension Plan Act, R.S., 1985, c. C-8.

Former Public Servant in Receipt of a Pension

As per the above definitions, is the Bidder a FPS in receipt of a pension?

Yes ( ) No ( )

If so, the Bidder must provide the following information, for all FPSs in receipt of a pension, as applicable:

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

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

Work Force Adjustment Directive

Is the Bidder a FPS who received a lump sum payment pursuant to the terms of the Work Force Adjustment Directive?

Yes ( ) No ( )

If so, the Bidder must provide the following information:

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

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

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## 2.4 Enquiries - Request for Standing Offers

All enquiries must be submitted in writing to the Standing Offer Authority no later than ten (10) 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 question(s) or may request that offerors do so, so that the proprietary nature of the question(s) is eliminated, and the enquiry can be answered to all offerors. Enquiries not submitted in a form that can be distributed to all offerors may not be answered by Canada.

## 2.5 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 Québec.

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.

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## PART 3 - OFFER PREPARATION INSTRUCTIONS

### 3.1 Offer Preparation Instructions

Canada requests that offerors provide their offer in separately bound sections as follows:

Section I: Technical Offer ( **3 hard copies** )

Section II: Financial Offer ( **3 hard copies** )

Section III: Certifications ( 1 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.tpsgc-pwgsc.gc.ca/ecologisation-greening/achats-procurement/politique-policy-eng.html>). To assist Canada in reaching its objectives, offerors should:

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

#### **Section I: Technical Offer**

In their technical offer, offerors should explain and demonstrate how they propose to meet the requirements and how they will carry out the Work.

#### **Section II: Financial Offer**

Offerors must submit their financial offer in accordance with the Annex C, Basis of Payment. The total amount of Applicable Taxes must be shown separately.

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### 3.1.1 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 III: Certifications

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

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## **PART 4 - EVALUATION PROCEDURES AND BASIS OF SELECTION**

### **4.1 Evaluation Procedures**

- (a) Offers will be assessed in accordance with the entire requirement of the Request for Standing Offers including the technical and financial evaluation criteria.
- (b) An evaluation team composed of representatives of Canada will evaluate the offers.

#### **4.1.1 Technical Evaluation**

##### **4.1.1.1 Mandatory Criteria**

Mandatory criteria are included in Annex D.

##### **4.1.1.2 Rated Criteria**

Rated criteria are included in Annex E.

#### **4.1.2 Financial Evaluation**

SACC Manual Clause M0222T (2016-01-28), Evaluation of Price - Canadian/Foreign Offerors

### **4.2 Basis of Selection**

Basis of selection is included in Annex F.

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## **PART 5 - CERTIFICATIONS AND ADDITIONAL INFORMATION**

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

The certifications provided by Offerors to Canada are subject to verification by Canada at all times. Unless specified otherwise, Canada will declare an offer non-responsive, will have the right to set-aside a standing offer, or will declare a contractor in default if any certification made by the Offeror is found to be untrue whether made knowingly 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 will render the offer non-responsive, result in the setting aside of the Standing Offer or constitute a default under the Contract.

### **5.1 Certifications Required with the Offer**

Offerors must submit the following duly completed certifications as part of their offer.

#### **5.1.1 Integrity Provisions - Declaration of Convicted Offences**

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

### **5.2 Certifications Precedent to the 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.

#### **5.2.1 Integrity Provisions – Required Documentation**

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. Offerors submitting offers as societies, firms or partnerships do not need to provide lists of names.

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### **5.2.2 Federal Contractors Program for Employment Equity - Standing Offer Certification**

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

Canada will have the right to declare an offer non-responsive, or to set-aside a Standing Offer, if the Offeror, or any member of the Offeror if the Offeror is a Joint Venture, appears on the "FCP Limited Eligibility to Bid" list at the time of issuing of a Standing Offer or during the period of the Standing Offer.

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## **PART 6 - INSURANCE REQUIREMENTS**

### **6.1 Insurance Requirements - Proof of Availability - Prior to issuance of a Standing Offer**

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 Annex A.

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.

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## PART 7 - STANDING OFFER AND RESULTING CONTRACT CLAUSES

The following clauses and conditions apply to and form part of the resulting Standing Offer.

Notice: Numbering will be revised at the issuance of a Standing Offer.

### A. STANDING OFFER

#### 7.1 Offer

The Offeror offers to fulfill the work in accordance with the Statement of Work (Specifications) at Annex B.

#### 7.2 Security Requirements

1. Circulation in the controlled area of CFB Bagotville requires a pass or an escort.

The Offeror must have personnel able to acquire a pass as soon as possible after the Issuance of a Standing Offer; an escort may be provided for a period of up to one month by personnel from CFB Bagotville at the beginning of the standing offer in order to fulfill this requirement.

2. To acquire a pass, the following steps must be followed:
  - a. Employees of the Offeror that require access to the controlled area of CFB Bagotville will have to get a police verification from the municipal Police in order to get their pass from the identification section of the Military Police.
  - b. The employees of the Offeror requiring a pass will have to follow an information briefing given by the identity section of the Military Police, building 81, of about 1 hour on the rules and regulations that must be followed while circulating in the controlled area before they will be given their pass.
  - c. The pass must be renewed every 12 months.
3. This pass is a right which may be suspended by the Military Police at any time or if the employee of the Offeror is accused under the Criminal Code.
4. An employee of the Offeror who has lost his right to a pass cannot perform the tasks assigned by this standing offer; the Offeror will have to provide another employee with a pass to perform the tasks.
5. If the Offeror does not have another employee with a pass, an escort can be provided by personnel from CFB Bagotville for a short period, two (2) weeks, in order for another employee of the Offeror to acquire one.

6. If an escort is required after the delays given above to obtain a pass or is required more than two (2) times within a year after the period given at the beginning of the standing offer, the Offeror may be required to pay the cost associated for an escort which is of 300.00 \$ per day.

### 7.3 Standard Clauses and Conditions

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

#### 7.3.1 General Conditions

2005 (2017-06-21) General Conditions - Standing Offers - Goods or Services, apply to and form part of the Standing Offer.

#### 7.3.2 Monthly Usage Reports

The Offeror must compile and maintain records on its provision of goods, services or both to the federal government under contracts resulting from the Standing Offer.

This data must include all purchases paid for by a Government of Canada Acquisition Card.

In addition to the annual report described in section 2.16 of the Specifications in Annex "A", at the end of each month of this offer, the bidder must collect and submit data in electronic form (Excel or Word) to the project authority.

The monthly report must contain at least the following data:

- (a) the invoice number and date;
- (b) description of goods and / or services; and,
- (c) quantities and prices.

### 7.4 Term of Standing Offer

#### 7.4.1 Period of the Standing Offer

The period for making call-ups against the Standing Offer is from April 1, 2018 to March 31, 2023 (5 years).

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## 7.5 Authorities

### 7.5.1 Standing Offer Authority

The Standing Offer Authority is:

Name: Marial Tremblay  
Title: Supply specialist  
Telephone: 418-677-4000, ext.: 4159  
E-mail address: [Marial.Tremblay@pwgsc.gc.ca](mailto:Marial.Tremblay@pwgsc.gc.ca)

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, he is responsible for any contractual issues relating to individual call-ups made against the Standing Offer by any Identified User.

### 7.5.2 Project Authority - CFB Bagotville

The CFB Bagotville Project Authority for the Standing Offer is:

(to be completed at contract award by PWGSC)

Name: \_\_\_\_\_  
Title: \_\_\_\_\_  
Telephone No.: \_\_\_\_\_  
Facsimile No.: \_\_\_\_\_  
E-mail Address: \_\_\_\_\_

The CFB Bagotville Project Authorities are the representative of the department or agency for whom the Work will be carried out pursuant to a call-up under the Standing Offer and are responsible for all the technical content of the Work under the resulting Contract.

#### 7.5.2.1 Identified Users - CFB Bagotville

The Identified Users authorized to make call-ups against the Standing Offer include all the staff of CFB Bagotville.

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### 7.5.3 Offeror's Representatives

a) Offer Manager:

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Telephone No.: \_\_\_\_\_

Facsimile No.: \_\_\_\_\_

E-mail Address: \_\_\_\_\_

b) Call-Up Follow up:

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Telephone No.: \_\_\_\_\_

Facsimile No.: \_\_\_\_\_

E-mail Address: \_\_\_\_\_

### 7.6 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, etc. <http://publiservice-app.tpsgc.gc.ca/forms/pdf/942.pdf> .

### 7.7 Limitation of Call-ups

Individual call-ups against the Standing Offer must not exceed \$60,000 (Applicable Taxes included).

### 7.8 Financial Limitation

The total cost to Canada resulting from call ups against the Standing Offer must not exceed the sum of \$500,000 (Applicable Taxes not included) unless otherwise authorized in writing by the Standing Offer Authority. The Offeror must not perform any work or services or supply any articles in response to call ups which would cause the total cost to Canada to exceed the said sum, unless an increase is so authorized.

The Offeror must notify the Standing Offer Authority as to the adequacy of this sum when 75 percent of this amount has been committed, or 3 months before the expiry date of the Standing Offer, whichever comes first. However, if at any time, the Offeror considers that the said sum may be exceeded, the Offeror must promptly notify the Standing Offer Authority.

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## 7.9 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;
- (b) the articles of the Standing Offer;
- (c) the general conditions 2005 (2017-06-21), General Conditions - Standing Offers - Goods or Services;
- (d) the general conditions 2010C (2016-04-04), General Conditions - Services (Medium Complexity);
- (e) Annex A, Insurance Requirement;
- (f) Annex B, Statement of Work (Specifications);
- (g) Annex C, Basis of Payment; and
- (h) the Offeror's offer dated \_\_\_\_\_ (to be completed at contract award by PWGSC).

## 7.10 Certifications and Additional Information

### 7.10.1 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.

### 7.11 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 Quebec.

### 7.12 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.

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## **B. RESULTING CONTRACT CLAUSES**

The following clauses and conditions apply to and form part of any contract resulting from a call-up against the Standing Offer.

### **7.1 Statement of Work**

The Contractor must provide the items detailed in the call-up against the Standing Offer.

#### **7.1.1 Sites**

Services shall be made at the following 4 sites:

- 1) 3 Wing Bagotville
- 2) Naval Reserve in Chicoutimi
- 3) Reserve Force Infantry in Jonquiere
- 4) At Castor Lake (Septic Fluid)

### **7.2 Standard Clauses and Conditions**

#### **7.2.1 General Conditions**

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

[Insert the following clause when payment by credit cards is accepted by the Offeror.](#)

Section 13 Interest on Overdue Accounts, of 2010C (2016-04-04), General Conditions - Goods (Medium Complexity) will not apply to payments made by credit cards.

### **7.3 Term of Contract**

#### **7.3.1 Period of the Contract**

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

#### **7.3.2 Service Startup**

All services requested must begin within:

- ✓ Normal situation: twenty-four (24) hours  
example: you receive a request to do a work (a call-up) today at 8 a.m., you must begin to execute the work the next day at 8 a.m. at the latest).
- ✓ Emergency situation (spill, leak, etc): one (1) hour

following receipt of an authorized order and subject to the provisions noted herein.

##### **7.3.2.1 Default - Cancellation of the Offer**

If, on more than three occasions, the offeror fails to execute the work by the deadline specified in the Contract and receives written notice from PWGSC to this effect, after the fourth default, the contractor's Standing Offer will be cancelled.

Nothing in this article is to be interpreted as limiting the rights and remedies which Canada or the Minister may otherwise be entitled to under this Standing Offer.

## 7.4 Payment

### 7.4.1 Basis of Payment - Firm Unit Prices - Year # 1

In consideration of the Contractor satisfactorily completing all of its obligations under the Contract, the Offeror will be paid the firm unit prices as specified in the Annex C, for total estimated amount of \$ 500,000\$ for the five years of the Standing Offer. Customs duties are included and Applicable Taxes are extra.

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

#### 7.4.1.1 Adjustment of Firm Unit Prices - Years # 2 to 5

The firm unit firm prices of Annex C are to be firm base prices for the first year of Standing Offer. After that period, the firm base prices will be subject to annual adjustment (increased or decreased) as per the percentage change in the Consumer Price Index (CPI) as published by Statistics Canada for the Quebec region (Table 9-5 - line All-Items - Catalogue # 62-001-X) and calculated for the twelve most recent months period (average rate on 12 months) immediately preceding the end of the first year of Standing Offer.

At Offeror request, this adjustment will be made at least 30 calendar days before the due date of each year of Standing Offer and will be confirmed by the PWGSC Contracting Authority, for administrative reasons only, through a contract amendment.

The following Web site is used to calculate the average rate of the annual adjustments of the 12 months indicated in the example below.

<http://www5.statcan.gc.ca/cansim/a01?retrLang=eng&lang=eng>

- ✓ Example of the average percentage (%) adjustment of the CPI in September 2017 over a full year (Most recent 12 months in Statistics Canada Website):

Oct. 2016	Nov. 2016	Dec. 2016	Jan. 2017	Feb. 2017	March 2017	April 2017	May 2017	June 2017	July 2017	August 2017	Sept. 2017	Average Rate %
0.6	0.6	0.6	1.3	1.2	0.9	0.8	0.7	0.6	0.9	1.1	1.0	0.858

**7.4.1 SACC Manual Clauses**

Number	Date	Title
A9117C	2007-11-30	T1204 - Direct Request by Customer Department
C0711C	2008-05-12	Time Verification
H1001C	2008-05-12	Multiple Payments

**7.4.2 Payment by Credit Card**

*Insert and complete one of the following clauses if the Payment by Credit Card clause is used under Part 3, Section II - Financial Offer and the Offeror has accepted payment by credit card(s):*

The following credit card is accepted: \_\_\_\_\_.

**OR**

The following credit cards are accepted: \_\_\_\_\_ and \_\_\_\_\_.

**7.5 Invoicing Instructions**

1. The Contractor must submit invoices in accordance with the section entitled "Invoice Submission" of the general conditions. Invoices cannot be submitted until all work identified in the invoice is completed.
2. Invoices must be distributed as follows:

The original and one (1) copy must be forwarded to the address shown on page 1 of the Contract for certification and payment.

**7.6 Canadian Forces Site Regulations**

The Contractor must comply with all standing orders or other regulations, instructions and directives in force on the site where the Work is performed.

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## 7.7 Insurance - Specific Requirements

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

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

The Contractor must forward to the Contracting Authority within ten (10) days after the date of award of the Contract, a Certificate of Insurance evidencing the insurance coverage and confirming that the insurance policy complying with the requirements is in force. For Canadian-based Contractors, coverage must be placed with an Insurer licensed to carry out business in Canada, however, for Foreign-based Contractors, coverage must be placed with an Insurer with an A.M. Best Rating no less than "A-". The Contractor must, if requested by the Contracting Authority, forward to Canada a certified true copy of all applicable insurance policies..

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## ANNEX A - INSURANCE REQUIREMENTS

### A.1 Commercial General Liability Insurance

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

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- k. If the policy is written on a claims-made basis, coverage must be in place for a period of at least 12 months after the completion or termination of the Contract.
- l. Owners' or Contractors' Protective Liability: Covers the damages that the Contractor becomes legally obligated to pay arising out of the operations of a subcontractor.
- m. Non-Owned Automobile Liability - Coverage for suits against the Contractor resulting from the use of hired or non-owned vehicles.
- n. Sudden and Accidental Pollution Liability (minimum 120 hours): To protect the Contractor for liabilities arising from damages caused by accidental pollution incidents.
- o. Litigation Rights: Pursuant to subsection 5(d) of the Department of Justice Act, S.C. 1993, c. J-2, s.1, if a suit is instituted for or against Canada which the Insurer would, but for this clause, have the right to pursue or defend on behalf of Canada as an Additional Named Insured under the insurance policy, the Insurer must promptly contact the Attorney General of Canada to agree on the legal strategies by sending a letter, by registered mail or by courier, with an acknowledgement of receipt.
- i. For the province of Quebec, send to:
- Director Business Law Directorate,  
Quebec Regional Office (Ottawa),  
Department of Justice,  
284 Wellington Street, Room SAT-6042,  
Ottawa, Ontario, K1A 0H8
- ii. For other provinces and territories, send to:
- Senior General Counsel,  
Civil Litigation Section,  
Department of Justice  
234 Wellington Street, East Tower  
Ottawa, Ontario K1A 0H8

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

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**A.2 Automobile Liability Insurance**

1. The Contractor must obtain Automobile Liability Insurance, and maintain it in force throughout the duration of the Contract, in an amount usual for a contract of this nature, but for not less than \$2,000,000 per accident or occurrence.
2. The policy must include the following:
  - a. Third Party Liability - \$2,000,000 Minimum Limit per Accident or Occurrence
  - b. Accident Benefits - all jurisdictional statutes
  - c. Uninsured Motorist Protection
  - d. Notice of Cancellation: The Insurer will endeavour to provide the Contracting Authority thirty (30) days written notice of cancellation.
  - e. Permission to Transport Hazardous Goods: If relevant, the Insured must obtain the applicable provincial or federal permission to transport hazardous material in conjunction with this endorsement.

**A.3 Environmental Impairment Liability Insurance**

1. The Contractor must obtain Contractors Pollution 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. 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.
3. The Contractors Pollution 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 as additional insured should read as follows: Canada, represented by Public Works and Government Services Canada.
  - b. Notice of Cancellation: The Insurer will endeavour to provide the Contracting Authority thirty (30) days written notice of policy cancellation.
  - c. Separation of Insureds: 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.
  - d. 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.
  - e. Incidental Transit Extension: The policy must extend to losses arising from any waste, products or materials transported, shipped, or delivered via any transportation mode to a location beyond the boundaries of a site at which the Contractor or any entity for

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which the Contractor is legally liable is performing or has performed the operations described in the contract.

- f. Storage Tank Third-Party Liability - The policy must extend to off-site third party bodily injury and property damage due to releases from storage tanks (above and below ground). Coverage must include corrective action and clean-up due to releases from storage tanks.
- g. Litigation Rights: Pursuant to subsection 5(d) of the Department of Justice Act, S.C. 1993, c. J-2, s.1, if a suit is instituted for or against Canada which the Insurer would, but for this clause, have the right to pursue or defend on behalf of Canada as an Additional Named Insured under the insurance policy, the Insurer must promptly contact the Attorney General of Canada to agree on the legal strategies by sending a letter, by registered mail or by courier, with an acknowledgement of receipt.
  - i. For the province of Quebec, send to:

Director Business Law Directorate,  
Quebec Regional Office (Ottawa),  
Department of Justice,  
284 Wellington Street, Room SAT-6042,  
Ottawa, Ontario, K1A 0H8
  - ii. For other provinces and territories, send to:

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

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

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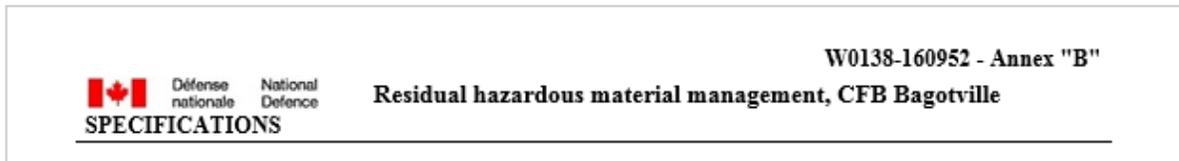
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## ANNEX B - STATEMENT OF WORK (SPECIFICATIONS)

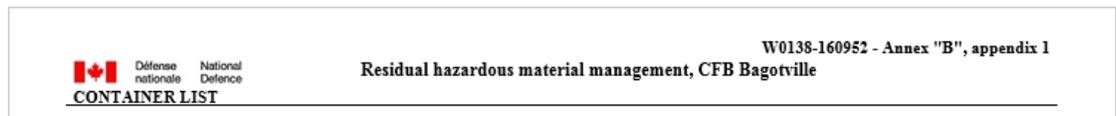
### B.1 Annex B - Spécifications

Annex B and its appendices are to be inserted at this point and forms part of this document.

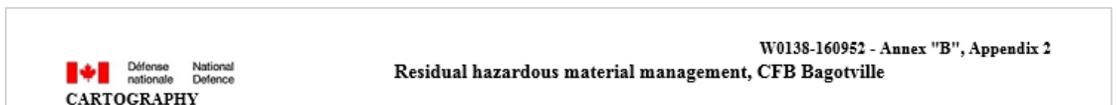


Two appendices are included with Annex B as follows:

#### B.1.1 Annex B, Appendix 1 - Container List



#### B.1.2 Annex B, Appendix 2 - Cartography



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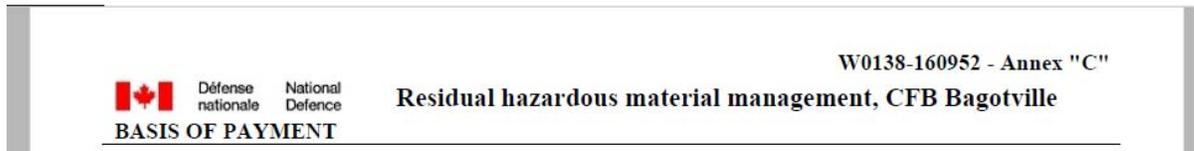
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## ANNEX C - BASIS OF PAYMENT

### C.1 Annex C- Basis of Payment

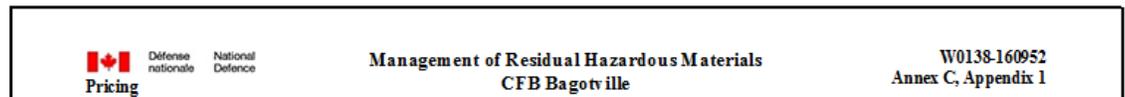
Annex C and tis appendix are to be inserted at this point and forms part of this document.



One appendix is included with Annex C and it is in Excel format and named:

#### C.1.1 Annex C, Appendix 1 - Pricing

[W0138-160952-A\\_Annex C\\_Appendix 1 Pricing\\_EN.xlsx](#)



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## ANNEX D - MANDATORY CRITERIA

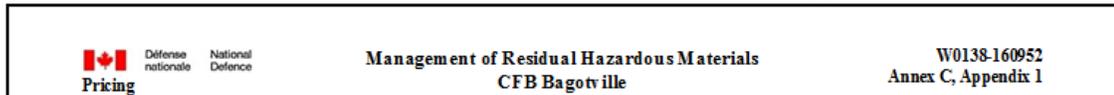
The offer must meet the mandatory criteria specified in this annex. Offerors must provide the necessary documentation to support compliance with this requirement.

Offers which fail to meet the mandatory criteria will be declared non-responsive. Each mandatory criterion should be addressed separately.

### D.1 Criterion No 1 - Documents to Complete

1. Offerors must duly complete and join with their offer Appendix 1 of Annex C in Excel format and named:

[W0138-160952-A\\_Annex C\\_Appendix 1 Pricing\\_EN.xlsx](#)

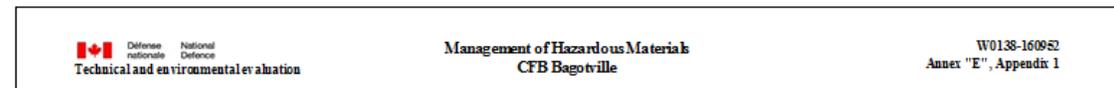


Offerors must complete all cells in red blocks of tables 1 to 8 of Appendix 1 to Annex C.

Offerors must be able to provide all services / products listed in Annex C. In the event that one of the cells in red is not completed, the price, the percentage or data will be deemed to be of value 0 and we will consider that offerors provide the services / products at that rate.

2. Offerors must duly complete and join with their offer Appendix 1 of Annex E in Excel format and named:

[W0138-160952-A\\_Annex E\\_Appendix 1 Technical and environmental evaluation\\_EN.xlsx](#)



Offerors must complete all the lines of Info tab of Appendix 1 to Annex E.

The information required in the Info tab can be the subject of an audit to verify and validate any information.

In the event that one of the lines of Info tab is not duly completed or if the information provided does not match that the Offeror has indicated in its offer, will result in the offer being declared non-responsive.

## ANNEX E - RATED CRITERIA

Offers which meet all the mandatory criteria will be evaluated and scored as specified in this annex. Each rated criterion should be addressed separately.

### E.1 Technical Merit Score

The technical merit score will be determined based on the data entered by the Offeror in Appendix No 1 of this Annex and the weighting factors described below.

#### E.1.1 Weighting Factors

Following are the weighting factors used for the technical and environmental evaluation of the offers.

- ✓ The weighting factors below will be applied to each residual material enumerated in Appendix 1 of Annex E.

Factor 1	Environmental benefits associated with the various residual hazardous material management modes:		Point-F <sub>1</sub>
	1.1	Reuse or recycling without pre-treatment	1.0
	1.2	Treatment for reuse or recycling purposes	0.8
	1.3	Use for energy purposes	0.6
	1.4	Treatment to reduce hazardous nature	0.4
	1.5	Disposal	0.2
	1.6	No information supplied regarding the mode chosen	0.0
Factor 2	Relative distance between CFB Bagotville and the reclamation / disposal site (greenhouse gases)		Point-F <sub>2</sub>
	2.1	60 km or less	1.0
	2.2	From 61 to 175 km	0.8
	2.3	From 176 to 650 km	0.6
	2.4	651 km or more	0.3
	2.5	No information provided about the reclamation / disposal site	0.0

### E.1.2 Calculation of the Technical Merit Score per Residual Material

The technical merit score by residual material specified in Appendix 1 of this Annex will be calculated as follows:

- Technical Merit Score per Residual Material = Point-F<sub>1</sub> x Point-F<sub>2</sub>  
(weighting factor No 1 multiplied per weighting factor No 2)

Here are a few examples of the calculation of the technical merit score by residual material:

- 1) Used fuel that will be used for energy purposes at 38 km from CFB Bagotville.
- 2) Frying fats that will be recycled at 240 km from CFB Bagotville.
- 3) Paint that will be disposed of as hazardous waste at 91 km from CFB Bagotville.

Residual Materials	Weighting Factor No 1		Weighting Factor No 2		Technical Merit Score
	Management Mode	Point-F <sub>1</sub>	Distance (km)	Point-F <sub>2</sub>	Point-F <sub>1</sub> x Point-F <sub>2</sub>
1) Used fuel	fins énergétiques	0.6	38	1.0	0.6 x 1.0 = 0.60
2) Frying fats	recyclage	0.8	240	0.6	0.8 x 0.6 = 0.48
3) Paint	élimination	0.2	91	0.8	0.2 x 0.8 = 0.16

### E.1.3 Total Number of Points for the Technical Merit

The total number of points for the technical merit is 34 points and it comes from the sum of all the points awarded to residual materials listed in Appendix 1 to this Annex with the highest weighting factors:

- Highest Weighting Factor: Point-F<sub>1</sub> and Point-F<sub>2</sub> = 1, to get: 1 x 1 = 1.
- There are 34 lines of residual materials listed in Appendix 1 to this Annex.

### E.1.4 Annex E, Appendix 1 - Technical and Environmental Evaluation

Appendix 1 of Annex E is to be inserted at this point and forms part of this document.

[W0138-160952-A\\_Annex E\\_Appendix 1 Technical and environmental evaluation\\_EN.xlsx](#)

 Défense nationale / National Defence Technical and environmental evaluation	<b>Management of Hazardous Materials</b> CFB Bagotville	W0138-160952 Annex "E", Appendix 1
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## E.2 Minimum Quantity Score

A maximum of 10 points is available for the evaluation of the minimum quantities. We will allocate 1.25 points for each of the eight products that a minimum quantity is requested in Appendix 1 of Annex "C" (articles 1, 2, 4, 9, 20, 22 et 23 of table 1 and item 2 of table 2) when collecting in bulk to the responsive offer which has the lowest cost per pickup and the other offers will be prorated accordingly

### E.2.1 Calculation of the Minimum Quantity Value

We will use the minimum value per pick up, i.e. the unit cost (per liter or M.T.) of the product multiplied by the minimum quantity per pick up (this value is calculated for each of the eight products in the "Summary" tab of Appendix 1 of Annex C), to allocate the number of points for each offer.

Below is an example for a minimal quantity score regarding the residual material of oily water:

	Unit Cost	Minimum quantity per pickup	Minimum value per pickup (unit cost x minimum quantity)	Score allocated for the minimum quantity per the residual material « Oily water »	
Company 1	0.25 \$	2000 L	500.00 \$	$\frac{400\$}{500\$} \times 1.25 =$	1.00
Company 2	0.35 \$	1500 L	525.00 \$	$\frac{400\$}{525\$} \times 1.25 =$	0.95
Company 3	0.40 \$	1000 L	400.00 \$*	$\frac{400\$}{400\$} \times 1.25 =$	1.25

\*Company No 3 has the lowest value per minimum quantity of 400\$ in this example and becomes the reference value.

**ANNEX F - BASIS OF SELECTION**

**F.1 Highest Combined Rating of Technical Merit, Price, and Minimum Quantity**

1. To be declared responsive, an offer must:
  - a. comply with all the requirements of the Request For Standing Offer; and
  - b. meet all mandatory criteria; and
2. Offers not meeting "a. and b." will be declared non-responsive.
3. The selection will be based on the highest responsive combined rating of technical merit, price and minimum quantity. The ratio will be 35% for the technical merit, 55% for the price and 10% for the minimum quantity.
4. To establish the technical merit score, the overall technical score for each responsive offer will be determined as follows: total number of points obtained / maximum number of points available in Appendix 1 of Annex E multiplied by the ratio of 35%.

$\frac{\text{Total number of points obtained}}{\text{Maximum number of points available (34)}} \times 35 \text{ points}$
--

5. To establish the pricing score, each responsive offer will be prorated against the lowest evaluated price indicated and the ratio of 55%.

We will calculate the total estimated value of the standing offer, on one year period (12 months), by multiplying the quantity and the price of each item describes in Appendix 1 of Annex C.

$\frac{\text{Lowest estimated value of the offer per year (reference)}}{\text{Estimated value of the offer per year for each company}} \times 65 \text{ points}$
--

6. To establish the minimum quantity score, each responsive offer will be prorated against the lowest evaluated price on the minimum quantities and the ratio of 10%. Please refer to section E.2 of Annex E and Appendix 1 of Annex C.

For all 8 residual materials with minimum quantity:

$\frac{\text{Lowest estimated value of the 8 residual materials per year (reference)}}{\text{Estimated value of the 8 residual materials per year for each company}} \times 10 \text{ points}$
--

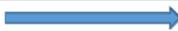
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7. For each responsive offer, the technical merit score, the pricing score and the minimum quantity score will be added to determine its combined rating.
8. Neither the responsive offer obtaining the highest technical score nor the one with the lowest evaluated price will necessarily be accepted. The responsive offer with the highest combined rating of technical merit, the price, and the minimum quantity score will be recommended for the issuance of a standing offer. In the event two or more responsive offers have the same highest combined rating of technical merit and price, the responsive offer that obtained the highest technical merit score will be recommended for the issuance of a standing offer.
- ❖ The table below illustrates an example where all three offers are responsive and the selection of the Offeror is determined the technical merit, price and the minimum quantity score, respectively.
- Technical Merit and Price: The total available points equals 34 and the lowest evaluated price is \$100,000.
  - Minimum Quantities of 8 residual materials: The total available points equals 10 and the lowest evaluated price is \$10,000.

	Reference	Offeror A		Offeror D		Offeror G		
Number of points obtained:	34	23		30		33		
Offer Evaluated Price:	100,000 \$	100,000 \$		110,000 \$		125,000 \$		
Calcul.	Technical Merit Score:	35	$23 / 34 \times 35 \text{ points} =$	23.68	$30 / 34 \times 35 \text{ points} =$	30.88	$33 / 34 \times 35 \text{ points} =$	33.97
	Pricing Score:	55	$100,000\$ / 100,000\$ \times$ 55 points =	55.00	$100,000\$ / 110,000\$ \times$ 55 points =	50.00	$100,000\$ / 125,000\$ \times$ 55 points =	44.00
Évaluated Price for the Minimum Quantities - 8 residual materials:	10,000 \$	10,000 \$		12,000 \$		13,000 \$		
Calculation of the Minimum Quantity Score:	10	$10,000\$ / 10,000\$ \times$ 10 points =	10.00	$10,000\$ / 12,000\$ \times$ 10 points =	8.33	$10,000\$ / 13,000\$ \times$ 10 points =	7.69	
Combined Rating:			88.68		<b>89.22</b>		85.66	
Rank:			2		<b>1</b>		3	

The highest combined rating of technical merit and price in this example is offer D.

## ANNEX G - PRESENTATION OF YOUR OFFER

### G.1 Check List

Below is a checklist of the contents of your offer. This list is not an exhaustive list; it remains the Offeror's responsibility to prepare its offer in accordance with the instructions contained in the Request For Standing Offer (RFSO) and provide a comprehensible and sufficiently detailed offer, including all requested pricing details that will permit a complete evaluation in accordance with the criteria set out in the RFSO.

Pagination of <u>Document 1 of 2</u> (document of only one page)	
Page 1	Offerors should include with their offer, <b>the first sheet</b> of this RFSO properly completed and signed. Refer to 2006 Standard Instructions mentioned in clause <b>2.1 Standard Instructions, Clauses and Conditions</b> .
Pagination of <u>Document 2 of 2</u> (document of 40 pages)	
Page 7	Offerors must submit their offer only to the address indicated in clause <b>2.2 Submission of Offers</b> .
Pages 8 and 9	Offerors should submit with their bid, clause <b>2.3 Former Public Servant</b> duly completed.
Page 12	Offerors should submit with their offer, clause <b>3.1.1 Payment by Credit Card</b> properly completed.
Page 13	Offerors must pay attention on how offers will be evaluated and the winning offer selected. Refer to <b>Part 4 - Evaluation Procedures and Basis of Selection</b> .
Page 14	<u>Applicable only if an offence has been committed</u> Offerors must provide with their offer the required documentation as indicated Clause <b>5.1.1 Integrity Provisions - Declaration of Convicted Offences</b> .
Page 14	Offerors must provide with their offer or promptly thereafter a <b>list of names</b> as indicated in clause <b>5.2.1 Integrity Provisions - Required Documentation</b> . <ul style="list-style-type: none"> <li>➤ Please refer to section "17. Information to be provided when bidding, contracting or entering into a real property agreement" of the following Web site:  <a href="http://www.tpsgc-pwgsc.gc.ca/ci-if/politique-policy-eng.html">http://www.tpsgc-pwgsc.gc.ca/ci-if/politique-policy-eng.html</a> </li> </ul>

Solicitation No. - N° de l'invitation

Amd. No. - N° de la modif.

Buyer ID - Id de l'acheteur

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Client Ref. No. - N° de réf. du client

File No. - N° du dossier

CCC No./N° CCC - FMS No./N° VME

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Page 16	As indicated in clause <b>6.1 Insurance Requirements - Proof of Availability - Prior to issuance of a Standing Offer</b> , Offerors should submit with their offer, a letter from an insurance broker or an insurance company.
Page 20	Offerors should submit with their offer, clause <b>7.5.3 Offeror's Representatives</b> properly completed.
Appendix 1 of Annex C	Offerors must include with their offer, <b>Appendix 1 of Annex C, Pricing</b> duly completed.
Appendix 1 of Annex E	Offerors must include with their offer, <b>Appendix 1 of Annex E, Technical and Environmental Evaluation</b> duly completed.

**SPECIFICATIONS**


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**B.1 GENERAL**
**B.1.1 Terminologies and definitions**

Unless the context indicates otherwise, the following expressions and terms mean:

- [3 Wing Bagotville](#): The expression "3 Wing" or "Wing" may also be used.
- CFB Bagotville : Includes [3 Wing Bagotville](#) and [2 Air Expeditionary Wing](#) as well as all the units and Squadrons that comprise them.
- CFB Bagotville territory: The territory of the CFB Bagotville consists of an area bounded by a radius of 60 km from the Wing Headquarters, building 70.
- Collection: Collecting, sorting and packing residual materials for transformation.
- Collection of residual hazardous materials: Using a truck with an airtight cargo compartment to pick up residual materials and holding them for future transport to a collection or transformation facility or disposal site.
- Container: Leak proof receptacle used to store residual material, capable of being emptied mechanically (may or may not be equipped with an integrated compacting unit).
- Disposal: Action to finally dispose of residual material, whether by burial, incineration or pyrolysis.
- DND Department of National Defence
- Equipment: The facilities, tools, implements, devices, machines, vehicles, buildings and works required to perform the contract.
- Guide: [Guide d'échantillonnage à des fins d'analyses environnementales, Chapitre 8 - Échantillonnage des matières dangereuses](#). (available in French only) (Centre d'expertise en analyse environnementale du Québec, 1998)
- Lac Castor radar station: The Lac Castor radar station is located at about 20 km from the provincial road 172 on chemin de la ZEC Martin Valin (in front of the [Resolute FP](#) sawmill in St-Fulgence) - (Map coordinates: [48.575833, -70.668858](#))
- Liquid residual hazardous materials: Hazardous materials as defined by the Quebec [Regulation respecting Hazardous Materials \(c. Q-2 r.32\)](#) which are in essentially liquid form at 20°C.
- Reclamation: Reusing, recycling or composting residual material to avoid its disposal; energy conversion, which uses the combustibility of materials to produce energy, may be considered reclamation of last resort.
- Reclamation or disposal site: Site where residual material is reclaimed or disposed of.
- Regulation: [Regulation respecting Hazardous Materials \(c. Q-2 r.32\)](#)
- Residual material: Obsolete, scrapped or otherwise unwanted material that is reclaimed or disposed of.
- Residual material collection: Operation to pick up and concentrate residual material, using a truck equipped with a closed leak proof dumpster, to transport it to a recycling centre, reclamation site or landfill.
- [SOGHU](#): Used Oil Management Association (French: Société de Gestion des Huiles Usagées)
- Solid residual hazardous materials: Hazardous materials as defined by the Quebec [Regulation respecting Hazardous Materials \(c. Q-2 r.32\)](#) which are in essentially solid form at 20°C.
- [ZEC](#) Controlled Harvesting Zone (French: Zone d'Exploitation Contrôlée)

**SPECIFICATIONS**


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**B.2 DESCRIPTION DES ACTIVITÉS**

The activities to which these specifications apply include the collection, packing, transport and transformation or disposal of residual hazardous materials generated by CFB Bagotville. Also included are the supply of containers used to pick up residual materials and may include the identification and preparation for transport of materials.

The Contractor shall supply the personnel and equipment required to carry out these activities.

All applicable activities shall be carried out in conformity with the Regulation, except with respect to administrative requirements that do not apply to federally regulated carriers.

**B.2.1 Approval required for residual material collection facilities and equipment**

The equipment used to collect residual hazardous materials must be approved by the CFB Bagotville representative. This includes but is not limited to the following equipment:

- a) Containers;
- b) Trucks equipped for collection.

**B.2.2 Authorization and approval of sites used for collection and transformation or disposal**

The sites that the Contractor intends to use for the collection and transformation or disposal of residual hazardous materials must be sites approved by the province where they are situated. The sites used will be those described in the Contractor's bid, if the Contractor wishes to use a different collection, transformation or disposal site, the Contractor shall obtain written authorization from CFB Bagotville before using the new site.

To request authorization, the Contractor shall first substantiate the change on both financial and environmental grounds.

**B.2.3 Permits and authorizations**

The Contractor and its personnel shall hold all the permits required by the federal and provincial Governments, including those prescribed by the Regulation, in order to perform work under the Standing Offer.

Vehicles used for material pickup and transport shall meet the federal and provincial requirements for the transportation of hazardous materials.

Workers involved in the collection of residual hazardous materials shall be specially trained for the task and shall know what protective measures to take in the event of accidental spillage or similar occurrence. The Contractor shall provide, on request, proof that the workers involved in collection and transport have successfully completed the required training for those tasks.

Before departing the collection location, the Contractor shall provide the DND representative with a copy of the shipping document prescribed by the Regulation.

**B.2.4 Collection of residual hazardous materials**
**B.2.4.1 Pickup**

Pick up of residual hazardous materials are normally done between 0800 and 1600 hours but some services may be required after these hours or on weekends.

**B.2.4.2 Areas served**

Residual hazardous materials shall be collected from all administrative and military buildings on the CFB Bagotville territory, the HMCS Champlain (405 boulevard du Saguenay E, Chicoutimi), the Régiment du Saguenay buildings (2678 chemin de la Réserve, Chicoutimi) and the Lac Castor radar station (ZEC Martin Valin).

**B.2.4.3 Container handling**

Workers assigned to residual hazardous materials pickup shall handle all containers with caution in order to prevent spillage.

Residual hazardous materials shall never be allowed to overflow from the truck compartments or tanks. The Contractor must ensure, at all times, that there is no loss from its trucks.

**SPECIFICATIONS**


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**B.2.5 Containers**

Contractor shall distribute the appropriate containers, which must be approved in advance by CFB Bagotville's representative as to the number, capacity and location. When requested to do so, the Contractor shall also distribute additional containers at the locations specified by CFB Bagotville's representative.

**B.2.6 Sorting, identification and preparation of residual hazardous materials**

Sorting, identification and preparation for transport of residual hazardous materials will normally be done by CFB Bagotville personnel but the contractor may be asked by the CFB Bagotville representative to identify and prepare materials for transport.

**B.2.7 Weighing residual hazardous materials**

The Contractor shall weigh all residual hazardous materials collected at CFB Bagotville using an independent public weigh scale whether or not they are priced or credited by weight.

A copy of each weighing ticket containing an indication of the weighed residual material, the net weight of the cargo (in kilograms or metric tons), and the location of the transformation or disposal facilities must be provided with the invoice.

In the case of liquid residual hazardous materials, the contractor will be required to measure the recovered volume in the presence of a DND representative.

**B.2.8 Name of collection, transformation or disposal facility**

The name of the collection, transformation or disposal facility where each residual hazardous material is taken shall be recorded on the invoice submitted to CFB Bagotville. As an alternative, the Contractor can attach to the invoice a ticket or a certificate indicating the name of the facility used.

CFB Bagotville reserves the right at all times to verify with any of these locations whether or not the residual hazardous materials collected have been sent to them.

**B.2.9 Vehicles used to collect and transport residual hazardous materials**

The Contractor shall ensure that the vehicles it uses to collect and transport residual hazardous materials are clean, well maintained and in good working order (no oil leaks, exhaust leaks, airtight cargo compartment, etc.).

The contractor's vehicles must be clearly identified on each side with the company name, address and telephone number, all vehicles must be identified with a company fleet number.

No commercial advertising, ornaments or objects retrieved from the materials collected shall be attached or displayed on the outside of any vehicle.

Only messages encouraging participation in selective recycling shall be attached to the outside of vehicles.

**B.2.10 Random check of collection equipment**

CFB Bagotville may, at any time, inspect the collection equipment used or supplied by the Contractor. It may subsequently require that any equipment found to be non-compliant, hazardous, unsuitable, and unclean or giving off an unpleasant odour be replaced, repaired or cleaned.

**B.2.11 Parking**

Contractor vehicles shall be parked only in areas designated for that purpose and shall never be parked where they might cause hygiene or contamination problems by avoiding parking near building air intakes.

**B.2.12 Engine idling**

To minimize greenhouse gas emissions, the Contractor is prohibited from idling its vehicle engines for more than 5 minutes except where it is necessary to safely operate the vehicle.

**SPECIFICATIONS**


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**B.2.13 Traffic regulations at CFB Bagotville**

The Contractor shall take the necessary measures to avoid impeding traffic. It shall also obey the traffic regulations in force at 3 Wing Bagotville throughout the contract term. The following speed limits are in effect:

- a) Streets: 30 km/h;
- b) Ring road: 50 km/h;
- c) Aircraft parking area (tarmac): 20 km/h;
- d) Runways and taxiways: 50 km/h; and
- e) Near aircraft: 6 km/h.

Vehicles shall use the paved portion of streets so as to avoid damaging shoulders or lawns. Vehicles shall not travel on sidewalks.

**B.2.14 Prevention of damage to aircraft**

The Contractor must ensure that no debris or materials are left on aircraft parking and movement areas or on the runways, he must also ensure that such debris and materials cannot be blown into those areas by wind.

Before a Contractor vehicle enters any of these areas, as indicated on the foreign object damage (FOD) warning placards, the driver must stop and remove any debris, including all pebbles stuck in the treads of the vehicle's tires, and secure any materials that may fall from his vehicle.

Any debris, materials or pebbles in these areas could be ingested by an aircraft engine, causing severe damage to DND assets.

**B.2.15 Hazardous material spills**

The Contractor shall take the necessary precautions to prevent spillage and leakage into the environment of substances considered hazardous within the meaning of WHMIS, including leaks of fuel, oil or grease.

If a spill occurs, all measures consistent with the health and safety of its personnel and the public shall be taken by the Contractor to:

- a) Confine the spill;
- b) Stop the spillage or leakage of hazardous material;
- c) Eliminate all sources of ignition in the vicinity;
- d) Prevent the material from entering storm and sanitary sewers (i.e., by covering drains, manholes and grates or deploying absorbent barriers);
- e) Removing the spilled material; and
- f) Cleaning and restoring the site to its original condition.

The Contractor shall report all spills of hazardous materials irrespective of size to CFB Bagotville firefighting services within minutes after the discovery of the spill (418-677-4000, ext. 7222).

All hazardous material spills shall be cleaned up by the Contractor as soon as possible. The site shall be cleaned, decontaminated and restored to pre-spill condition to the satisfaction of CFB Bagotville. If it is considered that a response is not sufficiently prompt or effective, CFB Bagotville will take the necessary steps to prevent risks to personnel safety, the environment and facilities. In such a case, any costs incurred by CFB Bagotville for the cleaning and decontamination of the spill shall be reimbursed by the Contractor.

## SPECIFICATIONS

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### B.2.16 Annual report on residual hazardous materials management

The Contractor shall prepare annual reports on the management of residual hazardous materials collected at CFB Bagotville. The report may be in a very simple format, but shall contain at least the following:

- a) The total quantity of each residual hazardous material collected at CFB Bagotville during the fiscal year;
- b) The places where each residual hazardous material was transported for collection, transformation or disposal and the total quantity transported to each place.

For reporting purposes, the fiscal year starts on April 1 and ends on March 31.

The annual reports shall be submitted by e-mail, in Word or Excel format, to the CFB Bagotville representative no later than April 30<sup>th</sup> following the end of the fiscal year under review.

## B.3 DETAILS OF TASKS

### B.3.1 Pick up interval and response time

Residual hazardous materials shall be picked up when requested by CFB Bagotville.

The normal response time for:

- a) Regular service: as requested by CFB Bagotville, normally at least 1 day notice will be given;
- b) Emergencies: within 60 minutes of request.

### B.3.2 Pick up points

Pickups shall be done at the locations specified by the CFB Bagotville representative when requesting the service, unless instructed otherwise, the Contractor shall report to building 225 where, when possible, a representative of CFB Bagotville will accompany him on the pick-up or give him instructions.

### B.3.3 Containers

#### B.3.3.1 List of containers supplied by Contractor

Containers to be supplied by the Contractor are listed in table 1 of Appendix 1 of this Annex.

The quantity and location of the containers to be delivered and retrieved will be provided by the CFB Bagotville representative as required.

As containers are picked up, the Contractor shall replace them immediately on a one-for-one basis.

#### B.3.3.2 List of holding tanks owned by CFB Bagotville

The list and location of the holding tanks owned by CFB Bagotville to collect certain residual hazardous materials are listed in tables 2 and 3 of Appendix 1 of this Annex.



Residual hazardous material management, CFB Bagotville

CONTAINER LIST

Table color code

<b>Product category</b>
Located on base
Located off base (Chicoutimi or Lac Castor Radar Station)
Notes

Table 1. Containers to be supplied by Contractor

Type of container	Capacity	Location
Environmental roll-off container with tarp for used absorbents, rags and any solid material contaminated with petroleum hydrocarbons.	20 cubic yards	Building B-225
Used filter recycling bins.	20 bins of 360 L	Various locations on base
Other types of containers may be requested by CFB Bagotville. Containers shall be delivered to the locations specified in the service request.		



Residual hazardous material management, CFB Bagotville

**CONTAINER LIST**

**Table 2. Storage containers owned by CFB Bagotville**

Type of container	Capacity	Location
<b>Used oil</b>		
Aboveground storage tank (exterior)	1587 L	Building B-68 (Car club)
Aboveground storage tank (exterior)	1115 L	Building B-76 (Maintenance)
Aboveground storage tank (exterior)	500 L	Building B-77 (POL)
Aboveground storage tank (exterior)	1000 L	Building B-123 (CE - Power house)
Aboveground storage tank (exterior)	500 L	Building B-127 (CE - Perimeter road)
Aboveground storage tank (exterior)	558 L	Building B-183 (Aircraft graveyard - Radar)
Aboveground storage tank (exterior)	200 L	Building B-216 (3 AMS - Engine bay)
Aboveground storage tank (exterior)	500 L	Building B-216 (3 AMS - Periodic shop)
Aboveground storage tank (exterior)	2500 L	Hangar 2 (Transport)
Aboveground storage tank (exterior)	500 L	Hangar 3 (439 CS Sqn)
Aboveground storage tank (exterior)	1000 L	Hangar 6 (433 TF Sqn)
Aboveground storage tank (exterior)	1000 L	Hangar 7 (425 TF SQN)
<b>Used jet fuel and automotive fuel (Jet A1, gasoline, diesel)</b>		
Aboveground storage tank (exterior)	1114 L	Building B-77 (POL)
Aboveground storage tank (exterior)	2339 L	Building B-77 (POL)
Aboveground storage tank (exterior)	2272 L	Building B-277 (POL - Pump house)
Aboveground storage tank (exterior)	4498 L	Building B-277 (POL - Pump house)
Aboveground storage tank (exterior)	1094 L	Building B-215 (3 AMS - Test cell)
Aboveground storage tank (exterior)	960 L	Building B-216 (3 AMS - Periodic shop)
Aboveground storage tank (exterior)	2365 L	Building B-216 (3 AMS - Fuel bay)
Aboveground storage tank (exterior)	950 L	Hangar 3 (439 Esc SC)
Aboveground storage tank (exterior)	950 L	Hangar 6 (433 TF SQN)

## Residual hazardous material management, CFB Bagotville

**CONTAINER LIST**

Type of container	Capacity	Location
Aboveground storage tank (exterior)	950 L	Hangar 7 (425 TF SQN)
Mobile fuel recovery trailer (Spokane defueling trailer)	1500 L	Hangar 6 or 7 (433 et 425 TF SQN)
<b>Oily water</b>		
Catch basins	S/O	Various buildings
<b>Acidic solutions</b>		
Aboveground storage tank (interior)	1500 L	Building B-216 (3 AMS - Refinishing shop)
<b>Oily sludge</b>		
Catch basins	S/O	Various buildings
<b>Frying fats</b>		
Drum	205 L	Building B-55 (Officers mess)
Drum	205 L	Building B-87 (Combined mess)
Drum	205 L	HMCS Champlain (Chicoutimi naval reserve)
<b>Grease trap residue</b>		
Grease trap	S/O	Building B-55 (Officers mess)
Grease trap	S/O	Building B-87 (Combined mess)
Grease trap	S/O	Hangar 6 (425 TF SQN)
Grease trap	S/O	HMCS Champlain (Chicoutimi naval reserve)

Other types of containers may be used at CFB Bagotville.

Containers may also be at other locations than those indicated in the table.

The location where hazardous waste shall be collected will be specified in the service request.

Drums containing frying fats will be emptied during Grease traps cleaning

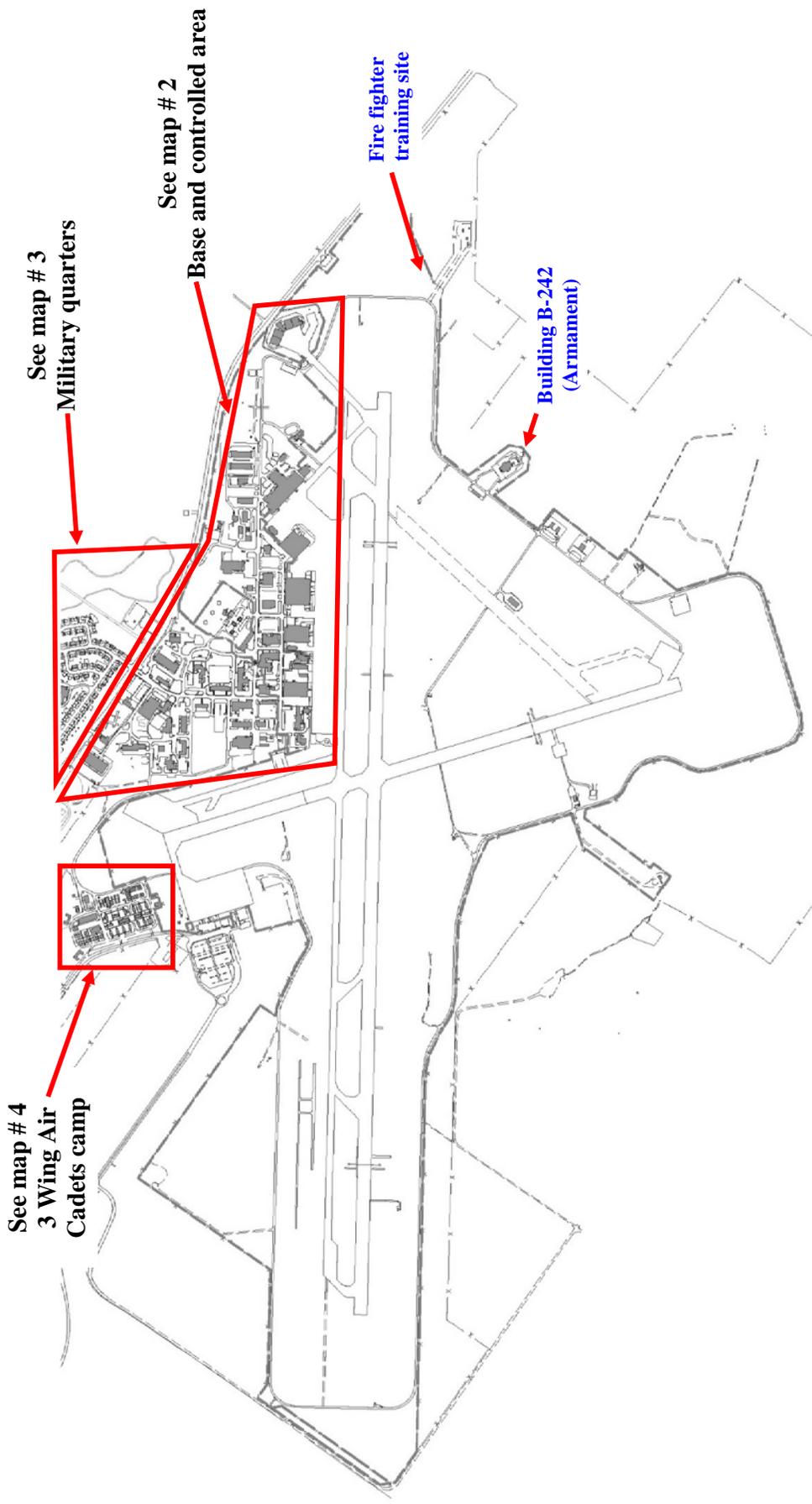
**CONTAINER LIST**

**Table 3. Septic liquid and septic sludge storage containers owned by CFB Bagotville**

Type of container	Capacity	Location
Water tight septic holding tank (without soil absorption field)	1000 L	Building B-52
Septic tank (with soil absorption field)	8000 L	Building B-242
Septic tank (with soil absorption field)	10,000 L	Building B-121
Water tight septic holding tank (without soil absorption field)	4000 L	Lac Castor Radar Station
Water tight septic holding tank (without soil absorption field)	8000 L	Lac Castor Radar Station

**Residual hazardous material management, CFB Bagotville**

**Map # 1: CFB Bagotville**





Residual hazardous material management, CFB Bagotville

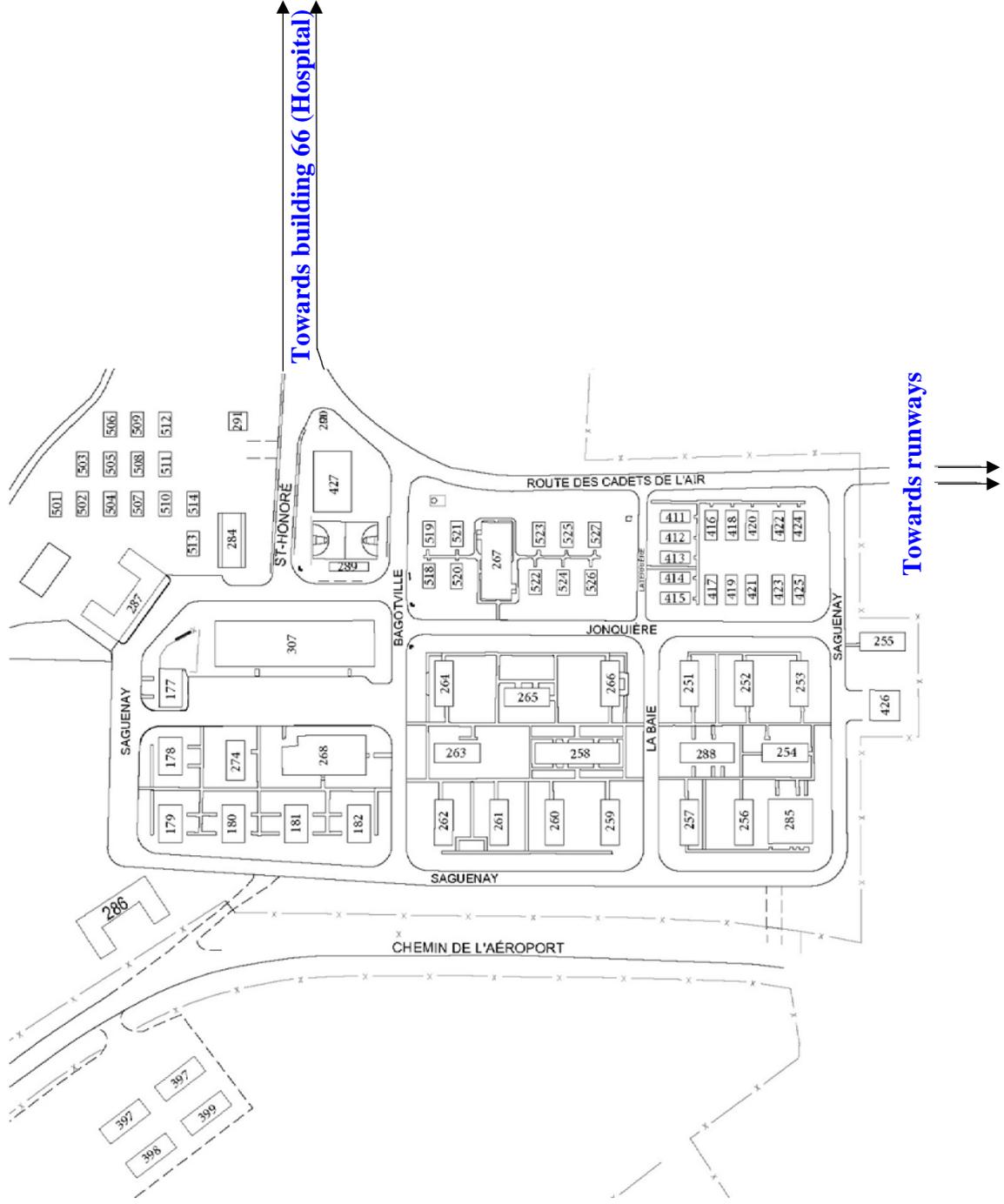


Map # 3: Military quarters



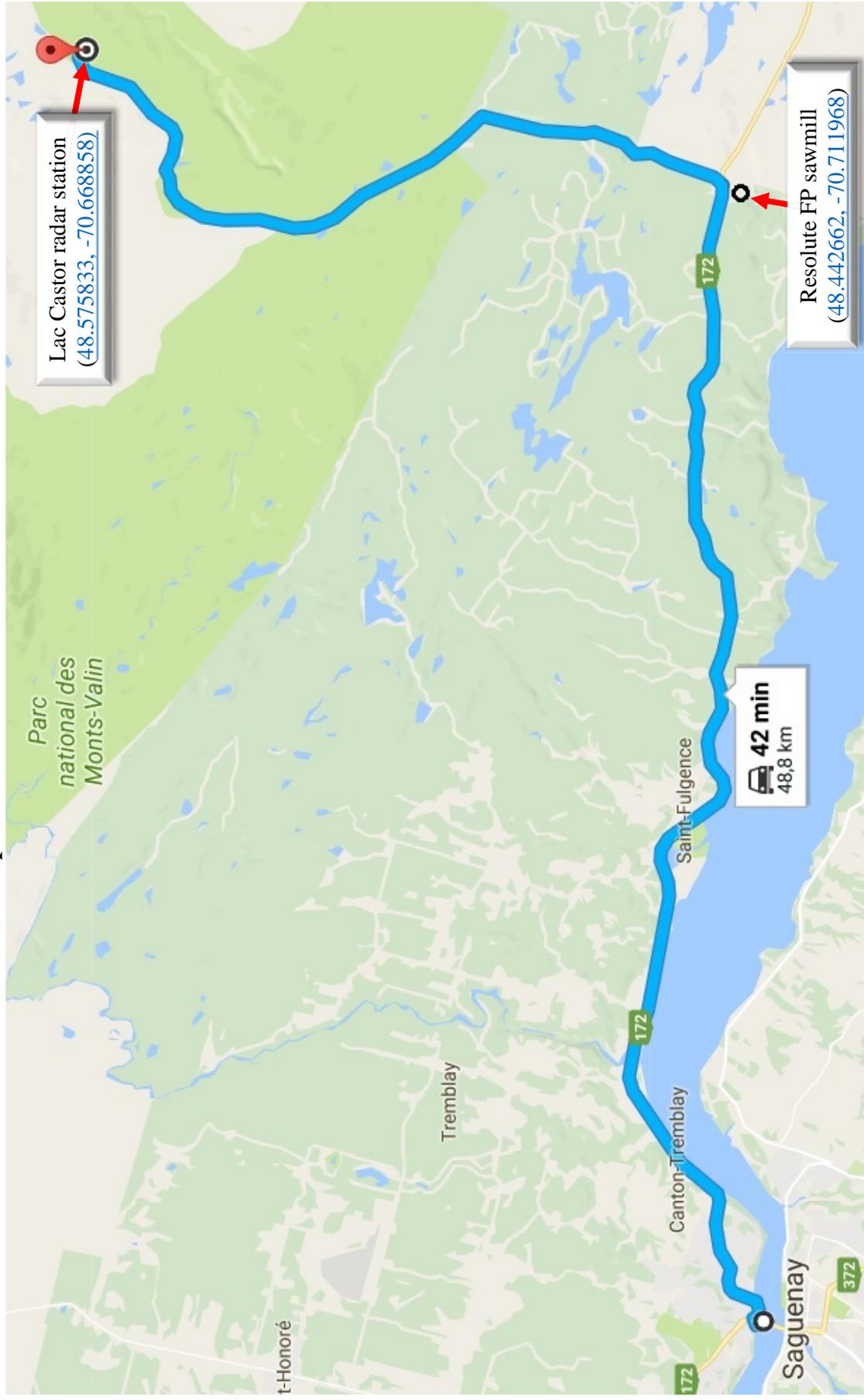
**Residual hazardous material management, CFB Bagotville**

**Map # 4: 3 Wing Air Cadets camp**



**Residual hazardous material management, CFB Bagotville**

**Map # 5: Lac Castor radar station**



**BASIS OF PAYMENT**

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**PART I**  
**RESIDUAL HAZARDOUS MATERIALS IN LIQUID FORM**  
**(IN BULK OR IN CONTAINERS)**

**C.1.1 General**

- Collection, transport and disposal services for residual hazardous materials in liquid form will be provided upon request only.
- In the case of certain materials, these services could be requested on a monthly basis. In the case of others, requests could be much less frequent.
- The main residual hazardous materials in liquid form to be collected, transported and disposed of by the contractor are described in Table 1 of Appendix 1 of this Annex.
- These materials may be stored in movable containers or in bulk in tanks or stationary facilities. The main tanks and stationary facilities from which residual materials in liquid form will be recovered are described in Table 2 of Appendix 1 of Annex "B" (Container list).

**C.1.2 Cost or credit associated with the collection, transport and disposal of residual hazardous materials in liquid form**

Firm unit prices, i.e. cost incurred or credit granted, for collection, transport and disposal services for residual hazardous materials in liquid form must be entered in the appropriate column or columns of Table 1 of Appendix 1 of this Annex.

**NOTE:** The unit prices that you specify must include all costs related to the collection, transport and disposal of the materials. Thereby, no additional costs such as hourly rate\*, travel expenses, environmental charges, different surcharges, etc. may be charged to CFB Bagotville for the collection of the materials listed in Table 1 of Appendix 1 of this Annex, except in the cases identified in Part VI of this Annex - Service calls.

- \* A maximum of four (4) hours will be allocated for each collection; all excess hours will be charged at the rates specified in Table 6 of Appendix 1 of this Annex.

**BASIS OF PAYMENT**

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**Part II****RESIDUAL HAZARDOUS MATERIALS IN SOLID OR SEMI-SOLID FORM****C.2.1 General**

- Collection, transport and disposal services for residual hazardous materials in solid or semi-solid form will be provided upon request only.
- In the case of certain materials, these services could be requested on a semester basis. In the case of others, requests could be much less frequent.
- The main residual hazardous materials in solid or semi-solid form to be collected, transported and disposed of by the contractor are described in Table 2 of Appendix 1 of this Annex.
- These materials may be stored in movable containers or in bulk. The main tanks, containers and stationary facilities from which residual materials will be recovered are described in Tables 1 and 2 of Appendix 1 of Annex "B" (Container list).

**C.2.2 Cost or credit associated with the collection, transport and disposal of residual hazardous materials in solid or semi-solid form**

Firm unit prices, i.e. cost incurred or credit granted, for collection, transport and disposal services for residual hazardous materials in solid or semi-solid form must be entered in the appropriate column or columns of Table 2 of Appendix 1 of this Annex.

**NOTE:** The unit prices that you specify must include all costs related to the collection, transport and disposal of the materials. Thereby, no additional costs such as hourly rate\*, travel expenses, environmental charges, different surcharges, etc. may be charged to CFB Bagotville for the collection of the materials listed in Table 2 of Appendix 1 of this Annex, except in the cases identified in Part VI of this Annex - Service calls.

\* A maximum of four (4) hours will be allocated for each collection; all excess hours will be charged at the rates specified in Table 6 of Appendix 1 of this Annex.

**BASIS OF PAYMENT**

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**PART III  
SEPTIC SLUDGE AND FLUIDS****C.3.1 General**

- Collection, transport and disposal services for septic sludge and fluids will be provided upon request only.
- Depending on the site concerned, the estimated frequency of collection of the septic sludge and fluids varies from two to four times per year.
- These materials are stored in bulk or in stationary facilities. The main tanks and stationary facilities from which septic sludge and fluids will be recovered are described in Table 3 of Appendix 1 of Annex "B" (Container list).

**C.3.2 Cost or credit associated with the collection, transport and disposal of septic sludge and fluids**

Firm unit prices, i.e. cost incurred or credit granted, for collection, transport and disposal services for septic sludge and fluids must be entered in the appropriate column or columns of Table 3 of Appendix 1 of this Annex.

**NOTE:** The unit prices that you specify for disposal in Table 3 of Appendix 1 of this Annex must include all costs related to the disposal of the materials indicated such as: environmental charges, different surcharges, etc.

## PART IV PROVISION OF STORAGE CONTAINERS

### C.4.1 General

- In the context of this agreement, CFB Bagotville may wish to purchase or rent certain types of containers for purposes of storing residual materials.
- These containers will be provided on request only.
- Certain containers could be rented on a monthly or annual basis.
- The main types of containers that CFB Bagotville wishes to rent or purchase in the context of this agreement are described in Table 4 of Appendix 1 of this Annex.

### C.4.2 Cost associated with delivery (mobilization), provision, rental and demobilization of containers

Firm unit prices, i.e., the cost incurred for delivery (mobilization), provision, rental and demobilization services for the desired containers, must be entered in the appropriate column or columns of Table 4 of Appendix 1 of this Annex.

**NOTE:** The costs or credits associated with the collection, transport and disposal of the residual materials stored in the containers provided by the contractor will be the same as those entered in Tables 1, 2 and 3 of Appendix 1 of this Annex.

**PART V  
PROVISION OF SPECIAL SERVICES**

**C.5.1 General**

- CFB Bagotville may use specialized services provided by the contractor to perform tasks related to the identification, sampling, inventorying or preparation of hazardous materials.
- These special services will be provided upon request only.
- The main special services that CFB Bagotville may use are described in Table 5 of Appendix 1 of this Annex.

**C.5.2 Cost of special services**

Firm unit prices, i.e., the cost incurred for each request for special services, must be entered in the appropriate column or columns of Table 5 of Appendix 1 of this Annex.

**NOTE:** The unit prices that you specify must include all costs related to the provision of the special services requested. Thereby, no additional costs such as: hourly rate, travel expenses, etc. may be charged to CFB Bagotville for the provision of the special services listed in Table 5 of Appendix 1 of this Annex.

**BASIS OF PAYMENT**

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**PART VI**  
**GLYCOL SOLUTION CLEANING SERVICES**  
**(Following aircraft defrosting / de-icing)**

**C.6.1 General**

- Collecting, transporting and disposing of aircraft de-icing fluids (glycol) type I (SAE AMS 1424) and type IV (SAE AMS 1428) spread on the ground during aircraft snow clearing, defrosting and de-icing operations.
- These services may be required at any time (days, evenings, nights and weekends), but will be provided on request only.
- Glycol will be spread on the aerodrome apron where the defrosting / de-icing operations were carried out and will have to be collected with a suction truck with the help of brooms, squeegees and any other cleaning tool necessary.
- The main types of services required are described in Table 6 of Appendix 1 of this Annex.

**C.6.2 Cost associated with glycol solution cleaning services**

Firm unit prices, i.e., the cost incurred for each service call with the number of operators indicated must be entered in the appropriate column or columns in Table 6 of Appendix 1 of this Annex.

The prices related to normal situations and emergency situations must be specified.

If extra man power or a supervisor is required, the extra personnel must be approved in advance by the CFB Bagotville representative and the rates in Part 7 of this Annex will apply.

**C.6.3 Cost associated with the disposal of the glycol solution**

Since the concentration of the glycol solution depends on the amount used on the aircraft and the amount of snow, the cost of disposal of the glycol solution will be the actual disposal cost plus the profit percentage indicated in Table 6 of Appendix 1 of this annex.

The Contractor will be required to provide proof of the glycol solution disposal cost with the invoice.

**BASIS OF PAYMENT**

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**PART VII  
SERVICE CALLS****(Situations other than those described in the preceding parts)****C.7.1 General**

- The services of the contractor could also be required in certain situations such as unblocking of drains, pumping of non-contaminated water or recovery of a spill of products not mentioned in the previous parts.
- Such services are to be provided by the contractor upon request only.
- The main types of services required are described in Table 7 of Appendix 1 of this Annex.

**C.7.2 Cost associated with service calls**

Firm unit prices, i.e., the cost incurred for each service call with the operator(s) required to do the work safely must be entered in the appropriate column or columns in Table 7 of Appendix 1 of this Annex.

The prices related to normal situations and emergency situations must be specified.

**C.7.3 Cost associated to the disposal of a product following a service call**

The disposal cost of products collected following a service call will be the actual disposal cost price plus the profit percentage indicated in Table 7 of Appendix 1 of this Annex.

The Contractor will be required to provide proof of the product disposal cost with the invoice.

**BASIS OF PAYMENT**

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**PART VIII**  
**COLLECTION, TRANSPORTATION AND DISPOSAL OF ITEMS MANAGED**  
**BY THE USED OIL MANAGEMENT ASSOCIATION ([SOGHU](#))**

**C.8.1 General**

- Contractor services will also be required for the collection, transportation and disposal of items managed by the Waste Oils Management Corporation (SOGHU).
- These services must be provided by the Contractor, upon request only.
- The main types of services required are described in Table 8 of Appendix 1 of this Annex.

**C.8.2 Cost or credits associated with the collection, transportation and disposal of items managed by the SOGHU**

These products are subsidized by Recycle-Québec, therefore should be free, but credits may be applicable to certain products.

Nil costs (0.00 \$) or credits (negative number) must be entered in the relevant column (s) of Table 8 of Appendix 1 of this Annex.