



## RETURN BIDS TO:

## RETOURNER LES SOUMISSIONS À:

Bid Receiving Public Works and Government  
Services Canada/Réception des soumissions  
Travaux publics et Services gouvernementaux  
Canada

Room 1650, 635 8th Ave. S.W.

Calgary

Alberta

T2P 3M3

Bid Fax: (403) 292-5786

## REQUEST FOR PROPOSAL DEMANDE DE PROPOSITION

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

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

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

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

### Comments - Commentaires

### Vendor/Firm Name and Address

### Raison sociale et adresse du

### fournisseur/de l'entrepreneur

### Issuing Office - Bureau de distribution

Public Works and Government Services Canada/Travaux  
publics et Services gouvernementaux Canada

Room 1650, 635 8th Ave. S.W.

Calgary

Alberta

T2P 3M3

<b>Title - Sujet</b> Heavy Hauling	
<b>Solicitation No. - N° de l'invitation</b> W0142-18X023/B	<b>Date</b> 2018-03-13
<b>Client Reference No. - N° de référence du client</b> W0142-18X023	
<b>GETS Reference No. - N° de référence de SEAG</b> PW-\$CAL-142-6743	
<b>File No. - N° de dossier</b> CAL-7-40117 (142)	<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 2018-04-05</b>	<b>Time Zone</b> <b>Fuseau horaire</b> Mountain Daylight Saving Time MDT
<b>F.O.B. - F.A.B.</b> <b>Plant-Usine:</b> <input type="checkbox"/> <b>Destination:</b> <input type="checkbox"/> <b>Other-Autre:</b> <input type="checkbox"/>	
<b>Address Enquiries to: - Adresser toutes questions à:</b> Blake, Luke J.	<b>Buyer Id - Id de l'acheteur</b> cal142
<b>Telephone No. - N° de téléphone</b> (403) 613-0725 ( )	<b>FAX No. - N° de FAX</b> (403) 292-5786
<b>Destination - of Goods, Services, and Construction:</b> <b>Destination - des biens, services et construction:</b> DEPARTMENT OF NATIONAL DEFENCE RALSTON AB P.O.BOX 6000 MEDICINE HAT Alberta T1A8K8 Canada	

Instructions: See Herein

Instructions: Voir aux présentes

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

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W0142-18X023/B  
Client Ref. No. - N° de réf. du client  
W0142-18X023

Amd. No. - N° de la modif.  
File No. - N° du dossier  
CAL-7-40117

Buyer ID - Id de l'acheteur  
CAL142  
CCC No./N° CCC - FMS No./N° VME

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This bid solicitation cancels and supersedes previous bid solicitation number W0142-18X023/B dated 2018-01-30 with a closing of 2018-02-15 at 14:00 MST. A debriefing or feedback session will be provided upon request to bidders/offers/suppliers who bid on the previous solicitation.

## **PART 1 - GENERAL INFORMATION**

### **1.1 Introduction**

The bid solicitation is divided into seven parts plus attachments and annexes, as follows:

- Part 1 General Information: provides a general description of the requirement;
- Part 2 Bidder Instructions: provides the instructions, clauses and conditions applicable to the bid solicitation;
- Part 3 Bid Preparation Instructions: provides Bidders with instructions on how to prepare their bid;
- Part 4 Evaluation Procedures and Basis of Selection: indicates how the evaluation will be conducted, the evaluation criteria that must be addressed in the bid, and the basis of selection;
- Part 5 Certifications and Additional Information: includes the certifications and additional information to be provided;
- Part 6 Security: includes specific requirements that must be addressed by Bidders; and
- Part 7 Resulting Contract Clauses: includes the clauses and conditions that will apply to any resulting contract.

The Annexes include the Statement of Work, the Basis of Payment, Security Requirements, the Security Requirements Checklist, the Electronic Payment Instruments, the Federal Contractors Program for Employment Equity - Certification, the Insurance Requirements, DND 626 Task Authorization Form and any other annexes.

### **1.2 Summary**

For the provision of all material, equipment, labour, tools and supervision necessary to load, move & unload tracked Army vehicles (tanks) and other cargo. The tracked Army vehicles weigh up to 80,000 Kg and will be moved on Provincial highways and roads abiding by Alberta Transportation and Cypress County weight restriction specifications, and to/from specified points in the Canadian Forces Base Suffield Training Area and Suffield property. Up to four (4) tractor trailer units, complete with operators may be required at one time for movement as detailed herein for the Department of National Defence, Canadian Forces Base Suffield, Ralston Alberta including the British Army Training Unit Suffield (BATUS) on an as and when requested basis during the period of the Contract.

The period of contract will be from 01 September, 2018 to 30 April, 2019, with two (2) one (1) year options to extend the contract from 01 May, 2019 to 30 April, 2020, from 01 May, 2020 to 30 April, 2021.

There are security requirements associated with this requirement. For additional information, consult Part 6 - Security, Financial and Other Requirements, and Part 7 - Resulting Contract Clauses. For more information on personnel and organization security screening or security clauses, Bidders should refer to the Contract Security Program of Public Works and Government Services Canada (<http://www.tpsgc-pwgsc.gc.ca/esc-src/introduction-eng.html>) website".

The Federal Contractors Program (FCP) for employment equity applies to this procurement; refer to Part 5 – Certifications and Additional Information, Part 7 - Resulting Contract Clauses and the annex titled Federal Contractors Program for Employment Equity - Certification.

### 1.3 Debriefings

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

## PART 2 - BIDDER INSTRUCTIONS

### 2.1 Standard Instructions, Clauses and Conditions

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

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

The 2003 (2017-04-27) Standard Instructions - Goods or Services - Competitive Requirements, are incorporated by reference into and form part of the bid solicitation.

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

Delete: 60 days

Insert: 120 days

### 2.2 Submission of Bids

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

### 2.3 Former Public Servant

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

### Definitions

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

- a. an individual;

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

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

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

#### **Former Public Servant in Receipt of a Pension**

As per the above definitions, is the Bidder a FPS in receipt of a pension? **Yes** ( ) **No** ( )

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

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

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

#### **Work Force Adjustment Directive**

Is the Bidder a FPS who received a lump sum payment pursuant to the terms of the Work Force Adjustment Directive? **Yes** ( ) **No** ( )

If so, the Bidder must provide the following information:

- a. name of former public servant;
- b. conditions of the lump sum payment incentive;
- c. date of termination of employment;
- d. amount of lump sum payment;
- e. rate of pay on which lump sum payment is based;

- f. period of lump sum payment including start date, end date and number of weeks;
- g. number and amount (professional fees) of other contracts subject to the restrictions of a work force adjustment program.

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

## **2.4 Enquiries - Bid Solicitation**

All enquiries must be submitted in writing to the Contracting Authority no later than 5 calendar days before the bid closing date. Enquiries received after that time may not be answered.

Bidders should reference as accurately as possible the numbered item of the bid solicitation to which the enquiry relates. Care should be taken by Bidders to explain each question in sufficient detail in order to enable Canada to provide an accurate answer. Technical enquiries that are of a proprietary nature must be clearly marked "proprietary" at each relevant item. Items identified as "proprietary" will be treated as such except where Canada determines that the enquiry is not of a proprietary nature. Canada may edit the question(s) or may request that the Bidder do so, so that the proprietary nature of the question(s) is eliminated and the enquiry can be answered to all Bidders. Enquiries not submitted in a form that can be distributed to all Bidders may not be answered by Canada.

## **2.5 Applicable Laws**

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

Bidders may, at their discretion, substitute the applicable laws of a Canadian province or territory of their choice without affecting the validity of their bid, by deleting the name of the Canadian province or territory specified and inserting the name of the Canadian province or territory of their choice. If no change is made, it acknowledges that the applicable laws specified are acceptable to the Bidders.

# **PART 3 - BID PREPARATION INSTRUCTIONS**

## **3.1 Offer Preparation Instructions**

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

- Section I: Technical Offer (1 hard copy)
- Section II: Financial Offer (1 hard copy)
- 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 Proposal.

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 "B", Basis of Payment. The total amount of Applicable Taxes must be shown separately.

#### **3.1.1 Electronic Payment of Invoices - Offer**

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

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

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

#### **3.1.2 Exchange Rate Fluctuation**

C3011T (2013-11-06), Exchange Rate Fluctuation

#### **3.1.3 SACC Manual Clauses**

### **Section III: Certifications**

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

### **Section IV: Additional Information**

#### **3.1.3 Offeror's Proposed Sites or Premises Requiring Safeguarding Measures**

- 3.1.3.1 The Company Security Officer (CSO) must ensure through the Industrial Security Program (ISP) that the Offeror and proposed individual(s) hold a valid security clearance at the required level, as indicated in Part 6 – Security, Financial and Other Requirements.



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

### **4.1 Evaluation Procedures**

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

#### **4.1.1 Technical Evaluation**

##### **4.1.1.1. Mandatory Technical Criteria**

- a) Ability to perform the full scope of work described in Annex "A" Statement of Work.
- b) Ability to meet all mandatory requirements in Annex "C" Compliance Matrix.

#### **4.1.2 Financial Evaluation**

Offerors must submit their financial bid in accordance with Annex B - Basis of Payment. The Estimated Usage is for evaluation purposes only and will not form any part of the resulting Contract.

Financial offers will be assessed as follows:

- Step 1 : For each line item, Estimated Quantity x Firm Unit Price = Extended Price
- Step 2 : Aggregate of Extended Price for each line item for each year = Yearly Total
- Step 3 : Aggregate of Yearly Total for all 3 years = Total Aggregate Evaluated Price

*SACC Manual* Clause A0222T (2014-06-26) Evaluation of Price - Canadian/Foreign Bidders

### **4.2 Basis of Selection**

#### **4.2.1 Mandatory Technical Criteria**

*SACC Manual* Clause A0031T (2007-05-25), Basis of Selection – Mandatory Technical Criteria

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

Bidders must provide the required certifications and additional information to be awarded a contract.

The certifications provided by Bidders to Canada are subject to verification by Canada at all times. Unless specified otherwise, Canada will declare a bid non-responsive, or will declare a contractor in default if any certification made by the Bidder is found to be untrue, whether made knowingly or unknowingly, during the bid evaluation period or during the contract period.

The Contracting Authority will have the right to ask for additional information to verify the Bidder's certifications. Failure to comply and to cooperate with any request or requirement imposed by the Contracting Authority will render the bid non-responsive or constitute a default under the Contract.

## **5.1 Certifications Required with the Bid**

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

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

In accordance with the Integrity Provisions of the Standard Instructions, all bidders must provide with their bid, **if applicable**, the Integrity declaration form available on the [Forms for the Integrity Regime](http://www.tpsgc-pwgsc.gc.ca/ci-if/declaration-eng.html) website (<http://www.tpsgc-pwgsc.gc.ca/ci-if/declaration-eng.html>), to be given further consideration in the procurement process.

## **5.2 Certifications Precedent to Contract Award and Additional Information**

The certifications and additional information listed below should be submitted with the bid but may be submitted afterwards. If any of these required certifications or additional information is not completed and submitted as requested, the Contracting Authority will inform the Bidder of a time frame within which to provide the information. Failure to provide the certifications or the additional information listed below within the time frame specified will render the bid non-responsive.

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

In accordance with the section titled Information to be provided when bidding, contracting or entering into a real procurement agreement of the [Ineligibility and Suspension Policy](http://www.tpsgc-pwgsc.gc.ca/ci-if/politique-policy-eng.html) (<http://www.tpsgc-pwgsc.gc.ca/ci-if/politique-policy-eng.html>), the Bidder must provide the required documentation, as applicable, to be given further consideration in the procurement process.

### **5.2.2 Federal Contractors Program for Employment Equity - Bid Certification**

By submitting a bid, the Bidder certifies that the Bidder, and any of the Bidder's members if the Bidder is a Joint Venture, is not named on the Federal Contractors Program (FCP) for employment equity "FCP Limited Eligibility to Bid" list available at the bottom of the page of the [Employment and Social Development Canada \(ESDC\) - Labour's](https://www.canada.ca/en/employment-social-development/canada/esdc/labour) website (<https://www.canada.ca/en/employment-social-development/programs/employment-equity/federal-contractor-program.html#>).

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

Canada will also have the right to terminate the Contract for default if a Contractor, or any member of the Contractor if the Contractor is a Joint Venture, appears on the "[FCP Limited Eligibility to Bid](#)" list during the period of the Contract.

The Bidder must provide the Contracting Authority with a completed annex titled Federal Contractors Program for Employment Equity - Certification, before contract award. If the Bidder is a Joint Venture, the Bidder must provide the Contracting Authority with a completed annex Federal Contractors Program for Employment Equity - Certification, for each member of the Joint Venture.

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## PART 6 - SECURITY AND OTHER REQUIREMENTS

### 6.1 Security Requirements

1. Before award of a contract, the following conditions must be met:
  - (a) the Bidder must hold a valid organization security clearance as indicated in Part 7 - Resulting Contract Clauses;
  - (b) the Bidder's proposed individuals requiring access to classified or protected information, assets or sensitive work sites must meet the security requirements as indicated in Part 7 - Resulting Contract Clauses;
  - (c) the Bidder must provide the name of all individuals who will require access to classified or protected information, assets or sensitive work sites;
2. Bidders are reminded to obtain the required security clearance promptly. Any delay in the award of a contract to allow the successful Bidder to obtain the required clearance will be at the entire discretion of the Contracting Authority.
3. For additional information on security requirements, Bidders should refer to the Contract Security Program of Public Works and Government Services Canada (<http://www.tpsgc-pwgsc.gc.ca/esc-src/introduction-eng.html>) website.

### 6.2 Insurance Requirements

The Contractor must comply with the insurance requirements specified in Annex "G". 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.

## PART 7 - RESULTING CONTRACT CLAUSES

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

### 7.1 Statement of Work

The Contractor must perform the Work in accordance with the Statement of Work at Annex "A".

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### 7.1.1 Task Authorization

The Work or a portion of the Work to be performed under the Contract will be on an "as and when requested basis" using a Task Authorization (TA). The Work described in the TA must be in accordance with the scope of the Contract.

#### 7.1.1.1 Task Authorization Process

1. The Technical Authority will provide the Contractor with a description of the task using the DND 626, Task Authorization Form.
2. The Task Authorization (TA) will contain the details of the activities to be performed, a description of the deliverables, and a schedule indicating completion dates for the major activities or submission dates for the deliverables. The TA will also include the applicable basis(bases) and methods of payment as specified in the Contract.
3. The Contractor must provide the Technical Authority, within 1 calendar day of its receipt, the proposed total estimated cost for performing the task and a breakdown of that cost, established in accordance with the Basis of Payment specified in the Contract.
4. The Contractor must not commence work until a TA authorized by the Technical Authority has been received by the Contractor. The Contractor acknowledges that any work performed before a TA has been received will be done at the Contractor's own risk.

#### 7.1.1.2 Task Authorization Limit

The Technical Authority may authorize individual task authorizations up to a limit of \$ 70,000.00, Applicable Taxes included, inclusive of any revisions.

Any task authorization to be issued in excess of that limit must be authorized by the Contracting Authority before issuance.

#### 7.1.1.3 Minimum Work Guarantee - All the Work - Task Authorizations

1. In this clause,

"Maximum Contract Value" means the amount specified in the "Limitation of Expenditure" clause set out in the Contract; and

"Minimum Contract Value" means 10% of the contract value.

Canada's obligation under the Contract is to request Work in the amount of the Minimum Contract Value or, at Canada's option, to pay the Contractor at the end of the Contract in accordance with paragraph 3. In consideration of such obligation, the Contractor agrees to stand in readiness throughout the Contract period to perform the Work described in the Contract. Canada's maximum liability for work performed under the Contract must not exceed the Maximum Contract Value, unless an increase is authorized in writing by the Contracting Authority.

3. In the event that Canada does not request work in the amount of the Minimum Contract Value during the period of the Contract, Canada must pay the Contractor the difference between the Minimum Contract Value and the total cost of the Work requested.

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4. Canada will have no obligation to the Contractor under this clause if Canada terminates the Contract in whole or in part for default.

#### **7.1.1.4 Periodic Usage Reports - Contracts with Task Authorizations**

The Contractor must compile and maintain records on its provision of services to the federal government under authorized Task Authorizations issued under the Contract.

The Contractor must provide this data in accordance with the reporting requirements detailed below or in Annex "I". If some data is not available, the reason must be indicated. If services are not provided during a given period, the Contractor must still provide a "nil" report.

The data must be submitted on a *quarterly basis* to the Contracting Authority.

The quarterly periods are defined as follows:

1st quarter: April 1 to June 30;  
2nd quarter: July 1 to September 30;  
3rd quarter: October 1 to December 31; and  
4th quarter: January 1 to March 31.

The data must be submitted to the Contracting Authority no later than 14 calendar days after the end of the reporting period.

#### **Reporting Requirement- Details**

A detailed and current record of all authorized tasks must be kept for each contract with a task authorization process. This record must contain (*contracting authority to edit the text as applicable*):

##### **For each authorized task:**

- i. the authorized task number or task revision number(s);
- ii. a title or a brief description of each authorized task;
- iii. the total estimated cost specified in the authorized Task Authorization (TA) of each task, exclusive of Applicable Taxes;
- iv. the total amount, exclusive of Applicable Taxes, expended to date against each authorized task;
- v. the start and completion date for each authorized task; and
- vi. the active status of each authorized task, as applicable.

##### **For all authorized tasks:**

- i. the amount (exclusive of Applicable Taxes) specified in the contract (as last amended, as applicable) as Canada's total liability to the contractor for all authorized TAs; and
- ii. the total amount, exclusive of Applicable Taxes, expended to date against all authorized TAs.

#### **7.1.1.5 Task Authorization - Department of National Defence**

The administration of the Task Authorization process will be carried out by CFB Suffield Personnel. This process includes monitoring, controlling and reporting on expenditures of the contract with task authorizations to the Contracting Authority.

## 7.2 Standard Clauses and Conditions

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

### 7.2.1 General Conditions

2035 (2016-04-04), General Conditions - Higher Complexity - Services, apply to and form part of the Contract.

## 7.3 Security Requirements

**7.3.1** The following security requirements (SRCL and related clauses provided by ISP) apply and form part of the Contract:

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

## 7.4 Term of Contract

### 7.4.1 Period of the Contract

The period of the Contract is from 01 September 2018 to 30 April, 2019 inclusive.

### 7.4.3 Option to Extend the Contract

The Contractor grants to Canada the irrevocable option to extend the term of the Contract by up to 2 additional 1 year period(s), from **May 1, 2019 to April 30, 2020, from May 1, 2020 to April 30 2021**, under the same conditions. The Contractor agrees that, during the extended period of the Contract, it will be paid in accordance with the applicable provisions as set out in the Basis of Payment.

Canada may exercise this option at any time by sending a written notice to the Contractor at least 30 calendar days before the expiry date of the Contract. The option may only be exercised by the Contracting Authority, and will be evidenced for administrative purposes only, through a contract amendment.

## 7.5 Authorities

### 7.5.1 Contracting Authority

The Contracting Authority for the Contract is:

Solicitation No. - N° de l'invitation  
W0142-18X023/B  
Client Ref. No. - N° de réf. du client  
W0142-18X023

Amd. No. - N° de la modif.  
File No. - N° du dossier  
CAL-7-40117

Buyer ID - Id de l'acheteur  
CAL142  
CCC No./N° CCC - FMS No./N° VME

Name: Luke Blake  
Title: Procurement Officer  
Public Services and Procurement Canada  
Procurement Branch  
Address: 1650 635 8<sup>th</sup> Ave SW

Telephone: 403-613-0725  
Facsimile: 403-292-5786  
E-mail address: luke.blake@tpsgc-pwgsc.gc.ca

The Contracting Authority is responsible for the management of the Contract and any changes to the Contract must be authorized in writing by the Contracting Authority. The Contractor must not perform work in excess of or outside the scope of the Contract based on verbal or written requests or instructions from anybody other than the Contracting Authority.

### 7.5.2 Project Authority

The Project Authority for the Contract is: *To be provided at contract award*

Name: \_\_\_\_\_  
Title: \_\_\_\_\_  
Organization: \_\_\_\_\_  
Address: \_\_\_\_\_  
  
Telephone: \_\_\_\_-\_\_\_\_-\_\_\_\_\_  
Facsimile: \_\_\_\_-\_\_\_\_-\_\_\_\_\_  
E-mail address: \_\_\_\_\_

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

### 7.5.3 Contractor's Representative

*To be filled out by bidder:*

Name: \_\_\_\_\_  
Title: \_\_\_\_\_  
Organization: \_\_\_\_\_  
Address: \_\_\_\_\_  
  
Telephone: \_\_\_\_-\_\_\_\_-\_\_\_\_\_  
Facsimile: \_\_\_\_-\_\_\_\_-\_\_\_\_\_  
E-mail address: \_\_\_\_\_

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## 7.6 Proactive Disclosure of Contracts with Former Public Servants

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

## 7.7 Payment

### 7.7.1 Basis of Payment – Individual Task Authorizations

The Contractor will be paid for the Work specified in the authorized task authorization, in accordance with the Basis of payment at Annex "B".

Canada's liability to the Contractor under the authorized task authorization must not exceed the limitation of expenditure specified in the authorized task authorization. Custom duties are included and Applicable Taxes are extra.

No increase in the liability of Canada or in the price of the Work specified in the authorized task authorization resulting from any design changes, modifications or interpretations of the Work will be authorized or paid to the Contractor unless these design changes, modifications or interpretations have been authorized, in writing, by the Contracting Authority before their incorporation into the Work.

### 7.7.2 Limitation of Expenditure - Cumulative Total of all Task Authorizations

1. Canada's total liability to the Contractor under the Contract for all authorized Task Authorizations (TAs), inclusive of any revisions, must not exceed the sum of \$ \_\_\_\_TBD\_\_\_\_. Customs duties are included and Applicable Taxes are extra.
2. No increase in the total liability of Canada will be authorized or paid to the Contractor unless an increase has been approved, in writing, by the Contracting Authority.
3. The Contractor must notify the Contracting Authority in writing as to the adequacy of this sum:
  - a. when it is 75 percent committed, or
  - b. four (4) months before the contract expiry date, or
  - c. as soon as the Contractor considers that the sum is inadequate for the completion of the Work required in all authorized TAs, inclusive of any revisions, whichever comes first.
4. If the notification is for inadequate contract funds, the Contractor must provide to the Contracting Authority, a written estimate for the additional funds required. Provision of such information by the Contractor does not increase Canada's liability.

### 7.7.3 Multiple Payments

SACC Manual clause H1000C (2008-05-12), Multiple Payments



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#### **7.7.4 T1204 – Direct Request by Customer Department**

SACC Manual clause A9177C (2007-11-30) T1204 - Direct Request by Customer Department

#### **7.7.5 Electronic Payment of Invoices – Contract**

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

*(To be determined at contract award)*

#### **7.7.6 Time Verification**

SACC Manual clause C0705C (2008-05-12) Time Verification

### **7.8 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:
  - a. The original and one (1) copy must be forwarded to the address shown on page 1 of the Contract for certification and payment.
  - b. One (1) copy must be forwarded to the Contracting Authority identified under the section entitled "Authorities" of the Contract.

### **7.9 Certifications and Additional Information**

#### **7.9.1 Compliance**

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

#### **7.9.2 Federal Contractors Program for Employment Equity - Default by the Contractor**

The Contractor understands and agrees that, when an Agreement to Implement Employment Equity (AIEE) exists between the Contractor and Employment and Social Development Canada (ESDC)-Labour, the AIEE must remain valid during the entire period of the Contract. If the AIEE becomes invalid, the name of the Contractor will be added to the "FCP Limited Eligibility to Bid" list. The imposition of such a sanction by ESDC will constitute the Contractor in default as per the terms of the Contract.

### **7.10 Applicable Laws**

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

#### **7.11 Priority of Documents**

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

Solicitation No. - N° de l'invitation  
W0142-18X023/B  
Client Ref. No. - N° de réf. du client  
W0142-18X023

Amd. No. - N° de la modif.  
File No. - N° du dossier  
CAL-7-40117

Buyer ID - Id de l'acheteur  
CAL142  
CCC No./N° CCC - FMS No./N° VME

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- (a) the Articles of Agreement;
  - (b) the general conditions 2035 (2016-04-04), Higher Complexity – Services;
  - (c) Annex A, Statement of Work;
  - (d) Annex B, Basis of Payment;
  - (e) Annex C, Compliance Matrix;
  - (f) Annex D, Security Requirements Check List;
  - (g) Annex G, Insurance Requirements;
  - (h) the signed Task Authorizations (including all of its annexes, if any); and
  - (i) the Contractor's bid dated \_\_\_\_\_.

#### **7.12 Defence Contract**

*SACC Manual* clause A9006C (2012-07-16) Defence Contract

#### **7.13 Canadian Forces Site Regulations**

*SACC Manual* clause A9062C (2011-05-16) Canadian Forces Site Regulations

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## **ANNEX "A"**

### **STATEMENT OF WORK**

For the provision of all material, equipment, labour, tools and supervision necessary to load, move & unload tracked Army vehicles (tanks) and other cargo. The tracked Army vehicles weigh up to 80,000 Kg and will be moved on Provincial highways and roads abiding by Alberta Transportation and Cypress County weight restriction specifications, and to/from specified points in the Canadian Forces Base Suffield Training Area and Suffield property. Up to four (4) tractor trailer units, complete with operators may be required at one time for movement as detailed herein for the Department of National Defence, Canadian Forces Base Suffield, Ralston Alberta including the British Army Training Unit Suffield (BATUS) on an as and when requested basis during the period of the Contract.

#### **Heavy Hauling Specialized**

For the heavy hauling, the following vehicles may be required:

Tractor and trailer

- i) 32 Wheel Lowbed minimum 10' wide with operator;
- ii) 40 Wheel Lowbed minimum 10' wide with operator;
- iii) 48 Wheel Lowbed minimum 10' wide with operator;
- iv) 64 Wheel Lowbed minimum 10' wide with operator.

Please see the below "Vehicle Dimensions Chart".

#### **Light Hauling**

Hauling may be required to load, move and unload cargo and/or equipment to other destinations when required. Other destinations may be, but are not limited to, the Calgary Airport, CFB Wainwright or CFB Edmonton.

For the light hauling, the following vehicles may be required:

Various types of tractors and trailers such as, but not limited to:

- i) flat decks;
- ii) drop decks;
- iii) dry vans;
- iv) tanker certified to transport potable water.

#### **Meetings**

In order to meet CFB Suffield's commitment to the Canada Labour Code (CLC) and safety in general, the Base General Safety Officer (BGSO) provides regular safety briefings at CFB Suffield. The briefing is mandatory for all new offeror personnel and first-time offerors. Attendance at a refresher briefing will be required on an annual basis.

Offerors completing work on the range must attend a Range Safety Brief before access to the Range will be permitted. This brief is conducted several times per year by Range Control Staff. This brief must be attended annually to refresh and update offerors of any changes of range conditions or policy.

### **Special Conditions**

1. The tracked vehicles are to be moved from various locations, including the rail head adjacent to the intersection of Highway #1 and Highway #884 to the Base and into the Range area. Equipment will be required at different time periods during the period of the Contract, dependent on the training schedule.
2. Types of tracked vehicles and dimensions are included below, but are not limited to this list.
3. Vehicles may be required to travel on gravel surfaced roads.
4. Qualified Department of National Defence or BATUS personnel will be provided to assist and/or load/unload vehicles and to provide escort into the range area as required.
5. The Crown reserves the right to inspect and/or reject the offerors' equipment if found to be neglected or in poor working condition (i.e. bald tires, in need of repair, leaky hydraulics etc.)
6. All maintenance for the Offerors' equipment will be the responsibility of the Offeror.
7. The delivery/pickup charges shall only apply once during the period of hire. Breakdown removals and replacement for breakdowns will not be paid for by the Crown and are the responsibility of the Offeror. Should a tractor trailer unit break down, charges will cease immediately until a replacement unit arrives. No delivery charges will apply to the replacement unit.
8. If the Offeror is notified that the Task Authorization is cancelled and it is determined that the equipment is already in transit, the offeror will be paid the amount equal to the delivery charges for the unit as indicated under the basis of payment herein. If the Task Authorization is cancelled with less than 24 hours notice, but the equipment has not left the offeror's place of business, the offeror will be paid a lump sum price per unit as listed herein.
9. If the Offeror is subleasing equipment a piece of equipment, the Offeror must first notify the Project Authority for information purposes only.
10. All drivers must be fully qualified to operate the equipment in question in accordance with Provincial standards.
11. For the transport of potable water, the Offeror must provide certification from the Regional Health Authority. The certification must be current, and re-certification is required annually.
12. The Offeror must provide the Technical Authority, within 1 calendar day of its receipt, the proposed total estimated cost for performing the task and a breakdown of that cost. In time of urgency or crisis, the Technical Authority may require a faster responses time from the offeror.

Refer to Annex "C" - Compliance Matrix for the complete performance specifications and instructions that must be satisfied in order for a bid to be deemed responsive.

## VEHICLE DIMENSIONS

The following tables highlights examples of the types of vehicles the offeror may be required to transport. The types of vehicles listed herein are subject to change without notice:

### Light Haul

(But not restricted to)

VEHICLE	WEIGHT	LENGTH	WIDTH	HEIGHT
AS90	44,500 KG	9.7 M	3.35 M	3.0M
CET	17,700 KG	7.30 M	2.92 M	2.6M
CET (with one fascine)	17,700 KG	7.30 M	4.6 M	3.4 M
CVR (T) Scimitar	8.8 Tonnes	4.95 M	2.18 M	2.12 M
CVRT (Striker)	8,346 KG	4.76 M	2.26 M	2.23 M
Warrior	25,400 KG	6.34 M	3.1 M	2.74 M
TVT	35,000 KG	16.2 M	4.0M	3.9 M

### Heavy Haul

(But not restricted to)

VEHICLE	WEIGHT	LENGTH	WIDTH	HEIGHT
Titan	70 Tonnes	14.55 M	5.30 M 4.18 (with mine plough)	4.40 M (With Bridge)
Trojan AVRE	70 Tonnes	12.42 M	5.2 M with M2 3.5 normal	4.20 M (With Mine Plough)
Trojan	70 Tonnes	8.5 M	3.5 M	3.42 M
Challenger	62,086 KG	9.80 M	3.56 M	2.95 M
Chieftain AVRE	41,700 KG	9.0 M	4.4 - 4.6 M	2.4 M
Chieftain AVLB	53,000 KG	13.2 M	4.2 M	4.1 M
Challenger ARRV	61,500 KG	9.61 M	3.85 M	3.01 M
Chieftain ARRV	53,500 KG	8.57 M	3.53 M	3.43 M

## ANNEX "B"

### BASIS OF PAYMENT

#### PRICES QUOTED HEREIN ARE TO BE EXCLUSIVE OF GST

A. For the period from September 1, 2018 to April 30, 2019 inclusive:

	Firm Unit Price	Estimated Quantity	Extended Price
<b>1.0 HEAVY HAULING</b>			
a. All inclusive flat deadhead rate per unit from point of origin (Offeror's Facility) to CFB Suffield Main Gate (Hwy 884) and return. (Cost to be round trip per unit)			
i. 32 Wheeled Lowbed minimum 10' wide c/w operator	\$_____/Lot	90 / year	\$_____
ii. 48 Wheel Lowbed minimum 10' wide c/w operator	\$_____/Lot	36 / year	\$_____
iii. Pilot Car	\$_____/Lot	5 / year	\$_____
b. All inclusive hourly rate per unit, productive, for transportation of equipment from CFB Suffield (main camp) to training area and from training area to CFB Suffield (main camp) including equipment, operator and loading/unloading time.			
i. 32 Wheeled Lowbed minimum 10' wide c/w operator	\$_____/hr	900 / year	\$_____
ii. 48 Wheel Lowbed minimum 10' wide c/w operator	\$_____/hr	360 / year	\$_____
iii. Pilot Car	\$_____/hr	5 / year	\$_____
c. All inclusive hourly rate to include equipment and operator for productive time exceeding the 10 hour drive day, as approved by the Project authority, as detailed in item 1 above utilizing the same operator;	\$_____/hour	200 / year	\$_____
d. All inclusive rates per hour per unit for waiting time. (Non-productive time but does not include time spent by offeror to service trucks or for warming up of the equipment);	\$_____/hour	200 / year	\$_____
e. All inclusive hourly rate per unit for 8 wheel jeeps, (to include productive and non-productive time as and when requested by Project Authority);	\$_____/hour	300 / year	\$_____
f. All inclusive hourly rate per unit for 16 wheel jeeps, (to include productive and non-productive time as and when requested by Project Authority);	\$_____/hour	300 / year	\$_____
g. Layover charges for each night as required and approved by the Project Authority.	\$_____/Lot	9 / year	\$_____
<b>2.0 Light Hauling</b>			
a. All inclusive flat deadhead rate per unit from point of origin (Offeror's Facility) to CFB Suffield and return. (Cost to be round trip per unit);	\$_____/Lot	85 / year	\$_____
b. All inclusive hourly rate per unit, productive for transportation of equipment from CFB Suffield to training area and from training area CFB Suffield	\$_____/hour	850 / year	\$_____

including equipment, operator and loading/unloading time;

- |    |                                                                                                                                                                                                                 |              |             |         |
|----|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------|-------------|---------|
| c. | All inclusive hourly rate to include equipment and operator for productive time exceeding the 10 hour drive day, as approved by the Project Authority, as detailed in item 2 above utilizing the same operator; | \$_____/hour | 50 / year   | \$_____ |
| d. | Waiting time charge: Number of hours of free waiting time per trip;                                                                                                                                             | _____ hours  |             |         |
| e. | All inclusive rates per hour per unit for waiting time. (Non-productive time but does not include time spent by offeror to service trucks or for warming up of the equipment;                                   | \$_____/hour | 100 / year  | \$_____ |
| f. | Deadhead charges per kilometer for runs with destinations outside of CFB Suffield;                                                                                                                              | \$_____/km   | 10000/year  | \$_____ |
| g. | Loaded charges per kilometer for runs with destinations outside of CFB Suffield;                                                                                                                                | \$_____/km   | 10000/year  | \$_____ |
| h. | Tractor unit only charges per kilometer for runs with destinations outside of CFB Suffield (also known as "bobtailing");                                                                                        | \$_____/km   | 5000 / year | \$_____ |
| i. | Layover charges for each night as required and approved by the Project Authority.                                                                                                                               | \$_____/Lot  | 3 / year    | \$_____ |

### 3.0 Miscellaneous Rental

- a. Equipment that is rented during the period of the contract, that is not otherwise listed, will be charged in accordance with the Offeror's Rental Fleet Standard Rate for Inventory, less a discount of \_\_\_\_\_%.

### 4.0 Cancellation Charges

- a. Lump sum price per unit (pilot cars, tractor/trailer, etc.). \$\_\_\_\_\_/Lot 4 / year \$\_\_\_\_\_ For a cancellation with less than 24 hours' notice where the equipment has not left its place of business.

### 5.0 Overweight and/or Oversize Permit Charges

- a. Overweight and/or oversize permit charges: Any additional permits, required and approved by the Project Authority, will be obtained by the offeror's and the cost will be reimbursed by the Crown at the offeror's net cost. Receipts **must** accompany the invoice unless otherwise specified in writing by the Call-up Authority.

### 6.0 Travel and Living Expenses

- a. Travel and Living Expenses - The Offeror will be paid for pre-authorized reasonable and proper travel and living expenses supported by appropriate receipts, incurred by personnel directly engaged in the performance of the Work, calculated in accordance with the current Treasury Board Travel Directive without any allowance thereon for overhead or profit. All payments are subject to government audits.

**B. Option Year 1 - For the period from May 1, 2019 to April 30, 2020 inclusive**

	Firm Unit Price	Estimated Quantity	Extended Price
<b>1.0 HEAVY HAULING</b>			
a. All inclusive flat deadhead rate per unit from point of origin (Offeror's Facility) to CFB Suffield Main Gate (Hwy 884) and return. (Cost to be round trip per unit)			
i. 32 Wheeled Lowbed minimum 10' wide c/w operator	\$_____/Lot	90 / year	\$_____
ii. 48 Wheel Lowbed minimum 10' wide c/w operator	\$_____/Lot	36 / year	\$_____
iii. Pilot Car	\$_____/Lot	5 / year	\$_____
b. All inclusive hourly rate per unit, productive, for transportation of equipment from CFB Suffield (main camp) to training area and from training area to CFB Suffield (main camp) including equipment, operator and loading/unloading time.			
i. 32 Wheeled Lowbed minimum 10' wide c/w operator	\$_____/hr	900 / year	\$_____
ii. 48 Wheel Lowbed minimum 10' wide c/w operator	\$_____/hr	360 / year	\$_____
iii. Pilot Car	\$_____/hr	5 / year	\$_____
c. All inclusive hourly rate to include equipment and operator for productive time exceeding the 10 hour drive day, as approved by the Project authority, as detailed in item 1 above utilizing the same operator;	\$_____/hour	200 / year	\$_____
d. All inclusive rates per hour per unit for waiting time. (Non-productive time but does not include time spent by offeror to service trucks or for warming up of the equipment);	\$_____/hour	200 / year	\$_____
e. All inclusive hourly rate per unit for 8 wheel jeeps, (to include productive and non-productive time as and when requested by Project Authority);	\$_____/hour	300 / year	\$_____
f. All inclusive hourly rate per unit for 16 wheel jeeps, (to include productive and non-productive time as and when requested by Project Authority);	\$_____/hour	300 / year	\$_____
g. Layover charges for each night as required and approved by the Project Authority.	\$_____/Lot	9 / year	\$_____
<b>2.0 Light Hauling</b>			
a. All inclusive flat deadhead rate per unit from point of origin (Offeror's Facility) to CFB Suffield and return. (Cost to be round trip per unit);	\$_____/Lot	85 / year	\$_____
b. All inclusive hourly rate per unit, productive for transportation of equipment from CFB Suffield to training area and from training area CFB Suffield including equipment, operator and loading/unloading time;	\$_____/hour	850 / year	\$_____
c. All inclusive hourly rate to include equipment and operator for productive time exceeding the 10 hour drive day, as approved by the Project Authority, as detailed in item 2 above utilizing the same operator;	\$_____/hour	50 / year	\$_____
d. Waiting time charge: Number of hours of free waiting time per trip;	_____ hours		



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e.	All inclusive rates per hour per unit for waiting time. (Non-productive time but does not include time spent by offeror to service trucks or for warming up of the equipment;	\$_____/hour	100 / year	\$_____
f.	Deadhead charges per kilometer for runs with destinations outside of CFB Suffield;	\$_____/km	10000/year	\$_____
g.	Loaded charges per kilometer for runs with destinations outside of CFB Suffield;	\$_____/km	10000/year	\$_____
h.	Tractor unit only charges per kilometer for runs with destinations outside of CFB Suffield (also known as "bobtailing");	\$_____/km	5000 / year	\$_____
i.	Layover charges for each night as required and approved by the Project Authority.	\$_____/Lot	3 / year	\$_____

### 3.0 Miscellaneous Rental

- a. Equipment that is rented during the period of the contract, that is not otherwise listed, will be charged in accordance with the Offeror's Rental Fleet Standard Rate for Inventory, less a discount of \_\_\_\_\_%.

### 4.0 Cancellation Charges

- a. Lump sum price per unit (pilot cars, tractor/trailer, etc.). \$\_\_\_\_\_/Lot 4 / year \$\_\_\_\_\_ For a cancellation with less than 24 hours' notice where the equipment has not left its place of business.

### 5.0 Overweight and/or Oversize Permit Charges

- a. Overweight and/or oversize permit charges: Any additional permits, required and approved by the Project Authority, will be obtained by the offeror's and the cost will be reimbursed by the Crown at the offeror's net cost. Receipts **must** accompany the invoice unless otherwise specified in writing by the Call-up Authority.

### 6.0 Travel and Living Expenses

- a. Travel and Living Expenses - The Offeror will be paid for pre-authorized reasonable and proper travel and living expenses supported by appropriate receipts, incurred by personnel directly engaged in the performance of the Work, calculated in accordance with the current Treasury Board Travel Directive without any allowance thereon for overhead or profit. All payments are subject to government audits.

**C. Option year 2 - For the period from May 1, 2020 to April 30, 2021 inclusive**

	Firm Unit Price	Estimated Quantity	Extended Price
<b>1.0 HEAVY HAULING</b>			
a. All inclusive flat deadhead rate per unit from point of origin (Offeror's Facility) to CFB Suffield Main Gate (Hwy 884) and return. (Cost to be round trip per unit)			
i. 32 Wheeled Lowbed minimum 10' wide c/w operator	\$_____/Lot	90 / year	\$_____
ii. 48 Wheel Lowbed minimum 10' wide c/w operator	\$_____/Lot	36 / year	\$_____
iii. Pilot Car	\$_____/Lot	5 / year	\$_____
b. All inclusive hourly rate per unit, productive, for transportation of equipment from CFB Suffield (main camp) to training area and from training area to CFB Suffield (main camp) including equipment, operator and loading/unloading time.			
i. 32 Wheeled Lowbed minimum 10' wide c/w operator	\$_____/hr	900 / year	\$_____
ii. 48 Wheel Lowbed minimum 10' wide c/w operator	\$_____/hr	360 / year	\$_____
iii. Pilot Car	\$_____/hr	5 / year	\$_____
c. All inclusive hourly rate to include equipment and operator for productive time exceeding the 10 hour drive day, as approved by the Project authority, as detailed in item 1 above utilizing the same operator;	\$_____/hour	200 / year	\$_____
d. All inclusive rates per hour per unit for waiting time. (Non-productive time but does not include time spent by offeror to service trucks or for warming up of the equipment);	\$_____/hour	200 / year	\$_____
e. All inclusive hourly rate per unit for 8 wheel jeeps, (to include productive and non-productive time as and when requested by Project Authority);	\$_____/hour	300 / year	\$_____
f. All inclusive hourly rate per unit for 16 wheel jeeps, (to include productive and non-productive time as and when requested by Project Authority);	\$_____/hour	300 / year	\$_____
g. Layover charges for each night as required and approved by the Project Authority.	\$_____/Lot	9 / year	\$_____
<b>2.0 Light Hauling</b>			
a. All inclusive flat deadhead rate per unit from point of origin (Offeror's Facility) to CFB Suffield and return. (Cost to be round trip per unit);	\$_____/Lot	85 / year	\$_____
b. All inclusive hourly rate per unit, productive for transportation of equipment from CFB Suffield to training area and from training area CFB Suffield including equipment, operator and loading/unloading time;	\$_____/hour	850 / year	\$_____
c. All inclusive hourly rate to include equipment and operator for productive time exceeding the 10 hour drive day, as approved by the Project Authority, as detailed in item 2 above utilizing the same operator;	\$_____/hour	50 / year	\$_____
d. Waiting time charge: Number of hours of free waiting time per trip;	_____ hours		

- 
- |    |                                                                                                                                                                                        |              |             |         |
|----|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------|-------------|---------|
| e. | All inclusive rates per hour per unit for waiting time.<br>(Non-productive time but does not include time spent<br>by offeror to service trucks or for warming up of the<br>equipment; | \$_____/hour | 100 / year  | \$_____ |
| f. | Deadhead charges per kilometer for runs with<br>destinations outside of CFB Suffield;                                                                                                  | \$_____/km   | 10000/year  | \$_____ |
| g. | Loaded charges per kilometer for runs with<br>destinations outside of CFB Suffield;                                                                                                    | \$_____/km   | 10000/year  | \$_____ |
| h. | Tractor unit only charges per kilometer for runs with<br>destinations outside of CFB Suffield (also known as<br>"bobtailing");                                                         | \$_____/km   | 5000 / year | \$_____ |
| i. | Layover charges for each night as required and<br>approved by the Project Authority.                                                                                                   | \$_____/Lot  | 3 / year    | \$_____ |

### 3.0 Miscellaneous Rental

- a. Equipment that is rented during the period of the contract, that is not otherwise listed, will be charged in accordance with the Offeror's Rental Fleet Standard Rate for Inventory, less a discount of \_\_\_\_\_%.

### 4.0 Cancellation Charges

- a. Lump sum price per unit (pilot cars, tractor/trailer, etc.). \$\_\_\_\_\_/Lot 4 / year \$\_\_\_\_\_  
For a cancellation with less than 24 hours' notice where the equipment has not left its place of business.

### 5.0 Overweight and/or Oversize Permit Charges

- a. Overweight and/or oversize permit charges: Any additional permits, required and approved by the Project Authority, will be obtained by the offeror's and the cost will be reimbursed by the Crown at the offeror's net cost. Receipts **must** accompany the invoice unless otherwise specified in writing by the Call-up Authority.

### 6.0 Travel and Living Expenses

- a. Travel and Living Expenses - The Offeror will be paid for pre-authorized reasonable and proper travel and living expenses supported by appropriate receipts, incurred by personnel directly engaged in the performance of the Work, calculated in accordance with the current Treasury Board Travel Directive without any allowance thereon for overhead or profit. All payments are subject to government audits.

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## ANNEX "C"

### COMPLIANCE MATRIX

#### COMPLIANCE MATRIX – MINIMUM MANDATORY PERFORMANCE SPECIFICATIONS

A complete list of the minimum mandatory performance specifications are detailed below in the "Compliance Matrix". Bidders are to clearly demonstrate compliance with each mandatory specification.

1. Bidders **must** show compliance by addressing each performance specification in the Compliance Matrix, whether the product offered "meets" or "doesn't meet".
2. Bidders are requested to indicate how they meet each performance specification by recording this information under the Performance Specification Offered column in the Compliance Matrix.
3. It is requested that supporting technical documentation, including but not limited to, specification sheets, technical brochures, photographs or illustrations be provided with the bid at solicitation close and be cross-referenced on the Compliance Matrix for each performance specification to outline where in the supporting technical documentation it demonstrates compliance. It is the Bidders responsibility to ensure that the submitted supporting technical documentation provides detail to prove that the proposed product(s) meet the requirements of the Performance Specification. If published supporting technical document is not available, the Bidder should prepare a written narrative complete with a detailed explanation of how its bid demonstrates technical compliance.
4. If the supporting documentation referenced above has not been provided at bid closing, the Contracting Authority will notify the Bidder that they must provide supporting documentation within two (2) business days following notification. Failure to comply with the request of the Contracting Authority within that time period, will deem the bid non-responsive and the bid will be given no further consideration.
5. Bidders must address any concerns with the performance specifications in written detail to the Contracting Authority before bid closing as outlined in the Request for Proposal (RFP) document.
6. Failure to meet each mandatory performance specification will result in the bid being deemed non-responsive, and be given no further consideration.

**COMPLIANCE MATRIX – MINIMUM MANDATORY PERFORMANCE SPECIFICATIONS:**

Item #	Performance Specification	Status (M) Mandatory (D) Desirable*	Performance Specification Met? Indicate either Yes/No	Performance Specification Offered: Bidder should indicate how they meet the performance specification by recording this information in this column	Cross Reference: In this column, Bidders should cross-reference where this performance specification is indicated in their supporting documents.
1.0	Heavy Hauling requirements:				
1.1	Offeror must offer the following types of trailers:				
1.1.1	32 Wheel Lowbed	M			
1.1.2	48 Wheel Lowbed	M			
1.1.3	Pilot Car	M			
1.1.4	8-Wheel Jeeps	M			
1.1.5	16-Wheel Jeeps	M			
1.2	The following trailer types are desirable:				
1.2.1	40 Wheel Lowbed	D			
1.2.2	64 Wheel Lowbed	D			
1.3	Able to work in excess of a 10-hour workday	M			
1.4	Able to work weekends and/or holidays	M			
2.0	Light Haul requirements:				
2.1	Offeror must offer the following types of trailers:				
2.1.1	(a) flat decks;	M			
2.1.2	(b) drop decks;	M			
2.1.3	(c) dry vans	M			
2.1.4	(d) tanker certified to transport potable water	M			
2.2	The following trailer type is desirable:				
2.2.1	Equipment trailers	D			

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2.3	Able to work in excess of a 10-hour workday	M			
2.4	Able to work weekends and/or holidays	M			


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## ANNEX "D"

### SECURITY REQUIREMENTS CHECK LIST

 Government of Canada / Gouvernement du Canada		<div>Contract Number / Numéro du contrat <b>W0142-18X003-18X023 B</b></div> <div>Security Classification / Classification de sécurité Unclassified</div>																																											
<b>SECURITY REQUIREMENTS CHECK LIST (SRCL)</b> <b>LISTE DE VÉRIFICATION DES EXIGENCES RELATIVES À LA SÉCURITÉ (LVERS)</b>																																													
1. Originating Government/ Department or Organization / Ministère ou organisme gouvernemental d'origine		2. Branch or Directorate / Direction générale ou Direction <b>G4 TRANSPORT</b>																																											
3. a) Subcontract Number / Numéro du contrat du sous-traitant		b) Name and Address of Subcontractor / Nom et adresse du sous-traitant																																											
4. Brief Description of Work / Brève description du travail Light and heavy trucking services for the provision of all material, equipment, labour, tools, and supervision necessary to load, move and unload tracked Army vehicles and other cargo. This SRCL is being submitted as the contractor requires unescorted access to a Controlled Access Zone/Area.																																													
5. a) Will the supplier require access to Controlled Goods? Le fournisseur aura-t-il accès à des marchandises contrôlées?																																													
<input checked="" type="checkbox"/> No / Non <input type="checkbox"/> Yes / Oui																																													
5. b) Will the supplier require access to unclassified military technical data subject to the provisions of the Technical Data Control Regulations? Le fournisseur aura-t-il accès à des données techniques militaires non classifiées qui sont assujetties aux dispositions du Règlement sur le contrôle des données techniques?																																													
<input checked="" type="checkbox"/> No / Non <input type="checkbox"/> Yes / Oui																																													
6. Indicate the type of access required / Indiquer le type d'accès requis																																													
6. a) Will the supplier and its employees require access to PROTECTED and/or CLASSIFIED information or assets? Le fournisseur ainsi que les employés auront-ils accès à des renseignements ou à des biens PROTÉGÉS et/ou CLASSIFIÉS? (Specify the level of access using the chart in Question 7. a) (Préciser le niveau d'accès en utilisant le tableau qui se trouve à la question 7. a)																																													
<input checked="" type="checkbox"/> No / Non <input type="checkbox"/> Yes / Oui																																													
6. b) Will the supplier and its employees (e.g. cleaners, maintenance personnel) require access to restricted access areas? No access to PROTECTED and/or CLASSIFIED information or assets is permitted. Le fournisseur et ses employés (p. ex. nettoyeurs, personnel d'entretien) auront-ils accès à des zones d'accès restreintes? L'accès à des renseignements ou à des biens PROTÉGÉS et/ou CLASSIFIÉS n'est pas autorisé.																																													
<input type="checkbox"/> No / Non <input checked="" type="checkbox"/> Yes / Oui																																													
6. c) Is this a commercial courier or delivery requirement with no overnight storage? S'agit-il d'un contrat de messagerie ou de livraison commerciale sans entreposage de nuit?																																													
<input checked="" type="checkbox"/> No / Non <input type="checkbox"/> Yes / Oui																																													
7. a) Indicate the type of information that the supplier will be required to access / Indiquer le type d'information auquel le fournisseur devra avoir accès																																													
<table border="1"><tr><td>Canada</td><td>NATO / OTAN</td><td>Foreign / Étranger</td></tr><tr><td><input type="checkbox"/></td><td><input type="checkbox"/></td><td><input type="checkbox"/></td></tr></table>				Canada	NATO / OTAN	Foreign / Étranger	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>																																				
Canada	NATO / OTAN	Foreign / Étranger																																											
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7. b) Release restrictions / Restrictions relatives à la diffusion																																													
<table border="1"><tr><td>No release restrictions / Aucune restriction relative à la diffusion</td><td>All NATO countries / Tous les pays de l'OTAN</td><td>No release restrictions / Aucune restriction relative à la diffusion</td></tr><tr><td><input type="checkbox"/></td><td><input type="checkbox"/></td><td><input type="checkbox"/></td></tr><tr><td>Not releasable / À ne pas diffuser</td><td></td><td></td></tr><tr><td><input type="checkbox"/></td><td></td><td></td></tr><tr><td>Restricted to: / Limité à : Specify country(ies): / Préciser le(s) pays :</td><td>Restricted to: / Limité à : Specify country(ies): / Préciser le(s) pays :</td><td>Restricted to: / Limité à : Specify country(ies): / Préciser le(s) pays :</td></tr><tr><td><input type="checkbox"/></td><td><input type="checkbox"/></td><td><input type="checkbox"/></td></tr></table>				No release restrictions / Aucune restriction relative à la diffusion	All NATO countries / Tous les pays de l'OTAN	No release restrictions / Aucune restriction relative à la diffusion	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Not releasable / À ne pas diffuser			<input type="checkbox"/>			Restricted to: / Limité à : Specify country(ies): / Préciser le(s) pays :	Restricted to: / Limité à : Specify country(ies): / Préciser le(s) pays :	Restricted to: / Limité à : Specify country(ies): / Préciser le(s) pays :	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>																								
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<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>																																											
7. c) Level of information / Niveau d'information																																													
<table border="1"><tr><td>PROTECTED A / PROTÉGÉ A</td><td>NATO UNCLASSIFIED / NATO NON CLASSIFIÉ</td><td>PROTECTED A / PROTÉGÉ A</td></tr><tr><td><input type="checkbox"/></td><td><input type="checkbox"/></td><td><input type="checkbox"/></td></tr><tr><td>PROTECTED B / PROTÉGÉ B</td><td>NATO RESTRICTED</td><td>PROTECTED B / PROTÉGÉ B</td></tr><tr><td><input type="checkbox"/></td><td><input type="checkbox"/></td><td><input type="checkbox"/></td></tr><tr><td>PROTECTED C / PROTÉGÉ C</td><td>NATO CONFIDENTIAL</td><td>PROTECTED C / PROTÉGÉ C</td></tr><tr><td><input type="checkbox"/></td><td><input type="checkbox"/></td><td><input type="checkbox"/></td></tr><tr><td>CONFIDENTIAL / CONFIDENTIEL</td><td>NATO SECRET</td><td>CONFIDENTIAL / CONFIDENTIEL</td></tr><tr><td><input type="checkbox"/></td><td><input type="checkbox"/></td><td><input type="checkbox"/></td></tr><tr><td>SECRET</td><td>COSMIC TOP SECRET</td><td>SECRET</td></tr><tr><td><input type="checkbox"/></td><td><input type="checkbox"/></td><td><input type="checkbox"/></td></tr><tr><td>TOP SECRET / TRÈS SECRET</td><td>COSMIC TRÈS SECRET</td><td>TOP SECRET / TRÈS SECRET</td></tr><tr><td><input type="checkbox"/></td><td><input type="checkbox"/></td><td><input type="checkbox"/></td></tr><tr><td>TOP SECRET (SIGINT) / TRÈS SECRET (SIGINT)</td><td></td><td>TOP SECRET (SIGINT) / TRÈS SECRET (SIGINT)</td></tr><tr><td><input type="checkbox"/></td><td></td><td><input type="checkbox"/></td></tr></table>				PROTECTED A / PROTÉGÉ A	NATO UNCLASSIFIED / NATO NON CLASSIFIÉ	PROTECTED A / PROTÉGÉ A	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	PROTECTED B / PROTÉGÉ B	NATO RESTRICTED	PROTECTED B / PROTÉGÉ B	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	PROTECTED C / PROTÉGÉ C	NATO CONFIDENTIAL	PROTECTED C / PROTÉGÉ C	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	CONFIDENTIAL / CONFIDENTIEL	NATO SECRET	CONFIDENTIAL / CONFIDENTIEL	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	SECRET	COSMIC TOP SECRET	SECRET	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	TOP SECRET / TRÈS SECRET	COSMIC TRÈS SECRET	TOP SECRET / TRÈS SECRET	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	TOP SECRET (SIGINT) / TRÈS SECRET (SIGINT)		TOP SECRET (SIGINT) / TRÈS SECRET (SIGINT)	<input type="checkbox"/>		<input type="checkbox"/>
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Security Classification / Classification de sécurité  
Unclassified

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<b>PART A / COMPOSANTE PARTIE A</b>	
8. Will the supplier require access to PROTECTED and/or CLASSIFIED COMSEC information or assets? Le fournisseur aura-t-il accès à des renseignements ou à des biens COMSEC désignés PROTÉGÉS et/ou CLASSIFIÉS? If Yes, indicate the level of sensitivity: Dans l'affirmative, indiquer le niveau de sensibilité:	<input checked="" type="checkbox"/> No Non <input type="checkbox"/> Yes Oui
9. Will the supplier require access to extremely sensitive INFOSEC information or assets? Le fournisseur aura-t-il accès à des renseignements ou à des biens INFOSEC de nature extrêmement délicate?	<input checked="" type="checkbox"/> No Non <input type="checkbox"/> Yes Oui
Short Title(s) of material / Titre(s) abrégé(s) du matériel: Document Number / Numéro du document:	
<b>PART B / PERSONNEL FOURNISSEUR PARTIE B / PERSONNEL FOURNISSEUR</b>	
10. a) Personnel security screening level required / Niveau de contrôle de la sécurité du personnel requis	
<input checked="" type="checkbox"/> RELIABILITY STATUS COTE DE FIABILITE	<input type="checkbox"/> CONFIDENTIAL CONFIDENTIEL
<input type="checkbox"/> TOP SECRET - SIGINT TRÈS SECRET - SIGINT	<input type="checkbox"/> SECRET SECRET
<input type="checkbox"/> SITE ACCESS ACCÈS AUX EMPLACEMENTS	<input type="checkbox"/> NATO CONFIDENTIAL NATO CONFIDENTIEL
	<input type="checkbox"/> NATO SECRET NATO SECRET
	<input type="checkbox"/> TOP SECRET TRÈS SECRET
	<input type="checkbox"/> COSMIC TOP SECRET COSMIC TRÈS SECRET
Special comments: Commentaires spéciaux: This SRCL is being submitted as the contractor requires unescorted access to a Controlled Access Zone/Area	
NOTE: If multiple levels of screening are identified, a Security Classification Guide must be provided. REMARQUE: Si plusieurs niveaux de contrôle de sécurité sont requis, un guide de classification de la sécurité doit être fourni.	
10. b) May unescorted personnel be used for portions of the work? Du personnel sans autorisation sécuritaire peut-il se voir confier des parties du travail? If Yes, will unescorted personnel be escorted? Dans l'affirmative, le personnel en question sera-t-il escorté?	
<input checked="" type="checkbox"/> No Non <input type="checkbox"/> Yes Oui	
<b>PART C / SÉCURITÉ DES DONNÉES PARTIE C / SÉCURITÉ DES DONNÉES FOURNISSEUR</b>	
<b>INFORMATION / ASSETS / RENSEIGNEMENTS / BIENS</b>	
11. a) Will the supplier be required to receive and store PROTECTED and/or CLASSIFIED information or assets on its site or premises? Le fournisseur sera-t-il tenu de recevoir et d'entreposer sur place des renseignements ou des biens PROTÉGÉS et/ou CLASSIFIÉS?	
<input checked="" type="checkbox"/> No Non <input type="checkbox"/> Yes Oui	
11. b) Will the supplier be required to safeguard COMSEC information or assets? Le fournisseur sera-t-il tenu de protéger des renseignements ou des biens COMSEC?	
<input checked="" type="checkbox"/> No Non <input type="checkbox"/> Yes Oui	
<b>PRODUCTION</b>	
11. c) Will the production (manufacture, and/or repair and/or modification) of PROTECTED and/or CLASSIFIED material or equipment occur at the supplier's site or premises? Les installations du fournisseur serviront-elles à la production (fabrication et/ou réparation et/ou modification) de matériel PROTÉGÉ et/ou CLASSIFIÉ?	
<input checked="" type="checkbox"/> No Non <input type="checkbox"/> Yes Oui	
<b>INFORMATION TECHNOLOGY (IT) MEDIA / SUPPORT RELATIF À LA TECHNOLOGIE DE L'INFORMATION (TI)</b>	
11. d) Will the supplier be required to use its IT systems to electronically process, produce or store PROTECTED and/or CLASSIFIED information or data? Le fournisseur sera-t-il tenu d'utiliser ses propres systèmes informatiques pour traiter, produire ou stocker électroniquement des renseignements ou des données PROTÉGÉS et/ou CLASSIFIÉS?	
<input checked="" type="checkbox"/> No Non <input type="checkbox"/> Yes Oui	
11. e) Will there be an electronic link between the supplier's IT systems and the government department or agency? Disposera-t-on d'un lien électronique entre le système informatique du fournisseur et celui du ministère ou de l'agence gouvernementale?	
<input checked="" type="checkbox"/> No Non <input type="checkbox"/> Yes Oui	

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Unclassified

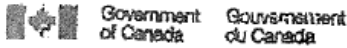
Canada



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

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

SUMMARY CHART / TABLEAU RÉCAPITULATIF

Category Catégorie	PROTECTED PROTÉGÉ			CLASSIFIED CLASSIFIÉ			NATO				COMSEC			
	A	B	C	CONFIDENTIAL CONFIDENTIEL	SECRET	TOP SECRET TRÈS SECRET	NATO RESTRICTED NATO DIFFUSION RESTREINTE	NATO CONFIDENTIAL NATO CONFIDENTIEL	NATO SECRET	COMSEC TOP SECRET COMSEC TRÈS SECRET	PROTECTED PROTÉGÉ			TOP SECRET TRÈS SECRET
											A	B	C	
Information / Assais														
Renforcements / Réseaux														
Production														
IT Media / Support / TI														
IT Link / Liaison électronique														

12. a) Is the description of the work contained within this SRCL PROTECTED and/or CLASSIFIED?  
La description du travail visé par la présente LVERS est-elle de nature PROTÉGÉE et/ou CLASSIFIÉE?

☒ No  
Non

☐ Yes  
Oui

If Yes, classify this form by annotating the top and bottom in the area entitled "Security Classification".  
Dans l'affirmative, classifiez le présent formulaire en indiquant le niveau de sécurité dans la case intitulée « Classification de sécurité » au haut et au bas du formulaire.

12. b) Will the documentation attached to this SRCL be PROTECTED and/or CLASSIFIED?  
La documentation associée à la présente LVERS sera-t-elle PROTÉGÉE et/ou CLASSIFIÉE?

☒ No  
Non

☐ Yes  
Oui

If Yes, classify this form by annotating the top and bottom in the area entitled "Security Classification" and indicate with attachments (e.g. SECRET with Attachments).  
Dans l'affirmative, classifiez le présent formulaire en indiquant le niveau de sécurité dans la case intitulée « Classification de sécurité » au haut et au bas du formulaire et indiquez qu'il y a des pièces jointes (p. ex. SECRET avec des pièces jointes).

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## **ANNEX “E” to PART 3 OF THE BID SOLICITATION**

### **ELECTRONIC PAYMENT INSTRUMENTS**

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

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

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## ANNEX "F" to PART 5 OF THE BID SOLICITATION

### FEDERAL CONTRACTORS PROGRAM FOR EMPLOYMENT EQUITY – CERTIFICATION

I, the Bidder, by submitting the present information to the Contracting Authority, certify that the information provided is true as of the date indicated below. The certifications provided to Canada are subject to verification at all times. I understand that Canada will declare a bid non-responsive, or will declare a contractor in default, if a certification is found to be untrue, whether during the bid evaluation period or during the contract period. Canada will have the right to ask for additional information to verify the Bidder's certifications. Failure to comply with any request or requirement imposed by Canada may render the bid non-responsive or constitute a default under the Contract.

For further information on the Federal Contractors Program for Employment Equity visit Employment and Social Development Canada (ESDC) – Labour's website.

Date: \_\_\_\_\_ (YYYY/MM/DD) (If left blank, the date will be deemed to be the bid solicitation closing date.)

Complete both A and B.

A. Check only one of the following:

- ☐ A1. The Bidder certifies having no work force in Canada.
- ☐ A2. The Bidder certifies being a public sector employer.
- ☐ A3. The Bidder certifies being a federally regulated employer being subject to the Employment Equity Act.
- ☐ A4. The Bidder certifies having a combined work force in Canada of less than 100 permanent full-time and/or permanent part-time employees.

A5. The Bidder has a combined workforce in Canada of 100 or more employees; and

- ☐ A5.1. The Bidder certifies already having a valid and current Agreement to Implement Employment Equity (AIEE) in place with ESDC-Labour.

OR

- ☐ A5.2. The Bidder certifies having submitted the Agreement to Implement Employment Equity (LAB1168) to ESDC-Labour. As this is a condition to contract award, proceed to completing the form Agreement to Implement Employment Equity (LAB1168), duly signing it, and transmit it to ESDC-Labour.

B. Check only one of the following:

- ☐ B1. The Bidder is not a Joint Venture.

OR

- ☐ B2. The Bidder is a Joint venture and each member of the Joint Venture must provide the Contracting Authority with a completed annex Federal Contractors Program for Employment Equity - Certification. (Refer to the Joint Venture section of the Standard Instructions)

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## ANNEX "G"

### INSURANCE REQUIREMENTS

#### 1.0 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.
  - 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. Litigation Rights: Pursuant to subsection 5(d) of the [Department of Justice Act](#), S.C. 1993, c. J-2, s.1, if a suit is instituted for or against Canada which the Insurer would, but for this clause, have the right to pursue or defend on behalf of Canada as an Additional Named Insured under the insurance policy, the Insurer must promptly contact the Attorney General of Canada to agree on the legal strategies by sending a letter, by registered mail or by courier, with an acknowledgement of receipt.

**For the province of Quebec, send to:**

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

**For other provinces and territories, send to:**

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

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

## **2.0 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.

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### 3.0 All Risk in Transit Insurance

1. The Contractor must obtain on the Government's Property, and maintain in force throughout the duration of the Contract, All Risk Property in Transit insurance coverage for all applicable conveyances while under its care, custody or control, in an amount of not less than \$1,000,000 per shipment. Government Property must be insured on Actual Cash Value (depreciated cost) basis.
2. Administration of Claims: The Contractor must notify Canada promptly about any losses or damages to Government Property and monitor, investigate and document losses of or damage to ensure that claims are properly made and paid.
3. The All Risk Property in Transit insurance must include the following:
  - a. Notice of Cancellation: The Insurer will endeavour to provide the Contracting Authority at least thirty (30) days written notice of any policy cancellation.
  - b. Loss Payee: Canada as its interest appears or as it may direct.
  - c. Waiver of Subrogation Rights: Contractor's Insurer to waive all rights of subrogation against Canada as represented by Department of National Defense and Public Works and Government Services Canada for any and all loss of or damage to the property however caused.

Solicitation No. - N° de l'invitation  
**W0142-18X023/B**  
Client Ref. No. - N° de réf. du client  
**W0142-18X023**

Amd. No. - N° de la modif.  
File No. - N° du dossier  
**CAL-7-40117**

Buyer ID - Id de l'acheteur  
**CAL142**  
CCC No./N° CCC - FMS No./N° VME

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**ANNEX “H”**

**DND 626 TASK AUTHORIZATION FORM**

(See attached PDF)

Solicitation No. - N° de l'invitation  
W0142-18X023/B  
Client Ref. No. - N° de réf. du client  
W0142-18X023

Amd. No. - N° de la modif.  
File No. - N° du dossier  
CAL-7-40117

Buyer ID - Id de l'acheteur  
CAL142  
CCC No./N° CCC - FMS No./N° VME

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**ANNEX "I"**

**TASK AUTHORIZATION USAGE REPORT FORM**

**Return to:**

Public Works and Government Services Canada  
Acquisition Branch  
Facsimile: 403-292-5786  
Email: wst.pa.cal@pwgsc-tpsgc.gc.ca

SUPPLIER: \_\_\_\_\_  
CONTRACT NUMBER: **W0142-18X023 – Heavy Hauling**  
DEPT OR AGENCY: DND, CFB SUFFIELD, RALSTON AB

Item No.	Task Number Description	Value of the Task (GST/HST excluded)
(A) Total Dollar Value of Tasks for this reporting period		
(B) Accumulated Tasks totals to date:		
(A+B) Total Accumulated Tasks		

**NIL REPORT:** We have not done any business with the federal government for this period [    ]

**Prepared by:** \_\_\_\_\_



**TASK AUTHORIZATION**  
**AUTORISATION DES TÂCHES**

All invoices/progress claims must show the reference Contract and Task numbers. Toutes les factures doivent indiquer les numéros du contrat et de la tâche.		Contract no. – N° du contrat
		Task no. – N° de la tâche
Amendment no. – N° de la modification	Increase/Decrease – Augmentation/Réduction	Previous value – Valeur précédente
To – À	<b>TO THE CONTRACTOR</b>  You are requested to supply the following services in accordance with the terms of the above reference contract. Only services included in the contract shall be supplied against this task.  Please advise the undersigned if the completion date cannot be met. Invoices/progress claims shall be prepared in accordance with the instructions set out in the contract.  <b>À L'ENTREPRENEUR</b>  Vous êtes prié de fournir les services suivants en conformité des termes du contrat mentionné ci-dessus. Seuls les services mentionnés dans le contrat doivent être fournis à l'appui de cette demande.  Prière d'aviser le signataire si la livraison ne peut se faire dans les délais prescrits. Les factures doivent être établies selon les instructions énoncées dans le contrat.	
Delivery location – Expédié à		
Delivery/Completion date – Date de livraison/d’achèvement	<div style="display: flex; justify-content: space-between;"> <span>Date _____</span> <span>_____ for the Department of National Defence pour le ministère de la Défense nationale</span> </div>	
Contract item no. N° d'article du contrat	Services	Cost Prix
	<b>GST/HST TPS/TVH</b>	
	<b>Total</b>	
<p><b>APPLICABLE ONLY TO PWGSC CONTRACTS:</b> The Contract Authority signature is required when the total value of the DND 626 exceeds the threshold specified in the contract.</p> <p><b>NE S'APPLIQUE QU'AUX CONTRATS DE TPSGC :</b> La signature de l'autorité contractante est requise lorsque la valeur totale du formulaire DND 626 est supérieure au seuil précisé dans le contrat.</p>		
<div style="text-align: center;">             _____              for the Department of Public Works and Government Services              pour le ministère des Travaux publics et services gouvernementaux           </div>		

## Instructions for completing DND 626 - Task Authorization

### Contract no.

Enter the PWGSC contract number in full.

### Task no.

Enter the sequential Task number.

### Amendment no.

Enter the amendment number when the original Task is amended to change the scope or the value.

### Increase/Decrease

Enter the increase or decrease total dollar amount including taxes.

### Previous value

Enter the previous total dollar amount including taxes.

### To

Name of the contractor.

### Delivery location

Location where the work will be completed, if other than the contractor's location.

### Delivery/Completion date

Completion date for the task.

### for the Department of National Defence

Signature of the DND person who has delegated **Authority** for signing DND 626 (level of authority based on the dollar value of the task and the equivalent signing authority in the PAM 1.4). **Note:** the person signing in this block ensures that the work is within the scope of the contract, that sufficient funds remain in the contract to cover this task and that the task is affordable within the Project/Unit budget.

### Services

Define the requirement briefly (attach the SOW) and identify the cost of the task using the contractor's quote on the level of effort. The Task must use the basis of payment stipulated in the contract. If there are several basis of payment then list here the one(s) that will apply to the task quote (e.g. milestone payments; per diem rates/labour category hourly rates; travel and living rates; firm price/ceiling price, etc.). All the terms and conditions of the contract apply to this Task Authorization and cannot be ignored or amended for this task. Therefore it is not necessary to restate these general contract terms and conditions on the DND 626 Task form.

### Cost

The cost of the Task broken out into the individual costed items in **Services**.

### GST/HST

The GST/HST cost as appropriate.

### Total

The total cost of the task. The contractor may not exceed this amount without the approval of DND indicated on an amended DND 626. The amendment value may not exceed 50% (or the percentage for amendments established in the contract) of the original value of the task authorization. The total cost of a DND 626, including all amendments, may not exceed the funding limit identified in the contract.

### Applicable only to PWGSC contracts

This block only applies to those Task Authorization contracts awarded by PWGSC. The contract will include a specified threshold for DND sole approval of the DND 626 and a percentage for DND to approve amendments to the original DND 626. Tasks that will exceed these thresholds must be passed to the PWGSC Contracting Authority for review and signature prior to authorizing the contractor to begin work.

### Note:

Work on the task may not commence prior to the date this form is signed by the DA Authority - for tasks within the DND threshold; and by both DND and PWGSC for those tasks over the DND threshold.

## Instructions pour compléter le formulaire DND 626 - Autorisation des tâches

### N° du contrat

Inscrivez le numéro du contrat de TPSGC en entier.

### N° de la tâche

Inscrivez le numéro de tâche séquentiel.

### N° de la modification

Inscrivez le numéro de modification lorsque la tâche originale est modifiée pour en changer la portée.

### Augmentation/Réduction

Inscrivez le montant total de l'augmentation ou de la diminution, y compris les taxes.

### Valeur précédente

Inscrivez le montant total précédent, y compris les taxes.

### À

Nom de l'entrepreneur.

### Expédiez à

Endroit où le travail sera effectué, si celui-ci diffère du lieu d'affaires de l'entrepreneur.

### Date de livraison/d'achèvement

Date d'achèvement de la tâche.

### pour le ministère de la Défense nationale

Signature du représentant du MDN auquel on a délégué le **pouvoir d'approbation** en ce qui a trait à la signature du formulaire DND 626 (niveau d'autorité basé sur la valeur de la tâche et le signataire autorisé équivalent mentionné dans le MAA 1.4). **Nota :** la personne qui signe cette attache de signature confirme que les travaux respectent la portée du contrat, que suffisamment de fonds sont prévus au contrat pour couvrir cette tâche et que le budget alloué à l'unité ou pour le projet le permet.

### Services

Définissez brièvement le besoin (joignez l'ET) et établissez le coût de la tâche à l'aide de la soumission de l'entrepreneur selon le niveau de difficulté de celle-ci. Les modalités de paiement stipulées dans le contrat s'appliquent à la tâche. Si plusieurs d'entre elles sont prévues, énumérez ici celle/celles qui s'appliquera/ront à la soumission pour la tâche à accomplir (p.ex. acompte fondé sur les étapes franchies; taux quotidien ou taux horaire établi selon la catégorie de main-d'œuvre; frais de déplacement et de séjour; prix fixe ou prix plafond; etc.). Toutes les modalités du contrat s'appliquent à cette autorisation de tâche et ne peuvent être négligées ou modifiées quant à la tâche en question. Il n'est donc pas nécessaire de répéter ces modalités générales afférentes au contrat sur le formulaire DND 626.

### Prix

Mentionnez le coût de la tâche en le répartissant selon les frais afférents à chaque item mentionné dans la rubrique **Services**.

### TPS/TVH

Mentionnez le montant de la TPS/TVH, s'il y a lieu.

### Total

Mentionnez le coût total de la tâche. L'entrepreneur ne peut dépasser ce montant sans l'approbation du MDN, formulaire DND 626 modifié à l'appui. Le coût de la modification ne peut pas être supérieur à 50 p. 100 du montant initial prévu dans l'autorisation de tâche (ou au pourcentage prévu dans le contrat pour les modifications). Le coût total spécifié dans le formulaire DND 626, y compris toutes les modifications, ne peut dépasser le plafond de financement mentionné dans le contrat.

### Ne s'applique qu'aux contrats de TPSGC

Le présent paragraphe s'applique uniquement aux autorisations de tâche accordées par TPSGC. On inscrira dans le formulaire DND 626 un plafond précis qui ne pourra être approuvé que par le MDN et un pourcentage selon lequel le MDN pourra approuver des modifications au formulaire DND 626 original. Les tâches dont le coût dépasse ces plafonds doivent être soumises à l'autorité contractante de TPSGC pour examen et signature avant qu'on autorise l'entrepreneur à débiter les travaux.

### Nota :

Les travaux ne peuvent commencer avant la date de signature de ce formulaire par le responsable du MDN, pour les tâches dont le coût est inférieur au plafond établi par le MDN, et par le MDN et TPSGC pour les tâches dont le coût dépasse le plafond établi par le MDN.