



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 100,
167 Lombard Ave.
Winnipeg
Manitoba
R3B 0T6
Bid Fax: (204) 983-0338

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 - Western
Region
Room 100
167 Lombard Ave.
Winnipeg
Manitoba
R3B 0T6

| | |
|--|--|
| Title - Sujet Water Testing Services | |
| Solicitation No. - N° de l'invitation H3551-174000/A | Date 2018-03-22 |
| Client Reference No. - N° de référence du client H3551-174000 | |
| GETS Reference No. - N° de référence de SEAG PW-\$WPG-206-10503 | |
| File No. - N° de dossier WPG-7-40209 (206) | CCC No./N° CCC - FMS No./N° VME |
| Solicitation Closes - L'invitation prend fin at - à 02:00 PM on - le 2018-05-02 | Time Zone Fuseau horaire Central Daylight Saving Time CDT |
| F.O.B. - F.A.B. Plant-Usine: <input type="checkbox"/> Destination: <input checked="" type="checkbox"/> Other-Autre: <input type="checkbox"/> | |
| Address Enquiries to: - Adresser toutes questions à: Tetrault, Renata | Buyer Id - Id de l'acheteur wpg206 |
| Telephone No. - N° de téléphone (204) 228-9032 () | FAX No. - N° de FAX (204) 983-7796 |
| Destination - of Goods, Services, and Construction: Destination - des biens, services et construction: DEPARTMENT OF HEALTH STE 300 391 YORK AVE WINNIPEG Manitoba R3C4W1 Canada | |

Instructions: See Herein

Instructions: Voir aux présentes

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

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PART 1 - GENERAL INFORMATION

1.1 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; and

Part 6 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, the Electronic Payment Instruments, the Federal Contractors Program for Employment Equity - Certification, the Insurance Requirements, the Task Authorization Form and any other annexes.

1.2 Summary

For the supply of all labour, materials, equipment, tools, transportation and supervision necessary to conduct physical, chemical and biological analysis on an as required basis on water samples collected by Environmental Health Officers (EHO) from Environmental Public Health Services (EPHS), First Nations and Inuit Health Branch (FNIHB) of the Department of Indigenous Services Canada in Alberta, Manitoba and Saskatchewan as detailed in the Statement of Work (attached hereto as Annex A). The analysis and reporting of water samples will assist EHO's in determining the potential health risk to drinking water supplies in First Nations communities. The Contract will be in place from 01 June 2018 to 31 May 2021 inclusive with Canada retaining an irrevocable option to extend the Contract for two (2) additional consecutive one (1) year periods. Work shall be completed in accordance with the Statement of Work and terms and conditions specified herein.

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

This bid solicitation is to establish a contract with task authorizations (TA).

The Federal Contractors Program (FCP) for employment equity applies to this procurement; refer to Part 5 – Certifications and Additional Information, Part 6 - Resulting Contract Clauses and the annex titled Federal Contractors Program for Employment Equity - Certification.

The Phased Bid Compliance Process applies to this requirement.

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) (<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.

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 ten (10) 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 Manitoba.

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.

2.6 Improvement of Requirement During Solicitation Period

Should bidders consider that the specifications or Statement of Work contained in the bid solicitation could be improved technically or technologically, bidders are invited to make suggestions, in writing, to the Contracting Authority named in the bid solicitation. Bidders must clearly outline the suggested improvement as well as the reason for the suggestion. Suggestions that do not restrict the level of competition nor favour a particular bidder will be given consideration provided they are submitted to the Contracting Authority at least fifteen (15) days before the bid closing date. Canada will have the right to accept or reject any or all suggestions.

PART 3 - BID PREPARATION INSTRUCTIONS

3.1 Bid Preparation Instructions

Canada requests that Bidders provide their bid in separately bound sections as follows:

Section I: Technical Bid (1 hard copy)
Section II: Financial Bid (1 hard copy)
Section III: Certifications (1 hard copy)

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

Canada requests that Bidders follow the format instructions described below in the preparation of their bid:

- (a) use 8.5 x 11 inch (216 mm x 279 mm) paper;
- (b) use a numbering system that corresponds to the bid solicitation.

In April 2006, Canada issued a policy directing federal departments and agencies to take the necessary steps to incorporate environmental considerations into the procurement process [Policy on Green Procurement](http://www.tpsgc-pwgsc.gc.ca/ecologisation-greening/achats-procurement/politique-policy-eng.html) (<http://www.tpsgc-pwgsc.gc.ca/ecologisation-greening/achats-procurement/politique-policy-eng.html>). To assist Canada in reaching its objectives, Bidders 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 Bid

In their technical bid, Bidders should demonstrate their understanding of the requirements contained in the bid solicitation and explain how they will meet these requirements. Bidders should demonstrate their capability and describe their approach in a thorough, concise and clear manner for carrying out the work.

The technical bid should address clearly and in sufficient depth the points that are subject to the evaluation criteria against which the bid will be evaluated. Simply repeating the statement contained in the bid solicitation is not sufficient. In order to facilitate the evaluation of the bid, Canada requests that Bidders address and present topics in the order of the evaluation criteria under the same headings. To avoid duplication, Bidders may refer to different sections of their bids by identifying the specific paragraph and page number where the subject topic has already been addressed.

Section II: Financial Bid

3.1.1 Bidders must submit their financial bid in accordance with the Basis of Payment in Annex B.

3.1.2 Electronic Payment of Invoices – Bid

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

If Annex F 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.

Section III: Certifications

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

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 and financial evaluation criteria.
- (b) An evaluation team composed of representatives of Canada will evaluate the bids.
- (c) Canada will use the Phased Bid Compliance Process described below.

4.1.1 Phased Bid Compliance Process (PBCP)

4.1.1.1 General

- (a) Canada is conducting the PBCP described below for this requirement.
- (b) Notwithstanding any review by Canada at Phase I or II of the PBCP, Bidders are and will remain solely responsible for the accuracy, consistency and completeness of their Bids and Canada does not undertake, by reason of this review, any obligations or responsibility for identifying any or all errors or omissions in Bids or in responses by a Bidder to any communication from Canada.

THE BIDDER ACKNOWLEDGES THAT THE REVIEWS IN PHASE I AND II OF THIS PBCP ARE PRELIMINARY AND DO NOT PRECLUDE A FINDING IN PHASE III THAT THE BID IS NON-RESPONSIVE, EVEN FOR MANDATORY REQUIREMENTS WHICH WERE SUBJECT TO REVIEW IN PHASE I OR II AND NOTWITHSTANDING THAT THE BID HAD BEEN FOUND RESPONSIVE IN SUCH EARLIER PHASE. CANADA MAY DEEM A BID TO BE NON-RESPONSIVE TO A MANDATORY REQUIREMENT AT ANY PHASE.

THE BIDDER ALSO ACKNOWLEDGES THAT ITS RESPONSE TO A NOTICE OR A COMPLIANCE ASSESSMENT REPORT (CAR) (EACH DEFINED BELOW) IN PHASE I OR II MAY NOT BE SUCCESSFUL IN RENDERING ITS BID RESPONSIVE TO THE MANDATORY REQUIREMENTS THAT ARE THE SUBJECT OF THE NOTICE OR CAR, AND MAY RENDER ITS BID NON-RESPONSIVE TO OTHER MANDATORY REQUIREMENTS.

- (c) Canada may, in its discretion, request and accept at any time from a Bidder and consider as part of the Bid, any information to correct errors or deficiencies in the Bid that are clerical or administrative, such as, without limitation, failure to sign the Bid or any part or to checkmark a box in a form, or other failure of format or form or failure to acknowledge; failure to provide a procurement business number or contact information such as names, addresses and telephone numbers; inadvertent errors in numbers or calculations that do not change the amount the Bidder has specified as the price or of any component thereof that is subject to evaluation. This shall not limit Canada's right to request or accept any information after the bid solicitation closing in circumstances where the bid solicitation expressly provides for this right. The Bidder will have the time period specified in writing by Canada to provide the necessary documentation. Failure to meet this deadline will result in the Bid being declared non-responsive.
- (d) The PBCP does not limit Canada's rights under Standard Acquisition Clauses and Conditions (SACC) 2003 (2017-04-27) Standard Instructions – Goods or Services – Competitive Requirements nor Canada's right to request or accept any information during the solicitation period or after bid solicitation closing in circumstances where the bid solicitation expressly provides for this right, or in the circumstances described in subsection (c).
- (e) Canada will send any Notice or CAR by any method Canada chooses, in its absolute discretion. The Bidder must submit its response by the method stipulated in the Notice or CAR. Responses are deemed to be received by Canada at the date and time they are delivered to Canada by the method and at the address specified in the Notice or CAR. An email response permitted by the Notice or CAR is deemed received by Canada on the date and time it is received in Canada's email inbox at Canada's email address specified in the Notice or CAR. A Notice or CAR sent by Canada to the Bidder at any address provided by the Bidder in or pursuant to the Bid is deemed

received by the Bidder on the date it is sent by Canada. Canada is not responsible for late receipt by Canada of a response, however caused.

4.1.1.2 Phase I: Financial Bid

- (a) After the closing date and time of this bid solicitation, Canada will examine the Bid to determine whether it includes a Financial Bid and whether any Financial Bid includes all information required by the solicitation. Canada's review in Phase I will be limited to identifying whether any information that is required under the bid solicitation to be included in the Financial Bid is missing from the Financial Bid. This review will not assess whether the Financial Bid meets any standard or is responsive to all solicitation requirements.
- (b) Canada's review in Phase I will be performed by officials of the Department of Public Works and Government Services.
- (c) If Canada determines, in its absolute discretion that there is no Financial Bid or that the Financial Bid is missing all of the information required by the bid solicitation to be included in the Financial Bid, then the Bid will be considered non-responsive and will be given no further consideration.
- (d) For Bids other than those described in c), Canada will send a written notice to the Bidder ("Notice") identifying where the Financial Bid is missing information. A Bidder, whose Financial Bid has been found responsive to the requirements that are reviewed at Phase I, will not receive a Notice. Such Bidders shall not be entitled to submit any additional information in respect of their Financial Bid.
- (e) The Bidders who have been sent a Notice shall have the time period specified in the Notice (the "Remedy Period") to remedy the matters identified in the Notice by providing to Canada, in writing, additional information or clarification in response to the Notice. Responses received after the end of the Remedy Period will not be considered by Canada, except in circumstances and on terms expressly provided for in the Notice.
- (f) In its response to the Notice, the Bidder will be entitled to remedy only that part of its Financial Bid which is identified in the Notice. For instance, where the Notice states that a required line item has been left blank, only the missing information may be added to the Financial Bid, except that, in those instances where the addition of such information will necessarily result in a change to other calculations previously submitted in its Financial Bid, (for example, the calculation to determine a total price), such necessary adjustments shall be identified by the Bidder and only these adjustments shall be made. All submitted information must comply with the requirements of this solicitation.
- (g) Any other changes to the Financial Bid submitted by the Bidder will be considered to be new information and will be disregarded. There will be no change permitted to any other Section of the Bidder's Bid. Information submitted in accordance with the requirements of this solicitation in response to the Notice will replace, in full, **only** that part of the original Financial Bid as is permitted above, and will be used for the remainder of the bid evaluation process.
- (h) Canada will determine whether the Financial Bid is responsive to the requirements reviewed at Phase I, considering such additional information or clarification as may have been provided by the Bidder in accordance with this Section. If the Financial Bid is not found responsive for the requirements reviewed at Phase I to the satisfaction of Canada, then the Bid shall be considered non-responsive and will receive no further consideration.
- (i) Only Bids found responsive to the requirements reviewed in Phase I to the satisfaction of Canada, will receive a Phase II review.

4.1.1.3 Phase II: Technical Bid

- (a) Canada's review at Phase II will be limited to a review of the Technical Bid to identify any instances where the Bidder has failed to meet any Eligible Mandatory Criterion. This review will not assess whether the Technical Bid meets any standard or is responsive to all

solicitation requirements. Eligible Mandatory Criteria are all mandatory technical criteria that are identified in this solicitation as being subject to the PBCP. Mandatory technical criteria that are not identified in the solicitation as being subject to the PBCP, will not be evaluated until Phase III.

- (b) Canada will send a written notice to the Bidder (Compliance Assessment Report or "CAR") identifying any Eligible Mandatory Criteria that the Bid has failed to meet. A Bidder whose Bid has been found responsive to the requirements that are reviewed at Phase II will receive a CAR that states that its Bid has been found responsive to the requirements reviewed at Phase II. Such Bidder shall not be entitled to submit any response to the CAR.
- (c) A Bidder shall have the period specified in the CAR (the "Remedy Period") to remedy the failure to meet any Eligible Mandatory Criterion identified in the CAR by providing to Canada in writing additional or different information or clarification in response to the CAR. Responses received after the end of the Remedy Period will not be considered by Canada, except in circumstances and on terms expressly provided for in the CAR.
- (d) The Bidder's response must address only the Eligible Mandatory Criteria listed in the CAR as not having been achieved, and must include only such information as is necessary to achieve such compliance. Any additional information provided by the Bidder which is not necessary to achieve such compliance will not be considered by Canada, except that, in those instances where such a response to the Eligible Mandatory Criteria specified in the CAR will necessarily result in a consequential change to other parts of the Bid, the Bidder shall identify such additional changes, provided that its response must not include any change to the Financial Bid.
- (e) The Bidder's response to the CAR should identify in each case the Eligible Mandatory Criterion in the CAR to which it is responding, including identifying in the corresponding section of the original Bid, the wording of the proposed change to that section, and the wording and location in the Bid of any other consequential changes that necessarily result from such change. In respect of any such consequential change, the Bidder must include a rationale explaining why such consequential change is a necessary result of the change proposed to meet the Eligible Mandatory Criterion. It is not up to Canada to revise the Bidder's Bid, and failure of the Bidder to do so in accordance with this subparagraph is at the Bidder's own risk. All submitted information must comply with the requirements of this solicitation.
- (f) Any changes to the Bid submitted by the Bidder other than as permitted in this solicitation, will be considered to be new information and will be disregarded. Information submitted in accordance with the requirements of this solicitation in response to the CAR will replace, in full, **only** that part of the original Bid as is permitted in this Section.
- (g) Additional or different information submitted during Phase II permitted by this section will be considered as included in the Bid, but will be considered by Canada in the evaluation of the Bid at Phase II only for the purpose of determining whether the Bid meets the Eligible Mandatory Criteria. It will not be used at any Phase of the evaluation to increase or decrease any score that the original Bid would achieve without the benefit of such additional or different information. For instance, an Eligible Mandatory Criterion that requires a mandatory minimum number of points to achieve compliance will be assessed at Phase II to determine whether such mandatory minimum score would be achieved with such additional or different information submitted by the Bidder in response to the CAR. If so, the Bid will be considered responsive in respect of such Eligible Mandatory Criterion, and the additional or different information submitted by the Bidder shall bind the Bidder as part of its Bid, but the Bidder's original score, which was less than the mandatory minimum for such Eligible Mandatory Criterion, will not change, and it will be that original score that is used to calculate any score for the Bid
- (h) Canada will determine whether the Bid is responsive for the requirements reviewed at Phase II, considering such additional or different information or clarification as may have been provided by the Bidder in accordance with this Section. If the Bid is not found responsive for the requirements reviewed at Phase II to the satisfaction of Canada, then the Bid shall be

considered non-responsive and will receive no further consideration.

- (i) Only Bids found responsive to the requirements reviewed in Phase II to the satisfaction of Canada, will receive a Phase III evaluation.

4.1.1.4 Phase III: Final Evaluation of the Bid

- (a) In Phase III, Canada will complete the evaluation of all Bids found responsive to the requirements reviewed at Phase II. Bids will be assessed in accordance with the entire requirement of the bid solicitation including the technical and financial evaluation criteria.
- (b) A Bid is non-responsive and will receive no further consideration if it does not meet all mandatory evaluation criteria of the solicitation.

4.1.2 Technical Evaluation

4.1.2.1 Mandatory Technical Criteria

The Phased Bid Compliance Process will apply to all mandatory technical criteria.

In order to be deemed compliant, Bidders must meet each Mandatory Criteria listed below. Mandatory requirements are evaluated on a simple pass or fail basis. Failure to meet all of the Mandatory Criteria will result in your bid being deemed non-compliant and it will not be given any further consideration in the evaluation process.

To clearly demonstrate compliance with the mandatory criteria, Bidders should respond with complete specifications of the services required. The complete specifications should be submitted with the proposal, but may be submitted afterwards. If the complete specifications are not submitted as requested, the Contracting Authority will so inform the Bidder and provide the Bidder with a time frame within which to meet the requirement. Failure to comply with the request of the Contracting Authority and meet the requirement within that time period will render the offer non-responsive.

| Mandatory Criteria | Page No.(s) Bidders are asked to indicate the relevant page number(s) from their proposal that addresses the following criteria. |
|--|--|
| M1. The Bidder must have CALA Accreditation for all parameters in Annex A. | |
| M2. The Bidder must have the ability to ship and receive sample containers and samples to and from Distribution Points (Appendix 4) within 24 hours. | |
| M3. The Bidder must have analytical labs in each province (AB, SK, MB) capable of analysis of those parameters that must be done within 24 hours of sample collections (i.e. microbial, chemical, etc.) As per Section 2.1, Item 13 in the Statement of Work attached herein as Annex A. | |
| M4. The Bidder must have the ability to provide analysis within 10 working days of receipt of sample. | |
| M5. The Bidder must have the ability to transfer water sample results electronically, into an electronic database(s) in the format specified by the respective regions. | |

4.1.2.2 Point Rated Technical Criteria

Point Rated Criteria (R)

Bids passing the Mandatory Evaluation Criteria will be scored on the Point Rated Evaluation Criteria (R).

All bids meeting the Mandatory Criteria must achieve a minimum pass mark of 60% overall for the Point Rated Evaluation Criteria. Bidders must provide a narrative and/or description of how they meet each point rated criteria in their proposal.

POINT RATED CRITERIA INSTRUCTIONS:

1. The Bidder should clearly address each point rated criteria listed below.

2. Bidders must respond to the point rated criteria with complete specifications, narratives, and/or supporting detail. There will be no opportunity to submit additional documentation in response to the point rated criteria after bid close.

Point Rated Grid: The bids will be rated in accordance with the table below.

| | | | |
|---|---|--|--|
| Marks will be given according to the indicated value based on the completeness and accuracy of the response. Responses must clearly demonstrate an understanding and knowledge to the overall requirement and provide concise and sufficient detail to clearly engage the issue in the question to attain full marks. | | | |
| 0-49% | 50-59% | 60-79% | 80-100% |
| Unsatisfactory – Unclear and lacking detail and substance. Lacking understanding, deficient in major areas; weak understanding of scope of work. | Weak - The response addresses and provides some relevant detail, but still lacks complete understanding of the scope of work. | Satisfactory – provided sufficient evidence and demonstrated a good understanding of the work, provided clear strategies to successfully meet the scope of the work. | Superior – fully detailed, approach to the work, addressing issues and problems, providing workable strategy. Excellent understanding of the requirement demonstrated. |

| | POINT RATED CRITERIA | Max Pts | Point Rated Scoring |
|-----------|---|---------|---------------------|
| R1 | The Bidder should describe their ability to provide professional consultation with EPHS field personnel on an ongoing basis with regard to sampling methodology and procedures, storage of samples, analysis results, special projects and participation in training for field personnel. | 10 | |
| R2 | The Bidder should describe their knowledge and experience in conducting physical, chemical and biological analysis of water samples. | 10 | |
| R3 | The Bidder should provide a detailed narrative describing how the Bidder's Contingency Plan in the event of equipment failure or laboratory shutdown. | 10 | |
| R4 | Proposed Team: Identify the proposed personnel, including Project Manager, who will be assigned to this contract, describe the role they will be performing, including the amount of direct time dedicated to the project by principals and/or senior personnel, and explain why they are well suited for the work, referring to their qualifications, certifications, education and experience and provide resumes for all personnel identified. | 15 | |
| R5 | Organization: Provide background information about your company, including its legal name and the province in which the company is incorporated. | 5 | |
| R6 | Relevant Work Experience: Describe your company's capacity and experience in this field. | 5 | |

4.1.3 Financial Evaluation

4.1.3.1 Mandatory Financial Criteria

SACC Manual Clause [A0220T](#) (2014-06-26), Evaluation of Price

4.2 Basis of Selection – Highest Combined Rating of Technical Merit and Price

1. To be declared responsive, a bid must:
 - a. comply with all the requirements of the bid solicitation; and
 - b. meet all mandatory criteria; and
 - c. obtain the required minimum of 33 points overall for the technical evaluation criteria which are subject to point rating. The rating is performed on a scale of 55 points.
2. Bids not meeting (a) or (b) or (c) will be declared non-responsive.
3. The selection will be based on the highest responsive combined rating of technical merit and price. The ratio will be 60% for the technical merit and 40% for the price.
4. To establish the technical merit score, the overall technical score for each responsive bid will be determined as follows: total number of points obtained / maximum number of points available multiplied by the ratio of 60%.
5. To establish the pricing score, each responsive bid will be prorated against the lowest evaluated price and the ratio of 40%.
6. For each responsive bid, the technical merit score and the pricing score will be added to determine its combined rating.
7. Neither the responsive bid obtaining the highest technical score nor the one with the lowest evaluated price will necessarily be accepted. The responsive bid with the highest combined rating of technical merit and price will be recommended for award of a contract.

The table below illustrates an example where all three bids are responsive and the selection of the contractor is determined by a 60/40 ratio of technical merit and price, respectively. The total available points equals 200 and the lowest evaluated price is \$45,000 (45).

| | BIDDER 1 | BIDDER 2 | BIDDER 3 |
|--------------------------------|-------------------------------|-------------------------------|------------------------------|
| Overall Technical Score | 175/200 | 150/200 | 168/200 |
| Bid Evaluated Price | 55 000 \$ | 50 000 \$ | 45 000 \$ |
| CALCULATIONS | | | |
| Technical Merit Score | $175/200 \times 60\% = 52.50$ | $150/200 \times 60\% = 45.00$ | $168/200 \times 60\% = 50.4$ |
| Pricing Score | $45/55 \times 40\% = 32.72$ | $45/50 \times 40\% = 36.00$ | $45/45 \times 40\% = 40.00$ |
| Combined Rating | $52.50 + 32.72 = 85.22$ | $45.00 + 36.00 = 81.00$ | $50.4 + 40.00 = 90.4$ |
| Overall Rating | 2nd | 3rd | 1st |

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/programs/employment-equity/federal-contractor-program.html#) 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.

5.2.3 Additional Certifications Precedent to Contract Award

5.2.3.1 Status and Availability of Resources

[A3005T](#) (2010-08-16) Status and Availability of Resources

5.2.3.2 Education and Experience

[A3010T](#) (2010-08-16) Education and Experience

PART 6 - RESULTING CONTRACT CLAUSES

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

6.1 Statement of Work

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

6.1.2 Task Authorization

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.

6.1.2.1 Task Authorization Process

Task Authorization:

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.

Task Authorization Process:

1. The Project Authority will provide the Contractor with a description of the task using the "Task Authorization" form specified in Annex D.
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 and methods of payment as specified in the Contract.
3. The Contractor must provide the Project Authority, within 3 calendar days 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 Project 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.

6.1.2.2 Task Authorization Limit

The Project Authority may authorize individual task authorizations up to a limit of \$ to be determined, 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.

6.1.2.3 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 Maximum Contract Value.
2. 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.
4. Canada will have no obligation to the Contractor under this clause if Canada terminates the Contract in whole or in part for default.

6.1.2.5 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 E. 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: *to be determined*

The data must be submitted to the Contracting Authority no later than 15 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:

For each authorized task:

- i. the authorized task number or task revision number(s);
- ii. the total estimated cost specified in the authorized Task Authorization (TA) of each task, exclusive of Applicable Taxes;

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.

6.2 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) (https://buyandsell.gc.ca/policy-and-guidelines/standard-acquisition-clauses-and-conditions-manual) issued by Public Works and Government Services Canada.

6.2.1 General Conditions

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

6.3 Security Requirements

There is no security requirement applicable to the Contract.

6.4 Term of Contract

6.4.1 Period of the Contract

The Work is to be performed during the period of 1 June 2018 to 31 May 2021 inclusive.

6.4.2 Option to Extend the Contract

The Contractor grants to Canada the irrevocable option to extend the term of the Contract by up to two (2) additional one (1) year periods 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.

6.5 Authorities

6.5.1 Contracting Authority

The Contracting Authority for the Contract is:

Renata Tetrault
Senior Procurement Specialist
Procurement and Compensation Branch – Western Region
Public Works and Government Services Canada (PWGSC)
100-167 Lombard Avenue
Winnipeg, MB R3B0T6
Tel: 204-228-9032
Fax: 204-983-7796
Email: renata.tetrault@pwgsc-tpsgc.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.

6.5.2 Project Authorities

The Project Authorities for the Contract are: *to be determined for each province/region*

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 for their Region. Technical matters may be discussed with the Project Authority; however, the Project Authority has no authority to authorize changes to the scope of the Work. Changes to the scope of the Work can only be made through a contract amendment issued by the Contracting Authority.

6.5.3 Contractor's Representative

Name:

Title:

Phone:

Email:

6.6 Proactive Disclosure of Contracts with Former Public Servants (if applicable)

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.

6.7 Payment

6.7.1 Basis of Payment

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.

6.7.2 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 \$ to be determined . Customs duties are included, as applicable 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.

6.7.3 Monthly Payment

Canada will pay the Contractor on a monthly basis for work performed during the month covered by the invoice in accordance with the payment provisions of the Contract if:

- a. an accurate and complete invoice and any other documents required by the Contract have been submitted in accordance with the invoicing instructions provided in the Contract;
- b. all such documents have been verified by Canada;
- c. the Work performed has been accepted by Canada.

6.7.4 SACC Manual Clauses

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

C0710C (2007-11-30) Time and Contract Price Verification

6.7.5 Electronic Payment of Invoices – Contract (if applicable)

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

- a. Direct Deposit (Domestic and International);
- b. Electronic Data Interchange (EDI)

6.8 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.

Each invoice must be supported by a copy of the release document and any other documents as specified in the Contract.

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.

6.9 Certifications and Additional Information

6.9.1 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.

6.9.2 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.

6.10 Applicable Laws

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

6.11 Priority of Documents

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

- (a) the Articles of Agreement;
- (b) the general conditions [2035](#) (2016-04-04) General Conditions - Higher Complexity - Services;
- (c) Annex A, Statement of Work;
- (d) Annex B, Basis of Payment;
- (e) Annex C, Insurance Requirements;
- (f) the signed Task Authorizations (including all of its annexes, if any);
- (g) the Contractor's bid dated _____.

6.12 Insurance Requirements

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

ANNEX A - STATEMENT OF WORK

1.0 Scope

1.1 Title

Water Quality Analysis for Environmental Public Health Services (EPHS), Department of Indigenous Services Canada in Alberta, Saskatchewan and Manitoba.

1.2 Introduction

Environmental Public Health Services, First Nations and Inuit Health Branch of the Department of Indigenous Services Canada, provide public health related services to approximately 220 First Nations communities in Alberta, Saskatchewan and Manitoba. The services include inspection and public health risk assessments of water systems, wastewater and solid waste disposal systems, institutions, and food establishments. Included in this is the physical, chemical and biological analysis and risk assessment of drinking water supplies in First Nations communities.

1.3 Objectives of the Requirement

To conduct physical, chemical radiological and biological analysis, on an "as and when" requested basis, on water samples collected by Environmental Health Officers (EHOs) and/or Community Based Water Monitors (CBWM) in Alberta, Saskatchewan and Manitoba. Upon completion of the requested analysis, the Contractor is then responsible to report the data electronically and to upload the data into a water database specified by the respective areas.

1.4 Background, Assumptions and Specific Scope of the Requirement

Environmental Public Health Services is responsible for providing public health related services to First Nations communities in the areas of water systems, wastewater and solid waste disposal systems as well as other areas of environmental public health. The analysis of water samples and reporting of results will assist EHOs in identifying and assessing potential public health risks related to public, semi-public and non-public (private) drinking water supplies in First Nations communities.

2.0 Requirements

2.1 Tasks, Activities, Deliverables and Milestones

1. Provide laboratory services related to the physical, chemical, radiological and biological analysis, as and when requested, by an EHO for water samples. Parameter lists for routine analysis and metals are contained in the Appendix 1, 2 and 3. Methodology utilized for analyses are to be in accordance with the latest edition of Standard Methods for the Examination of Water and Wastewater, a joint publication of the APHA, AWWA and WEF, or an approved United States Environmental Protection Agency (USEPA) Methodology.
2. If for any reason there is a need to follow a laboratory procedure not found in the latest edition of Standard Methods for the Examination of Water and Wastewater or approved USEPA Methodology, it is the Contractor's responsibility to provide detailed information and justification for using an alternate laboratory method considered equivalent to the requirement in clause above.
3. Provide all special analysis as requested by the First Nations and Inuit Health Branch (FNIHB), Environmental Public Health Services. The cost of special analyses is to be provided and approved prior to initiation of analysis. Special Analysis may include pesticides, radionuclides, and other chemical parameters.

4. **Detection limits for all analysis must be at least one order of magnitude lower than those listed in the Guidelines for Canadian Drinking Water Quality (GCDWQ) that can be found at the following website:** <https://www.canada.ca/en/health-canada/services/environmental-workplace-health/reports-publications/water-quality/guidelines-canadian-drinking-water-quality-summary-table-health-canada-2012.html>

Note: the latest version of the guidelines (GCDWQ) must be used.

5. Submit to the originator of the request, all certified reports resulting from the chemical/other parameter analysis within ten (10) working days from receipt of the samples.
6. Results are to be reported against the recommended limits in the Guidelines for Canadian Drinking Water Quality and any exceedances of the recommended limits must be highlighted by bolding the results. The units used in reporting the results must be the same as stated in the Guidelines for Canadian Drinking Water Quality. .
7. The Contractor will provide pre-packaged kits for individual Sample Sets, to the satisfaction of the Environmental Public Health Services in Alberta, Saskatchewan and Manitoba; the Sample Sets are outlined in Appendix 1, 2 and 3.
8. Must report on the Sample Sets as per the listings for Alberta, Saskatchewan and Manitoba found in Appendix 1, 2 and 3 respectively.
9. Provide all sample containers as required for listed parameters, including high quality coolers with sufficient numbers of ice-packs, as well as special containers and reagents required for special analyses. Information related to sampling procedures, the storage of samples and reagents, and any special instructions should be provided for all non-routine and routine analysis.
10. The Contractor will provide sample containers with the required reagents or preservatives already added (pre-charged) at no additional charge, unless they cannot be pre-charged for analytical reasons.
11. Arrange for transportation of sample containers and samples to and from Distribution Points in Alberta, Saskatchewan and Manitoba. The Distribution Points are identified in Appendix 4. The transportation costs are to be included in the per sample and composite analysis rates. (Please note the Contractor will not have to pay for the return shipment of samples for Microbiological Samples -"Microbiological analysis of water"- E.56, Annex B).
12. Laboratory facilities must be located so that samples can be shipped by courier or bus from the Distribution Points (Appendix 4) to the facilities in less than 24 hours.
13. The contractor must have analytical labs in each province (AB, SK, MB) capable of analysis of those parameters that must be done within 24 hours of sample collection.
14. A secure after-hours drop off location will be provided at the sample depot.
15. Store the samples for a minimum of 30 days once analysis is complete.
16. Provide analysis results in the format specified by the respective region. This may include phone, fax, electronic (pdf) and/or electronic data transfer to an electronic database as well as hard copy as specified by each respective region.
17. The respective region may request the electronic data transfer into an alternate database with 60 days' notice to the Contractor.

18. It will be incumbent on the Contractor to provide documented proof that an "Authorization" agreement with the proprietor of the electronic database for reporting and transferring of analytical data is in place.
19. Provide professional consultation with EPHS field personnel on an ongoing basis with regard to sampling procedures, storage of samples and analysis results. This service is included in the analysis unit prices. Consultation may also be required for special projects and participation in training for field personnel. The Contractor is to identify when technical consultation would be considered a separate charge.
20. Ensure confidentiality of results. Results are not to be released to any other parties outside this agreement.
21. For any positive microbiological results (Total Coliforms and or E.coli) **or** chemical parameters exceeding the One Day Short Term Exposure Limit as defined in Appendix 5, the Contractor will notify the EPHS immediately. The 24 hour contact numbers in Alberta, Saskatchewan and Manitoba will be provided upon completion of the tendering process.
22. Provide a retest at the request of the EPHS. Inconsistencies still present following the retest will require the Contractor to arrange a further test by an independent lab, acceptable to the Technical Authority, at no extra cost to the Crown.

2.2 Specifications and Standards

- Section 2.1, clauses 1, 2, 4 and 6 above.
- Other applicable guidelines and standards related to special projects

2.3 Technical, Operational and Organizational Environment

- Contractor must have extensive knowledge and experience in conducting physical, chemical and biological analysis of water samples.
- Contractor must be experienced in electronic data transfer

2.4 Method and Source of Acceptance

- The Contractor will compare the work to the Guidelines for Canadian Drinking Water Quality.
- All analysis must be completed meeting the specifications and standards listed above. Any other method of analysis outside the standards listed above must be approved by EPHS.

2.5 Reporting Requirements

- Quality Assurance and Quality Control reports must be forwarded to the EPHS Regional Environmental Health Manager on an annual basis during the period of the Contract. These reports are from internal audits or quality control samples analyzed in the laboratory. The report is also to provide a summary of quality issues raised by the Environmental Health Officers regarding sample results and what was done to address the issue(s).
- The laboratory is to provide the Project Authority with a copy of their analysis methods at the outset of the agreement and a copy of any new or revised analysis methods during the life of the agreement. The analysis methods can be listed by number if referencing the Standard Methods for the Examination of Water and Wastewater. There is no need to append a listing of analysis methods to the chemical analysis reports on a routine basis.
- The laboratory will provide the Program Authority with verification of continued participation in the CALA or SCC accreditation program on an annual basis.

- The laboratory will provide historical data as well as data generated throughout this agreement as a result of participation in the CALA or SCC accreditation program when requested by the Technical Authority.
- Invoices for the analysis provided will be submitted to the respective EPHS Regional Environmental Health Manager every calendar month. Appended to each invoice will be a copy of all the analytical reports referenced on the invoice.

2.6 Project Management Control Procedures

Progress of all activities will be provided to the respective Regional Environmental Health Manager upon request.

3.0 Other Terms and Conditions of the SOW

3.1 Department of Indigenous Services Canada Obligations

The Department of Indigenous Services Canada is responsible for all matters concerning the technical nature of the work. The Department of Indigenous Services Canada will request work using the Task Authorization form herein.

3.2 Contractor's Obligations

Conduct the projects to completion and submit copies of reports and presentations.

3.3 Location of Work, Work site and Delivery Point

All analyses are to be completed at the Contractors laboratory.

3.4 Language of Work

English

3.5 Special Requirements

- The Contractor agrees that all property rights to test results and other material and information recorded or obtained with respect to the report by the Contractor pursuant to this agreement shall rest absolutely in the Crown. All such test results and other material and information shall be delivered over to the Department of Indigenous Services Canada, FNIHB, Environmental Public Health Services which submits the sample.
- Department of Indigenous Services Canada will request the Contractor to investigate and rectify any discrepancies that may be discovered to the satisfaction of Department of Indigenous Services Canada.
- Department of Indigenous Services Canada may request the Contractor to analyze some samples free of charge in the case that previous samples were not analyzed properly or results not reported properly.
- The Contractor must obtain and maintain all permits, licenses and certificates of approval required for the Work to be performed under any applicable federal, provincial or municipal legislation. The Contractor shall be responsible for any charges imposed by such legislation or regulations. Upon request, the Contractor shall provide a copy of any such permit, license, or certificate to Canada.

- The Contractor undertakes and agrees to comply with all regulations in force on the site where the work is to be performed, relating to the safety of persons on the site or the protection of property against loss or damage from any and all causes including fire.
- The Contractor must adhere to all safety rules, regulations and labor codes in force in all jurisdictions where the Work is to be performed.

4.0 Glossary

4.1 Relevant Terms, Acronyms and Glossaries

CALA Canadian Association for Laboratory Accreditation SCC Standards Council of Canada
GCDWQ Guidelines for Canadian Drinking Water Quality
FNIHB First Nations and Inuit Health Branch
EHO Environmental Health Officer
EPHS Environmental Public Health Services
AB Alberta
MB Manitoba
SK Saskatchewan
PSPC Public Services and Procurement Canada

ALBERTA ROUTINE SAMPLE SET *Appendix 1*

- The Routine Sample Set is made up of the BASIC (FN-AB-Basic), TOTAL HALOACETIC ACID (FN- AB-HAA) and TRIHALOMETHANES (FN-AB-THM)
- This Routine Sample Set for Alberta will be identified as "**FN-AB-Routine**" on the sample submission/chain of custody forms.
- When reporting against this list the parameters will be listed as shown below.
- When reporting on the analysis results for the parameters listed below, the report must compare the results to limits recommended in the latest edition of the Guidelines for Canadian Drinking Water Quality and highlight exceedances. The only exception to this is "Turbidity", which should not be compared to the recommended limits in the guidelines as those limits are specific to treatment technology and sampling location. Please note that the highlighting of exceedances must be done in a way that does not obscure the results when printing electronic reports or photocopying paper reports.
- The results of all analyses shall be recorded and reported as totals.

1. **BASIC (FN-AB-Basic)**

| | |
|------------------------------------|----------------------------------|
| Alkalinity (as CaCO ₃) | Fluoride |
| Aluminum | Hardness (as CaCO ₃) |
| Ammonia Nitrogen | Iron |
| Antimony | Lead |
| Arsenic | Manganese |
| Magnesium | Mercury |
| Barium | Nitrate as N |
| Benzene | Nitrite as N |
| Bicarbonate | pH |
| Boron | Potassium |
| Bromate | Selenium |
| Bromide | Sodium |
| Cadmium | Silver |
| Calcium | Sulfate as SO ₄ |
| Carbonate | Sulfide (as H ₂ S) |
| Chloride | Total Dissolved Solids |
| Chromium | Total Suspended Solids |
| Colour, True | Turbidity |
| Conductivity | Uranium |
| Copper | Vinyl Chloride |
| Corrosivity (S.I. @4°C) | Zinc |
| Cyanide | Total Organic Carbon |
| Dissolved Organic Carbon | |

2. **TOTAL HALOACETIC ACIDS (FN-AB-HAA)**

Monochloroacetic Acid (MCA)
Dichloroacetic Acid (DCA)
Trichloroacetic Acid (TCA)
Monobromoacetic Acid (MBA)
Dibromoacetic Acid (DBA)

Total Haloacetic Acids (MCA,DCA,TCA,MBA & DBA)

3. TRIHALOMETHANES (FN-AB-THM)

Chloroform
Bromoform
Bromodichloromethane
Dibromochloromethane

Total Trihalomethanes (Chloroform, Bromoform, Bromodichloromethane & Dibromochloromethane)

4. *N*-Nitrosodimethylamine (NDMA) (FN-AB-NDMA)

5. Special Analysis

- a. BTEX (Benzene, Toluene, Ethylbenzene and Xylene)
- b. Trichloroethylene (TCE)
- c. Total Extractable Hydrocarbons (TEH)
- d. Microcystin Analysis
- e. Perfluorooctane sulfonate (PFOS) and perfluorooctanoic acid (PFOA)
- f. Radiological Scan- Total Gross Alpha and Total Gross Beta Screen (Using standard method 7110)
- g. Microbiological Analysis (Enzyme Substrate)
 - Presence/Absence Total Coliforms and E. Coli
 - Quantification of Total Coliforms and E. Coli
- h. Cryptosporidium and Giardia
- i. Alberta Pesticide Scan (included below)

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File No. - N° du dossier
WPG-7-40209

Buyer ID - Id de l'acheteur
wpg206
CCC No./N° CCC - FMS No./N° VME

Alberta Pesticide Scan

| | | |
|------------------------------------|-----------------------|-----------------------|
| 2,3,4,6-TETRACHLOROPHENOL | CARBOFURAN | MECOPROP |
| 2,4,5-T | CARBOXIN | METHOXYCHLOR |
| 2,4,5-TP | CHLORPYRIFOS | METOLACHLOR |
| 2,4,6-TRIBROMOPHENOL | CLOPYRALID | METRIBUZIN |
| 2,4,6-TRICHLOROPHENOL | CYANAZINE | METSULFURON-METHYL |
| 2,4-D | DIAZINON | OXYCHLORDANE |
| 2,4-DB | DICAMBA | PARAQUAT |
| 2,4'-DDT | DICHLOROPROP | PENTACHLOROPHENOL |
| 2,4-DICHLOROPHENOL | DICLOFOP-METHYL | PHORATE |
| 2,4-DICHLOROPHENYLACETIC ACID | DIELDRIN | PICLORAM |
| 2-FLUOROBIPHENYL | DIMETHOATE | PROMETRYNE |
| 2-FLUOROBIPHENYL | DINOSEB | PROPACHLOR |
| 4,4'-DDD | DIQUAT | PROPANIL |
| 4,4'-DDE | DIURON | PROPOXUR |
| 4,4'-DDT | EPTC | P-TERPHENYL D14 |
| ALACHLOR | ETHYL PARATHION | QUIZALOFOP |
| ALDICARB | FENOXAPROP | SETHOXYDIM |
| ALDRIN | GAMMA-BHC | SIMAZINE |
| ALPHA-CHLORDANE | GAMMA-CHLORDANE | TEMEPHOS |
| ATRAZINE | GLYPHOSATE | TERBUFOS |
| ATRAZINE DES-ETHYL | HEPTACHLOR | THIFENSULFURON-METHYL |
| ATRAZINE+N-DEALKYLATED METABOLITES | HEPTACHLOR EPOXIDE | TRALKOXYDIM |
| AZINPHOS METHYL | IMAZAMETHABENZ-METHYL | TRIALATE |
| BENDIOCARB | MALATHION | TRICLOPYR |
| BROMOXYNIL | MCPA | TRIFLURALIN |
| CARBARYL | MCPB | |

SASKATCHEWAN ROUTINE SAMPLE SET *Appendix 2*

- The Routine Sample Set is made up of the BASIC (FN-SK-Basic), TOTAL HALOACETIC ACID (FN-SK-HAA) and TRIHALOMETHANES (FN-SK-THM)
- This Routine Sample Set for Saskatchewan will be identified as "**FN-SK-Routine**" on the sample submission/chain of custody forms.
- When reporting against this list the report will be formatted as shown on page 2 of this Annex.
- When reporting on the analysis results for the parameters listed below, the report must compare the results to limits recommend in the latest edition of the Guidelines for Canadian Drinking Water Quality and highlight exceedances. The only exception to this is "Turbidity", which should not be compared to the recommended limits in the guidelines as those limits are specific to treatment technology and sampling location. Please note that the highlighting of exceedances must done in way that does not obscure the results when printing electronic reports or photocopying paper reports.
- The results of all analyses shall be recorded and reported as totals.

1. **BASIC (FN-SK-Basic)**

| | |
|------------------------------------|-------------------------------|
| Alkalinity (as CaCO ₃) | Iron |
| Aluminum | Langelier Index (4°C) |
| Ammonia Nitrogen | Lead |
| Antimony | Magnesium |
| Arsenic | Manganese |
| Barium | Mercury |
| Benzene | Nitrate as N |
| Boron | Nitrite as N |
| Bromate | pH |
| Bromide | Potassium |
| Cadmium | Selenium |
| Calcium | Sodium |
| Chloride | Sulfate as SO ₄ |
| Chromium | Sulfide (as H ₂ S) |
| Colour, True | Total Dissolved Solids |
| Copper | Total Solids |
| Cyanide | Turbidity |
| Dissolved Organic Carbon | Uranium |
| Fluoride | Vinyl Chloride |
| Hardness (as CaCO ₃) | Zinc |

2. **TOTAL HALOACETIC ACIDS (FN-SK-HAA)**

Monochloroacetic Acid (MCA)
Dichloroacetic Acid (DCA)
Trichloroacetic Acid (TCA)
Monobromoacetic Acid (MBA)
Dibromoacetic Acid (DBA)

Total Haloacetic Acids (MCA,DCA,TCA,MBA & DBA)

3. **TRIHALOMETHANES (FN-SK-THM)**

Chloroform
Bromoform
Bromodichloromethane

Dibromochloromethane

Total Trihalomethanes (Chloroform, Bromoform, Bromodichloromethane & Dibromochloromethane)

4. N-Nitrosodimethylamine (NDMA) (FN-SK-NDMA)

5. Special Analysis

- a.** BTEX (Benzene, Toluene, Ethylbenzene and Xylene)
- b.** Trichloroethylene (TCE)
- c.** Total Extractable Hydrocarbons (TEH)
- d.** Microcystin Analysis
- e.** Total Organic Carbon
- f.** Perfluorooctane sulfonate (PFOS) and Perfluorooctanoic acid (PFOA)
- g.** Radiological Scan- Total Gross Alpha and Total Gross Beta Screen (Using standard method 7110)
- h.** Microbiological Analysis (Enzyme Substrate)
 - Presence/Absence Total Coliforms and E. Coli
 - Quantification of Total Coliforms and E. Coli
- i.** Cryptosporidium and Giardia
- j.** Saskatchewan Pesticide Scan (included below)

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File No. - N° du dossier
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Buyer ID - Id de l'acheteur
wpg206
CCC No./N° CCC - FMS No./N° VME

Saskatchewan Pesticide Scan

| | | |
|------------------------------------|-----------------------|-----------------------|
| 2,3,4,6-TETRACHLOROPHENOL | CARBOFURAN | MECOPROP |
| 2,4,5-T | CARBOXIN | METHOXYCHLOR |
| 2,4,5-TP | CHLORPYRIFOS | METOLACHLOR |
| 2,4,6-TRIBROMOPHENOL | CLOPYRALID | METRIBUZIN |
| 2,4,6-TRICHLOROPHENOL | CYANAZINE | METSULFURON-METHYL |
| 2,4-D | DIAZINON | OXYCHLORDANE |
| 2,4-DB | DICAMBA | PARAQUAT |
| 2,4'-DDT | DICHLOROPROP | PENTACHLOROPHENOL |
| 2,4-DICHLOROPHENOL | DICLOFOP-METHYL | PHORATE |
| 2,4-DICHLOROPHENYLACETIC ACID | DIELDRIN | PICLORAM |
| 2-FLUOROBIPHENYL | DIMETHOATE | PROMETRYNE |
| 2-FLUOROBIPHENYL | DINOSEB | PROPACHLOR |
| 4,4'-DDD | DIQUAT | PROPANIL |
| 4,4'-DDE | DIURON | PROPOXUR |
| 4,4'-DDT | EPTC | P-TERPHENYL D14 |
| ALACHLOR | ETHYL PARATHION | QUIZALOFOP |
| ALDICARB | FENOXAPROP | SETHOXYDIM |
| ALDRIN | GAMMA-BHC | SIMAZINE |
| ALPHA-CHLORDANE | GAMMA-CHLORDANE | TEMEPHOS |
| ATRAZINE | GLYPHOSATE | TERBUFOS |
| ATRAZINE DES-ETHYL | HEPTACHLOR | THIFENSULFURON-METHYL |
| ATRAZINE+N-DEALKYLATED METABOLITES | HEPTACHLOR EPOXIDE | TRALKOXYDIM |
| AZINPHOS METHYL | IMAZAMETHABENZ-METHYL | TRIALATE |
| BENDIOCARB | MALATHION | TRICLOPYR |
| BROMOXYNIL | MCPA | TRIFLURALIN |
| CARBARYL | MCPB | |

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File No. - N° du dossier
WPG-7-40209

Buyer ID - Id de l'acheteur
wpg206
CCC No./N° CCC - FMS No./N° VME

Contact: "EHO name & address"

Date Sample Received:

Sample(s) Submitted by: "Name"

Date Analysis Reported:

Work Order:

SASKATCHEWAN FIRST NATIONS WATER MONITORING

Community: "Name"

Lab: Number:

Sample Location:

Water Source:

Date Sampled:

| Analytes | Result | Date Analyzed | GCDWQ ^{A,B} | Analytes | Result | Date Analyzed | GCDWQ ^{A,B} |
|------------------------------------|--------|---------------|----------------------|-------------------------------|--------|---------------|----------------------|
| Alkalinity (as CaCO ₃) | | | | Langelier Index (4°C) | | | |
| Aluminum | | | | Lead | | | |
| Ammonia Nitrogen | | | | Magnesium | | | |
| Antimony | | | | Manganese | | | |
| Arsenic | | | | Mercury | | | |
| Barium | | | | Nitrate as N | | | |
| Benzene | | | | Nitrite as N | | | |
| Boron | | | | pH | | | |
| Bromate | | | | Potassium | | | |
| Bromide | | | | Selenium | | | |
| Cadmium | | | | Sodium | | | |
| Calcium | | | | Sulfate as SO ₄ | | | |
| Chloride | | | | Sulfide (as H ₂ S) | | | |
| Chromium | | | | Total Dissolved Solids | | | |
| Colour, True | | | | Total Solids | | | |
| Copper | | | | Turbidity | | | |
| Cyanide | | | | Uranium Vinyl | | | |
| Dissolved Organic Carbon | | | | Chloride Zinc | | | |
| Flouride | | | | | | | |
| Hardness (as CaCO ₃) | | | | | | | |
| Iron | | | | | | | |

| TRihalOMETHANES | | | | HALOACETIC ACIDS | | | |
|----------------------------------|--------|---------------|----------------------|-----------------------------|--------|---------------|----------------------|
| Analytes | Result | Date Analyzed | GCDWQ ^{A,B} | Analytes | Result | Date Analyzed | GCDWQ ^{A,B} |
| Chloroform | | | | Monochloroacetic Acid (MCA) | | | |
| Bromoform | | | | Dichloroacetic Acid (DCA) | | | |
| Bromodichloromethane | | | | Trichloroacetic Acid (TCA) | | | |
| Dibromochloromethane | | | | Monobromoacetic Acid (MBA) | | | |
| Total Trihalomethanes | | | | Dibromoacetic Acid (DBA) | | | |
| | | | | Total Haloacetic Acids | | | |
| 4. N-Nitrosodimethylamine (NDMA) | | | | | | | |

NOTES

A. Units of measurement are in "mg/L" except for:

| Analyte | Units | Analyte | Units |
|-----------------|-------|-----------|----------|
| Colour | TCU | pH | pH units |
| Langelier (4°C) | S.I. | Turbidity | NTU |

B. "GCDWQ": Guidelines to Canadian Drinking Water Quality, 6th Edition; a blank space in this column indicates there is no applicable limit in the GCDWQ.

Approved by:
Name:

Date:
Project Manager

MANITOBA Routine Sample Set**Appendix 3**

- The Routine Sample Set is made up of the BASIC (***FN-MB-Basic***), TOTAL HALOACETIC ACID (***FN-MB-HAA***) and TRIHALOMETHANES (***FN-MB-THM***)
- This Routine Sample Set for Manitoba will be identified as "**FN-MB-Routine**" on the sample submission/chain of custody forms.
- When reporting against this list the parameters will be listed as shown below. The report format is shown on page 5 of this Annex.
- When reporting on the analysis results for the parameters listed below, the report must compare the results to limits recommended in the latest edition of the Guidelines for Canadian Drinking Water Quality. The only exception to this is "Turbidity", which should not be compared to the recommended limits in the guidelines as those limits are specific to treatment technology and sampling location.
- The results of all analyses shall be recorded and reported as totals.
- For unpreserved samples for Trihalomethanes and Haloacetic Acids (THMs and HAA) analysis should be completed within 24 hours or ASAP pursuant to standard methods as outlined in section 2.1.1.

1. BASIC (*FN-MB-Basic*)

| | | |
|---|----------------------------|----------------------------------|
| Alkalinity, Total (as CaCO ₃) | Magnesium | Colour, True |
| Aluminum | Manganese | Conductivity |
| Ammonia, Total (as N) | Mercury | Copper |
| Antimony | Nitrate (as N) | Cyanide, Total |
| Arsenic | Nitrate and Nitrite as N | Fluoride (F) |
| Barium | Nitrite (as N) | Hardness (as CaCO ₃) |
| Benzene | Phenols (4AAP) | Hydroxide (OH) |
| Bicarbonate (HCO ₃) | Phosphorus (P)-Total | Langelier Index (4 C) |
| Boron | Potassium | Lead |
| Cadmium | Selenium | Dissolved Organic Carbon |
| Calcium | Silver | Total Solids |
| Carbonate (CO ₃) | Sodium | Bromide |
| Chloride (Cl) | Sulfate (SO ₄) | Turbidity |
| Chromium | Total Dissolved Solids | Uranium |
| Zinc | pH | Vinyl Chloride |

2. TOTAL HALOACETIC ACIDS (*FN-MB-HAA*)

| | |
|-----------------------------|----------------------------|
| Monochloroacetic Acid (MCA) | Monobromoacetic Acid (MBA) |
| Dichloroacetic Acid (DCA) | Dibromoacetic Acid (DBA) |
| Trichloroacetic Acid (TCA) | |

Total Haloacetic Acids (MCA,DCA,TCA,MBA & DBA)

3. TRIHALOMETHANES (*FN-MB-THM*)

| | |
|------------|----------------------|
| Chloroform | Bromodichloromethane |
| Bromoform | Dibromochloromethane |

Total Trihalomethanes (Chloroform, Bromoform, Bromodichloromethane & Dibromochloromethane)

4. Routine Well (MB - WP2+Mac)

| | | |
|--------------------|--------------------------|--------------------------|
| Arsenic (As)-Total | Zinc (Zn)-Total | Hardness-grains/USgal |
| Barium (Ba)-Total | pH | Iron (Fe)-Total |
| Boron (B)-Total | Lead (Pb)-Total | Uranium (U)-Total |
| Calcium (Ca)-Total | Magnesium (Mg)-Total | Sulfate (SO4) |
| Chloride (Cl) | Manganese (Mn)-Total | TDS (Calculated from EC) |
| Conductivity | Nitrate (as N) | Hardness (as CaCO3) |
| Copper (Cu)-Total | Nitrate and Nitrite as N | Hardness-grains/IMPgal |
| Fluoride (F) | Nitrite (as N) | Potassium (K)-Total |
| Sodium (Na)-Total | | |

5. N-Nitrosodimethylamine (NDMA) (FN-MB-NDMA)

6 Special Analysis

- a. BTEX (Benzene, Toluene, Ethylbenzene and Xylene)
- b. Trichloroethylene (TCE)
- c. Total Extractable Hydrocarbons (TEH)
- d. Microcystin Analysis
- e. Total Organic Carbon
- f. Perfluorooctane sulfonate (PFOS) and Perfluorooctanoic acid (PFOA)
- g. Radiological Scan- Total Gross Alpha and Total Gross Beta Screen (Using standard method 7110)
- h. Microbiological Analysis (Enzyme Substrate)
 - Presence/Absence Total Coliforms and E. Coli
 - Quantification of Total Coliforms and E. Coli
- i. Cryptosporidium and Giardia
- j. Bromate
- k. Sulfide
- l. Manitoba Pesticide Scan (included below)

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| Manitoba Pesticide Scan | | |
|------------------------------------|-----------------------|-----------------------|
| 2,3,4,6-TETRACHLOROPHENOL | CARBOFURAN | MECOPROP |
| 2,4,5-T | CARBOXIN | METHOXYCHLOR |
| 2,4,5-TP | CHLORPYRIFOS | METOLACHLOR |
| 2,4,6-TRIBROMOPHENOL | CLOPYRALID | METRIBUZIN |
| 2,4,6-TRICHLOROPHENOL | CYANAZINE | METSULFURON-METHYL |
| 2,4-D | DIAZINON | OXYCHLORDANE |
| 2,4-DB | DICAMBA | PARAQUAT |
| 2,4'-DDT | DICHLOROPROP | PENTACHLOROPHENOL |
| 2,4-DICHLOROPHENOL | DICLOFOP-METHYL | PHORATE |
| 2,4-DICHLOROPHENYLACETIC ACID | DIELDRIN | PICLORAM |
| 2-FLUOROBIPHENYL | DIMETHOATE | PROMETRYNE |
| 2-FLUOROBIPHENYL | DINOSEB | PROPACHLOR |
| 4,4'-DDD | DIQUAT | PROPANIL |
| 4,4'-DDE | DIURON | PROPOXUR |
| 4,4'-DDT | EPTC | P-TERPHENYL D14 |
| ALACHLOR | ETHYL PARATHION | QUIZALOFOP |
| ALDICARB | FENOXAPROP | SETHOXYDIM |
| ALDRIN | GAMMA-BHC | SIMAZINE |
| ALPHA-CHLORDANE | GAMMA-CHLORDANE | TEMEPHOS |
| ATRAZINE | GLYPHOSATE | TERBUFOS |
| ATRAZINE DES-ETHYL | HEPTACHLOR | THIFENSULFURON-METHYL |
| ATRAZINE+N-DEALKYLATED METABOLITES | HEPTACHLOR EPOXIDE | TRALKOXYDIM |
| AZINPHOS METHYL | IMAZAMETHABENZ-METHYL | TRIALATE |
| BENDIOCARB | MALATHION | TRICLOPYR |
| BROMOXYNIL | MCPA | TRIFLURALIN |
| CARBARYL | MCPB | |

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H3551-174000

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File No. - N° du dossier
WPG-7-40209

Buyer ID - Id de l'acheteur
wpg206
CCC No./N° CCC - FMS No./N° VME

Contact: "EHO name & address"

Date Sample
Received: Date
Analysis Reported:
Work Order:

Sample(s) Submitted by: "Name"

MANITOBA FIRST NATIONS WATER MONITORING

Community: "Name"
Sample
Location:
Water Source:
Date Sampled:

Lab: Number:

| Analytes | Result | Date Analyzed | GCDWQ ^{A,B} | Analytes | Result | Date Analyzed | GCDWQ ^{A,B} |
|---|---------------------|----------------|----------------------|-------------------------------------|---------------------|---------------|----------------------|
| Alkalinity (as CaCO ₃) | | | | Lead | | | |
| Aluminum | | | | Magnesium | | | |
| Ammonia Nitrogen | | | | Manganese | | | |
| Antimony | | | | Mercury | | | |
| Arsenic | | | | Nitrate+Nitrite N | | | |
| Barium | | | | PH | | | |
| Benzene | | | | Phenols | | | |
| Boron | | | | Phosphorous | | | |
| Bromate | | | | Potassium | | | |
| Bromide | | | | Selenium | | | |
| Cadmium | | | | Sodium | | | |
| Calcium | | | | Sulfate as | | | |
| Chloride | | | | SO ₄ | | | |
| Chromium | | | | Total Dissolved Solids | | | |
| Colour, True | | | | Total Solids | | | |
| Copper | | | | Trihalomethanes (Total,unpreserved) | | | |
| Cyanide | | | | Turbidity | | | |
| Flouride | | | | Uranium | | | |
| Haloacetic Acids (Total, unpreserved) | | | | Vinyl | | | |
| Hardness (as CaCO ₃) | | | | Chloride | | | |
| Iron | | | | Zinc | | | |
| Langelier Index (4°C) | | | | | | | |
| TRIHALOMETHANES (Unpreserved) | | | | HALOACETIC ACIDS (Unpreserved) | | | |
| Analytes | Result ^A | Date Analyzed | GCDWQ ^{A,B} | Analytes | Result ^A | Date Analyzed | GCDWQ ^{A,B} |
| Chloroform | | | | Monochloroacetic Acid (MCA) | | | |
| Bromoform | | | | Dichloroacetic Acid (DCA) | | | |
| Bromodichloromethane | | | | Trichloroacetic Acid (TCA) | | | |
| Dibromochloromethane | | | | Monobromoacetic Acid (MBA) | | | |
| Total Trihalomethanes | | | | Dibromoacetic Acid (DBA) | | | |
| | | | | Total Haloacetic Acids | | | |
| N-Nitrosodimethylamine (NDMA) | | | | | | | |
| NOTES | | | | | | | |
| A. Units of measurement are in "mg/L" except for: | | | | | | | |
| <u>Analyte</u> | <u>Units</u> | <u>Analyte</u> | <u>Units</u> | | | | |
| Colour | TCU | pH | pH units | | | | |
| Conductivity | umhos/cm | Turbidity | NTU | | | | |
| Langelier (4°C) | S.I. | | | | | | |
| B. "GCDWQ": Guidelines to Canadian Drinking Water Quality, 6th Edition; a blank space in this column indicates there is no applicable limit in the GCDWQ. | | | | | | | |

Approved by:

Date:

Name:

Project Manager _____

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Distributions Points Appendix 4

ALBERTA

Calgary
Edmonton
Fort McMurray
Grand Prairie
High Level
Lethbridge
Red Deer
Slave Lake

SASKATCHEWAN

Fort Qu'Appelle
Lac La Ronge
Lloydminster
Meadow Lake
North Battleford
Prince Albert
Regina
Saskatoon
Yorkton

MANITOBA

Brandon
The Pas
Thompson
Winnipeg
Dauphin

One Day Short Term Exposure Limit *Appendix 5*

Parameters with guidelines for Short Term Exposure, Long Term Exposure*

| Parameter | One Day Short Term Exposure Limit (mg/L) | Ten Day Short Term Exposure Limit (mg/L) | Health-based guideline (MAC) (mg/L) (Year of Approval) |
|--|---|---|---|
| Antimony | 0.01 | 0.01 | 0.006 (1997) |
| Arsenic | 0.06 | - | 0.01 (2006) |
| Atrazine + metabolites | - | - | 0.005 (1993) |
| Barium | - | - | 1.0 (1990) |
| Benzene | 0.2 | 0.2 | 0.005 (1986) |
| Benzo[a]pyrene | - | - | 0.00001 (2005) |
| Boron | - | - | 5.0 (1990) |
| Bromate | 0.2 | - | 0.01 (1998) |
| Cadmium | 0.04 | 0.04 | 0.005 (2005) |
| Carbon tetrachloride | 4 | 0.2 | 0.005 (1986) |
| Chloramines—total | - | - | 3.0 (1995) |
| Chlorpyrifos | - | - | 0.09 (1986) |
| Chromium | 1 | 1 | 0.05 (1986) |
| Cyanazine | 0.1 | 0.1 | 0.01 (2005) |
| Cyanide | 0.2 | 0.2 | 0.2 (1991) |
| Cyanobacterial toxins— Microcystin-LR | 0.12 | - | 0.0015 (2002) |
| Diazinon | 0.02 | 0.02 | 0.02 (2005) |
| Dicamba | - | - | 0.12 (2005) |

| | | | |
|---|-------|-------|--------------|
| 1,4-Dichlorobenzene | - | - | 0.005 (1987) |
| 1,2-Dichloroethane | 0.7 | 0.7 | 0.005 (1987) |
| Dichloromethane | 10 | 2 | 0.05 (1987) |
| 2,4-Dichlorophenol | - | - | 0.9 (2005) |
| 2,4-Dichlorophenoxyacetic acid (2,4 -D) | 1 | 0.3 | 0.1 (1991) |
| Diuron | 1 | 1 | 0.15 (2005) |
| Glyphosate | 20 | 20 | 0.28 (2005) |
| Lead | 0.1 | - | 0.01 (1992) |
| Malathion | 0.2 | 0.2 | 0.19 (2005) |
| Mercury | 0.002 | 0.002 | 0.001 (1986) |
| Methoxychlor | - | - | 0.9 (2005) |
| Metolachlor | 2 | 2 | 0.05 (1986) |
| Metribuzin | 5 | 5 | 0.08 (2005) |
| Monochlorobenzene | 4 | 4 | 0.08 (1987) |
| Nitrate | - | - | 45 (1987) |
| Pentachlorophenol | 1 | 0.3 | 0.06 (1987) |
| Picloram | 20 | 20 | 0.19 (2005) |
| Selenium | - | - | 0.01 (1992) |
| Simazine | - | - | 0.01 (1986) |
| Terbufos | 0.005 | 0.005 | 0.001 (2005) |
| Tetrachloroethylene | 2 | 2 | 0.03 (1995) |
| 2,3,4,6-Tetrachlorophenol | - | - | 0.1 (2005) |

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| | | | |
|---------------------------------|------|------|--------------|
| Trichloroethylene | - | - | 0.005 (2005) |
| Toluene | 20 | 2 | |
| 2,4,6-Trichlorophenol | 0.03 | 0.03 | 0.005 (2005) |
| Trifluralin | 0.08 | 0.08 | 0.045 (2005) |
| Trihalomethanes-total (THMs) | - | - | 0.1 (1993) |
| Uranium | - | - | 0.02 (1999) |
| Vinyl chloride | 3 | 3 | 0.002 (1992) |

Appendix 5 Table referenced from Alberta Environment, Action Protocol for Exceedance of Chemical Health Parameters in Drinking Water September 2009.

ANNEX B - BASIS OF PAYMENT

1. INSTRUCTIONS TO BIDDER

1.1 It is **MANDATORY** that bidders submit firm all-inclusive rates for the period of the proposed Contract and all option periods.

1.2 Reference to any estimated quantity is an estimate only, provided in good faith for the purposes of evaluation and does not infer that all quantities for that item will be utilized or that the quantities may or may not be exceeded.

1.3 Should there be an error in the extended pricing of the bid, the unit pricing will prevail and the extended pricing will be corrected in the financial evaluation.

1.4 Bidders shall provide bids as per unit of issue requested. It is the responsibility of the bidder to provide conversion to the unit of issue requested.

2. BASIS OF PAYMENT

2.1 The Contractor will be paid in accordance with the following Basis of Payment for Work performed pursuant to this Contract.

2.2 GST, if applicable, is not included and is to be shown as a separate item on any resulting invoice. Payment will be made in accordance with the following pricing.

2.3 All prices must be in Canadian Dollars (CAD).

2.4 Cost of shipment sample bottles, coolers and freezer packs to and the shipment of samples from distribution points in Appendix 4 is included in firm rates below.

| Firm All-Inclusive Unit Rate | | | | | | | Financial Evaluation | |
|------------------------------|--|------------------------------------|------------------------------------|------------------------------------|---------------------------|---------------------------|----------------------|---|
| Item No. | Parameter | <i>a</i> Contract Period Year 1 | <i>b</i> Contract Period Year 2 | <i>c</i> Contract Period Year 3 | <i>d</i> Option Year 1 | <i>e</i> Option Year 2 | <i>f</i> Est Qty | Evaluated Total $= f \times (a+b+c+d+e)$ |
| A | General | | | | | | | |
| 1 | Alkalinity Total (as CaCO ₃) | | | | | | 200 | |
| 2 | Aluminum | | | | | | 200 | |
| 3 | Ammonia Nitrogen | | | | | | 200 | |
| 4 | Antimony | | | | | | 200 | |
| 5 | Arsenic | | | | | | 200 | |
| 6 | Barium | | | | | | 200 | |
| 7 | Benzene | | | | | | 200 | |
| 8 | Bicarbonate | | | | | | 200 | |
| 9 | Boron | | | | | | 200 | |
| 10 | Bromate | | | | | | 200 | |
| 11 | Bromide | | | | | | 200 | |
| 12 | Cadmium | | | | | | 200 | |
| 13 | Calcium | | | | | | 200 | |
| 14 | Carbonate | | | | | | 200 | |
| 15 | Chloride | | | | | | 200 | |
| 16 | Chromium | | | | | | 200 | |
| 17 | Colour, True | | | | | | 200 | |
| 18 | Copper | | | | | | 200 | |
| 19 | Corrosivity (S.I. @ 4°C) | | | | | | 200 | |
| 20 | Cyanide | | | | | | 200 | |

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| | | | | | | | | |
|--|---|--|--|--|--|--|-----|--|
| 21 | Dissolved Organic Carbon | | | | | | 200 | |
| 22 | Flouride | | | | | | 200 | |
| 23 | Hardness Total (as CaCO ₃) | | | | | | 200 | |
| 24 | Iron | | | | | | 200 | |
| 25 | Lead | | | | | | 200 | |
| 26 | Magnesium | | | | | | 200 | |
| 27 | Manganese | | | | | | 200 | |
| 28 | Mercury | | | | | | 200 | |
| 29 | Nitrate+Nitrite as N | | | | | | 200 | |
| 30 | Nitrate as N | | | | | | 200 | |
| 31 | Nitrite as N | | | | | | 200 | |
| 32 | PH | | | | | | 200 | |
| 33 | Phenols | | | | | | 200 | |
| 34 | Phosphorous | | | | | | 200 | |
| 35 | Potassium | | | | | | 200 | |
| 36 | Selenium | | | | | | 200 | |
| 37 | Silver | | | | | | 200 | |
| 38 | Sodium | | | | | | 200 | |
| 39 | Sulfate as SO ₄ | | | | | | 200 | |
| 40 | Sulfide (as H ₂ S) | | | | | | 200 | |
| 41 | Total Dissolved Solids | | | | | | 200 | |
| 42 | Total Solids | | | | | | 200 | |
| 43 | Total Suspended Solids | | | | | | 200 | |
| 44 | Turbidity | | | | | | 200 | |
| 45 | Uranium | | | | | | 200 | |
| 46 | Vinyl Chloride | | | | | | 200 | |
| 47 | Zinc | | | | | | 200 | |
| 48 | Composite Analysis of general parameter | | | | | | 200 | |
| B Trihalomethanes | | | | | | | | |
| 49 | Chloroform | | | | | | 200 | |
| 50 | Bromoform | | | | | | 200 | |
| 51 | Bromodichloromethane | | | | | | 200 | |
| 52 | Dibromochloromethane | | | | | | 200 | |
| 53 | Composite Analysis of Trihalomethanes | | | | | | 200 | |
| C Trihalomethanes (unpreserved) | | | | | | | | |
| 54 | Total Trihalomethanes (Sum of Chloroform, Bromoform, Bromodichloromethane & Dibromochloromethane) | | | | | | 200 | |
| D Haloacetic Acids | | | | | | | | |
| 55 | Total Haloacetic Acid (Sum of Monochloroacetic acid, Dichloroacetic acid, Trichloroacetic acid, Monobromoacetic acid, and Dibromoacetic acid) | | | | | | 200 | |
| E Nitrosodimethylamine | | | | | | | | |
| 56 | N-Nitrosodimethylamine (NDMA) | | | | | | 200 | |

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| | | | | | | | | |
|----------|---|--|--|--|--|--|------|--|
| F | Special Analyses | | | | | | | |
| 57 | BTEX & Total Hydrocarbons - Benzene, Toluene, Ethylbenzene & Xylene | | | | | | 200 | |
| 58 | Trichloroethylene | | | | | | 200 | |
| 59 | Total Extractable Hydrocarbons | | | | | | 200 | |
| 60 | Cryptosporidium and Giardia | | | | | | 200 | |
| 61 | Microbiological analysis of water (Enzyme Substrate) - Presence/Absence Total Coliforms and E. Coli - Quantification of Total Coliforms and E. Coli | | | | | | 5000 | |
| 62 | Microcystin Analysis | | | | | | 200 | |
| 63 | Radiological Scan - Total Gross Alpha and Total Gross Beta Screen (using standard method 7110) | | | | | | 200 | |
| 64 | Perfluorooctane sulfonate (PFOS) and Perfluorooctanoic acid (PFOA) | | | | | | 25 | |
| 65 | Total Organic Carbon | | | | | | 200 | |
| G | Pesticide Scans | | | | | | | |
| 66 | Composite cost of Alberta Pesticide Scan as per Appendix 1 | | | | | | 200 | |
| 67 | Composite cost of Saskatchewan Pesticide Scan as per Appendix 2 | | | | | | 200 | |
| 68 | Composite cost of Manitoba Pesticide Scan as per Appendix 3 | | | | | | 200 | |

ANNEX C – INSURANCE REQUIREMENTS

C.1 Commercial General Liability Insurance

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

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ANNEX D - TASK AUTHORIZATION FORM

Contractor Chain of Custody form(s) will be used as Task Authorization Form.

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ANNEX E TASK AUTHORIZATION REPORTING FORM

The Contractor must submit quarterly usage reports tracking all TAs made for the services supplied under Contract. The Contractor agrees that it is their responsibility to implement a system for tracking TAs under this Contract for the purposes of providing such usage reports.

Each Task Authorization Usage Report must include all completed TAs for services provided under this Contract.

Task Authorization Usage Report Submission Schedule: *to be determined*

The Contractor must provide information on completed TAs using the following format:

| Task Authorization No. | \$ Value (GST included) | Cumulative \$ Total | Comments |
|------------------------|-------------------------|---------------------|----------|
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |

☐ Check this box if you are submitting a NIL REPORT

Please send all reports to the attention of the Contracting Officer:

Name: Renata Tetrault

E-mail: Renata.tetrault@pwgsc-tpsgc.gc.ca

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ANNEX F 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):

- ☐ Direct Deposit (Domestic and International);
- ☐ Electronic Data Interchange (EDI)

ANNEX G 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)