



**RETURN OFFERS TO:
RETOURNER LES OFFRES À:**

Parks Canada Agency Bid Receiving Unit
National Contracting Services
635 - 8 Avenue S.W., suite 1300
Calgary, AB T2P 3M3

Bid Fax: 1-866-246-6893

**REQUEST FOR A
STANDING OFFER**

**DEMANDE D'OFFRE À
COMMANDES**

Canada, as represented by the Minister of the Environment and Climate Change for the purposes of the Parks Canada Agency, hereby requests a Standing Offer on behalf on the Identified Users herein.

Le Canada, représenté par le ministre l'Environnement et du Changement climatique aux fins de l'Agence Parcs Canada, autorise par la présente, une offre à commandes au nom des utilisateurs identifiés énumérés ci-après.

Comments - Commentaires

Issuing Office - Bureau de distribution :

Parks Canada Agency
National Contracting Services
Suite 1300 – 635 8th Ave S.W.
Calgary, Alberta
T2P 3M3

Title - Sujet Traffic Control Services - Parks Canada Mountain Parks Region		
Solicitation No. - N° de l'invitation 5P420-17-5332/A	Date April 16, 2018	
GETS Reference No. N° de reference de SEAG PW-18-00824602		
Solicitation Closes - L'invitation prend fin At - à : 2:00 On - le : May 3, 2018		Time Zone - Fuseau horaire MDT
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 Insert name of Contracting Authority		
Telephone No. - N° de telephone (403) 292-8503	Fax No. -N° de télécopieur 1-866-246-6893	Email Address - Courriel ryan.taylor@pc.gc.ca
Destination of Goods, Services, and Construction - Destination des biens, services, et construction See Herein - Voir ici		

TO BE COMPLETED BY THE OFFEROR - À REMPLIR PAR L'OFFRANT

Vendor/ Firm Name - Raison sociale et adresse du fournisseur/ de l'entrepreneur	
Address - Adresse	
Telephone No. - N° de telephone	Fax No. - N° de télécopieur
Name of person authorized to sign on behalf of the Vendor/ Firm (type or print) - Nom 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 Request for Standing Offers (RFSO) is divided into six parts plus attachments and annexes, as follows:

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

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

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

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

Part 5 Certifications: includes the certifications to be provided;

Part 6 6A, Standing Offer, and 6B, Resulting Contract Clauses:

6A, includes the Standing Offer containing the offer from the Offeror and the applicable clauses and conditions;

6B, includes the clauses and conditions which will apply to any contract resulting from a call-up made pursuant to the Standing Offer.

The Annexes include the Statement of Work, the Basis of Payment, Insurance Requirement, the Integrity Provisions, and Attestation and Proof of Compliance with Occupational Health and Safety.

1.2 Summary

1.2.1 Parks Canada Agency requires a contractor to provide traffic control services for the mountain park region in accordance with the most current versions of Traffic Control Manual for Work on Roadway distributed by Ministries of Transportation in Alberta and British Columbia. Both urgent and non-urgent services will be required for each region identified herein.

Offerors will be required to supply, erect, move and maintain all traffic control devices, signs (regulatory and warning) and other safety measures, and provide appropriate numbers of trained staff to ensure safe passage of all traffic over the project area.

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

1.3 Debriefings

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

PART 2 - OFFEROR INSTRUCTIONS

2.1 Standard Instructions, Clauses and Conditions

All instructions, clauses and conditions identified in the Request for Standing Offers (RFSO) by number, date and title are set out in the [Standard Acquisition Clauses and Conditions Manual](https://buyandsell.gc.ca/policy-and-guidelines/standard-acquisition-clauses-and-conditions-manual) (https://buyandsell.gc.ca/policy-and-guidelines/standard-acquisition-clauses-and-conditions-manual) issued by Public Works and Government Services Canada.

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

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

All reference to the Minister of Public Works and Government Services Canada shall be deleted and replaced with the Minister of the Environment for the purposes of the Parks Canada Agency. All reference to the Department of Public Works and Government Services Canada shall be deleted and replaced with the Parks Canada Agency.

2.1.1 SACC Manual Clauses

[M0019T](#) (2007-05-25) [Firm Price and/or Rates](#)

2.2 Submission of Offers

Offers must be submitted only to Parks Canada Agency (PCA) Bid Receiving Unit by the date, time and place indicated on page 1 of the Request for Standing Offers.

Due to the nature of the bid solicitation, offers transmitted by email to PCA will not be accepted.

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 FPS, offerors must provide the information required below before the issuance of a standing offer. If the answer to the questions and, as applicable the information required have not been received by the time the evaluation of offers is completed, Canada will inform the Offeror 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 offer 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 Offeror a FPS in receipt of a pension? **Yes** () **No** ()

If so, the Offeror must provide the following information, for all FPS 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, Offerors agree that the successful Offeror'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 Offeror a FPS who received a lump sum payment pursuant to the terms of the Work Force Adjustment Directive? **Yes** () **No** ()

If so, the Offeror 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 - Request for Standing Offers

All enquiries must be submitted in writing to the Standing Offer Authority no later than seven (7) calendar days before the Request for Standing Offers (RFSO) closing date. Enquiries received after that time may not be answered.

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

2.5 Applicable Laws

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

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

PART 3 - OFFER PREPARATION INSTRUCTION

3.1 Offer Preparation Instructions

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

Section I: Financial Offer (one hard copy)

Section II: Certifications (one hard copy)

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

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

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

In April 2006, Canada issued a policy directing federal departments and agencies to take the necessary steps to incorporate environmental considerations into the procurement process [Policy on Green Procurement](http://www.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, Offerors should:

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

Section I: Financial Offer

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

3.1.2 Exchange Rate Fluctuation

SACC Manual Clause [C3011T](#) (2013-11-06), Exchange Rate Fluctuation

Section II: Certifications

Offerors must submit the certifications required under Part 5.

PART 4 - EVALUATION PROCEDURES AND BASIS OF SELECTION

4.1 Evaluation Procedures

- (a) Offers will be assessed in accordance with the entire requirement of the Request for Standing Offers including the technical and financial evaluation criteria.
- (b) An evaluation team composed of representatives of Canada will evaluate the offers.
- (c) Offers will be assessed separately for each region identified in Annex "B". To be deemed responsive the offeror must provide pricing for all items listed under the region of interest for year one, two and three. The offeror will not be required to provide pricing for all regions to be declared responsive.

4.1.1 Financial Evaluation

The price of the offer(s) will be evaluated for each region separately in Canadian dollars, Applicable Taxes excluded, FOB destination, Canadian customs duties and excise taxes included.

4.2 Basis of Selection

An offer must comply with the requirements of the Request for Standing Offers to be declared responsive.

Up to three (3) responsive offers will be recommended for issuance of a Standing Offer for each region as follows:

The responsive offer with the lowest evaluated price will be recommended for issuance of the first ranked Standing Offer. The responsive offer with the second lowest evaluated price will be recommended for issuance of the second ranked Standing Offer. The responsive offer with the third lowest evaluated price will be recommended for issuance of the third ranked Standing Offer. Only one resulting Standing Offer will be awarded to each successful Offeror which may cover multiple regions.

PART 5 - CERTIFICATIONS AND ADDITIONAL INFORMATION

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

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

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

5.1 Certifications Required with the Offer

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

5.1.1 Integrity Provisions – Declaration of Convicted Offences

In accordance with the Integrity Provisions of the Standard Instructions, all bidders must provide with their offer, if applicable, the 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 the Issuance of a Standing Offer and Additional Information

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

5.2.1 Integrity Provisions – Required Documentation

In accordance with the 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 Offeror must provide the required documentation, as applicable, to be given further consideration in the procurement process.

Section 17 of the Policy requires suppliers, regardless of their status under the Policy, to submit a list of names when participating in a procurement process. Bidders must provide the information requested at Annex "E" – List of Names for Integrity Verification Form.

5.2.2 Federal Contractors Program for Employment Equity - Standing Offer Certification

By submitting an offer, the Offeror certifies that the Offeror, and any of the Offeror's members if the Offeror is a Joint Venture, is not named on the Federal Contractors Program (FCP) for employment equity "[FCP Limited Eligibility to Bid](#)"

list (http://www.labour.gc.ca/eng/standards_equity/eq/emp/fcp/list/inelig.shtml) available from [Employment and Social Development Canada-Labour's](#) website.

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

PART 6 - STANDING OFFER AND RESULTING CONTRACT CLAUSES

A. STANDING OFFER

6.1 Offer

6.1.1 The Offeror offers to perform the Work in accordance with the Statement of Work at Annex "A".

6.2 Security Requirements

There is no security requirement applicable to this Standing Offer.

6.3 Standard Clauses and Conditions

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

6.3.1 General Conditions

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

All reference to the Minister of Public Works and Government Services Canada shall be deleted and replaced with the Minister of the Environment for the purposes of the Parks Canada Agency. All reference to the Department of Public Works and Government Services Canada shall be deleted and replaced with the Parks Canada Agency.

6.4 Term of Standing Offer

6.4.1 Period of the Standing Offer

The period for making call-ups and providing services against the Standing Offer is from date of offer to March 31, 2019 inclusive.

6.4.2 Option to Extend the Standing Offer

The Offeror grants to Canada the irrevocable option to extend the term of the Offer by up to two (2) additional one (1) year periods under the same conditions. The Offeror agrees that, during the extended period of the Offer, 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 Offeror before the expiry date of the Standing Offer. The option may only be exercised by the Standing Offer Authority, and will be evidenced for administrative purposes only, through a Standing Offer amendment.

6.5 Authorities

6.5.1 Standing Offer Authority

The Standing Offer Authority is:

Ryan Taylor
Contracting Officer, National Contracting Services

Chief Financial Officer Directorate
Parks Canada Agency
1300 - 635 8th Ave SW Calgary, AB T2P 3M3

Telephone: (403) 292-8503
Facsimile: 1-866-246-6893
Email: ryan.taylor@pc.gc.ca

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

6.5.2 Project Authority

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

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

6.5.3 Offeror's Representative

The Offeror's Representative for the Standing Offer is:

Representative's Name:		
Title:		
Vendor/ Firm Name:		
Address:		
City:	Province/ Territory:	Postal Code:
Telephone:	Facsimile:	
Email Address:		
Procurement Business Number or Goods and Services Tax Number:		

Instruction on how to obtain a Procurement Business Number (PBN)

Canadian Offerors are requested to have a Procurement Business Number (PBN) before Standing Offer award. Offerors may register for a PBN in the Supplier Registration Information service on line at the [Business Access Canada Website](https://buyandsell.gc.ca/for-businesses/selling-to-the-government-of-canada/register-as-a-supplier) (<https://buyandsell.gc.ca/for-businesses/selling-to-the-government-of-canada/register-as-a-supplier>). For non- Internet registration, Offerors may contact the Business Access Canada InfoLine at 1-800-811-1148 to obtain the telephone number of the nearest Supplier Registration Agent.

6.6 Identified Users

The Identified User authorized to make call-ups against the Standing Offer is: Parks Canada Agency.

6.7 Call-up Procedures

6.7.1 The Project Authority will determine the region in which services are required and contact the first ranked Standing Offer Holder for that region.

6.7.2 The Project Authority will provide the Offeror with a Statement of Work detailing the work requirements, and identify if the work is non-urgent or urgent, to determine if the requirement can be satisfied by the Offeror. The Standing Offer holder must respond to the Project Authority indicating their acceptance or refusal of the requested work within 24 hours for non-urgent requirements and 2 hours for urgent requirements.

- 6.7.3** If the Offeror is unable to meet the requirement, or does not respond within the times indicated above, the Project Authority will contact the next ranked Offeror. The Project Authority will continue to proceed as stated above until an Offeror indicates that it can meet the requirement of the call-up. When an Offeror is unable to fulfill the requirement, the Project Authority is required to document the file accordingly.
- 6.7.4** If the Offeror is able to satisfy the requirements, the Offeror will return a project schedule confirming the personnel that will be made available to Parks Canada during the period of the call-up, and a cost estimate to the Project Authority. All work must be performed in accordance with the requirements of the Statement of Work at Annex "A". The cost estimate must be in accordance with the firm prices established under the Basis of Payment at Annex "B".
- 6.7.5** Once the Project Authority and the Offeror have agreed to the work requirements and the estimated cost, a call-up against the Standing Offer will be awarded.
- 6.7.6** Once a call-up against the Standing Offer is awarded, the Offeror is considered to have entered into contract and must supply Parks Canada with the agreed upon services. The Offeror must not undertake any work until a call-up against the Standing Offer is issued.
- 6.7.7** The Project Authority is responsible for the management of the call-up. Any changes to the call-up must be authorized in writing by the Project Authority. The Offeror must not perform work in excess of or outside the scope of the call-up based on verbal or written requests or instructions from any persons other than the Project Authority.

Region 1 – East Gate Banff National Park to the BC/Alberta boarder on the Trans-Canada Highway, to Highway 93S Alberta/ British Columbia Border, to Highway 93N north boundary of Banff National Park. Including secondary roads within this catchment area.	
First Ranked Standing Offer Holder	*** To be inserted at Standing Offer award ***
Second Ranked Standing Offer Holder	*** To be inserted at Standing Offer award ***
Third Ranked Standing Offer Holder	*** To be inserted at Standing Offer award ***
Region 2 – BC/Alberta border to the west gate of Yoho National Park on the Trans-Canada Highway. Including secondary roads within this catchment area.	
First Ranked Standing Offer Holder	*** To be inserted at Standing Offer award ***
Second Ranked Standing Offer Holder	*** To be inserted at Standing Offer award ***
Third Ranked Standing Offer Holder	*** To be inserted at Standing Offer award ***
Region 3 – Jasper National Park	
First Ranked Standing Offer Holder	*** To be inserted at Standing Offer award ***
Second Ranked Standing Offer Holder	*** To be inserted at Standing Offer award ***
Third Ranked Standing Offer Holder	*** To be inserted at Standing Offer award ***
Region 4 – Kootenay National Park	
First Ranked Standing Offer Holder	*** To be inserted at Standing Offer award ***
Second Ranked Standing Offer Holder	*** To be inserted at Standing Offer award ***
Third Ranked Standing Offer Holder	*** To be inserted at Standing Offer award ***
Region 5 – Mount Revelstoke and Glacier National Park to the west end of Single Bench snow shed within areas maintained by Parks Canada Agency. Including secondary roads within this catchment area.	
First Ranked Standing Offer Holder	*** To be inserted at Standing Offer award ***
Second Ranked Standing Offer Holder	*** To be inserted at Standing Offer award ***

Third Ranked Standing Offer Holder	*** To be inserted at Standing Offer award ***
Region 6 – Glacier National Park heading east from the west end of Single Bench snowshed to the east gate of Glacier National Park. From November 1 st ending March 31 st of each year this area to also include the east gate of Glacier National Park to the highway entrance to the Quartz Creek Pit. Including secondary roads within this catchment area.	
First Ranked Standing Offer Holder	*** To be inserted at Standing Offer award ***
Second Ranked Standing Offer Holder	*** To be inserted at Standing Offer award ***
Third Ranked Standing Offer Holder	*** To be inserted at Standing Offer award ***
Region 7 – Traffic Control in response to Avalanche Control Services Mount Revelstoke and Glacier National Parks. From November 1 st ending March 31 st of each year this area to also include the east gate of Glacier National Park to the highway entrance to the Quartz Creek Pit. Including secondary roads within this catchment area.	
First Ranked Standing Offer Holder	*** To be inserted at Standing Offer award ***
Second Ranked Standing Offer Holder	*** To be inserted at Standing Offer award ***
Third Ranked Standing Offer Holder	*** To be inserted at Standing Offer award ***

6.8 Call-up Instrument

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

6.9 Limitation of Call-ups

Individual call-ups against the Standing Offer must not exceed \$60,000.00 (Applicable Taxes included).

6.10 Financial Limitation

The total cost to Canada resulting from call ups against the Standing Offer must not exceed the sum of \$900,000.00 (Applicable Taxes excluded) unless otherwise authorized in writing by the Standing Offer Authority. The Offeror must not perform any work or services or supply any articles in response to call ups which would cause the total cost to Canada to exceed the said sum, unless an increase is so authorized.

The Offeror must notify the Standing Offer Authority as to the adequacy of this sum when 75 percent of this amount has been committed, or one (1) months before the expiry date of the Standing Offer, whichever comes first. However, if at any time, the Offeror considers that the said sum may be exceeded, the Offeror must promptly notify the Standing Offer Authority.

6.11 Direct Deposit

In April 2012, the Government of Canada announced that direct deposit would be replacing cheques as the primary payment method for the federal payments issued by the Receiver General for Canada by April 2016. If the Offeror is not set up for direct deposit, the Direct Deposit enrollment form will be required to be submitted to the Contracting Authority upon receipt of a Standing Offer.

Additional information on this Government of Canada initiative is available at: <http://www.directdeposit.gc.ca>.

6.12 Priority of Documents

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

- (a) the call up against the Standing Offer, including any annexes;
- (b) the articles of the Standing Offer;
- (c) the general conditions [2005](#) (2017-06-21), General Conditions - Standing Offers - Goods or Services
- (d) the general conditions [2010C](#) (2016-04-04), General Conditions - Services (Medium Complexity);

- (e) Annex "A", Statement of Work;
- (f) Annex "B", Basis of Payment;
- (g) Annex "C", Insurance Requirement
- (h) Annex "D", Attestation and Proof of Compliance with Occupational Health and Safety (OHS); and
- (i) the Offeror's offer dated _____ (*insert date of offer*).

6.13 Certifications

6.13.1 Compliance

The continuous compliance with the certifications provided by the Offeror with its offer and the ongoing cooperation in providing additional information are conditions of issuance of the Standing Offer (SO). Certifications are subject to verification by Canada during the entire period of the SO and of any resulting contract that would continue beyond the period of the SO. If the Offeror does not comply with any certification, fails to provide the additional information, or if it is determined that any certification made by the Offeror in its offer is untrue, whether made knowingly or unknowingly, Canada has the right to terminate any resulting contract for default and set aside the Standing Offer.

6.14 Applicable Laws

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

6.15 Insurance Requirements - Proof of Availability - Prior to issuance of a Standing Offer

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

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

B. RESULTING CONTRACT CLAUSES

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

6.1 Statement of Work

The Contractor must perform the Work described in the call-up against the Standing Offer.

6.2 Standard Clauses and Conditions

6.2.1 General Conditions

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

All reference to the Minister of Public Works and Government Services Canada shall be deleted and replaced with the Minister of the Environment for the purposes of the Parks Canada Agency. All reference to the Department of Public Works and Government Services Canada shall be deleted and replaced with the Parks Canada Agency.

6.3 Term of Contract

6.3.1 Period of the Contract

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

6.4 Proactive Disclosure of Contracts with Former Public Servants

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

6.5 Payment

6.5.1 Basis of Payment

The Contractor will be paid for its costs reasonably and properly incurred in the performance of the Work, in accordance with the Basis of payment in annex B, to a limitation of expenditure of \$_____ (*to be identified in the call-up against the Standing Offer*). Customs duties are included and Applicable Taxes are extra

6.5.2 Limitation of Expenditure

6.5.2.1 Canada's total liability to the Contractor under the Contract must not exceed \$_____ (*to be identified in the call-up against the Standing Offer*). Customs duties are included and Applicable Taxes are extra.

6.5.2.2 No increase in the total liability of Canada or in the price of the Work 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 approved, in writing, by the Contracting Authority before their incorporation into the Work. The Contractor must not perform any work or provide any service that would result in Canada's total liability being exceeded before obtaining the written approval of the Contracting Authority. The Contractor must notify the Contracting Authority in writing as to the adequacy of this sum:

- a. when it is 75% committed, or
- b. four months before the contract expiry date, or
- c. as soon as the Contractor considers that the contract funds provided are inadequate for the completion of the Work,

whichever comes first.

6.5.2.3 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.

6.5.3 Single Payment

SACC Manual clause [H1000C](#) (2008-05-12) Single Payment

6.6 Invoicing Instructions

6.6.1 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) a copy of time sheets to support the time claimed;

6.6.2 Invoices must be distributed as follows:

- a) The original and one (1) copy must be forwarded to the address shown in the call-up for certification and payment.

6.7 Insurance – Specific 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.

6.8 SACC Manual Clauses

[A9068C](#) (2010-01-11) Government Site Regulations

[A1009C](#) (2008-05-12) Work Site Access

[B6802C](#) (2007-11-30) Government Property

6.9 Inspection and Acceptance

The Project Authority is the Inspection Authority. All reports, deliverable items, documents, goods and all services rendered under the Contract are subject to inspection by the Inspection Authority or representative. Should any report, document, good or service not be in accordance with the requirements of the Statement of Work and to the satisfaction of the Inspection Authority, as submitted, the Inspection Authority will have the right to reject it or require its correction at the sole expense of the Contractor before recommending payment.

ANNEX "A" STATEMENT OF WORK

1. Background

This Standing Offer Agreement is required for traffic control services in seven (7) work locations throughout the mountain parks region as detailed below.

Both Non-Urgent services - planned work with a response required with 24 hours' notice - and Urgent services - response required within 2 hours - will be required in each of the seven (7) regions.

In the majority of these work zones average traffic volumes exceed 3000 vehicles per day in the winter and over 11,000 vehicles a day during peak summer months. Some of the work areas include portions of the Trans-Canada Highway which is an essential domestic and international trade route for billions of dollars of goods annually. These are busy highways that often see rapid changes in weather and road conditions, and traffic control companies must be adequately equip and trained to effectively manage the volume of motorists and changing conditions in the mountain parks region.

Throughout each of the work locations there are systems in place to deal with snowfall, slippery roads, avalanche hazards, mud slides, rock fall and vehicle accidents. Part of those systems involve the need for traffic control to ensure that the travelling public stay out of, or travel safely through identified work zones, for their own safety and the safety of our employees and protected spaces.

2. Services

2.1 Non-Urgent Traffic Control

The Non-Urgent work is not limited to but may include traffic control for the following planned work; avalanche control, cleaning of guardrail, snow shed cleaning, mud flows and rock falls, known traffic congestion areas, and events. The purpose of traffic control for this planned work is to ensure that the travelling public and Parks Canada staff stay safe in these work zones.

- 2.1.1 The Contractor must carry out traffic control in accordance with the latest version of the Traffic Control Manual for Work on Roadways, distributed by Alberta Ministry of Transportation, and British Columbia Ministry of Transportation except where specified otherwise.
- 2.1.2 In the event of road closures, periods of delay will be determined by the site authority (Parks Canada).
- 2.1.3 The Contractor must provide competent flag persons, properly trained and equipped as per the Alberta and British Columbia and Traffic Accommodation in Work Zones Guidelines.
- 2.1.4 The Contractor must supply, erect, move and maintain all traffic control devices, signs (regulatory and warning) and other safety measures and provide staff to ensure safe passage of all traffic over the project area from date of commencement of work to date of acceptance by Project Authority. All traffic and warning signs must be either bilingual or of a symbolic or pictorial type.
- 2.1.5 The Contractor must ensure that during all events, safety flares, flashing beacons, signs, lights, and any other traffic control devices used are in proper working order.
- 2.1.6 The cost of supplying traffic accommodation, supervisor, and flag persons, supplying, erecting, moving and maintaining traffic control devices and signs required for the duration of the contract shall be incidental to the contract.
- 2.1.7 Response times to the area shall be determined at time of call-up. Parks Canada will notify the contractor of the scheduled closure at least 24 hours prior.
- 2.1.8 The Contractor must be available to provide services twenty four (24) hours a day, seven (7) days a week, 365 days of the year.

2.2 Urgent Traffic Control

- 2.2.1 The Contractor must carry out traffic control in accordance with the latest version of the Traffic Control Manual for Work on Roadways, distributed by Alberta Ministry of Transportation, and British Columbia Ministry of Transportation except where specified otherwise.
- 2.2.2 In the event of road closures, accidents and emergency situations (i.e. rock slides, ice storms, highway accidents) periods of delay will be determined by the site authority (Parks Canada)
- 2.2.3 The Contractor must provide competent flag persons, properly trained and equipped as per the Alberta and British Columbia and Traffic Accommodation in Work Zones Guidelines.
- 2.2.4 The Contractor must supply, erect, move and maintain all traffic control devices, signs (regulatory and warning) and other safety measures and provide staff to ensure safe passage of all traffic over the project area from date of commencement of work to date of acceptance by Project Authority. All traffic and warning signs must be either bilingual or of a symbolic or pictorial type.
- 2.2.5 The Contractor must ensure that during all events, safety flares, flashing beacons, signs, lights, and any other traffic control devices used are in proper working order.
- 2.2.6 The cost of supplying traffic accommodation supervisor and flag persons, supplying, erecting, moving and maintaining traffic control devices and signs required for the duration of the contract shall be incidental to the contract.
- 2.2.7 Response times to incidents shall be a maximum of two (2) hours to the requested location.
- 2.2.8 The Contractor must be available to provide services twenty four (24) hours a day, seven (7) days a week, 365 days of the year

3. Work Requirements

- 3.1 Equipment – The Contractor will be responsible for all required signage, safety equipment and any other items required by the standards, rules and regulations applicable in the province where the work is to be performed.
- 3.2 Person Protective Equipment (PPE) – all flag persons must be equipped with all personal protective equipment as required by the standards, rules and regulations applicable in the province where the work is to be performed (including avalanche beacons where appropriate).
- 3.3 Vehicles – Must display all required markings and lighting as required for the province in which the work is being performed.
- 3.4 Workers Compensation Board (WCB) – The Contractor must be in good standing and conform to their WCB regulations and be prepared to prove this when requested. This must conform to out of province work, as well.

4. Work Reports

- 4.1 The Contractor must submit a copy of the daily work reports to the Project Authority at the end of each day worked, or at the Project Authorities discretion, on completion of the multi day job.
- 4.2 The work reports will consist of:
 - Date
 - Call-up number
 - Location of work
 - Brief description of work complete that day
 - Hours worked for each applicable Rate of Pay
 - Signed by both the Contractor and Parks Canada Authority

5. Work Locations

- Region 1: East Gate Banff National Park to the BC/Alberta boarder on the Trans-Canada Highway, to Highway 93S Alberta/ British Columbia Border, to Highway 93N north boundary of Banff National Park. Including secondary roads within this catchment area.
- Region 2: BC/Alberta border to the west gate of Yoho National Park on the Trans-Canada Highway. Including secondary roads within this catchment area.
- Region 3: Jasper National Park
- Region 4: Kootenay National Park
- Region 5: Mount Revelstoke and Glacier National Park to the west end of Single Bench snow shed within areas maintained by Parks Canada Agency. Including secondary roads within this catchment area.
- Region 6: Glacier National Park heading east from the west end of Single Bench snowshed to the east gate of Glacier National Park. From November 1st ending March 31st of each year this area to also include the east gate of Glacier National Park to the highway entrance to the Quartz Creek Pit. Including secondary roads within this catchment area.
- Region 7: Traffic Control in response to Avalanche Control Services Mount Revelstoke and Glacier National Parks. From November 1st ending March 31st of each year this area to also include the east gate of Glacier National Park to the highway entrance to the Quartz Creek Pit. Including secondary roads within this catchment area.

ANNEX "B"
BASIS OF PAYMENT

1. Hourly Rates for Services

1.1 Rate 1: Regular Rate

This rate includes the provision of one (1) traffic control vehicle, one (1) flag person (vehicle operator), one set of signage (as called for to fulfill the requirement of the call-up), all required safety equipment and all traffic control devices, including arrow boards and electronic signs. The rate is inclusive and all extra charges, such as off hour premiums, time travel, mileage, fuel, supplies, safety equipment, meals, and incidentals are to be incorporated.

1.2 Rate 2: Extra Flag Person

This rate includes the provision of one (1) additional flag person. The rate is inclusive and all extra charges, such as off hour premiums, time travel, mileage, fuel, supplies, safety equipment, meals, and incidentals are to be incorporated.

1.3 Rate 3: Rate in Excess of 8 Hours

This rate includes the provision of one (1) traffic control vehicle, one (1) flag person (vehicle operator), one set of signage (as called for to fulfill the requirement of the call-up), all required safety equipment and all traffic control devices, including arrow boards and electronic signs when the work has been performed in excess of 8 hours per day, exclusive of meal breaks. The rate is inclusive and all extra charges, such as off hour premiums, time travel, mileage, fuel, supplies, safety equipment, meals, and incidentals are to be incorporated.

1.4 Rate 4: Rate for Extra Flag person in Excess of 8 Hours

This rate includes the provision of one (1) additional flag person when work has been performed in excess of 8 hours per day, exclusive of meal breaks. The rate is inclusive and all extra charges, such as off hour premiums, time travel, mileage, fuel, supplies, safety equipment, meals, and incidentals are to be incorporated.

1.5 Rate 5: Rate in Excess of 12 hours

This rate includes the provision of one (1) traffic control vehicle, one (1) flag person (vehicle operator), one set of signage (as called for to fulfill the requirement of the call-up), all required safety equipment and all traffic control devices, including arrow boards and electronic signs when the work has been performed in excess of 12 hours per day, exclusive of meal breaks. The rate is inclusive and all extra charges, such as off hour premiums, time travel, mileage, fuel, supplies, safety equipment, meals, and incidentals are to be incorporated.

NOTE: This rate shall apply to all time in excess of 12 hours for continuous service.

1.6 Rate 6: Rate for Extra Flag person in Excess of 8 Hours

This rate includes the provision of one (1) additional flag person when work has been performed in excess of 12 hours per day, exclusive of meal breaks. The rate is inclusive and all extra charges, such as off hour premiums, time travel, mileage, fuel, supplies, safety equipment, meals, and incidentals are to be incorporated.

NOTE: This rate shall apply to all time in excess of 12 hours for continuous service.

2.0 Rate of Pay Specifications

2.1 No mileage rate or fuel costs will be paid. The rate of Pay will be applied from the time the requested assembled crew leaves the Contractor location up until the crew returns to the Contractor's location. This travel must be direct to and from the Contractor's location to the location of work. There will be no provision for any stop over or detours. Any such stop overs or detours will be deducted from the total billing time.

2.2 The Contractor will not be able to submit any charges beyond established rates in Annex "B".

**Region #1
Banff National Park**

Service area: East Gate Banff National Park to the BC/Alberta boarder on the Trans-Canada Highway, to Highway 93S Alberta/ British Columbia Border, to Highway 93N north boundary of Banff National Park. Including secondary roads within this catchment area.

A) Non-urgent Rates

Banff National Park				
Item No.	Type of Work/Service	Firm Hourly Rate of Pay (A)	Estimated Usage (B)	Extended Price = (A) x (B)
Annual Rates – Period of the Standing Offer, Year 1 Date of Offer to March 31, 2019				
1.1	Regular Rate		100	
1.2	Extra Flag Person		40	
1.3	For Work in Excess of 8 Hours		25	
1.4	Extra Flag Person - Work in Excess of 8 Hours		25	
1.5	For Work In Excess of 12 Hours		10	
1.6	Extra Flag Person - Work In Excess of 12 Hours		10	
Annual Rates – Period of the Standing Offer, Year 2 April 1, 2019 to March 31, 2020				
1.7	Regular Rate		100	
1.8	Extra Flag Person		40	
1.9	For Work in Excess of 8 Hours		25	
1.10	Extra Flag Person - Work in Excess of 8 Hours		25	
1.11	For Work In Excess of 12 Hours		10	
1.12	Extra Flag Person - Work In Excess of 12 Hours		10	
Annual Rates – Period of the Standing Offer, Year 3 April 1, 2020 to March 31, 2021				
1.13	Regular Rate		100	
1.14	Extra Flag Person		40	
1.15	For Work in Excess of 8 Hours		25	
1.16	Extra Flag Person - Work in Excess of 8 Hours		25	
1.17	For Work In Excess of 12 Hours		10	
1.18	Extra Flag Person - Work In Excess of 12 Hours		10	
(A)	Total Extended Price Non-urgent Services GST/HST Extra			\$

B) Urgent Rates

Banff National Park				
Item No.	Type of Work/Service	Firm Hourly Rate of Pay (A)	Estimated Usage (B)	Extended Price = (A) x (B)
Annual Rates – Period of the Standing Offer, Year 1 Date of Offer to March 31, 2019				
1.19	Regular Rate		200	
1.20	Extra Flag Person		80	
1.21	For Work in Excess of 8 Hours		40	
1.22	Extra Flag Person - Work in Excess of 8 Hours		40	
1.23	For Work In Excess of 12 Hours		25	
1.24	Extra Flag Person - Work In Excess of 12 Hours		25	
Annual Rates – Period of the Standing Offer, Year 2 April 1, 2019 to March 31, 2020				
1.25	Regular Rate		200	
1.26	Extra Flag Person		80	
1.27	For Work in Excess of 8 Hours		40	
1.28	Extra Flag Person - Work in Excess of 8 Hours		40	
1.29	For Work In Excess of 12 Hours		25	
1.30	Extra Flag Person - Work In Excess of 12 Hours		25	
Annual Rates – Period of the Standing Offer, Year 3 April 1, 2020 to March 31, 2021				
1.31	Regular Rate		200	
1.32	Extra Flag Person		80	
1.33	For Work in Excess of 8 Hours		40	
1.34	Extra Flag Person - Work in Excess of 8 Hours		40	
1.35	For Work In Excess of 12 Hours		25	
1.36	Extra Flag Person - Work In Excess of 12 Hours		25	
(B)	Total Extended Price Urgent Services GST/HST Extra			\$

C) Total Evaluated Offer Price

(C)	TOTAL EVALUATED OFFER PRICE (A + B = C) REGION #1 BANFF (GST and Applicable Taxes Excluded)	\$
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**Region #2
Yoho National Park**

Service Area BC/Alberta border to the west gate of Yoho National Park on the Trans-Canada Highway. Including secondary roads within this catchment area

A) Non-Urgent Rates

Yoho National Park				
Item No.	Type of Work/Service	Firm Hourly Rate of Pay (A)	Estimated Usage (B)	Extended Price = (A) x (B)
Annual Rates – Period of the Standing Offer, Year 1 Date of Offer to March 31, 2019				
1.1	Regular Rate		60	
1.2	Extra Flag Person		30	
1.3	For Work in Excess of 8 Hours		10	
1.4	Extra Flag Person - Work in Excess of 8 Hours		10	
1.5	For Work In Excess of 12 Hours		8	
1.6	Extra Flag Person - Work In Excess of 12 Hours		8	
Annual Rates – Period of the Standing Offer, Year 2 April 1, 2019 to March 31, 2020				
1.7	Regular Rate		60	
1.8	Extra Flag Person		30	
1.9	For Work in Excess of 8 Hours		10	
1.10	Extra Flag Person - Work in Excess of 8 Hours		10	
1.11	For Work In Excess of 12 Hours		8	
1.12	Extra Flag Person - Work In Excess of 12 Hours		8	
Annual Rates – Period of the Standing Offer, Year 3 April 1, 2020 to March 31, 2021				
1.13	Regular Rate		60	
1.14	Extra Flag Person		30	
1.15	For Work in Excess of 8 Hours		10	
1.16	Extra Flag Person - Work in Excess of 8 Hours		10	
1.17	For Work In Excess of 12 Hours		8	
1.18	Extra Flag Person - Work In Excess of 12 Hours		8	
(A)			Total Extended Price Non-Urgent Services GST/HST Extra	\$

B) Urgent Rates

Yoho National Park				
Item No.	Type of Work/Service	Firm Hourly Rate of Pay (A)	Estimated Usage (B)	Extended Price = (A) x (B)
Annual Rates – Period of the Standing Offer, Year 1 Date of Offer to March 31, 2019				
1.19	Regular Rate		80	
1.20	Extra Flag Person		40	
1.21	For Work in Excess of 8 Hours		20	
1.22	Extra Flag Person - Work in Excess of 8 Hours		20	
1.23	For Work In Excess of 12 Hours		10	
1.24	Extra Flag Person - Work In Excess of 12 Hours		10	
Annual Rates – Period of the Standing Offer, Year 2 April 1, 2019 to March 31, 2020				
1.25	Regular Rate		80	
1.26	Extra Flag Person		40	
1.27	For Work in Excess of 8 Hours		20	
1.28	Extra Flag Person - Work in Excess of 8 Hours		20	
1.29	For Work In Excess of 12 Hours		10	
1.30	Extra Flag Person - Work In Excess of 12 Hours		10	
Annual Rates – Period of the Standing Offer, Year 3 April 1, 2020 to March 31, 2021				
1.31	Regular Rate		80	
1.32	Extra Flag Person		40	
1.33	For Work in Excess of 8 Hours		20	
1.34	Extra Flag Person - Work in Excess of 8 Hours		20	
1.35	For Work In Excess of 12 Hours		10	
1.36	Extra Flag Person - Work In Excess of 12 Hours		10	
(B)	Total Extended Price Urgent Services GST/HST Extra			\$

C) Total Evaluated Amount

(C)	TOTAL EVALUATED OFFER PRICE (A + B = C) REGION #2 YOHO (GST and Applicable Taxes Excluded)	\$
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**Region #3
Jasper National Park**

A) Non-Urgent Services

Jasper National Park				
Item No.	Type of Work/Service	Firm Hourly Rate of Pay (A)	Estimated Usage (B)	Extended Price = (A) x (B)
Annual Rates – Period of the Standing Offer, Year 1 Date of Offer to March 31, 2019				
1.1	Regular Rate		80	
1.2	Extra Flag Person		40	
1.3	For Work in Excess of 8 Hours		20	
1.4	Extra Flag Person - Work in Excess of 8 Hours		20	
1.5	For Work In Excess of 12 Hours		8	
1.6	Extra Flag Person - Work In Excess of 12 Hours		8	
Annual Rates – Period of the Standing Offer, Year 2 April 1, 2019 to March 31, 2020				
1.7	Regular Rate		80	
1.8	Extra Flag Person		40	
1.9	For Work in Excess of 8 Hours		20	
1.10	Extra Flag Person - Work in Excess of 8 Hours		20	
1.11	For Work In Excess of 12 Hours		8	
1.12	Extra Flag Person - Work In Excess of 12 Hours		8	
Annual Rates – Period of the Standing Offer, Year 3 April 1, 2020 to March 31, 2021				
1.13	Regular Rate		80	
1.14	Extra Flag Person		40	
1.15	For Work in Excess of 8 Hours		20	
1.16	Extra Flag Person - Work in Excess of 8 Hours		20	
1.17	For Work In Excess of 12 Hours		8	
1.18	Extra Flag Person - Work In Excess of 12 Hours		8	
(A)	Total Extended Price Non-Urgent Services GST/HST Extra			\$

B) Urgent Rates

Jasper National Park				
Item No.	Type of Work/Service	Firm Hourly Rate of Pay (A)	Estimated Usage (B)	Extended Price = (A) x (B)
Annual Rates – Period of the Standing Offer, Year 1 Date of Offer to March 31, 2019				
1.19	Regular Rate		450	
1.20	Extra Flag Person		200	
1.21	For Work in Excess of 8 Hours		100	
1.22	Extra Flag Person - Work in Excess of 8 Hours		100	
1.23	For Work In Excess of 12 Hours		50	
1.24	Extra Flag Person - Work In Excess of 12 Hours		50	
Annual Rates – Period of the Standing Offer, Year 2 April 1, 2019 to March 31, 2020				
1.25	Regular Rate		450	
1.26	Extra Flag Person		200	
1.27	For Work in Excess of 8 Hours		100	
1.28	Extra Flag Person - Work in Excess of 8 Hours		100	
1.29	For Work In Excess of 12 Hours		50	
1.30	Extra Flag Person - Work In Excess of 12 Hours		50	
Annual Rates – Period of the Standing Offer, Year 3 April 1, 2020 to March 31, 2021				
1.31	Regular Rate		450	
1.32	Extra Flag Person		200	
1.33	For Work in Excess of 8 Hours		100	
1.34	Extra Flag Person - Work in Excess of 8 Hours		100	
1.35	For Work In Excess of 12 Hours		50	
1.36	Extra Flag Person - Work In Excess of 12 Hours		50	
(B)	Total Extended Price Urgent Services GST/HST Extra			\$

C) Total Evaluated Amount

TOTAL EVALUATED OFFER PRICE (A + B = C) REGION #3 JASPER (GST and Applicable Taxes Excluded)	\$
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**Region #4
Kootenay National Park**

A) Non-Urgent Services

Kootenay National Park				
Item No.	Type of Work/Service	Firm Hourly Rate of Pay (A)	Estimated Usage (B)	Extended Price = (A) x (B)
Annual Rates – Period of the Standing Offer, Year 1 Date of Offer to March 31, 2019				
1.1	Regular Rate		20	
1.2	Extra Flag Person		10	
1.3	For Work in Excess of 8 Hours		8	
1.4	Extra Flag Person - Work in Excess of 8 Hours		8	
1.5	For Work In Excess of 12 Hours		4	
1.6	Extra Flag Person - Work In Excess of 12 Hours		4	
Annual Rates – Period of the Standing Offer, Year 2 April 1, 2019 to March 31, 2020				
1.7	Regular Rate		20	
1.8	Extra Flag Person		10	
1.9	For Work in Excess of 8 Hours		8	
1.10	Extra Flag Person - Work in Excess of 8 Hours		8	
1.11	For Work In Excess of 12 Hours		4	
1.12	Extra Flag Person - Work In Excess of 12 Hours		4	
Annual Rates – Period of the Standing Offer, Year 3 April 1, 2020 to March 31, 2021				
1.13	Regular Rate		20	
1.14	Extra Flag Person		10	
1.15	For Work in Excess of 8 Hours		8	
1.16	Extra Flag Person - Work in Excess of 8 Hours		8	
1.17	For Work In Excess of 12 Hours		4	
1.18	Extra Flag Person - Work In Excess of 12 Hours		4	
(A)	Total Extended Price Non-Urgent Services GST/HST Extra			\$

B) Urgent Rates

Kootenay National Park				
Item No.	Type of Work/Service	Firm Hourly Rate of Pay (A)	Estimated Usage (B)	Extended Price = (A) x (B)
Annual Rates – Period of the Standing Offer, Year 1 Date of Offer to March 31, 2019				
1.19	Regular Rate		40	
1.20	Extra Flag Person		20	
1.21	For Work in Excess of 8 Hours		8	
1.22	Extra Flag Person - Work in Excess of 8 Hours		8	
1.23	For Work In Excess of 12 Hours		4	
1.24	Extra Flag Person - Work In Excess of 12 Hours		4	
Annual Rates – Period of the Standing Offer, Year 2 April 1, 2019 to March 31, 2020				
1.25	Regular Rate		40	
1.26	Extra Flag Person		20	
1.27	For Work in Excess of 8 Hours		8	
1.28	Extra Flag Person - Work in Excess of 8 Hours		8	
1.29	For Work In Excess of 12 Hours		4	
1.30	Extra Flag Person - Work In Excess of 12 Hours		4	
Annual Rates – Period of the Standing Offer, Year 3 April 1, 2020 to March 31, 2021				
1.31	Regular Rate		40	
1.32	Extra Flag Person		20	
1.33	For Work in Excess of 8 Hours		8	
1.34	Extra Flag Person - Work in Excess of 8 Hours		8	
1.35	For Work In Excess of 12 Hours		4	
1.36	Extra Flag Person - Work In Excess of 12 Hours		4	
(B)	Total Extended Price Urgent Services GST/HST Extra			\$

C) Total Evaluated Amount

(C)	TOTAL EVALUATED OFFER PRICE (A + B = C) REGION #4 KOOTENAY (GST and Applicable Taxes Excluded)	\$
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Region #5

Mount Revelstoke and Glacier National Park to the west end of Single Bench snow shed within areas maintained by Parks Canada Agency. Including secondary roads within this catchment area.

A) Non-Urgent Services

Mount Revelstoke and Glacier National Park				
Item No.	Type of Work/Service	Firm Hourly Rate of Pay (A)	Estimated Usage (B)	Extended Price = (A) x (B)
Annual Rates – Period of the Standing Offer, Year 1 Date of Offer to March 31, 2019				
1.1	Regular Rate		80	
1.2	Extra Flag Person		20	
1.3	For Work in Excess of 8 Hours		16	
1.4	Extra Flag Person - Work in Excess of 8 Hours		16	
1.5	For Work In Excess of 12 Hours		8	
1.6	Extra Flag Person - Work In Excess of 12 Hours		8	
Annual Rates – Period of the Standing Offer, Year 2 April 1, 2019 to March 31, 2020				
1.7	Regular Rate		80	
1.8	Extra Flag Person		20	
1.9	For Work in Excess of 8 Hours		16	
1.10	Extra Flag Person - Work in Excess of 8 Hours		16	
1.11	For Work In Excess of 12 Hours		8	
1.12	Extra Flag Person - Work In Excess of 12 Hours		8	
Annual Rates – Period of the Standing Offer, Year 3 April 1, 2020 to March 31, 2021				
1.13	Regular Rate		80	
1.14	Extra Flag Person		20	
1.15	For Work in Excess of 8 Hours		16	
1.16	Extra Flag Person - Work in Excess of 8 Hours		16	
1.17	For Work In Excess of 12 Hours		8	
1.18	Extra Flag Person - Work In Excess of 12 Hours		8	
(A)	Total Extended Price Non-Urgent Services GST/HST Extra			\$

B) Urgent Rates

Mount Revelstoke and Glacier National Park				
Item No.	Type of Work/Service	Firm Hourly Rate of Pay (A)	Estimated Usage (B)	Extended Price = (A) x (B)
Annual Rates – Period of the Standing Offer, Year 1 Date of Offer to March 31, 2019				
1.19	Regular Rate		320	
1.20	Extra Flag Person		240	
1.21	For Work in Excess of 8 Hours		80	
1.22	Extra Flag Person - Work in Excess of 8 Hours		80	
1.23	For Work In Excess of 12 Hours		40	
1.24	Extra Flag Person - Work In Excess of 12 Hours		40	
Annual Rates – Period of the Standing Offer, Year 2 April 1, 2019 to March 31, 2020				
1.25	Regular Rate		320	
1.26	Extra Flag Person		240	
1.27	For Work in Excess of 8 Hours		80	
1.28	Extra Flag Person - Work in Excess of 8 Hours		80	
1.29	For Work In Excess of 12 Hours		40	
1.30	Extra Flag Person - Work In Excess of 12 Hours		40	
Annual Rates – Period of the Standing Offer, Year 3 April 1, 2020 to March 31, 2021				
1.31	Regular Rate		320	
1.32	Extra Flag Person		240	
1.33	For Work in Excess of 8 Hours		80	
1.34	Extra Flag Person - Work in Excess of 8 Hours		80	
1.35	For Work In Excess of 12 Hours		40	
1.36	Extra Flag Person - Work In Excess of 12 Hours		40	
(B)	Total Extended Price Urgent Services GST/HST Extra			\$

C) Total Evaluated Amount

(C)	TOTAL EVALUATED OFFER PRICE (A + B = C) REGION #5 MOUNT REVELSTOKE & GLACIER NATIONAL PARK (GST and Applicable Taxes Excluded)	\$
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Region #6

Glacier National Park heading east from the west end of Single Bench snowshed to the east gate of Glacier National Park. From November 1st ending March 31st of each year this area to also include the east gate of Glacier National Park to the highway entrance to the Quartz Creek Pit. Including secondary roads within this catchment area

A) Non-Urgent Services

Glacier National Park – Single Bench to Quartz Creek Pit				
Item No.	Type of Work/Service	Firm Hourly Rate of Pay (A)	Estimated Usage (B)	Extended Price = (A) x (B)
Annual Rates – Period of the Standing Offer, Year 1 Date of Offer to March 31, 2019				
1.1	Regular Rate		80	
1.2	Extra Flag Person		20	
1.3	For Work in Excess of 8 Hours		16	
1.4	Extra Flag Person - Work in Excess of 8 Hours		16	
1.5	For Work In Excess of 12 Hours		8	
1.6	Extra Flag Person - Work In Excess of 12 Hours		8	
Annual Rates – Period of the Standing Offer, Year 2 April 1, 2019 to March 31, 2020				
1.7	Regular Rate		80	
1.8	Extra Flag Person		20	
1.9	For Work in Excess of 8 Hours		16	
1.10	Extra Flag Person - Work in Excess of 8 Hours		16	
1.11	For Work In Excess of 12 Hours		8	
1.12	Extra Flag Person - Work In Excess of 12 Hours		8	
Annual Rates – Period of the Standing Offer, Year 3 April 1, 2020 to March 31, 2021				
1.13	Regular Rate		80	
1.14	Extra Flag Person		20	
1.15	For Work in Excess of 8 Hours		16	
1.16	Extra Flag Person - Work in Excess of 8 Hours		16	
1.17	For Work In Excess of 12 Hours		8	
1.18	Extra Flag Person - Work In Excess of 12 Hours		8	
(A)	Total Extended Price Non-Urgent Services GST/HST Extra			\$

B) Urgent Rates

Glacier National Park – Single Bench to Quartz Creek Pit				
Item No.	Type of Work/Service	Firm Hourly Rate of Pay (A)	Estimated Usage (B)	Extended Price = (A) x (B)
Annual Rates – Period of the Standing Offer, Year 1 Date of Offer to March 31, 2019				
1.19	Regular Rate		320	
1.20	Extra Flag Person		240	
1.21	For Work in Excess of 8 Hours		80	
1.22	Extra Flag Person - Work in Excess of 8 Hours		80	
1.23	For Work In Excess of 12 Hours		40	
1.24	Extra Flag Person - Work In Excess of 12 Hours		40	
Annual Rates – Period of the Standing Offer, Year 2 April 1, 2019 to March 31, 2020				
1.25	Regular Rate		320	
1.26	Extra Flag Person		240	
1.27	For Work in Excess of 8 Hours		80	
1.28	Extra Flag Person - Work in Excess of 8 Hours		80	
1.29	For Work In Excess of 12 Hours		40	
1.30	Extra Flag Person - Work In Excess of 12 Hours		40	
Annual Rates – Period of the Standing Offer, Year 3 April 1, 2020 to March 31, 2021				
1.31	Regular Rate		320	
1.32	Extra Flag Person		240	
1.33	For Work in Excess of 8 Hours		80	
1.34	Extra Flag Person - Work in Excess of 8 Hours		80	
1.35	For Work In Excess of 12 Hours		40	
1.36	Extra Flag Person - Work In Excess of 12 Hours		40	
(B)	Total Extended Price Urgent Services GST/HST Extra			\$

C) Total Evaluated Amount

(C)	TOTAL EVALUATED OFFER PRICE (A + B = C) REGION #6 GLACIER NATIONAL PARK (GST and Applicable Taxes Excluded)	\$
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Region #7 – Avalanche Response

Traffic Control in response to Avalanche Control Services Mount Revelstoke and Glacier National Parks. From November 1st ending March 31st of each year this area to also include the east gate of Glacier National Park to the highway entrance to the Quartz Creek Pit. Including secondary roads within this catchment area – Region 7

A) Non-Urgent Services

Avalanche Control Services Mount Revelstoke and Glacier National Parks				
Item No.	Type of Work/Service	Firm Hourly Rate of Pay (A)	Estimated Usage (B)	Extended Price = (A) x (B)
Annual Rates – Period of the Standing Offer, Year 1 Date of Offer to March 31, 2019				
1.1	Regular Rate		20	
1.2	Extra Flag Person		8	
1.3	For Work in Excess of 8 Hours		4	
1.4	Extra Flag Person - Work in Excess of 8 Hours		4	
1.5	For Work In Excess of 12 Hours		4	
1.6	Extra Flag Person - Work In Excess of 12 Hours		4	
Annual Rates – Period of the Standing Offer, Year 2 April 1, 2019 to March 31, 2020				
1.7	Regular Rate		20	
1.8	Extra Flag Person		8	
1.9	For Work in Excess of 8 Hours		4	
1.10	Extra Flag Person - Work in Excess of 8 Hours		4	
1.11	For Work In Excess of 12 Hours		4	
1.12	Extra Flag Person - Work In Excess of 12 Hours		4	
Annual Rates – Period of the Standing Offer, Year 3 April 1, 2020 to March 31, 2021				
1.13	Regular Rate		20	
1.14	Extra Flag Person		8	
1.15	For Work in Excess of 8 Hours		4	
1.16	Extra Flag Person - Work in Excess of 8 Hours		4	
1.17	For Work In Excess of 12 Hours		4	
1.18	Extra Flag Person - Work In Excess of 12 Hours		4	
(A)	Total Extended Price Non-Urgent Services GST/HST Extra			\$

B) Urgent Rates

Avalanche Control Services Mount Revelstoke and Glacier National Parks				
Item No.	Type of Work/Service	Firm Hourly Rate of Pay (A)	Estimated Usage (B)	Extended Price = (A) x (B)
Annual Rates – Period of the Standing Offer, Year 1 Date of Offer to March 31, 2019				
1.19	Regular Rate		280	
1.20	Extra Flag Person		160	
1.21	For Work in Excess of 8 Hours		60	
1.22	Extra Flag Person - Work in Excess of 8 Hours		60	
1.23	For Work In Excess of 12 Hours		20	
1.24	Extra Flag Person - Work In Excess of 12 Hours		20	
Annual Rates – Period of the Standing Offer, Year 2 April 1, 2019 to March 31, 2020				
1.25	Regular Rate		280	
1.26	Extra Flag Person		160	
1.27	For Work in Excess of 8 Hours		60	
1.28	Extra Flag Person - Work in Excess of 8 Hours		60	
1.29	For Work In Excess of 12 Hours		20	
1.30	Extra Flag Person - Work In Excess of 12 Hours		20	
Annual Rates – Period of the Standing Offer, Year 3 April 1, 2020 to March 31, 2021				
1.31	Regular Rate		280	
1.32	Extra Flag Person		160	
1.33	For Work in Excess of 8 Hours		60	
1.34	Extra Flag Person - Work in Excess of 8 Hours		60	
1.35	For Work In Excess of 12 Hours		20	
1.36	Extra Flag Person - Work In Excess of 12 Hours		20	
(B)	Total Extended Price Urgent Services GST/HST Extra			\$

C) Total Evaluated Amount

(C)	TOTAL EVALUATED OFFER PRICE (A + B = C) REGION #7 AVALANCHE CONTROL SERVICES MOUNT REVELSTOKE & GLACIER NATIONAL PARKS (GST and Applicable Taxes Excluded)	\$
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ANNEX "C"
INSURANCE REQUIREMENT

Commercial General Liability (CGL) 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 Parks Canada Agency.
 - 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.

ANNEX "D"

ATTESTATION AND PROOF OF COMPLIANCE WITH OCCUPATIONAL HEALTH AND SAFETY (OHS)

The following form must be completed and signed prior to commencing work on Parks Canada Sites.

Submission of this completed form, satisfactory to Parks Canada, is a condition of gaining access to the work place.

Parks Canada recognizes that federal OHS legislation places certain specific responsibilities upon Parks Canada as owner of the work place. In order to meet those responsibilities, Parks Canada is implementing a contractor safety regime that will ensure that roles and responsibilities assigned under Part II of the *Canada Labour Code* and the *Canada Occupational Health and Safety Regulations* are implemented and observed when involving contractor(s) to undertake works in Parks Canada work places.

Parks Canada Responsible Authority/Project Lead	Address	Contact Information
Project Manager/Contracting Authority		
Prime Contractor		
Subcontractor(s) (add additional fields as required)		

Location of Work

General Description of Work to be Completed
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Mark "Yes" where applicable.

	A meeting has been held to discuss hazards and access to the work place and all known and foreseeable hazards have been identified to the contractor and/or subcontractor(s)
	The contractor and/or its subcontractor(s) will comply with all federal and provincial/territorial legislation and Parks Canada's policies and procedures, regarding occupational health and safety.
	The contractor and/or its subcontractor(s) will provide all prescribed safety materials, equipment, devices and clothing.
	The contractor and/or its subcontractor(s) will ensure that its employees are familiar with and use all prescribed safety materials, equipment, devices and clothing at all times.
	The contractor and/or its subcontractor(s) will ensure that its activities do not endanger the health and safety of Parks Canada employees.
	The contractor and/or its subcontractor(s) has inspected the site and has carried out a hazard assessment and has put in place a health and safety plan and informed its employees accordingly, prior to the commencement of the work.
	Where a contractor and/or its subcontractor(s) will be storing, handling or using hazardous substances in the work place, it will place warning signs at access points warning persons of the presence of the substances and any precautions to be taken to prevent or reduce any hazard of injury or death.
	The contractor and/or its subcontractor(s) will ensure that its employees are instructed in respect of any emergency procedures applicable to the site.

I, _____ (contractor), certify that I have read, understood and attest that my firm, employees and all sub-contractors will comply with the requirements set out in this document and the terms and conditions of the contract.

Name

Signature

Date

ANNEX "E"
INTEGRITY PROVISIONS – LIST OF NAMES FOR INTEGRITY VERIFICATION FORM

**** To be completed by the bidder ****

Requirements

Section 17 of the [Ineligibility and Suspension Policy](#) (the Policy) requires suppliers, regardless of their status under the Policy, to submit a list of names when participating in a procurement process. The required list differs depending on the bidder or offeror's organizational structure:

Instructions

- Suppliers including those bidding as joint ventures, whether incorporated or not, must provide a complete list of the names of all current directors.
- Privately owned corporations must provide a list of the owners' names.
- Suppliers bidding as sole proprietors, including sole proprietors bidding as joint ventures, whether incorporated or not, must provide a complete list of the names of all owners.
- Suppliers that are a partnership do not need to provide a list of names.

Suppliers may use this form to provide the required list of names with their bid or offer submission. Failure to submit this information with a bid or offer, where required, will render a bid or offer non-responsive, or the supplier otherwise disqualified for award of a contract or real property agreement. Please refer to [Information Bulletin: Required information to submit a bid or offer](#) for additional details.

Organizational Structure: <input type="checkbox"/> Corporate Entity <input type="checkbox"/> Privately Owned Corporation <input type="checkbox"/> Sole Proprietor <input type="checkbox"/> Partnership
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List of Names (see instructions above)

Name	Title

Declaration

I, (name) _____, (position) _____
_____, of (supplier's name) _____

_____, declare that the information provided in this Form is, to the best of my knowledge and belief, true, accurate and complete. I am aware that failing to provide the list of names will render a bid or offer non-responsive, or I will be otherwise disqualified for award of a contract or real property agreement. I am aware that during the bid or offer evaluation stage, I must, within 10 working days, inform the contracting authority in writing of any changes affecting the list of names submitted. I am also aware that after contract award I must inform the Registrar of Ineligibility and Suspension within 10 working days of any changes to the list of names submitted.

Signature

****Please include with you****