



RETURN BIDS TO:

RETOURNER LES SOUMISSIONS À:

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

Pacific Region

401 - 1230 Government Street

Victoria, B.C.

V8W 3X4

Bid Fax: (250) 363-3344

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 - Pacific
Region

401 - 1230 Government Street

Victoria, B. C.

V8W 3X4

Title - Sujet Self-supported Tower design	
Solicitation No. - N° de l'invitation F1705-171013/A	Date 2018-04-18
Client Reference No. - N° de référence du client F1705-171013	
GETS Reference No. - N° de référence de SEAG PW-\$VIC-254-7497	
File No. - N° de dossier VIC-8-41008 (254)	CCC No./N° CCC - FMS No./N° VME
Solicitation Closes - L'invitation prend fin at - à 02:00 PM on - le 2018-05-09	Time Zone Fuseau horaire Pacific Daylight Saving Time PDT
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: Muller, Laura	Buyer Id - Id de l'acheteur vic254
Telephone No. - N° de téléphone (250) 217-4446 ()	FAX No. - N° de FAX (250) 363-0395
Destination - of Goods, Services, and Construction: Destination - des biens, services et construction: DFO - Mt. Ozzard - Ucluelet, BC (Delivery to Victoria, BC)	

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



Destination Code - Code destinataire	Destination Address - Adresse de la destination	Invoice Code - Code bur.-comptable	Invoice Address - Adresse de facturation
D - 1	DFO - Mt. Ozzard - Ucluelet, BC	F1705	DEPARTMENT OF FISHERIES AND OCEANS ATTN: Canadian Coast Guard 25 HURON ST. VICTORIA BC V8V 4V9 Canada



Item Article	Description	Dest. Code Dest.	Inv. Code Fact.	Qty Qté	U. of I. U. de D.	Unit Price/Prix unitaire FOB/FAM Destination	Plant/Usine	Delivery Req. Livraison Req.	Del. Offered Liv. offerte
1	Mt. Ozzard Communications Tower In stallation Mt. Ozzard Communications Tower Installation	D - 1	F1705	1	Each	\$	XXXXXXXXXXXX	See Herein	

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F1705-171013/A
Client Ref. No. - N° de réf. du client

Amd. No. - N° de la modif.
000
File No. - N° du dossier

Buyer ID - Id de l'acheteur
vic254
CCC No./N° CCC - FMS No./N° VME

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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;
- Part 6 Security, Financial and Other Requirements: includes specific requirements that must be addressed by Bidders; and
- Part 7 Resulting Contract Clauses: includes the clauses and conditions that will apply to any resulting contract.

The Annexes include the Statement of Requirement/Appendices, Basis of Payment, Electronic Payment Instruments, Insurance Requirements, and Evaluation Criteria.

1.2 Summary

Work of this Contract comprises design, materials, and delivery of a 42.67m tall self-supported communications tower at the Canadian Coast Guard (CCG) site at Mount Ozzard, on Vancouver Island near Ucluelet, BC. Work includes but is not limited to:

- 1) Design and supply of a new 42.67m self-supported tower
- 2) Provide design loads and reaction loads for foundation design by others
- 3) Design and supply of initial antenna mounts
- 4) Delivery of all items to Canadian Coast Guard Base in Victoria, BC.
- 5) Delivery must be completed by no later than August 1, 2018 (Mandatory)

The Procedures for Design Change or Additional Work are detailed herein allows for adjustments to the firm pricing submitted e.g. due to minor design modification requests from DFO/CCG.

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

The requirement is subject to a preference for Canadian goods and/or services.

This procurement is subject to the following Comprehensive Land Claims Agreement:

- Maa-nulth First Nations Final Agreement

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.

Subsection 5.4 of [2003](#), Standard Instructions - Goods or Services - Competitive Requirements, is amended as follows:

Delete: 60 days

Insert: 90 days

2.2 Submission of Bids

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

2.3 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.

2.4 Applicable Laws

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

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

PART 3 - BID PREPARATION INSTRUCTIONS

3.1 Bid Preparation Instructions

Due to the nature of the bid solicitation, bids transmitted by epost Connect service will not be accepted.

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

Section I: Technical Bid (2 hard copies) + 1 soft copy in .PDF format on CD, DVD or USB Key

Section II: Financial Bid (1 hard copies)

Section III: Certifications (1 hard copy)

If there is a discrepancy between the wording of the soft copy and the hard copy, the wording of the hard copy will have priority over the wording of the soft copy.

Canada requests that bidders follow the format instructions described below in the preparation of hard copy 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>). 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 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 listed in Appendix A.1 at Annex A 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 using the financial evaluation table provided in Annex B – Basis of Payment. The total amount of Applicable Taxes must be shown separately.

3.1.2 Electronic Payment of Invoices – Bid

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

If Annex C - 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) The evaluation team will determine first if there are two or more bids with a valid Canadian Content certification. In that event, the evaluation process will be limited to the bids with the certification; otherwise, all bids will be evaluated. If some of the bids with a valid certification are declared non-responsive, or are withdrawn, and less than two responsive bids with a valid certification remain, the evaluation will continue among those bids with a valid certification. If all bids with a valid certification are subsequently declared non-responsive, or are withdrawn, then all the other bids received will be evaluated.

4.1.1 Technical Evaluation

4.1.1.1. Mandatory Technical Criteria

Refer to Annex E – Evaluation Criteria

4.1.2 Financial Evaluation

4.1.2.1 Mandatory Financial Criteria

Mandatory technical evaluation criteria are included in Annex B – Basis of Payment. Failure to meet any of these mandatory financial criteria will result in the Bidder's bid being declared non-responsive and given no further consideration.

4.1.2.2 Calculation of Evaluated Bid Price

See Annex B – Basis of Payment – Table B.5

4.1.2.3 Evaluation of Price – Bid

The price of the bid will be evaluated in Canadian dollars, Applicable Taxes excluded, Delivery Duty Paid (DDP) Destination, Canadian Customs duties and excise taxes included.

4.2 Basis of Selection

4.2.1 Mandatory Technical and Financial Evaluation Criteria

A bid must comply with the requirements of the bid solicitation and meet all mandatory technical evaluation criteria and financial evaluation criteria to be declared responsive. The responsive bid with the lowest Evaluated Bid Price at Annex B will be recommended for award of a contract.

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.

5.1.2 Additional Certifications Required with the Bid

5.1.2.1 Canadian Content Certification

This procurement is conditionally limited to Canadian goods and Canadian services.

Subject to the evaluation procedures contained in the bid solicitation, bidders acknowledge that only bids with a certification that the goods and services offered are Canadian goods and Canadian services, as defined in clause [A3050T](#), may be considered.

Failure to provide this certification completed with the bid will result in the goods and services offered being treated as non-Canadian goods and non-Canadian services.

The Bidder certifies that:

() a minimum of 80 percent of the total bid price consist of Canadian goods and Canadian services as defined in paragraph 5 of clause [A3050T](#).

For more information on how to determine the Canadian content for a mix of goods, a mix of services or a mix of goods and services, consult Annex 3.6.(9), Example 2, of the [Supply Manual](#).

5.1.2.1.1 SACC Manual clause [A3050T](#) (2014-11-27) Canadian Content Definition

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.

5.2.3 Welding Certification - Bid

1. Welding must be performed by a welder certified by the Canadian Welding Bureau (CWB) for the following Canadian Standards Association (CSA) standards:
 - a. CSA W47.1 (current version), Certification of Companies for Fusion Welding of Steel 2.
2. Before contract award and within FIVE (5) calendar days of the written request by the Contracting Authority, the successful Bidder must submit evidence demonstrating its and its subcontractor's certification by CWB in accordance with the CSA welding standards.

5.2.4 Status and Availability of Resources

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

5.2.5 Education and Experience

SACC Manual clause [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 Requirement

The Contractor must provide the items detailed in Annex A.

6.1.1 Procedures for Design Change or Additional Work

SACC Manual Clause [B5007C](#) (2010-01-11), Procedures for Design Change or Additional Work

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.

6.2.2 Supplemental General Conditions

4012 (2012-07-16), Goods – Higher Complexity

6.3 Security Requirements

6.3.1 There is no security requirement applicable to the Contract.

6.4 Term of Contract

6.4.1 Delivery Date

Refer to Appendix B - Summary of Submittals.

All the deliverables must be received on or before August 01 2018.

6.4.2 Comprehensive Land Claims Agreements (CLCAs)

The Contract is subject to the following Comprehensive Land Claims Agreement:

- Maa-nulth First Nations Final Agreement

6.4.3 Delivery Points

Delivery of the requirement will be made to delivery point specified at Annex "A" of the Contract.

6.5 Authorities

6.5.1 Contracting Authority

The Contracting Authority for the Contract is:

Name: Laura Muller
Title: Supply Officer
Public Works and Government Services Canada
Acquisitions Branch
Address: 1230 Government Street, Victoria, BC, V8W 3X4
Telephone: 604-363-1765
E-mail address: laura.muller@pwgsc.gc.ca

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

6.5.2 Project Authority

The Project Authority for the Contract is: *(Inserted at time of contract award)*

Name: _____

Title: _____
Organization: _____
Address: _____

Telephone: ____-____-____
Facsimile: ____-____-____
E-mail address: _____

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

6.5.3 Contractor's Representative

(As specified in the Bidder's bid)

Name: _____
Title: _____
Organization: _____
Address: _____

Telephone: ____-____-____
Facsimile: ____-____-____
E-mail address: _____

6.6 Payment

6.6.1 Basis of Payment

In consideration of the Contractor satisfactorily completing its obligations under the Contract, the Contractor will be paid firm lot prices, as specified in Annex B – Basis of Payment, for a cost of \$ _____ (*amount inserted at time of Contract award*). Customs duties are included and Applicable Taxes are extra.

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

6.6.4 Single Payment

SACC Manual Clause H1000C (2008-05-12), Single Payment

6.6.5 Electronic Payment of Invoices – Contract

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

- a. Visa Acquisition Card;
- b. MasterCard Acquisition Card;
- c. Direct Deposit (Domestic and International);

6.7 Invoicing Instructions

1. The Contractor must submit invoices in accordance with the section entitled "Invoice submission" of the general conditions. Invoices cannot be submitted until all work identified in the invoice is completed.
2. Invoices must be distributed as follows:
 - a. The original and one (1) copy must be forwarded to the address shown on page 1 of the Contract for certification and payment.
 - b. One (1) copy must be forwarded to the Contracting identified under the section entitled "Authorities" of the Contract.

6.8 Certifications and Additional Information

6.8.1 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.

6.8.2 Canadian Content Certification

SACC Manual Clause [A3060C](#) (2008-05-12), Canadian Content Certification

6.8.3 Welding Certification

1. The Contractor must ensure that welding is performed by a welder certified by the Canadian Welding Bureau(CWB) for the following Canadian Standards Association(CSA) standard(s):
 - a. CSA W47.1 (current version), Certification of Companies for Fusion Welding of Steel 2.
2. In addition, welding must be done in accordance with the requirements of the applicable drawings and specifications.
3. Before the commencement of any fabrication work, and upon request from the Project Authority or Technical Authority, the Contractor must provide approved welding procedures and/or a list of welding personnel they intend to use in the performance of the Work. The list must identify the CWB welding procedure qualifications attained by each of the personnel listed and must be accompanied by a copy of each person's current CWB certification to CSA welding standards.

6.9 Applicable Laws

The Contract must be interpreted and governed, and the relations between the parties determined, by the laws in force in _____ (*insert the name of the province or territory as specified by the Bidder in its bid, if applicable*).

6.10 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 supplemental general conditions 4012 (12-07-16), Goods – Higher Complexity;
- (c) the general conditions 2035 (2016-04-04) General Conditions – Higher Complexity – Services;
- (d) Annex A, Statement of Requirement (including all of its appendices);
- (e) Annex B, Basis of Payment;
- (f) Annex D, Insurance Requirements;
- (g) the Contractor's bid dated _____, (*insert date of bid*).

6.11 Foreign Nationals (Canadian Contractor)

SACC Manual clause A2000C (2006-06-16) Foreign Nationals (Canadian Contractor)

6.12 Insurance – Specific Requirements

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

6.13 Shipping Instructions

6.13.1 Shipping Instructions – Delivery at Destination

Goods must be consigned to the destination specified in the Contract and delivered:

- a. Delivered Duty Paid (DDP) to Destination Incoterms 2000 for shipments from a commercial contractor.

The Contractor is responsible for all delivery charges, administration, costs, and risks of transport and customs clearance, including the payment of customs duties and Applicable Taxes.

6.13.2 Delivery Appointment

The Contractor must contact the DFO/CCG Project Authority at least FIVE (5) calendar days prior to the mandatory delivery date stated under paragraph 6.4.1 to coordinate delivery.

6.13.3 Delivery and Unloading

- 1. Delivery trucks must be equipped with an unloading device which will permit unloading at sites with no hydraulic, stationary or other type of unloading facility.

2. When making deliveries, sufficient personnel must be provided to permit unloading of any type of vehicle without the assistance of federal government personnel.
3. At some sites, the delivery truck must be unloaded while parked at the curb. When material is placed on the sidewalk, it must be placed in proximity to the designated entrance so as to be readily accessible to transport by mechanical handling equipment utilized by site personnel.

6.14 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 Requirement 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.

6.15 SACC Manual Clauses

A9051C (2014-03-01), Existing Technical Publications – Translation

B7500C (2006-06-16), Excess Goods

C2604C (2013-04-25), Customs Duties, Excise Taxes and Applicable Taxes – Non-resident

D2025C (2013-11-06), Wood Packaging Materials

D9002C (2007-11-30), Incomplete Assemblies

ANNEX A - STATEMENT OF REQUIREMENT

Contents

Antenna Layout Drawing

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Division 01	01 33 00 – Submittal Procedures
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Appendix A	Site Location Photos
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Solicitation No. - N° de l'invitation
F1705-171013/A
Client Ref. No. - N° de réf. du client

Amd. No. - N° de la modif.
000
File No. - N° du dossier

Buyer ID - Id de l'acheteur
vic254
CCC No./N° CCC - FMS No./N° VME

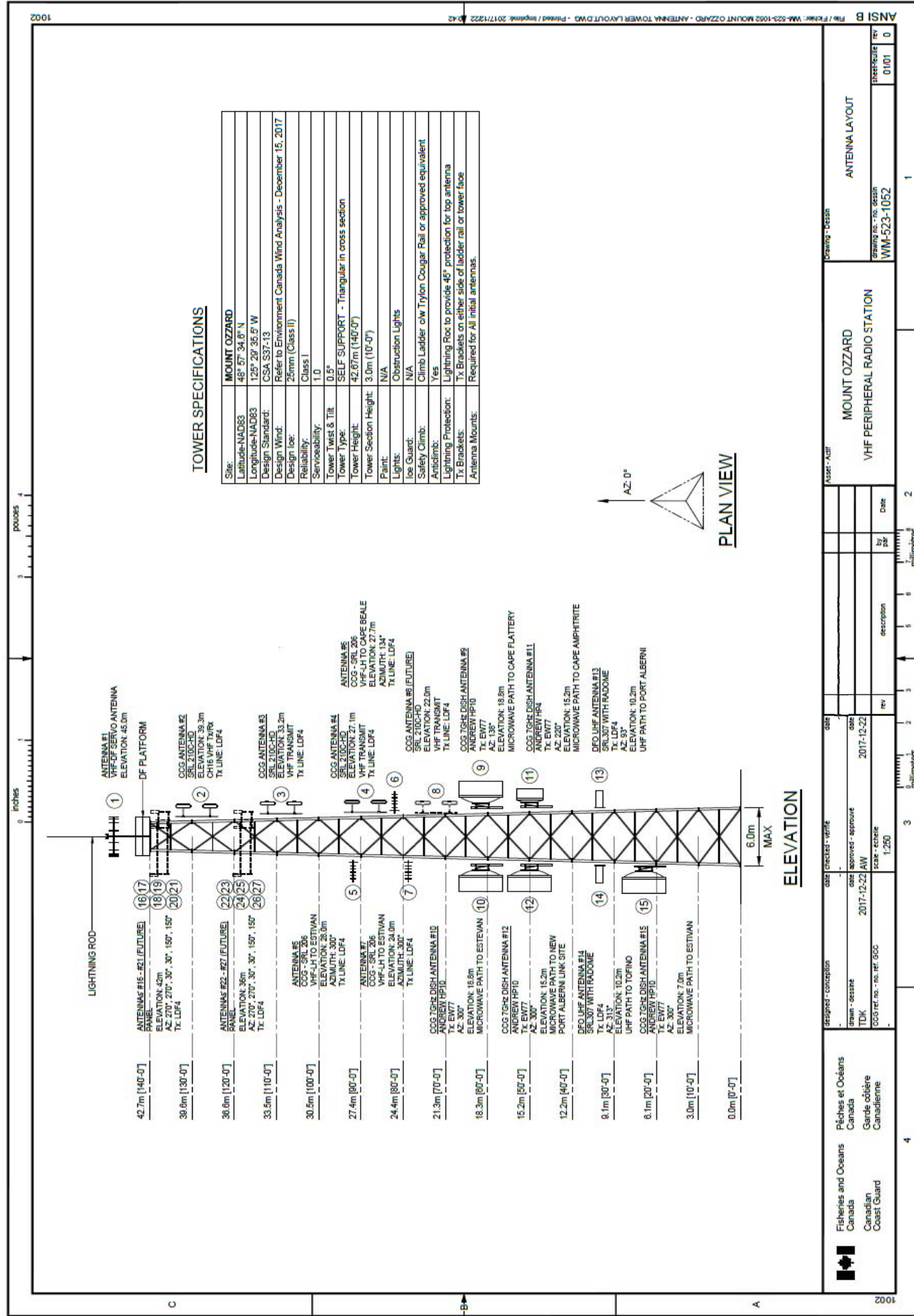
Antenna Layout Drawing

(starts on following page)

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vic254
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Division 01 01 11 00 - Summary of Work

PART 1 GENERAL

1.1 MINIMUM STANDARDS

.1 Perform Work in accordance with the National Building Code of Canada (NBCC) and any other code of provincial, federal, or local application. In the case of any conflict or discrepancy, the more stringent requirements shall apply.

.2 Meet or exceed requirements of:

- .1 Contract documents.
- .2 Specified standards, codes, and reference documents.

1.2 WORK COVERED BY CONTRACT DOCUMENTS

.1 Work of this Contract comprises design, fabrication, and delivery of a 42.67m tall self-supported communications tower for the Canadian Coast Guard (CCG) site at Mount Ozzard. Work includes but is not limited to:

- .1 Design and supply of a new 42.67m self-supported tower.
- .2 Provide design loads and reaction loads for foundation design by others.
- .3 Design and supply of initial antenna mounts.
- .4 Delivery of all items to the Canadian Coast Guard Base in Victoria, BC.

1.3 TOWER LOCATION

.1 The tower will be erected by others at the CCG peripheral Marine Communications and Traffic Services (MCTS) site on Vancouver Island near Ucluelet, BC. Appendix A: Site Location / Photos gives site location details and includes some photos of the existing site. Site coordinates are 48° 57' 34.6" N - 125° 29' 35.5" W.

- .1 The site is accessed via helicopter and gravel road.

1.4 SUBMITTALS

.1 Mandatory submittals and schedule for submission are detailed below and in Appendix B Summary of Submittals. The following identifies general requirements only. The relevant Sections must be consulted for a complete listing of mandatory content. This summary is not an exhaustive list of all submissions required for the duration of the project, as additional submissions may be required after award.

.1 Design Package

- .1 Deadline: 28 days following contract award.
- .2 Submission to include:
 - .1 Tower design drawings stamped and sealed by a qualified Professional Engineer registered in the Province of British Columbia (Section 13 36 13).
 - .2 Drawings to conform to all requirements outlined in relevant Sections.

.2 Fabrication Plan

- .1 Deadline: 28 days following contract award.
- .2 Submission to include:
 - .1 Fabrication shop drawings.
 - .2 Schedule indicating:
 - .1 Start and completion dates of fabrication;
 - .2 Delivery of tower to the Canadian Coast Guard Base in Victoria, BC.

.3 Installation Package

.1 Deadline: 28 days following contract award.

.2 Submission to include:

- .1 Erection drawings containing sufficient information as to be able to adequately erect and install all provided materials.
- .2 Material lists.
- .3 Bolt installation procedures.

1.5 FEES, PERMITS, AND CERTIFICATES

.1 Contractor to pay fees, obtain certificates and permits, and provide information to authorities having jurisdiction where required.

.1 Contractor to provide copies to CCG of any documentation submitted to other authorities related to the Work.

.2 Contractor to furnish certificates and permits when requested.

Part 2 Products

2.1 NOT USED

.1 Not used.

Part 3 Execution

3.1 WORK COMPLETION DEADLINES

.1 All work to be completed by August 1, 2018

END OF SECTION

Division 01 01 33 00 – Submittal Procedures

PART 1 GENERAL

1.1 ADMINISTRATIVE

- .1 Submit to Canadian Coast Guard (CCG) submittals listed for review. Submit promptly and in orderly sequence to not cause delay in Work. Failure to submit in ample time is not considered sufficient reason for extension of Contract Time and no claim for extension by reason of such default will be allowed.
- .2 Do not proceed with Work affected by submittal until review is complete.
- .3 Present drawings, product data, samples and mock-ups in SI Metric units.
- .4 Where items or information is not produced in SI Metric units converted values are acceptable.
- .5 Review submittals prior to submission to CCG. This review represents that necessary requirements have been determined and verified, or will be, and that each submittal has been checked and co-ordinated with requirements of Work and Contract Documents.
- .6 Notify CCG, in writing at time of submission, identifying deviations from requirements of Contract Documents stating reasons for deviations.
- .7 Contractor's responsibility for errors and omissions in submission is not relieved by CCG's review of submittals.
- .8 Contractor's responsibility for deviations in submission from requirements of Contract Documents is not relieved by CCG's review, unless CCG gives written acceptance of specific deviations.

1.2 SHOP DRAWINGS

- .1 The term "shop drawings" means drawings, diagrams, illustrations, schedules, performance charts, brochures and other data which are to be provided by Contractor to illustrate details of a portion of Work.
- .2 Submit field erection drawings stamped and signed by professional engineer registered or licensed in British Columbia, Canada.
- .3 Indicate materials, methods of construction and attachment or anchorage, erection diagrams, connections, explanatory notes and other information necessary for completion of Work. Where articles or equipment attach or connect to other articles or equipment, indicate that such items have been co-ordinated, regardless of Section under which adjacent items will be supplied and installed. Indicate cross references to design drawings and specifications.
- .4 Allow five working days, or as otherwise stipulated in the specifications, for CCG to review of the submission.
- .5 Adjustments made on shop drawings by CCG are not intended to change Contract Price. If adjustments affect value of Work, state such in writing to CCG and await authorization prior to proceeding with Work (refer to section 6.1.1).

Canada will not pay the Contractor for any design changes, modifications or interpretations of the Work, unless they have been authorized, in writing, by the Contracting Authority before their incorporation into the Work through the procedures for design change (refer to section 6.1.1).
- .6 Make changes in shop drawings as CCG may require, consistent with Contract Documents. When resubmitting, notify CCG in writing of revisions other than those requested.

- .7 Accompany submissions with transmittal letter containing:
 - .1 Date.
 - .2 Project title and number.
 - .3 Contractor's name and address.
 - .4 Identification and quantity of each shop drawing, product data and sample.
 - .5 Other pertinent data.
- .8 Submissions include:
 - .1 Date and revision dates.
 - .2 Project title and number.
 - .3 Name and address of:
 - .1 Subcontractor.
 - .2 Supplier.
 - .3 Manufacturer.
 - .4 Details of appropriate portions of Work as applicable:
 - .1 Fabrication.
 - .2 Layout, showing dimensions, including identified field dimensions, and clearances.
 - .3 Setting or erection details.
 - .4 Capacities.
 - .5 Performance characteristics.
 - .6 Standards.
 - .7 Operating weight.
 - .8 Wiring diagrams.
 - .9 Single line and schematic diagrams.
 - .10 Relationship to adjacent work.
- .9 After CCG's review and approval, distribute copies.
- .10 Submit electronic copies of shop drawings for each requirement requested in specification Sections and as CCG may reasonably request.
- .11 Submit 3 copies of product data sheets or brochures for requirements requested in specification Sections and as requested by CCG where shop drawings will not be prepared due to standardized manufacture of product.
- .12 Submit electronic copies of test reports for requirements requested in specification Sections and as requested by CCG.
 - .1 Report signed by authorized official of testing laboratory that material, product or system identical to material, product or system to be provided has been tested in accord with specified requirements.
 - .2 Testing must have been within 3 years of date of contract award for project.
- .13 Submit electronic copies of certificates for requirements requested in specification Sections and as requested by CCG.
 - .1 Statements printed on manufacturer's letterhead and signed by responsible officials of manufacturer of product, system or material attesting that product, system or material meets specification requirements.
 - .2 Certificates must be dated after award of project contract complete with project name.

- .14 Submit electronic copies of Manufacturer's Field Reports for requirements requested in specification Sections and as requested by CCG.
- .15 Documentation of the testing and verification actions taken by manufacturer's representative to confirm compliance with manufacturer's standards or instructions.
- .16 Submit electronic copies of Operation and Maintenance Data for requirements requested in specification Sections and as requested by CCG.
- .17 Delete information not applicable to project.
- .18 Supplement standard information to provide details applicable to project.
- .19 If upon review by CCG, no errors or omissions are discovered or if only minor corrections are made, copies will be returned and fabrication and installation of Work may proceed. If shop drawings are rejected, noted copy will be returned and resubmission of corrected shop drawings, through same procedure indicated above, must be performed before fabrication and installation of Work may proceed.
- .20 The review of shop drawings by CCG is for sole purpose of ascertaining conformance with general concept.
 - .1 This review shall not mean that CCG approves detail design inherent in shop drawings, responsibility for which shall remain with Contractor submitting same, and such review shall not relieve Contractor of responsibility for errors or omissions in shop drawings or of responsibility for meeting requirements of construction and Contract Documents.
 - .2 Without restricting generality of foregoing, Contractor is responsible for dimensions to be confirmed and correlated at job site, for information that pertains solely to fabrication processes or to techniques of construction and installation and for co-ordination of Work of sub-trades.

1.3 DESIGN DRAWINGS AND PLANS

- .1 Submit drawings stamped and signed by a professional tower design engineer registered or licensed in British Columbia, Canada.
- .2 Allow five working days, or as otherwise stipulated in the specifications, for CCG to review of each submission.
- .3 Any changes to engineering plans must be approved by CCG.
- .4 Indicate materials, connections, explanatory notes and other information necessary for completion of Work.
- .5 Accompany submissions with transmittal letter containing:
 - .1 Date.
 - .2 Project title and number.
 - .3 Other pertinent data.
- .6 Submissions include:
 - .1 Date and revision dates.
 - .2 Project title and number.
 - .3 Name and address of:
 - .1 Subcontractor.
 - .2 Supplier.
 - .3 Manufacturer.
 - .4 Details of appropriate portions of Work as applicable:

- .1 All details required by specifications and information specified in CSA S37-13.
 - .2 Reference design standards.
 - .3 All design loads for specified load conditions.
 - .4 All analysis, calculations, and reactions for foundations and tower. A capacity profile of tower giving designed % load capacity for tower legs, diagonals, and foundations.
 - .5 Leg diameters for each section, types of connections, and typical details.
 - .6 Details of ice guards, attachments of antennas, anti-climb devices, and transmission line placement.
 - .7 Details of the grounding system and cable requirements.
 - .8 Any other information deemed relevant by the Engineer of Record.
- .7 Submit electronic and 2 printed copies of drawings for each requirement requested in specification Sections and as CCG may reasonably request.

PART 2 PRODUCTS

2.1 NOT USED

- .1 Not used.

PART 3 EXECUTION

3.1 NOT USED

- .1 Not used.

END OF SECTION

Division 01 01 45 00 - Quality Control

PART 1 GENERAL

1.1 RELATED REQUIREMENTS

- .1 Section 13 36 13 - Steel Towers

1.2 INSPECTION

- .1 Allow Canadian Coast Guard (CCG) access to Work. If part of Work is in preparation at locations other than Place of Work, allow access to such Work whenever it is in progress.
- .2 Give timely notice requesting inspection if Work is designated for special tests, inspections or approvals by CCG instructions, or law of Place of Work.
- .3 If Contractor covers or permits to be covered Work that has been designated for special tests, inspections or approvals before such is made, uncover such Work, have inspections or tests satisfactorily completed and make good such Work.
- .4 CCG will order part of Work to be examined if Work is suspected to be not in accordance with Contract Documents. If, upon examination such work is found not in accordance with Contract Documents, correct such Work and pay cost of examination and correction. If such Work is found in accordance with Contract Documents, CCG shall pay cost of examination and replacement.
- .5 The below list identifies key milestones where the Canadian Coast Guard will require an opportunity to take samples/inspect:
 - .1 CCG will inspect the tower and associated components after the fabrication work is complete and prior to delivery.
 - .2 CCG will inspect delivered materials.

1.3 INDEPENDENT INSPECTION AGENCIES

- .1 Independent Inspection/Testing Agencies may be engaged by CCG for purpose of inspecting and/or testing portions of Work. Cost of such services will be borne by CCG.
- .2 Employment of inspection/testing agencies does not relax responsibility to perform Work in accordance with Contract Documents.
- .3 If defects are revealed during inspection and/or testing, appointed agency will request additional inspection and/or testing to ascertain full degree of defect. Correct defect and irregularities as advised at no cost to CCG. The Contractor will pay costs for retesting and re-inspection.

1.4 ACCESS TO WORK

- .1 Allow inspection/testing agencies access to Work, off site manufacturing and fabrication plants.
- .2 Co-operate to provide reasonable facilities for such access.

1.5 PROCEDURES

- .1 Notify appropriate agency and CCG in advance of requirement for tests, in order that attendance arrangements can be made.
- .2 Submit samples and/or materials required for testing, as specifically requested in specifications. Submit with reasonable promptness and in orderly sequence to not cause delays in Work.

- .3 Provide labour and facilities to obtain and handle samples and materials on site. Provide sufficient space to store and cure test samples.
- .4 All work to be completed in compliance with the Specifications before requesting the visit for inspection. If the Work is not completed or deemed non-compliant, the Contractor shall be responsible for all costs incurred for subsequent inspections.
- 1.6 REJECTED WORK**
 - .1 Remove defective Work, whether result of poor workmanship, use of defective products or damage and whether incorporated in Work or not, which has been rejected by CCG as failing to conform to Contract Documents. Replace or re-execute in accordance with Contract Documents.
- 1.7 TESTS AND MIX DESIGNS**
 - .1 Furnish test results and mix designs as requested.
- 1.8 MILL TESTS**
 - .1 Submit mill test certificates as required of specification Sections or as otherwise requested by CCG.
- PART 2 Products**
 - 2.1 NOT USED**
 - .1 Not used.
- PART 3 EXECUTION**
 - 3.1 NOT USED**
 - .1 Not used.

END OF SECTION

Division 13 13 36 13 – Steel Towers

PART 1 GENERAL

1.1 REFERENCE STANDARDS

- .1 Work under this section to be in compliance will all listed references. In the case of conflict or discrepancy, the more stringent shall apply:
- .1 CSA S37-13, Antenna, Towers, and Antenna Supporting Structures;
 - .2 CSA G40.20, General Requirements for Rolled or Welded Structural Quality Steel;
 - .3 CSA G40.21, Structural Quality Steel;
 - .4 CSA W47.1, Certification of Companies for Fusion Welding of Steel Structures;
 - .5 CSA W59, Welded Steel Construction (Metal-Arc Welding);
 - .6 ASTM A123 / A123M, Standard Specification for Zinc (Hot-Dip Galvanized) Coatings on Iron and Steel Products;
 - .7 Canada Labour Code Part II;
 - .8 Health and Welfare Canada Limits of Exposure to Radio-Frequency Fields Frequencies from 3kHz – 300GHz, Safety Code 6;
 - .9 WorkSafeBC Occupational Health and Safety Regulation;
 - .10 National Building Code of Canada;
 - .11 TC CAR Standard 621.19, Standards Obstruction Markings;
 - .12 SSPC-SP 1, Solvent Cleaning;
 - .13 SSPC-SP 7/NACE No. 4, Brush-Off Blast Cleaning.

1.2 SCOPE OF WORK

- .1 Work in this section includes the supply of all labour, material, and equipment necessary to complete the following activities:
- .1 Design, supply, and delivery of a new 42.67m tall self-supported tower, accessories listed in this section, and hardware;
 - .2 Design, supply and delivery of antenna mounts for antennas identified in drawing WM-523-1052-MOUNT OZZARD - ANTENNA LAYOUT excluding antennas noted as "future".

1.3 PERFORMANCE REQUIREMENTS

- .1 The Work shall be designed to perform as reasonably expected for a life of 50 years.

1.4 GUARANTEE

- .1 The Contractor shall guarantee that all material and workmanship used in the fabrication and construction is in accordance with all applicable specifications listed in the Section.
- .2 For a period of one year from the date of the installation, the Contractor shall replace, free of charge, all defective components. A failure of 10% or more of a particular item shall be interpreted as failure in all similar units. All these items shall be replaced by units of a superior design at no cost to CCG.

1.5 ACTION AND INFORMATIONAL SUBMITTALS

- .1 Submit in accordance with Section 01 33 00 - Submittal Procedures.

- .2 Submit Design Drawings: Within 28 days following contract award and before commencing fabrication activities or delivery of materials to site. Submission to include:
 - .1 Drawings indicating:
 - .1 Plan and section views of the tower;
 - .2 Other requirements identified in this section; and
 - .3 Design loads and reaction loads for foundation design by others.
 - .2 Other information listed in Section 01 33 00 – Submittal Procedures.
- .3 Submit Fabrication Plan: Within 28 days following contract award and in accordance with Section 01 11 00 - Summary of Work. Contractor to obtain written approval from CCG prior to beginning fabrication.
- .4 Submit Installation Package: Within 28 days following contract award and in accordance with Section 01 11 00 - Summary of Work.

1.6 QUALITY ASSURANCE

- .1 Quality Assurance: in accordance with Section 01 45 00 - Quality Control.

1.7 DESIGN REQUIREMENTS

- .1 Design a tower in accordance with CSA S37-13 to support all equipment indicated in Appendix C: Antenna Schedule. The tower must be capable of supporting all initial and future antenna loading requirements.
- .2 Design all tower accessories including: new mounts for all initial equipment, Tx brackets with sufficient capacity for all cables listed in Appendix C – Antenna Schedule for antennas 1 through 15, DF platform, a climbing facility with a fall arrest assembly, a lightning rod, and anti-climb assembly.
- .3 Tower to be designed by a qualified Professional Engineer registered in British Columbia with a minimum of 5 years' experience in tower design to CSA S37.
- .4 Tower to be designed to resist: all loads specified in CSA S37-13, maximum loads caused by all immediate and future equipment installed on the tower, and site specific wind pressure supplied in Appendix D – Site Specific Wind Pressure Report.
- .5 Unless otherwise specified, determine loading in accordance with CSA S37-13, latest edition, reliability Class I.
- .6 Tower to be designed for a minimum radial ice load of +25mm (Class II).
- .7 The operational requirement for maximum twist and tilt is 0.5 degrees.
- .8 Each tower section must be in 3.05m lengths.

PART 2 Products

2.1 GENERAL

- .1 Structural steel to be grade 300W or better.
- .2 All mounts, mount hardware, and line hangers shall be heavy-duty hot-dip galvanized.
- .3 All tower and anchor hardware, where possible, including turnbuckles, thimbles and shackles shall be Crosby products or approved equivalent, manufactured from AISI 1035 steel, heat treated, and shall be hot-dip galvanized.
- .4 Bolts shall be hot-dip galvanized with hexagonal heads and be supplied with hexagonal nuts. The unthreaded part of the bolt shall be long enough for full bearing of the adjoining

parts and enough washers shall be placed on each bolt under the nut to prevent the nut from reaching the end of the bolt threads when tightened.

PART 3 EXECUTION

3.1 FABRICATION

- .1 Provide to CCG a copy of Canadian Welding Bureau (CWB) certification for the tower fabricating company and for each worker assigned to the project.
- .2 Designate each tower segment with a number that is easily read after galvanizing. Stamp the mark into each piece in such a manner, or in such a place, as will not injure or reduce the strength of the piece. The marks on like pieces shall be in the same relative position on each piece. The markings on each piece shall correspond with the erection drawings.
- .3 Fabricate all members in accordance with the Engineered Drawings and the referenced codes and standards.
- .4 All like parts to be interchangeable. All like parts to have the same number.
- .5 In any bending or reworking of any material, methods employed shall ensure that the physical properties of the material are not impaired.
- .6 Provide electrical continuity between all tower sections.

3.2 CLIMBING APPARATUS

- .1 The tower shall be equipped with a climbing apparatus complete with a fall arrest rail, in compliance with CSA S37-13.
- .2 Provide an unobstructed and continuous climbing path and maintain the required climbing clearance radius as per CSA S37-13.
- .3 Climbing apparatus configuration shall comply with CSA S37-13 and the Canada Labour Code. Rungs are to be horizontal, have adequate clearance, and line up vertically.

3.3 FALL ARREST SYSTEM

- .1 The Contractor shall supply and install a Tylon Cougar Fall Arrest Rail to meet CSA S37-13 requirements and CSA Z259.2.4-15 or approved equivalent.
- .2 The fall arrest rail shall be free from obstructions for the complete height of the tower.
- .3 The fall arrest rail shall be supported at spans not more than 1 m, or to meet the manufacturer's instructions.
- .4 The fall arrest rail shall run up the tower or ladder in a manner to facilitate climbing. The fall arrest rail shall be straight and true to prevent trolley binding.
- .5 The extension of the fall arrest rail beyond the top of the tower must be structurally supported for the entire height.
- .6 Proper manufactured stop hardware is to be installed at the top of the fall arrest rail to prevent accidental dislodging of the trolley from the rail.

3.4 GALVANIZING

- .1 All materials, structural steel, pipe and fittings, including bolts, nuts and washers shall be hot-dip galvanized to the requirement of CSA S37-13 and CSA-G164 and as otherwise specified therein.
- .2 All materials shall be completely fabricated before galvanizing (except the tapping of nuts).

- .3 Before galvanizing, the steel shall be thoroughly cleaned of all paint, grease, rust, scale or other materials that will interfere with proper binding of the zinc with the steel.
- .4 Tests for thickness and uniformity of coating shall be made as considered necessary by CCG. Tests shall be conducted in full accordance with the requirements of CSA S37-13. If required, contractor shall pay for testing, all costs to be included in the tender price.
- .5 Steel members that have a slightly damaged finish shall be given three coats of zinc-enriched paint applied according to the manufacturer's printed instructions.
- .6 Contractor shall warranty all galvanizing work for a period of not less than 3 years.

3.5 HANDLING OF MATERIAL AND TRANSPORTATION

- .1 The tower and parts are to be built so they may be safely transported to the Canadian Coast Guard Base in Victoria, BC from the manufacturer's premises. The delivery address is 25 Huron St, Victoria, BC, V8V 4V9.
- .2 The delivery must be made during regular working days between the hours of 9:00am and 3:00pm. A minimum 5 days' notice is required to arrange for reception of materials. CCG will provide a crane or forklift to unload materials from the delivery truck.
- .3 Materials shall be handled and stored in the plant and on the drop off location in such a manner that no damage shall be done to the materials of any existing building or structure.
- .4 Special care shall be taken to ensure that galvanizing is not damaged during handling of materials.

3.6 TRANSMISSION LINE BRACKETS

- .1 All transmission lines as indicated in Appendix C – Antenna Schedule.
- .2 All cable to be supported in such a manner that the maximum distance between hangers does not exceed one meter or the manufacturer's recommended spacing, whichever is less.
- .3 All lines to be mounted on the outside of the tower face or ladder mounted brackets. Location of cabling is to be submitted to the Coast Guard for approval, and represented on the stamped tower drawings

3.7 ANTI CLIMBING

- .1 Design and supply anti climbing hardware for all sides of tower base.

3.8 ANTENNA MOUNTS

- .1 All antennas as indicated in Appendix C – Antenna Schedule.
- .2 Antennas shall be mounted to the tower leg at the azimuth indicated in Appendix C - Antenna Schedule.

3.9 DF PLATFORM

- .1 Provide a guardrailed platform at the top of the tower to facilitate safe DF servo maintenance.

3.10 LIGHTNING ROD

- .1 Lightning Rod assembly in accordance with Appendix F – Canadian Coast Guard Grounding Standard.

END OF SECTION

Appendix A - Site Location Photos

(See separate document)

Appendix B - Summary of Submittals

(See separate document)

Appendix C - Antenna Schedule

(See separate document)

Appendix D – Site Specific Wind Pressure Report

(See separate document)

Appendix E - Geotechnical Assessment Report

(See separate document)

Appendix F - Canadian Coast Guard Grounding Standard

(See separate document)

Appendix G - VHF-DF Servo Antenna Installation Manual

(See separate document)

ANNEX B - BASIS OF PAYMENT AND FINANCIAL BID

B.1 – General and Mandatory Financial Evaluation Criteria

Bidders must submit their financial bid using the financial evaluation table provided in section B.5 of this Annex. The total amount of Applicable Taxes must be shown separately.

All prices must be in **Canadian Funds** and remain firm for the specified period of the Contract.

A Bid addressing only a portion of the requirement detailed in the financial evaluation table will be declared non-responsive and given no further consideration in the process.

Failure to comply with any of the instructions provided in this Annex will render the financial bid non-responsive.

All charges must be authorized in writing before their incorporation into the Work.

B.2 – Draft Field Erection Drawing Modifications

If the requirement for modifications is requested by the Contractor (e.g. Contractor proposes an alternate design or substitution), then the Contractor must provide such new or modified field erection drawings at its own cost.

If the requirement for modification is requested by the CCG Project Authority (including modification for future code changes) then CCG and Contractor will negotiate a price in accordance with the labour rate set out in item 2.1. This is performed through the design change process – see 6.1.1.

Labour rate must include all necessary labour, tools, equipment, materials, supervision, and profit required to complete the requested field erection drawing modifications.

B.3 – Fabrication Modifications

Additional productive labour required to the fabrication costs set out in item 1.2 as a result of modifications requested by CCG will be paid in accordance with the firm labour rate set out in 2.2.

Labour rate must be for productive labour only i.e. excludes all materials costs.

Labour rate must include all labour, tools, supervision, and profit.

No rental charges shall be paid for tools or equipment incidental to the trade.

B.4 – Miscellaneous Materials & Replacement Parts

Materials and replacement parts (except free issue) not included in the initial fabrication costs submitted under item 1.2 will be paid at the laid down cost (which includes invoice cost, transportation costs, exchange, custom and brokerage charges) plus a firm mark-up as specified below (which includes purchasing expenses, internal handling, General and Administrative Expenses, and profit) upon submission of an itemized statement supported by receipt vouchers.

B.5 – Financial evaluation table (Bidder must complete and submit this table with their bid)

Item #	Description	Qty.	Unit of Issue	Unit Price in Canadian funds GST/HST extra	Extended Price in Canadian funds GST/HST extra
1. FIRM REQUIREMENT					
One (1) 42.67m tall self-supported communications tower to be delivered to destination by no later than May 15 2018 in accordance with the requirement detailed in Annex A.					
1.1	One-time all-inclusive price for Field Erection Drawing bearing the stamp and signature of a qualified Professional Engineer registered in the province of BC	1	Lot	\$ _____	\$ _____
1.2	Firm Lot price for labour charges to design and fabricate one (1) 42.67m tall self-supported Communications Tower	1	Lot	\$ _____	\$ _____
1.3	Firm Lot price for delivery of one (1) 42.67m tall self-supported tower Delivered Duty Paid (DDP)	1	Lot	\$ _____	\$ _____
Total Firm Price of Firm Requirement – Item 1					\$ _____
2. MISCELLANEOUS GOODS AND SERVICES					
2.1	Firm Labour Rate for modifications of Field Erection Drawing requested by CCG by qualified Engineer registered in the province of BC	Est. 5 hrs	Hour	\$ _____/hour	\$ _____
2.2	Labour rate for additional fabrication services	Est. 20 hrs	Hour	\$ _____/hour	\$ _____

2.3	Materials and replacement parts (except free issue) at laid down cost (which includes invoice cost, transportation costs, exchange, custom and brokerage charges) plus a firm mark-up of:	Est. \$5,000	\$ CAD	+% ____ mark-up	\$ _____
Total Estimated Cost – Item 2					\$ _____

EVALUATED BID PRICE = (Item 1 + Item 2) (*)
(*) Refer to section 4.2 of RFP for more details regarding Basis of Selection.

ANNEX C - to PART 3 OF THE BID SOLICITATION

ELECTRONIC PAYMENT INSTRUMENTS

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

- ☐ () VISA Acquisition Card;
- ☐ () MasterCard Acquisition Card;
- ☐ () Direct Deposit (Domestic and International);

ANNEX D - INSURANCE REQUIREMENTS

Errors and Omissions Liability Insurance

1. The Contractor must obtain Errors and Omissions Liability (a.k.a. Professional 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 \$1,000,000 per loss and in the annual aggregate, inclusive of defence costs.
2. If the policy is written on a claims-made basis, coverage must be in place for a period of at least 12 months after the completion or termination of the Contract.
3. The following endorsement must be included:
Notice of Cancellation: The Insurer will endeavour to provide the Contracting Authority thirty (30) days written notice of cancellation.

Commercial General Liability Insurance

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

- i. Broad Form Property Damage including Completed Operations: Expands the Property Damage coverage to include certain losses that would otherwise be excluded by the standard care, custody or control exclusion found in a standard policy.
- j. Notice of Cancellation: The Insurer will endeavour to provide the Contracting Authority thirty (30) days written notice of policy cancellation.
- k. If the policy is written on a claims-made basis, coverage must be in place for a period of at least 12 months after the completion or termination of the Contract.
- l. Owners' or Contractors' Protective Liability: Covers the damages that the Contractor becomes legally obligated to pay arising out of the operations of a subcontractor.
- m. Non-Owned Automobile Liability - Coverage for suits against the Contractor resulting from the use of hired or non-owned vehicles.
- n. Advertising Injury: While not limited to, the endorsement must include coverage piracy or misappropriation of ideas, or infringement of copyright, trademark, title or slogan.
- q. Sudden and Accidental Pollution Liability (minimum 120 hours): To protect the Contractor for liabilities arising from damages caused by accidental pollution incidents.
- r. Litigation Rights: Pursuant to subsection 5(d) of the [Department of Justice Act](#), S.C. 1993, c. J-2, s.1, if a suit is instituted for or against Canada which the Insurer would, but for this clause, have the right to pursue or defend on behalf of Canada as an Additional Named Insured under the insurance policy, the Insurer must promptly contact the Attorney General of Canada to agree on the legal strategies by sending a letter, by registered mail or by courier, with an acknowledgement of receipt.

For the province of Quebec, send to:

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

For other provinces and territories, send to:

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

A copy of the letter must be sent to the Contracting Authority. Canada reserves the right to co-defend any action brought against Canada. All expenses incurred by Canada to co-defend such actions will be at Canada's expense. If Canada decides to co-defend any action brought against it, and Canada does not agree to a proposed settlement agreed to by the Contractor's insurer and the plaintiff(s) that would result in the settlement or dismissal of the action against

Canada, then Canada will be responsible to the Contractor's insurer for any difference between the proposed settlement amount and the amount finally awarded or paid to the plaintiffs (inclusive of costs and interest) on behalf of Canada.

ANNEX E – EVALUATION CRITERIA

A bid must comply with the requirements of the Solicitation and meet all mandatory technical evaluation criteria listed below to be declared responsive and given further consideration in the evaluation process.

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.

A.1 Mandatory Technical Evaluation Criteria	Complies	Does not comply
Bidders must submit the following technical information <u>with their bid</u>. Failure to provide this information with the bid will render the bid non-responsive.		
<u>1.0 Corporate Experience</u> Bidder must submit proof of three (3) previous tower design build contracts of a similar construction. Each contract reference should include the following details: <ul style="list-style-type: none">• Contract Description• Contract Start Date/End date• Description of design services provided• Description of fabrication services provided• Description of Install components provided• Contract value \$ _____• Client/Company name and contact information whom Canada may contact directly to verify the information provided, if required.		
<u>2.0 Engineer Experience</u>		

Bidder must submit proof of qualifications/experience of the proposed Tower Design Engineer including: <ul style="list-style-type: none">• Registered or licensed in British Columbia, Canada.• At least 5 years of experience in tower design to CSA S37		
<u>3.0 Draft Tower Design Profile Drawing</u> Based on the CCG provided tower specifications in Division 13 - 13 36 13 – Steel Towers. Bidders must submit a design profile/draft of their proposed tower. One (1) soft copy in PDF format for CCG review. Include the following in the Design Profile Drawing: <ol style="list-style-type: none">1. Tower section type2. Section splice detail3. Section weight4. Foundation loads		
<u>4.0 Draft Schedule of Work</u> Bidders must submit with their bid a draft Schedule of Work which demonstrates the Bidder's ability to meet delivery at destination by no later than August 1 2018 .		

If not submitted with their bid, Bidders must be prepared to submit the following additional information within three (3) calendar days of the written request by the PWGSC Contracting Authority.

Failure to provide this information within the timeframe specified will render the bid non-responsive.

FORM A – Bid Submission Form

BID SUBMISSION FORM		
Bidder's full legal name		
Authorized Representative of Bidder for evaluation purposes (e.g., clarifications)	Name	
	Title	
	Address	
	Telephone #	
	Fax #	
	Email	

NOTE TO BIDDERS: Please the two mailing labels below and affix it securely to the outside of the envelope or package containing your bid submitted by mail or courier. Always ensure your company name, return address, open bidding solicitation number and closing date appear legibly on the outside of your bid submission.

**Bid Receiving
Public Works & Government Services Canada
1230 Government St., Victoria, BC, V8W 3X4**

Solicitation No. : F1705-171013/A
