



INVITATION TO TENDER

IMPORTANT NOTICES TO BIDDERS

REFERENCE TO PWGSC

All references to the Department of Public Works & Government Services Canada (PWGSC) in the instructions, general terms, conditions and clauses identified in the Invitation to Tender (ITT) by number, date and title, set out in the Standard Acquisition Clauses and Conditions Manual (<https://buyandsell.gc.ca/policy-and-guidelines/standard-acquisition-clauses-and-conditions-manual>) are to be replaced with the Correctional Service of Canada (CSC).

THIS DOCUMENT DOES NOT CONTAIN AN INDUSTRIAL SECURITY REQUIREMENT

INTEGRITY PROVISIONS – BID

Changes have been made to the Integrity Provisions – Bid as of 2016-04-04. See GI01, Integrity Provisions – Bid of R2710T of the General Instructions for more information.

LISTING OF SUBCONTRACTORS

As per GI07 of R2710T you should provide using Annex B at Bid closing a list of Subcontractors that have 20% or more of the tendered price value.

PWGSC UPDATE ON ASBESTOS USE

Effective April 1, 2016, Public Works and Government Services Canada (PWGSC) contracts for new construction and major rehabilitation will prohibit the use of asbestos-containing materials. Further information can be found at <http://www.tpsgc-pwgsc.gc.ca/comm/vedette-features/2016-04-19-00-eng.html>.



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R2710T GENERAL INSTRUCTIONS-CONSTRUCTION SERVICES – BID SECURITY REQUIREMENTS (GI) - (2016-04-04)

The following GI's are included by reference and are available at the following Web Site <https://buyandsell.gc.ca/policy-and-guidelines/standard-acquisition-clauses-and-conditions-manual/5/R>

- GI01 Integrity Provisions - Bid
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SPECIAL INSTRUCTIONS TO BIDDERS (SI)

SI01 BID DOCUMENTS

1. The following are the bid documents:
 - a. Invitation to Tender - Page 1;
 - b. Special Instructions to Bidders;
 - c. General Instructions – Construction Services – Bid Security Requirements, R2710T (2016-04-04)
 - d. Clauses & Conditions identified in “Contract Documents”;
 - e. Drawings and Specifications;
 - f. Bid and Acceptance Form and related Appendix(s); and
 - g. Any amendment issued prior to solicitation closing.

Submission of a bid constitutes acknowledgement that the Bidder has read and agrees to be bound by these documents.

2. General Instructions – Construction Services – Bid Security Requirements R2710T is incorporated by reference and is set out in the Standard Acquisition Clauses and Conditions (SACC) Manual, issued by Public Works and Government Services Canada (PWGSC). The SACC Manual is available on the PWGSC Web site: <https://buyandsell.gc.ca/policy-and-guidelines/standard-acquisition-clauses-and-conditions-manual/5/R>

3. Submission of Bids

Bids must be submitted only to Correctional Service of Canada (CSC) by the date, time and place indicated on page 1 of the bid solicitation.

Due to the nature of the bid solicitation, bids transmitted by facsimile or email to CSC will not be accepted.

SI02 ENQUIRIES DURING THE SOLICITATION PERIOD

1. Enquiries regarding this bid must be submitted in writing to the Contracting Officer named on the Invitation to Tender - Page 1 as early as possible within the solicitation period. Except for the approval of alternative materials as described in GI15 of R2710T, enquiries should be received no later than five (5) calendar days prior to the date set for solicitation closing to allow sufficient time to provide a response. Enquiries received after that time may not result in an answer being provided.
2. To ensure consistency and quality of the information provided to Bidders, the Contracting Officer will examine the content of the enquiry and will decide whether or not to issue an amendment.
3. All enquiries and other communications related to this bid sent throughout the solicitation period are to be directed ONLY to the Contracting Officer named on the Invitation to Tender - Page 1. Failure to comply with this requirement may result in the bid being declared non-responsive.

SI03 MANDATORY SITE VISIT

You are required to attend a mandatory site visit for the Unit 5 upgrades at Stony Mountain Institution (SMI) if you wish to bid on this service contract. Your quotation will be deemed non-responsive if you have not attended a site visit.

The scheduled site visit is only optional to those companies that have already attended a site visit for this tender on March 22, 2018 or March 23, 2018.

The site visit is scheduled for June 27, 2018 at 9:30 am (local time).



You must confirm your attendance to Brad Moore at 204 344-5111 ext 5242 or George.Moore@csc-scc.gc.ca by 12:00 pm (local time), on June 25, 2018.

Any cell phones, cameras or cigarettes are not allowed in the institution therefore must be left in your vehicles.

Directions: Keep going up the hill, do not turn to the main institution and follow the road to the stop sign. Keep straight and go to Building C-17 which is the building on the right hand side once you pass through the stop sign. Sign in at the Contractor Office and wait to be picked up. Phone Brad Moore if you need assistance.

SI04 REVISION OF BID

The revised bid must be received in its entirety before the solicitation closing date and time indicated on page 1.

Due to the nature of the bid solicitation, bids transmitted by facsimile or email to CSC will not be accepted.

SI05 BID RESULTS

CSC will send an official letter by email to unsuccessful bidders to inform them of the name of the winning bidder as well as the total contract value.

SI06 INSUFFICIENT FUNDING

1. In the event that the lowest compliant bid exceeds the amount of funding allocated by Canada for the Work:
 - a) by 15% or less, Canada in its sole discretion may:
 - i. cancel the solicitation; or
 - ii. obtain additional funding and, subject to the provisions of GI10 of R2710T, award the Contract to the Bidder submitting the lowest compliant bid; and/or
 - iii. negotiate a reduction in the bid price and/or scope of work with the Bidder submitting the lowest compliant bid.
 - b) by more than 15%, Canada in its sole discretion may:
 - i. cancel the solicitation; or
 - ii. obtain additional funding and subject, to the provisions of GI10 of R2710T award the Contract to the Bidder submitting the lowest compliant bid; and/or
 - iii. revise the scope of work accordingly and invite Bidders who submitted a compliant bid to the initial invitation to tender to resubmit a bid.
2. If Canada decides to enter into negotiations or request that compliant bidders resubmit a bid as per paragraph 1.a) iii. or 1. b) iii., bidders must use the same subcontractors and suppliers as for their initial offer.
3. If Canada decides to negotiate a reduction in the bid price as per paragraph 1.a) iii. and an agreement satisfactory to Canada cannot be reached, Canada will exercise option 1. a) i. or 1. a) ii.

SI07 BID VALIDITY PERIOD

1. Canada reserves the right to seek an extension to the bid validity period prescribed in BA04 of the Bid and Acceptance Form. Upon notification in writing from Canada, Bidders must have the option to either accept or reject the proposed extension.
2. If the extension referred to in paragraph 1. of SI07 is accepted, in writing, by all those who submitted bids, then Canada will continue immediately with the evaluation of the bids and its approvals processes.



3. If the extension referred to in paragraph 1. of SI07 is not accepted in writing by all those who submitted bids then Canada will, at its sole discretion, either
 - a. continue to evaluate the bids of those who have accepted the proposed extension and seek the necessary approvals; or
 - b. cancel the invitation to tender.
4. The provisions expressed herein do not in any manner limit Canada's rights in law or under GI11 of R2710T.

SI08 CONSTRUCTION DOCUMENTS

The successful Contractor will be provided with one paper copy of the sealed and signed drawings, the specifications and the amendments upon acceptance of the offer. Additional copies, up to a maximum of 1, will be provided free of charge upon request by the Contractor. Obtaining more copies must be the responsibility of the Contractor including costs.

SI09 WORKERS COMPENSATION BOARD AND SAFETY PROGRAM

The recommended Bidder must provide to the Contracting Authority, prior to Contract Award:

- a) a Workers Compensation Board letter of good standing, also listing covered Directors, Principals, Proprietor(s), or Partners who will be or who are anticipated to be present on the work site(s); and
- b) a Certificate of Recognition (COR) or Registered Safety plan (RSP) acceptable to the Authority Having Jurisdiction (AHJ). A health and safety policy and program, as required by the respective provincial/territorial Occupational Health and Safety Act, will be acceptable lieu of a COR or RSP. If none is required by law, a copy of the health and safety policy and program that has been sent to the AHJ for review will also be acceptable, provided that the recommended Bidder certifies that it has been sent to the AHJ.

The recommended Bidder must deliver all of the above documents to the Contracting Authority on or before the date stated (usually 3 to 5 days after notification) by the Contracting Authority. Failure to comply will result in a breach of promise, at which time the Contracting Authority will be free to approach the next lowest responsive Bidder.

SI10 WEB SITES

The connection to some of the Web sites in the solicitation documents is established by the use of hyperlinks. The following is a list of the addresses of the Web sites:

Treasury Board Appendix L, Acceptable Bonding Companies
<http://www.tbs-sct.gc.ca/pol/doc-eng.aspx?id=14494§ion=text#appl>

Buy and Sell <https://www.achatsetventes-buyandsell.gc.ca>

Canadian economic sanctions <http://www.international.gc.ca/sanctions/index.aspx?lang=eng>

Contractor Performance Evaluation Report (Form PWGSC-TPSGC 2913)
<http://www.tpsgc-pwgsc.gc.ca/app-acq/forms/documents/2913.pdf>

Bid Bond (form PWGSC-TPSGC 504) <http://www.tpsgc-pwgsc.gc.ca/app-acq/forms/documents/504.pdf>

Performance Bond (form PWGSC-TPSGC 505) <http://www.tpsgc-pwgsc.gc.ca/app-acq/forms/documents/505.pdf>

Labour and Material Payment Bond (form PWGWSC-TPSGC 506)
<http://www.tpsgc-pwgsc.gc.ca/app-acq/forms/documents/506.pdf>

Standard Acquisition Clauses and Conditions (SACC) Manual
<https://buyandsell.gc.ca/policy-and-guidelines/standard-acquisition-clauses-and-conditions-manual/5/R>



PWGSC, Industrial Security Services <http://ssi-iss.tpsgc-pwgsc.gc.ca/index-eng.html>

PWGSC, Code of Conduct and Certifications

<http://www.tpsgc-pwgsc.gc.ca/app-acq/cndt-cndct/contexte-context-eng.html>

Construction and Consultant services Contract Administration Forms Real Property Contracting

<http://www.tpsgc-pwgsc.gc.ca/app-acq/forms/formulaires-forms-eng.html>

Declaration Form

<https://www.tpsgc-pwgsc.gc.ca/ci-if/declaration-eng.html>

Correctional service of Canada website: <http://www.csc-scc.gc.ca/index-eng.shtml>

SUPPLEMENTARY CONDITIONS (SC)

SC 01 INSTITUTIONAL ACCESS REQUIREMENTS

1. NIL security screening required as there is no access to sensitive information or assets. Contractor personnel will be escorted at all times by Correctional Service Canada personnel or those authorized by CSC on its behalf. CSC has developed very stringent internal policies to ensure that the security of institutional operations is not compromised.
2. Contractor personnel must adhere to institutional requirements for the conduct of searches by Correctional Service Canada prior to admittance to the institution/site. Correctional Service Canada reserves the right to deny access to any institution/site or part thereof of any Contractor personnel, at any time.

SC02 INSURANCE TERMS

- 1) Insurance Contracts
 - (a) The Contractor must, at the Contractor's expense, obtain and maintain insurance contracts in accordance with the requirements of the Certificate of Insurance. Coverage must be placed with an Insurer licensed to carry out business in Canada.
 - (b) 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.
- 2) Period of Insurance
 - (a) The policies required in the Certificate of Insurance must be in force from the date of contract award and be maintained throughout the duration of the Contract.
 - (b) The Contractor must be responsible to provide and maintain coverage for Products/Completed Operations hazards on its Commercial General Liability insurance policy, for a period of six (6) years beyond the date of the Certificate of Substantial Performance.
- 3) Proof of Insurance
 - (a) Before commencement of the Work, and no later than thirty (30) days after acceptance of its bid, the Contractor must deposit with Canada a Certificate of Insurance on the form attached herein.
 - (b) Upon request by Canada, the Contractor must provide originals or certified true copies of all contracts of insurance maintained by the Contractor pursuant to the Certificate of Insurance.
- 4) Insurance Proceeds



In the event of a claim, the Contractor must, without delay, do such things and execute such documents as are necessary to effect payment of the proceeds.

5) Deductible

The payment of monies up to the deductible amount made in satisfaction of a claim must be borne by the Contractor.

SC03 COMPLIANCE WITH APPLICABLE LAWS:

The Contractor must comply with all laws, regulations rules instructions and directives applicable to the performance of the Work or any part thereof in force on the site where the Work is to be performed. The Contractor must also comply with all laws, regulations, rules, instructions and directives applicable to the agents and servants of the Crown. The Contractor must also require compliance therewith by all of its subcontractors. Evidence of compliance with such laws, regulations and rules must be furnished by the Contractor to the Contracting Authority at such times as the Contracting Authority may reasonable request.

Unless otherwise provided in the contract, the Contractor must obtain all permits and hold all certificates and licenses required for the performance of the Work.

Details on existing CSC policies can be found at www.csc-scc.gc.ca or any other CSC web page designated for such purpose.

SC04 WORKERS COMPENSATION

It is mandatory that every Contractor contracted for work must have an account with the Provincial Workers Compensation Board/Commission, and coverage shall be extended to cover all employees.

SC05 TUBERCULOSIS TESTING:

It is a condition of this contract that the Contractor or any employees of the Contractor who require entry into a Correctional Service of Canada Institution to fulfil the conditions of the contract may, at the sole discretion of the Warden, be required to provide proof of and results of a recent tuberculin test for the purpose of determining their TB infection status.

Failure to provide proof of and results of a tuberculin test may result in the termination of the contract.

All costs related to such testing will be at the sole expense of the Contractor.

SC06 INFORMATION GUIDE FOR CONTRACTORS

Prior to the commencement of any work, the Contractor certifies that its employees, or employees of its subcontractors, working under contract for CSC, will complete the applicable Module(s) and retain the signed checklist(s) from the CSC Information Guide for Contractors" website: www.bit.do/CSC-EN.

SC07 CLOSURE OF GOVERNMENT OFFICES

Contractor personnel are employees of the Contractor and are paid by the Contractor on the basis of services rendered. Where the Contractor or the Contractor's employees are providing services on government premises pursuant to this Contract and the said premises become non accessible due to evacuation or closure of government offices, and consequently no Work is being performed as a result of the closure, Canada will not be liable for payment to the Contractor for the period of closure.

Contractors working at CSC sites should be aware that they may be faced with delay or refusal of entry to certain areas at certain times even if prior arrangements for access may have been made. Contractors are advised to call in advance of travel to ensure that planned access is still available.



SC08 CONTRACTOR'S PERFORMANCE EVALUATION REPORT

CSC will evaluate the Contractor's performance during the execution of the work and when it is completed using PWGSC – TPSGC form 2913 "Contractor Performance Evaluation Report Form (CPERF)". This evaluation will be based on the quality of the execution of the work, timeliness, management of on-site health and safety and the general management of the Contractor's work in relation to the effort required by the Department's employees in the administration of the contract. A completed performance evaluation report will be sent to the Contractor when the work has been completed for all projects.

SC09 REISSUE OF BID SOLICITATION

This bid solicitation cancels and supersedes previous bid solicitation number 51000-17-2681994 dated March 16, 2018 with a closing of April 25, 2018 at 14:00 hours. A debriefing or feedback session will be provided upon request to bidders/offerors/suppliers who bid on the previous solicitation.



CONTRACT DOCUMENTS (CD)

1. The following are the contract documents:
 - a. Contract Page when signed by Canada;
 - b. Duly completed Bid and Acceptance Form and any Appendices attached thereto;
 - c. Drawings and Specifications;
 - d. General Conditions and clauses

GC1	General Provisions – Construction Services	R2810D	(2017-08-17);
GC2	Administration of the Contract	R2820D	(2016-01-28);
GC3	Execution and Control of the Work	R2830D	(2015-02-25);
GC4	Protective Measures	R2840D	(2008-05-12);
GC5	Terms of Payment	R2850D	(2016-01-28);
GC6	Delays and Changes in the Work	R2860D	(2016-01-28);
GC7	Default, Suspension or Termination of Contract	R2870D	(2008-05-12);
GC8	Dispute Resolution	R2880D	(2016-01-28);
GC9	Contract Security	R2890D	(2014-06-26);
GC10	Insurance	R2900D	(2008-05-12);
	Allowable Costs for Contract Charges Under GC6.4.1	R2950D	(2015-02-25)
	Supplementary Conditions		
 - e. Any amendment issued or any allowable bid revision received before the date and time set for solicitation closing;
 - f. Any amendment incorporated by mutual agreement between Canada and the Contractor before acceptance of the bid; and
 - g. Any amendment or variation of the contract documents that is made in accordance with the General Conditions.
2. The documents identified by title, number and date above are incorporated by reference and are set out in the Standard Acquisition Clauses and Conditions (SACC) Manual, issued by Public Works and Government Services Canada (PWGSC). The SACC Manual is available on the PWGSC Web site:

<https://buyandsell.gc.ca/policy-and-guidelines/standard-acquisition-clauses-and-conditions-manual>
3. The language of the contract documents is the language of the Bid and Acceptance Form submitted.



BID AND ACCEPTANCE FORM (BA)

BA01 IDENTIFICATION

Upgrades to Unit 5 Lunchroom and Kiosk
Stony Mountain Institution

BA02 BUSINESS NAME AND ADDRESS OF BIDDER

Name: _____

Address: _____

Telephone: _____

Fax: _____

PBN: _____

E-mail address: _____

BA03 THE OFFER

The Bidder offers to Canada to perform and complete the Work for the above named project in accordance with the Bid Documents for the Total Bid Amount of:

Item	Description	All Inclusive Cost
A	*All inclusive cost to refurbish lunch room	
B	Surcharge to upgrade to stainless steel countertop	

Item	Description	All Inclusive Cost
C	*All inclusive cost to refurbish kiosk	
D	Surcharge to upgrade to stainless steel countertop	

*All-inclusive is defined as but not limited to, all travel, labour, materials, equipment and sub-contractors, if required, to perform the work required to complete this project.

All prices are to be quoted PST Exempt. Our exemption number is 390516-0.

All of the invoices for this project must separate the lunch room cost from the kiosk costs.

Evaluation method

The recommended bidder will be the lowest overall bid with the chosen options and is compliant with the Mandatory Technical Criteria.



BA04 BID VALIDITY PERIOD

The bid must not be withdrawn for a period of 90 days following the date of solicitation closing.

BA05 ACCEPTANCE AND CONTRACT

Upon acceptance of the Contractor's offer by Canada, a binding Contract will be formed between Canada and the Contractor. The documents forming the Contract will be the contract documents identified in Contract Documents (CD).

BA06 CONSTRUCTION TIME

The Contractor must perform and complete the Work within 90 days from contract award.

BA07 SIGNATURE

Name and title of person authorized to sign on behalf of Bidder (Type or print)

Signature

Date



To be completed and provided to the contractor at time of contract award.

APPENDIX 2 – DEPARTMENTAL REPRESENTATIVES

TO BE PROVIDED AT CONTRACT AWARD.

Contracting Authority is:

Contracts & Materiel Services
Correctional Service Canada – Prairie Region
3427 Faithfull Avenue
Saskatoon SK, S7K 8H6
Telephone: 306-659-9252
Email: 501Contracts@csc-scc.gc.ca

Project Authority is:

Name: _____

Title: _____

Department: _____

Division: _____

Telephone: _____ - _____ - _____

E-mail: _____



Annex A – CERTIFICATE OF INSURANCE (not required at solicitation closing)

CONTRACT				
Description and Location of Work	Contract No.			
	Project No.			
Name of Insurer, Broker or Agent	Address (No., Street)	City	Province	Postal code
Name of Insured (Contractor)	Address (No., Street)	City	Province	Postal code
Additional Insured Her Majesty the Queen in Right of Canada as represented by the Minister of Public Safety				

Type of insurance Required when checked		Insurer Name and Policy Number	Inception Date D/M/Y	Expiry D/M/Y	Limits of Liability		
<input checked="" type="checkbox"/>	Commercial General Liability				Per Occurrence \$	Annual General Aggregate \$	Completed Operations Aggregate \$
	Umbrella/Excess Liability				\$	\$	\$
<input checked="" type="checkbox"/>	Builder's Risk Installation Floater				\$		
<input type="checkbox"/>	Pollution				<input type="checkbox"/> Per Incident		Aggregate \$

I certify that the above policies were issued by insurers in the course of their Insurance business in Canada, are currently in force and include the applicable insurance coverage's stated on page 2 of this Certificate of Insurance, including advance notice of cancellation / reduction in coverage.

Name of person authorized to sign on behalf of Insurer(s) (Officer, Agent, Broker)	Telephone Number
Signature	Date (D/M/Y)



CERTIFICATE OF INSURANCE (not required at solicitation closing)

PAGE 2 of 2

General

The insurance policies required on page 1 of the Certificate of Insurance must be in force and must include the insurance coverage listed under the corresponding type of insurance on this page.

The policies must insure the Contractor and must include Her Majesty the Queen in Right of Canada as represented by the Minister of Public Safety Canada as an additional Insured.

The insurance policies must be endorsed to provide Canada with not less than thirty (30) days notice in writing in advance of a cancellation of insurance or any reduction in coverage.

Without increasing the limit of liability, the policies must protect all insured parties to the full extent of coverage provided. Further, the policies must apply to each Insured in the same manner and to the same extent as if a separate policy had been issued to each.

Commercial General Liability.

The insurance coverage provided must not be substantially less than that provided by the latest edition of IBC form 2100.

The policy must either include or be endorsed to include coverage for the following exposures or hazards if the Work is subject thereto:

- a) blasting;
- b) pile driving and caisson work;
- c) underpinning;
- d) removal or weakening of support of any structure or land whether such support be natural or otherwise if the work is performed by the insured contractor.

The policy must have the following minimum limits:

- a) \$5,000,000 Each Occurrence Limit;
- b) \$10,000,000 General Aggregate Limit per policy year if the policy contains a General Aggregate; and
- c) \$5,000,000 Products/Completed Operations Aggregate Limit.

Umbrella or excess liability insurance may be used to achieve the required limits.

Builder's Risk / Installation Floater.

The insurance coverage provided must not be less than that provided by the latest edition of IBC forms 4042 and 4047.

The policy must permit use and occupancy of any of the projects, or any part thereof, where such use and occupancy is for the purposes for which a project is intended upon completion.

The policy may exclude or be endorsed to exclude coverage for loss or damage caused by asbestos, fungi or spores, cyber and terrorism.

The policy must have a limit that is **not less than the sum of the contract value** plus the declared value (if any) set forth in the contract documents of all material and equipment supplied by Canada at the site of the project to be incorporated into and form part of the finished work. If the value of the work is changed, the policy must be changed to reflect the revised contract value.

The policy must provide that the proceeds thereof are payable to Canada or as Canada may direct in accordance with GC10.2, "Insurance Proceeds" (<https://buyandsell.gc.ca/policy-and-guidelines/standards-acquisition-clauses-and-conditions-manual/5/R/R2900D/2>).

Contractors Pollution Liability

The policy must have a limit usual for a contract of this nature, but no less than \$1,000,000 per incident or occurrence and in the aggregate.



ANNEX B – LISTING OF SUBCONTRACTORS

- 1) In accordance with GI07 – Listing of Subcontractors and Suppliers of R2710T – General Instructions – Construction Services – Bid Security Requirements, the Bidder should provide a list of Subcontractors with his Bid.
- 2) The Bidder should submit the list of Subcontractors and for any portion of the Work valued at 20% or greater of the submitted In Price.

	Subcontractor	Division	Estimated value of work
1.			
2.			
3.			
4.			
5.			
6.			
7.			
8.			
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11.			
12.			
13.			
14.			
15.			



ANNEX C - SCOPE OF WORK

The Correctional Service of Canada, Stony Mountain Institution has a requirement to supply and install all materials to refurbish Unit 5 lunchroom and kiosk.

1. Background

Stony Mountain Institution is a maximum security Federal Government Prison located approximately 11 kilometers north on Highway #7 North at Stony Mountain, Manitoba.

2. Objectives:

Stony Mountain Institution requires a contractor to upgrade the conditions of Unit 5 lunchroom and kiosk to provide a safe and clean occupancy of the area.

3. Tasks

The entire site will stay the same and be conformed to be the most practical and economical for the space provided.

The Contractor must provide a complete cleanup of the site by removing any garbage, debris and any other materials that require to be disposed of during the project. These materials are to be disposed of in an authorized location such as a landfill or bin provided (and paid for) by the Contractor.

The work for this contract must be completed 12 weeks from the contract award date.

All of the work must be to commercial standards and will be verified by the project authority.

The contract provider is required to schedule any sub-contract work if required. Any additional costs to bring in a sub-contractor is the responsibility of the contract provider.

The hours of work will be 8:00 a.m. to 4:00 p.m. Monday to Friday, unless other arrangements have been made and approved by the Project Authority.

Permits must be included if required.

Upgrades to the lunch room:

The approximate size of the lunchroom is 30.25 m²

The Contractor must provide all labour, materials and equipment to complete the work required;

The Contractor must prepare (repair/patching/prime) and paint all surfaces to refinish lunchroom with Latex eggshell finish paint Glidden Hush White on the ceiling and Carbonite on the walls.

The Contractor must install epoxy flooring and provide ventilation continuously during and after coating application.

The Contractor must run the system during application and provide continuous ventilation for as per manufacturer's recommendation for epoxy curing time after completion of application. The Contractor is to provide sample colours within a week of contractor award. The colour will be selected by the departmental Representative from the manufactures standard range prior to commencement of work.

The finish must be a minimum 25-30 mils thick and be durable and waterproof and low maintenance.



The baseboards must be a 4" rubber base.

The Contractor must replace all 8 existing 4/ft. lighting, with LED lighting non ballast. The Contractor must remove the old lighting and dispose of it in an environmentally friendly manner. The lighting will remain in the same location.

The Contractor must move the coat racks and build a bench below the coat racks for storage and boots. The bench must be secured to the wall and the Contractor must provide cushion/padding for the bench. The coat racks must hold a minimum 12 coats/jackets. The boot rack or storage shelf should be 24" deep x 12' long x 20" height. The Contractor has the option to re-use the current coat rack or build a replica of the same.

All electrical work must be included. The Contractor must supply adequate power to the appliances from the electrical panel in the attic. Adequate power and outlets must be added as discussed to have enough power for 2 microwaves, toaster oven and coffee maker and GFI's must be installed.

All plumbing must be included and is to include the reworking of any existing plumbing relating to the general construction of the kitchen cabinetry and lunchroom. Plumbing requirements will be discussed at the site visit.

The Contractor must replace the existing lockers with a total of 30 new lockers which consists of: 15 – 2 Tier lockers. Approximate dimensions of 12"W x 18"D x 72"H

The Contractor must replace existing sink with a new commercial grade standard stainless steel single kitchen sink. A new 3-hole standard commercial grade faucet must also be installed.

The Contractor must replace the countertops with new laminate countertops and install all new MDF cabinets. Lower cabinets must be 10 feet in length and upper shelving must be 10 feet in length. 2 cabinet doors are required to enclose the plumbing under the sink cabinet. Commercial grade hardware is to be used with regular hinges.

Stainless steel countertops may be purchased depending on budget allowance, therefore we require pricing for both types of countertops as per the Bid and Acceptance form. This option may be chosen for just one or both projects depending on the budget allowance. The stainless steel must meet these minimum requirements: 16 gauge type 304

Please ensure you provide the pricing for these two options as outlined in BA03 The Offer. (Two separate bid packages are not required).

All work must be carried out in accordance with the applicable requirements of the Canadian Plumbing and Fire Code under the supervision of qualified trades persons licensed to work in Manitoba. Completed work shall be subject to inspection and acceptance by assigned CSC Technical Authority.

Upgrades to the Kiosk

The Contractor must provide all labour, materials and equipment to complete the work required;

The Contractor must modify the existing 2 cabinets in the middle of the kiosk and expand them to 4 cabinets with double doors within the same size and specifications. Commercial grade hardware with regular hinges should be used.

The Contractor must install new laminate countertop with a steel edge.



Stainless steel countertops may be purchased depending on budget allowance, therefore we require pricing for both types of countertops as per the Bid and Acceptance form. This option may be chosen for just one or both projects depending on the budget allowance. The stainless steel must meet these minimum requirements: 16 gauge type 304

Total length of top countertop is 428 " x 14" wide

Total length of lower countertop is 428" x 31" wide to be modified to a 24" wide

The Contractor must remove 2 feet of lower countertop at both ends of kiosk, fabricate and install stainless steel slots to house (8) eight legal and (8) eight letter size paper holders at both ends of the kiosk. The ends should mirror one another.

The Contractor must install epoxy flooring and provide ventilation continuously during and after coating application.

The Contractor must run the system during application and provide continuous ventilation for as per manufacturer's recommendation for epoxy curing time after completion of application. The Contractor is to provide sample colours within a week of contractor award. The colour will be selected by the departmental Representative from the manufactures standard range prior to commencement of work. The finish must be a minimum 25-30 mils thick and be durable and waterproof and low maintenance. The baseboards must be a 4" rubber base.

All electrical work includes lighting and power systems for all electrical equipment and computers cannot be interrupted during the construction phase. No changes to the electrical will be required.

All work must be carried out in accordance with the applicable requirements of the Canadian Building Codes and Fire Code under the supervision of qualified trades persons licensed to work in Manitoba. Completed work shall be subject to inspection and acceptance by assigned CSC Technical Authority.

Both projects can take place simultaneously.

4. Security

All contractor personnel are required to sign in at the Construction Trailer desk on arriving at site for work, and sign-out, when leaving.

5. Location of Work:

- a. The Contractor must perform the work at CSC penitentiary facility Stony Mountain Institution, Highway #7 North, Stony Mountain, Manitoba R0C 3A0
- b. Travel - No travel is anticipated for performance of the work under this contract.

6. Language:

The contractor must perform all work in under the contract in English.

7. Constraints



A list of all tools and equipment to be utilized must be provided to the officer in charge of the Principle entrance.

The Contractor shall note that the environment in which CSC conducts its operations to meet its mandate may change quite rapidly, depending on legislative or policy changes or incidents related to correctional operations. The CSC PA may request that the Contractor modify the deliverables to be produced under the contract, in response to these changes.



Mandatory Technical Criteria – 51000-17-2681994B

#	Mandatory Technical Criteria	Bidder Response Description (include location in bid)	Met/Not Met (To be completed by the board evaluation committee)
M1	<p>The Bidder have a minimum of three (3) years of commercial/industrial General Contractor Construction and Construction Management skills, knowledge, ability and experience.</p> <p>Include with the bid package: three (3) comparable projects completed in the province of Manitoba. Dates including the month/year of the start of the project and the end of the project must be included for verification.</p>		
M2	<p>Valid Certificate of Recognition (COR) or Small Employer Certificate of Recognition (SECOR) must be provided with the bid package.</p> <p>A copy of the annual Letter of Good Standing must also be included.</p>		
M3	<p>A copy of the bidders business license must be provided with the bid package.</p>		
M4	<p>A representative of the contracting company must have attended one of the following site visit dates: March 22, 2018, March 23, 2018 or June 27, 2018.</p>	<p>The site will provide a copy of the attendance sheet.</p>	

Bidders must meet all the mandatory requirements of the RFP, any bids not meeting all the mandatory requirements will be considered non responsive and will not be given any further consideration.