



RETURN BIDS TO:

RETOURNER LES SOUMISSIONS À:

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

800 Burrard Street, Room 219

800, rue Burrard, pièce 219

Vancouver, BC V6Z 0B9

Bid Fax: (604) 775-7526

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

*THIS DOCUMENT CONTAINS A SECURITY
REQUIREMENT*

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

219 - 800 Burrard Street

800, rue Burrard, pièce 219

Vancouver, BC V6Z 0B9

Title - Sujet Hazardous Waste Disposal	
Solicitation No. - N° de l'invitation M2989-184829/A	Date 2018-09-07
Client Reference No. - N° de référence du client M2989-184829	
GETS Reference No. - N° de référence de SEAG PW-\$VAN-582-8429	
File No. - N° de dossier VAN-8-41118 (582)	CCC No./N° CCC - FMS No./N° VME
Solicitation Closes - L'invitation prend fin at - à 02:00 PM on - le 2018-10-22	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: Lee, Hilda	Buyer Id - Id de l'acheteur van582
Telephone No. - N° de téléphone (604) 764-6053 ()	FAX No. - N° de FAX (604) 775-7526
Destination - of Goods, Services, and Construction: Destination - des biens, services et construction: RCMP, FSOC MAILSTOP #108/109, Grp5 CLTeam 14200 GREEN TIMBERS WAY SURREY British Columbia V3T 6P3 Canada	

Instructions: See Herein

Instructions: Voir aux présentes

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

THIS DOCUMENT CONTAINS A SECURITY REQUIREMENT

REQUEST FOR PROPOSAL
HAZARDOUS WASTE DISPOSAL TASK AUTHORIZATION - BC & YT

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M2989-184829

Amd. No. - N° de la modif.
File No. - N° du dossier
VAN-8-41118

Buyer ID - Id de l'acheteur
VAN582
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 Work, the Financial Proposal and Basis of Payment, Security Requirements, the Security Requirements Checklist, the Electronic Payment Instruments, the Federal Contractors Program for Employment Equity - Certification, the Insurance Requirements, the Task Authorization Form 572 and any other annexes.

1.2 Summary

1.2.1 The Royal Canadian Mounted Police has a requirement for the removal and disposal of the gross contamination from seized clandestine drug laboratories, dump sites, and chemical or equipment storage facilities at various sites in the Province of British Columbia and the Yukon Territory. The contract will include and is supported by accurate collection of vital data required to assess future waste disposal programs and funding initiatives along with waste minimization strategies. The work will be on an "as and when requested basis" using Task Authorizations (TA). The Work described in the TA must be in accordance with the scope of the Contract described at Annex A. The Contractor must perform the work as described in the individual TAs.

The period of the Contract for Task Authorization will be for 3 years from date of contract award with an option to extend the contract for an additional 2 - 1 year option period.

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

1.2.3 The requirement is subject to the provisions of the World Trade Organization Agreement on Government Procurement (WTO-AGP), the North American Free Trade Agreement (NAFTA), the Canada-European Union Comprehensive Economic and Trade Agreement (CETA), and the Canadian Free Trade Agreement (CFTA), and the Trade Agreements with Chile, Columbia, Honduras, Korea, Panama, Peru and Ukraine.

1.2.4 This procurement is subject to the following Comprehensive Land Claims Agreement(s):

- CAFN: Champagne and Aishihik First Nations Final Agreement
- CTFN: Carcross/Tagish First Nation Final Agreement
- FNNND: First Nation of Nacho Nyak Dun Final Agreement
- KDFN: Kwanlin Dun First Nation Final Agreement
- KFN: Kluane First Nation Final Agreement
- LSCFN: Little Salmon/Carmacks First Nation Final Agreement
- SFN: Selkirk First Nation Final Agreement
- TH: Tr'ondek Hwech'in Final Agreement
- TKC: Ta'an Kwach'an Council Final Agreement
- TTC: Teslin Tlingit Council Final Agreement
- VGFN: Vuntut G'wich'in First Nation Final Agreement

This bid solicitation is to establish a contract with task authorizations (TA) for the delivery of the requirement detailed in the bid solicitation, to the Identified Users across Canada, including areas subject to Comprehensive Land Claims Agreements.

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

This bid solicitation allows bidders to use the epost Connect service provided by Canada Post Corporation to transmit their bid electronically. Bidders must refer to Part 2 entitled Bidder Instructions, and Part 3 entitled Bid Preparation Instructions, of the bid solicitation, for further information.”

The Phased Bid Compliance Process applies to this requirement.

1.3 Debriefings

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

PART 2 - BIDDER INSTRUCTIONS

2.1 Standard Instructions, Clauses and Conditions

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

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

The [2003](#) (2018-05-22) 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: 365 days

2.2 Submission of Bids

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

Bid Receiving Unit
Public Services and Procurement Canada
800 Burrard Street, Room 219
Vancouver, B.C. V6Z 0B9

TPSGC.RPReceptiondessoumissions-PRBidReceiving.PWGSC@tpsgc-pwgsc.gc.ca - **Bids/Offer will be not be accepted if emailed directly to this email address. This email is to initiate an ePost Connect conversation, as detailed in the Standard Instructions.**

Bid facsimile number: 604-775-7526

2.3 Former Public Servant

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

Definitions

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

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

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

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

Former Public Servant in Receipt of a Pension

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

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

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

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

Work Force Adjustment Directive

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

If so, the Bidder must provide the following information:

- a. name of former public servant;
- b. conditions of the lump sum payment incentive;
- c. date of termination of employment;
- d. amount of lump sum payment;
- e. rate of pay on which lump sum payment is based;
- f. period of lump sum payment including start date, end date and number of weeks;
- g. number and amount (professional fees) of other contracts subject to the restrictions of a work force adjustment program.

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

2.4 Enquiries - Bid Solicitation

All enquiries must be submitted in writing to the Contracting Authority no later than **14 calendar days** before the bid closing date. Enquiries received after that time may not be answered.

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

2.5 Applicable Laws

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

2.6 Improvement of Requirement During Solicitation Period

Should bidders consider that the specifications or Statement of Work contained in the bid solicitation could be improved technically or technologically, bidders are invited to make suggestions, in writing, to the Contracting Authority named in the bid solicitation. Bidders must clearly outline the suggested improvement as well as the reason for the suggestion. Suggestions that do not restrict the level of competition nor favour a particular bidder will be given consideration provided they are submitted to the Contracting Authority at least **fourteen (14) calendar days** before the bid closing date. Canada will have the right to accept or reject any or all suggestions.

PART 3 - BID PREPARATION INSTRUCTIONS

3.1 Bid Preparation Instructions

- If the Bidder chooses to submit its bid electronically, Canada requests that the Bidder submits its bid in accordance with section 08 of the 2003 standard instructions. Bidders must provide their bid in a single transmission. The epost Connect service has the capacity to receive multiple documents, up to 1GB per individual attachment.

The bid must be gathered per section and separated as follows:

Section I: Technical Bid
Section II: Financial Bid
Section III: Certifications
Section IV: Additional Information

- If the Bidder chooses to submit its bid in hard copies, Canada requests that the Bidder submits its bid in separately bound sections as follows:

Section I: Technical Bid (3 hard copies)
Section II: Financial Bid (1 hard copy)
Section III: Certifications (1 hard copy)
Section IV: Additional Information (1 hard copy)

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

- If the Bidder is simultaneously providing copies of its bid using multiple acceptable delivery methods, and if there is a discrepancy between the wording of any of these copies and the electronic copy provided through epost Connect service, the wording of the electronic copy provided through epost Connect service will have priority over the wording of the other copies.

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

Canada requests that bidders follow the format instructions described below in the preparation of 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](https://www.tbs-sct.gc.ca/pol/doc-eng.aspx?id=32573) (<https://www.tbs-sct.gc.ca/pol/doc-eng.aspx?id=32573>). To assist Canada in reaching its objectives, bidders should:

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

Section I: Technical Bid

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

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

The detailed point rated requirements for this bid solicitation are laid out in Annex G, Evaluation Criteria and Basis of Selection.

Section II: Financial Bid

- 3.1.1** Bidders must submit their financial bid in accordance with the Basis of Payment in Annex B. The total amount of Applicable Taxes must be shown separately, if applicable.

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

3.1.2 Electronic Payment of Invoices – Bid

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

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

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

3.1.3 Exchange Rate Fluctuation

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

Section III: Certifications

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

Section IV: Additional Information

3.1.4 Bidder's Proposed Sites or Premises Requiring Safeguarding Measures

- 3.1.4.1** As indicated in Part 6 under Security Requirements, the Bidder must provide the full addresses of the Bidder's and proposed individuals' sites or premises for which safeguarding measures are required for Work Performance:

Street Number / Street Name, Unit / Suite / Apartment Number
City, Province, Territory / State
Postal Code / Zip Code
Country

- 3.1.4.2** The Company Security Officer must ensure through the Contract Security Program that the Bidder and proposed individuals hold a valid security clearance at the required level, as indicated in Part 6 – Security, Financial and Other Requirements.

PART 4 - EVALUATION PROCEDURES AND BASIS OF SELECTION

4.1 Evaluation Procedures

- (a) Bids will be assessed in accordance with the entire requirement of the bid solicitation including the technical evaluation criteria.
- (b) An evaluation team composed of representatives of Canada will evaluate the bids.
- (c) (X) Canada will use the Phased Bid Compliance Process described below.

4.1.1 Phased Bid Compliance Process

4.1.1.1 (2018-07-19) General

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

THE BIDDER ACKNOWLEDGES THAT THE REVIEWS IN PHASE I AND II OF THIS PBCP ARE PRELIMINARY AND DO NOT PRECLUDE A FINDING IN PHASE III THAT THE BID IS NON-RESPONSIVE, EVEN FOR MANDATORY

REQUIREMENTS WHICH WERE SUBJECT TO REVIEW IN PHASE I OR II AND NOTWITHSTANDING THAT THE BID HAD BEEN FOUND RESPONSIVE IN SUCH EARLIER PHASE. CANADA MAY DEEM A BID TO BE NON-RESPONSIVE TO A MANDATORY REQUIREMENT AT ANY PHASE.

THE BIDDER ALSO ACKNOWLEDGES THAT ITS RESPONSE TO A NOTICE OR A COMPLIANCE ASSESSMENT REPORT (CAR) (EACH DEFINED BELOW) IN PHASE I OR II

MAY NOT BE SUCCESSFUL IN RENDERING ITS BID RESPONSIVE TO THE MANDATORY REQUIREMENTS THAT ARE THE SUBJECT OF THE NOTICE OR CAR, AND MAY RENDER ITS BID NON-RESPONSIVE TO OTHER MANDATORY REQUIREMENTS.

- (c) Canada may, in its discretion, request and accept at any time from a Bidder and consider as part of the Bid, any information to correct errors or deficiencies in the Bid that are clerical or administrative, such as, without limitation, failure to sign the Bid or any part or to checkmark a box in a form, or other failure of format or form or failure to acknowledge; failure to provide a procurement business number or contact information such as names, addresses and telephone numbers; inadvertent errors in numbers or calculations that do not change the amount the Bidder has specified as the price or of any component thereof that is subject to evaluation. This shall not limit Canada's right to request or accept any information after the bid solicitation closing in circumstances where the bid solicitation expressly provides for this right. The Bidder will have the time period specified in writing by Canada to provide the necessary documentation. Failure to meet this deadline will result in the Bid being declared non-responsive.
- (d) The PBCP does not limit Canada's rights under Standard Acquisition Clauses and Conditions (SACC) 2003 (2018-05-22) Standard Instructions – Goods or Services – Competitive Requirements nor Canada's right to request or accept any information during the solicitation period or after bid solicitation closing in circumstances where the bid solicitation expressly provides for this right, or in the circumstances described in subsection (c).
- (e) Canada will send any Notice or CAR by any method Canada chooses, in its absolute discretion. The Bidder must submit its response by the method stipulated in the Notice or CAR. Responses are deemed to be received by Canada at the date and time they are delivered to Canada by the method and at the address specified in the Notice or CAR. An email response permitted by the Notice or CAR is deemed received by Canada on the date and time it is received in Canada's email inbox at Canada's email address specified in the Notice or CAR. A Notice or CAR sent by Canada to the Bidder at any address provided by the Bidder in or pursuant to the Bid is deemed received by the Bidder on the date it is sent by Canada. Canada is not responsible for late receipt by Canada of a response, however caused.

4.1.1.2 (2018-03-13) Phase I: Financial Bid

- (a) After the closing date and time of this bid solicitation, Canada will examine the Bid to determine whether it includes a Financial Bid and whether any Financial Bid includes all information required by the solicitation. Canada's review in Phase I will be limited to identifying whether any information that is required under the bid solicitation to be included in the Financial Bid is missing from the Financial Bid. This review will not assess whether the Financial Bid meets any standard or is responsive to all solicitation requirements.
- (b) Canada's review in Phase I will be performed by officials of the Department of Public Works and Government Services.
- (c) If Canada determines, in its absolute discretion that there is no Financial Bid or that the Financial Bid is missing all of the information required by the bid solicitation to be included in the Financial Bid, then the Bid will be considered non-responsive and will be given no further consideration.
- (d) For Bids other than those described in c), Canada will send a written notice to the Bidder ("Notice") identifying where the Financial Bid is missing information. A Bidder, whose Financial Bid has been found responsive to the requirements that are reviewed at Phase I, will not receive a Notice. Such Bidders shall not be entitled to submit any additional information in

respect of their Financial Bid.

- (e) The Bidders who have been sent a Notice shall have the time period specified in the Notice (the "Remedy Period") to remedy the matters identified in the Notice by providing to Canada, in writing, additional information or clarification in response to the Notice. Responses received after the end of the Remedy Period will not be considered by Canada, except in circumstances and on terms expressly provided for in the Notice.
- (f) In its response to the Notice, the Bidder will be entitled to remedy only that part of its Financial Bid which is identified in the Notice. For instance, where the Notice states that a required line item has been left blank, only the missing information may be added to the Financial Bid, except that, in those instances where the addition of such information will necessarily result in a change to other calculations previously submitted in its Financial Bid, (for example, the calculation to determine a total price), such necessary adjustments shall be identified by the Bidder and only these adjustments shall be made. All submitted information must comply with the requirements of this solicitation.
- (g) Any other changes to the Financial Bid submitted by the Bidder will be considered to be new information and will be disregarded. There will be no change permitted to any other Section of the Bidder's Bid. Information submitted in accordance with the requirements of this solicitation in response to the Notice will replace, in full, **only** that part of the original Financial Bid as is permitted above, and will be used for the remainder of the bid evaluation process.
- (h) Canada will determine whether the Financial Bid is responsive to the requirements reviewed at Phase I, considering such additional information or clarification as may have been provided by the Bidder in accordance with this Section. If the Financial Bid is not found responsive for the requirements reviewed at Phase I to the satisfaction of Canada, then the Bid shall be considered non-responsive and will receive no further consideration.
- (i) Only Bids found responsive to the requirements reviewed in Phase I to the satisfaction of Canada, will receive a Phase II review.

4.1.1.3 (2018-03-13) Phase II: Technical Bid

- (a) Canada's review at Phase II will be limited to a review of the Technical Bid to identify any instances where the Bidder has failed to meet any Eligible Mandatory Criterion. This review will not assess whether the Technical Bid meets any standard or is responsive to all solicitation requirements. Eligible Mandatory Criteria are all mandatory technical criteria that are identified in this solicitation as being subject to the PBCP. Mandatory technical criteria that are not identified in the solicitation as being subject to the PBCP, will not be evaluated until Phase III.
- (b) Canada will send a written notice to the Bidder (Compliance Assessment Report or "CAR") identifying any Eligible Mandatory Criteria that the Bid has failed to meet. A Bidder whose Bid has been found responsive to the requirements that are reviewed at Phase II will receive a CAR that states that its Bid has been found responsive to the requirements reviewed at Phase II. Such Bidder shall not be entitled to submit any response to the CAR.
- (c) A Bidder shall have the period specified in the CAR (the "Remedy Period") to remedy the failure to meet any Eligible Mandatory Criterion identified in the CAR by providing to Canada in writing additional or different information or clarification in response to the CAR. Responses received after the end of the Remedy Period will not be considered by Canada, except in circumstances and on terms expressly provided for in the CAR.

- (d) The Bidder's response must address only the Eligible Mandatory Criteria listed in the CAR as not having been achieved, and must include only such information as is necessary to achieve such compliance. Any additional information provided by the Bidder which is not necessary to achieve such compliance will not be considered by Canada, except that, in those instances where such a response to the Eligible Mandatory Criteria specified in the CAR will necessarily result in a consequential change to other parts of the Bid, the Bidder shall identify such additional changes, provided that its response must not include any change to the Financial Bid.
- (e) The Bidder's response to the CAR should identify in each case the Eligible Mandatory Criterion in the CAR to which it is responding, including identifying in the corresponding section of the original Bid, the wording of the proposed change to that section, and the wording and location in the Bid of any other consequential changes that necessarily result from such change. In respect of any such consequential change, the Bidder must include a rationale explaining why such consequential change is a necessary result of the change proposed to meet the Eligible Mandatory Criterion. It is not up to Canada to revise the Bidder's Bid, and failure of the Bidder to do so in accordance with this subparagraph is at the Bidder's own risk. All submitted information must comply with the requirements of this solicitation.
- (f) Any changes to the Bid submitted by the Bidder other than as permitted in this solicitation, will be considered to be new information and will be disregarded. Information submitted in accordance with the requirements of this solicitation in response to the CAR will replace, in full, **only** that part of the original Bid as is permitted in this Section.
- (g) Additional or different information submitted during Phase II permitted by this section will be considered as included in the Bid, but will be considered by Canada in the evaluation of the Bid at Phase II only for the purpose of determining whether the Bid meets the Eligible Mandatory Criteria. It will not be used at any Phase of the evaluation to increase or decrease any score that the original Bid would achieve without the benefit of such additional or different information. For instance, an Eligible Mandatory Criterion that requires a mandatory minimum number of points to achieve compliance will be assessed at Phase II to determine whether such mandatory minimum score would be achieved with such additional or different information submitted by the Bidder in response to the CAR. If so, the Bid will be considered responsive in respect of such Eligible Mandatory Criterion, and the additional or different information submitted by the Bidder shall bind the Bidder as part of its Bid, but the Bidder's original score, which was less than the mandatory minimum for such Eligible Mandatory Criterion, will not change, and it will be that original score that is used to calculate any score for the Bid
- (h) Canada will determine whether the Bid is responsive for the requirements reviewed at Phase II, considering such additional or different information or clarification as may have been provided by the Bidder in accordance with this Section. If the Bid is not found responsive for the requirements reviewed at Phase II to the satisfaction of Canada, then the Bid shall be considered non-responsive and will receive no further consideration.
- (i) Only Bids found responsive to the requirements reviewed in Phase II to the satisfaction of Canada, will receive a Phase III evaluation.

4.1.1.4 (2018-03-13) Phase III: Final Evaluation of the Bid

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

4.1.2 Technical Evaluation

4.1.2.1 Mandatory Technical Criteria

Mandatory technical evaluation criteria are included in Annex G. The Phased Bid Compliance Process will apply to all mandatory technical criteria.

4.1.2.2 Point Rated Technical Criteria

Point rated technical evaluation criteria are included in Annex G

4.1.3 Financial Evaluation

Financial evaluation criteria are included in Annex G.

4.2 Basis of Selection

Basis of Selection are included in Annex G.

PART 5 – CERTIFICATIONS AND ADDITIONAL INFORMATION

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

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

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

5.1 Certifications Required with the Bid

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

5.1.1 Integrity Provisions - Declaration of Convicted Offences

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

5.2 Certifications Precedent to Contract Award and Additional Information

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

5.2.1 Integrity Provisions – Required Documentation

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

5.2.2 Federal Contractors Program for Employment Equity - Bid Certification

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

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

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

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

5.2.3 Additional Certifications Precedent to Contract Award

5.2.3.1 Education and Experience

5.2.3.2.1 SACC Manual clause [A3010T](#) (2010-08-16) Education and Experience

5.2.3.2 Non-disclosure Agreement

The Contractor must obtain from its employee(s) or subcontractor(s) the completed and signed non-disclosure agreement, attached at Annex F, and provide it to the Contracting Authority before they are given access to information by or on behalf of Canada in connection with the Work.

5.2.3.3 Workers' Compensation Certification - Letter of Good Standing

The Bidder must have an account in good standing with the Workers' Compensation Boards in British Columbia (WorkSafeBC) and/or Yukon Territory (Yukon Workers' Compensation Health and Safety Board, if applicable for individual task.

The Bidder must provide, within seven (7) calendar days following a request from the Contracting Authority, a certificate or letter from the applicable Workers' Compensation Board confirming the Bidder's good standing account. Failure to comply with the request may result in the bid being declared non-responsive.

If a Bidder is not operating in British Columbia or the Yukon Territory area, as an interim measure, a letter of good standing from the province/state in which the company resides will be acceptable until such time as a bidder becomes a successful candidate and a contract is awarded. The letter of good standing for British Columbia will need to be provided prior to any work commencing.

PART 6 - SECURITY, FINANCIAL AND OTHER REQUIREMENTS

6.1 Security Requirements

1. Before award of a contract, the following conditions must be met:

- (a) the Bidder must hold a valid organization security clearance as indicated in Part 7 - Resulting Contract Clauses;
- (b) the Bidder's proposed individuals requiring access to classified or protected information, assets or sensitive work sites must meet the security requirements as indicated in Part 7 - Resulting Contract Clauses;
- (c) the Bidder must provide the name of all individuals who will require access to classified or protected information, assets or sensitive work sites;
- (d) the Bidder's proposed location of work performance and document safeguarding must meet the security requirements as indicated in Part 7 - Resulting Contract Clauses;
- (e) the Bidder must provide the addresses of proposed sites or premises of work performance and document safeguarding as indicated in Part 3 - Section IV Additional Information.

2. Bidders are reminded to obtain the required security clearance promptly. Any delay in the award of a contract to allow the successful Bidder to obtain the required clearance will be at the entire discretion of the Contracting Authority.

3. For additional information on security requirements, Bidders should refer to the [Contract Security Program](http://www.tpsgc-pwgsc.gc.ca/esc-src/introduction-eng.html) of Public Works and Government Services Canada (<http://www.tpsgc-pwgsc.gc.ca/esc-src/introduction-eng.html>) website.

6.2 Insurance Requirements

The Bidder must provide a letter from an insurance broker or an insurance company licensed to operate in Canada stating that the Bidder, if awarded a contract as a result of the bid solicitation, can be insured in accordance with the Insurance Requirements specified in Annex D.

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

PART 7 - RESULTING CONTRACT CLAUSES

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

7.1 Statement of Work

The Royal Canadian Mounted Police has a requirement for the removal and disposal of the gross contamination from seized clandestine drug laboratories, dump sites, and chemical or equipment storage facilities at various sites in the Province of British Columbia and the Yukon Territory. The contract will include and is supported by accurate collection of vital data required to assess future waste disposal programs and funding initiatives along with waste minimization strategies. The work will be on an "as and when requested basis" using Task Authorizations (TA). The Work described in the TA must be in accordance with the scope of the Contract described at Annex A. The Contractor must perform the work as described in the individual TAs.

The period of the Contract for Task Authorization will be for 3 years from date of contract award to Est. December 31, 2021 with an option to extend the contract for an additional 2 - 1 year option period.

7.1.1 Optional Goods and/or Services

The Contractor grants to Canada the irrevocable option to acquire the goods, services or both described at Annex A of the Contract under the same conditions and at the prices and/or rates stated in the Contract. The option may only be exercised by the Contracting Authority and will be evidenced, for administrative purposes only, through a contract amendment.

The Contracting Authority may exercise the option at any time before the expiry of the Contract by sending a written notice to the Contractor.

7.1.2 Task Authorization

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

7.1.2.1 Task Authorization Process

1. The Project Authority or his/her delegate will provide the Contractor with a description of the task by phone or email or The Contractor reserves the right to dispatch a representative prior to a TA being issued to the location to assess in person the scope of work. The associated costs and fees resulting from the representative attending the location will be borne against this Contract.
2. The RCMP Contracting Authority or Delegate will create a Task Authorization using the Task Authorization form specified in Annex E.
3. The Task Authorization (TA) will contain the details of the activities to be performed. The TA will also include the applicable basis and methods of payment as specified in the Contract.
4. The Project Authority or his/her delegate in consultation with the Contractor will formulate an estimated cost. The proposed total estimated cost for performing the task and a breakdown of that cost, established in accordance with the Basis of Payment specified in the Contract.
5. The Contractor must not commence work until a TA authorized by either the RCMP Contracting Authority or the Project Authority or his/her delegate has been received by the Contractor. The Contractor acknowledges that any work performed before a TA has been received will be done at the Contractor's own risk.

7.1.2.2 Task Authorization Limit

The Project Authority or RCMP Project Authority or his/her delegate may authorize individual task authorizations up to a limit of **\$400,000.00**, Applicable Taxes included, inclusive of any revisions.

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

7.1.2.3 Minimum Work Guarantee - All the Work - Task Authorizations

1. In this clause,

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

"Minimum Contract Value" means **\$100,000.00 (Applicable Taxes included)**

2. Canada's obligation under the Contract is to request Work in the amount of the Minimum Contract Value or, at Canada's option, to pay the Contractor at the end of the Contract in accordance with paragraph 3. In consideration of such obligation, the Contractor agrees to stand in readiness throughout the Contract period to perform the Work described in the Contract. Canada's maximum liability for work performed under the Contract must not exceed the Maximum Contract Value, unless an increase is authorized in writing by the Contracting Authority.
3. In the event that Canada does not request work in the amount of the Minimum Contract Value during the period of the Contract, Canada must pay the Contractor the difference between the Minimum Contract Value and the total cost of the Work requested.
4. Canada will have no obligation to the Contractor under this clause if Canada terminates the Contract in whole or in part for default.

7.1.2.4 Periodic Usage Reports - Contracts with Task Authorizations

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

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

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

The quarterly periods are defined as follows:

1st quarter: April 1 to June 30;

2nd quarter: July 1 to September 30;

3rd quarter: October 1 to December 31; and

4th quarter: January 1 to March 31.

The data must be submitted to the Contracting Authority no later than 30 calendar days after the end of the reporting period.

Reporting Requirement Details

A detailed and current record of all authorized tasks must be kept for each contract with a task authorization process. This record must contain:

For each authorized task:

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

For all authorized tasks:

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

7.2 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.

7.2.1 General Conditions

2035 (2018-06-21), General Conditions - Higher Complexity - Services, apply to and form part of the Contract.

7.3 Security Requirements

7.3.1 The following security requirements (SRCL and related clauses provided by the Contract Security Program) apply and form part of the Contract.

1. The Contractor/Offeror must, at all times during the performance of the Contract, hold a valid Designated Organization Screening (DOS), with approved **Document Safeguarding at the level of PROTECTED A**, issued by the Canadian Industrial Security Directorate (CISD), **Public Works and Government Services Canada (PWGSC)**.

2. The Contractor/Offoror personnel requiring access to PROTECTED information, assets or sensitive work site(s) must EACH hold a valid **RELIABILITY STATUS**, granted or approved by CISD/PWGSC. Until the security screening of the Sub-Contractor personnel required by this Sub-Contract has been completed satisfactorily by CISD, PWGSC, the Sub-Contractor personnel **MAY NOT HAVE ACCESS** to PROTECTED information or assets, and **MAY NOT ENTER** sites where such information or assets are kept, without an escort.
3. Processing of PROTECTED materiel electronically at the Contractor/Offoror's site is NOT permitted under this Contract/Standing Offer.
4. Subcontracts which contain security requirements are NOT to be awarded without the prior written permission of CISD/PWGSC.
5. The Contractor/Offoror must comply with the provisions of the:
 - (a) Security Requirements Check List and security guide (if applicable), attached at Annex C;
 - (b) *Industrial Security Manual* (Latest Edition).

7.3.2 Contractor's Sites or Premises Requiring Safeguarding Measures

- 7.3.2.1 Where safeguarding measures are required in the performance of the Work, the Contractor must diligently maintain up-to-date the information related to the Contractor's and proposed individuals' sites or premises for the following addresses:

Street Number / Street Name, Unit / Suite / Apartment Number
City, Province, Territory / State
Postal Code / Zip Code
Country

- 7.3.2.2 The Company Security Officer must ensure through the Contract Security Program that the Contractor and individuals hold a valid security clearance at the required level.

7.4 Term of Contract

7.4.1 Period of the Contract

The Contracting Authority or Authorized Client may issue Task Authorizations from the date of Contract Award up to midnight (*to be determined*). Contractual obligations and deliverable completion dates under Task Authorizations may extend beyond (*to be determined*) and will end once the final Task has been fully completed and all outstanding obligations performed, such as payments (including interests), warranty obligations as well as audit rights.

7.4.2 Option to Extend the Contract

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

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

7.4.3 Comprehensive Land Claims Agreements (CLCAs)

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

- CAFN: Champagne and Aishihik First Nations Final Agreement
- CTFN: Carcross/Tagish First Nation Final Agreement
- FNNND: First Nation of Nacho Nyak Dun Final Agreement
- KDFN: Kwanlin Dun First Nation Final Agreement
- KFN: Kluane First Nation Final Agreement
- LSCFN: Little Salmon/Carmacks First Nation Final Agreement
- SFN: Selkirk First Nation Final Agreement
- TH: Tr'ondek Hwech'in Final Agreement
- TKC: Ta'an Kwach'an Council Final Agreement
- TTC: Teslin Tlingit Council Final Agreement
- VGFN: Vuntut G'wich'in First Nation Final

The Contract with Task Authorizations is to establish the delivery of the requirement detailed under the Contract, to the Identified Users across Canada, including areas subject to Comprehensive Land Claims Agreements.

7.5 Authorities

7.5.1 Contracting Authority

The Contracting Authority for the Contract is:

Hilda Lee
Supply Specialist
Public Works and Government Services Canada
Acquisitions Branch, Pacific Region
219 - 800 Burrard Street
Vancouver, BC V6Z 0B9

Telephone: 604-764-6053
Facsimile: 604-775-7526
E-mail address: Hilda.Lee@pwgsc.gc.ca

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

7.5.2 Project Authority

The Project Authority for the Contract is:

(To be inserted at Contract Award)

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

7.5.3 Contractor's Representative

Name: _____

Title: _____

Organization: _____

Address: _____

Telephone: _____ - _____ - _____

Facsimile: _____ - _____ - _____

E-mail address: _____

7.6 Proactive Disclosure of Contracts with Former Public Servants

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

7.7 Payment

7.7.1 Basis of Payment – Limitation of Expenditure – Task Authorizations

The Contractor will be reimbursed for the costs reasonably and properly incurred in the performance of the Work specified in the authorized Task Authorization (TA), as determined in accordance with the Basis of Payment in Annex B, to the limitation of expenditure specified in the authorized TA.

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

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

7.7.2 Limitation of Expenditure - Cumulative Total of all Task Authorizations

1. Canada's total liability to the Contractor under the Contract for all authorized Task Authorizations (TAs), inclusive of any revisions, must not exceed the sum of **\$(to be determined)**. Customs duties are included and Applicable Taxes are extra.
2. No increase in the total liability of Canada will be authorized or paid to the Contractor unless an increase has been approved, in writing, by the Contracting Authority.
3. The Contractor must notify the Contracting Authority in writing as to the adequacy of this sum:
 - a. when it is 75 percent committed, or
 - b. four (4) months before the contract expiry date, or

- c. as soon as the Contractor considers that the sum is inadequate for the completion of the Work required in all authorized TAs, inclusive of any revisions, whichever comes first.
4. If the notification is for inadequate contract funds, the Contractor must provide to the Contracting Authority, a written estimate for the additional funds required. Provision of such information by the Contractor does not increase Canada's liability.

7.7.3 Method of Payment

7.7.3.1 Monthly Payments

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

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

7.7.4 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);
- d. Electronic Data Interchange (EDI);
- e. Wire Transfer (International Only);
- f. Large Value Transfer System (LVTS) (Over \$25M)

7.7.5 Time Verification

SACC Manual clause C0711C (2008-05-12) – Time Verification

7.8 Invoicing Instructions

The Contractor must submit invoices in accordance with the section entitled "Invoice Submission" of the general conditions. Invoices cannot be submitted until all work identified in the invoice is completed.

Each invoice must be supported by:

- (a) a copy of time sheets to support the time claimed if requested by the Project Authority;
- (b) a copy of the release document and any other documents as specified in the Contract;
- (c) a copy of the invoices, receipts, vouchers for all direct expenses, and all travel and living expenses, and other disbursements;
- (d) a copy of the monthly progress report.
- (e) invoice date (corrected for amendments);
- (f) invoice number;
- (g) period invoice covers;
- (h) Contract number _____ (*number to be inserted at Contract Award*);
- (i) task number;
- (j) project number;
- (k) total task amount (corrected for amendments);

- (l) amount previously invoiced;
- (m) current invoice amount;
- (n) amount remaining on task;
- (o) itemized list of fees, identifying category, resource, rate, hours, and extension. Categories, rates, resources and disbursements must be pre-approved by the Authorized Client. Canada reserves the right to not pay for categories, rates, resources or disbursements submitted on invoices that have not been pre-approved;
- (p) itemized list of travel expenses, identifying resource, dates and times of travel, location of travel, rates; and
- (q) itemized list of disbursements, cross-referenced to included back-up receipts.

2. Invoices must be distributed electronically as follows:

- (a) The Original copy must be forwarded to the addressee shown on page 1 of the Task Authorization for certification and payment.

7.9 Certifications and Additional Information

7.9.1 Compliance

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

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

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

7.10 Applicable Laws

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

7.11 Priority of Documents

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

- (a) the Articles of Agreement;
- (b) the general conditions 2035 (2018-06-21), General Conditions – Services (Higher Complexity);
- (c) Annex A, Statement of Work;
- (d) Annex B, Basis of Payment;
- (e) Annex C, Security Requirements Check List;
- (f) Annex D, Insurance Requirements;
- (g) Annex E, Non-Disclosure Agreement;
- (h) the signed Task Authorizations (including all of its annexes, if any);
- (i) the Contractor's bid dated _____, (*insert date of bid*) (*If the bid was clarified or amended, insert at the time of contract award.*), as clarified on _____ " *or* ", as amended on _____ " *and insert date(s) of clarification(s) or amendment(s)*).

7.12 Insurance – Specific Requirements

The Contractor must comply with the insurance requirements specified in Annex F. The Contractor must maintain the required insurance coverage for the duration of the Contract. Compliance with the insurance requirements do 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 fulfil 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.

7.13 Comprehensive Land Claims Agreements

The Comprehensive Land Claims Agreements of up to eleven (11) Yukon First Nations may apply to this Contract, depending on where the services will be provided.

7.14 SACC Manual Clauses

A9068C (2010-01-11), Government Site Regulations

D3014C (2007-11-30), Transportation of Dangerous Goods/Hazardous Products

D3015C (2014-09-25), Dangerous Goods/Hazardous Products – Labelling and Packaging Compliance

ANNEX "A"

**STATEMENT OF WORK
HAZARDOUS WASTE DISPOSAL**

**A1. DISPOSAL OF CHEMICALS AND CONTAMINATED APPARATUS FROM CLANDESTINE LABS
PROJECT/OBJECTIVE:**

To provide for environmentally sound safe packaging, transportation, storage area, disposal of chemicals and equipment and eventual disposal of chemicals and contaminated apparatus from clandestine drug laboratories, dump sites and chemical or equipment storage facilities, encountered as part of RCMP operations within the province of British Columbia and the Yukon Territory on an as and when required basis.

A2. PURPOSE:

To attend at the direction of the RCMP various sites, remove and dispose of the gross contamination from seized clandestine drug laboratories, dump sites and chemical or equipment storage facilities. This contract includes and is supported by accurate collection of vital data required to assess future waste disposal programs and funding initiatives along with waste minimization strategies.

A3. APPLICABLE DOCUMENTS:

The most current version of the following list of documents forms a part of this statement of work. The contents of these documents shall be considered as superseding requirements for this contract.

1. Transportation of Dangerous Goods Act and Regulations (Clear Language) (TDG);
2. Canadian Environmental Protection Act (CEPA);
3. Export and Import of Hazardous Waste Regulations (EIHW);
4. British Columbia and/or Yukon Territory Environmental Management Acts and all Regulations (WMA);
5. Canada Labour Code and/or Provincially applicable labour legislation.

A4. BACKGROUND:

Among the RCMP's responsibilities is enforcement of the Controlled Drugs and Substances Act, SOR/97-234 (CDSA), and associated Regulations, and other Federal legislation. Section 7 of CDSA concerns illicit production of controlled drugs and substances. In undertaking investigations pursuant to enforcement of this Act, the RCMP "E" Division has identified a need for an appropriate means of disposing hazardous materials encountered and seized by the RCMP during investigation and subsequent dismantling of clandestine drug laboratories, dump sites and chemical or equipment storage facilities. This service is necessitated by the inherent risk associated with illicit drug manufacturing operations to both the environment and to the health and safety of enforcement officers and the general public. The need for this service is increasing due to an apparent expansion of illicit drug manufacturing laboratories, most notably methamphetamine and ecstasy production, and the consequent increasing trend of both the number of clandestine drug laboratories, dump sites and chemical or equipment storage facilities, and the volume of hazardous materials uncovered and seized in the region. Removing the chemicals and contaminated apparatus and debris from a seized clandestine drug laboratories, dump sites and chemical or equipment storage facilities, is a complex and dangerous undertaking that requires the assistance of highly qualified company having specialized training and equipment. The hazardous wastes taken from these operations may vary from a few kilograms to several tons depending on the size of the laboratory and its manufacturing capabilities. These wastes

may be highly toxic, flammable, corrosive and/or reactive. The risk associated with these materials may be further increased by the lack of sophistication of the operators and, consequently, the failure to apply standard laboratory safety procedures and equipment, such as chemical storage protocols and adequate ventilation. Hazardous wastes have caused injury and death to laboratory operators, and fires and explosions have contaminated the interiors of homes, apartment buildings, motels and vehicles. The threat to public safety from explosion, fire, gas, soils and groundwater contamination, and hazardous by-products associated with chemical synthesis is likely to increase with the proliferation of synthetic drug production in the Pacific Region. These dangers affect the safety and well being of the general public and the law enforcement personnel involved in the dismantling of these laboratories. When a clandestine drug laboratory is seized, RCMP becomes the "generator" of hazardous materials encountered and becomes responsible for compliance with federal, provincial and municipal regulations pertaining to hazardous waste management. Furthermore, RCMP becomes accountable for ensuring these materials are appropriately neutralized and/or destroyed, once legal authorization to do so is received or deemed necessary due to public safety and/or environment protection.

By establishing this contract, the RCMP endeavours to reduce public and police officer exposure to these potentially hazardous materials, to prevent or mitigate damage to the environment, to minimize the department's liability and to acquire accurate data relevant to the management of hazardous materials related to RCMP operations.

A5. OBJECTIVE:

The objective of this contract is to secure the services of hazardous waste removal/disposal Contractor who is qualified to perform the "duties" of a generator of hazardous waste on behalf of RCMP, and to properly manage the hazardous waste seized by RCMP at clandestine drug laboratories, dump sites and chemical or equipment storage facilities, promptly and in accordance with all current applicable Federal, Provincial, Territorial, State, Municipal and International regulations and legislation. This contract includes and is supported by accurate collection of vital data required to assess future waste disposal programs and funding initiatives along with waste minimization strategies. For the purposes of this contract the disposal process begins at the time the Contractor takes custody of the hazardous materials and concludes when the materials are rendered unusable in drug production and/or destroyed. Removal is an inherent activity of the disposal process. Waste management, including disposal, shall be in accordance with all applicable federal, provincial and municipal regulations. All on-site work shall be conducted with the appropriate level of personal protection and Confined Space Entry, as required. RCMP, and therefore the Contractor, is not responsible for the remedial cleanup and disposal of residual waste (e.g., structure interiors, contaminated soil, septic tanks, etc.), which may remain after the removal of gross contamination, unless said contamination results from action of the Contractor while providing disposal services under this contract.

This contract does not include the removal of contaminated property except that the Contractor may be directed by the RCMP representative to remove contaminated property that constitutes a law enforcement concern (e.g., inextricably contaminated with a controlled substance), including any equipment or containers subject to forfeiture that the RCMP representative directs the Contractor to remove because it cannot be separated safely from any dangerous, toxic or hazardous raw material or product.

In the majority of cases a Health Canada chemist will attend a site to identify the chemical/hazardous materials found. In situations where a Health Canada chemist is not able to or called to attend a site, the

Contractor would be relied upon to obtain or provide chemical identification and characterization services. The presence of a Health Canada chemist does not limit the Contractor's responsibilities for appropriate handling of hazardous materials pursuant to applicable Federal or Provincial regulations.

A6. Qualifications

A6.1 The Contractor must furnish all trained, experienced, certified personnel required to perform the work.

A6.2 For each call for service to a dangerous goods lab, the contractor must provide at a minimum the following job functions: i) On-Site supervisor; ii) Field Chemist/Chemical Identification Personnel iii) Health and Safety officer; iv) trained labourers/technicians

A7. Firm Experience

A7.1 The Contractor must have experience in the last two (2) years in *disposal services of chemicals (including flammable liquids, flammable & corrosive liquids, flammable solids, corrosive liquids, corrosive solids, non regulated solids) and other materials associated with dangerous goods

*Disposal services include but are not limited to:

- identification and classification of any and all chemicals and materials found at dangerous goods laboratories, dump sites and chemical or equipment storage facilities;
- the packaging and transportation of such material;
- the safe storage, handling and eventual destruction of such material

Disposal/destruction could have occurred at the Contractor's site and/or off site approved facilities, which have been certified to manage and dispose of Dangerous Goods via Ministry of Environment or other governing agency. All disposal services must have been done with the applicable, Provincial, Yukon Territory and Federal legislation, and within the scope of the Contractor's permit.

A7.2 The Contractor must have experience providing dangerous goods lab response to law enforcement agencies or other Government agencies.

A7.3 The Contractor must have a valid permit and/or a valid registration number for their waste handling facility and a current approved Operational plan for the facility from the British Columbia Ministry of the Environment. The permits and Operational Plan must allow for the handling, transportation and storage of all classes of hazardous waste, with the exception of Class 1 (Explosives) and Class 7 (Radioactive materials), which are not mandatory. If the Contractor has submitted an application to the British Columbia Ministry of Environment to amend its current approved Operational Plans, the RCMP reserves the right to request the British Columbia Ministry of Environment perform a facility inspection/Operational Plan review to determine if the Contractor remains in compliance with applicable regulations.

A7.4 The Contractor must have experience responding to calls for services at dangerous goods lab sites located anywhere in the Province of BC and the Yukon Territories.

A7.5 Contractor's vehicles and drivers must be in compliance with Federal and Provincial legislation with respect to the transportation of dangerous goods within the Province of British Columbia and Yukon Territory.

A8. SCOPE OF WORK:

Special Operational Support Services for Hazardous Materials Management

On-call, as and when required services for the removal, packaging, transport, storage and eventual disposal of hazardous wastes and materials as they are encountered by members of the RCMP. These products potentially include materials of all classes of dangerous goods and the Contractor would be responsible for the documenting, packaging, transporting and disposal/destruction of these materials. These services would be in response to RCMP dismantling of clandestine drug laboratories, dump sites and chemical or equipment storage facilities.

Contractor Responsibilities

The Contractor will perform the following service requirements:

A8.1 Provide timely response to all requests for service;

A8.2 Comply with RCMP security clearances and non-disclosure obligations;

A8.3 Provide lists (ledger) of all Dangerous Goods and equipment stored in the RCMP secure shipping sea containers, biannually to the RCMP Clandestine Laboratory Response co-ordinator or their delegate.

A8.4 Furnish all equipment, material, supplies/consumables and facilities necessary to fulfill the service required

A8.5 Supply all necessary equipment required for packing, labelling, loading, transporting, storing, analysing and disposing of hazardous waste seized at clandestine laboratories;

A8.6 Ensure all dangerous goods and hazardous wastes are safely packaged in accordance with the current Transportation of Dangerous Goods (TDG) Act and/or any other Act or Regulation governing such standards.

A8.7 Ensure all containers in which hazardous wastes are packaged are labelled and marked as per TDG requirements;

A8.8 Complete and maintain all manifest and transport documentation in accordance with the Transportation of Dangerous Goods Act and Regulations (Clear Language) and/or the British Columbia Yukon Territory Environmental Management Act and Hazardous Waste Regulation;

A8.9 Provide all required documentation for inspection by a designated RCMP representative;

A8.10 Provide appropriately placard, well maintained and appropriately licensed, insured vehicles for transport of hazardous materials;

A8.11 All vehicles and drivers must be in compliance with Federal and Provincial legislation with respect to the transportation of dangerous goods within the Province of British Columbia or Yukon Territory

A8.12 The Contractor must have an office and an approved storage facility situated in either the Lower Mainland up to Upper Fraser Valley but not extending past Chilliwack, BC.

A8.13 The Contractor's storage facility must meet all permit requirements for storage of Dangerous Goods and be secure (Security 24/7 protection fenced/security guard CCTV) and fully fenced on all sides. RCMP retains the right to direct Contractor to improve or alter to suit RCMP requirements at the Contractor's expense;

A8.14 The Contractor must be able to provide adequate yard space and secure (locking) weather proof (dry), vented, corrosion resistant (where applicable such as Acid or Base corrosive storage) storage shipping sea containers that are required to meet the storage provisions of the RCMP in compliance with their permits.

A8.15 The Contractor must supply nine (9) individual storage type shipping sea containers-minimum of four (4) size 40' x 8' x 8' and five (5) size 20' x 8' x 8'. The RCMP reserves the Right to decrease the storage capacity (number of shipping containers) at any time during the term of the Contract.

A8.16 Storage volume at permitted storage facilities shall not exceed provisions of the storage facility's permit;

A8.17 Ensure that all hazardous materials are destroyed immediately when requested to do so by the RCMP.

A8.18 Perform all treatment and disposal services in compliance with federal, provincial and municipal treatment and disposal regulations and in accordance with this contract;

A8.19 Ensure that all hazardous materials are destroyed only upon the direction from the RCMP.

A8.20 Obtain or prepare Certificates of Processing and/or Destruction for all waste removed from an authorized removal site and provide copies to RCMP immediately upon completion of processing and/or destruction.

A9. Destruction (Third party):

The destruction of particular controlled substances (such as fentanyl and similar illicit drugs), Non-Regulated/Regulated precursors, and equipment will require that the Contractor transport these items to specific third party facilities for proper disposal once a year. The Contractor will adhere to TDG and third party policy/procedures for final destruction. As these third party businesses (Swan Hills facility in Alberta) are not bound by this contract and costs associated for destruction and witnessing certificate can fluctuate with-out notice. The Contractor will provide the Project Authority an estimated cost for Third Party destruction. The Project Authority will issue a task authorization specifically assigned to the costs of Third Party disposal costs. The RCMP are responsible for any additional costs associated to final destruction by Third Party disposal facilities.

A10. Record and Reports:

The Contractor will be subject to announced or unannounced inspections of its operations, records and

facilities by the RCMP or its representatives to verify contract compliance as required by Acts, statutes or regulations. Files, registers, records, reports and other documents pertaining to this contract, which are maintained at a facility, will be made available for review during any announced or unannounced inspection. The Contractor is to obtain and hold all necessary regulatory licenses, permits, authorizations, etc., necessary to do the work specified and ensure they remain valid for the term of the contract.

A11. Obligation of equipment by the Contractor:

A11.1 The Contractor shall during the term of the Contract:

(a) Provide upon request, decontamination equipment, supplies and/or related forms of vehicles to safely clean personnel or equipment. This equipment shall at minimal include water hoses, 3 water retention pools, brushes, buckets and boot wash stations;

(b) Vehicle type must include the following:

- i) one (1) Hiab style tandem axle truck deck,
- ii) two (2) of either a Cube Van 3 ton and 5 ton
- iii) $\frac{3}{4}$ or 1 ton pick-up trucks (minimum of 3)
- iv) HAZMAT trailer (minimum of 1)
- v) 2nd logistics support trailer (minimum of 1)
- vi) 2 & 3 stage decon system (minimum of 2)

(c) Supplies and consumables must include the following:

- i) Clothing Level A-suit (minimum of 2)
- ii) Footwear Tingley or equivalent (minimum of 2)
- iii) Three (3) Respiratory Self Contained Breathing Apparatus (SCBA) and Four (4) SCBA bottles

(d) Keep and maintain their equipment in good and substantial repair, condition and appearance in order to keep it in as good an operating condition as it was on the commencement date of the Contract (fair wear and tear only accepted);

(e) Keep the equipment free from any liens, claims, charges and encumbrances during the contract period;

(f) Ensure that the equipment is operated only by suitably competent persons, duly instructed on its safe operation in accordance with manufacturer's operating manuals, instructions and safety warnings;

(g) obtain any required licenses or other authorisations necessary for the use, registration or handling of a specific piece of equipment or technology, and ensure that it complies fully with all relevant legal requirements. The Site Safety Authority reserves the right to request proof of any such authorizations prior to the commencement of the Rental Period;

(h) Should the RCMP identify a requirement or need for specialized equipment and where the Contractor does not own a particular piece of specialized equipment (i.e. Excavator, forklift, skid-steer,

crane, tractor/trailer long-haul etc.). The Contractor will advise the Project Authority or his/her delegate the need to rent or lease the equipment from a third party and if required sub-contract an equipment operator. The Contractor will require pre-approval from the Project Authority or his/her delegate prior to renting or leasing and use of a sub-contractor to operate the equipment. The actual costs associated with either the rental or lease will be reimbursed under this contract.

A12. Response Time:

The Contractor shall be available twenty-four hours per day, 7 days per week, 365 days per year for call-out response to clandestine laboratory sites. The Contractor must be able to either immediately address the RCMP's initial call or to return the call within thirty (30) minutes. In either event, the Contractor at all times must advise the RCMP of the anticipated time of departure from the Contractor's facility and the arrival to the site. Contractors must be capable of responding to any District within a four (4) hour period of call-out. Discretion may be applied, by the RCMP, to sites requiring specialized mobilization.

The Contractor shall have the capability to response to a minimum of two (2) simultaneous task authorizations and/or a second task authorization immediately following demobilization from an initial task authorization. The Contractor shall be fully prepared to begin work upon arrival at the authorized removal site. The Contractor shall have the appropriate type and number of transport equipment at an authorized removal site at the required time to ensure that the departure from the site is not delayed. The Contractor may schedule the arrival of transport equipment after the satisfactory response requirements are met, provided the loading and departure of the hazardous waste is not delayed and is approved by the RCMP Site Safety Authority.

A13. Travel and Transportation Requirements:

As the scope of the work can be anywhere in the Province of British Columbia or Yukon Territory the Contract will be reimbursed its authorized travel and living expenses reasonably and properly incurred in the performance of the Work, at cost, without any allowance for profit and/or administrative overhead, in accordance with the meal, private vehicle and incidental expenses provided in Appendices B, C and D of the National Joint Council Travel Directive and with the other provisions of the directive referring to "travellers", rather than those referring to "employees". All travel must have the prior authorization of the Project Authority. All payments are subject to government audit. The Contractor will provide copies of all travel expenses attached to the invoice and retain originals for the Term of this contract:

(a)The Contractor at the request of the RCMP on occasion may have to send personal via air travel. The Contractor will provide the Project Authority or his/her delegate the estimated air fare costs prior to booking flight. The Contractor will obtain pre-approval from the RCMP in the form of a Task Authorization prior to utilizing commercial air travel when applicable;

(b)The contractor is authorized to travel on BC Ferries and all costs and service fees will be invoiced under the terms of payment;

(c)Due to the hazardous classification and volumes of chemicals transported from clandestine drug laboratories located on Vancouver Island to the Mainland, the Contractor maybe required to utilize a third party private ferry (Sea Span) in order to adhere to BC Ferries policies and Transportation of Dangerous Goods Act and Regulations (TDG).

A14. RCMP Support

The RCMP will provide access to authorized removal sites and will provide direction to the Contractor to complete the tasks required. Telephone communication will be the initial means of communication between the RCMP and the Contractor. Electronic communication will be the primary means of contact between the RCMP and the Contractor for invoicing procedures. Contained within the electronic communication will be all vital data required for RCMP's accurate assessment of waste disposal activities and future funding initiatives. The RCMP Site Team Leader shall be identified to the Contractor when a task to commence work is given to the Contractor. The RCMP Site Team Leader shall give all direction for the Work at the site to the Contractor.

Under this contract, the RCMP may install security devices or other security equipment at the Contractor's storage facility as deemed necessary. RCMP will supply required intrusion detection system as required for the storage area which meets all federal, provincial, and municipal requirements for storage of hazardous wastes; The Contractor and Contractor's employees/personnel shall not at any time have access to the storage areas that contain hazardous materials seized by the RCMP. The Contractor may access RCMP locks and enter any secure RCMP storage container in the event of an environmental spill/fire emergency which requires immediate intervention and mitigation to minimize or stop any emergency which would otherwise endanger or cause health risks to the public or the environment. The Contractor will contact the RCMP Clandestine Response Coordinator or his/her designate for the Province of British Columbia immediately following any hazardous incident with regard to the RCMP secured storage containers. Or call 911 and report the breach to RCMP property.

ANNEX "B"

FINANCIAL PROPOSAL AND BASIS OF PAYMENT

Bidders must submit their price proposal in the following manner. A price must be proposed for each item indicated below. Failure to do so will result in the proposal being considered non-responsive and not considered for award.

1.) Labour (40% of overall price consideration)

Bidders must propose a firm hourly rate for each category of labour listed below:

Category	Hourly Rate – Initial 3 year contract	Hourly Rate – Option Year 1	Hourly Rate – Option Year 2
a) Project Manager (est 5% usage)	\$ _____/hour	\$ _____/hour	\$ _____/hour
b) On-Site Supervisor (est 20% usage)	\$ _____/hour	\$ _____/hour	\$ _____/hour
c) Field Chemist (est 15% usage)	\$ _____/hour	\$ _____/hour	\$ _____/hour
d) Trained Labourers/Technicians (est 40% usage)	\$ _____/hour	\$ _____/hour	\$ _____/hour
e) Health and Safety Officer (est 20% usage)	\$ _____/hour	\$ _____/hour	\$ _____/hour

The hourly rate must include appropriate personal protective equipment required to perform the job function, based on an 8 hour work day. Bidders are advised that the majority of responses to Clandestine Lab sites require protective Level B equipment and use of an air purifying respirator, which will be used for the basis of evaluation.

Standard rates apply to a maximum of eight (8) hours of work between 08:00 – 16:30 Mon-Fri, excluding statutory holidays.

1.5 X Rate applies to hours in excess of eight (8) or outside of 08:00 – 16:30 Mon-Fri and the first 8 hours Sat, Sun & Holidays

2.0 X Rate applies to hours in excess of twelve (12) hours Mon – Fri and in excess of 8 hours Sat, Sun & Holidays.

2.) Storage Facility (5% of overall price consideration)

Bidders must propose a monthly rate per square foot for the Storage Facility (Controlled by RCMP)

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M2989-184829

Amd. No. - N° de la modif.
M2989-184829/A
File No. - N° du dossier
VAN-8-41118

Buyer ID - Id de l'acheteur
VAN582
CCC No./N° CCC - FMS No./N° VME

Category	Monthly Rate – Initial 3 year contract	Monthly Rate – Option Year 1	Monthly Rate – Option Year 2
Monthly rate for Storage Facility	\$ _____/sq. foot	\$ _____/sq. foot	\$ _____/sq. foot

The Bidders/Contactor must supply nine (9) individual storage type shipping sea containers-minimum of four (4) size 40' x 8' x 8' and five (5) size 20' x 8' x 8'. Average sq. foot rate of space of all containers combined.

3.) Equipment Usage
(9% of overall price consideration)

Firm Prices for Equipment Usage (ie. Trucks, vans, trailers)

Bidders must propose pricing for the following equipment

Category	Hourly or Daily Rate – Initial 3 year contract	Hourly or Daily Rate – Option Year 1	Hourly or Daily Rate – Option Year 2
a) One Hiab style tandem axle deck truck-hourly rate	\$ _____/hour	\$ _____/hour	\$ _____/hour
b) two of either a Cube Van 3 ton and 5 ton. -hourly rate	\$ _____/hour	\$ _____/hour	\$ _____/hour
c) 3/4 or 1 ton pick-up trucks (minimal of 3)-daily rate	\$ _____/day	\$ _____/day	\$ _____/day
d) HAZMAT trailer (Minimal of 1)-daily rate	\$ _____/day	\$ _____/day	\$ _____/day
e) 2nd logistics support trailer (minimal of 1)-daily rate	\$ _____/day	\$ _____/day	\$ _____/day
f) 2 & 3 stage decon system (minimal of 2)-daily rate	\$ _____/day	\$ _____/day	\$ _____/day

Bidders may provide a list of other equipment and their hourly rate or daily rates in the same format as above. The rates for these items are subject to verification by Canada.

4.) Supplies and Consumables
(3% of overall price consideration)

Firm Prices for Supplies and Consumables (ie: clothing, gloves, footwear, etc.)

Bidders must propose pricing for the following supplies and consumables.

Category	Rate – Initial 3 year contract	Rate – Option Year 1	Rate – Option Year 2
a)Clothing Level-A Suit (minimal 2)	\$ _____/item	\$ _____/item	\$ _____/item
b)Footwear Tingley (or equivalent) (minimal 2)	\$ _____/item	\$ _____/item	\$ _____/item
c)Respiratory SCBA (3) SCBA bottles (4)	\$ _____/item \$ _____/item	\$ _____/item \$ _____/item	\$ _____/item \$ _____/item

Bidders may provide a list of other supplies and consumables and their rates in the same format as above. The rates for these items are subject to verification by Canada.

5.) Disposal of Common Chemicals
(35% of overall price consideration)

Bidder must propose rates for the disposal of the following types of common chemicals

Category	Disposal Rate – Initial 3 year contract	Disposal Rate – Option Year 1	Disposal Rate – Option Year 2
a) Flammable Liquids (Acetone, Toluene, Isopropyl Alcohol)	\$ _____/ litre	\$ _____/ litre	\$ _____/ litre
b) Flammable & Corrosive Liquids (Solvents mixed or slurried with corrosive material)	\$ _____/ litre	\$ _____/ litre	\$ _____/ litre
c) Flammable solids (i.e.: Red Phosphorous)	\$ _____/ kg	\$ _____/ kg	\$ _____/ kg
d) Corrosive Liquids	\$ _____/ litre	\$ _____/ litre	\$ _____/ litre
e) Corrosive Solids	\$ _____/ kg	\$ _____/ kg	\$ _____/ kg
f) Non regulated solids (contaminated waste	\$ _____/ kg	\$ _____/ kg	\$ _____/ kg

6.) Disposal of Other Chemicals
(8% of overall price consideration)

For the disposal of other chemicals not listed in **5.) Disposal of Common Chemicals**, Bidders must propose a percentage mark-up based on the bidder's most favoured customer price or at actual costs incurred if dispose off-site.

Category	% Mark-up – Initial 3 year contract	% Mark-up – Option Year 1	% Mark-up – Option Year 2
a) Percentage mark-up for disposal of other chemicals	_____ %	_____ %	_____ %

Travel and Living Expenses

The Contractor will be reimbursed its authorized travel and living expenses reasonably and properly incurred in the performance of the Work, at cost, without any allowance for profit and/or administrative overhead, in accordance with the meal, and private vehicle allowances specified in Appendices B, C and D of the [National Joint Council Travel Directive](#), and with the other provisions of the directive referring to "travellers", rather than those referring to "employees". Canada will not pay the Contractor any incidental expense allowance for authorized travel.

All travel must have the prior authorization of the Project Authority or his/her delegate or RCMP Contracting Authority. All payments are subject to government audit.

Other Direct Expenses

The Contractor will be reimbursed for the direct expenses reasonably and properly incurred in the performance of the Work. These expenses will be paid at actual cost without mark-up, upon submission of an itemized statement supported by receipt vouchers.

The Project Authority or his/her delegate or RCMP Contracting Authority may approve additional items if the Contractor receives pre-approval.

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M2989-184829

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Buyer ID - Id de l'acheteur
VAN582
CCC No./N° CCC - FMS No./N° VME

ANNEX "C"

SECURITY REQUIREMENTS CHECK LIST

(See attached)

ANNEX "D"

INSURANCE REQUIREMENT

D.1 Insurance

D.1.1 Insurance – Specific Requirements G1001C (2013-11-06)

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.

D.1.2 Environmental Impairment Liability Insurance G2040C (2018-06-21)

1. The Contractor must obtain Type 1: "Pollution Legal Liability – Fixed Site Coverage" 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 accident or occurrence and in the annual aggregate.
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 Type 1: "Pollution Legal Liability – Fixed Site Coverage" 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 as additional insured should read as follows: Canada, represented by Public Works and Government Services Canada.
 - b. Notice of Cancellation: The Contractor will provide the Contracting Authority thirty (30) days prior written notice of policy cancellation or any changes to the insurance policy.
 - c. Separation of Insureds: 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.
 - d. 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.
 - e. Incidental Transit Extension: The policy must extend to losses arising from any waste, products or materials transported, shipped, or delivered via any transportation mode to a location beyond the boundaries of a site at which the Contractor or any entity for which

the Contractor is legally liable is performing or has performed the operations described in the contract.

D.1.3 Commercial General Liability Insurance G2001C (2018-06-21)

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 Contractor will provide the Contracting Authority thirty (30) days prior written notice of policy cancellation or any changes to the insurance policy.
 - 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. Sudden and Accidental Pollution Liability (minimum 120 hours): To protect the Contractor for liabilities arising from damages caused by accidental pollution incidents.

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ANNEX "E"

TASK AUTHORIZATION FORM PWGSC-TPSGC 572

See TASK AUTHORIZATION FORM PWGSC-TPSGC 572 attached herein.

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ANNEX "F"

Non-Disclosure Agreement

The Contractor must obtain from its employee(s) or subcontractor(s) the completed and signed non-disclosure agreement, attached at Annex F, and provide it to the Contracting Authority before they are given access to information by or on behalf of Canada in connection with the Work.

I, _____, recognize that in the course of my work as an employee or subcontractor of _____, I may be given access to information by or on behalf of Canada in connection with the Work, pursuant to Contract Serial No. _____ between Her Majesty the Queen in right of Canada, represented by the Minister of Public Works and Government Services and _____, including any information that is confidential or proprietary to third parties, and information conceived, developed or produced by the Contractor as part of the Work. For the purposes of this agreement, information includes but not limited to: any documents, instructions, guidelines, data, material, advice or any other information whether received orally, in printed form, recorded electronically, or otherwise and whether or not labeled as proprietary or sensitive, that is disclosed to a person or that a person becomes aware of during the performance of the Contract.

I agree that I will not reproduce, copy, use, divulge, release or disclose, in whole or in part, in whatever way or form any information described above to any person other than a person employed by Canada on a need to know basis. I undertake to safeguard the same and take all necessary and appropriate measures, including those set out in any written or oral instructions issued by Canada, to prevent the disclosure of or access to such information in contravention of this agreement.

I also acknowledge that any information provided to the Contractor by or on behalf of Canada must be used solely for the purpose of the Contract and must remain the property of Canada or a third party, as the case may be.

I agree that the obligation of this agreement will survive the completion of the Contract Serial No.:

Signature

Date

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Annex G

EVALUATION CRITERIA AND BASIS OF SELECTION

Evaluation Criteria

The following criteria will be used in evaluating the technical proposals.

Mandatory Criteria

A bid must comply with the requirements of the bid solicitation and meet all mandatory technical evaluation criteria. Failure to meet all mandatory criteria will result in the bid being found non-compliant.

In order to go on to the Point Rated Criteria and be considered for contract award, bidders must:

- i) bid on all the requirements identified in the Statement of Work. Proposals that cover only a portion of the work will not be considered.
- ii) demonstrate they meet the following Mandatory Criteria:

a) Firm Experience/References:

Bidders must demonstrate that it has experience in the last 2 years in *disposal services of chemicals (including flammable liquids, flammable & corrosive liquids, flammable solids, corrosive liquids, corrosive solids, non regulated solids) and materials associated with dangerous goods.

* Disposal services includes but is not limited to:

- identification and classification of any and all chemicals and materials found at dangerous goods laboratories, dump sites and chemical or equipment storage facilities;
- the packaging and transportation of such material;
- the safe storage, handling and eventual destruction of such material

-Disposal/destruction could have occurred at the bidder's site and/or at off site, approved facilities, which have been certified to manage and dispose of Dangerous Goods via Ministry of Environment or other governing agency. All disposal services must have been done in accordance with the applicable Provincial, Yukon Territory and Federal legislation, and within the scope of the bidder's permit.

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- provide a minimum of two references (in the form of letters or copies of emails) with their bid from a law enforcement agency or applicable Government agency that attests to the fact that the bidder has provided them disposal services in relation to dangerous goods lab response. The letter/email should clearly indicate that the bidder's services included identification, classification, packaging, transport, storage and destruction. The bidder must also provide the contact information (name, position, company, phone number, email address) for each reference.

-The bidder must have a valid permit and/or a valid registration number for their waste handling facility and a current approved Operational plan for the facility from the British Columbia Ministry of the Environment. Bidders must demonstrate that said Permits and Operational Plans allow for the handling, transportation and storage of all classes of hazardous waste.

-Bidder must demonstrate that all vehicles and drivers are in compliance with Federal and Provincial legislation with respect to the transportation of dangerous goods within the Province of British Columbia and Yukon Territory

Point Rated Criteria

Proposals which pass the Mandatory Criteria will be further evaluated, as follows:

a) Capability and Capacity: (Maximum 55 points)

Demonstrated capability and capacity of firm to respond to calls for services at a dangerous goods lab site located anywhere in the Province of BC and the Yukon Territories.

In order to address this criteria, bidders should provide the following information as a minimum:

- * geographically identify where your resources/assets are based;
- * Identify average number of incidents/spills greater than 200 litres (300 kg solid) of Dangerous goods that your firm has responded to.
- * What technical or purpose based equipment does the bidder possess to perform the work.
- * What capability does the bidder have to process, destroy, neutralize or otherwise render chemicals seized from a dangerous goods laboratory unusable in drug production and to what extent does the Bidder's permit allow this activity. * Any other information that the bidder would consider relevant to address capability and capacity.
- * Identify bidder's years of experience

b) Personnel: (Maximum 15 points)

For each call for services to a dangerous goods lab, the bidder will be required to provide as a minimum the following job functions; On-site Supervision, Field Chemist, and Safety Officer, and an appropriate number of trained labourers/technicians. This requirement is not intended to qualify the number of personnel required at a specific site but rather to have the bidder demonstrate capabilities relative to the job functions required. Provide details on how the bidder deems a person qualified to perform the above job functions. Where possible include industry standards or formal training courses (i.e.; first aid cert., National Fire Protection Association (NFPA) 472 Standard for Competence of Responders to Hazardous Material; Transport Canada Training Part 6 Adequate training et al; Recognized training for safety officer, WHMIS-work hazard material information sheets/SDS safety data sheets training), experience, testing, re-certification programs etc. Provide any other information that would demonstrate how you determine and maintain qualification of your personnel.

c) Rates/Prices (Maximum 30 points)

The price for the initial 3 year period forms 60% of the price evaluation and the 2 year option period forms 40% (20% for each option year) of the price evaluation.

The table below illustrates an example for 1.) Labour where two bids meet all mandatory criteria.

1.) Labour

Bidder 1:

Category	Hourly Rate – Initial 3 year contract	Hourly Rate – Option Year 1	Hourly Rate – Option Year 2	Price evaluation (60% for initial 3 year and 20% for each option year)
a) Project Manager (est 5% usage)	\$100.00/hour	\$110.00/hour	\$120.00/hour	$\$100 \times 0.6 + \$110 \times 0.2 + \$120 \times 0.2 = \$106.00/\text{hour}$
b) On-Site Supervisor (est 20% usage)	\$88.00/hour	\$92.00/hour	\$95.00/hour	$\$88 \times 0.6 + \$92 \times 0.2 + \$95 \times 0.2 = \$90.20/\text{hour}$

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c) Field Chemist (est 15% usage)	\$75.00/hour	\$80.00/hour	\$85.00/hour	\$75*0.6 + \$80*0.2+\$85*0.2=\$85.00/hour
d) Trained Labourers/Technicians (est 40% usage)	\$52.00/hour	\$60.00/hour	\$68.00/hour	\$52*0.6 + \$60*0.2+\$68*0.2=\$56.80/hour
e) Health and Safety Officer (est 20% usage)	\$85.00/hour	\$85.00/hour	\$85.00/hour	\$85*0.6 + \$85*0.2+\$85*0.2=\$78.00/hour

Bidder 2:

Category	Hourly Rate – Initial 3 year contract	Hourly Rate – Option Year 1	Hourly Rate – Option Year 2	Price evaluation (60% for initial 3 year and 20% for each option year)
a) Project Manager (est 5% usage)	\$130.00/hour	\$130.00/hour	\$130.00/hour	\$130*0.6 + \$130*0.2+\$130*0.2=\$130.00/hour
b) On-Site Supervisor (est 20% usage)	\$75.00/hour	\$75.00/hour	\$75.00/hour	\$75*0.6 + \$75*0.2+\$75*0.2=\$75/hour
c) Field Chemist (est 15% usage)	\$86.00/hour	\$90.00/hour	\$95.00/hour	\$86*0.6 + \$90*0.2+\$95*0.2=\$88.60/hour
d) Trained Labourers/Technicians (est 40% usage)	\$45.00/hour	\$50.00/hour	\$55.00/hour	\$45*0.6 + \$50*0.2+\$55*0.2=\$48.80/hour
e) Health and Safety Officer (est 20% usage)	\$100.00/hour	\$100.00/hour	\$100.00/hour	\$100*0.6 + \$100*0.2+\$100*0.2=\$100.00/hour

Prorating:

Pricing will be prorated based on the lowest bidder for each of the items listed in Annex B. The maximum points for each item is listed in the tables below. The lowest priced bidder in "price evaluation" for each of the items below will receive the "Maximum points possible" for that item and the others will be prorated accordingly.

	Bidder 1	Bidder 2
--	-----------------	-----------------

Category - Labour	Maximum points possible		
a) Project Manager	2 points	106/106 * 2 = 2 points	106/130 * 2 = 1.63 points
b) On-Site Supervisor	8 points	75/90.20 * 8 = 6.65 points	75/75 * 8 = 8 points
c) Field Chemist	6 points	85/85 * 6 = 6 points	85/88.60 * 6 =5.76 points
d) Trained Labourers/Technicians	16 points	48/56.80 * 16 = 13.52 points	48/48 * 16 = 16 points
e) Health and Safety Officer	8 points	78/78 * 8 = 8 points	78/100 * 8 = 6.24 points
Total points for Labour	40 points	36.17 points	37.63 points

There are total of 5 items under c) **Rates/Prices**. They are: 1) Labour; 2) Storage Facility; 3) Equipment Usage; 4) Supplies and Consumables; 5) Disposal of Common Chemicals and 6) Disposal of Other Chemicals.

1.) **Labour**
(40% of overall price consideration)

Category	Maximum points possible
a) Project Manager (est 5% usage)	2 points
b) On-Site Supervisor (est 20% usage)	8 points
c) Field Chemist (est 15% usage)	6 points
d) Trained Labourers/Technicians (est 40% usage)	16 points
e) Health and Safety Officer (est 20% usage)	8 points

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Total for Labour = 40 points

Hourly rate required for minimal 3 year fixed term of contract and 2 year option period

2.) Storage Facility
(5% of overall price consideration)

Category	Maximum points possible
Monthly rate for storage facility	5 points

Total for Storage Facility = 5 points
The Contractor must supply nine (9) individual storage type shipping sea containers-minimum of four (4) size 40' x 8' x 8' and five (5) size 20' x 8' x 8'. Average square/ft rate of space of all containers combined.

3.) Equipment Usage
(9% of overall price consideration)

Category	Maximum points possible
a) One Hiab style tandem axle deck truck-hourly rate	1.5 points
b) two of either a Cube Van 3 ton and 5 ton. –hourly rate	1.5 points
c) 3/4 or 1 ton pick-up trucks (minimal of 3)-daily rate	1.5 points
d) HAZMAT trailer (Minimal of 1)-daily rate	1.5 points
e) 2nd logistics support trailer (minimal of 1)-daily rate	1.5 points
f) 2 & 3 stage decon system (minimal of 2)-daily rate	1.5 points

Total for Equipment Usage = 9 points

4.) Supplies and Consumables (3% of overall price consideration)

Category	Maximum points possible
----------	-------------------------

a) Clothing Level-A Suit (minimal 2)	1.0 points
b) Footwear Tingley (or equivalent) (minimal 2)	1.0 points
c) Respiratory SCBA (3)	0.5 points 0.5 points

Total for Supplies and Consumables = 3 points

5.) Disposal of Common Chemicals (35% of overall price consideration)

Category	Maximum points possible
a) Flammable Liquids (Acetone, Toluene, Isopropyl Alcohol)	6 points
b) Flammable & Corrosive Liquids (Solvents mixed or slurried with corrosive material)	6 points
c) Flammable solids (i.e.: Red Phosphorous)	6 points
d) Corrosive Liquids	6 points
e) Corrosive Solids	5.5 points
f) Non regulated solids (contaminated waste r:ilass/plastic/metal)	5.5 points

Total for Disposal of Common Chemicals = 35 points

6.) Disposal of Other Chemicals

(8% of overall price consideration)For the disposal of other chemicals not listed in Part 5, Bidders must propose a percentage mark-up based on the bidder's most favoured customer price or at actual costs incurred if disposed off-site.

Category	Maximum points possible
Percentage mark-up for disposal of other chemicals	8 points

Total for Disposal of Other Chemicals = 8 points

OVERALL PRICE TOTAL (sum of 1 through 6) is 100 points

Calculation of overall price total based on example:

Category	Max. points	Bidder 1	Bidder 2
1.) Labour	40	36.17 points	37.63points
2.) Storage Facility	5	4.6 points	4.28 points
3.) Equipment Usage	9	8.36 points	8.52 points
4.) Supplies and Consumables	3	2.88 points	2.36 points
5.) Disposal of Common Chemicals	35	33.39 points	34.42 points
6.) Disposal of Other Chemicals	8	7.86 points	7.5 points
Total Points (Max. 100 points)	100	93.26 points	94.71 points

Bidders will initially receive a price score out of 100 points which will then be extrapolated to a score out of 30 points as follows:

Bidders score out of 100 will be multiplied by 30 then divided by 100 to yield a score out of 30 points.

Example:

Bidder 1: $(93.26 \times 30) / 100 = 27.98$ points

Bidder 2: $(94.71 \times 30) / 100 = 28.41$ points

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Basis of Selection

To be declared responsive, a bid must:

- a) Comply with all requirements of the bid solicitation and
- b) Meet all mandatory technical evaluation criteria

Bids not meeting a) and b) will declared non-responsive.

The evaluation will be based on the highest total points. The total points is the sum of:

- a) Capability and Capacity: (Maximum 55 points)
- b) Personnel: (Maximum 15 points)
- c) Rates/Prices (Maximum 30 points) **MAXIMUM TOTAL POINTS = 100 POINTS**

Example:

Category	Max. points	Bidder 1	Bidder 2
a) Capability and Capacity	55	52 points	42 points
b) Personnel	15	12 points	13.6 points
c) Rates/Prices	30	27.98 points	28.41 points
TOTAL POINTS	100	91.98 points	84.01 points

Only one contract will be awarded on this requirement. Bidder 1 has the highest total points. Therefore, contract will be awarded to Bidder 1.

The estimated contract value for initial 3 year is C\$3,200,000.00 (applicable taxes extra).

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ANNEX “H” to PART 3 OF THE BID SOLICITATION

ELECTRONIC PAYMENT INSTRUMENTS

As indicated in Part 3, clause 3.1.2, the Bidder must complete the information requested below, to identify which electronic payment instruments are accepted for the payment of invoices.

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

- ☐ () VISA Acquisition Card;
- ☐ () MasterCard Acquisition Card;
- ☐ () Direct Deposit (Domestic and International);
- ☐ () Electronic Data Interchange (EDI);
- ☐ () Wire Transfer (International Only);
- ☐ () Large Value Transfer System (LVTS) (Over \$25M)

ANNEX "I" to PART 5 OF THE BID SOLICITATION

FEDERAL CONTRACTORS PROGRAM FOR EMPLOYMENT EQUITY – CERTIFICATION

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

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

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

Complete both A and B.

A. Check only one of the following:

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

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

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

OR

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

B. Check only one of the following:

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

OR

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

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FORM 1 - Bidder's Submission Information																
Bidder's full legal name																
Authorized Representative of Bidder for evaluation purposes (e.g., clarifications)	Name															
	Title															
	Address															
	Fax #															
	Email															
Bidder's Procurement Business Number (PBN) [see the Standard Instructions 2003]																
Jurisdiction of Contract: Province in Canada the bidder wishes to be the legal jurisdiction applicable to any resulting contract (if other than as specified in solicitation)																
Federal Contractors Program for Employment Equity (FCP EE) Certification:		See Annex E														
COMPLETE LIST OF NAMES OF ALL INDIVIDUALS WHO ARE CURRENT BOARD OF DIRECTORS OF THE BIDDER:																
<table border="1"><thead><tr><th>NAME</th><th>TITLE</th></tr></thead><tbody><tr><td></td><td></td></tr><tr><td></td><td></td></tr><tr><td></td><td></td></tr><tr><td></td><td></td></tr><tr><td></td><td></td></tr><tr><td></td><td></td></tr></tbody></table>			NAME	TITLE												
NAME	TITLE															
<p>On behalf of the Bidder, by signing below, I confirm that I have read the entire bid solicitation including the documents incorporated by reference into the bid solicitation and I certify that:</p> <ol style="list-style-type: none">1. The Bidder considers itself and its products able to meet all the mandatory requirements described in the bid solicitation;2. This bid is valid for the period requested in the bid solicitation;3. All the information provided in the bid is complete, true and accurate; and4. If the Bidder is awarded a contract, it will accept all the terms and conditions set out in the resulting contract clauses included in the bid solicitation.																
Signature of Authorized Representative of Bidder																

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FORM 2

SUBMISSION OF TECHNICAL COMPLIANCE FORM

GENERAL INSTRUCTION

- 1) Bidders are requested to:
 - a) indicate opposite each specification under **MANDATORY SPECIFICATIONS**, in the right hand margin under **Comply**, whether the Bidder meets or does not meet the requirements and;
 - b) reference the page number(s) in the provided Technical literature and in the Technical literature, highlight the technical information that supports your compliance with the mandatory specifications below.
- 2) It must be to your advantage to furnish as much detail as possible to support the specifications your comments / claims of compliance for each specification.
- 3) Canada is under NO obligation to seek clarification of the bid(s) or the supporting technical documentation provided. Bidders should note that failure to demonstrate any capability to which they claim compliance must result in their proposal being considered non-responsive. Any deviation is to be clearly identified and supported with full details.

No.	Description	Comply (Yes/No)		Provide Page # and or comments
		Yes	No	
M1	The offeror complies with all requirements as detailed in Annex A – Statement of Work.			
M2	Firm Experience/Reference			
M2.1	Bidders must demonstrate that it has experience in the last 2 years in *disposal services of chemicals (including flammable liquids, flammable & corrosive liquids, flammable solids, corrosive liquids, corrosive solids, non regulated solids) and materials associated with dangerous goods. (SOW			

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10.7.1)				
	<p>* Disposal services includes but is not limited to:</p> <ul style="list-style-type: none"> - identification and classification of any and all chemicals and materials found at dangerous goods laboratories, dump sites and chemical or equipment storage facilities; - the packaging and transportation of such material; - the safe storage, handling and eventual destruction of such material 			
M2.2	Disposal/destruction could have occurred at the bidder's site and/or at off site, approved facilities, which have been certified to manage and dispose of Dangerous Goods via Ministry of Environment or other governing agency. All disposal services must have been done in accordance with the applicable Provincial, Yukon Territory and Federal legislation, and within the scope of the bidder's permit.			
M2.3	Provide a minimum of two references (in the form of letters or copies of emails) with their bid from a law enforcement agency or applicable Government agency that attests to the fact that the bidder has provided them disposal services in relation to dangerous goods lab response. The letter/email should clearly indicate that the bidder's services included identification, classification, packaging, transport, storage and destruction. The bidder must also provide the contact information (name, position, company, phone number, email address) for each reference. (SOW 10.7.2)			

M2.4	<p>The bidder must have a valid permit and/or a valid registration number for their waste handling facility and a current approved Operational plan for the facility from the British Columbia Ministry of the Environment.</p> <p>Bidders must demonstrate that said Permits and Operational plans allow for the handling, transportation and storage of all classes of hazardous waste, with the exception of Class 1 (explosives) and Class 7 (Radioactive materials), which are not mandatory.</p> <p>If the bidder has submitted an application to British Columbia Ministry of Environment to amend its current approved Operation Plans, the RCMP reserves the right to request the British Columbia Ministry of Environment perform a facility inspection/Operational plan review to determine if the bidder remains in compliance with applicable regulations. Non-compliance will result in the bid being rejected. (SOW 10.7.3)</p>				
M2.5	<p>Bidder must demonstrate that all vehicles and drivers are in compliance with Federal and Provincial legislation with respect to the transportation of dangerous goods within the Province of British Columbia and Yukon Territory. (SOW 10.7.5)</p>				
No.	Point Rated Criteria	Max. points	Your points	Provide Page # and or comments	
R1	a) Capability and Capacity: (Maximum 55 points)	55			

	<p>Demonstrated capability and capacity of firm to respond to calls for services at a dangerous goods lab site located anywhere in the Province of BC and the Yukon Territories (SOW 10.7.4)</p> <p>In order to address this criteria, bidders should provide the following information as a minimum:</p> <p>b) Geographically identify where your resources/assets are based – 11 points maximum</p> <p>-Within 75 km of 14200 Green Timbers Way, as calculated by Google Maps (address to address): 6points</p> <p>-Within 35 km of 14200 Green Timbers Way, as calculated by Google Maps (address to address): 11 points</p> <p>c) Identify average number of incidents/spills greater than 200 litres (300 kg solid) of Dangeours goods that your firm has responded to for the past two years (capacity of firm) – 11 points maximum</p> <p>0 responses (0 point)</p> <p>1-3 responses (6 points)</p> <p>4 or more responses (11 points)</p> <p>d) What technical or purpose-based equipment does the bidder possess to perform the work-11 points</p>		

	<p>3-5 pieces of equipment (6 points)</p> <p>6 or more pieces of equipment (11 points)</p> <p>e) What capability does the bidder have to process, destroy, neutralize or otherwise render chemicals seized from a dangerous goods laboratory unusable in drug production and to what extent does the Bidder's permit allow this activity-11 points</p> <p>Information requested was not provided (0 points)</p> <p>Information was provided, but with only partial description of the bidder's ability to meet the criteria. There are discrepancies and/or deficiencies that pose some risk to the requirement. (6 points)</p> <p>Bidder provided all information with a complete and clear description of its ability to meet the criteria. No evident weakness or deficiencies that would pose any risk to the requirement. (11 points)</p> <p>f) Bidder has demonstrated that it has experience in the last 2 years (24 months) in * disposal services of chemicals and materials associated with dangerous goods. (SOW 10.7.1)</p> <p>Bidder has 24 months-48 months of experience: 6 points</p> <p>Bidder has more than 48 months of experience: 11 points</p>			
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R2	<p>Personnel: (Maximum 15 points)</p> <p>For each call for services to a dangerous goods lab, the bidder will be required to provide as a minimum the following job functions (SOW 10.6.2)</p> <p>On-site Supervision, Field Chemist, Safety Officer, Trained laborers/technicians.</p> <p>Bidder should demonstrate its personnel's qualifications (via resumes, certificate copies etc.) in regard to the above job functions. Where possible include industry standards or formal training course (i.e. first aid certification; National Fire Protection Association (NFPA) 472 Standard for Competence of Responders to Hazardous Material; Transport Canada Training Part 6 Adequate training et al.; National Fire Protection Association (NFPA) or similar recognized training in Hazmat operations technical support; Recognized training for safety officer, WHMIS-work hazard material information sheets/SDS safety data sheets training), experience, testing, re-certification programs etc.</p> <p>Scoring:</p> <p>1-2 formal training courses/industry standards certifications per proposed resource in each category: 10 points</p> <p>3 or more formal training courses/industry standards certifications per proposed resource in each category: 15 points</p>	15		
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	<p><u>Scoring will be averaged over the number of resources proposed</u></p> <p>Example: Category Supervisor 1 supervisor x 15 points (i.e. 3 or more formal training courses) =15 points Category Chemist (1 chemist x 10 points) + (3 chemists x 15 points)/1 chemist + 3 chemists=13.75 points Category Safety Officer (2 safety officers x 10 points) + (1 safety officer x 15 points)/2 safety officers + 1 safety officer=11.67 points Category Labour (6 laborers x 10 points) + (2 laborers x 15 points)/6 labourers + 2 laborers=11.25 points Subtotal: $(15 + 13.75 + 11.67 + 11.25) / 4 = 12.92$ <u>points for R2</u></p>			
R3	<p>Rates/Prices (Maximum 30 points)</p> <p>The price for the initial 3 year period forms 60% of the price evaluation and the 2 year option period forms 40% (20% of each option year) of the price evaluation.</p> <p>Prorating: Pricing will be prorated based on the lowest bidder for each of the items listed in Annex B. The maximum points for each item is listed in the tables below. The lowest priced bidder for each of the items below will receive the "Maximum points possible" for that item and the others will be</p>	30		

	prorated accordingly. For example, In the price evaluation (60% of initial 3 year, and 20% for each option year), if Bidder 1 bids \$100 per hour for Project Manager, and Bidder 2 bids \$130 per hour. Bidder 1 would receive a score of 2 points for Project Manager and Bidder 2 would receive $100/130 * 2 = 1.54$ points.			
R3.1	Labour (SOW 10.6.2) Category: a) Project Manager– 2 points _____ hourly rate Lowest hourly rate/bidder's hourly rate x 2= _____ point conversion b) On-Site Supervisor– 8 points _____ hourly rate Lowest hourly rate/bidder's hourly rate x 8= _____ point conversion c) Field Chemist – 6 points _____ hourly rate Lowest hourly rate/bidder's hourly rate x 6= _____ point conversion d) Trained Labourers/Technicians – 16 points _____ hourly rate	40		

	<p>Lowest hourly rate/bidder's hourly rate x 16= _____ point conversion</p> <p>e) Health and Safety Officer – 8 points _____ hourly rate</p> <p>Lowest hourly rate/bidder's hourly rate x 8 _____ point conversion</p>			
R3.2	<p>Storage Facility (SOW 10.8.14 & 10.8.15) – 5 points</p> <p>Monthly rate for Storage Facility _____ monthly rental rate/sq ft. for shipping containers</p> <p>Lowest monthly rate/bidder's monthly rate x 5= _____ point conversion</p> <p>The Contractor must supply nine (9) individual storage type shipping sea containers-minimum of four (4) size 40' x 8' x 8' and five (5) size 20' x 8' x 8'. Average sq. foot rate of space of all containers combined.</p>	5		
R3.3	<p>Equipment Usage (SOW 10.11.1 b)</p> <p>a) One Hiab style tandem axle deck truck- hourly rate – 1.5 points _____ hourly rate</p> <p>Lowest hourly rate/bidder's hourly rate x</p>	9		

Buyer ID - Id de l'acheteur
VAN582
CCC No./N° CCC - FMS No./N° VME

[illegible]

Solicitation No. - N° de l'invitation
M2989-184829/A
Client Ref. No. - N° de réf. du client
M2989-184829

Amd. No. - N° de la modif.
File No. - N° du dossier
VAN-8-41118

Buyer ID - Id de l'acheteur
VAN582
CCC No./N° CCC - FMS No./N° VME

	daily rate – 1.5 points _____ daily rate Lowest daily rate/bidder's daily rate x 1.5= _____ point conversion			
R3.4	Supplies and Consumables (SOW 10.11.1 c) a) Clothing – 1 point Level-A Suit (minimal 2) _____ \$/item Lowest price/bidder's price x. 1= point conversion _____ b) Footwear – 1 point Tingley (or equivalent) (minimal 2) _____ \$/item Lowest price/bidder's price x. 1=point conversion _____ c) Respiratory Self Contained Breathing Apparatus (SCBA) (3) – 0.5 points _____ \$/item Lowest price/bidder's price x.5=point conversion _____ SCBA bottles (4) – 0.5 points	3		

	_____ \$/item Lowest price/bidder's price x 5=point conversion_____			
R3.5	Disposal of Common Chemicals (SOW 10.7.1 a) Flammable Liquids (Acetone, Toluene, Isopropyl Alcohol) – 6 points _____ \$/litre Lowest price/bidder's price x 6=point conversion_____ b) Flammable & Corrosive Liquids (Solvents mixed or slurried with corrosive material) – 6 points _____ \$/litre Lowest price/bidder's price x 6=point conversion_____ c) Flammable solids (i.e.: Red Phosphorous) – 6 points _____ \$/kg Lowest price/bidder's price x 6=point conversion_____ d) Corrosive Liquids – 6 points _____ \$/litre	35		

	<p>Lowest price/bidder's price x 6=point conversion_____</p> <p>e) Corrosive Solids – 5.5 points _____\$/kg</p> <p>Lowest price/bidder's price x 5.5=point conversion_____</p> <p>f) Non regulated solids (contaminated waste r:ilass/plastic/metal) – 5.5 points _____\$/kg</p> <p>Lowest price/bidder's price x 5.5=point conversion_____</p>			
PR3.6	<p>Disposal of Other Chemicals</p> <p>Percentage mark-up for disposal of other chemicals – 8 points _____ %markup</p> <p>Lowest% markup/bidder's %markup x 8 points</p> <p>Total Points for PR3 (100 points)</p>	8		

Basis of Selection:

The bidder with the highest total points will be recommended for contract award. The total points is the sum of:

a) Capability and Capacity: (Maximum 55 points)

b) Personnel: (Maximum 15 points)

Solicitation No. - N° de l'invitation M2989-184829/A	Amd. No. - N° de la modif.	Buyer ID - Id de l'acheteur VAN582
Client Ref. No. - N° de réf. du client M2989-184829	File No. - N° du dossier VAN-8-4118	CCC No./N° CCC - FMS No./N° VME

c) Rates/Prices (Maximum 30 points)
 MAXIMUM TOTAL POINTS = 100 POINTS

Solicitation No. - N° de l'invitation
M2989-184829/A
Client Ref. No. - N° de réf. du client
M2989-184829

Amd. No. - N° de la modif.
File No. - N° du dossier
VAN-8-41118

Buyer ID - Id de l'acheteur
VAN582
CCC No./N° CCC - FMS No./N° VME

CERTIFICATE OF INSURANCE

Description and Location of Work Hazardous Waste Disposal Task Authorization in British Columbian and Yukon Territory					Contract No. M2989-184829/001/VAN	
					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 Works and Government Services						
Type of Insurance	Insurer Name and Policy Number	Inception Date D / M / Y	Expiry Date D / M / Y	Limits of Liability		
Commercial General Liability				<i>Per Occurrence</i>	<i>Annual General Aggregate</i>	<i>Completed Operations Aggregate</i>
				\$	\$	\$
Umbrella/Excess Liability				\$	\$	\$
Environmental Impairment Liability Insurance				\$ <input type="checkbox"/> Per Incident <input type="checkbox"/> Per Occurrence		<i>Aggregate</i> \$
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.						
<div></div>				<div></div>		
Name of person authorized to sign on behalf of Insurer(s) (Officer, Agent, Broker)				Telephone number		
<div></div>				<div></div>		
Signature				Date D / M / Y		
<div></div>				<div></div>		

20121118843

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Contract Number / Numéro du contrat

M 2989 84829

Security Classification / Classification de sécurité
Protected

Contract# added, removed "Protected"

Burrows, Irene, 200175664

SECURITY REQUIREMENTS CHECK LIST (SRCL)
LISTE DE VÉRIFICATION DES EXIGENCES RELATIVES À LA SÉCURITÉ (LVERS)

1. Originating Government Department or Organization / Ministère ou organisme gouvernemental d'origine		2. Branch or Directorate / Direction générale ou Direction	
Royal Canadian Mounted Police		Federal Serious Organized Crime	
3. a) Subcontract Number / Numéro du contrat de sous-traitance		3. b) Name and Address of Subcontractor / Nom et adresse du sous-traitant	
4. Brief Description of Work / Brève description du travail			
Safe packaging, transportation, storage and disposal of chemicals and equipment from the sites of synthetic drug labs. Multiple responses as and when required. Hazardous exhibits to be packaged transported and stored on contractor's licensed site will at all times be accompanied by and under the complete control of the RCMP. Disposal will be carried out by the contractor in the company of or direction of a RCMP member. The contractor's licensed storage site will be equipped with an alarm that is monitored by the RCMP.			
5. a) Will the supplier require access to Controlled Goods? / Le fournisseur aura-t-il accès à des marchandises contrôlées?		Burrows, Irene, 00175664	
Changed from "yes" to "no."		<input checked="" type="checkbox"/> No <input checked="" type="checkbox"/> Yes	
5. b) Will the supplier require access to unclassified military technical data subject to the provisions of the Technical Data Control Regulations? / Le fournisseur aura-t-il accès à des données techniques militaires non classifiées qui sont assujetties aux dispositions du Règlement sur le contrôle des données techniques?		<input checked="" type="checkbox"/> No <input type="checkbox"/> Yes	
6. Indicate the type of access required / Indiquer le type d'accès requis			
6. a) Will the supplier and its employees require access to PROTECTED and/or CLASSIFIED information or assets? / Le fournisseur ainsi que les employés auront-ils accès à des renseignements ou à des biens PROTÉGÉS et/ou CLASSIFIÉS? (Specify the level of access using the chart in Question 7. c) / Préciser le niveau d'accès en utilisant le tableau qui se trouve à la question 7. c)		<input checked="" type="checkbox"/> No <input checked="" type="checkbox"/> Yes	
6. b) Will the supplier and its employees (e.g. cleaners, maintenance personnel) require access to restricted access areas? / Le fournisseur et ses employés (p. ex. nettoyeurs, personnel d'entretien) auront-ils accès à des zones d'accès restreintes? L'accès à des renseignements ou à des biens PROTÉGÉS et/ou CLASSIFIÉS n'est pas autorisé.		<input checked="" type="checkbox"/> No <input type="checkbox"/> Yes	
6. c) Is this a commercial courier or delivery requirement with no overnight storage? / S'agit-il d'un contrat de messagerie ou de livraison commerciale sans entreposage de nuit?		<input checked="" type="checkbox"/> No <input type="checkbox"/> Yes	
7. a) Indicate the type of information that the supplier will be required to access / Indiquer le type d'information auquel le fournisseur devra avoir accès			
Canada <input checked="" type="checkbox"/>		NATO / OTAN <input type="checkbox"/>	
Foreign / Étranger <input type="checkbox"/>			
7. b) Release restrictions / Restrictions relatives à la diffusion			
No release restrictions / Aucune restriction relative à la diffusion <input checked="" type="checkbox"/>		All NATO countries / Tous les pays de l'OTAN <input type="checkbox"/>	
Not releasable / À ne pas diffuser <input type="checkbox"/>		No release restrictions / Aucune restriction relative à la diffusion <input type="checkbox"/>	
Restricted to: / Limité à: <input type="checkbox"/>		Restricted to: / Limité à: <input type="checkbox"/>	
Specify country(ies): / Préciser le(s) pays:		Specify country(ies): / Préciser le(s) pays:	
7. c) Level of information / Niveau d'information			
PROTECTED A / PROTÉGÉ A <input checked="" type="checkbox"/>	NATO UNCLASSIFIED / NATO NON CLASSIFIÉ <input type="checkbox"/>	PROTECTED A / PROTÉGÉ A <input type="checkbox"/>	
PROTECTED B / PROTÉGÉ B <input type="checkbox"/>	NATO RESTRICTED / NATO DIFFUSION RESTREINTE <input type="checkbox"/>	PROTECTED B / PROTÉGÉ B <input type="checkbox"/>	
PROTECTED C / PROTÉGÉ C <input type="checkbox"/>	NATO CONFIDENTIAL / NATO CONFIDENTIEL <input type="checkbox"/>	PROTECTED C / PROTÉGÉ C <input type="checkbox"/>	
CONFIDENTIAL / CONFIDENTIEL <input type="checkbox"/>	NATO SECRET / NATO SECRET <input type="checkbox"/>	CONFIDENTIAL / CONFIDENTIEL <input type="checkbox"/>	
SECRET / SECRET <input type="checkbox"/>	COSMIC TOP SECRET / COSMIC TRÈS SECRET <input type="checkbox"/>	SECRET / SECRET <input type="checkbox"/>	
TOP SECRET / TRÈS SECRET <input type="checkbox"/>		TOP SECRET / TRÈS SECRET <input type="checkbox"/>	
TOP SECRET (SIGINT) / TRÈS SECRET (SIGINT) <input type="checkbox"/>		TOP SECRET (SIGINT) / TRÈS SECRET (SIGINT) <input type="checkbox"/>	

TBS/SCT 350-103(2004/12)

Security Classification / Classification de sécurité
Protected

Canada

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~~Protected~~**PART A (continued) / PARTIE A (suite)**

8. Will the supplier require access to PROTECTED and/or CLASSIFIED COMSEC information or assets?

Le fournisseur aura-t-il accès à des renseignements ou à des biens COMSEC désignés PROTÉGÉS et/ou CLASSIFIÉS?

☒ No ☐ Yes
☒ Non ☐ Oui

If Yes, indicate the level of sensitivity:

Dans l'affirmative, indiquer le niveau de sensibilité :

9. Will the supplier require access to extremely sensitive INFOSEC information or assets?

Le fournisseur aura-t-il accès à des renseignements ou à des biens INFOSEC de nature extrêmement délicate?

☒ No ☐ Yes
☒ Non ☐ Oui

Short Title(s) of material / Titre(s) abrégé(s) du matériel :

Document Number / Numéro du document :

PART B - PERSONNEL (SUPPLIER) / PARTIE B - PERSONNEL (FOURNISSEUR)

10. a) Personnel security screening level required / Niveau de contrôle de la sécurité du personnel requis

- | | | | |
|---|---|---|--|
| <input checked="" type="checkbox"/> RELIABILITY STATUS
COTE DE FIABILITÉ | <input type="checkbox"/> CONFIDENTIAL
CONFIDENTIEL | <input type="checkbox"/> SECRET
SECRET | <input type="checkbox"/> TOP SECRET
TRÈS SECRET |
| <input type="checkbox"/> TOP SECRET - SIGINT
TRÈS SECRET - SIGINT | <input type="checkbox"/> NATO CONFIDENTIAL
NATO CONFIDENTIEL | <input type="checkbox"/> NATO SECRET
NATO SECRET | <input type="checkbox"/> COSMIC TOP SECRET
COSMIC TRÈS SECRET |
| <input type="checkbox"/> SITE ACCESS
ACCÈS AUX EMPLACEMENTS | | | |

Special comments:

Commentaires spéciaux :

NOTE: If multiple levels of screening are identified, a Security Classification Guide must be provided.

REMARQUE : Si plusieurs niveaux de contrôle de sécurité sont requis, un guide de classification de la sécurité doit être fourni.

10. b) May unscreened personnel be used for portions of the work?

Du personnel sans autorisation sécuritaire peut-il se voir confier des parties du travail?

☐ No ☒ Yes
☐ Non ☒ Oui

If Yes, will unscreened personnel be escorted?

Dans l'affirmative, le personnel en question sera-t-il escorté?

☐ No ☒ Yes
☐ Non ☒ Oui
PART C - SAFEGUARDS (SUPPLIER) / PARTIE C - MESURES DE PROTECTION (FOURNISSEUR)**INFORMATION / ASSETS / RENSEIGNEMENTS / BIENS**

11. a) Will the supplier be required to receive and store PROTECTED and/or CLASSIFIED information or assets on its site or premises?

Le fournisseur sera-t-il tenu de recevoir et d'entreposer sur place des renseignements ou des biens PROTÉGÉS et/ou CLASSIFIÉS?

☐ No ☒ Yes
☐ Non ☒ Oui

11. b) Will the supplier be required to safeguard COMSEC information or assets?

Le fournisseur sera-t-il tenu de protéger des renseignements ou des biens COMSEC?

☒ No ☐ Yes
☒ Non ☐ Oui
PRODUCTION

11. c) Will the production (manufacture, end/or repair and/or modification) of PROTECTED and/or CLASSIFIED material or equipment occur at the supplier's site or premises?

Les installations du fournisseur serviront-elles à la production (fabrication et/ou réparation et/ou modification) de matériel PROTÉGÉ et/ou CLASSIFIÉ?

☒ No ☐ Yes
☒ Non ☐ Oui
INFORMATION TECHNOLOGY (IT) MEDIA / SUPPORT RELATIF À LA TECHNOLOGIE DE L'INFORMATION (TI)

11. d) Will the supplier be required to use its IT systems to electronically process, produce or store PROTECTED and/or CLASSIFIED information or data?

Le fournisseur sera-t-il tenu d'utiliser ses propres systèmes informatiques pour traiter, produire ou stocker électroniquement des renseignements ou des données PROTÉGÉS et/ou CLASSIFIÉS?

☒ No ☐ Yes
☒ Non ☐ Oui

11. e) Will there be an electronic link between the supplier's IT systems and the government department or agency?

Disposera-t-on d'un lien électronique entre le système informatique du fournisseur et celui du ministère ou de l'agence gouvernementale?

☒ No ☐ Yes
☒ Non ☐ Oui

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PART C - (continued) / PARTIE C - (suite)

For users completing the form manually use the summary chart below to indicate the category(ies) and level(s) of safeguarding required at the supplier's site(s) or premises.

Les utilisateurs qui remplissent le formulaire manuellement doivent utiliser le tableau récapitulatif ci-dessous pour indiquer, pour chaque catégorie, les niveaux de sauvegarde requis aux installations du fournisseur.

For users completing the form online (via the Internet), the summary chart is automatically populated by your responses to previous questions.

Dans le cas des utilisateurs qui remplissent le formulaire en ligne (par Internet), les réponses aux questions précédentes sont automatiquement saisies dans le tableau récapitulatif.

SUMMARY CHART / TABLEAU RÉCAPITULATIF

Category Catégorie	PROTECTED PROTÉGÉ			CLASSIFIED CLASSIFIÉ			NATO				COMSEC					
	A	D	C	CONFIDENTIAL	SECRET	TOP SECRET	NATO RESTRICTED	NATO CONFIDENTIAL	NATO SECRET	COMSEC TOP SECRET	PROTECTED PROTÉGÉ			CONFIDENTIAL	SECRET	TOP SECRET
				CONFIDENTIAL		YES SECRET	NATO DIFFUSION RESTREINTE	NATO CONFIDENTIAL		COMSEC TOP SECRET	A	D	C	CONFIDENTIAL		YES SECRET
Information / Avis Renseignements / Diers Production	✓															
IT Media / Support IT																
IT LSA / IT LSA des fournisseurs																

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

☒ No
Non ☐ Yes
Oui

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

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

☒ No
Non ☐ Yes
Oui

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



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Contract Number / Numéro du contrat M298984829
Security Classification / Classification de sécurité Protected

PART D - AUTHORIZATION / PARTIE D - AUTORISATION**13. Organization Project Authority / Chargé de projet de l'organisme**

Name (print) - Nom (en lettres moulées)

Insp. J. IBBOTSON

Title - Titre

A. DIC FSOC

Signature

Telephone No. - N° de téléphone
778-290-4584

Facsimile No. - N° de télécopieur

E-mail address - Adresse courriel
john.ibbotson@rcmp-grc.gc.caDate
2018-02-02**14. Organization Security Authority / Responsable de la sécurité de l'organisme**

Name (print) - Nom (en lettres moulées)

Irene Burrows

Title - Titre

A. Regional Mgr., SCP

Signature

Burrows, Irene, 000

175664

Digitally signed by Irene Burrows, 000175664
DN: cn=Irene Burrows, o=RCMP, ou=RCMP, email=Irene.Burrows@rcmp-grc.gc.ca, c=Canada

Telephone No. - N° de téléphone

Facsimile No. - N° de télécopieur

E-mail address - Adresse courriel

Date
2018-03-02**15. Are there additional instructions (e.g. Security Guide, Security Classification Guide) attached?**

Des instructions supplémentaires (p. ex. Guide de sécurité, Guide de classification de la sécurité) sont-elles jointes?

☐ No
Non
 ☐ Yes
Oui
16. Procurement Officer / Agoni d'approvisionnement

Name (print) - Nom (en lettres moulées)

Amy Lee

Title - Titre

Senior Procurement
Officer

Signature

Telephone No. - N° de téléphone
778-290-2777

Facsimile No. - N° de télécopieur

E-mail address - Adresse courriel
Amy.lee@rcmp-grc.gc.caDate
2018.02.02.**17. Contracting Security Authority / Autorité contractante en matière de sécurité**

Name (print) - Nom (en lettres moulées)

Title - Titre

Signature

Francis, Andree

Digitally signed by Francis, Andree
Date: 2018.07.16 11:27:22 -04'00'

Telephone No. - N° de téléphone

Facsimile No. - N° de télécopieur

E-mail address - Adresse courriel

Date

AMENDMENTS effective March 2, 2018**Screening Requirements:**

1. RCMP ERS Clearance required (same as RRS)

2. The intrusion detection system must be PTSS approved and this facility should be visited by Physical Security and PTSS to ensure it meets RCMP security requirements. Perimeter Security, Access Control and Intrusion Detection should be evaluated.

TBS/SCT 350-103(2004/12)

Security Classification / Classification de sécurité
Protected

Canada

Received Time Mar. 2. 2018 5:18PM No. 2846



Task Authorization Autorisation de tâche

Contract Number - Numéro du contrat

Contractor's Name and Address - Nom et l'adresse de l'entrepreneur	Task Authorization (TA) No. - N° de l'autorisation de tâche (AT)
	Title of the task, if applicable - Titre de la tâche, s'il y a lieu
	Total Estimated Cost of Task (Applicable taxes extra) Coût total estimatif de la tâche (Taxes applicables en sus) \$

Security Requirements: This task includes security requirements

Exigences relatives à la sécurité : Cette tâche comprend des exigences relatives à la sécurité

☐

No - Non

☐

Yes - Oui

If YES, refer to the Security Requirements Checklist (SRCL) included in the Contract

Si OUI, voir la Liste de vérification des exigences relative à la sécurité (LVERS) dans le contrat



For Revision only - Aux fins de révision seulement

TA Revision Number, if applicable Numéro de révision de l'AT, s'il y a lieu	Total Estimated Cost of Task (Applicable taxes extra) before the revision Coût total estimatif de la tâche (Taxes applicables en sus) avant la révision \$	Increase or Decrease (Applicable taxes extra), as applicable Augmentation ou réduction (Taxes applicables en sus), s'il y a lieu \$
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Start of the Work for a TA : Work cannot commence until a TA has been authorized in accordance with the conditions of the contract.

Début des travaux pour l'AT : Les travaux ne peuvent pas commencer avant que l'AT soit autorisée conformément au contrat.

1. Required Work: - Travaux requis :

A.Task Description of the Work required - Description de tâche des travaux requis	See Attached - Ci-joint <input type="checkbox"/>
B. Basis of Payment - Base de paiement	See Attached - Ci-joint <input type="checkbox"/>
C. Cost of Task - Coût de la tâche	See Attached - Ci-joint <input type="checkbox"/>
D. Method of Payment - Méthode de paiement	See Attached - Ci-joint <input type="checkbox"/>

Contract Number - Numéro du contrat

2. Authorization(s) - Autorisation(s)

By signing this TA, the authorized client and (or) the PWGSC Contracting Authority certify(ies) that the content of this TA is in accordance with the conditions of the contract.

The client's authorization limit is identified in the contract. When the value of a TA and its revisions is in excess of this limit, the TA must be forwarded to the PWGSC Contracting Authority for authorization.

En apposant sa signature sur l'AT, le client autorisé et (ou) l'autorité contractante de TPSGC atteste(nt) que le contenu de cette AT respecte les conditions du contrat.

La limite d'autorisation du client est précisée dans le contrat. Lorsque la valeur de l'AT et ses révisions dépasse cette limite, l'AT doit être transmise à l'autorité contractante de TPSGC pour autorisation.

Name and title of authorized client - Nom et titre du client autorisé à signer

Signature

Date

PWGSC Contracting Authority - Autorité contractante de TPSGC

Signature

Date

3. Contractor's Signature - Signature de l'entrepreneur

Name and title of individual authorized - to sign for the Contractor
Nom et titre de la personne autorisée à signer au nom de l'entrepreneur

Signature

Date