

RETURN BIDS TO: RETOURNER LES SOUMISSIONS Á:

Parks Canada Agency Bid Receiving Unit

National Contracting Services 220 - 4 Avenue S.E., suite 720 Calgary, AB T2G 4X3 Bid Fax: (866) 246-6893

INVITATION TO TENDER APPEL D'OFFRES

Tender To: Parks Canada Agency
We hereby offer to sell to Her Majest

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.

Soumission aux: l'Agence Parcs 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 at aux annexes ci-jointes, les biens, services et construction énumérés ici et sur toute feuille ci-annexée, au(x) prix indiqué(s).

Comments - Commentaries

Vendor/Firm Name and Address Raison sociale et adresse du fournisseur/de l'entrepreneur

Issuing Office - Bureau de distribution

Parks Canada Agency National Contracting Services 220 - 4 Avenue S.E., suite 720 Calgary, AB T2G 4X3



Title-Sujet Connaught Glacier Nat	Creek Weir Removal tional Park					
Solicitation No No. de l'invitation 5P420-19-0008/A			Date: March 20, 2019			
GETS Reference No. – No de reference de SEAG PW-19-00868272			Client Ref. No. – No. de réf du client. 1757			
Solicitation	n Closes:	•				
at – à 2:00 PM	on – le April 10, 2019		ne Zone - Fuseau horaire OT - HAR			
F.O.B F.A. Plant-Usin	- ·	n:	Other-Autre: □			
Address Inqu	uiries to: - Adresser toute d					
Jen Maheu	jennifer.maheu@	cana	da.ca			
Telephone No	o No de téléphone		Fax No. – No de FAX:			
(587) 432-8	3458		(866) 246-6893			
	of Goods, Services, and s des biens, services et c					
See Herein	– Voir ici					
À ÊTRE C	OMPLETED BY THE COMPLÉTER PAR L res d'imprimerie)		ODER (type or print) OUMISSIONAIRE (taper ou écrire			
Vendor/Firm	Name – Nom du fournisse	eur/de	l'entrepreneur			
Address - Ad	resse					
	on authorized to sign on be rsonne autorisée à signer a		of the Vendor/Firm n du fournisseur/ de l'entrepreneur			
Titale - Titre						
Telephone No	o N° de téléphone:					
Facsimile No.	N° de télécopieur:					

Date



Signature

Buyer - l'acheteur Jen Maheu

Client Ref. No. - N° de réf. du client 1757

File Name - Nom du dossier Connaught Creek Weir Removal – Glacier National Park

INVITATION TO TENDER

IMPORTANT NOTICE TO BIDDERS

Direct Deposit

The Government of Canada has replaced cheques with direct deposit payment(s), an electronic transfer of funds deposited directly into a bank account. New vendors who are awarded a contract will be required to register their direct deposit information with Parks Canada to receive payment.

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

ADDRESS

Parks Canada has relocated its office on July 30, 2018.

Parks Canada Agency Bid Receiving Unit National Contracting Services 220 - 4 Avenue S.E., suite 720 Calgary, AB T2G 4X3

It is the Bidder's responsibility to ensure that its bid is delivered on time to the appropriate address as identified on the cover page.

Buyer - l'acheteur Jen Maheu

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Connaught Creek Weir Removal - Glacier National Park

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R2710T GENERAL INSTRUCTIONS - CONSTRUCTION SERVICES - BID SECURITY REQUIREMENTS (GI) (2018-06-21)

The following GI's are included by reference and are available at the following Web Site

https://buyandsell.gc.ca/policy-and-guidelines/standard-acquisition-clauses-and-conditions-manual/5/R

- GI01 Integrity Provisions Bid
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File Name - Nom du dossier Connaught Creek Weir Removal – Glacier National Park

SPECIAL INSTRUCTIONS TO BIDDERS (SI)

SI01 BID DOCUMENTS

- 1. The following are the Bid Documents:
 - a. Invitation to Tender Page 1;
 - b. Special Instructions to Bidders;
 - c. General Instructions Construction Services Bid Security Requirements R2710T (2018-06-21)
 - d. Clauses & Conditions identified in "Contract Documents";
 - e. Drawings and Specifications;
 - f. Bid and Acceptance Form and related Appendix(s); and
 - g. Any amendment issued prior to solicitation closing.

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

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

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

SI02 ENQUIRIES DURING THE SOLICITATION PERIOD

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

SI03 BIDDERS' CONFERENCE

A bidders' conference will be held via teleconference on March 26, 2019. The conference will begin at 11:00 AM MDT. The scope of the requirement outlined in the bid solicitation will be reviewed during the conference and questions will be answered. It is recommended that bidders who intend to submit a bid participate.

Bidders are requested to communicate with the Contracting Authority before the conference to confirm participation and obtain the dial-in coordinates. Bidders should provide, in writing, to the Contracting Authority, the name(s) of the person(s) who will be participating and a list of issues they wish to table no later than March 25, 2019 at 2:00 PM MDT.

Any clarifications or changes to the bid solicitation resulting from the bidders' conference will be included as an amendment to the bid solicitation. Bidders who do not participate will not be precluded from submitting a bid.

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SI04 REVISION OF BID

A bid may be revised by letter or facsimile in accordance with GI10 of R2710T. The facsimile number for receipt of revisions is (866) 246-6893

SI05 BID RESULTS

- 1. A public bid opening will be held in the office designated on the Front Page "Invitation to Tender" for the receipt of bids shortly after the time set for solicitation closing.
- Following solicitation closing, bid results may be obtained by emailing jennifer.maheu@canada.ca or calling number (587) 432-8458.

SI06 INSUFFICIENT FUNDING

- In the event that the lowest compliant bid exceeds the amount of funding Canada has allocated for the construction phase of the work
 - (a) by 15% or less, Canada, at its sole discretion, shall either
 - (i) Cancel the solicitation; or
 - (ii) Obtain additional funding and, subject to the provisions of GI11 of the General Instructions to Bidders, award the Contract to the Bidder submitting the lowest compliant bid; or
 - (iii) Revise the scope of the work accordingly and negotiate, with the Bidder submitting the lowest compliant bid, a corresponding reduction in its bid price.
 - (b) by more than 15%, Canada, at its sole discretion, shall either
 - (i) Cancel the solicitation; or
 - (ii) Obtain additional funding and, subject to the provisions of GI11 of the General Instructions to Bidders, award the Contract to the Bidder submitting the lowest compliant bid; or
 - (iii) Revise the scope of the work accordingly and invite those who submitted compliant bids at the original solicitation to re-bid the work.
- 2) If negotiations or a re-bid are undertaken as is contemplated in subparagraphs 1)(a)(iii) or 1)(b)(iii) above, Bidders shall retain the same subcontractors and suppliers as they carried in their original bids.
- 3) If Canada elects to negotiate a reduction in the bid price as is contemplated in subparagraph 1)(a)(iii) herein and the negotiations fail to reach an agreement, Canada shall then exercise either of the options referred to subparagraphs 1)(a)(i) or 1)(a)(ii)

SI07 BID VALIDITY PERIOD

- 1. Canada reserves the right to seek an extension to the bid validity period prescribed in BA04 of the Bid and Acceptance Form. Upon notification in writing from Canada, Bidders shall have the option to either accept or reject the proposed extension.
- 2. If the extension referred to in paragraph 1.above is accepted, in writing, by all those who submitted bids, then Canada shall continue immediately with the evaluation of the bids and its approvals processes.
- 3. If the extension referred to in paragraph 1.above is not accepted in writing by all those who submitted bids then Canada shall, at its sole discretion, either
 - a. continue to evaluate the bids of those who have accepted the proposed extension and seek the necessary approvals; or
 - b. cancel the invitation to tender.
- 4. The provisions expressed herein do not in any manner limit Canada's rights in law or under GI11 of R2710T

Buyer - l'acheteur Jen Maheu

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SI08 CONSTRUCTION DOCUMENTS

The successful Contractor will be provided with one electronic or paper copy of the sealed and signed drawings, the specifications and the amendments upon acceptance of the offer. Obtaining more copies will be the responsibility of the Contractor including costs.

SI09 WEB SITES

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

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

Buy and Sell

https://www.achatsetventes-buyandsell.gc.ca

Canadian economic sanctions

http://www.international.gc.ca/sanctions/index.aspx?lang=eng

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

Bid Bond (form PWGSC-TPSGC 504)

http://www.tpsgc-pwgsc.gc.ca/app-acg/forms/documents/504.pdf

Performance Bond (form PWGSC-TPSGC 505)

http://www.tpsgc-pwgsc.gc.ca/app-acg/forms/documents/505 eng.pdf

Labour and Material Payment Bond (form PWGWSC-TPSGC 506)

http://www.tpsqc-pwqsc.qc.ca/app-acq/forms/documents/506.pdf

Standard Acquisition Clauses and Conditions (SACC) Manual

https://buyandsell.gc.ca/policy-and-guidelines/standard-acquisition-clauses-and-conditions-manual/5/R

PWGSC, Code of Conduct and Certifications

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

Construction and Consultant Services Contract Administration Forms Real Property Contracting http://www.tpsgc-pwgsc.gc.ca/app-acq/forms/formulaires-forms-eng.html

Declaration Form

http://www.tpsgc-pwgsc.gc.ca/ci-if/formulaire-form-eng.html

Trade agreements

https://buyandsell.gc.ca/policy-and-quidelines/Policy-and-Legal-Framework/Trade-Agreements

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CONTRACT DOCUMENTS (CD)

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

GC1	General Provisions – Construction Services	R2810D	(2017-11-28);
GC2	Administration of the Contract	R2820D	(2016-01-28);
GC3	Execution and Control of the Work	R2830D	(2018-06-21);
GC4	Protective Measures	R2840D	(2008-05-12);
GC5	Terms of Payment	R2850D	(2016-01-28);
GC6	Delays and Changes in the Work	R2865D	(2016-01-28);
GC7	Default, Suspension or Termination of Contract	R2870D	(2018-06-21);
GC8	Dispute Resolution	R2880D	(2016-01-28);
GC9	Contract Security	R2890D	(2018-06-21);
GC10	Insurance	R2900D	(2008-05-12);
Allowab	le Costs for Contract Changes Under GC6.4.1	R2950D	(2015-02-25);
Suppler	nentary Conditions		

- e. Any amendment issued or any allowable bid revision received before the date and time set for solicitation closing;
- f. Any amendment incorporated by mutual agreement between Canada and the Contractor before acceptance of the bid; and
- g. Any amendment or variation of the contract documents that is made in accordance with the General Conditions.
- 2. The documents identified by title, number and date above are incorporated by reference and are set out in the Standard Acquisition Clauses and Conditions (SACC) Manual, issued by Public Works and Government Services Canada (PWGSC). The SACC Manual is available on the PWGSC Web site: https://buyandsell.gc.ca/policy-and-quidelines/standard-acquisition-clauses-and-conditions-manual

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

3. The language of the contract documents is the language of the Bid and Acceptance Form submitted.

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SUPPLEMENTARY CONDITIONS (SC)

SC01 INSURANCE TERMS

1) Insurance Contracts

- (a) The Contractor must, at the Contractor's expense, obtain and maintain insurance contracts in accordance with the requirements of the Certificate of Insurance. Coverage must be placed with an Insurer licensed to carry out business in Canada.
- (b) Compliance with the insurance requirements does not release the Contractor from or reduce its liability under the Contract. The Contractor is responsible for deciding if additional insurance coverage is necessary to fulfill its obligation under the Contract and to ensure compliance with any applicable law. Any additional insurance coverage is at the Contractor's expense, and for its own benefit and protection.

2) Period of Insurance

- (a) The policies required in the Certificate of Insurance must be in force from the date of contract award and be maintained throughout the duration of the Contract.
- (b) The Contractor must be responsible to provide and maintain coverage for Products/Completed Operations hazards on its Commercial General Liability insurance policy, for a period of six (6) years beyond the date of the Certificate of Substantial Performance.

3) Proof of Insurance

- (a) Before commencement of the Work, and no later than thirty (30) days after contract award, the Contractor must deposit with Canada a Certificate of Insurance on the form attached herein.
- (b) Upon request by Canada, the Contractor must provide originals or certified true copies of all contracts of insurance maintained by the Contractor pursuant to the Certificate of Insurance.

4) Insurance Proceeds

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

5) Deductible

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

Buyer - l'acheteur Jen Maheu

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BID AND ACCEPTANCE FORM (BA)

BA01 IDENTIFICATION

Signature

5P420-19-0008/A Connaught Creek Weir Removal - Glacier National Park

Parks Canada requires the removal of the existing weir out of Connaught Creek in the Rogers Pass, the re-establishment of fish connectivity in the creek through the area of the weir, and installation of a new passive water system intake to tie into the existing water system.

See specifications and drawings for further details on the requirement of this project.

BA02	BUSINESS NAME AND ADDR	RESS OF BIDDER		
Name:	·			
Addres	ss:			
Teleph	none: F	ax:	PBN:	
E-mail	address:			
BA03	THE OFFER			
	dder offers to Canada to perform nents for the TOTAL BID AMOUI		above named project in accordance with	n the Bid
	BID VALIDITY PERIOD d must not be withdrawn for a pe	riod of thirty (30) days following tl	he date of solicitation closing.	
Upon a		by Canada, a binding Contract wil	II be formed between Canada and the Eentified in "Contract Documents (CD)" s	
	CONSTRUCTION TIME ontractor must perform and comp	olete the Work by November 1, 2	019	
The Bi	BID SECURITY dder must enclose bid security w al Instructions - Construction Ser		8 - Bid Security Requirements of R2710s.	OT -
BA08	SIGNATURE			
Name	and title of person authorized to	sign on behalf of Bidder (Type or	print)	

Date

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APPENDIX 1 - COMBINED PRICE FORM (1 Page)

- The prices per unit will govern in establishing the Total Extended Amount. Any arithmetical errors in this Appendix will be corrected by Canada.
- 2) Canada may reject the bid if any of the prices submitted do not reasonably reflect the cost of performing the part of the work to which that price applies.

Note: Bidders are reminded that it is their responsibility to include in their bid all work as described in the drawings and specifications. Pricing for work not accounted for in the Unit Price Table including but not limited to Mobilization, De-Mobilization, etc. is to be included in the Lump Sum Table.

LUMP SUM

The Lump Sum Amount designates Work to which a Lump Sum Arrangement applies.

(a) Work included in the Lump Sum Amount represents all work not included in the unit price table.

Item No.	Specification Reference	Class of Labour, Plant or Material	Unit of Measurement	Estimated Quantity	Estimated Total Price (Tax extra)
1	01 25 20	Mobilization/Demobilization	Lump Sum	1	\$
2	02 41 99	Weir & Intake Structure Removal	Lump Sum	1	\$
3	33 05 15	Modified Manhole Structure	Lump Sum	1	\$
4	33 01 40.51	Remove Creek Bedload	Lump Sum	1	\$
5	01 21 00	Prime Cost Sum	Lump Sum	1	\$25,000.00
6		Other requirements otherwise not Identified in the tables below	Lump Sum	1	\$
			LUMP SUM AMO		\$

UNIT PRICE TABLE

The Unit Price Table designates Work to which a Unit Price Arrangement applies.

- (a) Work included in each item is as described in the referenced specification section.
- (b) The Price per Unit shall not include any amounts for Work that is not included in that unit price Item.

Item No.	Specification Reference	Class of Labour, Plant or Material	Unit of Measurement	Estimated Quantity	Price per Unit (Tax extra)	Estimated Total Price (Tax extra)
1	31 37 00	Rip Rap a) Class 50	cubic metre	61	\$	\$
		b) Class 250	cubic metre	55	\$	\$
2	33 14 16	Supply & Install Water Standpipe Assembly a) Supply	each	2	\$	\$

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Item No.	Specification Reference	Class of Labour, Plant or Material	Unit of Measurement	Estimated Quantity	Price per Unit (Tax extra)	Estimated Total Price (Tax extra)
		b) Installation c/w removal of existing standpipes	each	2	\$	\$
3	33 14 16	Supply & Install Water Supply Line c/w connections	linear m	20	\$	\$
					MOUNT (TEA) icable taxe(s)	\$

TOTAL BID AMOUNT (LSA +TEA)	
Excluding applicable taxe(s)	

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APPENDIX 2 - INTEGRITY PROVISIONS

(Text copied from the Ineligibility and Suspension Policy http://www.tpsgc-pwgsc.gc.ca/ci-if/politique-policy-eng.html dated 2016-04-04)

List of names: All Bidders, regardless of their status under the Policy, must submit the following information when participating in a procurement process or real property transaction:

- i. Bidders that are corporate entities, including those bidding as joint ventures, must provide a complete list of the names of all current directors or, for a privately owned corporation, the names of the owners of the corporation;
- ii. Bidders bidding as sole proprietors, including sole proprietors bidding as joint ventures, must provide a complete list of the names of all owners; or

If the list of names has not been received in a procurement process or real property transaction by the time the evaluation of Bids or Offers is completed, or has not been received in a procurement process or real property transaction where no

Bid/Offer will be submitted, the Contracting Authority will inform the Bidder of a time within which to provide the

iii. Bidders that are a partnership do not need to provide a list of names.

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ANNEX A - CERTIFICATE OF INSURANCE (Not required at solicitation closing)

*	Travaux publics et Services gouvernementaux Canada	Public Works and Government Services Canada		С	ERTIFIC <i>i</i>	ATE OF I	NSURANCE Page 1 of 2
Descrip	otion and Location of Work						Contract No.
							Project No.
Name	of Insurer, Broker or Agent	Address (No	o., Street)	City	Province	Postal	Code
Name	of Insured (Contractor)	Address (No	o., Street)	City	ı	Province	Postal Code
Her M	nal Insured lajesty the Queen in rigionment for the purpose						Minister of the
	Type of Insurance	Insurer Name and Policy Number	Inception Date D/M/Y	Expiry Date D / M / Y		Limits of Lia	bility
Comr Liabil	nercial General ity				Per Occurrence	Annual General Aggregate	Completed Operations Aggregate
	ella/Excess				\$	\$	\$
					\$	\$	\$
	fy that the above policies v plicable insurance covera age.						
Name	of person authorized to sign	on behalf of Insurer(s) (Office	cer, Agent, Brok	er)			Telephone number
Signat	ure						Date D/M/Y

Buyer - l'acheteur Jen Maheu

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CERTIFICATE OF INSURANCE Page 2 of 2

General

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

The policies must insure the Contractor and must include Her Majesty the Queen in Right of Canada as represented by the Minister of the Environment for the purposes of the Parks Canada Agency.

The Policy shall be endorsed to provide the Owner with not less than 30 days' notice in writing in advance of any cancellation or change or amendment restricting coverage.

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

Commercial General Liability

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

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

- (a) Blasting.
- (b) Pile driving and caisson work.
- (c) Underpinning.
- (d) Removal or weakening of support of any structure or land whether such support be natural or otherwise if the work is performed by the insured contractor.

The policy must have the following minimum limits:

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

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

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ANNEX B - ATTESTATION FORM

Attestation and Proof of Compliance with Occupational Health and Safety (OHS)

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

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

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

Parks Canada Responsible Authority/Project Lead	Address	Contact Information
Project Manager/Contracting Authority (delete as required)		
Prime Contractor		
Subcontractor(s) (add additional fields as required)		
	I .	I
Location of Work		
General Description of Work to be Completed		

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Amd. No. - N° de la modif.

Buyer - l'acheteur Jen Maheu

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Name _____

Date _____

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Mark "Yes" where applicable.

	The contractor and/or its subcontractor(s) will comply with all federal and provincial/territorial legislation and Parks Canada's policies and procedures, regarding occupational health and safety.
	The contractor and/or its subcontractor(s) will provide all prescribed safety materials, equipment, device and clothing.
	The contractor and/or its subcontractor(s) will ensure that its employees are familiar with and use all prescribed safety materials, equipment, devices and clothing at all times.
	The contractor and/or its subcontractor(s) will ensure that its activities do not endanger the health and safety of Parks Canada employees.
	The contractor and/or its subcontractor(s) has inspected the site and has carried out a hazard assessment and has put in place a health and safety plan and informed its employees accordingly, prior to the commencement of the work.
	Where a contractor and/or its subcontractor(s) will be storing, handling or using hazardous substances the work place, it will place warning signs at access points warning persons of the presence of the substances and any precautions to be taken to prevent or reduce any hazard of injury or death.
	The contractor and/or its subcontractor(s) will ensure that its employees are instructed in respect of any emergency procedures applicable to the site.
-	(contractor), certify that I have read, understood and attest that my firm, es and all sub-contractors will comply with the requirements set out in this document and the terms and soft the contract.

Signature_____