



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

British Columbia

V6Z 0B9

Bid Fax: (604) 775-9381

**Request For a Standing Offer
Demande d'offre à commandes**

Regional Individual Standing Offer (RISO)

Offre à commandes individuelle régionale (OCIR)

Canada, as represented by the Minister of Public Works and
Government Services Canada, hereby requests a Standing Offer
on behalf of the Identified Users herein.

Le Canada, représenté par le ministre des Travaux Publics et
Services Gouvernementaux Canada, autorise par la présente,
une offre à commandes au nom des utilisateurs identifiés
énumérés ci-après.

Comments - Commentaires

Vendor/Firm Name and Address

**Raison sociale et adresse du
fournisseur/de l'entrepreneur**

Issuing Office - Bureau de distribution

Public Works and Government Services Canada - Pacific
Region

800 Burrard Street, Room 219

800, rue Burrard, pièce 219

Vancouver

British C

V6Z 0B9

Title - Sujet Electrical Services Standing Offer	
Solicitation No. - N° de l'invitation W684Q-190074/A	Date 2019-04-11
Client Reference No. - N° de référence du client W684Q-190074	GETS Ref. No. - N° de réf. de SEAG PW-\$PWY-020-8589
File No. - N° de dossier PWY-8-41248 (020)	CCC No./N° CCC - FMS No./N° VME
Solicitation Closes - L'invitation prend fin at - à 02:00 PM on - le 2019-05-09	
Time Zone Fuseau horaire Pacific Daylight Saving Time PDT	
Delivery Required - Livraison exigée See Herein	
Address Enquiries to: - Adresser toutes questions à: Ly, Ronny(PWY)	Buyer Id - Id de l'acheteur pwy020
Telephone No. - N° de téléphone (604)318-5750 ()	FAX No. - N° de FAX (604)775-6633
Destination - of Goods, Services, and Construction: Destination - des biens, services et construction: DND - CFB Esquimalt - Victoria, BC	
Security - Sécurité This request for a Standing Offer includes provisions for security. Cette Demande d'offre à commandes comprend des dispositions en matière de sécurité.	

Instructions: See Herein

Instructions: Voir aux présentes

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

REQUEST FOR STANDING OFFER (RFSO)
Electrical Services Standing Offer
CFB Esquimalt, Victoria, B.C

IMPORTANT NOTICE TO OFFERORS

PROMPT PAYMENT IN THE CONSTRUCTION INDUSTRY

Prompt Payment Principles

Public Services and Procurement Canada advocates that construction-related payments should follow these three principles:

- **Promptness:** The department will review and process invoices promptly. If disputes arise, Public Services and Procurement Canada will pay for items not in dispute, while working to resolve the disputed amount quickly and fairly
- **Transparency:** The department will make construction payment information such as payment dates, company names, contract and project numbers, publicly available; likewise, contractors are expected to share this information with their lower tiers
- **Shared responsibility:** Payers and payees are responsible for fulfilling their contract terms including their obligations to make and receive payment, and to adhere to industry best practices

For more information: <http://www.tpsgc-pwgsc.gc.ca/biens-property/divulgate-disclosure/psdic-ppci-eng.html>

THIS DOCUMENT CONTAINS AN INDUSTRIAL SECURITY REQUIREMENT

For further instructions please consult "Special Instruction to Offeror", SI09, "Industrial Security related requirements" and "Supplementary Conditions" SC01 Industrial Security requirements, document safeguarding location.

SUPPORT THE USE OF APPRENTICES

The Government of Canada proposes to support the employment of apprentices in federal construction and maintenance projects. To support this initiative, a voluntary certification signaling the Bidder's commitment to hire and train apprentices is available on Appendix7.

PWGSC UPDATE ON ASBESTOS USE

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

ADDITION OF TERMINOLOGY

Take note of the additional paragraph is included in clause R2810D identified in SC06.

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Solicitation No. - N° de l'invitation
W684Q-190074/A

Amd. No. - N° de la modif.

Buyer ID - Id de l'acheteur
PWY020

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

File No. - N° du dossier

CCC No./N° CCC - FMS No./N° VME

ANNEX D LISTING OF SUBCONTRACTORS (Could be asked for on individual call-ups)

GENERAL INSTRUCTIONS TO OFFERORS – CONSTRUCTION SERVICES (GI)

GI01 (2016-04-04) Integrity provisions—Offer

1. The *Ineligibility and Suspension Policy* (the “Policy”) in effect on the date the offer solicitation is issued, and all related Directives in effect on that date, are incorporated by reference into, and form a binding part of the offer solicitation. The Offeror must comply with the Policy and Directives, which can be found at *Ineligibility and Suspension Policy*.
2. Under the Policy, charges and convictions of certain offences against a Offeror, its affiliates or first tier subcontractors, and other circumstances, will or may result in a determination by Public Works and Government Services Canada (PWGSC) that the Offeror is ineligible to enter, or is suspended from entering into a contract with Canada. The list of ineligible and suspended Suppliers is contained in PWGSC’s Integrity Database. The Policy describes how enquiries can be made regarding the ineligibility or suspension of Suppliers.
3. In addition to all other information required in the offer solicitation, the Offeror must provide the following:
 - a. by the time stated in the Policy, all information required by the Policy described under the heading “Information to be Provided when Offering, Contracting or Entering into a Real Property Agreement”; and
 - b. with its offer, a complete list of all foreign criminal charges and convictions pertaining to itself, its affiliates and its proposed first tier subcontractors that, to the best of its knowledge and belief, may be similar to one of the listed offences in the Policy. The list of foreign criminal charges and convictions must be submitted using an Integrity Declaration Form, which can be found at Declaration form for procurement.
4. Subject to subsection 5, by submitting an offer in response to this offer solicitation, the Offeror certifies that:
 - a. it has read and understands the *Ineligibility and Suspension Policy*;
 - b. it understands that certain domestic and foreign criminal charges and convictions, and other circumstances, as described in the Policy, will or may result in a determination of ineligibility or suspension under the Policy;
 - c. it is aware that Canada may request additional information, certifications, and validations from the Offeror or a third party for purposes of making a determination of ineligibility or suspension;
 - d. it has provided with its offer a complete list of all foreign criminal charges and convictions pertaining to itself, its affiliates and its proposed first tier subcontractors that, to the best of its knowledge and belief, may be similar to one of the listed offences in the Policy;
 - e. none of the domestic criminal offences, and other circumstances, described in the Policy that will or may result in a determination of ineligibility or suspension, apply to it, its affiliates and its proposed first tier subcontractors; and
 - f. it is not aware of a determination of ineligibility or suspension issued by PWGSC that applies to it.
5. Where an Offeror is unable to provide any of the certifications required by subsection 4, it must submit with its offer a completed Integrity Declaration Form, which can be found at Declaration form for procurement.
6. Canada will declare non-responsive any offer in respect of which the information requested is incomplete or inaccurate, or in respect of which the information contained in a certification or declaration is found by Canada to be false or misleading in any respect. If Canada establishes after award of the Contract that the Offeror provided a false or misleading certification or declaration, Canada may terminate the Contract for default. Pursuant to the Policy, Canada may also determine the Offeror to be ineligible for award of a contract for providing a false or misleading certification or declaration.

GI02 (2014-03-01) Completion of offer

1. The offer shall be
 - a. submitted on the Offer and Acceptance Form provided through the Government Electronic Tendering Service (GETS) or on a clear and legible reproduced copy of such Offer and Acceptance Form that must be identical in content and format to the Offer and Acceptance Form provided through GETS;

- b. based on the Offer Documents listed in the Special Instructions to Offerors;
 - c. correctly completed in all respects;
 - d. signed by a duly authorized representative of the Offeror; and
 - e. accompanied by
 - i. any other document or documents specified elsewhere in the solicitation where it is stipulated that said documents are to accompany the offer.
2. Subject to paragraph 6) of GI11, any alteration to the pre-printed or pre-typed sections of the Offer and Acceptance Form, or any condition or qualification placed upon the offer may be cause for disqualification. Alterations, corrections, changes or erasures made to statements or figures entered on the Offer and Acceptance Form by the Offeror shall be initialed by the person or persons signing the offer. Alterations, corrections, changes or erasures that are not initialed shall be deemed void and without effect.
3. Unless otherwise noted elsewhere in the Offer Documents, facsimile copies of offers are not acceptable.
4. Canada will make available Notices of Proposed Procurement (NPP), offer solicitations and related documents for download through the Government Electronic Tendering Service (GETS). Canada is not responsible and will not assume any liabilities whatsoever for the information found on websites of third parties. In the event an NPP, offer solicitation or related documentation would be amended, Canada will not be sending notifications. Canada will post all amendments, including significant enquiries received and their replies, using GETS. It is the sole responsibility of the Offeror to regularly consult GETS for the most up-to-date information. Canada will not be liable for any oversight on the Offeror's part nor for notification services offered by a third party.

GI03 (2015-02-25) Identity or legal capacity of the Offeror

In order to confirm the authority of the person or persons signing the offer or to establish the legal capacity under which the Offeror proposes to enter into Contract, any Offeror who carries on business in other than its own personal name shall, if requested by Canada, provide satisfactory proof of

- a. such signing authority; and
- b. the legal capacity under which it carries on business;

prior to contract award. Proof of signing authority may be in the form of a certified copy of a resolution naming the signatory(ies) that is (are) authorized to sign this offer on behalf of the corporation or partnership. Proof of legal capacity may be in the form of a copy of the articles of incorporation or the registration of the business name of a sole proprietor or partnership.

GI04 (2015-02-25) Applicable Taxes

"Applicable Taxes" means the Goods and Services Tax (GST), the Harmonized Sales Tax (HST), and any provincial tax, by law, payable by Canada such as, the Quebec Sales Tax (QST) as of April 1, 2013.

GI05 (2017-04-27) Capital development and redevelopment charges

For the purposes of GC1.8, of R2810D "Laws, Permits and Taxes", in the General Conditions of the Contract, only fees or charges directly related to the processing and issuing of building permits shall be included. The Offeror shall not include any monies in the offer amount for special municipal development, redevelopment or other fees or charges which a municipal authority may seek as a prerequisite to the issuance of building permits.

GI06 (2015-02-25) Listing of Subcontractors and Suppliers

Notwithstanding any list of Subcontractors that the Offeror may be required to submit as part of the offer, the Offeror shall, within 48 hours of receipt of a notice to do so, submit all information requested in the said notice including the names of Subcontractors and Suppliers for the part or parts of the Work listed. Failure to do so shall result in the disqualification of its offer.

GI07 (2014-03-01) Submission of offer

1. The Offer and Acceptance Form, duly completed, shall be enclosed and sealed in an envelope provided by the Offeror, and shall be addressed and submitted to the office designated on the Front Page "Invitation to Tender" for the receipt of offers. The offer must be received on or before the date and time set for solicitation closing.
2. Unless otherwise specified in the Special Instructions to Offerors
 - a. the offer shall be in Canadian currency;
 - b. the requirement does not offer exchange rate fluctuation risk mitigation. Requests for exchange rate fluctuation risk mitigation will not be considered. All offers including such provision will render the offer non-responsive.
3. Prior to submitting the offer, the Offeror shall ensure that the following information is clearly printed or typed on the face of the offer envelope:
 - a. Solicitation Number;
 - b. Name of Offeror;
 - c. Return address; and
 - d. Closing Date and Time.
4. Timely and correct delivery of offers is the sole responsibility of the Offeror.

GI08 (2010-01-11) Revision of offer

1. An offer submitted in accordance with these instructions may be revised by letter or facsimile provided the revision is received at the office designated for the receipt of offers, on or before the date and time set for the closing of the solicitation. The letter or facsimile shall be on the Offeror's letterhead or bear a signature that identifies the Offeror.
2. A revision to a offer that includes unit prices must clearly identify the change(s) in the unit price(s) and the specific item(s) to which each change applies.
3. A letter or facsimile submitted to confirm an earlier revision should be clearly identified as a confirmation.
4. Failure to comply with any of the above provisions may result in the rejection of the non-compliant revision(s) only. The offer shall be evaluated based on the original offer submitted and all other compliant revision(s).

GI09 (2014-09-25) Rejection of offer

1. Canada may accept any offer, whether it is the lowest or not, or may reject any or all offers.
2. Without limiting the generality of paragraph 1) of GI11, Canada may reject an offer if any of the following circumstances is present:
 - a. the Offeror's offering privileges are suspended or are in the process of being suspended;
 - b. the offering privileges of any employee or subcontractor included as part of the offer are suspended or are in the process of being suspended, which suspension or pending suspension would render that employee or subcontractor ineligible to offer on the Work, or the portion of the Work the employee or subcontractor is to perform;
 - c. the Offeror is bankrupt, or where for whatever reason, its activities are rendered inoperable for an extended period;
 - d. evidence, satisfactory to Canada, of fraud, bribery, fraudulent misrepresentation or failure to comply with any law protecting individuals against any manner of discrimination, has been received with respect to the Offeror, any of its employees or any subcontractor included as part of its offer;
 - e. evidence satisfactory to Canada that based on past conduct or behavior, the Offeror, a sub-contractor or a person who is to perform the Work is unsuitable or has conducted himself/herself improperly;
 - f. with respect to current or prior transactions with Canada

- i. Canada has exercised, or intends to exercise, the contractual remedy of taking the work out of the Offeror's hands with respect to a contract with the Offeror, any of its employees or any subcontractor included as part of its offer; or
 - ii. Canada determines that the Offeror's performance on other contracts is sufficiently poor to jeopardize the successful completion of the requirement being offer on.
3. In assessing the Offeror's performance on other contracts pursuant to subparagraph 2)(f)(ii) of G111, Canada may consider, but not be limited to, such matters as:
 - a. the quality of workmanship in performing the Work;
 - b. the timeliness of completion of the Work;
 - c. the overall management of the Work and its effect on the level of effort demanded of the department and its representative; and
 - d. the completeness and effectiveness of the Offeror's safety program during the performance of the Work.
4. Without limiting the generality of paragraphs 1), 2) and 3) of G111, Canada may reject any offer based on an unfavourable assessment of the
 - a. adequacy of the offer price to permit the work to be carried out and, in the case of a offer providing prices per unit, whether each such price reasonably reflects the cost of performing the part of the work to which that price applies;
 - b. Offeror's ability to provide the necessary management structure, skilled personnel, experience and equipment to perform competently the work under the Contract; and
 - c. Offeror's performance on other contracts.
5. Where Canada intends to reject an offer pursuant to a provision of paragraphs 1), 2), 3) or 4) of G111, other than subparagraph 2)(a) of G111, the contracting Authority will inform the Offeror and provide the Offeror ten (10) days within which to make representations, before making a final decision on the offer rejection.
6. Canada may waive informalities and minor irregularities in offers received if Canada determines that the variation of the offer from the exact requirements set out in the Offer Documents can be corrected or waived without being prejudicial to other Offerors.

G110 (2015-02-25) Offer costs

No payment will be made for costs incurred in the preparation and submission of an offer in response to the offer solicitation. Costs associated with preparing and submitting an offer, as well as any costs incurred by the Offeror associated with the evaluation of the offer, are the sole responsibility of the Offeror.

G111 (2015-02-25) Procurement Business Number

Offerors are required to have a Procurement Business Number (PBN) before Contract award. Offerors may register for a PBN in the Supplier Registration Information system on the [Contracts Canada](#) Web site. For non-Internet registration, Offerors may contact the nearest [Supplier Registration Agent](#).

G112 (2013-04-25) Compliance with applicable laws

1. By submission of an offer, the Offeror certifies that the Offeror has the legal capacity to enter into a contract and is in possession of all valid licences, permits, registrations, certificates, declarations, filings, or other authorizations necessary to comply with all federal, provincial and municipal laws and regulations applicable to the submission of the offer and entry into any ensuing contract for the performance of the work.
2. For the purpose of validating the certification in paragraph 1) of G114, a Offeror shall, if requested, provide a copy of every valid licence, permit, registration, certificate, declaration, filing or other authorization listed in the request, and shall provide such documentation within the time limit(s) set out in the request.
3. Failure to comply with the requirements of paragraph 2) of G114 shall result in disqualification of the offer.

GI13 (2015-02-25) Approval of alternative materials

When materials are specified by trade names or trademarks, or by manufacturers' or suppliers' names, the offer shall be based on use of the named materials. During the solicitation period, alternative materials may be considered provided full technical data is received in writing by the Contracting Authority at least ten (10) calendar days prior to the solicitation closing date. If the alternative materials are approved for the purposes of the offer, an addendum to the offer documents shall be issued.

GI14 (2010-01-11) Performance evaluation

1. Offerors shall take note that the performance of the Offeror during and upon completion of the work shall be evaluated by Canada. The evaluation shall be based on the quality of workmanship; timeliness of completion of the work; project management, contract management and management of health and safety. Should the Offeror's performance be considered unsatisfactory, the Offeror's offering privileges on future work may be suspended indefinitely.
2. The form PWGSC-TPSGC 2913, SELECT - Contractor Performance Evaluation Report Form, is used to record the performance.

GI15 (2011-05-16) Conflict of interest—unfair advantage

1. In order to protect the integrity of the procurement process, Offerors are advised that Canada may reject an offer in the following circumstances:
 - a. if the Offeror, any of its subcontractors, any of their respective employees or former employees was involved in any manner in the preparation of the offer solicitation or in any situation of conflict of interest or appearance of conflict of interest;
 - b. if the Offeror, any of its subcontractors, any of their respective employees or former employees had access to information related to the offer solicitation that was not available to other Offerors and that would, in Canada's opinion, give or appear to give the Offeror an unfair advantage.
2. The experience acquired by a Offeror who is providing or has provided the goods and services described in the offer solicitation (or similar goods or services) will not, in itself, be considered by Canada as conferring an unfair advantage or creating a conflict of interest. This Offeror remains however subject to the criteria established above.
3. Where Canada intends to reject an offer under this section, the Contracting Authority will inform the Offeror and provide the Offeror an opportunity to make representations before making a final decision. Offerors who are in doubt about a particular situation should contact the Contracting Authority before offer closing. By submitting an offer, the Offeror represents that it does not consider itself to be in conflict of interest nor to have an unfair advantage. The Offeror acknowledges that it is within Canada's sole discretion to determine whether a conflict of interest, unfair advantage or an appearance of conflict of interest or unfair advantage exists.

GI16 (2016-04-04) Code of Conduct for Procurement—offer

The Code of Conduct for Procurement provides that Offerors must respond to offer solicitations in an honest, fair and comprehensive manner, accurately reflect their capacity to satisfy the requirements set out in the offer solicitation and resulting contract, submit offers and enter into contracts only if they will fulfill all obligations of the Contract. By submitting an offer, the Offeror is certifying that it is complying with the Code of Conduct for Procurement. Failure to comply with the Code of Conduct for Procurement may render the offer non-responsive.

SPECIAL INSTRUCTIONS TO OFFEROR'S (SI)

SI01 INTRODUCTION

1. Public Works and Government Services Canada (PWGSC) is inviting Offerors to submit proposals for Standing Offers. The selected offerors shall provide a range of services as identified in the Statement of Work section of this document.
2. It is PWGSC's intention to authorize up to three (3) Standing Offers, each for a period of (3) years with two (2) options to extend the Standing Offer, each for an additional consecutive twelve (12) month period. The total dollar value of all Standing Offers is estimated to be \$5,250,000 (GST included). Individual call-ups will vary, up to a maximum of \$60,000 (GST included). Offerors should note that there is no guarantee that the full or any amount of the Standing Offers will be called-up; PWGSC will issue call-ups only when the specific services to be provided under the Standing Offer are needed. Please refer to Section SOP04, CALL-UP PROCEDURE.

SI02 OFFER DOCUMENTS

1. The following are the Offer Documents:
 - a. Request for Standing Offer - Page 1;
 - b. General Instructions to Offeror's- Construction Services
 - c. Special Instructions to Offerors;
 - d. Clauses & Conditions identified in "Call-up Clauses or Resulting Contract Documents";
 - e. Drawings and Specifications;
 - f. Price Proposal form and related Appendix(s); and
 - g. Any amendment issued prior to solicitation closing.

Submission of an Offer constitutes acknowledgement that the Offeror has read and agrees to be bound by these documents.

SI03 ENQUIRIES DURING THE SOLICITATION PERIOD

1. Enquiries regarding this Offer must be submitted in writing to the Contracting Authority named on the Request for Standing Offer (RFSO) Page 1 at e-mail address ronny.ly@tpsgc-pwgsc.gc.ca. Except for the approval of alternative materials as described in GI13 enquiries should be received no later than (5) calendar days prior to the date set for solicitation closing to allow sufficient time to provide a response. Enquiries received after that time may result in an answer NOT being provided.
2. To ensure consistency and quality of the information provided to Offerors the Contracting Authority will examine the content of the enquiry and shall decide whether or not to issue an amendment.
3. All enquiries and other communications related to this offer 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 offer being declared non-compliant.

SI04 QUANTITY

The amount of work and estimated expenditure specified in the RFSO are only an approximation of requirements. The making of an offer by the Offeror shall not constitute an agreement by Canada. Canada may make one or several call-ups against a standing offer.

SI05 PWGSC OBLIGATION

A RFSO does not commit PWGSC to authorize the utilization of a standing offer or to pay any cost incurred in the submission of offers, or cost incurred in making necessary studies for the preparation thereof, or to procure or

contract for any services. PWGSC reserves the right to reject or authorize for utilization any offer in whole or in part, with or without further discussion or negotiation. Canada reserves the right to cancel or amend the RFSO at any time.

SI06 SITE VISIT

N/A

SI07 REVISION OF OFFER

An offer may be revised by letter or facsimile in accordance with "General Instructions to Offerors – Construction Services to Offerors". The facsimile number for receipt of revisions is (604) 775-9381.

SI08 OFFER VALIDITY PERIOD

1. The offer cannot be withdrawn for the period of (90) days following the RFSO closing date.
2. Canada reserves the right to seek an extension to the offer validity period. Upon notification in writing from Canada, Offerors shall have the option to either accept or reject the proposed extension.
3. If the extension referred to in paragraph 2 of SI09 is accepted, in writing, by all those who submitted offers, then Canada shall continue immediately with the evaluation of the offers and its approvals processes.
4. If the extension referred to in paragraph 2 of SI09 is not accepted in writing by all those who submitted offers then Canada shall, at its sole discretion, either
 - a. continue to evaluate the offers of those who have accepted the proposed extension and seek the necessary approvals; or
 - b. cancel the request for proposal.
5. The provisions expressed herein do not in any manner limit Canada's rights in law or under G109 "General Instructions to Offerors – Construction Services".

SI09 INDUSTRIAL SECURITY RELATED REQUIREMENTS

1. At Standing Offer issuance, the Offeror must hold a valid Security Clearance as indicated in section SC01 of the Supplementary Conditions. Failure to comply with this requirement will render the offer non-compliant and no further consideration will be given to the offer.
2. The successful Offeror's personnel, as well as any subcontractor and its personnel, who are required to perform any part of the work pursuant to the subsequent contract must meet the mandatory security requirement as indicated in section SC01 of the Supplementary Conditions. **Individuals who do not have the required level of security will not be allowed on site.** It is the responsibility of the successful Offeror to ensure that the security requirements are met throughout the performance of the contract. Canada will not be held liable or accountable for any delays or additional costs associated with the successful Offeror's non-compliance with the mandatory security requirement.
3. For additional information on security requirements, offerors should consult the "Security Requirements for PWGSC Offer Solicitations - Instructions for Offerors" on the Standard Procurement Documents Web site [Industrial Security Program](#)

SI10 WEB SITES

Solicitation No. - N° de l'invitation
W684Q-190074/A

Amd. No. - N° de la modif.

Buyer ID - Id de l'acheteur
PWY020

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

File No. - N° du dossier

CCC No./N° CCC - FMS No./N° VME

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:

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

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

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

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

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

PWGSC, Code of Conduct and Certifications
<http://www.tpsgc-pwgsc.gc.ca/app-acq/cndt-cndct/contexte-context-eng.html>

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

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

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

Trade agreements
<https://buyandsell.gc.ca/policy-and-guidelines/Policy-and-Legal-Framework/Trade-Agreements>

CALL-UPS CLAUSES OR RESULTING CONTRACT DOCUMENTS (CD)

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

GC1	General Provisions – Construction Services	R2810D	(2017-08-17);
GC2	Administration of the Contract	R2820D	(2016-01-28);
GC3	Execution and Control of the Work	R2830D	(2015-02-25);
GC4	Protective Measures	R2840D	(2008-05-12);
GC5	Terms of Payment	R2550D	(2016-01-28);
GC6	Delays and Changes in the Work	R2860D	(2016-01-28);
GC7	Default, Suspension or Termination of Contract	R2870D	(2008-05-12);
GC8	Dispute Resolution	R2884D	(2016-01-28);
GC9	Insurance	R2900D	(2008-05-12);
	Allowable Costs for Contract Changes under GC6.4.1	R2950D	(2015-02-25);
	Supplementary Conditions		
 - e. Any amendment issued or any allowable offer revision received before the date and time set for solicitation closing;
 - f. Any amendment incorporated by mutual agreement between Canada and the Offeror before acceptance of the offer; and
 - g. Any amendment or variation of the contract documents that is made in accordance with the General Conditions.
2. The documents identified by title, number and date above are incorporated by reference and are set out in the Standard Acquisition Clauses and Conditions (SACC) Manual, issued by Public Works and Government Services Canada (PWGSC). The SACC Manual is available on the PWGSC Web site: <https://buyandsell.gc.ca/policy-and-guidelines/standard-acquisition-clauses-and-conditions-manual>
3. The language of the contract documents is the language of the Price Proposal Form submitted.

STANDING OFFER PARTICULARS

SOP01 GENERAL

1. The Offeror acknowledges that a standing offer is not a contract and that the issuance of a Standing Offer and Call-up Authority does not oblige or commit Canada to procure or contract for any services listed in the Standing Offer.
2. The Offeror offers to provide and deliver to Canada the services described in the Standing Offer, in accordance with the pricing set out in the Request for Standing Offer if, and when the Contracting Authority may request such services, in accordance with the conditions listed at subsection 3 below.
3. The Offeror understands and agrees that:
 - a. a call-up against the Standing Offer will form a contract only for those services which have been called-up, provided that such call-up is made in accordance with the provisions of the Standing Offer;
 - b. Canada's liability is limited to that which arises from call-ups against the Standing Offer made within the period specified in the Standing Offer;
 - c. Canada has the right to procure the services specified in the Standing Offer by means of any other contract, standing offer or contracting method;
 - d. the Standing Offer cannot be assigned or transferred in whole or in part;
 - e. the Standing Offer may be set aside by Canada at any time.

SOP02 PERIOD OF THE STANDING OFFER

The period for placing call-ups against the Standing Offer shall be for (3) years commencing from the start date identified on the Standing Offer with two (2) options to extend the Standing Offer, each for an additional consecutive twelve (12) month period.

The Contractor hereby grants to Canada two (2) irrevocable option to extend the term of the Contract each for an ADDITIONAL CONSECUTIVE TWELVE (12) MONTH PERIOD, under the same terms and conditions as contained in the Contract. It is to be noted that Canada is not obliged to exercise these two (2) options. The exercise of any option will be at Canada's sole discretion, by providing notification in writing to the Contractor at least thirty (30) days prior to the Contract expiry date or the expiry date of an exercised option period.

SOP03 CALL-UP LIMITATION

Each call-up against the Standing Offer will have a maximum limitation of expenditure of \$60,000 (Applicable Taxes included).

SOP04 CALL-UP PROCEDURE

1. Services will be called-up as follows:
 - a. The Departmental Representative will establish the scope of services to be performed. For each individual Call-Up, offerors will be considered using a computerized distribution system. This system will track all call-ups assigned to each offeror and will maintain a running total of the dollar value of business distributed. The system will contain for each offeror an ideal business distribution percentage which has been established as follows; 50% of the business for the top ranked offeror, 30% for the 2nd ranked offeror, 20% for the 3rd ranked offeror. In the event fewer than three (3) offerors are successful, the

business distribution percentage will be 60% of the business for the top ranked offeror and 40% for the 2nd ranked.

The Offeror who is furthest under their respective ideal business distribution percentage in relation to the other Offerors will be selected for the next call-up.

- b. For each individual call-up the Offeror will be provided the scope of work and will submit an offer to the Departmental Representative in accordance with the unit rates established under the Standing Offer. The Offeror's offer shall include all of the work as specified including; mobilizing, sub-trades, materials, labour, tools, administration fees and supervision including building permits as per local regulations.
2. The Offeror will be authorized in writing by the Contracting Authority to proceed with the work by issuance of a Call-up against the Standing Offer using form 2829.
3. Any proposed changes to the scope of work are to be discussed with the Departmental Representative but any resulting changes can only be authorized by an amendment issued by the Contracting Authority.

SOP05 STANDING OFFER RESPONSIBLES

Standing Offer Contracting Authority is :

Name : Ronny Ly

Title : Supply Specialist

Department : Public Services and Procurement Canada

Telephone : (604) 318-5750

e-mail : ronny.ly@pwgsc.gc.ca

The Contracting Authority is responsible for the establishment and administration of the Standing Offer and it's revision if needed. The Contracting Authority is responsible for all contractual related questions regarding call-ups.

Standing Offer Technical Authority is :

The Technical Authority represents the Department or Organisation for which the works are executed within a call-up. The Technical Authority is responsible for all technical related questions regarding call-ups.

To be determined

The selected Offeror for the standing offer is :

To be determined

SUPPLEMENTARY CONDITIONS (SC)

SC01 INDUSTRIAL SECURITY RELATED REQUIREMENTS, DOCUMENT SAFEGUARDING

The following security requirement (SRCL and related clauses) applies and form part of the Contract.

1. The Contractor/Offeror must, at all times during the performance of the Contract/Standing Offer, hold a valid Facility Security Clearance at the level of **SECRET** issued by the Canadian Industrial Security Directorate (CISD), Public Works and Government Services Canada (PWGSC).
2. The Contractor/Offeror personnel requiring access to sensitive work site(s) must EACH hold a valid personnel security screening at the level of **SECRET** and **RELIABILITY STATUS**, as required, granted or approved by CISD/PWGSC.
3. Subcontracts which contain security requirements are NOT to be awarded without the prior written permission of CISD/PWGSC.
4. The Contractor/Offeror must comply with the provisions of the:
 - (a) Security Requirements Check List and security guide (if applicable), attached at Annex A
 - (b) Industrial Security Manual (Latest Edition).

SC02 INSURANCE TERMS

- 1) Insurance Contracts
 - (a) The Contractor must, at the Contractor's expense, obtain and maintain insurance contracts in accordance with the requirements of the Certificate of Insurance. Coverage must be placed with an Insurer licensed to carry out business in Canada.
 - (b) Compliance with the insurance requirements does not release the Contractor from or reduce its liability under the agreement. The Contractor is responsible for deciding if additional insurance coverage is necessary to fulfill its obligation under the agreement 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 and be maintained throughout the duration of the standing offer period.
 - (b) The Contractor must be responsible to provide and maintain coverage for Products/Completed Operations hazards on its Commercial General Liability insurance policy, for a period of six (6) years beyond the date of the Certificate of Substantial Performance.
- 3) Proof of Insurance
 - (a) Before commencement of the Work, and no later than thirty (30) days after acceptance of its offer, 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

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

5) Deductible

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

SC03 INTERPRETATION

R2810D General Condition GC1.1.2 Terminology is modified to include the following,

“Architectural and Engineering Services ”:

means services to provide a range of investigation and recommendation reports, planning, design, preparation, or supervision of the construction, repair, renovation or restoration of a work and includes contract administration services, for real property projects.

“Construction Services ”:

means construction, repair, renovation or restoration of any work except a vessel and includes; the supply and erection of a prefabricated structure; dredging; demolition; environmental services related to a real property; or, the hire of equipment to be used in or incidentally to the execution of any construction services referred to above.

“Facility Maintenance Services ”:

means services related to activities normally associated with the maintenance of a facility and keeping spaces, structures and infrastructure in proper operating condition in a routine, scheduled, or anticipated fashion to prevent failure and/or degradation including inspection, testing, servicing, classification as to serviceability, repairs, rebuilding and reclamation, as well as cleaning, waste removal, snow removal, lawn care, replacement of flooring, lighting or plumbing fixtures, painting and other minor works.

APPENDIX 1 - PRICE PROPOSAL FORM

The responsive Offers with the three lowest total evaluated prices will be recommended for issuance of a Standing Offer.

PRICING

EVALUATION OF PRICE: The price of bids will be evaluated in Canadian dollars, the Goods and Services Tax (GST) or the Harmonized Sales Tax (HST) excluded, FOB destination for goods, shipping charges included, Customs duties and Excise taxes included.

1. Each item specified in the Unit Price Schedule includes wages, traveling time and costs, allowances, supervision, liabilities as employer, insurance, and the use of all tools, tackle, etc., overhead, profit and all other liabilities whatsoever.
- .2 Unspecified Material shall be reimbursed at net cost, as supported by invoices, plus Markup as established in the Price Schedule of this Offer. "Net Cost" means all amounts reasonably and properly paid by the Offeror in respect of materials required for and used in the Work, and includes packing, handling and delivery charges, less any trade discounts received by the Offeror. The Offeror's Markup on Unspecified Material covers overheads, profit, and all other expenses whatsoever.
- .3 The prices inserted in the Price Schedule of this Offer include all applicable federal, provincial, and municipal taxes.
 - .1 However, they do not include any amount for the Goods and Services Tax Goods and Services Tax (GST) or Harmonized Sales Tax (HST). The appropriate GST/HST amounts will be paid by Canada to the Offeror in addition to the amounts paid against the amount of the contract. The Offeror shall make appropriate remittances to Revenue Canada in accordance with the legislation.
 - .2 Payment by Canada for the Offeror's own special equipment not covered by the Unit Price Schedule and required at the job site will be no greater than the local going rental rate for such equipment or the rate published by the local construction association for such equipment, whichever is the lower.
 - .3 Pricing

The hourly rates requested in the offer and acceptance for specific types of service shall be the total cost to perform the work including but not limited to:

- .1 labour including supervision, allowances and liability insurance;
- .2 travel time;
- .3 transportation/vehicle expenses;
- .4 tools and tackle;
- .5 overhead and profit;
- .6 any other incidental expenses other than supply of materials and replacement parts relating to the delivery of labour.

4. PRICES

The Offeror agrees that the following are the prices referred to above:

4.1 Unit Price Schedules - Rates

Years 1 & 2

Call out Rates: All inclusive firm call out rates shall be based only on direct travel from contractor's plant to the sites of work specified below and direct return to contractor's plant (direct return trip). Full rates shall be charged only once for each call out.

Call out rates DO NOT include productive labour, See next table. If call out rates do not apply, please fill in rate as zero (0).

Item	Firm call out rates	Estimated Number of Trips	Unit Price per round trip	Estimated Total Price
1	Masset, BC	4	\$	\$

ETT - Estimated Travel Time (in minutes) is one way from supplier's base to the job site above _____.

Supplier's base is located at: _____

Item	Class of Labour, material or plant	Unit	Estimated Hours/ Quantity	Unit Price \$	Estimated total price \$
2	Hourly rate, including travel time and all related expenses. a) During Regular Hours: 0800 - 1600 hours, Monday through Friday i) Qualified Journeyman Electrician ii) Indentured Apprentice b) Outside Regular Hours: Monday through Sunday, including all day Saturday, Sunday and holidays. i) Qualified Journeyman Electrician ii) Indentured Apprentice	Per hour Per hour Per hour Per hour	15,500 9,000 300 100		

3	Contractor's Mark Up on Allowance for unspecified material, replacement parts, required permits and certificates. (\$+ _____ % mark up = _____)	\$980,000.00	_____ %	\$
4	Contractor's Mark Up on Allowance for equipment rentals for other than basic shop and tradespersons tools. (\$+ _____ % mark up = _____)	\$20,000.00	_____ %	\$
Sub Total A): Estimated Total Amount 1st & 2nd Year (Applicable Taxes Extra)				

4.1 Unit Price Schedules - Rates (continued)

B) Year 3

Call out Rates: All inclusive firm call out rates shall be based only on direct travel from contractor's plant to the sites of work specified below and direct return to contractors plant (direct return trip). Full rates shall be charged only once for each call out.

Call out rates DO NOT include productive labour, See next table. If call out rates do not apply, please fill in rate as zero (0).

Item	Firm call out rates	Estimated Number of Trips	Unit Price per round trip	Estimated Total Price
1	Masset, BC	2	\$	\$

ETT - Estimated Travel Time (in minutes) is one way from suppliers base to the job site above. _____

Suppliers base is located at: _____

Item	Class of Labour, material or plant	Unit	Estimated Hours/ Quantity	Unit Price \$	Estimated total price \$
2	Hourly rate, including travel time and all related expenses. a) During Regular Hours: 0800 - 1600 hours, Monday through Friday				

	i) Qualified Journeyman Electrician ii) Indentured Apprentice b) Outside Regular Hours: Monday through Sunday, including all day Saturday, Sunday and holidays. i) Qualified Journeyman Electrician ii) Indentured Apprentice	Per hour Per hour Per hour Per hour	7,500 4500 150 75		
3	Contractor's Mark Up on Allowance for unspecified material, replacement parts, required permits and certificates. (\$ + % mark up =)		\$490,000.00	_____%	\$
4	Contractor's Mark Up on Allowance for equipment rentals for other than basic shop and tradespersons tools. (\$+ % mark up =)		\$10,000.00	_____%	\$
Sub Total B): Estimated Total Amount 3rd Year (Applicable Taxes Extra)					

4.1 Unit Price Schedules - Rates (continued)

C) Optional Year 1

Call out Rates: All inclusive firm call out rates shall be based only on direct travel from contractor's plant to the sites of work specified below and direct return to contractors plant (direct return trip). Full rates shall be charged only once for each call out.

Call out rates DO NOT include productive labour, See next table. If call out rates do not apply, please fill in rate as zero (0).

Item	Firm call out rates	Estimated Number of Trips	Unit Price per round trip	Estimated Total Price
1	Masset, BC	2	\$	\$

ETT - Estimated Travel Time (in minutes) is one way from suppliers base to the job site above. _____

Suppliers base is located at: _____

Item	Firm call out rates	Estimated Number of Trips	Unit Price per round trip	Estimated Total Price
1	Masset, BC	2	\$	\$

ETT - Estimated Travel Time (in minutes) is one way from suppliers base to the job site above. _____

Suppliers base is located at: _____

Item	Class of Labour, material or plant	Unit	Estimated Hours/ Quantity	Unit Price \$	Estimated total price \$
2	Hourly rate, including travel time and all related expenses. a) During Regular Hours: 0800 - 1600 hours, Monday through Friday i) Qualified Journeyman Electrician ii) Indentured Apprentice b) Outside Regular Hours: Monday through Sunday, including all day Saturday, Sunday and holidays. i) Qualified Journeyman Electrician ii) Indentured Apprentice	Per hour Per hour Per hour Per hour	7,500 4500 150 50		
3	Contractor's Mark Up on Allowance for unspecified material, replacement parts, required permits and certificates. (\$ + % mark up =)	\$490,000.00		_____ %	\$
4	Contractor's Mark Up on Allowance for equipment rentals for other than basic shop and tradespersons tools. (\$+ % mark up =)	\$10,000.00		_____ %	\$
Sub Total D): Estimated Total Amount Optional Year 2 (Applicable Taxes Extra)					

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TOTAL EVALUATED PRICE:

Sub Total A 1st & 2nd Year	Sub Total B 3rd Year	Sub Total C Optional Year 1	Sub Total D Optional Year 2	Total Evaluated Price <small>(col.1 + col.2 + col.3 + col.4 = col.5)</small>
\$ _____	\$ _____	\$ _____	\$ _____	\$ _____ (Applicable Taxes Extra)

Cost will be evaluated on the Total Evaluated Price in Column 5. It is anticipated that 3 standing offers will be issued to the lowest compliant offerors.

Travel and Living Expenses - Meals and Accommodations: (For work at Masset location only)

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Buyer ID - Id de l'acheteur
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Client Ref. No. - N° de réf. du client

File No. - N° du dossier

CCC No./N° CCC - FMS No./N° VME

The Contractor will be reimbursed for the authorized living expenses reasonably and properly incurred in the performance of the Work, at cost, without any allowance for overhead or profit, in accordance with the meal, and incidental expense allowances specified in Appendix C of the Treasury Board Travel Directive, and with the other provisions of the directive referring to "travellers", rather than those referring to "employees". web site:

[Http://www.tbs-sct.gc.ca/pubs_pol/hrpubs/tbm_113/menu-travel-voyage-eng.asp](http://www.tbs-sct.gc.ca/pubs_pol/hrpubs/tbm_113/menu-travel-voyage-eng.asp)

All travel must have the prior authorization of the Project Manager.

SIGNATURE:

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

Signature

Date

SUPPLIER CONTACTS: The names, titles and telephone numbers of the Offeror's permanent staff members cleared to receive call-ups from Identified Users:

NAME	TITLE	TELEPHONE NO.	E-MAIL

END OF PRICE PROPOSAL FORM

APPENDIX 3 - STATEMENT OF WORK

REQUIREMENT: Request for Regional Individual Standing Offer to provide all labour, material, tools, equipment, supervision and transportation required for installation and maintenance of structural cabling systems for telecommunications and various electrical services to be performed by qualified electricians and indentured apprentices of BC as and when requested by Real Property Operations Section Esquimalt Contract Coordinator Officer, CFB Esquimalt, Victoria, BC or his authorized representative in accordance with the specifications herein.

Work will utilize inside and outside electrical trades. Scope of work anticipated requires a **MANDATORY** "A" contractor's license. Projects will be located in the lower Vancouver Island areas, and Masset area. This indicates but is not limited to:

(Area 01) Esquimalt:	Dockyard, Naden, Work Point Barracks
(Area 02) Metchosin:	Albert Head, Rocky Point
(Area 03) Colwood:	Belmont Park
(Area 04) Saanich:	Heals Range, Patricia Bay, Ashton Armoury
(Area 05) Victoria:	Bay Street Armoury, Malahat 1
(Area 06) Haida Gwaii:	Masset

Site Visit: Because of the large geographical area and some isolated areas covered, a site visit will not be required. The Contractor is advised, however, to familiarize himself with the locations of the various sites so that he is aware of the distances involved. No allowance will be made for travel time except for Masset as specified herein.

1. The telecommunications distribution system, both indoor and outdoor, at CFB Esquimalt is wholly owned and maintained by DND. CFB Esquimalt, Base Information Services is at the local design authority for all supporting structures and cabling installations.
2. Contractor Qualifications: See herein.
3. Contractors Responsibilities:
 - A. The contractor is to ensure that all personnel on site are familiar with the CFB Esquimalt Technical Specification for Structured Cabling Design and Installation.

Only qualified electricians and indentured apprentices are to be provided for projects. DND and/or PSPC reserve the right to require proof of journeyman status or statement of qualifications from any person performing work under this standing offer. **NO SUBCONTRACTING OF THE PRINCIPAL TRADE UNDER THIS AGREEMENT SHALL BE PERMITTED** without the express written permission of the Contracting Authority (PSPC). Permission to subcontract the principal work shall only be considered under exceptional circumstances on a case by case basis. The Offeror shall not be authorized to subcontract to any contractor holding any part of the same Standing Offer.

SECTION 01005 - GENERAL INSTRUCTIONS

1. Workmanship

.1 All work shall be done by qualified tradespeople or an indentured apprentice under the direct supervision of a qualified tradesperson.

.2 The work site shall be left in a neat and clean condition each night.

2. Contractor's Access to and Use of Site

- .1 Use of the site limited to the work areas indicated for work and storage.
- .2 Access directly to and from the site as indicated, via the Dockyard Main Gate, subject to:
 - a. Traffic regulations established by DND. Via main gate at all locations.
 - b. Security regulations established by DND.
- .3 All contractors, sub-contractors, and supplier employees will be required to obtain passes or identification (ID) cards from the Base Identification Unit located at the main Dockyard gate based on the following:
 - a. Persons requiring access not exceeding three (3) days duration: Obtain a daily pass each time of access and hand in to Commissionaire at the end of the day.
 - .1 Time duration to obtain: 15 minutes.
 - b. Persons requiring access not exceeding two (2) weeks duration: Obtain a temporary identification card from the Identification Unit.
 - .1 Time duration to obtain: 30 minutes.
 - c. Persons requiring access for a period exceeding two (2) weeks: Applications to be completed by individuals and submitted through the Contractor to the Contract Coordinator. Allow one (1) week processing time. Contractor/employee will be contacted to arrange time for photographic session and signature.
 - .1 Time duration: 30 minutes per person.
 - d. Upon award of the contract, the Contractor shall provide a typewritten list to the of all employees, sub-contractors, and employees and supplies requiring access to the contract work area. The list shall be updated promptly as changes of employees are made.
 - e. All identification cards are to be returned to Commissionaires upon termination of employment, completion of work, or expiry of card.
 - f. The Base Security Officer may request interviews with employees and retains the right to deny access to the Base to persons on the basis of security risk.
- .4 Do not unreasonably encumber site with materials or equipment.
- .5 Move products or equipment which interfere with operations of Contract Coordinator, other Contractors, or building occupant as directed by Contract Coordinator.
- .6 Use of DND facility is not permitted unless approved in writing by the Contract Coordinator.
- .7 Park vehicles where directed by the Contract Coordinator.

3. Reporting to Contract Coordinator

- .1 The Contractor prior to commencement of any site work shall report the schedule of work to the Contract Coordinator, Room 228, Building 575, Dockyard.
- .2 Calls from the Contract Coordinator shall be answered by the Contractor within two (2) hours.

4. Safety Requirements

.1 Observe and enforce construction safety measures required by Canadian Construction Safety Code, Provincial Government, Workers' Compensation Board, and municipal statutes and authorities.

a. The Contractor must ensure compliance on his part and on the part of all his sub-contractors with the standards of part II, Canada Labour Code and the Occupational Health and Safety Regulations, as well as compliance with the Workers' Compensation Act and any regulations thereunder the said Act having to do with the prevention of accidents, the prevention of diseases, and the provision of safe working conditions including proper safety equipment, lighting, and ventilation. In the event of conflict between the Workers' Compensation Act and regulations, and the Canada Labour Code, Part II, and Occupational Health and Safety Regulations, the most stringent provision applies.

5. Schedule of Work

.1 Work on buildings will commence within twenty-four (24) hours of notification by the Contract Coordinator and shall be completed not later than seven (7) working days after commencement of work unless otherwise specified by requisition.

6. Control and Procedures

.1 The following will be adhered to throughout the duration of this contract:

a. The Contractor on award of the contract will be advised by the Contract Coordinator those who are authorized to request service under this contract.

b. When service is required, the Contract Coordinator will advise the Contractor a site visit will be made to determine the extent of work required.

c. Prior to commencing work, the Contractor or his authorized representative will report to the Contract Coordinator and will be responsible to pick up keys.

d. Inspections shall be carried out during and at the end of all jobs. Deficiencies noted will be made good immediately after notification by the Contract Coordinator.

e. The Contractor shall prepare and forward one (1) original and copy of the invoice for each requisition. As-built drawings and a copy of the electrical permit will accompany each invoice. Invoices will be processed only when as-built and electrical permits have been delivered to RP Ops Sec Esquimalt Contracts. Invoices will be addressed as below:

CONTRACTS SECTION
RP Ops Section Esquimalt
Building 575
CFB Esquimalt - Signal Hill
PO Box 17000 Stn Forces
Victoria, BC V9A 7N2
Or
Email to: CFBESQBCEOCONTRACTS@Forces.gc.ca

7. Setting Out of Work

- .1 Assume full responsibility for and execute complete layout of work to locations.

8. Alterations, Repairs to Existing Building

.1 Execute work with least possible interference or disturbance to occupants, public and normal use of premises. Arrange with Contract Coordinator to facilitate execution of work.

.2 Where security has been reduced by work of contract, provide temporary means to maintain security. Obtain approval of measures by Contract Coordinator.

- .3 Provide barriers and/or warning to protect public and occupants in accordance with safety requirements.

9. Power and Water Supply

- .1 DND can provide, free of charge, temporary electric power for construction purposes.

.2 Contract Coordinator will determine delivery points and quantitative limits. Contract Coordinator's written permission is required before any connection is made. Connect to existing power supply in accordance with Canadian Electrical Code.

- .3 Provide at no cost to DND all equipment and temporary lines to bring these services to project site

.4 Supply of temporary services by DND is subject to DND requirements and may be discontinued by DND site representative at any time without notice.

10. Material and Equipment

- .1 Use new material and equipment unless otherwise specified.

.2 Provide material and equipment of specified design and quality, performing to published ratings and for which replacement parts are readily available.

.3 Use products of one manufacturer for material and equipment of same type or classification unless otherwise specified.

11. Clean Up

.1 The Contractor shall clean and tidy up daily. All debris and the like shall be removed from the site at completion of each day's work. On completion of the job, the site shall be left clean and tidy to the complete satisfaction of the Contract Coordinator.

.2 On completion of the work in each area, remove all surplus materials, tools and equipment and leave the site in a clean and tidy condition to the complete satisfaction of the Contract Coordinator.

.3 The Contract Coordinator or his representative will direct disposal of all surplus material and equipment.

SECTION 01546 - FIRE SAFETY REQUIREMENTS

1. Fire Safety Plan

- .1 Contractors and their personnel will be familiar with this section and its requirements.

2. Reporting Fires

.1 Know the location of nearest fire alarm box and telephone, including the emergency phone number.

.2 Report immediately all fire incidents to the Fire department as follows:

- a. Activate nearest fire alarm box or fire.
- b. Telephone 89-911 on Base.

.3 Person activating fire alarm box shall remain at the box to direct Fire Department to scene of fire.

.4 When reporting a fire by telephone, give location of fire, name or number of building and be prepared to verify the location.

3. Interior and Exterior Fire Protection and Alarm Systems

.1 Fire protection and alarm systems shall not be:

- a. Obstructed.
- b. Shut-off.
- c. Left inactive at the end of a working day or shift without notification and authorization from the Fire Chief or his representative.

4. Fire Extinguisher

.1 The Contractor shall supply a fire extinguisher to protect, in an emergency, the work in progress and the Contractor's physical plant on site.

5. Blockage of Roadways

.1 The Fire chief shall be advised of any work that would impede fire apparatus response. This includes violation of minimum overhead clearance, as prescribed by the Fire Chief, erecting of barricades and the digging of trenches.

6. Smoking Precautions

.1 Although smoking is not permitted in hazardous areas, or in buildings, care must still be exercised in the use of smoking materials in non-restricted areas.

7. Rubbish and Waste Materials

- .1 Rubbish and waste materials are to be kept to a minimum.
- .2 The burning of rubbish is prohibited unless approved by the Fire Chief.
- .3 Removal:
 - a. All rubbish shall be removed from the worksite at the end of the work day or shift as directed.

8. Questions and/or Clarification

.1 Any questions or clarification on Fire Safety in addition to the above requirements shall be directed to and cleared through the Fire Chief.

9. Fire Inspections

- .1 The Base/Station Fire Chief shall be allowed unrestricted access to the worksite.
- .2 The Contractor shall co-operate with the Fire Chief during routine inspections of the work site.
- .3 The Contractor shall immediately remedy all unsafe fire situations observed by the Fire Chief.

SECTION 16010 - ELECTRICAL - GENERAL REQUIREMENTS

1. General.1 This Section covers items common to Sections of Division 16. This Section supplements Requirements of Division 1.

2. Codes and Standards

.1 Do complete installation in accordance with CSA C22.1 Latest Edition, except where specified otherwise.

.2 Abbreviations for electrical terms: to CSA Z85-1983.

3. Care, Operation and Start-Up.

.1 Instruct Contract Coordinator in the operation, care and maintenance of equipment.

4. Voltage Ratings

.1 Operating Voltages: to CAN3-C235-83.

.2 Motors, electrical heating, control and distribution devices and equipment to operate satisfactorily at 60 Hz within normal operating limits established by above standard. Equipment to operate in extreme operating conditions established in above standard without damage to equipment.

5. Permits, Fees and Inspection

.1 Submit to BC Safety Contract Coordinating Service Division Electrical Safety Branch necessary number of drawings and specifications for examination and approval prior to commencement of work.

.2 Apply for Permits and pay associated fees.

.3 Contract Coordinator will provide Contract drawings and specifications required by BC Safety Contract Coordinating Safety Branch Division Electrical Safety Branch at no cost.

.4 Notify Contract Coordinator of changes required by BC Safety Contract Coordinating Service Division Electrical Safety Branch prior to making changes.

.5 Furnish Certificates of Acceptance from BC Safety Contract Coordinating Service Division Electrical Safety Branch on completion of work to Contract Coordinator.

6. Materials and Equipment

.1 Provide materials and equipment in accordance with Section 01600 - Material and Equipment.

.2 Equipment and material to be CSA certified. Where there is no alternative to supplying equipment which is not CSA certified, obtain special approval from Electrical Inspection Department.

.3 Factory assemble control panels and component assemblies.

7. Electrical Motors, Equipment and Controls

.1 Control wiring and conduit is specified in division 16 except for conduit, wiring and connections below 50 V which area related to control systems specified in Division 15 and shown on Mechanical drawings.

8. Finishes

.1 Shop finish metal enclosure surfaces by application of rust resistant primer inside and outside, and at least two coats of finish enamel.

a. Paint outdoor electrical equipment "electrical green" finish to EEMAC Y1-1-1955.

b. Paint indoor switchgear and distribution enclosures light grey to EEMAC 2Y-1-1958.

.2 Clean and touch up surfaces of shop-painted equipment scratched or marred during shipment or installation, to match original paint.

.3 Clean and prime exposed non-galvanized hangars, racks and fastenings to prevent rusting.

9. Equipment Identification

.1 Identify electrical equipment with nameplates as follows:

.2 Nameplates:

a. Lamicoids 3 mm thick plastic engraving sheet, black face, white core, mechanically attached with self-tapping screws.

Nameplate Sizes

Size 1	10x50 mm	1 line	3 mm high letters
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Size 2	12x70 mm	1 line	5 mm high letters
Size 3	12x70 mm	2 lines	3 mm high letters
Size 4	20x90 mm	1 line	8 mm high letters
Size 5	20x90 mm	2 lines	5 mm high letters
Size 6	25x100 mm	1 line	12 mm high letters
Size 7	15x100 mm	2 lines	6 mm high letters

- .3 Wording on nameplates to be approved by Contract Coordinator prior to manufacture.
- .4 Allow for average of twenty-five (25) letters per nameplate.
- .5 Identification to be in English.
- .6 Nameplates for terminal cabinets and junction boxes to indicate system and/or voltage characteristics.
- .7 Disconnects, starters and contractors: indicate equipment being controlled by voltage.
- .8 Terminal cabinets and pull boxes: indicate system and voltage.
- .9 Transformers; indicate capacity, primary and secondary voltages.

10. Wiring Identification

- .1 Identify wiring with permanent indelible identifying markings, either numbered or coloured plastic tapes, on both ends of phase conductors of feeders and branch circuit wiring.
- .2 Maintain phase sequence and colour coding throughout.
- .3 Colour code: to CSA C22.1 Latest Edition.
- .4 Use colour coded wires in communication cables, matched throughout system.

11. Wiring Terminations

- .1 Lugs, terminals, screws used for termination of wiring to be suitable for either copper or aluminum conductors.

12. Manufacturers CSA Labels

- .1 Visible and legible after equipment is installed.

13. Warning Signs

- .1 As specified and to meet requirements of Electrical Inspection Department and Contract Coordinator.
- .2 Decal signs, minimum size 175 x 250 mm.

14. Location of Outlets

- .1 Locate outlets in accordance with Section 01005 - General Instructions.
- .2 Do not install outlets back-to-back in wall; allow minimum 150 mm horizontal clearance between boxes.
- .3 Change location of outlets at no extra cost or credit, providing distance does not exceed 3000 mm, and information is given before installation.
- .4 Locate light switches on latch side of doors. Locate disconnect devices in mechanical and elevator machine rooms on latch side of floor.

15. Mounting Heights

- .1 Mounting height of equipment is from finished floor to centreline of equipment unless specified or indicated otherwise.
- .2 If mounting height of equipment is not specified or indicated, verify before proceeding with installation.

- .3 Install electrical equipment at following heights unless indicated otherwise. a. Local switches: 1400 mm.
- b. Wall receptacles:
 - .1 General: 300 mm.
 - .2 Above top of continuous baseboard heater: 200 mm.
 - .3 Above top of counters or backsplashes: 200mm.
- c. Panelboards: as required by code or as indicated.
- d. Telephone and interphone outlets: 300 mm.
- e. Wall mounted telephone and interphone outlets: 1500 mm.
- f. Fire alarm stations: 1350 mm.
- g. Fire alarm bells: 2100 mm.
- h. Television outlets: 300 mm.
- i. Wall mounted speakers: 2100mm.
- j. Clocks: 2100 mm.
- k. Doorbell pushbuttons: 1500 mm.

16. Conduit and Cable Installation

- .1 Install conduit and sleeves prior to pouring of concrete. Sleeves through concrete: sized for free passage of conduit and protruding 50 mm.
- .2 If plastic sleeves are used in fire rated walls or floors, remove before conduit installation.
- .3 Install cables, conduits and fittings to be embedded or plastered over, neatly and close to building structure so furring can be kept to a minimum.

17. Filed Quality Control

- .1 Conduct and pay for following tests:
 - a. Power distribution system including phasing, voltage, grounding and load balancing.
 - b. Circuits originating from branch distribution panels.
 - c. Lighting and its control.
 - d. Motors, heaters and associated control equipment including sequenced operation of systems where applicable.
 - e. Systems: fire alarm system, communications, as required.
- .2 Furnish manufacturer's certificate or letter confirming that entire installation as it pertains to each system has been installed to manufacturer's instructions.
- .3 Insulation resistance testing.
 - a. Megger circuits, feeders and equipment up to 350 V with a 500 V instrument. b. Megger 350-600 V circuits, feeders and equipment with a 1000 V instrument. c. Check resistance to ground before energizing.
 - d. Carry out tests in presence of Contract Coordinator.
 - e. Provide instruments, meters, equipment and personnel required to conduct tests during and at conclusion of project.
 - f. Submit test results for Contract Coordinator's review.

18. Co-ordination of Protection Devices

- .1 Ensure circuit protective devices such as overcurrent trips, relays and fuses are installed to required values and settings.

19. Lockout Policy

.1 Ensure all employees adhere to Base Construction Contract Coordinating Operating Procedures "Lockout Policy" available on request from RP Ops Sec. Esquimalt Contract Coordinator.

20. Confined Space

.1 Ensure all employees adhere to Confined Space RP Ops Sec. Esquimalt Standing Operating Procedure available on request from RP Ops Sec. Esquimalt Contract Coordinator and WCB Regulations.

21. Dig Permits

.1 RP Ops Sec. Esquimalt Dig Permits are required before any excavation is started.

SECTION 16111 - CONDUITS, CONDUIT FASTENINGS, & CONDUIT FITTINGS General

1. Location of Conduits

Drawings do not indicate all conduit runs. Those indicated are in diagrammatic form only.

Products

1. Conduits

Rigid hot dipped galvanized steel threaded conduit.

Epoxy coated conduit: with zinc coating and corrosion resistant epoxy finish inside and outside. Electrical metallic tubing (EMT): with steel couplings.

Rigid PVC conduit.

Flexible steel conduit and liquid-tight flexible metal conduit.

2. Conduit Fastenings

One hole steel straps to secure surface conduits 50 mm and steel straps for conduits larger than 50 mm. Beam clamps to secure conduits to exposed steel work.

Channel type supports for two or more conduits at 2M o.c.

6 mm dia. threaded rods to support suspended channels.

3. Conduit Fittings

Fittings: manufactured for use with conduit specified. Coating: same as conduit. Factory "ells" where 90o bends are required for 1" and larger conduits.

Steel connectors and couplings for EMT. Set-screws are acceptable.

4. Fish Cord Polypropylene.

Installation

1. Install conduits to conserve headroom in exposed locations and cause minimum interference in spaces through which they pass.

Conceal conduits except in unfinished areas.

Use rigid hot dipped galvanized steel threaded conduit where specified. Use electrical metallic tubing (EMT) except where noted.

Use rigid PVC conduit underground.

Use flexible metal conduit for connection to motors in dry areas and for work in moveable metal partitions.

Use liquid-tight flexible metal conduit for connection to motors or vibrating equipment in damp, wet, or corrosive locations.

Use explosion-proof flexible connection for connection to explosion-proof motors. Install conduit sealing fittings in hazardous areas. Fill with compound.
Bend conduit cold. Replace conduit if kinked or flattened more than 1/10th of its original diameter. Mechanically bend steel conduit over 3/4" dia.
Field threads on rigid conduit must be of sufficient length to draw conduits up tight. Install fish cord in empty conduits.
Run two 1" spare conduits up to ceiling space, and two 1" spare conduits down to ceiling space for each flush panel. Terminate these conduits in 6" x 6" x 4" junction boxes in ceiling space or in case of an exposed concrete slab, terminate each conduit in surface-type box.
Where conduits become blocked, remove and replace blocked section. Do not use liquids to clean out conduits.
Dry conduits out before installing wire.

Surface Conduits

Run parallel or perpendicular to building lines.
Locate conduits behind infrared or gas-fired heaters in 1.5M clearance. Run conduits in flanged portion of structural steel.
Group conduits wherever possible on surface channels.
Do not pass conduits through structural members except as indicated.
Do not locate conduits less than 75 mm parallel to steam or hot water lines, with minimum 25 mm at crossovers.

Concealed Conduits

Do not install horizontal runs in masonry walls.
Do not install conduits in terrazzo or concrete toppings.

Conduits in Cast-in-Place Concrete

Locate to suit reinforcing steel. Install in centre one-third of slab. Protect conduits from damage where they stub out of concrete. Install sleeves where conduits pass through slab or wall.
Where conduits pass through waterproof membrane, provide oversized sleeve before membrane is installed. Use cold mastic between sleeve and conduit.
Do not place conduits in slabs in which slab thickness is less than four (4) times conduit diameter. Encase conduits completely in concrete with minimum 25 mm concrete cover.
Organize conduits in slab to minimize crossovers.

Conduits in Cast-in-Place Slabs on Grade

Run conduits 1" or larger below slab and encased in 75 mm concrete envelope. Provide 50 mm of sand over concrete envelope below floor slab.
Concrete Underground
Slope conduits to provide drainage.

SECTION 16122 - WIRES AND CABLES 0 - 1000 V General

1. Product Data

Submit product data in accordance with Section 01340 - Shop Drawings, Product Data, Samples and Mockups.

Products

1. Building Wires

Conductors: stranded for 8 AWG and larger. Minimum size: 12 AWG.

Copper conductors: size as indicated with 600 V insulation of chemically cross-linked thermosetting polyethylene material rated RW90 for use on 120/208 and lower voltage systems and 1000 V insulation for use on higher voltage systems.

2. Teck Cable

Conductors: copper, size as indicated.

Insulation: Chemically cross-linked thermosetting polyethylene rated type RW90 1000 V. Inner jacket: polyvinyl chloride material.

Armour: interlocking galvanized steel.

Overall Covering: thermoplastic polyvinyl chloride material.

Fastenings:

One hold straps to secure surface cables 50 mm and smaller. Two hole steel straps for cables larger than 50 mm;

Channel type supports for two or more cables at 2000 mm centres;

6 mm dia. threaded rods to support suspended channels.

Connectors: watertight approved for TECK cable.

Execution

1. Installation of Building Wires

Copper conductors only shall be used.

Drops to lighting fixtures may use Type AC90 armoured cable provided that the maximum length does not exceed 1500 mm.

T90 insulation shall be used for installation in lighting fixtures.

Mechanical set-screw connectors and all-weather electrical tape shall be used for joints in conductors sized #8 AWG and larger; vibration proof expanding spring type wire connectors may be used for #10 AWG and smaller wire.

All wiring shall be colour codes.

Lighting circuits shall be separated from appliance and receptacle branch circuits.

SECTION 16132 - OUTLET BOXES, CONDUIT BOXES, AND FITTINGS General

References

1. **CSA C22.1 - 2002 Canadian Electrical Code, Part 1.**

Products

1. Outlet and Conduit Boxes

Size boxes in accordance with CSA C22.1.

4" square or larger outlet boxes as required for special devices. Gang boxes where wiring devices are grouped.

Blank cover plates for boxes without wiring devices.

347 V outlet boxes for 347 V switching devices.

Combination boxes with barriers where outlets for more than one system are grouped.

2. Sheet Steel Outlet Boxes

Electro-galvanized steel single- and multi-gang flush device boxes for flush installation, minimum size 3" x 2" x 1½" square outlet boxes when more than one conduit enters one side with extension and plaster rings as required.

4" square or octagonal outlet boxes for lighting fixture outlets.

4" square outlet boxes with extension and plaster rings for flush mounting devices in finished plaster or tile walls.

3. Masonry Boxes

Electro-galvanized steel masonry single- and multi-gang boxes for devices flush mounted in exposed block walls.

4. Concrete Boxes

Electro-galvanized sheet steel concrete type boxes for flush mount in concrete with matching extension and plaster rings as required.

5. Floor Boxes

Concrete-tight electro-galvanized sheet steel floor boxes with adjustable finishing rings to suit floor finish with brass faceplate. Device mounting plate to accommodate short- or long-ear duplex receptacles. Minimum depth: 28 mm for receptacles; 73 mm for communication equipment.

Adjustable watertight concrete-tight cast floor boxes with openings drilled and tapped for ½" and ¾" conduit. Minimum size: 73 mm deep.

6. Conduit Boxes

Cast FS boxes with factory threaded hubs and mounting feet for surface wiring of switches and receptacles.

7. Outlet Boxes for Non-metallic Sheathed Cable

Electro-galvanized, sectional, screw ganging steel boxes, minimum size 3" x 2" x 2½" with two double clamps to take non-metallic sheathed cables.

8. Fittings

Bushing and connectors with nylon insulated throats. Knock-out fillers to prevent entry of debris.

Conduit outlet bodies for conduit up to 1¼" and pull boxes for larger conduits. Double locknuts and insulated bushings on sheet metal boxes.

Execution

1. Installation

Support boxes independently of connecting conduits.

Fill boxes with paper, sponges, or foam, or similar approved material to prevent entry of debris during construction.

Remove upon completion of work.

For flush installations, mount outlets flush with finished wall using plaster rings to permit wall finish to come within 6 mm of opening.

Provide correct size of openings in boxes for conduit, mineral insulated and armoured cable connections. Reducing washers are not allowed.

SECTION 16141 - WIRING DEVICES General

1. Shop Drawings and Product Data

Provide shop drawings and product data as requested and in accordance with Section 01340.

Products

1. Switches

15A, 120V, single pole three way or four way switches.

Manually operated general purpose a/c switches with the following features: Terminal holes approved for No. 10 AWG wire;
Silver alloy contacts;
Urea or melamine mounding for parts subject to carbon tracking;
Suitable for back and side wiring; Ivory toggle.
Toggle operated fully rated for tungsten filament and fluorescent lamps, and up to 80% of rated capacity of motor loads.
Switches of one manufacturer throughout project. Acceptable materials: to CMB #16141.

2. Receptacles

Duplex receptacles, CSA type 5-15 R, 125V, 15A, U-ground, with following features: Ivory urea molded housing;
Suitable for No. 10 AWG for back and side wiring; Break-off links for use as split receptacles;

8 back wired entrances, 4 side wiring screws;
Triple wipe contacts and riveted grounding contacts.
Single receptacles, CSA type 5-15 R, 125V, 12A, U-ground, with following features: Ivory urea molded housing;
Suitable for No. 10 AWG for back and side wiring;
4 back wired entrances, 2 side wiring screws.
Other receptacles with ampacity and voltage as indicated. Receptacles of one manufacturer throughout project. Acceptable materials: to CMB #16141.

3. Special Wiring Devices

Special wiring devices:
Clock hanger outlets, 15A, 125V, 3-wire, grounding type, suitable for No. 10 AWG for installation in flush outlet box. Use ground fault receptacles or receptacles protected by ground fault breaker.
Pilot lights as indicated with neon type 0.04W, 125V lamp and red plastic jewel flush type.

4. Cover Plates

Cover plates for wiring devices.
Cover plates from one manufacturer throughout project.
Sheet steel utility box cover for wiring devices installed in surface-mounted outlet box.
Stainless steel 1 mm thick cover plates for wiring devices mounted in flush-mounted outlet box. Cast cover plates for wiring devices mounted in surface-mounted FS type conduit boxes. Weatherproof double lift spring-loaded cast aluminum cover plates complete with gaskets for duplex receptacles as indicated.
Weatherproof spring-loaded cast aluminum cover plates complete with gaskets for single receptacles or switches.

Execution

1. Installation

Switches:
Install single throw switches with handle in "UP" position when switch closed;

Install switches in gang type outlet box when more than one switch is required in one location;
Mount toggle switches at height specified in Section 16010, Electrical - General Requirements, or as indicated.

Receptacles:

Install receptacles in gang type outlet box when more than one receptacle is required in one location; Mount receptacles at height specified in Section 16010, Electrical - General Requirements, or as indicated;
Where split receptacle has one portion switched, mount vertically and switch upper portion.

Cover Plates:

Protect stainless steel cover plate finish with paper or plastic film until painting and other work is finished; Install suitable common cover where wiring devices are grouped.
Do not use cover plates meant for flush outlet on surface-mounted boxes.

SECTION 16191 - FASTENINGS AND SUPPORTS General

1. Related Work

Fastenings and supports: Section 01600.

Product

1. Support Channels

U-shape, size 41 x 41 mm, 2.5 mm thick, surface-mounted or suspended.

Execution

1. Installation

Secure equipment to hollow or solid masonry, tile, and plaster surfaces with lead anchors. Secure equipment to poured concrete with expandable inserts.

Secure surface-mounted equipment with twist clip fasteners to inverted T-bar ceilings. Ensure that T-bars are adequately supported to carry weight of equipment specified before installation. Support equipment, conduit, or cables using clips, spring-loaded bolts, cable clamps designed as accessories to basic channel members.

Fasten exposed conduit or cables to building construction or support system using straps: One-hole steel straps to secure surface conduits and cables 50 mm and smaller;

Two-hole steel straps for conduits and cables larger than 50 mm; Beam clamps

to secure conduit to exposed steel work. Suspended support systems:

Support individual cable or conduit runs with 6 mm dia. threaded rods and spring clips;

Support two or more cables or conduits on channels supported by 6 mm dia. threaded rod hangers where direct fastening to building construction is impractical.

For surface mounting of two or more conduits, use channels at 2 M o.c. spacing.

Provide metal brackets, frames, hangers, clamps, and related types of support structures where indicated or as required to support conduit and cable runs.

Ensure adequate support for raceways and cables dropped vertically to equipment where there is no wall support.

Do not use wire lashing or perforated strap to support or secure raceways and cables.

Do not use supports or equipment installed for other trades for conduit or cable support except with permission of other trades and approval of Contract Coordinator.

Install fastenings and supports as required for each type of equipment, cables, and conduits, and in accordance with manufacturer's installation recommendations.

SECTION 16519 - EXIT LIGHTS General

1. Product Data

Submit product data in accordance with Section 01340 - Shop Drawings, Product Data, Samples, and

Mockups.

Products

1. Exit Lights

Housing: extruded aluminum frame satin aluminum finish.

Face and back plates: extruded aluminum faceplate with red LED illuminated letters.

Letters: 150 mm high x 19 mm wide, red on extruded aluminum faceplate, reading EXIT. Exit light fixtures must be capable of accepting only #RLB-C or #RLB-D lamps.

Execution

1. Installation

Install exit lights as indicated, in accordance with latest edition of National Building Code of Canada. Connect fixtures to exit light circuits as indicated.

SECTION 16536 - UNIT EQUIPMENT FOR EMERGENCY LIGHTING General

1. Product Data

Submit product data in accordance with Section 01340 - Shop Drawings, Product Data, Samples, and Mockups.

Data to indicate system components, mounting method, source of power, and special attachments.

2. Warranty

For batteries, the twelve (12) month warranty period prescribed in sub-section GC 3.2.1 of General Conditions, is extended to one hundred twenty (120) months with a no-charge replacement during the first lustrum and a pro-rate charge on the second lustrum.

Products

1. Equipment

Supply voltage: 120V, a/c.

Output voltage: 12V, d/c.

Operating time: 30 minutes. Battery:

sealed, maintenance free.

Charger: solid state, multi-rate, voltage/current regulated, inverse temperature compensated, short circuit protected. Solid state transfer.

Low voltage disconnect: solid state, modular, operates at 80% battery output voltage.

Signal lights: solid state, life expectancy 100,000 hours minimum, for "AC Power On" and "High Charge".

Lamp heads: integral on unit, 360° horizontal and 180° vertical adjustment.

Lamp type: tungsten-halogen, 12W, glare free.

Cabinet: suitable for direct or shelf-mounting to wall and complete with knockouts for conduit. Removable or hinged front panel for easy access to batteries.

Auxiliary equipment:

battery disconnect device;

a/c input and d/c output terminal blocks inside cabinet; Cord and single twist-lock plug connection for a/c.

Execution

1. Installation

Install unit equipment and remove mounted fixtures as indicated. Direct heads as indicated.

Connect exit lights to unit equipment as indicated.

SECTION 16721 - FIRE ALARM SYSTEMS General

1. References

CAN/ULC-S524 M86 installation of Fire Alarm Systems. ULC-S525-1978 Audible Signal Appliances, Fire Alarm. CAN/ULC-S527-M87 Control Units, Fire Alarm.

ULC-S528-1978 Manually Actuated Signaling Boxes, Fire Alarm. CAN/ULC-S529-M87 Smoke Detectors, Fire Alarm.

ULC-S530-1978 Heat Actuated Fire Detectors, Fire Alarm. CAN/ULC-S531-M87 Smoke Alarms.

CAN-ULC-S536-M86 Inspection and Testing of Fire Alarm Systems. CAN/ULC-S537-M86 Verification of Fire Alarm Systems.

DFC No. 310(M)-1979 Computer Systems. DFC No. 410(M)-1979 Fire Alarm Systems. NBC 1995 National Building Code of Canada.

2. Description of System

System includes:

Control panel to carry out fire alarm and protection functions including receiving alarm signals, initiating general alarm, supervising system continuously, actuating zone annunciators, and initiating trouble signals and subsequent alarm features;

Trouble signal devices; Power supply facilities; Manual alarm stations;

Automatic alarm initiating devices; Audible signal devices;

End-of-line devices; Annunciators;

Visual alarm signal devices; Ancillary devices.

3. Requirements of Regulatory Agencies

To Canadian Forces Fire Marshal approval.

4. Shop Drawings

Submit shop drawings in accordance with Section 01340 - Shop Drawings, Product Data, Samples, and Mockups. Include:

layout of equipment;

zoning; and

complete wiring diagram including schematics of modules.

5. Operation and Maintenance Data

Provide operation and maintenance data for Fire Alarm System for incorporation into Manual specified in Section 01730 - Operation and Maintenance Manual. Include:

operation and maintenance instructions for complete fire alarm system to permit effective operation and

maintenance;

technical data - illustrated parts lists with parts catalogue numbers;

copy of approved shop drawings.

6. Maintenance Materials

Provide maintenance materials in accordance with Section 01731 - Maintenance Materials, Special Tools, and Spare Parts. Include:

six (6) spare glass rods for manual pull box stations.

7. Maintenance

Provide one year's free maintenance with two inspections by manufacturer during year. Inspection tests to conform to ULC-S536. Submit inspection report to Contract Coordinator.

8. Training

Arrange and pay for on-site lectures and demonstrations by fire alarm equipment manufacturer to train operational personnel in use and maintenance of fire alarm system.

Products

1. Materials

Equipment and devices: ULC listed and labelled, and supplied by single manufacturer. Power supply: to CAN/ULC-S524.

Audible signal devices: to ULC-S525. Control unit: to CAN/ULC-S527.

Manual fire alarm stations: to ULC-S528. Thermal detectors: to ULC-S530.

Smoke detectors: to CAN/ULC-S529. Smoke alarm: to CAN/ULC-S531.

2. System Operation

Single stage operation. Operation of any alarm initiating device to:

cause audible signal devices to sound throughout building; transmit signals to Base Fire Hall via MSC300 Telephone Modem; cause zone of alarm device to

be indicated on control panel;

cause air conditioning and ventilating fans to shut down to function so as to provide required control of smoke movement;

cause fire doors and smoke control doors if normally held open to close automatically; and override trouble signal.

Capability to program smoke detector status change confirmation on any or all zones in accordance with CAN/ULC-S527, Appendix C.

3. Control Panels

Alarm received with trouble and alarm indications.

Spare zones: compatible with smoke detectors and open circuit devices. Space for future modules.

Latching-type supervisory receiver circuits. Discrete indication for both off-normal and trouble.

Components:

Non-coded alarm receiver panel with trouble and alarm indications.

Audible signal control panel with control circuits complete with terminals for wiring and plug-in modules for signals up to 2.0A load with trouble indication.

Common control and power units:

Control panel containing following indications and controls:

"Power on" LED (green) to monitor primary source of power to system; "Power trouble" indication;

"Ground trouble" indication.

"Remote annunciator trouble" indication

"System trouble" indication.

"System trouble" buzzer and silence switch c/w trouble resound feature. System re-set switch.

"LED test" switch if applicable.

"Alarm silence" switch to silence signals manually. If new alarm occurs after signals have been silenced, signals to resound.

Bell disconnect switch to allow for silent testing of system. Fan shutdown bypass switch with trouble indicator.

Master power supply panel to provide 24V d/c to system from 120V a/c, 60 Hz input. Fire

Department connections:

Fire Department relay with N/O alarm contacts and N/C trouble contacts.

Fire Department by-pass switch c/w indicator for trouble at panel. NOTE: Trouble signal must transmit when Fire Department by-pass switch is initiated.

Auxiliary relays: plug-in type, dust cover, supervised against unauthorized removal by common trouble circuit and c/w individual by-pass switch.

Contacts: 2.0A, 120V a/c, for functions such as release of door holders or initiation of fan shut-down. Contact terminal size: capable of accepting 22-12 AWG wire.

4. Power Supply

120V, a/c, 60 Hz input, 24V d/c output from rectifier to operate alarm and signal circuits, with stand-by power of gel cell batteries minimum expected life of four (4) years, sized in accordance with NBC.

5 Manual Alarm Sections

Manual alarm stations: pull lever, glass rod, wall-mounted type, and non-coded single pole normally open contact for single stage, bilingual signage.

6. Automatic Alarm Initiating Devices

Heat detectors, fixed temperature, non-restorable, rated 88oC per minute.

Thermal fire detectors, combination fixed temperature and rate of rise, non-restorable fixed temperature element, self-restoring rate of rise, fixed temperature 57oC, rate of rise 8.3oC per minute.

Smoke detector: ionization type.

Twist lock plug-in type with fixed base.

Wire-in base assembly with integral red alarm LED.

7. Audible Signal Devices

Bells: vibrating type, gongs of special alloy steel, 24V d/c, 250 mm, and 98 db. Horns:

114 dB, weatherproof, mounting, 24V d/c.

8. End-of-Line Devices

End-of-line devices to control supervisory current in alarm circuits and signaling circuits, sized to ensure correct supervisory current for each circuit. Open, short, or ground fault in any circuit will alter supervisory current in that circuit, producing audible and visible alarm at main control panel.

9. Remove Annunciator Panels

LED type with designation cards to indicate zone.

LED's to annunciate alarm and trouble.

Wired in multiple with main control panel.

Supervised, including trouble signal for open circuit. LED test button.

10. As-Built Diagram

Fire alarm system riser diagram: in glazed frame, min. size 600mm x 600mm.

Execution

1. Installation

Install systems in accordance with CAN/ULC-S524.

Install main control panel and connect to a/c power supply, d/c standby power. Locate and install manual alarm stations and connect to alarm circuit wiring.

Locate and install detectors and connect to alarm circuit wiring. Do not mount detectors within 1M of air outlets. Maintain at least 600mm radius clear space on ceiling, below and around detectors. Locate duct type detectors in straight portions of ducts.

Connect alarm circuits to main control panel.

Locate and install bells and connect to signaling circuits. Connect signaling circuits to main control panel.

Install end-of-line devices at end of alarm and signaling circuits.

Install remote annunciator panels and connect to annunciator circuit wiring. Locate and install door releasing devices.

Locate and install remove relay units to control fan shut down.

Sprinkler system: wire alarm and supervisory switches and connect to control panel. Connect fire suppression systems to control panel.

2. Field Quality Control

Perform tests in accordance with Section 16010 - Electrical General Requirements, and CAN/ULC-S537. Fire alarm system:

Test each device and alarm circuit to ensure manual stations, thermal and smoke detectors, sprinkler system, Halon system, transit alarm to control panel, and actuate first stage alarm, general alarm, and ancillary devices.

Check annunciator panels to ensure zones are shown correctly.

Simulate grounds and breaks on alarm and signaling circuits to ensure proper operation of trouble signals.

3. Active Alarm Systems

The responsibility for the operation of active fire alarm systems in Base buildings lies with the RP Ops Sec. Esquimalt Electrical Fire Alarm Maintenance Section.

The policy for any group or individuals who plan to perform work on an active fire alarm system in a Base building is as follows:

The RP Ops Sec. Esquimalt Electrical Fire Alarm Maintenance Section shall be informed of the building to be worked on and scope of work at least twenty-four (24) hours prior to commencing.

The RP Ops Sec. Esquimalt Electrical Fire Alarm Maintenance Section shall at that time determine if their attendance will be required for building or zone deactivation and inform the group or individual of the requirement. If a building is to have its fire alarm system deactivated, it is the responsibility of the group/individual

working on the system to supply and post the required "Out of Service" notices.

If a zone is to be deactivated in a building, it is the responsibility of the group/individual working on that zone to ensure all break glass stations in that zone are marked unserviceable.

Immediately prior to any work commencing on a Base fire alarm system, the Base Fire Hall Watch Room shall be informed of the building, account number, and area to be affected by:

the RP Ops Sec. Esquimalt Electrical Fire Alarm Maintenance Section if they deactivate the system;
the group/individual working on the system if they have received permission from the RP Ops Sec. Esquimalt Electrical Fire Alarm Maintenance Section to work without assistance.

Upon completion of any work on a Base building fire alarm system, the group/individual performing the work shall contact the RP Ops Sec. Esquimalt Electrical Fire Alarm Maintenance Section for testing and reactivation of system. Immediately preceding reactivation of the fire alarm system, the RP Ops Sec. Esquimalt Electrical Fire Alarm Maintenance Section shall inform the Base Fire Hall Watch Room of the reactivation.

Upon reactivation of a fire alarm system, the RP Ops Sec. Esquimalt Electrical Fire Alarm Maintenance Section shall send a single test alarm to the Fire Hall Watch Room to ensure system readiness before leaving the building. Upon completion of reactivation and testing, the group/individual that performed work on the fire alarm system shall remove all "Out of Service" signs.

SECTION 16811 - MOTOR STARTERS TO 600V General

1. Shop Drawings and Product Data

Submit shop drawings and product data in accordance with Section 01730.

Indicate:

mounting method and dimensions;
starter size and type;
layout of identified internal and front panel components;
enclosure types;
wiring diagram for each type of starter;
interconnection diagrams.

2. Operation and maintenance data

Provide data for incorporation into maintenance manual specified in Sections 01730 and 16010. Provide listed spare parts for each different size and type of starter:

2 contacts, stationary;
2 contacts, moveable;
1 contact, auxiliary;
1 control transformer;
1 operating coil;
2 fuses;
4 indicating lamps.

Products

1. Materials

Starters: EEMAC E14-1.

Half-size starters not acceptable.

2. Manual Motor Starters

Manual motor starters of size, type, rating, and enclosure type as indicated with components as follows:
switching mechanism, quick make and break;
overload heater(s), manual reset, trip indicating handle.

Accessories:

Toggle switch: heavy duty, labelled as indicated; Indicating light: heavy duty, type and colour as indicated; Locking tab to permit padlocking in "ON" or "OFF" position.

3. Full Voltage Magnetic Starters

Magnetic and combination magnetic starters of size, type, rating, and enclosure type as indicated with components as follows:

Contactors solenoid operated, rapid action type;

Motor overload protective device in each phase, manually reset from outside enclosure; Power and control terminals.

Wiring and schematic diagram inside starter enclosure in visible location.

Identify each wire and terminal for external connections, within starter, with permanent number marking identical to diagram.

Combination type starters to include circuit breaker with operating lever on outside of enclosure to control circuit breaker and provision for:

Locking in "OFF" position with up to three (3) padlocks; Locking in "ON" position;

Independent locking of enclosure door;

Provision for preventing switching to "ON" position while enclosure door open.

Accessories:

Push button or selector switches: Heavy duty, labelled as indicated. Indicating lights: heavy duty type and colour as indicated.

One N/O and one N/O spare auxiliary contacts unless otherwise indicated.

4. Control Transformer

Single phase, dry type, control transformer with primary voltages indicated and 120V secondary, complete with secondary fuse installed with starter as indicated.

Size control transformer for control circuit load plus 20% spare capacity.

5. Finishes

Apply finishes to enclosure in accordance with Section 16010.

6. Equipment Identification

Provide equipment identification in accordance with Section 16. Manual starter designation label, white plate, black letters, size 1, engraved as indicated. Magnetic starter designation label, white plate, black letters, size 1, engraved as indicated.

Execution

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1. Installation

Install starters, connect power, and control as indicated. Ensure correct fuses and overload devices elements installed.

2. Tests

Perform tests in accordance with Section 16010 and manufacturer's instructions. Operate switches; contractors to verify correct functioning.

Perform starting and stopping sequences of contactors and relays.

Check that sequence controls, interlocking with other separate related starters, equipment, control devices, operate as indicated.

CONSTRUCTION SITE HEALTH AND SAFETY _____

1 References

- .1 Canada Labour Code - Part II, Canada Occupational Health and Safety Health Regulations.
- .2 National Building Code of Canada (NBC):
 - .1 Part 8, Safety Measures at Construction and Demolition Sites.
- .3 Fire Commissioner of Canada (FCC):
 - .1 FCC No. 301-1982, Standard for Construction Operations.
 - .2 FCC No. 302-1982, Standard for Welding and Cutting.
- .4 Province of British Columbia:
 - .1 _Workers Compensation Act (Occupational Health & Safety), Amendment Act, B.C. Reg. 185/99, herein referred to as the Workers Compensation Act (WCA).
- .5 Yukon Territory:
 - .1 Occupational Health and Safety Act, R.S.Y. 1986.
- .6 Canadian Standards Association (CSA):
 - .1 CSA S269.1-1975 (R1998), Falsework for Construction Purposes.
 - .2 CSA S269.2-M87 (R1998), Access Scaffolding for Construction Purposes.
 - .3 CSA-S350-MI980(RI998), Code of Practice for Safety in Demolition of Structures.
- .7 American National Standards Institute (ANSI):
 - .1 ANSI A10.3, Operations-Safety Requirements for Powder- Actuated Fastening Systems.

2 Workers' Compensation Board Coverage

- .1 Comply fully with the Workers' Compensation Act, regulations and orders made pursuant thereto, and any amendments up to the completion of the work.
- .2 Maintain Workers' Compensation Board coverage during the term of the Contract, until and including the date that the Certificate of Final Completion is issued.

3 Compliance with Regulations

- .1 PWGSC may terminate the Contract without liability to PWGSC where the Contractor, in the opinion of PWGSC, refuses to comply with a requirement of the Workers' Compensation Act or the Occupational Health and Safety Regulations.

.2 It is the Contractor's responsibility to ensure that all workers are qualified, competent and certified to perform the work as required by the Workers' Compensation Act or the Occupational Health and Safety Regulations.

4 Submittals

- .1 Make submittals in accordance with instructions or as specified.
- .2 Submit the following:
 - .1 Health and Safety Plan.
 - .2 Copies of reports or directions issued by federal and provincial health and safety inspectors.
 - .3 Copies of incident and accident reports.
 - .4 Complete set of Material Safety Data Sheets (MSDS), and all other documentation required by Workplace Hazardous Materials Information System (WHMIS) requirements for products used on project.
 - .5 Emergency procedures.
- .3 The Technical authority will review the Contractor's site-specific project Health and Safety Plan and emergency procedures, and provide comments to the contractor within 5 days after receipt of the plan. Revise the plan as appropriate and resubmit to the Technical authority for review upon request.
- .4 Medical surveillance: where prescribed by legislation, regulation or safety program, submit certification of medical surveillance for site personnel prior to commencement of work, and submit additional certifications for any new site personnel to the Technical authority.
- .5 Submission of the Health and Safety Plan, and any revised version, to the Technical authority is for information and reference purposes only. It shall not:
 - .1 Be construed to imply approval by the Technical authority.
 - .2 Be interpreted as a warranty of being complete, accurate and legislatively compliant.
 - .3 Relieve the Contractor of his legal obligations for the provision of health and safety on the project.

5 Responsibility

- .1 Be responsible for:
 - .1 The safety of persons and property on site; and
 - .2 The protection of persons off site, and the environment to the extent that they may be affected by the conduct of the work.

6 General Condition

- .1 Provide safety barricades and lights around work site as required to provide a safe working environment for workers and protection for pedestrian and vehicular traffic.
- .2 Ensure that non-authorized persons are not allowed to circulate in designated construction areas of the work site.

- .1 Provide appropriate means by use of barricades, fences, warning signs, traffic control personnel, and temporary lighting as required.
- .2 Secure site at night time [or provide security guard] as deemed necessary to protect site against entry.

7 Regulatory Requirements

- .1 Comply with specified codes, acts, bylaws, standards and regulations to ensure safe operations at site.
- .2 In event of conflict between any provisions of the above authorities, the most stringent provision will apply. Should a dispute arise in determining the most stringent requirement, the Technical authority will advise on the course of action to be followed.

8 Work Permits

- .1 Obtain building permit[s] related to project before start of work.

9 Filing of Notice

- .1 The General Contractor is to complete and submit a Notice of Project as required by provincial/Territorial authorities

10 Health and Safety Plan

- .1 Conduct a site-specific hazard assessment based on review of Contract documents, required work, and project site. Identify any known and potential health risks and safety hazards.
- .2 Prepare and comply with a site-specific project Health and Safety Plan based on hazard assessment, including, but not limited to, the following:
 - .1 Primary requirements:
 - .1 Contractor's safety policy.
 - .2 Identification of applicable compliance obligations.
 - .3 Definition of responsibilities for project safety/organization chart for project.
 - .4 General safety rules for project.
 - .5 Job-specific safe work, procedures.
 - .6 Inspection policy and procedures.
 - .7 Incident reporting and investigation policy and procedures.
 - .8 Occupational Health and Safety Committee/Representative procedures.
 - .9 Occupational Health and Safety meetings.

.10 Occupational Health and Safety communications and record keeping procedures.

- .2 Summary of health risks and safety hazards resulting from analysis of hazard assessment, with respect to site tasks and operations which must be performed as part of the work.
- .3 List hazardous materials to be brought on site as required by work.
- .4 Indicate Contract Coordinating and administrative control measures to be implemented at the site for managing identified risks and hazards.
- .5 Identify personal protective equipment (PPE) to be used by workers.
- .6 Identify personnel and alternates responsible for site safety and health.
- .7 Identify personnel training requirements and training plan, including site orientation for new workers.
- .8 Develop the plan in collaboration with all subcontractors. Ensure that work/activities of subcontractors are included in the hazard assessment and are reflected in the plan.
- .9 Revise and update Health and Safety Plan as required, and resubmit to the Technical authority.
- .10 The review of Health and Safety Plan by the Technical authority shall not relieve the Contractor of responsibility for errors or omissions in final Health and Safety Plan or of responsibility for meeting all requirements of construction and Contract documents.

11 **Emergency Procedures**

- .1 List standard operating procedures and measures to be taken in emergency situations. Include an evacuation plan and emergency contacts (i.e. names/telephone numbers) of:
 - .1 Designated personnel from own company.
 - .2 Regulatory agencies applicable to work and as per legislated regulations.
 - .3 Local emergency resources.
 - .4 Technical authority [site staff].
- .2 Include the following provisions in the emergency procedures:
 - .1 Notify workers and the first-aid attendant, of the nature and location of the emergency.
 - .2 Evacuate all workers safely.
 - .3 Check and confirm the safe evacuation of all workers.
 - .4 Notify the fire department or other emergency responders.
 - .5 Notify adjacent workplaces or residences which may be affected if the risk extends beyond the workplace.

- .6 Notify the Technical authority [site staff].
- .3 Provide written rescue/evacuation procedures as required for, but not limited to:
 - .1 Work at high angles.
 - .2 Work in confined spaces or where there is a risk of entrapment.
 - .3 Work with hazardous substances.
 - .4 Underground work.
 - .5 Work on, over, under and adjacent to water.
 - .6 Workplaces where there are persons who require physical assistance to be moved.
- .4 Design and mark emergency exit routes to provide quick and unimpeded exit.
- .5 At least once each year, emergency drills must be held to ensure awareness and effectiveness of emergency exit routes and procedures, and a record of the drills must be kept.
- .6 Revise and update emergency procedures as required, and resubmit to the Technical authority.

12 Hazardous Products

- .1 Comply with requirements of Workplace Hazardous Materials Information System (WHMIS) regarding use, handling, storage and disposal of hazardous materials, and regarding labelling and provision of Material Safety Data Sheets (MSDS) acceptable to the Technical authority and in accordance with the Canada Labour Code.

13 Electrical Safety Requirements

- .1 Comply with authorities and ensure that, when installing new facilities or modifying existing facilities, all electrical personnel are completely familiar with existing and new electrical circuits and equipment and their operation.
 - .1 Before undertaking any work, coordinate required energizing and de-energizing of new and existing circuits with the Technical authority.
 - .2 Maintain electrical safety procedures and take necessary precautions to ensure safety of all personnel working under this Contract, as well as safety of other personnel on site.

14 Electrical Lock-out

- .1 Develop, implement and enforce use of established procedures to provide electrical lock-out and to ensure the health and safety of workers for every event where work must be done on any electrical circuit or facility.
- .2 Prepare the lock-out procedures in writing, listing step-by-step processes to be followed by workers, including how to prepare and issue the request/authorization form. Have procedures available for review upon request by the Technical authority.

- .3 Keep the documents and lock-out tags at the site and list in a log book for the full duration of the Contract. Upon request, make such data available for viewing by the Technical authority or by any authorized safety representative.

15 **Overloading**

- .1 Ensure no part of work is subjected to a load which will endanger its safety or will cause permanent deformation.

16 **Falsework**

- .1 Design and construct falsework in accordance with CSA S269.1.

17 **Scaffolding**

- .1 Design, construct and maintain scaffolding in a rigid, secure and safe manner, in accordance with CAN/CSA-S269.2.

18 **Confined Spaces**

- .1 Carry out work in confined spaces in compliance with provincial/territorial regulations.

19 **Fire Safety and Hot Work**

- .1 Obtain the Technical authority's authorization before any welding, cutting or any other hot work operations can be carried out on site.
- .2 Hot work includes cutting/melting with use of torch, flame heating roofing kettles, or other open flame devices and grinding with equipment which produces sparks.

20 **Fire Safety Requirements**

- .1 Store oily/paint-soaked rags, waste products, empty containers and materials subject to spontaneous combustion in ULC approved, sealed containers and remove from site on a daily basis.
- .2 Handle, store, use and dispose of flammable and combustible materials in accordance with the National Fire Code of Canada.

21 **Fire Protection and Alarm Systems**

- .1 Fire protection and alarm systems shall not be:
 - .1 Obstructed.
 - .2 Shut off.
 - .3 Left inactive at the end of a working day or shift.
- .2 Do not use fire hydrants, standpipes and hose systems for purposes other than fire fighting.

- .3 Be responsible/liable for costs incurred from the fire department, the building owner and the tenants, resulting from false alarms.

22 Unforeseen Hazards

- .1 Should any unforeseen or peculiar safety-related factor, hazard or condition become evident during performance of the work, immediately stop work and advise the Technical authority verbally and in writing.

23 Correction of Non-Compliance

- .1 Immediately address health and safety non-compliance issues identified by the Technical authority.
- .2 Provide the Technical authority with written report of action taken to correct non-compliance with health and safety issues identified.
- .3 The Technical authority may issue a "stop work order" if non-compliance of health and safety regulations is not corrected immediately or within posted time. The General Contractor/subcontractors will be responsible for any costs arising from such a "stop work order".

END OF SECTION

APPENDIX 4 – MANDATORY REQUIREMENTS

All qualifications requirements and information requirements are mandatory. To be considered compliant, a submission must meet all of the Mandatory Requirements. Submissions not meeting all of the mandatory requirements will be given no further consideration.

I/We certify that we have a Class A Electrical Contractors Licence.
A copy of this licence must be provided with your bid.

YES NO

I/We certify that we have had a minimum of five (5) years experience in providing Electrical Services.

YES NO

Contractors must be authorized installers of the equipment supplied.

YES NO

Contractors installation must be covered by manufacturers warranty.

YES NO

Personnel must be BC Certified Class B Electricians or indentured apprentices.
Proof of certification may be requested at a later date.

YES NO

The evidence provided by the Bidder may be verified by Canada. Failure by the Bidder to provide the required evidence or in the event that the evidence cannot be verified shall result in the Bidder being disqualified and no further consideration being given to the Bidder.

SIGNATURE:

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

Signature

Date

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APPENDIX 5 - PERIODIC REPORTS

As a requirement of this Request for Standing Offer, a report shall be submitted as follows:

Return to:

Name	Phone Number	E-mail

at:

Ronny Ly PWGSC
219 – 800 Burrard Street
Vancouver, BC V6Z 0B9

BI-ANNUAL REPORT ON THE VOLUME OF BUSINESS

SUPPLIER: _____

REPORT FOR THE PERIOD ENDING: _____

Description of Work	Call up #	Total Billing

NIL REPORT: We have not done any business with the federal government for this period.

PREPARED BY: _____

NAME: _____

SIGNATURE: _____

TELEPHONE NO.: _____

APPENDIX 6 VOLUNTARY CERTIFICATION TO SUPPORT THE USE OF APPRENTICES

(page 1 of 2)

PUBLIC WORKS AND GOVERNMENT SERVICES CANADA APPRENTICE PROCUREMENT INITIATIVE

1. To encourage employers to participate in apprenticeship training, Offerors, bidding on construction and maintenance contracts by Public Works and Government Services Canada (PWGSC) are being asked to sign a voluntary certification, signaling their commitment to hire and train apprentices.
2. Canada is facing skills shortages across various sectors and regions, especially in the skilled trades. Equipping Canadians with skills and training is a shared responsibility. The Government of Canada made a commitment to support the use of apprentices in federal construction and maintenance contracts. Contractors have an important role in supporting apprentices through hiring and training and are encouraged to certify that they are providing opportunities to apprentices as part of doing business with the Government of Canada.
3. The Government of Canada is encouraging apprenticeships and careers in the skilled trades. In addition, the government offers a tax credit to employers to encourage them to hire apprentices. Information on this tax measure administered by the Canada Revenue Agency can be found at: www.cra-arc.gc.ca. Employers are also encouraged to find out what additional information and supports are available from their respective provincial or territorial jurisdiction.
4. Signed certifications on page 2 of 2 will be used to better understand contractor use of apprentices on Government of Canada maintenance and construction contracts and may inform future policy and program development.
5. The Contractor hereby certifies the following:

In order to help meet demand for skilled trades people, the Contractor agrees to use, and require its subcontractors to use, reasonable commercial efforts to hire and train registered apprentices, to strive to fully utilize allowable apprenticeship ratios * and to respect any hiring requirements prescribed by provincial or territorial statutes

The Contractor hereby consents to this information being collected and held by PWGSC, and Employment and Social Development Canada to support work to gather data on the hiring and training of apprentices in federal construction and maintenance contracts.

To support this initiative, a voluntary certification signaling the Contractor's commitment to hire and train apprentices is available at page 2 of 2.

If you accept fill out and sign page 2 of 2.

** The journeyperson-apprentice ratio is defined as the number of qualified/certified journeypersons that an employer must employ in a designated trade or occupation in order to be eligible to register an apprentice as determined by provincial/territorial (P/T) legislation, regulation, policy directive or by law issued by the responsible authority or agency.*

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Voluntary Certification

(To be filled out and returned with offer on a voluntary basis)

(page 2 of 2)

Note: The Offeror will be asked to fill out a report every six months or at project completion as per sample "Voluntary Reports for Apprentices Employed during the Contract" provided at Annex C

Name: _____

Signature: _____

Company Name: _____

Company Legal Name: _____

Solicitation Number: _____

Number of company employees: _____

Number of apprentices planned to be working on this contract: _____

Trades of those apprentices:

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ANNEX A - SECURITY REQUIREMENT CHECK LIST (SRCL)



Government of Canada
Gouvernement du Canada

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

PART A - CONTRACT INFORMATION / PARTIE A - INFORMATION CONTRACTUELLE		
1. Originating Government Department or Organization / Ministère ou organisme gouvernemental d'origine DND	2. Branch or Directorate / Direction générale ou Direction CFB ESQUIMALT	
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 A contract to provide on an as requested basis, all labour, supervision, materials, tools, transportation, and equipment required to perform/install/repair Electrical Service for CFB Esquimalt, and its AOR which includes; Dockyard, Naden, Workpoint, Malahal, Ashton, Bay St, Pat Bay, Colwood, Belmont Pk, Albert Head, Mary Hill, CFAD Rocky Point and CFD Masset.		
5. a) Will the supplier require access to Controlled Goods? Le fournisseur aura-t-il accès à des marchandises contrôlées? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes Non <input type="checkbox"/> Oui		
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 Non <input type="checkbox"/> Oui		
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 type="checkbox"/> Yes Non <input type="checkbox"/> Oui		
6. b) Will the supplier and its employees (e.g. cleaners, maintenance personnel) require access to restricted access areas? No access to PROTECTED and/or CLASSIFIED information or assets is permitted. 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 type="checkbox"/> No <input checked="" type="checkbox"/> Yes Non <input type="checkbox"/> Oui		
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 Non <input type="checkbox"/> Oui		
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 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 type="checkbox"/>	All NATO countries Tous les pays de l'OTAN <input type="checkbox"/>	No release restrictions Aucune restriction relative à la diffusion <input type="checkbox"/>
Not releasable À ne pas diffuser <input type="checkbox"/>		
Restricted to: / Limité à: <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:	Specify country(ies): / Préciser le(s) pays:
7. c) Level of Information / Niveau d'information		
PROTECTED A PROTÉGÉ A <input 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"/>



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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 / Non Yes / 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 / Non Yes / 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 checked="" 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 / Non Yes / Oui
If Yes, will unscreened personnel be escorted?
Dans l'affirmative, le personnel en question sera-t-il escorté? No / Non Yes / 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 / Non Yes / 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 / Non Yes / Oui

PRODUCTION

11. c) Will the production (manufacture, and/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 / Non Yes / 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 / Non Yes / 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 / Non Yes / Oui



Contract Number / Numéro du contrat W684Q-190074
Security Classification / Classification de sécurité unclassified

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	B	C	CONFIDENTIAL	SECRET	TOP SECRET	NATO RESTRICTED	NATO CONFIDENTIAL	NATO SECRET	COSMIC TOP SECRET / COSMIC TRÈS SECRET	PROTECTED / PROTÉGÉ			CONFIDENTIAL	SECRET	TOP SECRET	
				CONFIDENTIEL		TRÈS SECRET	NATO DIFFUSION RESTREINTE	NATO CONFIDENTIEL			A	B	C	CONFIDENTIEL		TRÈS SECRET	
Information / Assets / Renseignements / Biens / Production																	
IT Media / Support TI / IT Link / Lien électronique																	

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 indiquez qu'il y a des pièces jointes (p. ex. SECRET avec des pièces jointes).

UNCLASSIFIED

NOTE: THIS IS A GUIDE ONLY. ONLY PWGSC/CISD SECURITY CLAUSES INCORPORATED INTO THE CONTRACT ARE CONSIDERED LEGALLY BINDING. THIS GUIDE IS FOR THE USE OF THE DND PROJECT/TECHNICAL/SCIENTIFIC AUTHORITY AND PWGSC/CISD. IT SHOULD NOT FORM PART OF THE CONTRACTUAL DOCUMENTATION TO BE DELIVERED TO THE CONTRACTOR.

Security Guide To W684Q190074

- Personnel working on this procurement require, as a minimum, a **RELIABILITY STATUS** or **SECRET** Security Clearance before access to the secure site is granted. Contractor personnel working on DND sites shall abide by the National Defence Security Orders and Directives as well as any Information Technology publications that may apply. DND Unit Security Supervisors are responsible to brief Contractor employees on these policies and any other security instructions/policies as required.
- Prior to allowing access to secure premises, confirmation of Contractor personnel's security clearances must be forwarded on a Visit Clearance Request through the International Industrial Security Division (IISD) of Public Works & Government Services Canada (PWGSC) for approval and bear the name of this contract/project/program/contract number and the Project Officer.
- At no time will the contractor personnel be allowed to have any access to Sensitive (CLASSIFIED/DESIGNATED) data/documentation/systems and assets.
- Subcontracts containing security requirements are prohibited without the prior written authority of CISD/PWGSC.

DND Personnel:

DDSO-Industrial Security, is the contact person for information pertaining to security concerns identified in this procurement.

Industrial Personnel:

The Company Security Officer (CSO) or alternate may contact CISD/PWGSC for information pertaining to security concerns identified in this procurement.

UNCLASSIFIED

Annex A

UNCLASSIFIED

Security Requirements Check List (SRCL)
Security Classification Guide, Part B, para 10.a)

Real Property Operations Unit (Pacific)
Canadian Forces Base Esquimalt
Post Office Box 17000 Station Forces
Victoria, BC. V9A 7N2
Canada

For Contract No. W684Q-190074 Electrical Services Contract through PSPC.

- The following locations and facilities identified in the table below require the contractor and staff be screened to level II in order to gain access to some of the areas or facilities.
- This list is subject to change in order to comply with Departmental security regulations, directives and operational priorities.

Location	Building	Requirement	Use		Comments
Victoria Airport	PB126	Reliable & Secret	Multi use facility; Operations area, Admin offices, training classrooms, messing facility and helicopter maintenance areas.	Has a Security Zone	Controlled access; limited to authorized personnel. Escorts may be required.
Dockyard Victoria, BC	DY100	Secret	HQ, Operations area & offices	Is a Security Zone	Controlled access; limited to authorized personnel. Escorts may be required.
Dockyard Victoria, BC	DY199	Reliable & Secret	Offices	Has a Security Zone	Controlled access; limited to authorized personnel. Escorts may be required.
Dockyard Victoria, BC	DY34	Reliable & Secret	Offices	Has a Security Zone	Controlled access; limited to authorized personnel. Escorts may be required.
Dockyard Victoria, BC	DY211	Reliable & Secret	Offices and workshop	Has a Security Zone	Controlled access; limited to authorized personnel. Escorts may be required.
CFAD Victoria, BC	RP137	Secret	Maintenance shop	Is a Security Zone	Controlled access; limited to screened, authorized and properly-escorted personnel.
CFAD Victoria, BC	RP33	Secret	Maintenance shop	Is a Security Zone	Controlled access; limited to screened, authorized and properly-escorted personnel.
CFAD Victoria, BC	RP33B	Secret	Fuel/Defuel shop	Is a Security Zone	Controlled access; limited to screened, authorized and properly-escorted personnel.
CFAD Victoria, BC	RP34	Secret	Mag	Is a Security Zone	Controlled access; limited to screened, authorized and properly-escorted personnel.
CFAD Victoria, BC	RP35	Secret	Mag	Is a Security Zone	Controlled access; limited to screened, authorized and properly-escorted personnel.
CFAD Victoria, BC	RP43	Secret	Work shop	Is a Security Zone	Controlled access; limited to screened, authorized and properly-escorted personnel.
CFAD Victoria, BC	RP45	Secret	Machine shop	Is a Security Zone	Controlled access; limited to screened, authorized and properly-escorted personnel.
CFAD Victoria, BC	RP46	Secret	Repair shop	Is a Security Zone	Controlled access; limited to screened, authorized and properly-escorted personnel.

Annex A
 Security Requirements Check List (SRCL)
 Security Classification Guide, Part B, para 10.a)

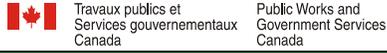
UNCLASSIFIED

CFAD Victoria, BC	RP48	Secret	Maintenance shop	Is a Security Zone	Controlled access; limited to screened, authorized and properly-escorted personnel.
CFAD Victoria, BC	RP49	Secret	Maintenance shop	Is a Security Zone	Controlled access; limited to screened, authorized and properly-escorted personnel.
CFAD Victoria, BC	RP50	Secret	Maintenance shop	Is a Security Zone	Controlled access; limited to screened, authorized and properly-escorted personnel.
CFAD Victoria, BC	RP58	Secret	Lab	Is a Security Zone	Controlled access; limited to screened, authorized and properly-escorted personnel.
CFAD Victoria, BC	RP59	Secret	Lab	Is a Security Zone	Controlled access; limited to screened, authorized and properly-escorted personnel.
CFAD Victoria, BC	RP61	Secret	Lab	Is a Security Zone	Controlled access; limited to screened, authorized and properly-escorted personnel.
CFAD Victoria, BC	RP62	Secret	Lab	Is a Security Zone	Controlled access; limited to screened, authorized and properly-escorted personnel.
CFAD Victoria, BC	RP63	Secret	Lab	Is a Security Zone	Controlled access; limited to screened, authorized and properly-escorted personnel.
Naden Victoria, BC	NAD2	Reliable & Secret	Base Military Police HQ	Has a Security Zone	Controlled access; limited to screened & authorized personnel. Escorts may be required.
Naden Victoria, BC	NAD141	Reliable & Secret	Base Operations and Fire Hall	Has a Security Zone	Controlled access; limited to screened & authorized personnel. Escorts may be required.
Masset Haida Gwaii, BC	MASS50	Secret	Multi use facility; Operations area, Admin offices, mess area and Maintenance shop	Has a Security Zone	Controlled access; limited to screened & authorized personnel. Escorts may be required in some areas as an additional security measure.
CFB Esquimalt All Areas	All Buildings	Secret	Departmental communication closets	Secure system	Controlled access; limited to screened & authorized personnel. Escorts may be required as an additional security measure.

The contractor will not have uncontrolled access to any equipment, area, or information system that is classified Secret or higher.

END

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



Description and Location of Work	Contract No.
	Project No.

Name of Insurer, Broker or Agent	Address (No., Street)	City	Province	Postal Code
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Name of Insured (Contractor)	Address (No., Street)	City	Province	Postal Code
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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		
				Per Occurrence	Annual General Aggregate	Completed Operations Aggregate
Commercial General Liability Umbrella/Excess Liability				\$	\$	\$
				\$	\$	\$
				\$		
				\$		Aggregate \$
				<input type="checkbox"/> Per Incident <input type="checkbox"/> Per Occurrence		

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

Name of person authorized to sign on behalf of Insurer(s) (Officer, Agent, Broker)

Telephone number

Signature

Date D / M / Y

CERTIFICATE OF INSURANCE Page 2 of 2

General

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

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

The Policy shall be endorsed to provide the Owner with not less than 30 day 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.

ANNEX D - LISTING OF SUBCONTRACTORS (Could be asked for on individual call-ups)

- 1) In accordance with GI06 – Listing of Subcontractors and Suppliers of the General Instructions - Construction Services, the Offeror should provide a list of Subcontractors per call-up.
- 2) The Offeror should submit the list of Subcontractors and for any portion of the Work valued at 20% or greater of the call-up.

	Subcontractor	Division
1		
2		
3		
4		
5		
6		
7		
8		
9		
10		
11		
12		
13		
14		
15		