



<p><b>RETURN BIDS TO: RETOURNER LES SOUMISSIONS À:</b></p> <p><b>Bid Receiving - Environment Canada / Réception des soumissions – Environnement Canada</b></p> <p><a href="mailto:ec.soumissions-bids.ec@canada.ca">ec.soumissions-bids.ec@canada.ca</a></p> <p><b>BID SOLICITATION DEMANDE DE SOUMISSIONS</b></p> <p><b>PROPOSAL TO: ENVIRONMENT CANADA</b></p> <p>We offer to perform or provide to Canada the services detailed in the document including any attachments and annexes, in accordance with the terms and conditions set out or referred to in the document, at the price(s) provided.</p> <p><b>SOUSSION À: ENVIRONNEMENT CANADA</b></p> <p>Nous offrons d'effectuer ou de fournir au Canada, aux conditions énoncées ou incluses par référence dans le document incluant toutes pièces jointes et annexes, les services détaillés dans le document, au(x) prix indiqué(s).</p>	<p><b>Title – Titre</b> Contaminants and Health Effects in Wildlife in Canadian Great Lakes and the National Chemicals Monitoring Plan</p>		
	<p><b>EC Bid Solicitation No. /SAP No. – N° de la demande de soumissions EC / N° SAP</b> 5000043543</p>		
	<p><b>Date of Bid solicitation (YYYY-MM-DD) – Date de la demande de soumissions (AAAA-MM-JJ)</b> 2019-06-13</p>		
	<p><b>Bid Solicitation Closes (YEAR-MM-DD) - La demande de soumissions prend fin (AAAA-MM-JJ)</b> 2019-07-22</p>	<p><b>Time Zone – Fuseau horaire</b>  Eastern Time (ET)</p>	
	<p>at – à 3:00 P.M. on – le 2019-07-22</p>		
	<p><b>F.O.B – F.A.B</b>  Destination</p>		
	<p><b>Address Enquiries to - Adresser toutes questions à</b> Lana Hunt // <a href="mailto:lane.hunt@canada.ca">lane.hunt@canada.ca</a></p>		
	<p><b>Telephone No. – N° de téléphone</b> 604-666-6618</p>	<p><b>Fax No. – N° de Fax</b></p>	
	<p><b>Delivery Required (YEAR-MM-DD) – Livraison exigée (AAAA-MM-JJ)</b> 2020-03-31</p>		
	<p><b>Destination - of Services / Destination des services</b> Ontario</p>		
	<p><b>Security / Sécurité</b> <i>There is no security requirement associated with this solicitation. / Aucune exigence relative à la sécurité ne s'applique à cette demande.</i></p>		
	<p><b>Vendor/Firm Name and Address - Raison sociale et adresse du fournisseur/de l'entrepreneur</b></p>		
	<p><b>Telephone No. – N° de téléphone</b></p>	<p><b>Fax No. – N° de Fax</b></p>	
<p><b>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)</b></p>			
<p><b>Signature</b></p>	<p><b>Date</b></p>		

**Cover page (signed) must be submitted together with the Bidder's proposal.**

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**TITLE: Contaminants and Health Effects in Wildlife in Canadian Great Lakes and the National Chemicals Monitoring Plan**

**PART 1 - GENERAL INFORMATION**

**1. Introduction**

The bid solicitation is divided into seven parts plus attachments and annexes, as follows:

Part 1 General Information: provides a general description of the requirement;

Part 2 Bidder Instructions: provides the instructions, clauses and conditions applicable to the bid solicitation;

Part 3 Bid Preparation Instructions: provides bidders with instructions on how to prepare their bid;

Part 4 Evaluation Procedures and Basis of Selection: indicates how the evaluation will be conducted, the evaluation criteria that must be addressed in the bid, and the basis of selection;

Part 5 Certifications: includes the certifications to be provided;

Part 6 Resulting Contract Clauses: includes the clauses and conditions that will apply to any resulting contract.

The Annexes include the Statement of Work, the Basis of Payment, Schedule of Milestones and List of Names Integrity Regime Form.

**2. Summary**

2.1 Environment Canada has a requirement on contaminants and health effects in wildlife in Canadian Great Lakes and the National Chemicals Monitoring Plan in Ontario as detailed in the Statement of Work, **Annex A**, to the bid solicitation. The period of the contract is from Awarded Date to March 31, 2020 plus one (1) additional one (1) year option periods.

The Contractor's main responsibilities are to compile and report on data on contaminants and health of wildlife in Great Lakes Areas of Concern (AOC) as part of Environment and Climate Change Canada's Great Lakes Action Plan (GLAP); to assess the beneficial use impairments (BUI) of wildlife in the AOCs; to create databases, reports and presentations to be used in assessing the status of AOC delisting criteria.

2.2 There is no security requirement associated with this requirement.

2.3 Bidders must provide a list of names as per **Annex D**, or other related information as needed, pursuant to section 01 Integrity Provisions of Standard Instructions 2003.

2.4 For services requirements, bidders in receipt of a pension or a lump sum payment must provide the required information as detailed in article 3 of Part 2 of the bid solicitation.

2.5 The requirement is subject to the provisions of the North American Free Trade Agreement (NAFTA), and the Canadian Free Trade Agreement (CFTA).

### **3. Debriefings**

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

## **PART 2 - BIDDER INSTRUCTIONS**

### **1. Standard Instructions, Clauses and Conditions**

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

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

The 2003 (2018-05-22) Standard Instructions - Goods or Services - Competitive Requirements, are incorporated by reference into and form part of the bid solicitation.

The standard instructions 2003 are modified as follows:

**Under “Text” at 02:**

**Delete:** “Procurement Business Number”

**Insert:** “Deleted”

**At Section 02 Procurement Business Number**

**Delete:** In its entirety

**Insert:** “Deleted”

**At Section 05 Submission of Bids, Subsection 05 (2d):**

**Delete:** In its entirety

**Insert:** “send its bid only to Environment Canada (EC) as specified on page 1 of the bid solicitation or to the address specified in the bid solicitation;”

**At Section 05 Submission of Bids, Subsection 05 (4):**

**Delete:** 60 days

**Insert:** 120 days

**At Section 06 Late Bids:**

**Delete:** “PWGSC”

**Insert:** “Environment and Climate Change Canada (ECCC)”

**At Section 07 Delayed Bids:**

**Delete:** “PWGSC”

**Insert:** “Environment and Climate Change Canada (ECCC)”

**At Section 08 Transmission by Facsimile, Subsection 08 (1):**

**Delete:** In its entirety

**Insert:** “Bids may be submitted by facsimile if specified in the bid solicitation.”

**At Section 12 Rejection of Bid, Subsection 12 (1) a. and b.:**

**Delete:** In their entirety

**Insert:** “Deleted”

**At Section 17 Joint Venture, Subsection 17 (1) b.:**

**Delete:** “the Procurement Business Number of each member of the joint venture,”  
**Insert:** “Deleted”

**At Section 20 Further Information, Subsection 20 (2):**

**Delete:** In its entirety  
**Insert:** “Deleted”

## **2. Submission of Bids**

In order to be considered, bids must be received no later than 1500h (3:00 p.m.) (Eastern Time) on the date and time indicated on the cover page to herein as the “Closing Date.” Bids received after the Closing Date will be considered non-responsive and will not be considered for contract award. Bids submitted by email must be submitted ONLY to the following email address:

Email Address: [ec.soumissions-bids.ec@canada.ca](mailto:ec.soumissions-bids.ec@canada.ca)  
Attention: Lana Hunt  
Solicitation Number: 5000043543

Bidders should ensure that their name, address, Closing Date of the solicitation and Solicitation Number are clearly indicated in the body of their email. Bids and supporting information may be submitted in either English or French.

The total size of the email, including all attachments, **must be less than 15 megabytes (MB)**. It is each Bidder’s responsibility to ensure that the total size of the email does not exceed this limit. Bids sent by fax will not be accepted.

It is important to note that emails systems can experience systematic delays and, at times, large attachments may cause systems to hold or delay transmission of emails. It is solely the Bidder’s responsibility to ensure that the Contracting Authority receives a bid on time, in the mailbox that has been identified for bid receipt purposes. Date stamps for this form of transmission are not acceptable.

## **3. Former Public Servant – Competitive Bid**

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

### **Definitions**

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

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

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

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

### **Former Public Servant in Receipt of a Pension**

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

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

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

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

### **Work Force Adjustment Directive**

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

If so, the Bidder must provide the following information:

- a. name of former public servant;
- b. conditions of the lump sum payment incentive;



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

For all contracts awarded during the lump sum payment period, the total amount of fees that may be paid to a FPS who received a lump sum payment is \$5,000.00, including Applicable Taxes.

#### **4. Enquiries - Bid Solicitation**

All enquiries must be submitted in writing to the Contracting Authority no later than fifteen (15) calendar days before the bid closing date. Enquiries received after that time may not be answered.

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

#### **5. Applicable Laws**

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

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

### **PART 3 - BID PREPARATION INSTRUCTIONS**

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

- Section I: Technical Bid
- Section II: Financial Bid
- Section III: Certifications

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

## **Section I: Technical Bid**

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

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

Part 4, Evaluation Procedures, contains additional instructions that bidders should consider when preparing their technical bid.

## **Section II: Financial Bid**

**1.1** Bidders must submit their financial bid in Canadian funds in accordance with the Basis of Payment in **Annex B**. The total amount of Applicable Taxes must be shown separately. All information relating to price must appear only in the financial bid. No price may be indicated in any other section of the bid. The bid must cover the prescribed length of the contract, including option years.

**1.2** Bidders should include the following information in their financial bid:

- (a) Their legal name; and
- (b) The name of the contact person (including this person's mailing address, phone and facsimile numbers and email address) authorized by the Bidder to enter into communications with Canada with regards to their bid; and any contract that may result from their bid.

## **Section III: Certifications**

Bidders must submit the certifications required under Part 5.

## PART 4 - EVALUATION PROCEDURES AND BASIS OF SELECTION

### 1. Evaluation Procedures

- (a) Bids will be assessed in accordance with the entire requirement of the bid solicitation including the technical evaluation criteria.
- (b) An evaluation team composed of representatives of Canada will evaluate the bids.

#### 1.1 Technical Evaluation

Except where expressly provided otherwise, the experience described in the bid must be the experience of the Bidder itself (which includes the experience of any companies that formed the Bidder by way of a merger but does not include any experience acquired through a purchase of assets or an assignment of contract). The experience of the Bidder's affiliates (i.e. parent, subsidiary or sister corporations), subcontractors, or suppliers will not be considered.

##### 1.1.1 Mandatory Technical Criteria

Item #	Mandatory Requirement	Reference to Page Number in Proposal (Bidder to insert)	Met/ Not Met
<b>M1</b>	The Bidder's proposal must present a workplan and describe how the Bidder would carry out the tasks to achieve the project objectives. A detailed work plan outlining how the Bidder will, ultimately, produce the reports and other deliverables, is required.		
<b>M2</b>	The Bidder must describe two (2) projects relevant to the Statement of Work within the past 10 years. Relevant projects are considered to be those that pertain to environmental economics, socio-economic impact assessments, macro-economics and/or sectoral research in agriculture, clean tech, environment, forest resources, renewable energy or a relevant industrial sector.		
<b>M3</b>	The Bidder must demonstrate in its proposal that it has successfully carried out two similar projects within the past 5 years. To be considered similar, the projects must: <ul style="list-style-type: none"> <li>a) have been an assessment of areas of concern;</li> <li>b) have had a total project budget equal to or greater than \$30,000.00, taxes excluded, and</li> <li>c) have been on the subject of either wildlife deformities and reproductive impacts of chemicals or wildlife chemical body burdens</li> </ul>		

<b>M4</b>	The Bidder must clearly identify in its proposal a Primary Resource and include their CV. This information will be used for the evaluation of R4, R5, R6 and R7		
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### 1.1.1 Point Rated Technical Criteria

The Point Rated evaluation criteria will be used by Environment and Climate Change Canada to evaluate only those bids that meet all of the Mandatory Technical Criteria. Bidders are advised to address these requirements in the following order and in sufficient depth in their bids to enable a thorough assessment. Environment and Climate Change Canada's assessment will be based solely on the information contained within the bids.

If a bid does not meet the required minimum points of the Point Rated Criteria the bid will not be considered further.

**For the bid to be valid, the bidder must obtain a minimum pass mark of 45 points score within the technical evaluation based on the following grid. Bids that obtain less than 45 points will be considered non-responsive.**

Only bids which meet with all of the Mandatory Criteria and achieve (or exceed) the stated minimum score requirement of the Point Rated Criteria will be considered further.

Bids will be ranked solely upon the information provided in the proposal, using the factors and criteria in the table below.

Each bid will be rated by assigning a score to the rated requirements, which are identified in the bid solicitation by the word "rated" or by reference to a score. Bidders who fail to submit complete bids with all the information requested by this bid solicitation will be rated accordingly.

Item #	Point Rated Technical Criteria	Reference to Page Number in Proposal  (Bidder to insert)	Maximum Points Available	Points Received
<b>Corporate Experience (25 points)</b>				
R1	Bidder's years of experience related to assessment of chemical impacts on wildlife. <ul style="list-style-type: none"> <li>1 point per year of experience demonstrated in the proposal, up to a maximum of 10 pts.</li> </ul>		10	
R2	Bidder's years of experience related to environmental evaluation of wildlife in Great Lakes Areas of Concern. <ul style="list-style-type: none"> <li>1 point per year of experience demonstrated in the proposal, up to a maximum of 10 pts.</li> </ul>		10	

<b>R3</b>	<p>The two similar projects (M3) were on budget and on schedule. For each project the Bidder must provide the contact information for reference, who will be contacted for verification.</p> <ul style="list-style-type: none"> <li>• <i>The two projects from M3 were both on schedule and on budget = 5pts</i></li> <li>• <i>Only one project from M3 was both on schedule and on budget = 3 pts</i></li> <li>• <i>Neither of the two projects from M3 was both on schedule and on budget = 0 pt</i></li> </ul>		5	
<b>Qualification and Experience of the Proposed Primary Resource (35 points)</b>				
<b>R4</b>	<p>The Proposed Primary Resource assigned to do the work demonstrates experience in leading and successfully achieving projects of similar scope. To be considered similar, the projects must:</p> <ol style="list-style-type: none"> <li>a) have been an assessment of areas of concern;</li> <li>b) have had a total project budget equal to or greater than \$30,000.00, taxes excluded, and</li> <li>c) have been on the subject of either wildlife deformities and reproductive impacts of chemicals or wildlife chemical body burdens.</li> </ol> <p>The Bidder can submit the project(s) from M3 if the Proposed Primary Resource lead the project(s)</p> <ul style="list-style-type: none"> <li>• <i>1 point per similar project led by the Proposed Primary Resource up to a maximum of 5 pts.</i></li> </ul>		5	
<b>R5</b>	<p>The Proposed Primary Resource's combined years of experience in assessing wildlife deformities and reproductive impacts of chemicals.</p> <ul style="list-style-type: none"> <li>• <i>1 point per year of demonstrated combined experience to a maximum of 10 pts.</i></li> </ul>		10	
<b>R6</b>	<p>The Proposed Primary Resource's combined years of experience in</p>		10	

	<p>assessing wildlife population relationships to wildlife chemical body burdens</p> <ul style="list-style-type: none"> <li>• <i>1 point per year of demonstrated combined experience up to a maximum of 10 pts.</i></li> </ul>			
<b>R7</b>	<p>The Proposed Primary Resource's experience in writing in the peer- reviewed literature on contaminant levels and effect on wildlife.</p> <ul style="list-style-type: none"> <li>• <i>1 point per paper (provide citations) up to a maximum of 10 pts.</i></li> </ul>		10	
<b>Workplan and Methodology (15 points)</b>				
<b>R8</b>	<p>Detail and completeness of the Workplan:</p> <ul style="list-style-type: none"> <li>• <i>The approach is logical, well-defined and detailed. The proposal clearly identifies the milestones, timelines and deliverables. = 5 pts</i></li> <li>• <i>The approach is logical and defined. The proposal identifies the milestones, timelines and deliverables = 3 pts</i></li> <li>• <i>The proposal does not identify all the milestones, timelines and deliverables = 0 pt</i></li> </ul>		5	
<b>R9</b>	<p>Evaluation and analysis of methodology:</p> <ul style="list-style-type: none"> <li>• <i>The Bidder demonstrates a detailed structured methodology to proceed with the analysis = 10 pts</i></li> <li>• <i>The Bidder presents a methodology which lacks details and/or important information = 5 pts</i></li> <li>• <i>The Bidder has no methodology for evaluation and analysis of tasks = 0 pts</i></li> </ul>		10	

- Minimum Pass Mark: 45
- Total Score: 75

## **1.2 Financial Evaluation**

### **1.2.1 Mandatory Financial Criteria**

A0210T (2013-04-25), Maximum Funding

The maximum funding available for the Contract resulting from the bid solicitation is **\$53,000.00** (Applicable Taxes extra) per contract year. Bids valued in excess of this amount will be considered non-responsive. This disclosure does not commit Canada to pay the maximum funding available.

### **1.2.2 Evaluation of Price**

The price of the bid will be evaluated in Canadian dollars, the Applicable Taxes excluded, Canadian customs and excise taxes included.

For evaluation purposes only, the price of the bid will be determined based on the total price including the option period in accordance the total bid price on the Basis of Payment (Annex B).

## **2. Basis of Selection**

### **Highest Combined Rating Technical Merit (70%) and Price (30%)**

- (a) To be declared responsive, a bid must:
  - (i) comply with all the requirements of the bid solicitation
  - (ii) meet all mandatory technical evaluation criteria
  - (iii) obtain the required minimum of 45 points overall for the technical evaluation criteria which are subject to point rating. The rating is performed on a scale of 75 points;
- (a) Bids not meeting (i) or (ii) or (iii) will be declared non-responsive.
- (c) Neither the responsive bid obtaining the highest technical score nor the one with the lowest evaluated price will necessarily be accepted. The responsive bid with the highest combined rating of technical merit and price will be recommended for award of a contract.

The bid obtaining the highest technical evaluation shall be awarded 70 points; all other bids deemed acceptable shall be prorated.

The lowest technically eligible financial bid will be awarded 30 points; all other technically eligible bids will be prorated.

The sum of the technical and financial scores is used to determine the final score. The contract will be awarded to the firm obtaining the highest overall score.



Where several bids are equal, the one with the highest technical rating will be selected.

$$\text{Technical Score} = \frac{\text{Bidder's Points}}{100} \times 70\% = \text{XXX}$$

$$\text{Financial Score} = \frac{\text{Lowest Bid}}{\text{Bidder's Cost}} \times 30\% = \text{XXX}$$

$$\text{Total Score} = \text{Technical Score} + \text{Financial Score}$$

**Example of Calculation:**

		<b>Bidder 1</b>	<b>Bidder 2</b>	<b>Bidder 3</b>
<b>Overall Technical Score</b>		70/75	60/75	65/75
<b>Bid Evaluation Price</b>		\$55,000.00	\$50,000.00	\$45,000.00
Calculations	Technical Merit Score	70/75 x 70 = 65.33	60/75 x 70 = 56	65/75 x 70 = 60.67
	Pricing Score	45/55 x 30 = 24.55	45/50 x 30 = 27	45/45 x 30 = 30
Combined Rating		89.88	93.00	90.67
Overall Rating		<b>3<sup>rd</sup></b>	<b>1<sup>st</sup></b>	<b>2<sup>nd</sup></b>

**PART 5 - CERTIFICATIONS**

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

The certifications provided by bidders to Canada are subject to verification by Canada at all times. Canada will declare a bid non-responsive, or will declare a contractor in default in carrying out any of its obligations under the Contract, if any certification made by the Bidder is found to be untrue, whether made knowingly or unknowingly, during the bid evaluation period or during the contract period.

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

## **1. Certifications Required Precedent to Contract Award**

### **1.1 Integrity Provisions - Associated Information**

By submitting a bid, the Bidder certifies that the Bidder and its Affiliates are in compliance with the provisions as stated in Section 01 Integrity Provisions - Bid of Standard Instructions 2003. The associated information required within the Integrity Provisions will assist Canada in confirming that the certifications are true.

### **1.2 Former Public Servant – Competitive Bid**

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

## **2. Additional Certifications Required Precedent to Contract Award**

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

### **2.1 Status and Availability of Resources**

The Bidder certifies that, should it be awarded a contract as a result of the bid solicitation, every individual proposed in its bid will be available to perform the Work as required by Canada's representatives and at the time specified in the bid solicitation or agreed to with Canada's representatives. If for reasons beyond its control, the Bidder is unable to provide the services of an individual named in its bid, the Bidder may propose a substitute with similar qualifications and experience. The Bidder must advise the Contracting Authority of the reason for the substitution and provide the name, qualifications and experience of the proposed replacement. For the purposes of this clause, only the following reasons will be considered as beyond the control of the Bidder: death, sickness, maternity and parental leave, retirement, resignation, dismissal for cause or termination of an agreement for default.

If the Bidder has proposed any individual who is not an employee of the Bidder, the Bidder certifies that it has the permission from that individual to propose his/her services in relation to the Work to be performed and to submit his/her résumé to Canada. The Bidder must, upon request from the Contracting Authority, provide a written confirmation, signed by the individual,

of the permission given to the Bidder and of his/her availability. Failure to comply with the request may result in the bid being declared non-responsive.

## **2.2 Education and Experience**

*PWGSC SACC Manual* clause A3010T (2010-08-16) Education and Experience

## **PART 6 – SECURITY AND OTHER REQUIREMENTS**

There are no security and other requirements associated with this solicitation.

## **PART 7 - RESULTING CONTRACT**

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

**Title:**

**Contaminants and Health Effects in Wildlife in Canadian Great Lakes and the National Chemicals Monitoring Plan**

### **1. Statement of Work**

The Contractor must perform the Work in accordance with the Statement of Work at Annex A and the Contractor's technical bid entitled \_\_\_\_\_, dated \_\_\_\_\_.

### **2. Standard Clauses and Conditions**

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

#### **2.1 General Conditions**

2010B (2018-06-21), General Conditions - Professional Services (Medium Complexity), as modified below, apply to and form part of the Contract.

General conditions 2010B is modified as follows:

#### **At Section 12 Transportation Costs**

**Delete:** In its entirety

**Insert:** "Deleted"

#### **At Section 13 Transportation Carriers' Liability**

**Delete:** In its entirety.

**Insert:** "Deleted"

#### **At Section 18, Confidentiality:**

**Delete:** In its entirety

**Insert:** "Deleted"

#### **Insert Subsection: "35 Liability"**

"The Contractor is liable for any damage caused by the Contractor, its employees, subcontractors, or agents to Canada or any third party. Canada is liable for any damage caused by Canada, its employees or agents to the Contractor or any third party. The Parties agree that no limitation of liability or indemnity provision applies to the Contract unless it is specifically incorporated in full text in the Articles of Agreement. Damage includes any injury to persons (including injury resulting in death) or loss of or damage to property (including real property) caused as a result of or during the performance of the Contract."

**A. For professional services requirements where the deliverables are copyrightable works:**

**At Section 19 Copyright**

**Delete:** In its entirety

- Insert:**
- “1. In this section:  
"Material" means anything that is created or developed by the Contractor as part of the Work under the Contract, and in which copyright subsists.  
"Background Information" means all Intellectual Property that is not Foreground Information that is incorporated into the Work or necessary for the performance of the Work and that is proprietary to or the confidential information of the Contractor, its subcontractors or any other third party;  
"Foreground Information" means all Intellectual Property first conceived, developed, produced or reduced to practice as part of the Work under the Contract;
  2. Material that is created or developed by the Contractor as part of the Work under the Contract belongs to the Contractor.
  3. The Contractor grants to Canada a non-exclusive, perpetual, irrevocable, world-wide, fully-paid and royalty-free license to exercise all rights comprised in the Material, for any non-commercial government purposes. Canada may use independent contractors in the exercise of Canada's license pursuant to this clause.
  4. At the request of the Contracting Authority, the Contractor must provide to Canada, at the completion of the Work or at such other time as the Contracting Authority may require, a written permanent waiver of moral rights as defined in the [Copyright Act](#), R.S., 1985, c. C-42, in a form acceptable to the Contracting Authority, from every author that contributed to the Work. If the Contractor is an author, the Contractor permanently waives the Contractor's moral rights.
  5. The Contractor also grants to Canada a non-exclusive, perpetual, irrevocable, world-wide, fully-paid and royalty-free license to use the Background Information to the extent that this information is required by Canada to exercise its rights to use the Material.
  6. Copyright in any improvement, modification or translation of the Material made by or for Canada belongs to Canada. Canada agrees to reproduce the Contractor's copyright notice, if any, on all copies of the Material, and to acknowledge the Contractor's title to the copyright in the original Work on all copies of translations of the Material effected by or for Canada.
  7. No restrictions other than those set out in this section must apply to Canada's use of the Material or of translated versions of the Material.”

**2.2 Specific Person(s)**

The Contractor must provide the services of the following person(s) to perform the Work as stated in the Contract: \_\_\_\_\_ (*insert name(s) of person(s)*).

**3. Term of Contract**

**3.1 Period of the Contract**

The period of the Contract is from July 2019 to March 31, 2020 inclusive.

### **3.2 Option to Extend the Contract**

A9009C (2008-12-12) Option to Extend the Contract

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

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

### **3.3 Transition Period**

The Contractor acknowledges that the nature of the services provided under the Contract requires continuity and that a transition period may be required at the end of the Contract. The Contractor agrees that Canada may, at its discretion, extend the Contract by a period of six (6) months under the same conditions to ensure the required transition. The Contractor agrees that, during the extended period of the Contract, it will be paid in accordance with the applicable provisions as set out in the Basis of Payment.

The Contracting Authority will advise the Contractor of the extension by sending a written notice to the Contractor at least thirty (30) calendar days before the contract expiry date. The extension will be evidenced for administrative purposes only, through a contract amendment.

## **4. Authorities**

### **4.1 Contracting Authority**

The Contracting Authority for the Contract is:

Lana Hunt  
Procurement Specialist  
Corporate Services and Finance Branch  
Environment Canada  
#201 – 401 Burrard Street  
Vancouver, B.C. V6C 3S5  
Tel: (604) 666-6618  
E-Mail: [lane.hunt@canada.ca](mailto:lane.hunt@canada.ca)

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

### **4.2 Technical Authority**

The Technical Authority for the Contract is:

- Will be identified at contract award.

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

#### **4.3 Contractor's Representative**

- Will be identified at contract award.

### **5. Proactive Disclosure of Contracts with Former Public Servants**

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

## **6. Payment**

### **6.1 Basis of Payment**

In consideration of the Contractor satisfactorily completing all of its obligations under the Contract, the Contractor will be paid a firm price of \$ \_\_\_\_\_ (insert the amount at contract award). Customs duties are excluded and Applicable Taxes are extra.

### **6.2 Limitation of Expenditure**

- (a) Canada's total liability to the Contractor under the Contract must not exceed \$ \_\_\_\_\_. Customs duties are included and the Applicable Taxes are extra.
- (b) No increase in the total liability of Canada or in the price of the Work resulting from any design changes, modifications or interpretations of the Work, will be authorized or paid to the Contractor unless these design changes, modifications or interpretations have been approved, in writing, by the Contracting Authority before their incorporation into the Work. The Contractor must not perform any work or provide any service that would result in Canada's total liability being exceeded before obtaining the written approval of the Contracting Authority. The Contractor must notify the Contracting Authority in writing as to the adequacy of this sum:
  - (i) when it is 75 percent committed, or
  - (ii) four (4) months before the contract expiry date, or
  - (iii) as soon as the Contractor considers that the contract funds provided are inadequate for the completion of the Work,

whichever comes first.

- (c) If the notification is for inadequate contract funds, the Contractor must provide to the Contracting Authority a written estimate for the additional funds required. Provision of such information by the Contractor does not increase Canada's liability.

### **6.3 PWGSC SACC Manual Clauses**

A9117C (2007-11-30) T1204 - Direct Request by Customer Department

### **6.4 Time Verification**

C0711C (2008-05-12) Time Verification

## **7. Invoicing Instructions**

### **7.1 Milestone Payments**

- (a) Canada will make milestone payments in accordance with the Schedule of Milestones detailed below and the payment provisions of the Contract if:
  - (i) an accurate and complete claim for payment and any other document required by the Contract have been submitted in accordance with the invoicing instructions provided in the Contract;
  - (ii) all such documents have been verified by Canada;
  - (iii) all work associated with the milestone and as applicable any deliverable required have been completed and accepted by Canada.

### **7.2 Schedule of Milestones**

The schedule of milestones for which payments will be made in accordance with the Contract is as follows in **Annex C** (Schedule of Milestones).

### **7.3 Invoices must be distributed as follows:**

The original and one (1) copy must be forwarded to the address shown on page 25, Sec. 5.2, Technical Authority, of the Contract for certification and payment.

## **8. Certifications**

### **8.1 Compliance**

Compliance with the certifications provided by the Contractor in its bid is a condition of the Contract and subject to verification by Canada during the term of the Contract. If the Contractor does not comply with any certification or it is determined that any certification made by the Contractor in its bid is untrue, whether made knowingly or unknowingly, Canada has the right, pursuant to the default provision of the Contract, to terminate the Contract for default.



## **9. Applicable Laws**

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

## **10. Priority of Documents**

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

- (a) the Articles of Agreement;
- (b) 2010B General Conditions - Medium Complexity – Professional Services (2018-06-21) as modified;
- (c) Annex A - Statement of Work;
- (d) Annex B - Basis of Payment;
- (e) Annex C – Schedule of Milestones;
- (f) Annex D - List of Names for Integrity Verification Form;
- (g) the Contractor's bid dated, as clarified on \_\_\_\_\_ or as amended on \_\_\_\_\_ .

## ANNEX A

### STATEMENT OF WORK

#### 1.0 Title:

Contaminants and Health Effects in Wildlife in Canadian Great Lakes and the National Chemicals Monitoring Plan

#### 2.0 Objective:

To compile and report on data on contaminants and health of wildlife in Great Lakes Areas of Concern (AOC) as part of Environment and Climate Change Canada's Great Lakes Action Plan (GLAP); to assess the beneficial use impairments (BUI) of wildlife in the AOCs; to create databases, reports and presentations to be used in assessing the status of AOC delisting criteria. Secondly to compile, organize, tabulate and write reports on wildlife data generated by the Canada's Chemicals Management Plan (CMP) National Monitoring and Surveillance Program. Also prepare metadata and databases from both these programs for input into the ECCC Data catalogue to allow Canadian's public access.

#### 3.0 Background:

As part of Environment and Climate Change Canada's (ECCC) Great Lakes Action Plan (GLAP), assessments of AOC are conducted each year in the Great Lakes. Data has been and continues to be collected on contaminant burdens and health indicators from colonial waterbirds, songbirds, amphibians, reptiles, and other sentinel species. Two components of these assessments are, i) the monitoring of wildlife health, specifically reproductive effects and deformities, and ii) assessment of contaminant burdens in wildlife. These components are used to determine the status of BUI for each AOC, based upon degradation or impairment of wildlife populations. These data will contribute to ECCC's goals of delisting priority AOCs, based upon comparisons of contaminants or indicators of wildlife health in the AOC relative to suitable reference sites.

In addition, long term spatial and temporal contaminants data is being generated annually by the CMP National Monitoring and Surveillance Program and requests for reports are periodically made by ECCC Risk Assessors and Risk Managers to aid in the regulatory process contributing to Canada Environmental Protection Act (CEPA).

Data for both programs are required to be put up on the ECCC Data Catalogue to ensure our mandate of open science is being fulfilled.

#### 4.0 Scope of Work:

The scope of this project is to support the assessment of wildlife health and body burdens of contaminants, based upon data from priority Great Lakes AOCs. The outputs from this project will contribute to ECCC's goals of determining the status of and delisting of priority AOCs over the next three years and filling key information gaps in the processing of other AOCs.

The objectives include 1) coalescing data on wildlife health and contaminants within priority AOCs, and following proper data and statistical analyses, produce reports and publications, and to contribute powerpoint presentations to aid in the assessment of BUI; and 2) coalescing data and reporting on concentrations of priority compounds to be regulated by CEPA, in wildlife monitored across Canada.

#### Tasks:

##### Great Lakes Program Tasks:

Notes:

a) Data referred to in the Tasks are described in Appendix A. Data is in Excel format.

b) Each AOC has a Remedial Action Plan (RAP) team composed of members from ECCC, Ontario Ministry of Environment and Climate Change, Ontario Ministry of Natural Resources, and other relevant local stakeholders which vary by AOC but can include Conservation Areas, major industries, First Nations and others.

- 1) The Contractor must organize or initiate meetings with Technical Authority and appropriate RAP team members as needed to meet tasks outlined below, to ensure samples are being analyzed and to receive and incorporate laboratory results into appropriate databases as received. Provide report on data sources, methodology and other relevant information to accompany databases **(Deliverables Table 1: Databases 3-8; Table 3: Reports 1 and 2)**.
- 2) Collate and analyze gonadal deformity data from field caging and wild caught frog surveys studies conducted on northern leopard frogs collected over several years as part of wildlife assessments in the Hamilton Harbour AOC. Write summary report. The Contractor must also consider and address comments received from the RAP team during progress of the study including those at annual research and monitoring workshops **(Table 3: Report 3)**.
- 3) Collate and analyze data collected on northern leopard frogs for the Detroit River deformities study. The Contractor must tabulate, analyze and produce a report assessing the state of wildlife deformities that will be used by the RAP team for wildlife BUI assessment. A presentation must be prepared for the Detroit River Monitoring and Research committee. The Contractor must also consider and address comments received from AOC RAP team for preparation of the Final Report **(Deliverables Table 2: Presentations 1; Table 3: Report 4)**.
- 4) Prepare summary presentation for Detroit River Cleanup Monitoring and Research Working Group Meeting. **(Deliverables Table 2: Presentations 5)**.
- 5) Prepare presentation for Niagara River RAP Implementation Committee Meeting. **(Deliverables Table 2: Presentations 6)**.
- 6) Prepare yet another presentation for Detroit River Cleanup Monitoring and Research Working Group Meeting. **(Deliverables Table 2: Presentation 7)**.
- 7) Prepare presentation for Thunder Bay RAP Implementation Committee Meeting. **(Deliverable Table 2: Presentation 8)**.
- 8) Prepare presentation for Hamilton Harbour Fish and Wildlife Committee Meeting. **(Deliverables Table 2: Presentation 9)**.
- 9) Correspond with RAP teams, handling specific requests for AOC data, presenting data, as these situations arise. The Contractor must submit a report detailing the requests and any activities arising from them **(Deliverables Table 3: Report 5)**.
- 10) Prepare wildlife data collected from studies funded by the Great Lakes Action Plan for uploading onto the ECCC open data portal following required formatting specifications and including appropriate details and descriptions **(Deliverables Table 1: Database 8)**.

#### **CMP Program Tasks:**

##### Notes:

- a) *Data referred to in the Tasks are described in Appendix A. Data is in Excel format.*
  - 11) Update several contaminant databases with annual CMP monitoring program analytical data from previous fiscal year, corresponding with staff at ECCC analytical laboratories (such as the National Wildlife Research Centre) or commercial laboratories, where required. **(Deliverable Table 1: Database 1 and 2)**.
  - 12) Prepare presentation for spring CMP Monitoring and Surveillance Working Group Update meeting, based on updated analytical data received **(Deliverables Table 2: Presentation 2)**.
  - 13) Prepare presentation for autumn CMP Monitoring Working Group Update meeting **(Deliverables Table 2: Presentations 3)**.

- 14) Prepare presentation for autumn CMP and Health Canada Results Workshop (**Deliverables Table 2: Presentation 4**).
- 15) Produce reports on Short-chain chlorinated paraffins in wildlife; Rare Earth Elements in wildlife; halogenated and current-use flame retardants in wildlife; Antioxidants in wildlife (**Deliverables Table 3: Reports 6-9**).
- 16) Prepare presentation of Ecotoxicology and Wildlife Health Annual General Meeting (**Deliverables Table 2: Presentation 10**).
- 17) Prepare wildlife and terrestrial monitoring data for uploading onto the ECCC open data portal following required formatting specifications and including appropriate details and descriptions (**Deliverables Table 1: Database 9**).

### **Option Year 1:**

Notes: see notes from initial year.

- 1) The Contractor must organize or initiate meetings with Technical Authority and appropriate RAP team members as needed to meet tasks outlined below, to ensure samples are being analyzed and to receive and incorporate laboratory results into appropriate databases as received. Provide updated report on data sources, methodology and other relevant information to accompany databases (**Option Year Deliverables Table 6: Reports 1 and 2**).
- 2) Prepare presentation on tree swallow data for Detroit River Research committee and RAP team meetings (**Option Year Deliverables Table 5: Presentation 1**).
- 3) Update contaminant and results databases for snapping turtle, double crested cormorant, herring gull and tree swallow studies in Hamilton Harbour, Niagara River, Detroit River and Thunder Bay AOCs with outstanding 2019 and new 2020 data (**Option Year Deliverables Table 4: Databases 1-4**).
- 4) Prepare one presentation for spring CMP Monitoring Working Group Update meeting (**Option Year Deliverables Table 5: Presentation 2**).
- 5) Prepare final status report on assessment of reproductive health and development of snapping turtles in Niagara River AOC (**Option Year Deliverables Table 6: Report 3**).
- 6) Prepare final status report using all available data on health of tree swallows in Detroit River AOC (**Option Year Deliverables Table 6: Report 4**).
- 7) Update contaminant databases for CMP herring gulls and starlings with outstanding 2019 plus new 2020 data. (**Option Year Deliverables Table 4: Databases 5 and 6**).
- 8) Prepare final status report using all available data on health of cormorants and herring gulls (colonial waterbirds) in Detroit River AOC (**Option Year Deliverables Table 6: Report 5**).
- 9) Prepare updated status report on health of Tree Swallows in Thunder Bay AOC. (**Option Year Deliverables Table 6: Report 6**).
- 10) Update ECCC open data portal with data from updated databases for GLAP and CMP projects. (**Option Year Deliverables Table 4: Databases 7 and 8**).
- 11) Prepare two presentations for autumn CMP Monitoring Working Group Update meeting and CMP and Health Canada Results Workshop (**Option Year Deliverables Table 5: Presentations 3 and 4**).

- 12) Prepare presentation based on tree swallow report for the Detroit River Monitoring and Research Working Group meeting. (***Option Year Deliverables Table 5: Presentation 5***).
- 13) Prepare final status report on assessment of reproductive health and development of colonial waterbirds in Niagara River AOC (***Option Year Deliverables Table 6: Report 7***).
- 14) Prepare presentation based on snapping turtle and cormorant data for the Niagara River RAP Implementation committee meeting. (***Option Year Deliverables Table 5: Presentation 6***).
- 15) Prepare presentation based on colonial waterbird report for the Detroit River Monitoring and Research Working Group meeting. (***Option Year Deliverables Table 5: Presentation 7***).
- 16) Prepare presentation on GLAP and CMP outputs for Ecotoxicology and Wildlife Health Division meeting. . (***Option Year Deliverables Table 5: Presentation 8***).
- 17) Based on existing databases on mercury and priority metals in CMP wildlife, prepare and submit a summary report for funders (***Option Year Deliverables Table 6: Report 8***).
- 18) Prepare a summary report of from data received from NLET on the occurrence of organosiloxanes and their temporal trends in CMP wildlife. (***Option Year Deliverables Table 6: Report 9***).
- 19) Prepare a summary report of from data received from NWRC labs on the occurrence of organophosphate ester flame retardants and temporal trends in CMP wildlife (***Option Year Deliverables Table 6: Report 10***).
- 20) Prepare presentation on tree swallow data for Thunder Bay AOC committee working group meeting (***Option Year Deliverables Table 5: Presentation 9***).
- 21) Prepare presentation on pre-remediation tree swallow data for Hamilton Harbour AOC committee workshops and working group meetings (***Option Year Deliverables Table 5: Presentation 10***).
- 22) Prepare a final report on pre and post remediation reproductive health of nestling tree swallows in the Hamilton Harbour AOC (***Option Year Deliverables Table 6: Report 11***).

## **5.0 Deliverables:**

**Format of Deliverables:** All reports are to be provided in Microsoft Word format (example to be provided); all databases in Microsoft Excel format (example to be provided); all presentations in Microsoft Powerpoint format using ECCC templates which will be provided to the Contractor by the Technical Authority.

**Initial Year (2019/20)**

**Table 1: Initial Year - Database Deliverables:**

	<b>Program</b>	<b>Database</b>	<b>Due Date</b>
1.	CMP	Multispecies gull contaminants	31 August 2019
2.	CMP	European starling contaminants	31 August 2019
3.	GLAP	Herring gull health effects/contaminants	31 August 2019
4.	GLAP	Cormorant health effects/contaminants	31 August 2019
5.	GLAP	Snapping turtle health effects/contaminants	31 August 2019
6.	GLAP	Leopard frog health effects/contaminants	31 August 2019
7.	GLAP	Tree swallow health effects/contaminants	31 August 2019
8.	GLAP	Upload databases into ECCC Data Catalogue	28 February 2020
9.	CMP	Upload databases into ECCC Data Catalogue	28 February 2020

**Table 2. Initial Year - Presentation Deliverables:**

	<b>Program</b>	<b>Presentation</b>	<b>Due Date</b>
1.	GLAP-Detroit River	Detroit River Canadian Cleanup-Monitoring and Research Work Group Meeting	31 August 2019
2.	CMP	Wildlife CMP status update	31 August 2019
3.	CMP	CMP MS Working Group meeting	15 October 2019
4.	CMP	ECCC & Health Canada Results Workshop	16 October 2019
5.	GLAP-Detroit River	Detroit River Canadian Cleanup-Monitoring and Research Work Group Meeting	30 October 2019
6.	GLAP-Niagara River	Niagara River RAP Implementation Committee	15 Nov 2019
7.	GLAP-Detroit River	Detroit River Canadian Cleanup-Monitoring and Research Work Group Meeting	15 Feb 2020
8.	GLAP-Thunder Bay	Thunder Bay presentation	March 2020
9.	GLAP-Hamilton Harbour	Hamilton Harbour Fish and Wildlife Committee and/or Hamilton Harbour Research and Monitoring Workshop	March 2020
10.	CMP	EWHD Annual Meeting	February 2020

**Table 3. Initial Year - Reports:**

	<b>Program</b>	<b>Report</b>	<b>Completion Date</b>
1.	GLAP-General	Preliminary Report-Priorities, methods, timelines, and detailed workplan for completion of tasks	August 2019
2.	GLAP-General	Summary report- Details of data sources and other pertinent details to accompany Preliminary Databases with regular updating	August 2019
3.	GLAP- Hamilton Harbour	Final Report - Assessment of Gonadal Deformities in Northern Leopard Frogs in the Hamilton Harbour Area of Concern	October 2019
4.	GLAP- Detroit River	Summary Report - Assessment of Deformities in Northern Leopard Frogs (year #2 field work done by 2019)	November 2019
5.	GLAP-General	Summary Report – Detailed listing of requests for data and deliverables made by GLAP staff	November 2019
6.	CMP	Summary Report – Short-Chain Chlorinated Paraffins in Aquatic and Terrestrial Wildlife	January 2020
7.	CMP	Summary Report –Rare Earth Elements in Aquatic and Terrestrial Wildlife	February 2020
8.	CMP	Summary Report – Halogenated and current-use flame retardants in Aquatic and Terrestrial Wildlife	February 2020
9.	CMP	Summary Report – Antioxidants in Aquatic and Terrestrial Wildlife	February 2020

**Option Year 1 (2020/21)**

**Table 4: Option Year 1 - Database Deliverables:**

	<b>Program</b>	<b>Database</b>	<b>Due Date</b>
1.	GLAP	Herring gull health effects/contaminants	15 May 2020
2.	GLAP	Cormorant health effects/contaminants	15 May 2020
3.	GLAP	Snapping turtle health effects/contaminants	15 May 2020
4.	GLAP	Tree swallow health effects/contaminants	15 May 2020
5.	CMP	Multispecies gull contaminants	30 September 2020
6.	CMP	European starling contaminants	30 September 2020
7.	GLAP	Upload revised databases into ECCC Data Catalogue	28 February 2021
8.	CMP	Upload revised databases into ECCC Data Catalogue	28 February 2021

**Table 5. Option Year 1 - Presentation Deliverables:**

	<b>Program</b>	<b>Presentation</b>	<b>Due Date</b>
1.	GLAP-Detroit River	Detroit River Canadian Cleanup-Monitoring and Research Work Group Meeting	15 May 2020
2.	CMP	Wildlife CMP status update	15 June 2020
3.	CMP	CMP MS Working Group meeting	15 October 2020
4.	CMP	ECCC & Health Canada Results Workshop	15 October 2020
5.	GLAP-Detroit River	Detroit River Canadian Cleanup-Monitoring and Research Work Group Meeting	30 October 2020
6.	GLAP-Niagara River	Niagara River RAP Implementation Committee	15 November 2020
7.	GLAP-Detroit River	Detroit River Canadian Cleanup-Monitoring and Research Work Group Meeting	15 February 2021
8.	CMP	EWHD Program Meeting	February 2021
9.	GLAP-Thunder Bay	Thunder Bay presentation	March 2021
10.	GLAP-Hamilton Harbour	Hamilton Harbour Fish and Wildlife Committee and/or Hamilton Harbour Research and Monitoring Workshop	March 2021



**Table 6. Option Year 1 - Reports:**

	<b>Program</b>	<b>Report</b>	<b>Completion Date</b>
1.	GLAP-General	Preliminary Report-Priorities, methods, timelines, and detailed workplan for completion of tasks	April 2020
2.	GLAP-General	Summary report- Details of data sources and other pertinent details to accompany Preliminary Databases with regular updating	May 2020
3.	GLAP- Niagara River	Final Report - Assessment of Reproductive Health and Development of Snapping Turtles in the Niagara River Area of Concern	May 2020
4.	GLAP- Detroit River	Final Report - Assessment of Reproductive Health in Nesting Tree Swallows in the Detroit River Area of Concern	June 2020
5.	GLAP – Detroit River	Final Report - Assessment of Reproductive Health and Development of Colonial Waterbirds in the Detroit River Area of Concern	August 2020
6.	GLAP- Thunder Bay	Update Report - Assessment of Reproductive Health and Development of Tree Swallows in the Thunder Bay Area of Concern (post remediation year in 2019)	September 2020
7.	GLAP- Niagara River	Final Report - Assessment of Reproductive Health and Development of Colonial Waterbirds in the Niagara River Area of Concern	October 2020
8.	CMP	Summary Report – Mercury and Other Metals in Aquatic and Terrestrial Wildlife	February 2021
9.	CMP	Summary Report – Organosiloxanes in Aquatic and Terrestrial Wildlife	February 2021
10.	CMP	Summary Report – Organophosphate Flame Retardants in Aquatic and Terrestrial Wildlife	February 2021
11.	GLAP- Hamilton Harbour	Final Report - Assessment of Reproductive Health of Nesting Tree Swallows Pre- and Post- Remediation in the Hamilton Harbour Area of Concern	March 2021

## Appendix A

### Data Upon Which Tasks are Based (current data plus two years covering this contract):

<b>Program</b>	<b>Species</b>	<b>Data Type (No. Years)</b>	<b>Notes</b>
GLAP- Detroit River	Northern Leopard Frogs	Deformity survey (2 years)	Tasks 3; report complete-Sept 2019
	Tree Swallows	Reproduction (5 years) Contaminants in eggs (4 years) EROD (3 years) Immune response (3 years) PAHs in stomachs (3 years) Thyroid hormones (3 years) Oxidative Stress (3 years) PAHs in air samplers (5 years)	Tasks 4 & 6; Option Year 1, Tasks 2, 3, 6 & 12; report complete-June 2020
	Colonial Waterbirds	Embryonic viability and deformities in cormorants (5 years) Contaminants in cormorant embryos/eggs (6 years) Productivity in gulls (3 years) Immune response in gulls (3 years) Corticosterone in gulls (3 years) Thyroid hormones in gulls (3 years)	Tasks 4 & 6; Option Year 1, Tasks 3, 8 & 15; report complete-August 2020
GLAP- Hamilton Harbour	Northern Leopard Frogs	Gonadal deformities in wild populations (3 years) Gonadal deformities in caged populations (3 years)	Tasks 2 & 8; report complete-June 2019
	Tree Swallows	Reproduction (8 years) Contaminants in eggs (7 years) EROD (5 years) Corticosterone (2 years) Immune response (4 years) PAHs in stomachs (4 years) Thyroid hormones (4 years) Oxidative Stress (4 years) PAHs in air samplers (8 years)	Task 8; Option Year 1, Tasks 3, 21 & 22; report complete-March 2021
GLAP- Niagara River	Snapping Turtles	Hatching success and hatchling deformities (2 years) Contaminants in eggs (2 years)	Task 5; Option Year 1, Tasks 3, 5, & 14; report complete-May 2020
	Colonial Waterbirds	Embryonic viability and deformities in cormorants (2 years) Contaminants in cormorant & gull eggs (2 years)	Task 5; Option Year 1, Tasks 3, 13 & 14; report complete-Oct 2020
GLAP- Thunder Bay	Tree Swallows	Reproduction (7 years) Contaminants in eggs (6 years) EROD (6 years) Corticosterone (2 years) Immune response (3 years) PAHs in stomachs (4 years) Thyroid hormones (5 years) Oxidative Stress (3 years)	Task 7; Option Year 1, Tasks 3, 9 & 20; report complete-Sept 2020
GLAP	All Wildlife	All data listed above, as requested	Tasks 1, 9 & 10; Option Year 1, Tasks 1 & 10
CMP	Gull and European Starlings	Short-chain chlorinated paraffins (3 years)	Task 15; reports complete-Feb 2020

<b>Program</b>	<b>Species</b>	<b>Data Type (No. Years)</b>	<b>Notes</b>
CMP	Gull and European Starlings	Rare Earth Elements (3 years) Halogenated and current use flame retardants (9 years) Antioxidants (2 years) Mercury and other priority metals (11 years)	Option Year 1, Task 17; report complete-Feb 2021
CMP	Gull and European Starlings	Organosiloxanes (5 years)	Option Year 1, Task 18; report complete-Feb 2021
CMP	Gull and European Starlings	Organophosphate flame retardants (2 years)	Option Year 1, Task 19; report complete-Feb 2021
CMP	Gull and European Starlings	All CMP data listed above plus perfluorinated compounds (9 years), as requested	Tasks 11–14, 16 & 17; Option Year 1, Tasks 4, 7, 10, 11 & 16

**ANNEX B**

**BASIS OF PAYMENT**

The Bidder's prices must be submitted based on the firm price as described below. The price must be stated per year and not include GST/HST. Overhead and profit are to be included in the firm price. FOB destination, Canadian customs duties and excise taxes included.

**Table 1.1**  
**Initial Year**  
**June 2019 to March 31, 2020**

DELIVERABLE	TOTAL
<ul style="list-style-type: none"><li>• All tasks and deliverables in the Initial Year.</li></ul>	
TOTAL FIRM PRICE FOR EVALUATION (INITIAL YEAR)*	

\*Note: Up to the maximum firm price of \$53,000.00 for the initial year.

**Table 1.2**  
**Option Year 1**  
**April 1, 2020 to March 31, 2021**

DELIVERABLE	TOTAL
<ul style="list-style-type: none"><li>• All tasks and deliverables in the Option Year 1.</li></ul>	
TOTAL FIRM PRICE FOR EVALUATION (OPTION YEAR 1)**	

\* Note: Up to the maximum firm price of \$53,000.00 for Option Year 1.

➤ **TOTAL BID PRICE:** \$ \_\_\_\_\_

(Add total prices on Table 1.1 & Table 1.2)

**ANNEX C**

**SCHEDULE OF MILESTONES**

Schedule of Milestones – Initial Contract Period – Awarded Date to March 31, 2020				
Deliverables			Proposed Timeline	Percentage of Total Fee Percentage of Total Fee for Initial Contract Period
Database Deliverables	Presentation Deliverables	Report Deliverables	Date	Percentage
1-7	1, 2	1, 2	August 31, 2019	15 %
-	3, 4, 5	3	October 31, 2019	20 %
-	6	4, 5	November 30, 2019	25 %
-	7	6	January 15, 2020	20 %
8, 9	8-10	7-9	March 31, 2020	20 %

Schedule of Milestones – Option Year 1 – April 1, 2020 to March 31, 2021				
Deliverables			Proposed Timeline	Percentage of Total Fee for Option Year 1
Database Deliverables	Presentation Deliverables	Report Deliverables	Date	Percentage
1-4	1	1-3	May 31, 2020	20 %
-	2	4	July 31, 2020	15 %
5,6	3-5	5-7	October 31, 2020	25 %
-	6	-	December 31, 2020	15 %
7, 8	7-10	8-11	March 31, 2021	25 %

## ANNEX C

### LIST OF NAMES FOR INTEGRITY VERIFICATION FORM

Bidder must complete the attached List of Names for Integrity Verification Form.

Environnement et Changement climatique Canada a adopté le régime d'intégrité développé et mis en place par Services publics et Approvisionnement Canada. Les fournisseurs acceptent, en soumettant une proposition, de se conformer aux dispositions du régime d'intégrité et la [Politique d'inadmissibilité et de suspension](#) ainsi que le [Code de conduite pour l'approvisionnement](#). / Environment and Climate Change Canada has endorsed the Integrity Regime developed and implemented by Public Services and Procurement Canada. By submitting a quote, Contractors agree to comply with the provisions of the Integrity Regime and [Ineligibility and Suspension Policy](#) as well as the [Code of Conduct for Procurement](#).

Selon la [Politique d'inadmissibilité et de suspension](#) de TPSGC (maintenant SPAC), les renseignements suivants doivent être fournis lors d'une soumission ou de la passation d'un marché.<sup>1</sup> / In accordance with the PWGSC (now PSPC) [Ineligibility and Suspension Policy](#), the following information is to be provided when bidding or contracting.<sup>1</sup>

\* Informations obligatoires / Mandatory Information

<b>*Dénomination complète de l'entreprise / Complete Legal Name of Company</b>	
<b>*Nom commercial / Operating Name</b>	
<b>*Adresse de l'entreprise / Company's address</b>	<b>*Type d'entreprise / Type of Ownership</b>
	<input type="checkbox"/> Individuel / Individual <input type="checkbox"/> Corporation / Corporation <input type="checkbox"/> Coentreprise / Joint Venture

**1 Liste des noms :** Tous les fournisseurs, peu importe leur situation au titre de la Politique, doivent présenter les renseignements ci-dessous au moment de prendre part à un processus d'approvisionnement:

- les fournisseurs constitués en personne morale, y compris ceux qui présentent une soumission à titre de coentreprise, doivent fournir la liste complète des noms de tous les administrateurs actuels ou, dans le cas d'une entreprise privée, des propriétaires de la société;
- les fournisseurs soumissionnant à titre d'entreprise à propriétaire unique, y compris ceux soumissionnant en tant que coentreprise, doivent fournir la liste complète des noms de tous les propriétaires;
- les fournisseurs soumissionnant à titre de société en nom collectif n'ont pas à soumettre une liste de noms.

**List of names:** All suppliers, regardless of their status under the Policy, must submit the following information when participating in a procurement process:

- suppliers that are corporate entities, including those bidding as joint ventures, must provide a complete list of the names of all current directors or, for a privately owned corporation, the names of the owners of the corporation;
- suppliers bidding as sole proprietors, including sole proprietors bidding as joint ventures, must provide a complete list of the names of all owners; or
- suppliers that are a partnership do not need to provide a list of names.

