



**RETURN BIDS TO:  
RETOURNER LES SOUMISSIONS Á:**  
Parks Canada Agency  
Banff Field Unit  
PO Box 900  
216 Hawk Avenue  
Banff, AB, T1L 1K2

**INVITATION TO TENDER  
APPEL D'OFFRES**

**Tender To: Parks Canada Agency**  
We hereby offer to sell to Her Majesty the Queen in right of Canada, in accordance with the terms and conditions set out herein, referred to herein or attached hereto, the goods, services, and construction listed herein and on any attached sheets at the price(s) set out therefor.

**Soumission aux: l'Agence Parcs Canada**  
Nous offrons par la présente de vendre à Sa Majesté la Reine du Chef du Canada, aux conditions énoncées ou incluses par référence dans la présente at aux annexes ci-jointes, les biens, services et construction énumérés ici et sur toute feuille ci-annexée, au(x) prix indiqué(s).

Comments - Commentaires

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

**Issuing Office - Bureau de distribution**

**Parks Canada Agency  
Banff National Park  
PO Box 900  
Banff, AB  
T1L 1K2**

<b>Title-Sujet</b> Castle Group Camp Decommissioning Banff National Park, Ab		
<b>Solicitation No. - No. de l'invitation</b> 5P421-19-0086/A	<b>Date:</b> December 12, 2019	
<b>GETS Reference No. - No de reference de SEAG</b> PW-19-00899640	<b>Client Ref. No. - No. de réf du client.</b>	
<b>Solicitation Closes:</b>		
<b>at - à</b> 02:00 PM	<b>on - le</b> January 14, 2020	<b>Time Zone - Fuseau horaire</b> Mountain Standard Time (MST) - Heure normale des Rocheuses (HNR)
<b>F.O.B. - F.A.B.</b>		
<b>Plant-Usine:</b> <input type="checkbox"/>	<b>Destination:</b> <input checked="" type="checkbox"/>	<b>Other-Autre:</b> <input type="checkbox"/>
<b>Address Inquiries to: - Adresser toute demande de renseignements à :</b> Annie Roy                      annie.roy2@canada.ca		
<b>Telephone No. - No de téléphone</b> 403-762-1459	<b>Fax No. - No de FAX:</b> 403-762-5057	
<b>Destination of Goods, Services, and Construction:</b> <b>Destinations des biens, services et construction:</b>		
See Herein - Voir ci-joint		

**TO BE COMPLETED BY THE BIDDER (type or print)**  
**A REMPLIR PAR LE SOUMISSIONNAIRE (caractères d'imprimerie ou lettres moulées)**

<b>Vendor/Firm Name</b>	
<b>Address - Adresse</b>	
<b>Name of person authorized to sign on behalf of the Vendor/Firm</b> <b>Nom de la personne autorisée a signer au nom du fournisseur/ de l'entrepreneur</b>	
<b>Titale - Titre</b>	
<b>Telephone No. - N° de telephone:</b> _____	
<b>Facsimile No. - N° de télécopieur:</b> _____	
<b>Adresse courriel - Email address :</b> _____	
<b>Signature</b>	<b>Date</b>

## INVITATION TO TENDER

### IMPORTANT NOTICE TO BIDDERS

#### DIRECT DEPOSIT

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

Additional information on this Government of Canada initiative is available at:

<http://www.directdeposit.gc.ca>

## TABLE OF CONTENTS

### SPECIAL INSTRUCTIONS TO BIDDERS (SI)

- SI01 Bid Documents
- SI02 Enquiries during the Solicitation Period
- SI03 Optional Site Visit
- SI04 Revision of Bid
- SI05 Bid Results
- SI06 Insufficient Funding
- SI07 Bid Validity Period
- SI08 Web Sites

### R2710T GENERAL INSTRUCTIONS - CONSTRUCTION SERVICES - BID SECURITY REQUIREMENTS (GI) (2019-05-30)

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

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

- GI01 Integrity Provisions - Bid
- GI02 Completion of Bid
- GI03 Identity or Legal Capacity of the Bidder
- GI04 Applicable Taxes
- GI05 Capital Development and Redevelopment Charges
- GI06 Registry and Pre-qualification of Floating Plant
- GI07 Listing of Subcontractors and Suppliers
- GI08 Bid Security Requirements
- GI09 Submission of Bid
- GI10 Revision of Bid
- GI11 Rejection of Bid
- GI12 Bid Costs
- GI13 Procurement Business Number
- GI14 Compliance with Applicable Laws
- GI15 Approval of Alternative Materials
- GI16 Performance Evaluation
- GI17 Conflict of Interest-Unfair Advantage
- GI18 Code of Conduct for Procurement—bid

### CONTRACT DOCUMENTS (CD)

### SUPPLEMENTARY CONDITIONS (SC)

- SC01 Insurance Terms

### BID AND ACCEPTANCE FORM (BA)

- BA01 Identification
- BA02 Business Name and Address of Bidder
- BA03 The Offer
- BA04 Bid Validity Period
- BA05 Acceptance and Contract
- BA06 Construction Time
- BA07 Bid Security
- BA08 Signature

### APPENDIX "1" PRICE FORM

### APPENDIX "2" INTEGRITY PROVISIONS

### ANNEX "A" CERTIFICATE OF INSURANCE

### ANNEX "B" ATTESTATION FORM

## SPECIAL INSTRUCTIONS TO BIDDERS (SI)

### SI01 BID DOCUMENTS

1. The following are the bid documents:

- (a) Invitation to Tender - Page 1;
- (b) Special Instructions to Bidders;
- (c) General Instructions – Construction Services – Bid Security Requirements R2710T (2019-05-30);
- (d) Clauses & Conditions identified in “Contract Documents”;
- (e) Drawings and Specifications;
- (f) Bid and Acceptance Form and related Appendices; and
- (g) Any amendment issued prior to solicitation closing.

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

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

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

### SI02 ENQUIRIES DURING THE SOLICITATION PERIOD

1. Enquiries regarding this bid must be submitted in writing to the Contracting Officer named on the Invitation to Tender - Page 1 at [annie.roy2@canada.ca](mailto:annie.roy2@canada.ca). Except for the approval of alternative materials as described in G115 of R2710T, enquiries should be received no later than five (5) calendar days prior to the date set for solicitation closing to allow sufficient time to provide a response. Enquiries received after that time may result in an answer NOT being provided.
2. To ensure consistency and quality of the information provided to Bidders, the Contracting Officer shall 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 bid sent throughout the solicitation period are to be directed ONLY to the Contracting Officer named on the Invitation to Tender - Page 1. Failure to comply with this requirement may result in the bid being declared non-responsive.

### SI03 OPTIONAL SITE VISIT

There will be an Optional site visit **on Monday, January 6, 2020 at 1:00 PM (MST)**. Interested bidders are to meet at the front Gate at Castle Group Camp, Highway 1A, 4.2 KM East of the Castle Junction / intersection to Highway 1A.

Coordinates of Castle Group Camp:

UTM 11 N:  
579294.00 m E  
5678992.00 m N

Lat Long:  
51.2564847, -115.8632879

Bidders are requested to communicate with the Contracting Authority (Annie Roy - [annie.roy2@canada.ca](mailto:annie.roy2@canada.ca)) no later than Friday, January 3, 2020 to confirm attendance and provide the name(s) of the person(s) who will attend.

#### **SI04 REVISION OF BID**

A bid may be revised by letter or facsimile in accordance with GI10 of R2710T. The facsimile number for receipt of revisions is 1-403-762-5057.

#### **SI05 BID RESULTS**

1. A public bid opening will be held in the office designated on the Front Page "Invitation to Tender" for the receipt of bids shortly after the time set for solicitation closing.
2. Following solicitation closing, bid results may be obtained by emailing the Contracting Officer at [annie.roy2@canada.ca](mailto:annie.roy2@canada.ca) or calling number 403-762-1459.

#### **SI06 INSUFFICIENT FUNDING**

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

#### **SI07 BID VALIDITY PERIOD**

- 1) Canada reserves the right to seek an extension to the bid validity period prescribed in BA04 of the Bid and Acceptance Form. Upon notification in writing from Canada, Bidders shall have the option to either accept or reject the proposed extension.
- 2) If the extension referred to in paragraph 1) of SI08 is accepted, in writing, by all those who submitted bids, then Canada shall continue immediately with the evaluation of the bids and its approvals processes.
- 3) If the extension referred to in paragraph 1) of SI08 is not accepted in writing by all those who submitted bids then Canada shall, at its sole discretion, either

- (a) continue to evaluate the bids of those who have accepted the proposed extension and seek the necessary approvals; or
- (b) cancel the invitation to tender

4) The provisions expressed herein do not in any manner limit Canada's rights in law or under GI11 of R2710T.

## **SI08 WEB SITES**

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

Treasury Board Appendix L, Acceptable Bonding Companies

<http://www.tbs-sct.gc.ca/pol/doc-eng.aspx?id=14494&section=text#appL>

Buy and Sell

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

Canadian economic sanctions

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

Contractor Performance Evaluation Report (Form PWGSC-TPSGC 2913)

<http://www.tpsgc-pwgsc.gc.ca/app-acq/forms/documents/2913.pdf>

Bid Bond (form PWGSC-TPSGC 504)

<http://www.tpsgc-pwgsc.gc.ca/app-acq/forms/documents/504.pdf>

Performance Bond (form PWGSC-TPSGC 505)

[http://www.tpsgc-pwgsc.gc.ca/app-acq/forms/documents/505\\_eng.pdf](http://www.tpsgc-pwgsc.gc.ca/app-acq/forms/documents/505_eng.pdf)

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

<http://www.tpsgc-pwgsc.gc.ca/app-acq/forms/documents/506.pdf>

Standard Acquisition Clauses and Conditions (SACC) Manual

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

PWGSC, Code of Conduct and Certifications

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

Construction and Consultant Services Contract Administration Forms Real Property Contracting

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

Declaration Form

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

Trade agreements

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

## CONTRACT DOCUMENTS (CD)

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

GC1	General Provisions – Construction Services	R2810D	(2017-11-28);
GC2	Administration of the Contract	R2820D	(2016-01-28);
GC3	Execution and Control of the Work	R2830D	(2019-11-28);
GC4	Protective Measures	R2840D	(2008-05-12);
GC5	Terms of Payment	R2850D	(2019-11-28);
GC6	Delays and Changes in the Work	R2865D	(2019-05-30);
GC7	Default, Suspension or Termination of Contract	R2870D	(2018-06-21);
GC8	Dispute Resolution	R2880D	(2019-11-28);
GC9	Contract Security	R2890D	(2018-06-21);
GC10	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 bid revision received before the date and time set for solicitation closing;
  - f. Any amendment incorporated by mutual agreement between Canada and the Contractor before acceptance of the bid; and
  - g. Any amendment or variation of the contract documents that is made in accordance with the General Conditions.
2. The documents identified by title, number and date above are incorporated by reference and are set out in the Standard Acquisition Clauses and Conditions (SACC) Manual, issued by Public Works and Government Services Canada (PWGSC). The SACC Manual is available on the PWGSC Web site: <https://buyandsell.gc.ca/policy-and-guidelines/standard-acquisition-clauses-and-conditions-manual>

All reference to the Minister of Public Works and Government Services Canada shall be deleted and replaced with the Minister of the Environment for the purposes of the Parks Canada Agency. All reference to the Department of Public Works and Government Services Canada Shall be deleted and replaced with the Parks Canada Agency.
3. The language of the contract documents is the language of the Bid and Acceptance Form submitted.

## **SUPPLEMENTARY CONDITIONS (SC)**

### **SC01 SECURITY RELATED REQUIREMENTS, DOCUMENT SAFEGUARDING**

There is no document security requirement applicable to this Contract.

### **SC02 INSURANCE TERMS**

#### **1) Insurance Contracts**

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

#### **2) Period of Insurance**

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

#### **3) Proof of Insurance**

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

#### **4) Insurance Proceeds**

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

#### **5) Deductible**

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



## **BID AND ACCEPTANCE FORM (BA)**

### **BA01 IDENTIFICATION**

Castle Group Camp Decommissioning, Banff National Park

### **BA02 BUSINESS NAME AND ADDRESS OF BIDDER**

Name:

---

Address:

---

City:

Province / Territory:

Postal Code:

---

Telephone No.:

Fax No.:

---

Procurement Business Number (PBN) or Goods and Services Tax (GST) Number:

---

Contractor's Representative:

---

Email Address:

---

### **BA03 THE OFFER**

The Bidder offers to Canada to perform and complete the Work for the above named project in accordance with the Bid Documents for the **TOTAL BID AMOUNT, EXCLUDING APPLICABLE TAXES, INDICATED IN APPENDIX 1.**

### **BA04 BID VALIDITY PERIOD**

The bid shall not be withdrawn for a period of thirty (30) days following the date of solicitation closing.

### **BA05 ACCEPTANCE AND CONTRACT**

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

### **BA06 CONSTRUCTION TIME**

The Contractor must perform and complete the Work by March 20, 2020.

### **BA07 BID SECURITY**

The Bidder must enclose bid security with its bid in accordance with GI08 - Bid Security Requirements of R2710T - General Instructions - Construction Services - Bid Security Requirements.

### **BA08 SIGNATURE**

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

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

## APPENDIX 1 – LUMP SUM TABLE (2 pages)

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

### LUMP SUM (I.s)

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

Item	Specification Reference	Description	Unit of Measurement	Total Price
<b>GROUP CAMP 'A'</b>			-----	-----
A.1	Schedule A-1, Section 6.0; and Appendix 'G'	Building Hazard Remediation	Lump Sum	\$
A.2	Schedule A-1, Sections 2.0, 6.0	Removal of 3 Structures and 1 Washroom building (including filling septic tanks), Foundation and Other Debris, Septic Tank Cleaning	Lump Sum	\$
A.3	Schedule A-1, Section 9.0	Removal and Decommissioning of Water Well	Lump Sum	\$
A.4	Schedule A-1, Sections 2.0, 6.0	Removal of grey water stub ups	Lump Sum	\$
A.5	Schedule A-1, Sections 2.0, 6.0	Removal of BBQ Pits, Fire Pits, Signs, Gate Posts, Woodstocks, Timber Piles, Wood Benches, Parking curbs and Miscellaneous wood posts	Lump Sum	\$
<b>GROUP CAMP 'B'</b>			-----	-----
B.1	Schedule A-1, Section 6.0; and Appendix 'G'	Building Hazard Remediation	Lump Sum	\$
B.2	Schedule A-1, Sections 3.0, 6.0	Removal of 3 Structures and 1 Washroom building (including filling septic tanks), Foundation and Other Debris, Septic Tank Cleaning	Lump Sum	\$
B.3	Schedule A-1, Section 9.0	Removal and Decommissioning of Water Well	Lump Sum	\$
B.4	Schedule A-1, Sections 3.0, 6.0	Removal of grey water stub ups	Lump Sum	\$
B.5	Schedule A-1, Sections 3.0, 6.0	Removal of BBQ Pits, Fire Pits, Signs, Gate Posts, Woodstocks, Timber Piles, Wood Benches, Parking curbs and Miscellaneous wood posts	Lump Sum	\$

<b>GROUP CAMP 'C'</b>			-----	-----
C.1	Schedule A-1, Section 6.0; and Appendix 'G'	Building Hazard Remediation	Lump Sum	\$
C.2	Schedule A-1, Sections 4.0, 6.0	Removal of 3 Structures and 1 Washroom building (including filling septic tanks), Foundation and Other Debris, Septic Tank Cleaning	Lump Sum	\$
C.3	Schedule A-1, Section 9.0	Removal and Decommissioning of Water Well	Lump Sum	\$
C.4	Schedule A-1, Sections 4.0, 6.0	Removal of grey water stub ups	Lump Sum	\$
C.5	Schedule A-1, Sections 4.0, 6.0	Removal of BBQ Pits, Fire Pits, Signs, Gate Posts, Woodstocks, Timber Piles, Wood Benches, Parking curbs and Miscellaneous wood posts	Lump Sum	\$
<b>GROUP CAMP 'D'</b>			-----	-----
D.1	Schedule A-1, Section 6.0; and Appendix 'G'	Building Hazard Remediation	Lump Sum	\$
D.2	Schedule A-1, Sections 5.0, 6.0	Removal of 3 Structures and 1 Washroom building (including filling septic tanks), Foundation and Other Debris, Septic Tank Cleaning	Lump Sum	\$
D.3	Schedule A-1, Section 9.0	Removal and Decommissioning of Water Well	Lump Sum	\$
D.4	Schedule A-1, Sections 5.0, 6.0	Removal of grey water stub ups	Lump Sum	\$
D.5	Schedule A-1, Sections 5.0, 6.0	Removal of BBQ Pits, Fire Pits, Signs, Gate Posts, Woodstocks, Timber Piles, Wood Benches, Parking curbs and Miscellaneous wood posts	Lump Sum	\$
<b>PLAYING FIELD</b>			-----	-----
E.1	Schedule A-1, Item 7.0	Removal of Baseball Diamond Fence, Concrete Foundations and 2 Signs	Lump Sum	\$
<b>LUMP SUM AMOUNT (LSA)</b> Excluding applicable tax(es)				\$

NAME OF BIDDING COMPANY : \_\_\_\_\_



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

**CERTIFICATE OF INSURANCE**



Travaux publics et  
Services gouvernementaux  
Canada

Public Works and  
Government Services  
Canada

Description and Location of Work	Contract No.
	Project No.

Name of Insurer, Broker or Agent	Address (No., Street)	City	Province	Postal Code
Name of Insured (Contractor)	Address (No., Street)	City	Province	Postal Code

Additional Insured

***Her Majesty the Queen in right of Canada, referred to in the contract as "Her Majesty," represented by the Minister of the Environment for the purposes of the Parks Canada Agency, referred to in the contract as the "Minister"***

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
<b>Commercial General Liability</b>				<b>\$5 M</b>	<b>\$10M</b>	<b>\$5M</b>
<b>Umbrella/Excess Liability</b>				<b>\$</b>	<b>\$</b>	<b>\$</b>

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 the Environment for the purposes of the Parks Canada Agency.

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

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

**Commercial General Liability**

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

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

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

The policy must have the following minimum limits:

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

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

**ANNEX B**  
**ATTESTATION FORM**

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

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

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

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

Parks Canada Responsible Authority/Project Lead	Address	Contact Information
Project Manager/Contracting Authority (delete as required)		
Prime Contractor		
Subcontractor(s) (add additional fields as required)		

Location of Work
------------------

General Description of Work to be Completed
---

--

Mark "Yes" where applicable.

	A meeting has been held to discuss hazards and access to the work place and all known and foreseeable hazards have been identified to the contractor and/or subcontractor(s)
	The contractor and/or its subcontractor(s) will comply with all federal and provincial/territorial legislation and Parks Canada's policies and procedures, regarding occupational health and safety.
	The contractor and/or its subcontractor(s) will provide all prescribed safety materials, equipment, devices and clothing.
	The contractor and/or its subcontractor(s) will ensure that its employees are familiar with and use all prescribed safety materials, equipment, devices and clothing at all times.
	The contractor and/or its subcontractor(s) will ensure that its activities do not endanger the health and safety of Parks Canada employees.
	The contractor and/or its subcontractor(s) has inspected the site and has carried out a hazard assessment and has put in place a health and safety plan and informed its employees accordingly, prior to the commencement of the work.
	Where a contractor and/or its subcontractor(s) will be storing, handling or using hazardous substances in the work place, it will place warning signs at access points warning persons of the presence of the substances and any precautions to be taken to prevent or reduce any hazard of injury or death.
	The contractor and/or its subcontractor(s) will ensure that its employees are instructed in respect of any emergency procedures applicable to the site.

I, \_\_\_\_\_ (contractor), certify that I have read, understood and attest that my firm, employees and all sub-contractors will comply with the requirements set out in this document and the terms and conditions of the contract.

Name \_\_\_\_\_

Signature \_\_\_\_\_

Date \_\_\_\_\_