



---

## Request for Standing Offers (RFSO)

### TABLE OF CONTENTS

<b>PART 1 - GENERAL INFORMATION .....</b>	<b>4</b>
1.1 INTRODUCTION .....	4
1.2 SUMMARY .....	4
1.3 SECURITY REQUIREMENTS .....	5
1.4 DEBRIEFINGS.....	5
<b>PART 2 - OFFEROR INSTRUCTIONS .....</b>	<b>6</b>
2.1 STANDARD INSTRUCTIONS, CLAUSES AND CONDITIONS.....	6
2.2 SUBMISSION OF OFFERS .....	6
2.3 FORMER PUBLIC SERVANT .....	6
2.4 ENQUIRIES - REQUEST FOR STANDING OFFERS.....	8
2.5 APPLICABLE LAWS.....	8
<b>PART 3 - OFFER PREPARATION INSTRUCTIONS.....</b>	<b>9</b>
3.1 OFFER PREPARATION INSTRUCTIONS.....	9
<b>PART 4 - EVALUATION PROCEDURES AND BASIS OF SELECTION .....</b>	<b>10</b>
4.1 EVALUATION PROCEDURES .....	10
4.2 BASIS OF SELECTION.....	12
<b>PART 5 – CERTIFICATIONS AND ADDITIONAL INFORMATION .....</b>	<b>13</b>
5.1 CERTIFICATIONS REQUIRED WITH THE OFFER.....	14
5.2 CERTIFICATIONS PRECEDENT TO THE ISSUANCE OF A STANDING OFFER AND ADDITIONAL INFORMATION.....	14
<b>PART 6 - SECURITY, FINANCIAL AND INSURANCE REQUIREMENTS .....</b>	<b>15</b>
6.1 SECURITY REQUIREMENTS .....	15
6.2 INSURANCE REQUIREMENTS .....	15
<b>PART 7 - STANDING OFFER AND RESULTING CALL UP CLAUSES .....</b>	<b>15</b>
<b>A. STANDING OFFER .....</b>	<b>16</b>
7.1 OFFER .....	16
7.2 SECURITY REQUIREMENTS.....	16
7.3 STANDARD CLAUSES AND CONDITIONS.....	16
7.4 TERM OF STANDING OFFER.....	17
7.5 AUTHORITIES .....	17
7.6 PROACTIVE DISCLOSURE OF CONTRACTS WITH FORMER PUBLIC SERVANTS.....	17
7.7 IDENTIFIED USERS .....	18
7.8 CALL-UP PROCEDURES .....	18
7.9 CALL-UP INSTRUMENT .....	19
7.10 LIMITATION OF CALL-UPS.....	19
7.11 FINANCIAL LIMITATION .....	19
7.12 PRIORITY OF DOCUMENTS.....	19
7.13 CERTIFICATIONS AND ADDITIONAL INFORMATION .....	20
7.14 APPLICABLE LAWS.....	20
<b>B. RESULTING CALL-UP CLAUSES .....</b>	<b>20</b>
1 STATEMENT OF REQUIREMENT .....	20

---

2	STANDARD CLAUSES AND CONDITIONS .....	20
3	TERM OF CONTRACT .....	21
4	PROACTIVE DISCLOSURE OF CONTRACTS WITH FORMER PUBLIC SERVANTS.....	21
5	PAYMENT .....	21
6	INVOICING INSTRUCTIONS.....	22
7	INSURANCE OR INSURANCE REQUIREMENTS .....	22
<b>ANNEX "A"</b>	.....	<b>23</b>
STATEMENT OF REQUIREMENT .....		23
<b>ANNEX "B"</b>	.....	<b>29</b>
BASIS OF PAYMENT.....		29
<b>ANNEX "C"</b>	.....	<b>30</b>
SECURITY REQUIREMENTS .....		<del>70</del> <sup>69</sup>
<b>ANNEX "D"</b>	.....	<del>71</del> <sup>70</sup>
INSURANCE REQUIREMENTS.....		<del>71</del> <sup>70</sup>
<b>ANNEX "E"</b>	.....	<b>71</b>
BID FORM FOR COMPETED REQUIREMENTS.....		71

## **PART 1 - GENERAL INFORMATION**

### **1.1 Introduction**

The Request for Standing Offers (RFSO) is divided into seven parts plus attachments and annexes, as follows:

- Part 1            General Information: provides a general description of the requirement;
- Part 2            Offeror Instructions: provides the instructions applicable to the clauses and conditions of the RFSO;
- Part 3            Offer Preparation Instructions: provides offerors with instructions on how to prepare their offer to address the evaluation criteria specified;
- Part 4            Evaluation Procedures and Basis of Selection: indicates how the evaluation will be conducted, the evaluation criteria which must be addressed in the offer, and the basis of selection;
- Part 5            Certifications and Additional Information: includes the certifications and additional information to be provided;
- Part 6            Security, Financial and Insurance Requirements: includes specific requirements that must be addressed by offerors; and
- Part 7            7A, Standing Offer, and 7B, Resulting Contract Clauses:
  - 7A, includes the Standing Offer containing the offer from the Offeror and the applicable clauses and conditions;
  - 7B, includes the clauses and conditions which will apply to any contract resulting from a call-up made pursuant to the Standing Offer.

The Annexes include the Statement of Requirement the Basis of Payment, the Security Requirement, the Insurance Requirements and the Bid Form for competed requirements

### **SUPPORT THE USE OF APPRENTICES**

Through Canada's Economic Action Plan 2013, the Government of Canada proposes to support the employment of apprentices in federal construction and maintenance projects.

### **1.2 Summary**

1.2.1 Health Canada has a requirement for skilled, licensed and Laboratory experienced trades people to assist in the operations and maintenance of Health Canada's custodial Laboratory facilities in the National Capital Region both during regular working hours and in emergency circumstances.

These services will be required for a period of two (2) years with two (2) additional Option years and will cover various trades such as high voltage industrial electricians, electricians, plumbers, refrigeration/ air conditioning mechanics, roofers, general contractors, steam

---

fitters/pipe fitters, floor covering installers, glaziers, painters, and industrial mechanics at one or more of the following locations:

**Radiation Protection Building (Laboratory)** – 775 Brookfield Road, Ottawa, Ontario, Canada

**Sir Frederick Banting Building (Laboratory)** – 251 Sir Frederick Banting Driveway, Tunney's Pasture, Ottawa, Ontario, Canada

**Laboratory Centre for Disease Control (Laboratory)** – 100 Eglantine Driveway, Tunney's Pasture, Ottawa, Canada

**Environmental Health Centre (Laboratory)** – 50 Colombine Tunney's Pasture, Ottawa, Ontario, Canada

**Occupational Health Unit (Office)** – 70 Chardon Driveway, Tunney's Pasture, Ottawa, Ontario, Canada

1.2.2 The requirement is subject to the provisions of the World Trade Organization Agreement on Government Procurement (WTO-AGP), the Canada-European Union Comprehensive Economic and Trade Agreement (CETA), and the Canadian Free Trade Agreement (CFTA).

### 1.3 Security Requirements

Unscreened contractors must be escorted by an employee or Commissionaire at all times when accessing Health Canada facilities. Screened contractors will have their security clearances confirmed and added to the Site Secure database and provided unescorted access through the work notification process.

Information which is to be used in the development of the contracted product, as reference material or otherwise made available to the contractor must be unclassified material and considered to be releasable to the public by Health Canada.

No Protected or Classified information is to be made available to the contractor, used in the production of the contracted product, or produced as a result of this contract.

Contractors requiring access to restricted areas will not be permitted access to Protected and/or Classified information or assets.

### 1.4 Debriefings

Offerors may request a debriefing on the results of the request for standing offers process. Offerors should make the request to the Standing Offer Authority within 15 working days of receipt of the results of the request for standing offers process. The debriefing may be in writing, by telephone or in person.

---

## PART 2 - OFFEROR INSTRUCTIONS

### 2.1 Standard Instructions, Clauses and Conditions

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

Offerors who submit an offer agree to be bound by the instructions, clauses and conditions of the RFSO and accept the clauses and conditions of the Standing Offer and resulting contract(s).

The [2006 \(2019-03-04\)](#) Standard Instructions - Request for Standing Offers - Goods or Services - Competitive Requirements, are incorporated by reference into and form part of the RFSO.

At General Information, Delete all references to Public Works and Government Services Canada and/or PWGSC and insert "Health Canada/Public Health Agency of Canada."

At Clause 05.2 d: delete in it's entirety and insert "Send its offer to Health Canada/Public Health Agency of Canada as specified herein."

### 2.2 Submission of Offers

Offers must be submitted only to Health Canada Bid Receiving Unit specified below by the date and time indicated on page 1 of the RFSO:

Personnel Records Centre  
61, Goldenrod Driveway, Tunney's Pasture  
Ottawa, ON K1A 0K9

### 2.3 Former Public Servant

Contracts awarded to former public servants (FPS) in receipt of a pension or of a lump sum payment must bear the closest public scrutiny, and reflect fairness in the spending of public funds. In order to comply with Treasury Board policies and directives on contracts awarded to FPS, offerors must provide the information required below before the issuance of a standing offer. If the answer to the questions and, as applicable the information required have not been received by the time the evaluation of offers is completed, Canada will inform the Offeror 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 offer 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 Offeror a FPS in receipt of a pension? **YES** ( ) **NO** ( )

If so, the Offeror 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, Offerors agree that the successful Offeror'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 Offeror a FPS who received a lump sum payment pursuant to the terms of the Work Force Adjustment Directive? **YES** ( ) **NO** ( )

If so, the Offeror must provide the following information:

- a. name of former public servant;
- b. conditions of the lump sum payment incentive;
- c. date of termination of employment;
- d. amount of lump sum payment;

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

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

## **2.4 Enquiries - Request for Standing Offers**

All enquiries must be submitted in writing to the Standing Offer Authority no later than seven (7) calendar days before the Request for Standing Offers (RFSO) closing date. Enquiries received after that time may not be answered.

Offerors should reference as accurately as possible the numbered item of the RFSO to which the enquiry relates. Care should be taken by offerors 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 offerors do so, so that the proprietary nature of the question(s) is eliminated, and the enquiry can be answered to all offerors. Enquiries not submitted in a form that can be distributed to all offerors may not be answered by Canada.

## **2.5 Applicable Laws**

The Standing Offer and any contract resulting from the Standing Offer must be interpreted and governed, and the relations between the parties determined, by the laws in force in Ontario.

Offerors may, at their discretion, substitute the applicable laws of a Canadian province or territory of their choice without affecting the validity of their offer, 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 offerors.



---

## PART 3 - OFFER PREPARATION INSTRUCTIONS

### 3.1 Offer Preparation Instructions

Canada requests that Offerors provide their offer in separately bound sections as follows:

Section I: Technical Offer (four (4) hard copies)

Section II: Financial Offer (one (1) hard copy)

Section III: Certifications (one (1) hard copy)

Section IV: Additional Information (one (1) hard copy)

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

Canada requests that offerors follow the format instructions described below in the preparation of hard copy of their offer:

- (a) use 8.5 x 11 inch (216 mm x 279 mm) paper;
- (b) use a numbering system that corresponds to the RFSO.

In April 2006, Canada issued a policy directing federal departments and agencies to take the necessary steps to incorporate environmental considerations into the procurement process [Policy on Green Procurement](https://www.tbs-sct.gc.ca/pol/doc-eng.aspx?id=32573) (<https://www.tbs-sct.gc.ca/pol/doc-eng.aspx?id=32573>). To assist Canada in reaching its objectives, Offerors should:

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

#### **Section I: Technical Offer**

In their technical offer, Offerors should explain and demonstrate how they propose to meet the requirements and how they will carry out the Work.

#### **Section II: Financial Offer**

Offerors must submit their financial offer in accordance with "Annex B, Basis of Payment".

#### **3.1.1 Electronic Payment of Invoices - Offer**

The Offeror accepts to be paid by the following Electronic Payment Instrument:

- ( ) Direct Deposit (Domestic and International);

#### **Section III: Certifications**

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

## PART 4 - EVALUATION PROCEDURES AND BASIS OF SELECTION

### 4.1 Evaluation Procedures

- (a) Offers will be assessed in accordance with the entire requirement of the Request for Standing Offers including the technical and financial evaluation criteria.
- (b) An evaluation team composed of representatives of Canada will evaluate the offers.

#### 4.1.1 Technical Evaluation

##### 4.1.1.1 Mandatory Technical Criteria

The bid must meet the mandatory technical criteria specified below. The Bidder must provide the necessary documentation to support compliance with this requirement.

Bids which fail to meet the mandatory technical criteria will be declared non-responsive.

Mandatory Technical Criteria			
The Bidder must demonstrate in detail how the proposed core team, each team member and the company meet the mandatory requirements specified below. The Bidder must include the referenced section/page on their proposal. Mandatory requirements must be met.			
Number	Mandatory Technical Criterion	Met (Check the box below if you have met the requirement)	Where in the proposal can this information be found?
MT1	Bidder MUST provide with their Proposal a detailed Bidder Profile including the following information: 1. Official Company Name; 2. year of incorporation, registration etc.;; 3. number of full time employees, please itemize the number of Journeymen and Apprentice by trade; 4. name of principle(s) of company; 5. telephone/fax number 6. Provide documentation of current WSIB Standing		
MT2	The bidder must provide proof of the Red Seal and/or Provincial Journeyman's certification (e.g. a photocopy of the certificate or license) for each proposed resources.		
MT3	Bidders must confirm they can provide services within the timelines identified in the Statement of Work under section 3.4.		
MT4	Bidders must provide a <u>written company safety plan included in a copy of their Health and Safety signed policy or a copy of their Health and Safety plan's table of contents in their bid submission. The Suppliers who qualify for this RFSO will be asked to provide their full H&amp;S plan.</u>		

**4.1.1.2 Point Rated Technical Criteria**

Bids which meet all the mandatory technical criteria will be evaluated and scored as specified in the tables inserted below.

Bids must meet the minimum required points. Bids which fail to obtain the required minimum number of points will be declared non-responsive. Each point rated technical criterion should be addressed separately.

#	Rated Criteria	Maximum Points	Minimum Points	Cross Reference in Proposal (page #)
RT1	<p>Previous Experience: Bidder possesses 5 consecutive years of experience in their field within the last 10 years on contracts of similar size and scope to the requirement identified in the solicitation.</p> <p>Similar in size and scope is defined as: Facilities of similar use or type with a minimum of 3,000M2 (e.g. commercial, industrial, Laboratory)</p> <p>Additional points will be given to bidders with demonstrated *Laboratory experience.</p> <p>*Laboratory is defined as a building that is equipped with special and high value equipment used in scientific experiments and tests in the field of chemistry, biology, radiation or animal containment.</p> <p>Bidder must provide examples of projects/contracts that are similar in size and scope, completed within the past five (5) years to substantiate the above.</p> <p>For a project/contract to qualify the following information must be provided;</p> <ol style="list-style-type: none"> <li>1. Name of the project/contract</li> <li>2. detailed description of the services provided.</li> <li>3. duration of the project - start and end dates.</li> <li>4. number and description of the resources assigned</li> <li>5. description of the Bidder's role on the project/contract</li> <li>6. dollar value of the project/contract</li> <li>7. Client contact name, contact informations and client organization</li> </ol> <p>Health Canada may contact clients identified to confirm the bidders experience.</p> <p>Bidders will be allocated up to thirty five (35) points as</p>	35	10	

	follows: one (1) project = up to two (2) points; two (2) projects = up to four (4) points; three (3) projects = up to six (6) points; four (4) projects = up to eight (8) points; five (5) projects = up to ten (10) points; five (5) additional points will be given per project for those within a *Laboratory.			
<b>Total Points (10 points minimum score)</b>		<b>35</b>	<b>/35</b>	
R2	For the general contractor stream, bidders providing proof of provincial registration with the Registrar of Contractors and/or local General Contractors association will be allotted 5 additional points.	5	N/A	
<b>Total Points for the General Contractor stream (10 points minimum score)</b>		<b>40</b>	<b>/40</b>	

#### 4.1.2 Financial Proposal

Offerors that met ALL mandatory requirements and obtained the minimum score in the point rated requirements shall be evaluated on the basis of their Financial Proposal. Offerors must submit, along with their Technical Proposal, a detailed Financial Proposal as indicated in Annex B.

#### 4.1.3 General Information

Offerors may provide an all inclusive hourly rate in any stream for which they qualify. Evaluation of the price will be conducted separately for the Non-Urgent work section and Emergency and Urgent work section. Not providing a rate in the Emergency and Urgent work section will not disqualify the Offerer. Each stream will be evaluated separately. The rates must be provided for the initial call-up period and for the two (2) optional periods for each stream(s) they have applied for. For the General Contractor stream, Offerors must bid in all the categories.

### 4.2 Basis of Selection

#### 4.2.1 SACC Manual Clause [A0027T](#) (2012-07-16) Highest Combined Rating of Technical Merit and Price

1. To be declared responsive, a bid must:
  - a. comply with all the requirements of the bid solicitation; and
  - b. meet all mandatory criteria; and
  - c. obtain the required minimum of 10 points overall for the technical evaluation criteria which are subject to point rating.  
The rating is performed on a scale of 40 points.
2. Bids not meeting (a), (b) and (c) will be declared non-responsive.
3. The selection will be based on the highest responsive combined rating of technical merit and price. The ratio will be 70% for the technical merit and 30% for the price.

4. To establish the technical merit score, the overall technical score for each responsive bid will be determined as follows: total number of points obtained / maximum number of points available multiplied by the ratio of 70%.
5. To establish the pricing score, each responsive bid will be prorated against the lowest evaluated price and the ratio of 30%.
6. For each responsive bid, the technical merit score and the pricing score will be added to determine its combined rating.
7. 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 table below illustrates an example where all three bids are responsive and the selection of the contractor is determined by a 70/30 ratio of technical merit and price, respectively. The total available points equals 135 and the lowest evaluated price is \$50,000.00 (50).

<b>Basis of Selection - Highest Combined Rating of Technical Merit (70%) and Price (30%) *</b>			
<b>Bidder</b>	<b>Bidder 1</b>	<b>Bidder 2</b>	<b>Bidder 3</b>
<b>Overall Score for All the Point Rated Technical Criteria</b>	OS1: 120/135	OS2: 98/135	OS3: 82/135
<b>Bid Evaluated Price</b>	P1: C\$60,000	P2: C\$55,000	<b>LP*</b> and P3: C\$50,000
*LP = Lowest Price			
<b>Calculations</b>	<b>Technical Merit Score (OSi x 70)</b>	<b>Pricing Score (LP*/BP x 30)</b>	<b>Combined Rating</b>
<b>Bidder 1</b>	120/135 x 70 = 62.22	50/60 x 30 = 25.00	87.22
<b>Bidder 2</b>	98/135 x 70 = 50.81	50/55 x 30 = 27.27	78.08
<b>Bidder 3</b>	82/135 x 70 = 42.52	50/50 x 30 = 30.00	72.52

*\*\* Note to Offerers: Values indicated in the above table are for example purposes only.*

#### **4.2.2 Basis of awarding a Standing Offer**

Only the Offerors who have met the mandatory criteria and have received the minimum score or better will be considered for award.

Standing Offers will be awarded so that each stream will have a maximum of five (5) Offerers.

Call-ups shall be issued based on the methods detailed in Section 7.8

## **PART 5 – CERTIFICATIONS AND ADDITIONAL INFORMATION**

Offerors must provide the required certifications and additional information to be issued a standing offer.

The certifications provided by offerors to Canada are subject to verification by Canada at all times. Unless specified otherwise, Canada will declare an offer non-responsive, will have the right to set-aside a standing offer, or will declare a contractor in default if any certification made by the Offeror is found to be untrue whether made knowingly or unknowingly during the offer evaluation period, during the Standing Offer period, or during the contract period.

The Standing Offer Authority will have the right to ask for additional information to verify the Offeror's certifications. Failure to comply and to cooperate with any request or requirement imposed by the Standing Offer Authority will render the offer non-responsive, result in the setting aside of the Standing Offer or constitute a default under the Contract.

### **5.1 Certifications Required with the Offer**

Offerors must submit the following duly completed certifications as part of their offer.

#### **5.1.1 Integrity Provisions - Declaration of Convicted Offences**

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

### **5.2 Certifications Precedent to the Issuance of a Standing Offer and Additional Information**

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

#### **5.2.1 Integrity Provisions – Required Documentation**

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

#### **5.2.2 Federal Contractors Program for Employment Equity - Standing Offer Certification**

By submitting an offer, the Offeror certifies that the Offeror, and any of the Offeror's members if the Offeror is a Joint Venture, is not named on the Federal Contractors Program (FCP) for employment equity "FCP Limited Eligibility to Bid" list ) available at the bottom of the page of the [Employment and Social Development Canada-Labour's](https://www.canada.ca/en/employment-social-development/programs/employment-equity/federal-contractor-program.html#s4) website (<https://www.canada.ca/en/employment-social-development/programs/employment-equity/federal-contractor-program.html#s4>).

Canada will have the right to declare an offer non-responsive, or to set-aside a Standing Offer, if the Offeror, or any member of the Offeror if the Offeror is a Joint Venture, appears on the "FCP Limited Eligibility to Bid" list at the time of issuing of a Standing Offer or during the period of the Standing Offer.

## **PART 6 - SECURITY, FINANCIAL AND INSURANCE REQUIREMENTS**

### **6.1 Security Requirements**

Unscreened contractors must be escorted by an employee or Commissionaire at all times when accessing Health Canada facilities. Screened contractors will have their security clearances confirmed and added to the Site Secure database and provided unescorted access through the work notification process.

Information which is to be used in the development of the contracted product, as reference material or otherwise made available to the contractor must be unclassified material and considered to be releasable to the public by Health Canada.

No Protected or Classified information is to be made available to the contractor, used in the production of the contracted product, or produced as a result of this contract.

Contractors requiring access to restricted areas will not be permitted access to Protected and/or Classified information or assets.

### **6.2 Insurance Requirements**

SACC Manual Clause [M9015T](#) (2016-01-28) Proof of Availability – Prior to issuance of a Standing Offer

The Offeror must provide a letter from an insurance broker or an insurance company licensed to operate in Canada stating that the Offeror, if issued a standing offer as a result of the request for standing offer, can be insured in accordance with the Insurance Requirements specified in Annex D.

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

## **PART 7 - STANDING OFFER AND RESULTING CALL-UP CLAUSES**

### **A. STANDING OFFER**

#### **7.1 Offer**

**7.1.1** The Offeror offers to fulfill the requirement in accordance with the Statement of Requirement at Annex "A".

#### **7.2 Security Requirements**

Unscreened contractors must be escorted by an employee or Commissionaire at all times when accessing Health Canada facilities. Screened contractors will have their security clearances confirmed and added to the Site Secure database and provided unescorted access through the work notification process.

Information which is to be used in the development of the contracted product, as reference material or otherwise made available to the contractor must be unclassified material and considered to be releasable to the public by Health Canada.

No Protected or Classified information is to be made available to the contractor, used in the production of the contracted product, or produced as a result of this contract.

Contractors requiring access to restricted areas will not be permitted access to Protected and/or Classified information or assets.

#### **7.3 Standard Clauses and Conditions**

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

##### **7.3.1 General Conditions**

**2005** (2017-06-21) General Conditions - Standing Offers - Goods or Services, apply to and form part of the Standing Offer.

##### **7.3.2 Standing Offer Reporting**

The Offeror must compile and maintain records on its provision of goods, services or both to the federal government under contracts resulting from the Standing Offer. This data must include all purchases.

The Offeror must provide this data in accordance with the reporting requirements detailed below. If some data is not available, the reason must be indicated. If no goods or services are provided during a given period, the Offeror must still provide a "nil" report.

On a quarterly basis within fifteen (15) days of month end for **June, September, December and March**, the Offeror **MUST** provide detailed usage under the Standing Offer Agreement (SOA) to the Project Authority. **An email is still required by the Offeror for NIL activity for the quarterly period.**



## **7.4 Term of Standing Offer**

### **7.4.1 Period of the Standing Offer**

The period for making call-ups against the Standing Offer is from date of Standing Offer issuance to March 31<sup>st</sup>, 2022.

### **7.4.2 Extension of Standing Offer**

If the Standing Offer is authorized for use beyond the initial period, the Offeror offers to extend its offer for an additional two (2) one (1) year periods under the same conditions and at the rates or prices specified in the Standing Offer, or at the rates or prices calculated in accordance with the formula specified in the Standing Offer.

The Offeror will be advised of the decision to authorize the use of the Standing Offer for an extended period by the Standing Offer Authority five (5) days before the expiry date of the Standing Offer. A revision to the Standing Offer will be issued by the Standing Offer Authority.

## **7.5 Authorities**

### **7.5.1 Standing Offer Authority**

The Standing Offer Authority is:

Name: Marie-France Gagnon  
Title: Senior Procurement and Contract Officer  
Health Canada, Chief Financial Officer Branch  
Directorate: Financial Operations  
Address: 200, Eglantine Driveway, Room 1124B  
Tunney's Pasture, Ottawa ON K1A 0K9

Telephone: 613-404-6723  
E-mail address: marie-france.gagnon2@canada.ca

The Standing Offer Authority is responsible for the establishment of the Standing Offer, its administration and its revision, if applicable. Upon the making of a call-up, as Contracting Authority, he is responsible for any contractual issues relating to individual call-ups made against the Standing Offer by any Identified User.

### **7.5.2 Project Authority – to be provided at Standing Offer Award**

The Project Authority for the Standing Offer is:

Name: \_\_\_\_\_  
Title: \_\_\_\_\_  
Organization: \_\_\_\_\_  
Address: \_\_\_\_\_  
  
Telephone: \_\_\_\_ - \_\_\_\_ - \_\_\_\_\_  
Facsimile: \_\_\_\_ - \_\_\_\_ - \_\_\_\_\_  
E-mail address: \_\_\_\_\_

---

The Project Authority is the representative of the department or agency for whom the Work will be carried out pursuant to a call-up under the Standing Offer and is responsible for all the technical content of the Work under the resulting Contract.

### 7.5.3 Offerer's Representative

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Organization: \_\_\_\_\_

Address: \_\_\_\_\_

Telephone: \_\_\_\_ - \_\_\_\_ - \_\_\_\_\_

Facsimile: \_\_\_\_ - \_\_\_\_ - \_\_\_\_\_

### 7.6 Pro-active disclosure of Contracts with Former Public Servants

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

### 7.7 Identified Users

The Identified User authorized to make call-ups against the Standing Offer is: Health Canada, Corporate Services Branch, Real Property and Security Directorate.

### 7.8 Call-up Procedures

7.8.1: **Directed Method** - Up to \$40,000.00 (Applicable Taxes Included): Call-ups will be issued on a rotational basis for the required stream beginning with the highest-ranked Offeror.

For Non-Urgent Work Requests: Should the top ranked Offeror be unable to perform the work requirement due to unavailability of resources or delivery schedule, the Offeror must notify the Project Authority **in writing within one (1) business day** of being contacted.

Failure to provide written notification of availability within one (1) business day of being contacted shall be interpreted as being unable to perform the services and shall result in the Project Authority going to the next ranked Offeror.

This step will be repeated until one Vendor is able to perform the work as requested.

For Emergency and Urgent Work Requests: Should the top ranked Offeror be unable to perform the work requirement due to unavailability of resources or delivery schedule, the Offeror must notify the Project Authority **in writing or by telephone within thirty (30) minutes** of being contacted.

Failure to provide written or verbal notification of availability within thirty (30) minutes of being contacted shall be interpreted as being unable to perform the services and shall result in the Project Authority going to the next ranked Offeror.

This step will be repeated until one is able to perform the work as requested.

---

7.8.2 Competitive – From \$40,000.01 to \$750,000.00 (Applicable Taxes Included): The requirement will be competed between all Offerers qualified under the Standing Offer for the required stream(s) using the Bid Price Form in Annex E. Contractors to respond within the set time frame at the time of bid solicitation.

## 7.9 Call-up Instrument

The Work will be authorized or confirmed by the Identified User using the duly completed forms or their equivalents as identified in paragraphs 2 and 3 below.

1. Call-ups must be made by Identified Users' authorized representatives under the Standing Offer and must be for goods or services or combination of goods and services included in the Standing Offer at the prices and in accordance with the terms and conditions specified in the Standing Offer.
  - The following form will be used:  
PWGSC-TPSGC 942 Call-up Against a Standing Offer

## 7.10 Limitation of Call-ups

Individual call-ups against the Standing Offer must not exceed \$750,000.00 including Amendments and Applicable Taxes.

## 7.11 Financial Limitation

The total cost to Canada resulting from call-ups against the Standing Offer must not exceed the sum of \$12,000,000.00 (Applicable Taxes Included) unless otherwise authorized in writing by the Standing Offer Authority. The Offeror must not perform any work or services or supply any articles in response to call ups which would cause the total cost to Canada to exceed the said sum, unless an increase is so authorized.

## 7.12 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 call up against the Standing Offer, including any annexes;
- b) the articles of the Standing Offer;
- c) the supplemental general conditions indicated in Section 2.2.2 B Resulting Contract Clauses
- d) the general conditions 2005 (2017-06-21), General Conditions - Standing Offers - Goods or Services
- e) the general conditions 2010C (2018-06-21) General Conditions – Services (medium complexity)
- f) Annex A, Statement of Requirement;
- g) Annex B, Basis of Payment;
- h) Annex C, Security Requirements
- i) Annex D, Insurance Requirements;
- j) Annex E, Bid form for competed Requirements and,
- k) the Offeror's offer dated \_\_\_\_\_ : or “as clarified on \_\_\_\_\_” or “as amended on \_\_\_\_\_”

---

## 7.13 Certifications and Additional Information

### 7.13.1 Compliance

Unless specified otherwise, the continuous compliance with the certifications provided by the Offeror with its offer or precedent to issuance of the Standing Offer (SO), and the ongoing cooperation in providing additional information are conditions of issuance of the SO and failure to comply will constitute the Offeror in default. Certifications are subject to verification by Canada during the entire period of the SO and of any resulting contract that would continue beyond the period of the SO.

### 7.14 Applicable Laws

The Standing Offer and any contract resulting from the Standing Offer must be interpreted and governed, and the relations between the parties determined, by the laws in force in Ontario.

7.15 SACC Manual Clause [M3800C](#) (2006-08-15) – Estimates

SACC Manual Clause [M7035T](#) (2013-07-10) – List of Proposed Subcontractors

SACC Manual Clause [M1004T](#) (2016-01-28) – Condition of Material – Offer

## B. RESULTING CALL-UP CLAUSES

The following clauses and conditions apply to and form part of any contract resulting from a call-up against the Standing Offer.

### 1. Statement of Requirement

The Contractor must perform the Work described in the call-up against the Standing Offer.

### 2. Standard Clauses and Conditions

#### 2.1 General Conditions

[2010C](#) (2018-06-21), General Conditions - Services (Medium Complexity) apply to and form part of the Contract.

#### 2.2 Supplemental General Conditions

GC1	General Provisions – Construction Services	<a href="#">R2810D</a>	(2017-11-28);
GC2	Administration of the Contract	<a href="#">R2820D</a>	(2016-01-28);
GC3	Execution and Control of the Work	<a href="#">R2830D</a>	(2019-11-28);
GC4	Protective Measures	<a href="#">R2840D</a>	(2008-05-12);
GC5	Terms of Payment < 100K	<a href="#">R2550D</a>	(2019-11-28);
OR			
GC5	Terms of Payment > 100K	<a href="#">R2850D</a>	(2019-11-28);
GC6	Delays and Changes in the Work	<a href="#">R2860D</a>	(2019-05-30);
GC7	Default, Suspension or Termination of Contract	<a href="#">R2870D</a>	(2018-06-21);
GC8	Dispute Resolution 100K to 5M	<a href="#">R2880D</a>	(2019-11-28);
GC9	Contract Security	<a href="#">R2890D</a>	(2018-06-21);
GC10	Insurance	<a href="#">R2900D</a>	(2008-05-12);

---

GI	Construction Services – Bid Security Requirements > 100K	<a href="#">R2710T</a>	(2019-05-30);
GI	Construction Services < 100K	<a href="#">R2410T</a>	(2019-05-30);
	Electrical Equipment	<a href="#">B1501C</a>	(2018-06-21);

apply to and form part of the Contract.

### 3. Term of Standing Offer

#### 3.1 Period of Call-up

The period of work shall be in accordance with the call-up against the Standing Offer.

### 4. 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.

### 5. Payment

#### 5.1 Basis of Payment

In consideration of the Contractor satisfactorily completing all of its obligations under the Call-up, the Offerer will be paid a firm hourly rate as specified in Annex B for Directed call-ups or a firm hourly rate/price following a competitive process in accordance with the call-up against the Standing Offer.

#### 5.2 Limitation of Price

Canada will not pay the Offerer for any design changes, modifications or interpretations of the Work, unless they have been approved, in writing, by the Contracting Authority before their incorporation into the Work.

#### 5.3 Method of Payment

5.3.1 For Directed Call-ups: [H1000C](#) (2008-05-12) Single Payment

5.3.2 For Completed Call-ups: [H1008C](#) (2008-15-12) Monthly Payment

#### 5.4 Electronic Payment of Invoices – Call-up

The Offerer accepts to be paid using the following Electronic Payment Instrument(s):

- Direct Deposit (Domestic and International);

#### 5.5 SACC Manual Clauses

[A9177C](#) T1204 (2007-11-30) – Direct Request by Customer Department

[C0100C](#) (2010-01-11) Discretionary Audit – Commercial Goods and/or Services

## 6. Invoicing Instructions

One (1) copy of each invoice is to be sent at the address below, showing:

- a. the Contract title, number and financial code;
  - b. the date;
  - c. a description of the Work performed;
  - d. timesheets (if payment is based on hourly/per diem rates);
  - e. evidences of actual Cost (Cost Reimbursable Elements);
  - f. the amount of the progress payment being claimed; and
  - g. the amount of any tax (including GST/HST).
2. Invoices must be distributed as follows:
- a. One (1) copy must be forwarded to the following email address(es) for certification and payment.  
[hc.p2p.east.invoices-factures.est.sc@canada.ca](mailto:hc.p2p.east.invoices-factures.est.sc@canada.ca) and to the Project Authority (to be determined at issue of call-up).

## 7 Insurance

For directed call-ups:

The Contractor is responsible for deciding if insurance coverage is necessary to fulfill its obligation under the Contract and to ensure compliance with any applicable law. Any insurance acquired or maintained by the Contractor is at its own expense and for its own benefit and protection. It does not release the Contractor from or reduce its liability under the Contract.

For competed call-ups:

The Contractor must comply with the insurance requirements specified in Annex D of the competitive process. The Contractor must maintain the required insurance coverage for the duration of the Contract. Compliance with the insurance requirements does not release the Contractor from or reduce its liability under the Contract.

The Contractor is responsible for deciding if additional insurance coverage is necessary to fulfill its obligation under the Contract and to ensure compliance with any applicable law. Any additional insurance coverage is at the Contractor's expense, and for its own benefit and protection.

The Contractor must forward to the Contracting Authority, a Certificate of Insurance evidencing the insurance coverage and confirming that the insurance policy complying with the requirements is in force. For Canadian-based Contractors, coverage must be placed with an Insurer licensed to carry out business in Canada, however, for Foreign-based Contractors, coverage must be placed with an Insurer with an A.M. Best Rating no less than "A-". The Contractor must, if requested by the Contracting Authority, forward to Canada a certified true copy of all applicable insurance policies.

---

## ANNEX "A"

### STATEMENT OF REQUIREMENT

#### 1. TITLE

TRADES SERVICES AT HEALTH CANADA LABORATORIES, NATIONAL CAPITAL REGION

#### 2. SCOPE

##### 2.1. Introduction

Health Canada has a requirement for skilled, licensed and Laboratory experienced trades people to assist in the operations and maintenance of Health Canada's custodial Laboratory facilities in the National Capital Region both during regular working hours and in emergency circumstances.

These services will cover various trades such as high voltage industrial electricians, electricians, plumbers, refrigeration/ air conditioning mechanics, roofers, general contractors, steam fitters/pipe fitters, floor covering installers, glaziers, painters, and industrial mechanics at one or more of the following locations:

**Radiation Protection Building** (Laboratory) – 775 Brookfield Road, Ottawa, Ontario, Canada

**Sir Frederick Banting Building**(Laboratory) – 251 Sir Frederick Banting Driveway, Tunney's Pasture, Ottawa, Ontario, Canada

**Laboratory Centre for Disease Control** (Laboratory) – 100 Eglantine Driveway, Tunney's Pasture, Ottawa, Canada

**Environmental Health Centre** (Laboratory) – 50 Colombine Tunney's Pasture, Ottawa, Ontario, Canada

**Occupational Health Unit** (Office) – 70 Chardon Driveway, Tunney's Pasture, Ottawa, Ontario, Canada

##### 2.2. Objectives of the Requirement

It is Health Canada's intention to authorize a maximum of eleven (11) Standing Offers (one (1) per trade listed below; each for a period of two (2) years from the date of issuing the Standing Offers and with two (2) optional periods of one (1) year each. Health Canada will qualify up to 5 companies per trade.

##### 2.3. Background and Specific Scope of the Requirement

Health Canada is the custodian of 5 facilities in the NCR, 4 of which are highly specialized laboratory facilities and 1 office building. Health Canada's, Corporate Services Branch's mandate towards the tenants is to provide the appropriate facilities for them to carry out their Scientific Programs. While the day to day operations of these facilities are managed in-house with Health Canada staff, there is a requirement for licensed and laboratory experienced trades people to provide services such as but shall not be limited to the supply of all supervision, materials, equipment, labour to complete minor construction and mechanical projects, renovations, maintenance, diagnostics and inspections, both during regular hours and after hours in emergency circumstances.

#### 3. REQUIREMENTS

##### 3.1. Tasks, Activities, Deliverables and/or Milestones

Below are a list of trades and required services and systems in the facilities:

**High Voltage Industrial Electricians** – install, maintain, test, troubleshoot, service and repair industrial electrical equipment and associated electrical controls. These include equipment or components directly or indirectly exposed to electrical power such as motors, generators, pumps and lighting systems.

---

Conduct preventative and predictive maintenance programs and keep maintenance records in areas such as high voltage and process control.

**Electricians** - plan, assemble, install, alter, repair, inspect, verify, commission, operate and maintain electrical systems. Electrical systems include heating, lighting, power, security, communication and controls.

**Plumbers** - install, repair and maintain plumbing fixtures and systems such as water, hydronic, drain, waste and vent (DWV), low pressure steam, chemical, and irrigation. Install specialized systems such as medical gas, process piping, compressed air, glass piping, water conditioners, Reverse Osmosis systems, fuel piping, sewage and water treatment, and storage and flow equipment.

**Refrigeration/Air Conditioning Mechanic**- install, maintain and service industrial and institutional heating, ventilation, air conditioning and refrigeration units and systems. Lay out reference points for installation, assemble and install components, install wiring to connect components to an electric power supply, and calibrate related controls. Systems include cooling towers, condensers, air handling units etc.

**Roofers** - install, repair and replace flat and sloped roofs with a membrane roofing systems that consist of a variety of materials with different application methods. Install, replace and repair shingles, slate, shakes, roofing tiles, sheet metal and other preformed sheeting on sloped roofs.

**Floor covering installer** -install, replace and repair a variety of floorcoverings. Including but not limited to cushion, carpeting, vinyl, resilient tile, laminated, sheet flooring and cold welded and seamless flooring for laboratories.

**General Contractor** - Oversee and coordinate office and lab construction/renovation projects.

Coordinate the work of subcontractors in differing specialties like drywall finishers, electricians, plumbers, carpenters, painters, glaziers, floor covering installers and masons.

**Steam fitter/Pipe Fitter** - lay out, assemble, fabricate, maintain, repair and service equipment and piping systems carrying water, steam, fluids, gases, chemicals and fuel. This includes heating, cooling, lubricating and process piping systems such as autoclaves and cage washers.

**Industrial Mechanic** – install, repair and maintain industrial machinery and mechanical equipment and components. This equipment may include mechanical, pneumatic, hydraulic, fuel, lubrication, cooling, and exhaust systems. Some of the components will include pumps, fans, tanks, conveyors, presses, generators, fume hoods, bio safety cabinets, lab equipment, ultralow freezers and pneumatic and hydraulic controls.

**Glaziers** - fabricate and install aluminium frames, entrances, skylights, doors and windows.

**Painters** - apply protective finishes in industrial settings. Prepare a variety of surfaces prior to the application of materials such as paint, high performance coatings, waterproofing, fireproofing, varnish, shellac, wall coverings and specialty finishes for laboratory environments.

- The Contractor must ensure all work meets the prescribed standards identified herein.
- The Contractor is responsible for arranging and undertaking all services necessary to complete each call-up including materials if applicable with prior approval from the project authority.
- The Contractor is responsible for ascertaining the availability of all information from Health Canada (HC) Project Authority prior to the start of the project and for determining the procedures to be followed throughout the course of the project as well as other requirements.
- The Contractor must maintain direct communication with the HC Project Authority. All correspondence and communications must be addressed to the HC Project Authority.
- The outline of deliverables and process, as presented in the Statement of Work provided at the time of call-up request, are intended as a general outline only. It is not exhaustive and does not preclude alternative or supplementary approaches as suggested by the Contractor for consideration by the HC Project Authority.
- The Contractor must prevent accumulation of wastes which create hazardous conditions.
- The Contractor must not dispose of volatile waste liquids in storm or sanitary drains; store volatile wastes in covered metal containers. Any such waste must be removed from premises daily. The Contractor must provide adequate ventilation during use of volatile or noxious substances.
- The Contractor is responsible for coordinating and directing all contractor and sub-contractor team activities. The Contractor team must be comprised of qualified professional and technical



---

expertise with extensive relevant experience and must be capable of providing the services identified in this requirement.

- The contractor shall minimize disruption and interference with occupants, including the prevention of transmission of noise, when demolition or construction work occurs in the building or on the property.
- The Contractor, if requested in writing to do so, must make any required changes in the work for the project notwithstanding his or her previous approval and advise the HC Project Authority of any changes to the time, schedule, budget and other implications.
- The Contractor must provide an estimated cost for the required changes to the HC Project Authority.
- The Contractor must provide a list of hazardous materials being brought on site as well as their SDS sheet(S)
- Where applicable, apprentices employed by the Contractor must be fully registered in a Tradesman Program related to the services identified in the Statement of Work. Apprentices must work under the direction of a Journeyman. Health Canada reserves the right to request proof of registration in Tradesman Program related at anytime during the period of this Standing Offer.
- All sub contractors will be the sole responsibility of the contractor
- All sub contractors will be approved by the project authority
- All sub contractors must be fully qualified in their respective trades and for the specific job.

### 3.2. Specifications and Standards

National Building Code, National Fire Code, Canadian Electrical Code, Canadian Plumbing Code, Canada Labour Code, Canada Occupational Safety and health Regulations, Ontario Occupational Health and Safety Act and any regulation under that Act, Workplace Hazardous Materials Information System (WHMIS 2015), Ontario Regulation for Fuel Industry Certificates Technical Standards and Safety Authority, Workers Compensation Board and all other applicable Federal, Provincial and Municipal codes pertaining to trades involved in the work. In the event of conflict between any provisions in the above authorities, the most stringent provision must apply.

Prior to Standing Offer award, the Contractor must provide the following:

- Proof of WHMIS 2015 training and any other training applicable to the work.
- Proof of WCB coverage for itself, its employees and subcontractors.
- Safety plan, including accident reporting system and emergency response plan.
- Security clearances for all proposed resources.

### 3.3. Certifications

- Ensure all of the service provider's personnel performing work on-site have the appropriate trade licenses and certifications to perform the work specified on the call-up document.

### 3.4. Technical, Operational and Organizational Environment

- **Emergency Work** - The Contractor must be on site and ready to commence the work within **2 hours** of a verbal acceptance of a call-up against the standing offer. Emergency work is defined as an event that if not addressed immediately poses an immediate risk to the tenants or the facility and that if left uncorrected will further increase the danger or damage to the facility.
- **Urgent Work** - The Contractor must be on site and ready to commence the work within **8 hours** of acceptance of call-up against the standing offer. Urgent work is defined as an event that while may not be an immediate threat to the tenants or the facility it may impact the science programs in the delivery of their mandate or the loss of irreplaceable samples or research.

- 
- **Non-Urgent Work** - The Contractor must be on site and ready to commence the work on acceptance of the call-up against the standing offer and its specific timeframe.

### 3.5. Method and Source of Acceptance

Work approved by the Project Authority

### 3.6. Reporting Requirements

Refer to 4.2

### 3.7. Performance Evaluation

- Contractors shall take note that the performance of the Contractor during and upon completion of the work can and shall be evaluated by Health Canada. The evaluation shall be based on the quality of workmanship; timeliness of completion of the work; project management, contract management and management of health and safety. Should the Contractor's performance be considered unsatisfactory, the Contractor's bidding privileges on future work may be suspended indefinitely.

### 3.8. Project Management Control Procedures

The HC Project Authority is responsible for the following:

- Facilitates a call-up between the Offeror and Health Canada;
- Arrange site visits and job showings as required;
- Will perform general Project Management duties, as required;
- Arrange meetings as required throughout the duration of the call-up for all members of the project team, including representatives from Health Canada and the Contractor. Meetings will normally be held on-site.

The Contractor must:

- Attend Site Visits
- Attend meetings throughout the duration of the project;
- Answer any questions as required;
- Advise Health Canada when work is nearing completion so that final site inspection can be arranged prior to invoices being issued; and
- Advise Health Canada in writing of outstanding information needed to proceed with the work.

## 4. ADDITIONAL INFORMATION

### 4.1. Health Canada's Obligations

Health Canada will provide:

- access to available documentation/reports/as-builts when available
- access to facilities and secure areas
- access to loading docks
- access to a staff members who will be available to coordinate activities
- provide comments on draft reports within five (5) working days
- provide answers to questions with two (2) working days
- provide free of charge, the use of existing electrical power and water for construction purposes.

### 4.2. Contractor's Obligations

- Unless otherwise specified, the Contractor must use its own equipment and tools for the performance of this Statement of Work.

- 
- Title to the equipment charged against this Contract shall vest in Canada upon payment of invoiced amounts and must remain so vested at all times.
  - Contractor may be asked to provide a detailed, accurate service report, upon completion of a site visit/call-up, on hard copy and in electronic format, to include:
    - Thorough explanations of all services performed, sub-divided into each major assembly of the equipment serviced and/or installed
    - Parts list of all assemblies/components repaired/replaced and consumable materials used during the service call;
    - As Built drawings of all new systems and revisions to current systems and;
    - Comments/recommendations by the contractor or the service personnel regarding operations, deficiencies, proposed upgrades, and estimated costs;
  - The contractor must appropriately divert and report to Health Canada what materials are sent to landfill and how much was recycled.
  - For each item of equipment that is purchased, the Contractor is to record the name, manufacturer, model number, serial number, optional equipment, supplier and price and forward this information to the Project Authority.
  - Notwithstanding the fact that the equipment under this Contract become vested in Canada, the equipment must remain within the custody and control of the Contractor until such time as the Project Authority provides instructions for its delivery. During this period of time, the Contractor must take reasonable and proper care of the equipment.
  - The Contractor must demonstrate that the project is undertaken utilizing best practices of the trades involved and must meet or exceed the requirements of all applicable standards and codes.
  - The Contractor must provide sufficient personnel and supervision to ensure that schedules of work are completed.
  - Materials must be new unless otherwise specified and must meet design criteria. The Contractor must comply with manufacturer's latest printed instructions for materials and installation methods. Materials and equipment must be CSA certified.
  - The Contractor must remove grease, dust, dirt, stains, labels, fingerprints and other foreign materials from sight exposed interior and exterior surface resultant from work under this standing offer.
  - The Contractor must remove and dispose of off-site all debris and waste. At no time is the Contractor to use a HC dumpster on site.
  - Movements around the site must be subject to any restrictions imposed by the HC Project Authority or their designate.
  - The Contractor will not unreasonably encumber the site with materials and equipment.
  - All HC property and equipment must be properly protected. Any damage caused by the Contractor must be repaired at its expense.
  - HC is not be responsible for any damage to the Contractor's supplies, materials or equipment neither in the building nor for the Contractor's employees personal belongings brought onto the site.
  - Smoking is prohibited inside Health Canada Canada Buildings and 9m from the entrances.

#### **4.3. Location of Work, Work site and Delivery Point**

Services to be provided at one or more of the following locations:

**Radiation Protection Building (Laboratory)** – 775 Brookfield Road, Ottawa, Ontario, Canada  
**Sir Frederick Banting Building(Laboratory)** – 251 Sir Frederick Banting Driveway, Tunney's Pasture, Ottawa, Ontario, Canada

**Laboratory Centre for Disease Control (Laboratory)** – 100 Eglantine Driveway, Tunney's Pasture, Ottawa, Canada

**Environmental Health Centre (Laboratory)** – 50 Colombine Tunney's Pasture, Ottawa, Ontario, Canada

**Occupation Health Unit (Office)** – 70 Chardon Driveway, Tunney's Pasture, Ottawa, Ontario, Canada

- Deliveries of Equipment/material are to be made using the loading docks
- Parking is not provided and will be the responsibility of the contractor.

**4.4. Language of Work**

Either French or English

**4.5. Travel and Living**

N/A

---

## ANNEX "B"

### BASIS OF PAYMENT

Rates must include all costs associated with providing the service in accordance with the Statement of Requirement, Annex A and must remain firm for the period of the proposed Standing Offer and Option Periods. Customs duties are included and Applicable taxes if applicable, is extra and to be shown on invoice as a separate item.

Bidders must provide offers as per unit of issue requested. Failure to do so may render the bid non-responsive without further consideration.

The estimated quantities specified herein are provided for evaluation purposes only and in no way constitute a guarantee on behalf of Health Canada.

#### **Hours are defined as follows:**

Regular Working Hours - Monday to Friday 7:30 am to 4:00 pm

After Hours - Monday to Friday 4:00pm to 7:30am

Weekends & Stat Holidays

#### **Additional Information**

Payment will not be made for generalization of material listed as "Shop Supplies", "Sundry", "Miscellaneous" or "General Supplies", etc. All materials shall be listed individually as an itemized list of the items used and priced as such.

Materials/Replacement Parts shall be charged at the bidders's laid down cost plus a mark-up \_\_\_\_\_% not to exceed the Manufacturer's suggested retail price. Cost must be supported by copies of the offeror's paid invoices being submitted with invoice to Health Canada.

Laid Down Cost is defined as the cost incurred by a vendor to acquire a specified product of service for resale to the government. This includes the supplier's invoice price (less trade discounts), plus any applicable charges for incoming transportation, foreign exchange, customs duty and brokerage, but excludes sales taxes.

Mark-Up is defined as the difference between the vendor's laid-down cost for a product or service and the resale price to the government (exclusive of sales taxes) consisting of the cost of necessary services, applicable overhead and profit.

## 1 - ELECTRICIANS

### Non-Urgent Work

INITIAL PERIOD OF STANDING OFFER – FROM AWARD TO MARCH 31ST, 2022						
Item #	Class of Labour Non-Urgent work	Unit	Type	Hourly Rate	Estimated Quantity	Extended Price
1	Electrician: Journeyman	/Hour	Regular Hours	\$	100	\$
		/Hour	After Hours/Weekends	\$	50	\$
		/Hour	Stat Holidays	\$	50	\$
		<b>Total:</b>				<b>200</b>

1A	Electrician: Apprentice/ Labourer	/Hour	Regular Hours	\$	100	
		/Hour	After Hours/Weekends	\$	50	\$
		/Hour	Stat Holidays	\$	50	\$
		<b>Total:</b>				<b>200</b>

### Emergency and Urgent Work

Item #	Class of Labour Emergency and Urgent work	Unit	Type	Hourly Rate
1B	Electrician: Journeyman	/Hour	Regular Hours	\$
		/Hour	After Hours/Weekends	\$
		/Hour	Stat Holidays	\$
		<b>Total:</b>		

1C	Electrician: Apprentice/ Labourer	/Hour	Regular Hours	\$
		/Hour	After Hours/Weekends	\$
		/Hour	Stat Holidays	\$
		<b>Total:</b>		

1D	Material/Replacement Parts	% of Mark-up	Estimated Quantity	Extended Price
		/%	<b>\$1,000.00</b>	<b>\$</b>

## 2 - Plumber

### Non-Urgent Work

INITIAL PERIOD OF STANDING OFFER – FROM AWARD TO MARCH 31ST, 2022						
Item #	Class of Labour Non-Urgent work	Unit	Type	Hourly Rate	Estimated Quantity	Extended Price
2	Plumber: Journeyman	/Hour	Regular Hours	\$	100	\$
		/Hour	After Hours/Weekends	\$	50	\$
		/Hour	Stat Holidays	\$	50	\$
		Total:				200
2A	Plumber: Apprentice/ Labourer	/Hour	Regular Hours	\$	100	
		/Hour	After Hours/Weekends	\$	50	\$
		/Hour	Stat Holidays	\$	50	\$
		Total:				200

### Emergency and Urgent Work

Item #	Class of Labour Emergency and Urgent work	Unit	Type	Hourly Rate		
2B	Plumber: Journeyman	/Hour	Regular Hours	\$		
		/Hour	After Hours/Weekends	\$		
		/Hour	Stat Holidays	\$		
		Total:				
2C	Plumber: Apprentice/ Labourer	/Hour	Regular Hours	\$		
		/Hour	After Hours/Weekends	\$		
		/Hour	Stat Holidays	\$		
		Total:				
2D	Material/Replacement Parts		% of Mark-up		Estimated Quantity	Extended Price
			/%		\$1,000.00	\$

### 3 - REFRIGERATION/AIR CONDITIONING MECHANIC

#### Non-Urgent Work

INITIAL PERIOD OF STANDING OFFER – FROM AWARD TO MARCH 31ST, 2022						
Item #	Class of Labour	Unit	Type	Hourly Rate	Estimated Quantity	Extended Price
3	Refrigeration/Air Conditioning Mechanic: Journeyman	/Hour	Regular Hours	\$	100	\$
		/Hour	After Hours/Weekends	\$	50	\$
		/Hour	Stat Holidays	\$	50	\$
		Total:				200

3A	Refrigeration/Air Conditioning Mechanic: Apprentice/Labourer	/Hour	Regular Hours	\$	100	
		/Hour	After Hours/Weekends	\$	50	\$
		/Hour	Stat Holidays	\$	50	\$
		Total:				200

#### Emergency and Urgent Work

Item #	Class of Labour	Unit	Type	Hourly Rate
3B	Refrigeration/Air Conditioning Mechanic: Journeyman	/Hour	Regular Hours	\$
		/Hour	After Hours/Weekends	\$
		/Hour	Stat Holidays	\$
		Total:		

3C	Refrigeration/Air Conditioning Mechanic: Apprentice/Labourer	/Hour	Regular Hours	\$
		/Hour	After Hours/Weekends	\$
		/Hour	Stat Holidays	\$
		Total:		

3D	Material/Replacement Parts	% of Mark-up	Estimated Quantity	Extended Price
		/%	\$1,000.00	\$



#### 4 - STEAM FITTER/PIPE FITTER

##### Non-Urgent Work

INITIAL PERIOD OF STANDING OFFER – FROM AWARD TO MARCH 31ST, 2022						
Item #	Class of Labour Non-Urgent work	Unit	Type	Hourly Rate	Estimated Quantity	Extended Price
4	Steam Fitter/Pipe Fitter: Journeyman	/Hour	Regular Hours	\$	100	\$
		/Hour	After Hours/Weekends	\$	50	\$
		/Hour	Stat Holidays	\$	50	\$
		Total:				200
4A	Steam Fitter/Pipe Fitter: Apprentice/Labourer	/Hour	Regular Hours	\$	100	
		/Hour	After Hours/Weekends	\$	50	\$
		/Hour	Stat Holidays	\$	50	\$
		Total:				200

##### Emergency and Urgent Work

Item #	Class of Labour Emergency and Urgent work	Unit	Type	Hourly Rate		
4B	Steam Fitter/Pipe Fitter: Journeyman	/Hour	Regular Hours	\$		
		/Hour	After Hours/Weekends	\$		
		/Hour	Stat Holidays	\$		
		Total:				
4C	Steam Fitter/Pipe Fitter: Apprentice/Labourer	/Hour	Regular Hours	\$		
		/Hour	After Hours/Weekends	\$		
		/Hour	Stat Holidays	\$		
		Total:				
4D	Material/Replacement Parts		% of Mark-up		Estimated Quantity	Extended Price
			/%		\$1,000.00	\$

## 5 - ROOFER

### Non-Urgent Work

INITIAL PERIOD OF STANDING OFFER – FROM AWARD TO MARCH 31ST, 2022						
Item #	Class of Labour Non-Urgent work	Unit	Type	Hourly Rate	Estimated Quantity	Extended Price
5	Roofer: Journeyman	/Hour	Regular Hours	\$	100	\$
		/Hour	After Hours/Weekends	\$	50	\$
		/Hour	Stat Holidays	\$	50	\$
		Total:				200
5A	Roofer: Apprentice/ Labourer	/Hour	Regular Hours	\$	100	
		/Hour	After Hours/Weekends	\$	50	\$
		/Hour	Stat Holidays	\$	50	\$
		Total:				200

### Emergency and Urgent Work

Item #	Class of Labour Emergency and Urgent work	Unit	Type	Hourly Rate
5B	Roofer: Journeyman	/Hour	Regular Hours	\$
		/Hour	After Hours/Weekends	\$
		/Hour	Stat Holidays	\$
		Total:		
5C	Roofer: Apprentice/ Labourer	/Hour	Regular Hours	\$
		/Hour	After Hours/Weekends	\$
		/Hour	Stat Holidays	\$
		Total:		

5D	Material/Replacement Parts	% of Mark-up	Estimated Quantity	Extended Price
		1%	\$1,000.00	\$

## 6 - FLOOR COVERING INSTALLER

### Non-Urgent Work

INITIAL PERIOD OF STANDING OFFER – FROM AWARD TO MARCH 31ST, 2022						
Item #	Class of Labour Non-Urgent work	Unit	Type	Hourly Rate	Estimated Quantity	Extended Price
6	Floor covering installer Journeyman	/Hour	Regular Hours	\$	100	\$
		/Hour	After Hours/Weekends	\$	50	\$
		/Hour	Stat Holidays	\$	50	\$
		Total:				200
6A	Floor covering installer Apprentice/ Labourer	/Hour	Regular Hours	\$	100	
		/Hour	After Hours/Weekends	\$	50	\$
		/Hour	Stat Holidays	\$	50	\$
		Total:				200

### Emergency and Urgent Work

Item #	Class of Labour Emergency and Urgent work	Unit	Type	Hourly Rate		
6B	Floor covering installer Journeyman	/Hour	Regular Hours	\$		
		/Hour	After Hours/Weekends	\$		
		/Hour	Stat Holidays	\$		
		Total:				
6C	Floor covering installer Apprentice/ Labourer	/Hour	Regular Hours	\$		
		/Hour	After Hours/Weekends	\$		
		/Hour	Stat Holidays	\$		
		Total:				
6D	Material/Replacement Parts		% of Mark-up		Estimated Quantity	Extended Price
			/%		\$1,000.00	\$

**7 - PAINTER**

**Non-Urgent Work**

<b>INITIAL PERIOD OF STANDING OFFER – FROM AWARD TO MARCH 31ST, 2022</b>						
<b>Item #</b>	<b>Class of Labour Non-Urgent work</b>	<b>Unit</b>	<b>Type</b>	<b>Hourly Rate</b>	<b>Estimated Quantity</b>	<b>Extended Price</b>
7	Painter: Journeyman	/Hour	Regular Hours	\$	100	\$
		/Hour	After Hours/Weekends	\$	50	\$
		/Hour	Stat Holidays	\$	50	\$
		<b>Total:</b>				<b>200</b>
7A	Painter: Apprentice/ Labourer	/Hour	Regular Hours	\$	100	
		/Hour	After Hours/Weekends	\$	50	\$
		/Hour	Stat Holidays	\$	50	\$
		<b>Total:</b>				<b>200</b>

**Emergency and Urgent Work**

<b>Item #</b>	<b>Class of Labour Emergency and Urgent work</b>	<b>Unit</b>	<b>Type</b>	<b>Hourly Rate</b>		
7B	Painter: Journeyman	/Hour	Regular Hours	\$		
		/Hour	After Hours/Weekends	\$		
		/Hour	Stat Holidays	\$		
		<b>Total:</b>				
7C	Painter: Apprentice/ Labourer	/Hour	Regular Hours	\$		
		/Hour	After Hours/Weekends	\$		
		/Hour	Stat Holidays	\$		
		<b>Total:</b>				
7D	Material/Replacement Parts		% of Mark-up		Estimated Quantity	Extended Price
			/%		\$1,000.00	\$

## 8 - INDUSTRIAL MECHANIC

### Non-Urgent Work

INITIAL PERIOD OF STANDING OFFER – FROM AWARD TO MARCH 31ST, 2022						
Item #	Class of Labour Non-Urgent work	Unit	Type	Hourly Rate	Estimated Quantity	Extended Price
8	Industrial Mechanic Journeyman	/Hour	Regular Hours	\$	100	\$
		/Hour	After Hours/Weekends	\$	50	\$
		/Hour	Stat Holidays	\$	50	\$
		Total:				200
8A	Industrial Mechanic Apprentice/Labourer	/Hour	Regular Hours	\$	100	
		/Hour	After Hours/Weekends	\$	50	\$
		/Hour	Stat Holidays	\$	50	\$
		Total:				200

### Emergency and Urgent Work

Item #	Class of Labour Emergency and Urgent work	Unit	Type	Hourly Rate
8B	Industrial Mechanic Journeyman	/Hour	Regular Hours	\$
		/Hour	After Hours/Weekends	\$
		/Hour	Stat Holidays	\$
		Total:		
8C	Industrial Mechanic Apprentice/Labourer	/Hour	Regular Hours	\$
		/Hour	After Hours/Weekends	\$
		/Hour	Stat Holidays	\$
		Total:		

8D	Material/Replacement Parts	% of Mark-up	Estimated Quantity	Extended Price
		/%	\$1,000.00	\$

**9 - GENERAL CONTRACTOR**

**Non-Urgent Work**

INITIAL PERIOD OF STANDING OFFER – FROM AWARD TO MARCH 31ST, 2022						
Item #	Class of Labour Non-Urgent work	Unit	Type	Hourly Rate	Estimated Quantity	Extended Price
9	<u>Project Manager</u> General Contractor: Site Foreman	/Hour	Regular Hours	\$	100	\$
		/Hour	After Hours/Weekends	\$	50	\$
		/Hour	Stat Holidays	\$	50	\$
		Total:				200
9A	<u>Project Coordinator</u> General Contractor: Glazier	/Hour	Regular Hours	\$	100	
		/Hour	After Hours/Weekends	\$	50	\$
		/Hour	Stat Holidays	\$	50	\$
		Total:				200
9B	<u>Superintendent</u> General Contractor: Electrician	/Hour	Regular Hours	\$	100	\$
		/Hour	After Hours/Weekends	\$	50	\$
		/Hour	Stat Holidays	\$	50	\$
		Total:				200
9C	<u>Assistant Superintendent (less than 10 yrs experience)</u> General Contractor: Plumber	/Hour	Regular Hours	\$	100	
		/Hour	After Hours/Weekends	\$	50	\$
		/Hour	Stat Holidays	\$	50	\$
		Total:				200
9D	<u>Scheduler</u> General Contractor: Carpenter	/Hour	Regular Hours	\$	100	\$
		/Hour	After Hours/Weekends	\$	50	\$
		/Hour	Stat Holidays	\$	50	\$
		Total:				200
9E	<u>Health and Safety Officer</u> General Contractor: Painter	/Hour	Regular Hours	\$	100	
		/Hour	After Hours/Weekends	\$	50	\$
		/Hour	Stat Holidays	\$	50	\$
		Total:				200
9F	General Contractor: Drywall Finisher and Plasterer	/Hour	Regular Hours	\$	100	\$
		/Hour	After Hours/Weekends	\$	50	\$
		/Hour	Stat Holidays	\$	50	\$
		Total:				200
9G	General Contractor: Floor-covering Installer	/Hour	Regular Hours	\$	100	
		/Hour	After Hours/Weekends	\$	50	\$
		/Hour	Stat Holidays	\$	50	\$

<b>Total:</b>				<b>200</b>	<b>\$</b>	
Item #	Class of Labour Non-Urgent work	Unit	Type	Hourly Rate	Estimated Quantity	Extended Price
9H	General Contractor: Mason	/Hour	Regular Hours	\$	100	\$
		/Hour	After Hours/Weekends	\$	50	\$
		/Hour	Stat Holidays	\$	50	\$
		<b>Total:</b>				<b>200</b>

**Emergency and Urgent Work**

Item #	Class of Labour Emergency and Urgent work	Unit	Type	Hourly Rate
9	Project Manager General Contractor: Site Forman	/Hour	Regular Hours	\$
		/Hour	After Hours/Weekends	\$
		/Hour	Stat Holidays	\$
		<b>Total:</b>		
9A	Project Coordinator General Contractor: Glazer	/Hour	Regular Hours	\$
		/Hour	After Hours/Weekends	\$
		/Hour	Stat Holidays	\$
		<b>Total:</b>		
9B	Superintendent General Contractor: Electrician	/Hour	Regular Hours	\$
		/Hour	After Hours/Weekends	\$
		/Hour	Stat Holidays	\$
		<b>Total:</b>		

9C	Assistant Superintendent (less than 10 years experience) General Contractor: Plumber	/Hour	Regular Hours	\$
		/Hour	After Hours/Weekends	\$
		/Hour	Stat Holidays	\$
		<b>Total:</b>		
9D	Scheduler General Contractor: Carpenter	/Hour	Regular Hours	\$
		/Hour	After Hours/Weekends	\$
		/Hour	Stat Holidays	\$
		<b>Total:</b>		
9E	Health and Safety Officer General Contractor: Painter	/Hour	Regular Hours	\$
		/Hour	After Hours/Weekends	\$
		/Hour	Stat Holidays	\$
		<b>Total:</b>		

9F	General Contractor:	/Hour	Regular Hours	\$
		/Hour	After	\$

	<b>Plasterer</b>		<b>Hours/Weekends</b>	
		<b>/Hour</b>	<b>Stat Holidays</b>	<b>\$</b>
		<b>Total:</b>		

<b>Item #</b>	<b>Class of Labour</b>	<b>Unit</b>	<b>Type</b>	<b>Hourly Rate</b>
<b>9G</b>	<b>General Contractor: Floor-covering Installer</b>	<b>/Hour</b>	<b>Regular Hours</b>	<b>\$</b>
		<b>/Hour</b>	<b>After Hours/Weekends</b>	<b>\$</b>
		<b>/Hour</b>	<b>Stat Holidays</b>	<b>\$</b>
		<b>Total:</b>		

<b>9H</b>	<b>General Contractor: Mason</b>	<b>/Hour</b>	<b>Regular Hours</b>	<b>\$</b>
		<b>/Hour</b>	<b>After Hours/Weekends</b>	<b>\$</b>
		<b>/Hour</b>	<b>Stat Holidays</b>	<b>\$</b>
		<b>Total:</b>		

<b>9</b>	<b>Material/Replacement Parts</b>	<b>% of Mark-up</b>	<b>Estimated Quantity</b>	<b>Extended Price</b>
		<b>%</b>	<b>\$1,000.00</b>	<b>\$</b>



## 10 - GLAZIER

### Non-Urgent Work

INITIAL PERIOD OF STANDING OFFER – FROM AWARD TO MARCH 31ST, 2022						
Item #	Class of Labour Non-Urgent work	Unit	Type	Hourly Rate	Estimated Quantity	Extended Price
10	Glazier: Journeyman	/Hour	Regular Hours	\$	100	\$
		/Hour	After Hours/Weekends	\$	50	\$
		/Hour	Stat Holidays	\$	50	\$
		Total:				200
10A	Glazier: Apprentice/ Labourer	/Hour	Regular Hours	\$	100	
		/Hour	After Hours/Weekends	\$	50	\$
		/Hour	Stat Holidays	\$	50	\$
		Total:				200

### Emergency and Urgent Work

Item #	Class of Labour Emergency and Urgent work	Unit	Type	Hourly Rate		
10B	Glazier: Journeyman	/Hour	Regular Hours	\$		
		/Hour	After Hours/Weekends	\$		
		/Hour	Stat Holidays	\$		
		Total:				
10C	Glazier: Apprentice/ Labourer	/Hour	Regular Hours	\$		
		/Hour	After Hours/Weekends	\$		
		/Hour	Stat Holidays	\$		
		Total:				
10D	Material/Replacement Parts		% of Mark-up		Estimated Quantity	Extended Price
			1%		\$1,000.00	\$

### 11 – HIGH VOLTAGE INDUSTRIAL ELECTRICIAN

#### Non-Urgent Work

INITIAL PERIOD OF STANDING OFFER – FROM AWARD TO MARCH 31ST, 2022						
Item #	Class of Labour Non-Urgent work	Unit	Type	Hourly Rate	Estimated Quantity	Extended Price
11	High Voltage Industrial Electrician: Journeyman	/Hour	Regular Hours	\$	100	\$
		/Hour	After Hours/Weekends	\$	50	\$
		/Hour	Stat Holidays	\$	50	\$
		Total:				200

11A	High Voltage Industrial Electrician: Apprentice/ Labourer	/Hour	Regular Hours	\$	100	
		/Hour	After Hours/Weekends	\$	50	\$
		/Hour	Stat Holidays	\$	50	\$
		Total:				200

#### Emergency and Urgent Work

Item #	Class of Labour Emergency and Urgent work	Unit	Type	Hourly Rate
11B	High Voltage Industrial Electrician: Journeyman	/Hour	Regular Hours	\$
		/Hour	After Hours/Weekends	\$
		/Hour	Stat Holidays	\$
		Total:		

11C	High Voltage Industrial Electrician: Apprentice/ Labourer	/Hour	Regular Hours	\$
		/Hour	After Hours/Weekends	\$
		/Hour	Stat Holidays	\$
		Total:		

11D	Material/Replacement Parts	% of Mark-up	Estimated Quantity	Extended Price
		/%	\$1,000.00	\$

## 1 - ELECTRICIANS

### Non-Urgent Work

OPTION YEAR 1 – FROM APRIL 1 <sup>ST</sup> 2022 TO MARCH 31 <sup>ST</sup> , 2023						
Item #	Class of Labour Non-Urgent work	Unit	Type	Hourly Rate	Estimated Quantity	Extended Price
1	Electrician: Journeyman	/Hour	Regular Hours	\$	100	\$
		/Hour	After Hours/Weekends	\$	50	\$
		/Hour	Stat Holidays	\$	50	\$
		Total:				200
1A	Electrician: Apprentice/ Labourer	/Hour	Regular Hours	\$	100	
		/Hour	After Hours/Weekends	\$	50	\$
		/Hour	Stat Holidays	\$	50	\$
		Total:				200

### Emergency and Urgent Work

Item #	Class of Labour Emergency and Urgent work	Unit	Type	Hourly Rate	
1B	Electrician: Journeyman	/Hour	Regular Hours	\$	
		/Hour	After Hours/Weekends	\$	
		/Hour	Stat Holidays	\$	
		Total:			
1C	Electrician: Apprentice/ Labourer	/Hour	Regular Hours	\$	
		/Hour	After Hours/Weekends	\$	
		/Hour	Stat Holidays	\$	
		Total:			
1D	Material/Replacement Parts		% of Mark-up	Estimated Quantity	Extended Price
			/%	\$1,000.00	\$

**2 - Plumber**

**Non-Urgent Work**

OPTION YEAR 1 – FROM APRIL 1 <sup>ST</sup> 2022 MARCH 31 <sup>ST</sup> , 2023						
Item #	Class of Labour Non-Urgent work	Unit	Type	Hourly Rate	Estimated Quantity	Extended Price
2	Plumber: Journeyman	/Hour	Regular Hours	\$	100	\$
		/Hour	After Hours/Weekends	\$	50	\$
		/Hour	Stat Holidays	\$	50	\$
		Total:				200
2A	Plumber: Apprentice/ Labourer	/Hour	Regular Hours	\$	100	
		/Hour	After Hours/Weekends	\$	50	\$
		/Hour	Stat Holidays	\$	50	\$
		Total:				200

**Emergency and Urgent Work**

Item #	Class of Labour Emergency and Urgent work	Unit	Type	Hourly Rate		
2B	Plumber: Journeyman	/Hour	Regular Hours	\$		
		/Hour	After Hours/Weekends	\$		
		/Hour	Stat Holidays	\$		
		Total:				
2C	Plumber: Apprentice/ Labourer	/Hour	Regular Hours	\$		
		/Hour	After Hours/Weekends	\$		
		/Hour	Stat Holidays	\$		
		Total:				
2D	Material/Replacement Parts		% of Mark-up		Estimated Quantity	Extended Price
			1%		\$1,000.00	\$

### 3 - REFRIGERATION/AIR CONDITIONING MECHANIC

#### Non-Urgent Work

OPTION YEAR 1 – FROM APRIL 1 <sup>ST</sup> 2022 MARCH 31 <sup>ST</sup> , 2023						
Item #	Class of Labour Non-Urgent work	Unit	Type	Hourly Rate	Estimated Quantity	Extended Price
3	Refrigeration/Air Conditioning Mechanic: Journeyman	/Hour	Regular Hours	\$	100	\$
		/Hour	After Hours/Weekends	\$	50	\$
		/Hour	Stat Holidays	\$	50	\$
		Total:				200
3A	Refrigeration/Air Conditioning Mechanic: Apprentice/Labourer	/Hour	Regular Hours	\$	100	
		/Hour	After Hours/Weekends	\$	50	\$
		/Hour	Stat Holidays	\$	50	\$
		Total:				200

#### Emergency and Urgent Work

Item #	Class of Labour Emergency and Urgent work	Unit	Type	Hourly Rate
3B	Refrigeration/Air Conditioning Mechanic: Journeyman	/Hour	Regular Hours	\$
		/Hour	After Hours/Weekends	\$
		/Hour	Stat Holidays	\$
		Total:		
3C	Refrigeration/Air Conditioning Mechanic: Apprentice/Labourer	/Hour	Regular Hours	\$
		/Hour	After Hours/Weekends	\$
		/Hour	Stat Holidays	\$
		Total:		

3D	Material/Replacement Parts	% of Mark-up	Estimated Quantity	Extended Price
		/%	\$1,000.00	\$

#### 4 - STEAM FITTER/PIPE FITTER

##### Non-Urgent Work

OPTION YEAR 1 – FROM APRIL 1 <sup>ST</sup> 2022 MARCH 31 <sup>ST</sup> , 2023						
Item #	Class of Labour Non-Urgent work	Unit	Type	Hourly Rate	Estimated Quantity	Extended Price
4	Steam Fitter/Pipe Fitter: Journeyman	/Hour	Regular Hours	\$	100	\$
		/Hour	After Hours/Weekends	\$	50	\$
		/Hour	Stat Holidays	\$	50	\$
		Total:				200
4A	Steam Fitter/Pipe Fitter: Apprentice/Labourer	/Hour	Regular Hours	\$	100	
		/Hour	After Hours/Weekends	\$	50	\$
		/Hour	Stat Holidays	\$	50	\$
		Total:				200

##### Emergency and Urgent Work

Item #	Class of Labour Emergency and Urgent work	Unit	Type	Hourly Rate		
4B	Steam Fitter/Pipe Fitter: Journeyman	/Hour	Regular Hours	\$		
		/Hour	After Hours/Weekends	\$		
		/Hour	Stat Holidays	\$		
		Total:				
4C	Steam Fitter/Pipe Fitter: Apprentice/Labourer	/Hour	Regular Hours	\$		
		/Hour	After Hours/Weekends	\$		
		/Hour	Stat Holidays	\$		
		Total:				
4D	Material/Replacement Parts		% of Mark-up		Estimated Quantity	Extended Price
			1%		\$1,000.00	\$

## 5 - ROOFER

### Non-Urgent Work

OPTION YEAR 1 – FROM APRIL 1 <sup>ST</sup> 2022 MARCH 31 <sup>ST</sup> , 2023						
Item #	Class of Labour Non-Urgent work	Unit	Type	Hourly Rate	Estimated Quantity	Extended Price
5	Roofer: Journeyman	/Hour	Regular Hours	\$	100	\$
		/Hour	After Hours/Weekends	\$	50	\$
		/Hour	Stat Holidays	\$	50	\$
		Total:				200
5A	Roofer: Apprentice/ Labourer	/Hour	Regular Hours	\$	100	
		/Hour	After Hours/Weekends	\$	50	\$
		/Hour	Stat Holidays	\$	50	\$
		Total:				200

### Emergency and Urgent Work

Item #	Class of Labour Emergency and Urgent work	Unit	Type	Hourly Rate
5B	Roofer: Journeyman	/Hour	Regular Hours	\$
		/Hour	After Hours/Weekends	\$
		/Hour	Stat Holidays	\$
		Total:		
5C	Roofer: Apprentice/ Labourer	/Hour	Regular Hours	\$
		/Hour	After Hours/Weekends	\$
		/Hour	Stat Holidays	\$
		Total:		

5D	Material/Replacement Parts	% of Mark-up	Estimated Quantity	Extended Price
		/%	\$1,000.00	\$

## 6 - FLOOR COVERING INSTALLER

### Non-Urgent Work

OPTION YEAR 1 – FROM APRIL 1 <sup>ST</sup> 2022 MARCH 31 <sup>ST</sup> , 2023						
Item #	Class of Labour Non-Urgent work	Unit	Type	Hourly Rate	Estimated Quantity	Extended Price
6	Floor covering installer Journeyman	/Hour	Regular Hours	\$	100	\$
		/Hour	After Hours/Weekends	\$	50	\$
		/Hour	Stat Holidays	\$	50	\$
		Total:				200
6A	Floor covering installer Apprentice/ Labourer	/Hour	Regular Hours	\$	100	
		/Hour	After Hours/Weekends	\$	50	\$
		/Hour	Stat Holidays	\$	50	\$
		Total:				200

### Emergency and Urgent Work

Item #	Class of Labour Emergency and Urgent work	Unit	Type	Hourly Rate
6B	Floor covering installer Journeyman	/Hour	Regular Hours	\$
		/Hour	After Hours/Weekends	\$
		/Hour	Stat Holidays	\$
		Total:		
6C	Floor covering installer Apprentice/ Labourer	/Hour	Regular Hours	\$
		/Hour	After Hours/Weekends	\$
		/Hour	Stat Holidays	\$
		Total:		

6D	Material/Replacement Parts	% of Mark-up	Estimated Quantity	Extended Price
		/%	\$1,000.00	\$



## 7 - PAINTER

### Non-Urgent Work

OPTION YEAR 1 – FROM APRIL 1 <sup>ST</sup> 2022 MARCH 31 <sup>ST</sup> , 2023						
Item #	Class of Labour Non-Urgent work	Unit	Type	Hourly Rate	Estimated Quantity	Extended Price
7	Painter: Journeyman	/Hour	Regular Hours	\$	100	\$
		/Hour	After Hours/Weekends	\$	50	\$
		/Hour	Stat Holidays	\$	50	\$
		Total:				200
7A	Painter: Apprentice/ Labourer	/Hour	Regular Hours	\$	100	
		/Hour	After Hours/Weekends	\$	50	\$
		/Hour	Stat Holidays	\$	50	\$
		Total:				200

### Emergency and Urgent Work

Item #	Class of Labour Emergency and Urgent work	Unit	Type	Hourly Rate
7B	Painter: Journeyman	/Hour	Regular Hours	\$
		/Hour	After Hours/Weekends	\$
		/Hour	Stat Holidays	\$
		Total:		
7C	Painter: Apprentice/ Labourer	/Hour	Regular Hours	\$
		/Hour	After Hours/Weekends	\$
		/Hour	Stat Holidays	\$
		Total:		

7D	Material/Replacement Parts	% of Mark-up	Estimated Quantity	Extended Price
		/%	\$1,000.00	\$

## 8 - INDUSTRIAL MECHANIC

### Non-Urgent Work

OPTION YEAR 1 – FROM APRIL 1 <sup>ST</sup> 2022 MARCH 31 <sup>ST</sup> , 2023						
Item #	Class of Labour Non-Urgent work	Unit	Type	Hourly Rate	Estimated Quantity	Extended Price
8	Industrial mechanic Journeyman	/Hour	Regular Hours	\$	100	\$
		/Hour	After Hours/Weekends	\$	50	\$
		/Hour	Stat Holidays	\$	50	\$
		Total:				200
8A	Industrial mechanic Apprentice/ Labourer	/Hour	Regular Hours	\$	100	
		/Hour	After Hours/Weekends	\$	50	\$
		/Hour	Stat Holidays	\$	50	\$
		Total:				200

### Emergency and Urgent Work

Item #	Class of Labour Emergency and Urgent work	Unit	Type	Hourly Rate
8B	Industrial mechanic Journeyman	/Hour	Regular Hours	\$
		/Hour	After Hours/Weekends	\$
		/Hour	Stat Holidays	\$
		Total:		
8C	Industrial mechanic Apprentice/ Labourer	/Hour	Regular Hours	\$
		/Hour	After Hours/Weekends	\$
		/Hour	Stat Holidays	\$
		Total:		

8D	Material/Replacement Parts	% of Mark-up	Estimated Quantity	Extended Price
		/%	\$1,000.00	\$

## 9 - GENERAL CONTRACTOR

### Non-Urgent Work

OPTION YEAR 1 – FROM APRIL 1 <sup>ST</sup> 2022 MARCH 31 <sup>ST</sup> , 2023						
Item #	Class of Labour Non-Urgent work	Unit	Type	Hourly Rate	Estimated Quantity	Extended Price
9	<u>Project Manager General Contractor: Site Foreman</u>	/Hour	Regular Hours	\$	100	\$
		/Hour	After Hours/Weekends	\$	50	\$
		/Hour	Stat Holidays	\$	50	\$
		Total:				200
9A	<u>Project Coordinator General Contractor: Glazier</u>	/Hour	Regular Hours	\$	100	
		/Hour	After Hours/Weekends	\$	50	\$
		/Hour	Stat Holidays	\$	50	\$
		Total:				200
9B	<u>Superintendent General Contractor: Electrician</u>	/Hour	Regular Hours	\$	100	\$
		/Hour	After Hours/Weekends	\$	50	\$
		/Hour	Stat Holidays	\$	50	\$
		Total:				200
9C	<u>Assistant Superintendent (less than 10 years experience) General Contractor: Plumber</u>	/Hour	Regular Hours	\$	100	
		/Hour	After Hours/Weekends	\$	50	\$
		/Hour	Stat Holidays	\$	50	\$
		Total:				200
9D	<u>Scheduler General Contractor: Carpenter</u>	/Hour	Regular Hours	\$	100	\$
		/Hour	After Hours/Weekends	\$	50	\$
		/Hour	Stat Holidays	\$	50	\$
		Total:				200
9E	<u>Health and Safety Officer General Contractor: Painter</u>	/Hour	Regular Hours	\$	100	
		/Hour	After Hours/Weekends	\$	50	\$
		/Hour	Stat Holidays	\$	50	\$
		Total:				200

<b>9F</b>	<b>General Contractor: Drywall Finisher and Plasterer</b>	/Hour	<b>Regular Hours</b>	\$	<b>100</b>	\$
		/Hour	<b>After Hours/Weekends</b>	\$	<b>50</b>	\$
		/Hour	<b>Stat Holidays</b>	\$	<b>50</b>	\$
		<b>Total:</b>				<b>200</b>

Item #	Class of Labour Non-Urgent work	Unit	Type	Hourly Rate	Estimated Quantity	Extended Price
<b>9G</b>	<b>General Contractor: Floor-covering Installer</b>	/Hour	<b>Regular Hours</b>	\$	<b>100</b>	
		/Hour	<b>After Hours/Weekends</b>	\$	<b>50</b>	\$
		/Hour	<b>Stat Holidays</b>	\$	<b>50</b>	\$
		<b>Total:</b>				<b>200</b>

<b>9H</b>	<b>General Contractor: Mason</b>	/Hour	<b>Regular Hours</b>	\$	<b>100</b>	\$
		/Hour	<b>After Hours/Weekends</b>	\$	<b>50</b>	\$
		/Hour	<b>Stat Holidays</b>	\$	<b>50</b>	\$
		<b>Total:</b>				<b>200</b>

**Emergency and Urgent Work**

Item #	Class of Labour Emergency and Urgent work	Unit	Type	Hourly Rate
<b>9</b>	<b>Project Manager General Contractor: Site Forman</b>	/Hour	<b>Regular Hours</b>	\$
		/Hour	<b>After Hours/Weekends</b>	\$
		/Hour	<b>Stat Holidays</b>	\$
		<b>Total:</b>		
<b>9A</b>	<b>Project Coordinator General Contractor: Glazer</b>	/Hour	<b>Regular Hours</b>	\$
		/Hour	<b>After Hours/Weekends</b>	\$
		/Hour	<b>Stat Holidays</b>	\$
		<b>Total:</b>		
<b>9B</b>	<b>Superintendent General Contractor: Electrician</b>	/Hour	<b>Regular Hours</b>	\$
		/Hour	<b>After Hours/Weekends</b>	\$
		/Hour	<b>Stat Holidays</b>	\$
		<b>Total:</b>		

<b>9C</b>	<b>Assistant Superintendent (less than 10 years experience) General Contractor: Plumber</b>	/Hour	<b>Regular Hours</b>	\$
		/Hour	<b>After Hours/Weekends</b>	\$
		/Hour	<b>Stat Holidays</b>	\$
		<b>Total:</b>		

<b>9D</b>	<b>Scheduler General Contractor: Carpenter</b>	/Hour	<b>Regular Hours</b>	\$
		/Hour	<b>After Hours/Weekends</b>	\$
		/Hour	<b>Stat Holidays</b>	\$
		<b>Total:</b>		
<b>9E</b>	<b>Health and Safety Officer General Contractor: Painter</b>	/Hour	<b>Regular Hours</b>	\$
		/Hour	<b>After Hours/Weekends</b>	\$
		/Hour	<b>Stat Holidays</b>	\$
		<b>Total:</b>		

Item #	Class of Labour	Unit	Type	Hourly Rate
<b>9F</b>	<b>General Contractor: Plasterer</b>	/Hour	<b>Regular Hours</b>	\$
		/Hour	<b>After Hours/Weekends</b>	\$
		/Hour	<b>Stat Holidays</b>	\$
		<b>Total:</b>		

<b>9G</b>	<b>General Contractor: Floor-covering Installer</b>	/Hour	<b>Regular Hours</b>	\$
		/Hour	<b>After Hours/Weekends</b>	\$
		/Hour	<b>Stat Holidays</b>	\$
		<b>Total:</b>		

<b>9H</b>	<b>General Contractor: Mason</b>	/Hour	<b>Regular Hours</b>	\$
		/Hour	<b>After Hours/Weekends</b>	\$
		/Hour	<b>Stat Holidays</b>	\$
		<b>Total:</b>		

9	Material/Replacement Parts	% of Mark-up	Estimated Quantity	Extended Price
		/%	<b>\$1,000.00</b>	\$

### 10 - GLAZIER

#### Non-Urgent Work

OPTION YEAR 1 – FROM APRIL 1 <sup>ST</sup> 2022 MARCH 31 <sup>ST</sup> , 2023						
Item #	Class of Labour Non-Urgent work	Unit	Type	Hourly Rate	Estimated Quantity	Extended Price
10	Glazier: Journeyman	/Hour	Regular Hours	\$	100	\$
		/Hour	After Hours/Weekends	\$	50	\$
		/Hour	Stat Holidays	\$	50	\$
		Total:				200
10A	Glazier: Apprentice/ Labourer	/Hour	Regular Hours	\$	100	
		/Hour	After Hours/Weekends	\$	50	\$
		/Hour	Stat Holidays	\$	50	\$
		Total:				200

#### Emergency and Urgent Work

Item #	Class of Labour Emergency and Urgent work	Unit	Type	Hourly Rate
10B	Glazier: Journeyman	/Hour	Regular Hours	\$
		/Hour	After Hours/Weekends	\$
		/Hour	Stat Holidays	\$
		Total:		
10C	Glazier: Apprentice/ Labourer	/Hour	Regular Hours	\$
		/Hour	After Hours/Weekends	\$
		/Hour	Stat Holidays	\$
		Total:		

10D	Material/Replacement Parts	% of Mark-up	Estimated Quantity	Extended Price
		/%	\$1,000.00	\$

### 11 – HIGH VOLTAGE INDUSTRIAL ELECTRICIAN

#### Non-Urgent Work

OPTION YEAR 1 – FROM APRIL 1 <sup>ST</sup> 2022 MARCH 31 <sup>ST</sup> , 2023						
Item #	Class of Labour Non-Urgent work	Unit	Type	Hourly Rate	Estimated Quantity	Extended Price
11	High Voltage Industrial Electrician: Journeyman	/Hour	Regular Hours	\$	100	\$
		/Hour	After Hours/Weekends	\$	50	\$
		/Hour	Stat Holidays	\$	50	\$
		Total:				200
11A	High Voltage Industrial Electrician: Apprentice/ Labourer	/Hour	Regular Hours	\$	100	
		/Hour	After Hours/Weekends	\$	50	\$
		/Hour	Stat Holidays	\$	50	\$
		Total:				200

#### Emergency and Urgent Work

Item #	Class of Labour Emergency and Urgent work	Unit	Type	Hourly Rate	
11B	High Voltage Industrial Electrician: Journeyman	/Hour	Regular Hours	\$	
		/Hour	After Hours/Weekends	\$	
		/Hour	Stat Holidays	\$	
		Total:			
11C	High Voltage Industrial Electrician: Apprentice/ Labourer	/Hour	Regular Hours	\$	
		/Hour	After Hours/Weekends	\$	
		/Hour	Stat Holidays	\$	
		Total:			
11D	Material/Replacement Parts	% of Mark-up		Estimated Quantity	Extended Price

		/%	<b>\$1,000.00</b>	\$
--	--	----	-------------------	----

### 1 - ELECTRICIANS

#### Non-Urgent Work

OPTION YEAR 2 – FROM APRIL 1 <sup>ST</sup> 2023 TO MARCH 31 <sup>ST</sup> , 2024						
Item #	Class of Labour Non-Urgent work	Unit	Type	Hourly Rate	Estimated Quantity	Extended Price
1	Electrician: Journeyman	/Hour	Regular Hours	\$	100	\$
		/Hour	After Hours/Weekends	\$	50	\$
		/Hour	Stat Holidays	\$	50	\$
		Total:				200

1A	Electrician: Apprentice/ Labourer	/Hour	Regular Hours	\$	100	
		/Hour	After Hours/Weekends	\$	50	\$
		/Hour	Stat Holidays	\$	50	\$
		Total:				200

#### Emergency and Urgent Work

Item #	Class of Labour Emergency and Urgent work	Unit	Type	Hourly Rate
1B	Electrician: Journeyman	/Hour	Regular Hours	\$
		/Hour	After Hours/Weekends	\$
		/Hour	Stat Holidays	\$
		Total:		

1C	Electrician: Apprentice/ Labourer	/Hour	Regular Hours	\$
		/Hour	After Hours/Weekends	\$
		/Hour	Stat Holidays	\$
		Total:		



1D	Material/Replacement Parts	% of Mark-up	Estimated Quantity	Extended Price
		/%	\$1,000.00	\$

## 2 - PLUMBER

### Non-Urgent Work

OPTION YEAR 2 – FROM APRIL 1 <sup>ST</sup> 2023 TO MARCH 31 <sup>ST</sup> , 2024						
Item #	Class of Labour	Unit	Type	Hourly Rate	Estimated Quantity	Extended Price
2	Plumber: Journeyman	/Hour	Regular Hours	\$	100	\$
		/Hour	After Hours/Weekends	\$	50	\$
		/Hour	Stat Holidays	\$	50	\$
		Total:				200
2A	Plumber: Apprentice/ Labourer	/Hour	Regular Hours	\$	100	\$
		/Hour	After Hours/Weekends	\$	50	\$
		/Hour	Stat Holidays	\$	50	\$
		Total:				200

### Emergency and Urgent Work

Item #	Class of Labour	Unit	Type	Hourly Rate
2B	Plumber: Journeyman	/Hour	Regular Hours	\$
		/Hour	After Hours/Weekends	\$
		/Hour	Stat Holidays	\$
		Total:		
2C	Plumber: Apprentice/ Labourer	/Hour	Regular Hours	\$
		/Hour	After Hours/Weekends	\$
		/Hour	Stat Holidays	\$
		Total:		

2D	Material/Replacement Parts	% of Mark-up	Estimated Quantity	Extended Price
		/%	\$1,000.00	\$

### 3 - REFRIGERATION/AIR CONDITIONING MECHANIC

#### Non-Urgent Work

OPTION YEAR 2 – FROM APRIL 1 <sup>ST</sup> 2023 TO MARCH 31 <sup>ST</sup> , 2024						
Item #	Class of Labour Non-Urgent work	Unit	Type	Hourly Rate	Estimated Quantity	Extended Price
3	Refrigeration/Air Conditioning Mechanic: Journeyman	/Hour	Regular Hours	\$	100	\$
		/Hour	After Hours/Weekends	\$	50	\$
		/Hour	Stat Holidays	\$	50	\$
		Total:				200

3A	Refrigeration/Air Conditioning Mechanic: Apprentice/Labourer	/Hour	Regular Hours	\$	100	
		/Hour	After Hours/Weekends	\$	50	\$
		/Hour	Stat Holidays	\$	50	\$
		Total:				200

#### Emergency and Urgent Work

Item #	Class of Labour Emergency and Urgent work	Unit	Type	Hourly Rate
3B	Refrigeration/Air Conditioning Mechanic: Journeyman	/Hour	Regular Hours	\$
		/Hour	After Hours/Weekends	\$
		/Hour	Stat Holidays	\$
		Total:		

3C	Refrigeration/Air Conditioning Mechanic: Apprentice/Labourer	/Hour	Regular Hours	\$
		/Hour	After Hours/Weekends	\$
		/Hour	Stat Holidays	\$
		Total:		

3D	Material/Replacement Parts	% of Mark-up	Estimated Quantity	Extended Price
		1%	\$1,000.00	\$

#### 4 - STEAM FITTER/PIPE FITTER

##### Non-Urgent Work

OPTION YEAR 2 – FROM APRIL 1 <sup>ST</sup> 2023 TO MARCH 31 <sup>ST</sup> , 2024						
Item #	Class of Labour Non-Urgent work	Unit	Type	Hourly Rate	Estimated Quantity	Extended Price
4	Steam Fitter/Pipe Fitter: Journeyman	/Hour	Regular Hours	\$	100	\$
		/Hour	After Hours/Weekends	\$	50	\$
		/Hour	Stat Holidays	\$	50	\$
		Total:				200

4A	Steam Fitter/Pipe Fitter: Apprentice/Labourer	/Hour	Regular Hours	\$	100	
		/Hour	After Hours/Weekends	\$	50	\$
		/Hour	Stat Holidays	\$	50	\$
		Total:				200

##### Emergency and Urgent Work

Item #	Class of Labour Emergency and Urgent work	Unit	Type	Hourly Rate
4B	Steam Fitter/Pipe Fitter: Journeyman	/Hour	Regular Hours	\$
		/Hour	After Hours/Weekends	\$
		/Hour	Stat Holidays	\$
		Total:		

4C	Steam Fitter/Pipe Fitter: Apprentice/Labourer	/Hour	Regular Hours	\$
		/Hour	After Hours/Weekends	\$
		/Hour	Stat Holidays	\$
		Total:		

4D	Material/Replacement Parts	% of Mark-up	Estimated Quantity	Extended Price
		/%	\$1,000.00	\$

### 5 - ROOFER

#### Non-Urgent Work

OPTION YEAR 2 – FROM APRIL 1 <sup>ST</sup> 2023 TO MARCH 31 <sup>ST</sup> , 2024						
Item #	Class of Labour Non-Urgent work	Unit	Type	Hourly Rate	Estimated Quantity	Extended Price
5	Roofer: Journeyman	/Hour	Regular Hours	\$	100	\$
		/Hour	After Hours/Weekends	\$	50	\$
		/Hour	Stat Holidays	\$	50	\$
		Total:				200

5A	Roofer: Apprentice/ Labourer	/Hour	Regular Hours	\$	100	
		/Hour	After Hours/Weekends	\$	50	\$
		/Hour	Stat Holidays	\$	50	\$
		Total:				200

#### Emergency and Urgent Work

Item #	Class of Labour Emergency and Urgent work	Unit	Type	Hourly Rate
5B	Roofer: Journeyman	/Hour	Regular Hours	\$
		/Hour	After Hours/Weekends	\$
		/Hour	Stat Holidays	\$
		Total:		

5C	Roofer: Apprentice/ Labourer	/Hour	Regular Hours	\$
		/Hour	After Hours/Weekends	\$
		/Hour	Stat Holidays	\$
		Total:		

5D	Material/Replacement Parts	% of Mark-up	Estimated Quantity	Extended Price
		/%	\$1,000.00	\$

### 6 - FLOOR COVERING INSTALLER

#### Non-Urgent Work

OPTION YEAR 2 – FROM APRIL 1 <sup>ST</sup> 2023 TO MARCH 31 <sup>ST</sup> , 2024						
Item #	Class of Labour Non-Urgent work	Unit	Type	Hourly Rate	Estimated Quantity	Extended Price
6	Floor covering installer: Journeyman	/Hour	Regular Hours	\$	100	\$
		/Hour	After Hours/Weekends	\$	50	\$
		/Hour	Stat Holidays	\$	50	\$
		Total:				200

6A	Floor covering installer: Apprentice/ Labourer	/Hour	Regular Hours	\$	100	
		/Hour	After Hours/Weekends	\$	50	\$
		/Hour	Stat Holidays	\$	50	\$
		Total:				200

#### Emergency and Urgent Work

Item #	Class of Labour Emergency and Urgent work	Unit	Type	Hourly Rate
6B	Floor covering installer: Journeyman	/Hour	Regular Hours	\$
		/Hour	After Hours/Weekends	\$
		/Hour	Stat Holidays	\$
		Total:		

6C	Floor covering installer: Apprentice/ Labourer	/Hour	Regular Hours	\$
		/Hour	After Hours/Weekends	\$
		/Hour	Stat Holidays	\$
		Total:		

6D	Material/Replacement	% of Mark-up	Estimated Quantity	Extended
----	----------------------	--------------	--------------------	----------

<b>Parts</b>				<b>Price</b>
		<b>%</b>	<b>\$1,000.00</b>	<b>\$</b>

## 7 - PAINTER

### Non-Urgent Work

OPTION YEAR 2 – FROM APRIL 1 <sup>ST</sup> 2023 TO MARCH 31 <sup>ST</sup> , 2024						
Item #	Class of Labour Non-Urgent work	Unit	Type	Hourly Rate	Estimated Quantity	Extended Price
7	Painter: Journeyman	/Hour	Regular Hours	\$	100	\$
		/Hour	After Hours/Weekends	\$	50	\$
		/Hour	Stat Holidays	\$	50	\$
		<b>Total:</b>				<b>200</b>

7A	Painter: Apprentice/ Labourer	/Hour	Regular Hours	\$	100	
		/Hour	After Hours/Weekends	\$	50	\$
		/Hour	Stat Holidays	\$	50	\$
		<b>Total:</b>				<b>200</b>

### Emergency and Urgent Work

Item #	Class of Labour Emergency and Urgent work	Unit	Type	Hourly Rate
7B	Painter: Journeyman	/Hour	Regular Hours	\$
		/Hour	After Hours/Weekends	\$
		/Hour	Stat Holidays	\$
		<b>Total:</b>		

7C	Painter: Apprentice/ Labourer	/Hour	Regular Hours	\$
		/Hour	After Hours/Weekends	\$
		/Hour	Stat Holidays	\$
		<b>Total:</b>		

7D	Material/Replacement Parts	% of Mark-up	Estimated Quantity	Extended Price
		<b>%</b>	<b>\$1,000.00</b>	<b>\$</b>

## 8 - INDUSTRIAL MECHANIC

### Non-Urgent Work

OPTION YEAR 2 – FROM APRIL 1 <sup>ST</sup> 2023 TO MARCH 31 <sup>ST</sup> , 2024						
Item #	Class of Labour Non-Urgent work	Unit	Type	Hourly Rate	Estimated Quantity	Extended Price
8	Industrial mechanic: Journeyman	/Hour	Regular Hours	\$	100	\$
		/Hour	After Hours/Weekends	\$	50	\$
		/Hour	Stat Holidays	\$	50	\$
		Total:				200

8A	Industrial Mechanic: Apprentice/ Labourer	/Hour	Regular Hours	\$	100	
		/Hour	After Hours/Weekends	\$	50	\$
		/Hour	Stat Holidays	\$	50	\$
		Total:				200

### Emergency and Urgent Work

Item #	Class of Labour Emergency and Urgent work	Unit	Type	Hourly Rate
8B	Industrial mechanic: Journeyman	/Hour	Regular Hours	\$
		/Hour	After Hours/Weekends	\$
		/Hour	Stat Holidays	\$
		Total:		

8C	Industrial mechanic: Apprentice/ Labourer	/Hour	Regular Hours	\$
		/Hour	After Hours/Weekends	\$
		/Hour	Stat Holidays	\$
		Total:		

8D	Material/Replacement Parts	% of Mark-up	Estimated Quantity	Extended Price
		/%	\$1,000.00	\$

## 9 - GENERAL CONTRACTOR

### Non-Urgent Work

OPTION YEAR 2 – FROM APRIL 1 <sup>ST</sup> 2023 TO MARCH 31 <sup>ST</sup> , 2024						
Item #	Class of Labour Non-Urgent work	Unit	Type	Hourly Rate	Estimated Quantity	Extended Price
9	<u>Project Manager</u> General Contractor: Site Foreman	/Hour	Regular Hours	\$	100	\$
		/Hour	After Hours/Weekends	\$	50	\$
		/Hour	Stat Holidays	\$	50	\$
		Total:				200
9A	<u>Project Coordinator</u> General Contractor: Glazier	/Hour	Regular Hours	\$	100	
		/Hour	After Hours/Weekends	\$	50	\$
		/Hour	Stat Holidays	\$	50	\$
		Total:				200
9B	<u>Superintendent</u> General Contractor: Electrician	/Hour	Regular Hours	\$	100	\$
		/Hour	After Hours/Weekends	\$	50	\$
		/Hour	Stat Holidays	\$	50	\$
		Total:				200
9C	<u>Assistant Superintendent (less than 10 years experience)</u> General Contractor: Plumber	/Hour	Regular Hours	\$	100	
		/Hour	After Hours/Weekends	\$	50	\$
		/Hour	Stat Holidays	\$	50	\$
		Total:				200
9D	<u>Scheduler</u> General Contractor: Carpenter	/Hour	Regular Hours	\$	100	\$
		/Hour	After Hours/Weekends	\$	50	\$
		/Hour	Stat Holidays	\$	50	\$
		Total:				200
9E	<u>Health and Safety Officer</u> General Contractor:	/Hour	Regular Hours	\$	100	
		/Hour	After Hours/Weekends	\$	50	\$
		/Hour	Stat Holidays	\$	50	\$
		Total:				200



	<b>Painter</b>	<b>Total:</b>	<b>200</b>	<b>\$</b>
--	----------------	---------------	------------	-----------

<b>9F</b>	<b>General Contractor: Drywall Finisher and Plasterer</b>	<b>/Hour</b>	<b>Regular Hours</b>	<b>\$</b>	<b>100</b>	<b>\$</b>
		<b>/Hour</b>	<b>After Hours/Weekends</b>	<b>\$</b>	<b>50</b>	<b>\$</b>
		<b>/Hour</b>	<b>Stat Holidays</b>	<b>\$</b>	<b>50</b>	<b>\$</b>
		<b>Total:</b>			<b>200</b>	<b>\$</b>

<b>9G</b>	<b>General Contractor: Floor covering Installer</b>	<b>/Hour</b>	<b>Regular Hours</b>	<b>\$</b>	<b>100</b>	
		<b>/Hour</b>	<b>After Hours/Weekends</b>	<b>\$</b>	<b>50</b>	<b>\$</b>
		<b>/Hour</b>	<b>Stat Holidays</b>	<b>\$</b>	<b>50</b>	<b>\$</b>
		<b>Total:</b>			<b>200</b>	<b>\$</b>

<b>Item #</b>	<b>Class of Labour</b>	<b>Unit</b>	<b>Type</b>	<b>Hourly Rate</b>	<b>Estimated Quantity</b>	<b>Extended Price</b>
	<b>Non-Urgent work</b>					
<b>9H</b>	<b>General Contractor: Mason</b>	<b>/Hour</b>	<b>Regular Hours</b>	<b>\$</b>	<b>100</b>	<b>\$</b>
		<b>/Hour</b>	<b>After Hours/Weekends</b>	<b>\$</b>	<b>50</b>	<b>\$</b>
		<b>/Hour</b>	<b>Stat Holidays</b>	<b>\$</b>	<b>50</b>	<b>\$</b>
		<b>Total:</b>			<b>200</b>	<b>\$</b>

**Emergency and Urgent Work**

<b>Item #</b>	<b>Class of Labour</b>	<b>Unit</b>	<b>Type</b>	<b>Hourly Rate</b>
	<b>Emergency and Urgent work</b>			
<b>9</b>	<b>Project Manager General Contractor: Site Forman</b>	<b>/Hour</b>	<b>Regular Hours</b>	<b>\$</b>
		<b>/Hour</b>	<b>After Hours/Weekends</b>	<b>\$</b>
		<b>/Hour</b>	<b>Stat Holidays</b>	<b>\$</b>
		<b>Total:</b>		
<b>9A</b>	<b>Project Coordinator General Contractor: Glazer</b>	<b>/Hour</b>	<b>Regular Hours</b>	<b>\$</b>
		<b>/Hour</b>	<b>After Hours/Weekends</b>	<b>\$</b>
		<b>/Hour</b>	<b>Stat Holidays</b>	<b>\$</b>
		<b>Total:</b>		
<b>9B</b>	<b>Superintendent General Contractor: Electrician</b>	<b>/Hour</b>	<b>Regular Hours</b>	<b>\$</b>
		<b>/Hour</b>	<b>After Hours/Weekends</b>	<b>\$</b>
		<b>/Hour</b>	<b>Stat Holidays</b>	<b>\$</b>
		<b>Total:</b>		

<b>9C</b>	<b>Assistant Superintendent (less than 10 years experience) General Contractor: Plumber</b>	<b>/Hour</b>	<b>Regular Hours</b>	<b>\$</b>
		<b>/Hour</b>	<b>After Hours/Weekends</b>	<b>\$</b>
		<b>/Hour</b>	<b>Stat Holidays</b>	<b>\$</b>
		<b>Total:</b>		

<b>9D</b>	<b>Scheduler General Contractor: Carpenter</b>	/Hour	<b>Regular Hours</b>	\$
		/Hour	<b>After Hours/Weekends</b>	\$
		/Hour	<b>Stat Holidays</b>	\$
		<b>Total:</b>		
<b>9E</b>	<b>Health and Safety Officer General Contractor: Painter</b>	/Hour	<b>Regular Hours</b>	\$
		/Hour	<b>After Hours/Weekends</b>	\$
		/Hour	<b>Stat Holidays</b>	\$
		<b>Total:</b>		

<b>Item #</b>	<b>Class of Labour Emergency and Urgent work</b>	<b>Unit</b>	<b>Type</b>	<b>Hourly Rate</b>
<b>9F</b>	<b>General Contractor: Plasterer</b>	/Hour	<b>Regular Hours</b>	\$
		/Hour	<b>After Hours/Weekends</b>	\$
		/Hour	<b>Stat Holidays</b>	\$
		<b>Total:</b>		

<b>9G</b>	<b>General Contractor: Floor covering Installer</b>	/Hour	<b>Regular Hours</b>	\$
		/Hour	<b>After Hours/Weekends</b>	\$
		/Hour	<b>Stat Holidays</b>	\$
		<b>Total:</b>		

<b>9H</b>	<b>General Contractor: Mason</b>	/Hour	<b>Regular Hours</b>	\$
		/Hour	<b>After Hours/Weekends</b>	\$
		/Hour	<b>Stat Holidays</b>	\$
		<b>Total:</b>		

<b>9</b>	<b>Material/Replacement Parts</b>	<b>% of Mark-up</b>	<b>Estimated Quantity</b>	<b>Extended Price</b>
		/%	<b>\$1,000.00</b>	\$

**10 - GLAZIER**

**Non-Urgent Work**

OPTION YEAR 2 – FROM APRIL 1 <sup>ST</sup> 2023 TO MARCH 31 <sup>ST</sup> , 2024						
Item #	Class of Labour	Unit	Type	Hourly Rate	Estimated Quantity	Extended Price
10	Glazier: Journeyman	/Hour	Regular Hours	\$	100	\$
		/Hour	After Hours/Weekends	\$	50	\$
		/Hour	Stat Holidays	\$	50	\$
		Total:				200
10A	Glazier: Apprentice/ Labourer	/Hour	Regular Hours	\$	100	\$
		/Hour	After Hours/Weekends	\$	50	\$
		/Hour	Stat Holidays	\$	50	\$
		Total:				200

**Emergency and Urgent Work**

Item #	Class of Labour	Unit	Type	Hourly Rate
10B	Glazier: Journeyman	/Hour	Regular Hours	\$
		/Hour	After Hours/Weekends	\$
		/Hour	Stat Holidays	\$
		Total:		
10C	Glazier: Apprentice/ Labourer	/Hour	Regular Hours	\$
		/Hour	After Hours/Weekends	\$
		/Hour	Stat Holidays	\$
		Total:		

10D	Material/Replacement Parts	% of Mark-up	Estimated Quantity	Extended Price
		/%	\$1,000.00	\$

### 11 – HIGH VOLTAGE INDUSTRIAL ELECTRICIAN

#### Non-Urgent Work

OPTION YEAR 2 – FROM APRIL 1 <sup>ST</sup> 2023 TO MARCH 31 <sup>ST</sup> , 2024						
Item #	Class of Labour	Unit	Type	Hourly Rate	Estimated Quantity	Extended Price
11	High Voltage Industrial Electrician: Journeyman	/Hour	Regular Hours	\$	100	\$
		/Hour	After Hours/Weekends	\$	50	\$
		/Hour	Stat Holidays	\$	50	\$
		Total:				200
11A	High Voltage Industrial Electrician: Apprentice/Labourer	/Hour	Regular Hours	\$	100	
		/Hour	After Hours/Weekends	\$	50	\$
		/Hour	Stat Holidays	\$	50	\$
		Total:				200

#### Emergency and Urgent Work

Item #	Class of Labour	Unit	Type	Hourly Rate
11B	High Voltage Industrial Electrician: Journeyman	/Hour	Regular Hours	\$
		/Hour	After Hours/Weekends	\$
		/Hour	Stat Holidays	\$
		Total:		
11C	High Voltage Industrial	/Hour	Regular Hours	\$
		/Hour	After	\$

Solicitation No. - N° de l'invitation  
1000216246

Amd. No. - N° de la modif.

Buyer ID - Id de l'acheteur

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

File No. - N° du dossier

CCC No./N° CCC - FMS No./N° VME

---

	<b>Electrician: Apprentice/ Labourer</b>		<b>Hours/Weekends</b>	
		<b>/Hour</b>	<b>Stat Holidays</b>	<b>\$</b>
		<b>Total:</b>		

<b>11D</b>	<b>Material/Replacement Parts</b>	<b>% of Mark-up</b>	<b>Estimated Quantity</b>	<b>Extended Price</b>
		<i>/%</i>	<b>\$1,000.00</b>	<b>\$</b>

## **ANNEX "C"**

### **SECURITY REQUIREMENTS**

#### **Contractual Clauses:**

Unscreened contractors must be escorted by an employee or Commissionaire at all times when accessing Health Canada facilities. Screened contractors will have their security clearances confirmed and added to the Site Secure database and provided unescorted access through the work notification process.

Information which is to be used in the development of the contracted product, as reference material or otherwise made available to the contractor must be unclassified material and considered to be releasable to the public by Health Canada.

No Protected or Classified information is to be made available to the contractor, used in the production of the contracted product, or produced as a result of this contract.

Contractors requiring access to restricted areas will not be permitted access to Protected and/or Classified information or assets.

## **ANNEX "D"**

### **INSURANCE REQUIREMENTS FOR COMPETED REQUIREMENTS**

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

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

**ANNEX "E"**

**BID FORM FOR COMPETED REQUIREMENTS**

**Combined Price Form (1 page)**

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**

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

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

<b>LUMP SUM AMOUNT (LSA)</b> Excluding applicable tax(s)	
---	--

**UNIT PRICE TABLE**

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

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

Item	Specs Reference	Class of Labour, Plant or Material	Unit of Measurement	Estimated Quantity (EQ)	Price per Unit applicable tax(s) extra (PU)	Extended amount (EQ x PU) applicable tax(s) extra
<b>TOTAL EXTENDED AMOUNT (TEA)</b> Excluding applicable tax(s)						

<b>TOTAL BID AMOUNT (LSA +TEA)</b> Excluding applicable tax(s)	
---	--