

RETURN BIDS TO:

RETOURNER LES SOUMISSIONS À:

Bid Receiving PWGSC/TPSGC reception des soumissions

Victory Building/Édifice Victory
Room 310/pièce 310

269 Main Street/269 rue Main

Winnipeg

Manitoba

R3C 1B3

Bid Fax: (204) 983-0338

Request For a Standing Offer Demande d'offre à commandes

Regional Individual Standing Offer (RISO)

Offre à commandes individuelle régionale (OCIR)

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

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

Comments - Commentaires

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

Issuing Office - Bureau de distribution

Public Works and Government Services Canada - Western
Region

Victory Building/Édifice Victory

Room 310/pièce 310

269 Main Street/269 rue Main

Winnipeg

Manitoba

R3C 1B3

Title - Sujet Asbestos / Mould Abatement	
Solicitation No. - N° de l'invitation W4M00-19C958/A	Date 2020-03-03
Client Reference No. - N° de référence du client W4M00-19C958	GETS Ref. No. - N° de réf. de SEAG PW-\$PWZ-014-11002
File No. - N° de dossier PWZ-9-42140 (014)	CCC No./N° CCC - FMS No./N° VME
Solicitation Closes - L'invitation prend fin at - à 02:00 PM on - le 2020-03-25	Time Zone Fuseau horaire Central Daylight Saving Time CDT
Delivery Required - Livraison exigée See Herein	
Address Enquiries to: - Adresser toutes questions à: Fagan, Mike	Buyer Id - Id de l'acheteur pwz014
Telephone No. - N° de téléphone (204)296-5375 ()	FAX No. - N° de FAX (204)983-7796
Destination - of Goods, Services, and Construction: Destination - des biens, services et construction: DEPARTMENT OF NATIONAL DEFENCE 17 WING WCEO CONTRACTS/SUPPLY BLDG 100 PO BOX 170 STN FORCES Winnipeg Manitoba R3J3Y5 Canada	
Security - Sécurité This request for a Standing Offer does not include provisions for security. Cette Demande d'offre à commandes ne comprend pas des dispositions en matière de sécurité.	

Instructions: See Herein

Instructions: Voir aux présentes

Vendor/Firm Name and Address	
Raison sociale et adresse du fournisseur/de l'entrepreneur	
Telephone No. - N° de téléphone	
Facsimile No. - N° de télécopieur	
Name and title of person authorized to sign on behalf of Vendor/Firm (type or print)	
Nom et titre de la personne autorisée à signer au nom du fournisseur/ de l'entrepreneur (taper ou écrire en caractères d'imprimerie)	
Signature	Date

TABLE OF CONTENTS

PART 1 - GENERAL INFORMATION	3
1.1 INTRODUCTION	3
1.2 SUMMARY	3
1.3 SECURITY REQUIREMENTS	4
1.4 DEBRIEFINGS	4
1.5 ANTICIPATED MIGRATION TO AN E-PROCUREMENT SOLUTION (EPS).....	4
1.6 HEALTH & SAFETY REQUIREMENTS	4
PART 2 - OFFEROR INSTRUCTIONS	5
2.1 STANDARD INSTRUCTIONS, CLAUSES AND CONDITIONS.....	5
2.2 SUBMISSION OF OFFERS	5
2.3 FORMER PUBLIC SERVANT	6
2.4 ENQUIRIES - REQUEST FOR STANDING OFFERS.....	8
2.5 APPLICABLE LAWS	8
2.6 PUBLIC WORKS AND GOVERNMENT SERVICES CANADA APPRENTICE PROCUREMENT INITIATIVE	8
PART 3 - OFFER PREPARATION INSTRUCTIONS.....	10
3.1 OFFER PREPARATION INSTRUCTIONS.....	10
PART 4 - EVALUATION PROCEDURES AND BASIS OF SELECTION	12
4.1 EVALUATION PROCEDURES	12
4.2 BASIS OF SELECTION.....	12
PART 5 - CERTIFICATIONS AND ADDITIONAL INFORMATION	13
5.1 CERTIFICATIONS REQUIRED WITH THE OFFER.....	13
5.2 CERTIFICATIONS PRECEDENT TO THE ISSUANCE OF A STANDING OFFER AND ADDITIONAL INFORMATION.....	13
PART 6 - SECURITY REQUIREMENTS.....	14
6.1 SECURITY REQUIREMENTS	14
PART 7 - STANDING OFFER AND RESULTING CONTRACT CLAUSES	15
A. STANDING OFFER.....	15
7.1 OFFER - ATTACHED AT ANNEX E	15
7.2 SECURITY REQUIREMENTS	15
7.3 STANDARD CLAUSES AND CONDITIONS.....	15
7.4 TERM OF STANDING OFFER.....	16
7.5 AUTHORITIES	16
7.6 PROACTIVE DISCLOSURE OF CONTRACTS WITH FORMER PUBLIC SERVANTS.....	17
7.7 IDENTIFIED USERS	17
7.8 CALL-UP PROCEDURES	17
7.9 CALL-UP INSTRUMENT	17
7.10 LIMITATION OF CALL-UPS.....	18
7.11 FINANCIAL LIMITATION	18
7.12 PRIORITY OF DOCUMENTS.....	18
7.13 CERTIFICATIONS AND ADDITIONAL INFORMATION	19
7.14 APPLICABLE LAWS	19
7.15 TRANSITION TO AN E-PROCUREMENT SOLUTION (EPS).....	19
B. RESULTING CONTRACT CLAUSES	20
7.1 STATEMENT OF WORK.....	20
7.2 STANDARD CLAUSES AND CONDITIONS.....	20
7.3 TERM OF CONTRACT	22

7.4	PROACTIVE DISCLOSURE OF CONTRACTS WITH FORMER PUBLIC SERVANTS	22
7.5	PAYMENT	22
7.6	INVOICING INSTRUCTIONS	23
7.7	INSURANCE REQUIREMENTS	23
ANNEX A	24
	STATEMENT OF WORK / SPECIFICATION	24
ANNEX B	25
	BASIS OF PAYMENT	25
ANNEX C	26
	HEALTH AND SAFETY REQUIREMENTS	26
ANNEX D	29
	PERIODIC USAGE REPORT FORM	29
ANNEX E	30
	OFFER	30
	APPENDIX 1 - OFFEROR'S EXPERIENCE	43
	APPENDIX 2 - INTEGRITY PROVISIONS	44
	APPENDIX 3 - VOLUNTARY CERTIFICATION TO SUPPORT THE USE OF APPRENTICES	45
ANNEX F	46
	INSURANCE REQUIREMENTS	46
ANNEX G	49
	VOLUNTARY REPORTS FOR APPRENTICES EMPLOYED DURING THE CONTRACT	49
ANNEX H	50
	SECURITY REQUIREMENTS CHECK LIST	50
ANNEX I TO PART 3 OF THE REQUEST FOR STANDING OFFERS	51
	ELECTRONIC PAYMENT INSTRUMENTS	51

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 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 Work, the Basis of Payment, Health & Safety, Usage Reports, Offer, SRCL, and any other annexes.

1.2 Summary

- 1.2.1 The Department of National Defence has a requirement for a Regional Individual Standing Offer for the provision of skilled licensed labour, tools, equipment, supervision and material for Asbestos and Mould Abatement Services at 17 Wing, Winnipeg, Manitoba on an "as required" basis in accordance with the specifications at Annex "A".

The period of the Standing Offer will be for a two (2) year period with the ability to extend for an additional three (3) - one (1) year extension periods. It is anticipated that the amount that will be spent on this standing offer will be **\$40,000.00** per year.

- 1.2.2 The requirement is subject to the provisions of the Canadian Free Trade Agreement (CFTA).

- 1.2.3 This RFSO allows offerors to use the epost Connect service provided by Canada Post Corporation to transmit their offers electronically. Offerors must refer to Part 2 of the RFSO entitled Offeror Instructions and Part 3 of the RFSO entitled Offer Preparation Instructions, for further information on using this method.

1.3 Security Requirements

There are security requirements associated with the requirement of the Standing Offer. For additional information, see Part 6 - Security, Financial and Insurance Requirements, and Part 7 - Standing Offer and Resulting Contract Clauses. For more information on personnel and organization security screening or security clauses, offerors should refer to the [Contract Security Program](http://www.tpsgc-pwgsc.gc.ca/esc-src/introduction-eng.html) of Public Works and Government Services Canada (<http://www.tpsgc-pwgsc.gc.ca/esc-src/introduction-eng.html>) website.

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.

1.5 Anticipated migration to an e-Procurement Solution (EPS)

Canada is currently developing an online EPS for faster and more convenient ordering of goods and services. In support of the anticipated transition to this system and how it may impact any resulting Standing Offer that is issued under this solicitation, refer to 7.15 Transition to an e-Procurement Solution (EPS).

The Government of Canada's [press release](#) provides additional information.

1.6 Health & Safety Requirements

There are Health & Safety requirements associated with this requirement. See Annex "C".

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.

Subsection 5.4 of 2006, Standard Instructions - Request for Standing Offers - Goods or Services - Competitive Requirements, is amended as follows:

Delete: 60 days

Insert: 90 days

2.2 Submission of Offers

Offers must be submitted only to Public Works and Government Services Canada (PWGSC) Bid Receiving Unit by the date, time and place indicated in the RFSO.

Note: For offerors choosing to submit using epost Connect for offers closing at the Bid Receiving Unit in the Western Region the email address is:

ROReceptionSoumissions.WRBidReceiving@tpsgc-pwgsc.gc.ca

Note: Offers will not be accepted if emailed directly to this email address. This email address is to be used to open an epost Connect conversation, as detailed in Standard Instructions 2006, or to send offers through an epost Connect message if the bidder is using its own licensing agreement for epost Connect.

Facsimile number: **(204) 983-0338**.

2.2.1 Revision of Offer

An offer submitted in accordance with these instructions may be revised by letter or facsimile, provided that the revision is received at the office designated for the receipt of offers on or before the date and time set for the closing of the RFSO. The facsimile shall be on the offeror's letterhead or bear a signature that identifies the offeror.

A revision to the unit price schedule must clearly identify the change(s) in the unit price(s) and the specific item(s) to which each change applies.

A letter or facsimile submitted to confirm an earlier revision shall be clearly identified as a confirmation.

Failure to comply with any of the above provisions shall result in the rejection of the non-compliant revision(s) only. The offer shall be evaluated based on the original offer submitted and all other compliant revision(s).

Facsimile number for receipt of revisions: **(204) 983-0338**.

2.2.2 Firm Price and/or Rates

The Offeror is required to submit firm prices, rates or both that will apply for the entire period of the Standing Offer.

2.2.3 Form

Offers not submitted on the prescribed Offer Form will not be considered.

2.2.4 Alterations

Any alteration to the pre-printed or pre-typed sections of the Offer Form, or any condition or qualification placed upon the offer may be cause for disqualification of the offer. Alterations, corrections, changes or erasures made to statements or figures entered on the Offer Form by the offeror shall be initialed by the person or persons signing the offer. Initials shall be original(s). Alterations, corrections, changes or erasures that are not initialed shall be deemed void and without effect.

2.2.5 Incomplete Offers

Incomplete offers may be rejected.

2.2.6 Taxes

The offeror is responsible for all applicable taxes.

Offerors are not to include any amounts for the Goods and Services Tax (GST) or Harmonized Sales Tax (HST), whichever is applicable. Any amount levied in respect of the GST/HST shall be billed as a separate item on invoices submitted by the contractor, and shall be paid in addition to the amount approved by Canada for work performed under any resulting Contract. The Contractor shall be required to remit the appropriate amount to the Canada Revenue Agency in accordance with the applicable legislation.

The Federal Government is exempt from the Quebec Sales Tax (QST). Offerors shall not include in their prices any amount that is intended to cover the QST on goods and services performed in the execution of the Work except for such amounts for which an Input Tax Refund is not available. The successful Offeror should make arrangements directly with the Province of Quebec to recover any QST paid by it in performing the Work under the resulting Contract.

2.2.7 Performance Evaluation

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

An electronic version of the form PWGSC-TPSGC 2913, SELECT - Contractor Performance Evaluation Report Form, used to record the performance is available on the Public Works and Government Services Canada (PWGSC) Web site.

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 five (5) 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 **Manitoba**.

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.

2.6 Public Works and Government Services Canada Apprentice Procurement Initiative

1. To encourage employers to participate in apprenticeship training, Contractors bidding on construction and maintenance contracts by Public Works and Government Services Canada (PWGSC) are being asked to sign a voluntary certification, signaling their commitment to hire and train apprentices.
2. Canada is facing skills shortages across various sectors and regions, especially in the skilled trades. Equipping Canadians with skills and training is a shared responsibility. In Economic Action Plan

(EAP) 2013, the Government of Canada made a commitment to support the use of apprentices in federal construction and maintenance contracts. Contractors have an important role in supporting apprentices through hiring and training and are encouraged to certify that they are providing opportunities to apprentices as part of doing business with the Government of Canada.

3. Through the Economic Action Plan 2013 and support for training programs, the Government of Canada is encouraging apprenticeships and careers in the skilled trades. In addition, the government offers a tax credit to employers to encourage them to hire apprentices. Information on this tax measure administered by the Canada Revenue Agency can be found at: www.cra-arc.gc.ca. Employers are also encouraged to find out what additional information and supports are available from their respective provincial or territorial jurisdiction.
4. Signed certifications (Appendix 3) will be used to better understand contractor use of apprentices on Government of Canada maintenance and construction contracts and may inform future policy and program development.
5. The Contractor hereby certifies the following:

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

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

To support this initiative, a voluntary certification signaling the Contractor's commitment to hire and train apprentices is available at Appendix 3.

If you accept fill out and sign Appendix 3.

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

PART 3 - OFFER PREPARATION INSTRUCTIONS

3.1 Offer Preparation Instructions

- If the Offeror chooses to submit its offer electronically, Canada requests that the Offeror submits its offer in accordance with section 08 of the 2006 standard instructions. The epost Connect system has a limit of 1GB per single message posted and a limit of 20GB per conversation. The offer must be gathered per section and separated as follows:

Section I: Technical Offer
Section II: Financial Offer
Section III: Certifications

- If the Offeror chooses to submit its offer in hard copies, Canada requests that the Offeror provides its offer in separately bound sections as follows:

Section I: Technical Offer (one hard copy)

Section II: Financial Offer (one hard copies)

Section III: Certifications (one hard copy)

If there is a discrepancy between the wording of the soft copy on electronic media and the hard copy, the wording of the hard copy will have priority over the wording of the soft copy.

- If the Offeror is simultaneously providing copies of its offer using multiple acceptable delivery methods, and if there is a discrepancy between the wording of any of these copies and the electronic copy provided through epost Connect service, the wording of the electronic copy provided through epost Connect service will have priority over the wording of the other copies.

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 the Annex "B", Basis of Payment.

3.1.1 Electronic Payment of Invoices - Offer

If you are willing to accept payment of invoices by Electronic Payment Instruments, complete Annex J Electronic Payment Instruments, to identify which ones are accepted.

If Annex J Electronic Payment Instruments is not completed, it will be considered as if Electronic Payment Instruments are not being accepted for payment of invoices.

Acceptance of Electronic Payment Instruments will not be considered as an evaluation criterion.

3.1.2 Exchange Rate Fluctuation

C3011T (2013-11-06), Exchange Rate Fluctuation

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.
- (c) Offers shall be evaluated on the basis of the lowest compliant offer being recommended for issuance of a Standing Offer.

4.1.1 Technical Evaluation

4.1.1.1 Mandatory Technical Criteria

- .1 Pursuant to the General Instructions, submission of Request for Standing Offer (RFSO), offers must be submitted to the office designated for the receipt of offers, and must be received on or before the date and time set for solicitation closing shown on page 1 of the RFSO. A rate must be entered for each item listed in the unit price schedule of the offer.
- .2 Requisite certificates or licenses identified in the RFSO (eg: Journeyman Tickets) must be submitted upon request.

4.1.2 Financial Evaluation

4.1.2.1 Evaluation of Price-Offer

SACC Manual Clause M0220T (2016-01-28), Evaluation of Price - Offer

4.2 Basis of Selection

4.2.1 Basis of Selection

SACC Manual Clause M0069T (2007-05-25), Basis of Selection

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 Additional Certifications Precedent to Issuance of a Standing Offer

5.2.2.1 Requisite certificates or licenses identified in the RFSO (eg: Journeyman Tickets) must be submitted upon request.

5.2.2.1.1 The Offeror must possess the requisite certifications/licenses to provide the services as identified in the RFSO and must provide copies at the request of Canada.

5.2.2.2 Health & Safety Requirements - See Annex "C".

PART 6 - SECURITY REQUIREMENTS

6.1 Security Requirements

1. Before issuance of a standing offer, the following conditions must be met:
 - (a) the Offeror must hold a valid organization security clearance as indicated in Part 7A - Standing Offer;
 - (b) the Offeror's proposed individuals requiring access to classified or protected information, assets or sensitive work sites must meet the security requirements as indicated in Part 7A - Standing Offer;
 - (c) the Offeror must provide the name of all individuals who will require access to classified or protected information, assets or sensitive work sites;
2. Offerors are reminded to obtain the required security clearance promptly. Any delay in the issuance of a standing offer to allow the successful Offeror to obtain the required clearance will be at the entire discretion of the Standing Offer Authority.
3. For additional information on security requirements, offerors should refer to the [Contract Security Program](http://www.tpsgc-pwgsc.gc.ca/esc-src/introduction-eng.html) of Public Works and Government Services Canada (<http://www.tpsgc-pwgsc.gc.ca/esc-src/introduction-eng.html>) website.

PART 7 - STANDING OFFER AND RESULTING CONTRACT CLAUSES

A. STANDING OFFER

7.1 Offer - attached at Annex E

- .1 General Provisions
- .2 Financial Terms
- .3 Prices

7.2 Security Requirements

- 7.2.1 The following security requirements (SRCL and related clauses provided by the Contract Security Program) apply and form part of the Standing Offer.

SECURITY REQUIREMENT FOR CANADIAN SUPPLIER: PWGSC FILE # W4M00-19C958

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

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 Offers Reporting

The Offeror must compile and maintain records on its provision of goods and services to Canada under contracts resulting from the Standing Offer. This data must include all purchases done by Canada, including those acquired and paid for by Canada acquisition cards.

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

The data must be submitted on a quarterly basis to the Standing Offer Authority.

The quarterly reporting periods are defined as follows:

- first quarter: April 1 to June 30
- second quarter: July 1 to September 30
- third quarter: October 1 to December 31
- fourth quarter: January 1 to March 31

The data must be submitted to the Standing Offer Authority no later than 15 calendar days after the end of the reporting 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 issue to "to be determined".

The standing offer will be issued for an initial term of two (2) years.

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 three (3) - 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 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:

Mike Fagan
Procurement Specialist, Procurement Branch | Western Region
Public Services and Procurement Canada | Government of Canada
mike.fagan@pwgsc-tpsgc.gc.ca / Tel: 204-296-5375

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

The Project Authority for the Standing Offer is identified in the call-up against the Standing Offer.

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

7.5.3 Offeror's Representative

Name: _____
Title: _____
Organization: _____
Address: _____

Telephone: ____ - ____ - ____
Facsimile: ____ - ____ - ____
E-mail address: _____

7.6 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.

7.7 Identified Users

The Identified User authorized to make call-ups against the Standing Offer is: **The Department of National Defence, 17 Wing Winnipeg.**

7.8 Call-up Procedures

7.8.1 Best Standing Offer: the offer that provides best value (lowest prices) will be retained.

The Project Authority will establish the scope of work to be performed by the successful firm and negotiate the level of effort required to perform the work based on the hourly rates contained in the Standing Offer.

7.8.2 Estimates

Where an estimate of the cost of performing specific work is required, the Identified User will provide the Offeror with a statement of the work required and the Offeror must provide the Identified User with an estimate of the cost of performing the specified work in accordance with the pricing provision of the Standing Offer. The Offeror must not undertake any of the specified work unless and until a call-up is issued by the Identified User. The estimated cost stated in the call-up must not be exceeded without the specific written authorization of the Identified User.

7.9 Call-up Instrument

The Work will be authorized or confirmed by the Identified User(s) using the duly completed forms or their equivalents as identified in paragraphs 2 and 3 below, or by using Canada acquisition cards (Visa or MasterCard) for low dollar value requirements.

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.
2. Any of the following forms could be used which are available through [PWGSC Forms Catalogue](#) website:
 - PWGSC-TPSGC 942 Call-up Against a Standing Offer
 - PWGSC-TPGSC 942-2 Call-up Against a Standing Offer - Multiple Delivery
 - PWGSC-TPSGC 944 Call-up Against Multiple Standing Offers (English version)
 - PWGSC-TPSGC 945 Commande subséquente à plusieurs offres à commandes (French version)

or

3. An equivalent form or electronic call-up document which contains at a minimum the following information:

- standing offer number;
- statement that incorporates the terms and conditions of the Standing Offer;
- description and unit price for each line item;
- total value of the call-up;
- point of delivery;
- confirmation that funds are available under section 32 of the Financial Administration Act;
- confirmation that the user is an Identified User under the Standing Offer with authority to enter into a contract.

7.10 Limitation of Call-ups

Individual call-ups against the Standing Offer must not exceed **\$40,000.00** (Applicable Taxes included).

7.11 Financial Limitation

The total cost to Canada resulting from call ups against the Standing Offer must not exceed the sum of **\$ TO BE DETERMINED** (*Applicable Taxes excluded*) 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.

The Offeror must notify the Standing Offer Authority as to the adequacy of this sum when 75 percent of this amount has been committed, or four (4) months before the expiry date of the Standing Offer, whichever comes first. However, if at any time, the Offeror considers that the said sum may be exceeded, the Offeror must promptly notify the Standing Offer Authority.

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 general conditions 2005 (2017-06-21), General Conditions - Standing Offers - Goods or Services;
- d) any amendment or variation in the Standing Offer that is made in accordance with the terms and conditions of the Standing Offer;
- e) the supplemental general conditions;
- f) the general conditions dated and listed in Part 7B, Resulting Contract Clauses;
- g) Annexes:
 - Annex A, Statement of Work / Specifications, and any amendment to the solicitation document incorporated in the Standing Offer before the date of the Standing Offer;
 - Annex B, Basis of Payment;
 - Annex C, Health & Safety Requirements - Manitoba;
 - Annex D, Periodic Usage Report Form;
 - Annex F, Insurance Requirements;
 - Annex G, Voluntary Report for Apprentices Employed During the Contract;
 - Annex H, Security Requirements Check List;
- k) the Offeror's offer dated _____ (*insert date of offer*).

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 Manitoba.

7.15 Transition to an e-Procurement Solution (EPS)

During the period of the Standing Offer, Canada may transition to an EPS for more efficient processing and management of individual call-ups for any or all of the SO's applicable goods and services. Canada reserves the right, at its sole discretion, to make the use of the new e-procurement solution mandatory.

Canada agrees to provide the Offeror with at least a three-month notice to allow for any measures necessary for the integration of the Offer into the EPS. The notice will include a detailed information package indicating the requirements, as well as any applicable guidance and support.

If the Offeror chooses not to offer their goods or services through the e-procurement solution, the Standing Offer may be set aside by Canada.

B. RESULTING CONTRACT CLAUSES

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

7.1 Statement of Work

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

7.2 Standard Clauses and Conditions

1. General Conditions:
 - i. GC1 General Provisions [R2810D](#) (2017-11-28);
 - ii. GC2 Administration of the Contract [R2820D](#) (2016-01-28);
 - iii. GC3 Execution and Control of the Work [R2830D](#) (2019-11-28);
 - iv. GC4 Protective Measures [R2840D](#) (2008-05-12);
 - v. GC5 Terms of Payment [R2550D](#) (2019-11-28);
 - vi. GC6 Delays and Changes in the Work [R2865D](#) (2019-05-30);
 - vii. GC7 Default, Suspension or Termination of Contract [R2870D](#) (2018-06-21);
 - viii. GC8 Dispute Resolution [R2884D](#) (2016-01-28);
 - ix. GC10 Insurance [R2900D](#) (2008-05-12);
2. Supplementary Conditions, (*if applicable*);
3. Allowable Costs for Contract Changes Under GC6.4.1 [R2950D](#) (2015-02-25);
4. Any amendment issued or any allowable bid revision received before the date and time set for solicitation closing;
5. Any amendment incorporated by mutual agreement between Canada and the Contractor before acceptance of the bid; and
6. Any amendment or variation of the contract documents that is made in accordance with the General Conditions.

The documents identified by title, number and date in paragraph 1) are incorporated by reference and are set out in the Standard Acquisition Clauses and Conditions (SACC) Manual, issued by Public Works and Government Services Canada (PWGSC). The SACC Manual is available on the PWGSC Website: <https://buyandsell.gc.ca/policy-and-guidelines/standard-acquisition-clauses-and-conditions-manual/5/R>

The language of the contract documents shall be the language of the Bid and Acceptance Form submitted.

A contract is formed between Canada and the Offeror only when a Call-up duly signed is issued by the Departmental Representative and accepted by the Offeror*. The Offeror shall then be referred to as "the Contractor" and the Contract includes the Offer, the Specifications referred to in the Unit Price Schedule, the General Conditions, and the Call-up.

Interpretation

"Accepted by the Offeror" * means that the Offeror has agreed to, and commenced performance of the work.

"Minister" includes a person acting for the Minister, the Minister's successor in office, their lawful deputy and their representatives appointed for the purpose of the Standing Offer.

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

"*Superintendent*" or "*Supervisor*" means the employee or representative of the Contractor designated by the Contractor to act as Superintendent;

"*Unit Price Table*" means the table of prices per unit set out in the Offer; and

"*Work*" means, subject only to any express stipulation in the Contract to the contrary, everything that is necessary to be done, furnished or delivered by the Contractor to perform the Contract in accordance with the work as described in each Call-up, and in the technical specifications or statement of work.

7.2.1 CHANGES TO GC5 R2550D - TERMS OF PAYMENT

DELETE GC5.4, GC5.5, and GC5.6 and **INSERT** the following:

GC5.4 Payment

.1 Terms of Payment

1. Where the duration of the work identified in a call-up is greater than 30 days, the Contractor may submit monthly progress claims, and shall be entitled to receive progress payments at monthly or other agreed intervals. Subject to verification by the Departmental Representative, payment of the Contractor's invoice for work satisfactorily completed shall be made not later than 30 days after receipt thereof. The due date shall be the 30th day following receipt of a properly submitted invoice.
2. The Contractor shall submit a separate invoice for each Call-up to the Departmental Representative in accordance with any invoicing instructions set out herein. The properly submitted invoice shall be delivered to the Departmental Representative in the agreed format with sufficient detail, information, and backup to permit verification.

The Contractor's invoice shall show the following, as separate items:

- (a) the amount of the progress payment being claimed for Work satisfactorily performed excluding GST/HST;
 - (b) the amount for any tax calculated (GST/HST) in accordance with the applicable federal tax legislation; and
 - (c) the total amount which shall be the sum of the amounts referred to in (a) and (b) above.
3. The amount of the tax shown on the invoice shall be paid by Canada to the Contractor in addition to the amount of the progress payment for Work satisfactorily performed.
4. If, within 15 days of receipt of the invoice, additional information is requested by the Departmental Representative for the purpose of verification, the 30 day payment period shall commence upon receipt of the requested information. Payment shall be made prior to or on the thirtieth (30) day after receipt of the corrected invoice or the required information.
 - .1 Any monthly progress payment made to the Contractor may be subject to a 10% holdback which shall be released to the Contractor with the final payment unless the amount held back is required by Canada to remedy any defect in the Contractor's work.
 - .2 Where the duration of the Work identified in a call-up is equal to or less than thirty (30) days, the Contractor may receive a single payment as full consideration for the Work performed.

5. Upon completion of the Work in the progress claim, the Contractor maybe requested to provide a completed and signed statutory declaration containing a declaration that, up to the date of the progress claim, the Contractor has complied with all lawful obligations with respect to the Labour Conditions and that, in respect of the Work, all lawful obligations of the Contractor to its Subcontractors and Suppliers, referred to collectively in the declaration as "subcontractors and suppliers", have been fully discharged before any further payment is made.
6. Upon written notice by a Sub-Contractor, with whom the Contractor has a direct contract, of an alleged nonpayment to the Sub-Contractor, the Departmental Representative may provide the Sub-Contractor with a copy of the latest approved progress payment made to the Contractor for the Work.
7. Upon the satisfactory completion of all Work, the amount due, less any payments already made, shall be paid to the Contractor not later than thirty (30) days after receipt of a properly submitted invoice, and upon request, with a Statutory Declaration in accordance with paragraph 5 above.

7.3 Term of Contract

7.3.1 Period of the Contract

The Work must be completed in accordance with the call-up against the Standing Offer.

7.4 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.

7.5 Payment

7.5.1 Basis of Payment

See Annex B: Basis of Payment.

7.5.2 Limitation of Price

SACC Manual clause C6000C (2017-08-17) Limitation of Price

7.5.3 SACC Manual Clauses

SACC Manual clause A9117C (2007-11-30), T1204 - Direct Request by Customer Department

7.5.4 Electronic Payment of Invoices – Call-up

The Contractor accepts to be paid using any of the following Electronic Payment Instrument(s):

- a. Visa Acquisition Card;
- b. MasterCard Acquisition Card.

7.6 Invoicing Instructions

7.6.1 Invoices

- .1 All invoices submitted for payment shall show:
 - .1 Construction Engineering Work Order Number,
 - .2 Construction Engineering File Number,
 - .3 Requisition Number, DSS 942 (Requisition on Contract),
 - .4 Public Works and Government Services Canada (PWGSC) Standing Offer Number, and
 - .5 same address as on PWGSC contract.
- .2 Invoices are to include a breakdown as follows:
 - .1 Hourly rate per the Offer and hours of work for each tradesperson.
 - .2 An itemized list of materials used, by cost, shall be shown on all invoices submitted for payment.
 - .3 Extended total.
 - .4 Good and Services Tax (GST/HST) shall be shown as a separate item.
 - .5 Where subcontracting is involved a copy of subcontractor's invoice shall accompany the invoice against the requisition.
 - .6 Where discount or markup is applicable, indicate separately.
- .3 Invoices submitted for payment against this contract that are not properly identified will be returned to the Contractor for proper annotation before certification for payment is made.

7.7 Insurance Requirements

The Contractor must comply with the insurance requirements specified in Annex F. 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 within ten (10) days after the date of award of the Contract, 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.

Solicitation No. - N° de l'invitation
W4M00-19C958/A

Amd. No. - N° de la modif.

Buyer ID - Id de l'acheteur
pwz014

Client Ref. No. - N° de réf. du client
DND W4M00-19C958

File No. - N° du dossier
PWZ-9-42140

CCC No./N° CCC - FMS No./N° VME

ANNEX A

STATEMENT OF WORK / SPECIFICATION

Refer to the Attached PDF File titled:

**Asbestos / Mould Abatement in Various Buildings,
17 Wing, Winnipeg, Manitoba**

DEPARTMENT OF NATIONAL DEFENCE

SPECIFICATION

STANDING OFFER AGREEMENT FOR
ASBESTOS/MOULD ABATEMENT IN VARIOUS BUILDINGS

17 WING
WINNIPEG, MANITOBA

JOB NO. L-W115-9900/SOA C958 (19)

DATED: 2019-10-08

<u>SECTION NUMBER</u>	<u>TITLE</u>	<u>PAGES</u>
<u>DIVISION 1 - GENERAL REQUIREMENTS</u>		
Section 01005	General Requirements	3
Section 01410	Testing Laboratory Service for Asbestos Abatement	1
Section 01500	Temporary Facilities	1
Section 01546	Fire Safety Requirements	3
Section 01600	Materials and Equipment	1
Section 01710	Cleaning	1
<u>DIVISION 13 - SPECIAL CONSTRUCTION</u>		
Section 13570	Asbestos/Mould Abatement	16
Section 13571	Asbestos Abatement, PVC Bag Method	6
Section 13576	Asbestos Abatement, Asbestos Cement Products	3

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- | | |
|-----------------------------------|---|
| <u>1 Description of Work</u> | <ul style="list-style-type: none">.1 Work under this Standing Offer covers the abatement of asbestos/mould from buildings within the 17 Wing area including satellites..2 Exact extent and location of work in accordance with Engineer's instructions with each request for abatement services. |
| <u>2 Work Schedule</u> | <ul style="list-style-type: none">.1 Provide prior to commencing work, schedule showing anticipated progress stages and final completion of work..2 Interim reviews of work progress based on work schedule will be conducted as decided by Engineer and schedule updated by Contractor in conjunction with and to approval of Engineer..3 Work may be requested:<ul style="list-style-type: none">.1 During normal working hours, 7:30 am through 4:00 pm on working days Monday to Friday..2 Outside normal working hours, 4:00 pm to 7:30 am on working days..3 All hours during weekends and holidays. |
| <u>3 Contractor's Use of Site</u> | <ul style="list-style-type: none">.1 Use of Site:<ul style="list-style-type: none">.1 Access directly to and from site subject to:<ul style="list-style-type: none">.1 Traffic regulations established by the Department of National Defence (DND)..2 Security regulations established by DND..2 Use of Site: limited to areas for work and storage as requested by Engineer..3 Do not unreasonably encumber site with materials or equipment..4 Move stored products or equipment which interfere with operations of Engineer or building occupants..5 Obtain and pay for use of additional storage or work areas needed for operation..6 Provide a list of all employees and suppliers, when requested, to the Wing Security and Military Police Officer. |
| <u>4 Codes and Standards</u> | <ul style="list-style-type: none">.1 Perform work in accordance with the latest edition of the National Building Code of Canada (NBC) and any other code of provincial or local application provided that in any case of conflict or discrepancy, the more stringent requirements shall apply. |

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|---|----|--|
| 4 <u>Codes and Standards</u>
(cont'd) | .2 | Meet or exceed requirements of contract documents, specified standards, codes and referenced documents. |
| 5 <u>Cutting, Fitting and Patching</u> | .1 | Execute cutting, fitting and patching required to make work fit properly. |
| | .2 | Obtain Engineer's approval before cutting, boring or sleeving load-bearing members. |
| | .3 | Make cuts with clean, true, smooth edges. Make patches inconspicuous in final assembly. |
| | .4 | Fit work airtight to pipes, sleeves, ducts and conduits. |
| 6 <u>Existing Services</u> | .1 | Where work involves breaking into or connecting to existing services, carry out work at times directed by governing authorities, with minimum of disturbance to building occupants and vehicular traffic. |
| | .2 | Submit schedule to and obtain approval from Engineer for any shut-down or closure of active service or facility. Adhere to approved schedule and provide notice to affected parties. |
| | .3 | Where unknown services are encountered, immediately advise Engineer and confirm findings in writing. |
| 7 <u>Alterations, Additions or Repairs to Existing Building</u> | .1 | Execute work with least possible interference or disturbance to occupants, public and normal use of premises. |
| | .2 | Where security has been reduced by work of Contract, provide temporary means to maintain security. |
| | .3 | Where elevators or dumbwaiters exist in buildings, only those assigned for Contractors use may be used for moving men and material within building. Protect walls of passenger elevators to approval of Engineer before use. Accept liability for damage, safety of equipment and overloading of existing equipment. |
| | .4 | Provide temporary dust screens, barriers, warning signs in locations where renovation and alteration work is adjacent to areas used by public or government staff. |
| 8 <u>Overloading</u> | .1 | Ensure no part of the work is subjected to a load which will endanger its safety or will cause permanent disfiguration. |

- 9 Post Award Meeting .1 After award of SOA, the Contractor shall visit the Service Site Engineer to be given job instructions.
- 10 Invoices .1 All invoices submitted for payment shall be accompanied by MSS/DSS 942 (Requisition on SOA).
- .2 Invoices are to include a breakdown as follows:
- .1 Rates of pay and hours of work for each tradesperson.
 - .2 An itemized list of materials used, by cost, shall be shown on all invoices submitted for payment.
 - .3 Extended total.
 - .4 Where subcontracting is involved a copy of subcontractor's paid invoice shall accompany the invoice against the requisition.
 - .5 Where discount or markup is applicable, please indicate separately.
- .3 Invoices submitted for payment against this SOA that are not properly identified will be returned to the Contractor for proper annotation before certification for payment is made.

1 Appointment
and Payment

- .1 Air monitoring and inspection services are the responsibility of the Engineer.
- .2 Engineer will appoint and pay for consultant inspection and services.

2 Contractor's
Responsibilities

- .1 Furnish labour and facilities to:
 - .1 Provide access to work area for inspection and testing.
 - .2 Provide storage on site for laboratory's exclusive use to store equipment and test samples.
- .2 Notify Engineer sufficiently in advance of operations to allow for assignment of inspectors and scheduling of tests.

1 Power and
Water Supply

- .1 The Department of National Defence (DND) can provide, free of charge, temporary electric power and water for construction purposes.
- .2 Engineer will determine delivery points and quantitative limits. Engineer's written permission is required before any connection is made. Connect to existing power supply in accordance with Canadian Electrical Code.
- .3 Provide, at no cost to DND, all equipment and temporary lines to bring these services to work area.
- .4 Supply of temporary services by DND is subject to DND requirements and may be discontinued by DND site representative at any time without notice, without acceptance of any liability for damages or delay caused by such withdrawal of temporary services.

2 Signs and
Notices

- .1 Safety and Instruction Signs and Notices:
 - .1 Signs and notices for safety and instruction shall be in both official languages. Graphic symbols shall conform to CAN3-Z321-77.
- .2 Maintenance and Disposal of Site Signs:
 - .1 Maintain approved signs and notices in good condition for duration of project, and dispose of off site on completion of project or earlier if directed by Engineer.

3 Scaffolding

- .1 Construct and maintain scaffolding in rigid, secure and safe manner.
- .2 Erect scaffolding independent of walls. Remove promptly when no longer required. Refer to Section 01545 - Safety Requirements for Scaffolding.
- .3 Design and construct scaffolding in accordance with CSA S269.2-M87.

4 Removal of
Temporary Facilities

- .1 Remove temporary facilities from site when directed by Engineer.

- | | | |
|--|----|---|
| <u>1 Fire Safety Plan</u> | .1 | Contractors and their personnel shall be familiar with this section and its requirements. |
| <u>2 Fire Department Briefing</u> | .1 | The Engineer shall coordinate arrangements for the Contractor to be briefed on Fire Safety at their pre-work conference by the Fire Chief before any work is commenced. |
| <u>3 Reporting Fires</u> | .1 | Know the location of nearest fire alarm box and telephone, including the emergency phone number. |
| | .2 | Report immediately all fire incidents to the Fire Department as follows:
.1 Activate nearest fire alarm box, or
.2 Telephone 911 for emergency only. |
| | .3 | Person activating fire alarm box shall remain at the box to direct Fire Department to scene of fire. |
| | .4 | When reporting a fire by telephone, give location of fire, name or number of building and be prepared to verify the location. |
| <u>4 Interior and Exterior Fire Protection and Alarm Systems</u> | .1 | Fire protection and alarm systems shall not be:
.1 Obstructed.
.2 Shut-off.
.3 Left inactive at the end of a working day or shift without notification and authorization from the Fire Chief or the Fire Chief's representative. |
| | .2 | Fire hydrants, standpipes and hose systems shall not be used for other than fire fighting purposes unless authorized by the Fire Chief. |
| <u>5 Fire Extinguishers</u> | .1 | The Contractor shall supply fire extinguishers, as scaled by the Fire Chief, necessary to protect, in an emergency, the work in progress and the Contractor's physical plant on site. |
| <u>6 Blockage of Roadways</u> | .1 | The Fire Chief shall be advised of any work that would impede fire apparatus response. This includes violation of minimum overhead clearance, as prescribed by the Fire Chief, erecting of barricades. |
| <u>7 Smoking Precautions</u> | .1 | Smoking is not permitted in any or within 5 metres of 17 Wing buildings. |

8 Rubbish and
Waste Materials

- .1 Rubbish and waste materials are to be kept to a minimum.
- .2 The burning of rubbish is prohibited.
- .3 Removal: all rubbish shall be removed from the work site at the end of the work day or shift or as directed.

9 Flammable
Liquids

- .1 The handling, storage and use of flammable liquids are to be governed by the current National Fire Code of Canada.
- .2 Flammable liquids such as gasoline, kerosene and naptha may be kept for ready use in quantities not exceeding 45 litres provided they are stored in approved safety cans bearing the Underwriter's Laboratory of Canada or Factory Mutual seal of approval. Storage of quantities of flammable liquids exceeding 45 litres for work purposes, requires the permission of the Fire Chief.
- .3 Transfer of flammable liquids is prohibited within buildings.
- .4 Transfer of flammable liquids shall not be carried out in the vicinity of open flames or any type of heat producing devices.
- .5 Flammable liquids having a flash point below 38°C such as naptha or gasoline shall not be used as solvents or cleaning agents.
- .6 Flammable waste liquids, for disposal, shall be stored in approved containers located in a safe ventilated area. Quantities are to be kept to a minimum and the Fire Department is to be notified when disposal is required.

10 Hazardous
Substances

- .1 If the work entails the use of any toxic or hazardous materials, chemicals and/or explosives, or otherwise creates a hazard to life, safety or health, work shall be in accordance with the National Fire Code of Canada.
- .2 The Fire Chief is to be advised, and a "Hot Work" permit issued in all cases involving welding, burning or the use of blow torches and salamanders, in buildings or facilities. Special precautions are necessary to safeguard life and property from damage by fire or explosives.

10 Hazardous
Substances
(cont'd)

.3 Whenever work is being carried out in dangerous or hazardous areas involving the use of heat, fire watchers, equipped with sufficient fire extinguishers or special precautions shall be provided. The determination of dangerous or hazardous areas along with the level of precaution necessary for Fire Watch shall be at the discretion of the Fire Chief. Contractors are responsible for providing fire watch service for their work on a scale established and in conjunction with the Fire Chief at the pre-work conference.

11 Questions and/or
Clarification

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

1 General

- .1 Use new material unless otherwise specified.
- .2 Within seven days of written request by Engineer, submit following information for materials and equipment proposed for supply:
 - .1 name and address of manufacturer.
 - .2 trade name, model and catalogue number.
 - .3 performance, descriptive and test data.
 - .4 manufacturer's installation or application instructions.
- .3 Use products of one manufacturer for material and equipment of same type or classification unless otherwise specified.

2 Manufacturers Instructions

- .1 Unless otherwise specified, comply with manufacturer's latest printed instructions for materials and installation methods.
- .2 Notify Engineer in writing of any conflict between these specifications and manufacturers instructions. Engineers will designate which document is to be followed.

3 Delivery and Storage

- .1 Deliver, store and maintain packaged material with manufacturer's seals and labels intact.
- .2 Prevent damage, adulteration and soiling of material during delivery, handling and storage. Immediately remove rejected material from site.
- .3 Store material in accordance with suppliers instructions.

4 Conformance

- .1 When material is specified by standard or performance specifications, upon request of Engineer, obtain from manufacturer an independent testing laboratory report, stating that material or equipment meets or exceeds specified requirements.

1 General

- .1 Conduct cleaning and disposal operations to comply with local ordinances and anti-pollution laws.
- .2 Store volatile waste in covered metal containers, and remove from premises at end of each working day.
- .3 Prevent accumulation of waste which create hazardous conditions.

2 Materials

- .1 Use only cleaning materials recommended by manufacturer of surface to be cleaned, and as recommended by cleaning material manufacturer.

3 Cleaning During Construction

- .1 Maintain the work, at least on a daily basis, free from accumulations of waste material and debris.

4 Final Cleaning

- .1 In preparation for acceptance of the project on an interim or final certificate of completion perform final cleaning.
- .2 Remove grease, dust, dirt, stains, labels, fingerprints, and other foreign materials, from interior and exterior finished surfaces including glass and other polished surfaces.
- .3 Clean lighting reflectors, lenses, and other lighting surfaces.
- .4 Broom clean paved surfaces; rake clean other surfaces og grounds.
- .5 Remove debris and surplus materials from crawl areas and other accessible concealed spaces.
- .6 Remove snow and ice from access to building.

PART 1 - GENERAL

1.1 Air
Monitoring

- .1 From commencement of work until completion of cleaning operations air monitoring will be taken by Engineer both inside and outside the work area enclosures in accordance with Health and Welfare Canada recommendations.
- .2 If air monitoring shows that areas outside work area enclosures are contaminated these areas shall be enclosed and cleaned in the same manner as that applicable to work areas.
- .3 The results of air monitoring inside work areas shall be used to establish the type of respirators to be worn.

1.2 Definitions

- .1 HEPA vacuum: High Efficient Particulate Air filtered vacuum equipment with a filter system capable of collecting and retaining fibres greater than 0.3 microns in diameter at 99.97% efficiency.
- .2 Polyethylene sheeting: polyethylene sheeting of type and thickness specified sealed and tape along all edges, around penetrating objects, over cuts and tears, and elsewhere as required to provide a continuous polyethylene membrane to protect underlying surfaces from water damage or damage by sealants, and to prevent escape of asbestos fibres through the sheeting into a clean area.
- .3 Authorized visitor: the Engineer or an approved representative and persons representing regulatory agencies.
- .4 Work areas: where actual removal, encapsulation and enclosure of spray or trowel applied asbestos containing material takes place.
- .5 Negative pressure: a system which extracts air directly from work area, filters such extracted air through a High Efficiency Particulate Air filtering system, and discharges this air directly to exterior of building.
 - .1 This system shall maintain a minimum pressure differential of 5 Pa relative to adjacent work areas, be equipped with an alarm to warn of system failure.
 - .2 Provide instrumentation to monitor and record pressure differences when building is occupied.

1.2 Definitions
(cont'd)

- .3 Rated total capacity of units with filters in place shall be sufficient to provide complete air change in work area every 15 minutes.

- .6 Amended water: water with an non-ionic surfactant wetting agent added to reduce water tension to allow thorough wetting of asbestos fibres.
- .7 Airlock: a system for permitting ingress or egress without permitting air movement between a contaminated area and an uncontaminated area, typically consisting of two curtained doorways minimum 2 m apart.
- .8 Curtained doorway: an arrangement of closures to allow ingress and egress from one room to another while permitting minimal air movement between rooms, typically constructed by placing two overlapping sheets of polyethylene over an existing or temporarily framed doorway, securing each along the top of the doorway, securing the vertical edge of one sheet along one vertical side of the doorway, and securing the vertical edge of the other sheet along the opposite vertical side of the doorway. All free edges of polyethylene shall be reinforced with duct tape and the bottom edge shall be weighted to ensure proper closing.

1.3 Regulatory Agencies

- .1 Comply with Federal, Provincial, and local requirements pertaining to asbestos, provided that in any case of conflict among those requirements or with these specifications the more stringent requirement shall apply.

1.4 Submittals

- .1 Before commencing work:
 - .1 Submit proof satisfactory to Engineer that all employees have had instruction on the hazards of asbestos exposure, on respirator use, on dress, use of showers, entry and exit from work areas, and all aspects of work procedures and protective measures.
 - .2 The Contractor's superintendent(s) shall have attended an asbestos abatement/mould course of not less than two days duration, approved by the Engineer.
 - .1 Submit proof of attendance in the form of a certificate. Acceptable courses:
 - .1 The Association of the Wall and Ceiling Industry (AWCI).
 - .2 Pinchin and Associates.
 - .3 Ontario Research Foundation (ORTECH).
 - .4 Monenco Limited.
 - .3 Submit layout of proposed enclosures and decontamination facilities to Engineer for approval.
 - .4 Submit documentation including test results for encapsulant proposed for use.
 - .5 Obtain from the appropriate agency and submit to Engineer all necessary permits for transporting and disposal of hazardous waste.

1.4 Submittals (cont'd)

Ensure that operator is fully aware of hazardous nature of material and proper methods of disposal. Submit proof satisfactory to Engineer that suitable arrangements have been made to receive and properly dispose of hazardous waste.

- .6 Submit to Engineer on a weekly basis completed copies of hazardous waste manifest for every load of hazardous waste removed from site.

1.5 Signs

- .1 Signage: signs in both official languages shall be displayed in all work areas where access to a sealed area is possible. Such signs in upper case Helvetica Medium letters shall read as follows.

"CAUTION MOULD REMOVAL AREA/CAUTION
ASBESTOS HAZARD AREA" (25 mm)
"UNAUTHORIZED ENTRY PROHIBITED" (19 mm)
"WEAR PROTECTIVE EQUIPMENT" (19 mm)

- .2 Container signs: label containers used for the disposal of asbestos as follows:

"CAUTION CONTAINS ASBESTOS FIBRES" (25 mm)
"DO NOT MISHANDLE" (19 mm)

- .1 Clearly label receptors with yellow/black labels.

1.6 Existing Conditions

- .1 Results of tests of asbestos/mould containing materials taken from surfaces within the scope of this project, are available for inspection at the Wing Construction Engineering Officer's (WCEO's) office. These are for general information only and are not necessarily representative of all asbestos/mould-containing materials contained within the scope of this project.

1.7 Worker Protection

- .1 Instructions: before commencing work instruct workers in use of respirators, dress, showers, entry and exit from work areas, and all aspects of work procedures and protective measures.

1.7 Worker Protection (cont'd)

- .2 Respirators: provide workers with personally issued and marked respiratory equipment acceptable to Labour Canada or Provincial Labour Department as suitable for the asbestos/mould exposure in the work area.
 - .1 Wet removal: provide positive pressure, full facepiece, powered air purifying respirator's (PAPR) with high efficiency filters.
 - .2 No worker, supervisor or authorized visitor may have facial hair which prevents proper contact between respirator facepiece and skin.
 - .3 All respiratory equipment used shall be

1.7 Worker
Protection
(cont'd)

- approved and labelled for protection against asbestos fibres and shall meet the design of the National Institute of Occupational Safety and Health (NIOSH) or equivalent criteria.
- .4 If disposable type filters are used provide sufficient filters so that workers can install new filters following disposal of used filters and before re-entering contaminated area.
 - .3 Protective Clothing: provide workers with full body disposable type coveralls. Provide other body protection required under applicable safety regulations.
 - .4 Each worker shall:
 - .1 Remove street clothes in clean change room and put on respirator with new filters or reusable filters that have been tested as satisfactory, clean coveralls and head covers before entering Equipment and Access Rooms or work area. If reusable protective clothing is used each worker shall don respirator only before entering Equipment and Access Rooms where clothing is stored. All street clothes, uncontaminated footwear, towels, and similar uncontaminated articles shall be stored in clean change room.
 - .2 Remove bulk contamination from clothing before leaving work area then proceed to Equipment and Access Room and remove all clothing except respirators. Place contaminated worksuits in receptacles for disposal with other asbestos contaminated materials. Leave reusable items except respirator in Equipment and Access Room. Still wearing the respirator proceed naked to the showers. Clean outside of respirator with soap and water while showering; remove respirator; remove filters and wet them and dispose of filters in the container provided for this purpose; and wash and rinse the inside of the respirator. When not in use in the work area, store work footwear in Equipment and Access Room. Upon completion of asbestos abatement, dispose of footwear as contaminated waste or clean thoroughly inside and out using soap and water before removing from work area or from Equipment and Access Room.
 - .3 Following showering and drying off, proceed to clean change room and dress in street clothes at the end of each day's work, or in clean coveralls before eating, smoking, or drinking. If re-entering work area, follow procedures outlined in 1.7.4.1 above.
 - .4 Enter the unloading room from outside dressed in clean coveralls to remove waste containers

and equipment from the Holding Room of the Container and Equipment Decontamination Enclosure system. No worker shall use this system as a means to leave or enter the work area.

- .5 Workers shall not eat, drink, smoke or chew gum or tobacco at the work site except in established clean room. "No smoking within DND buildings". Outside smoking areas were provided.
- .6 Workers shall be fully protected with respirators and protective clothing during all work which may disturb asbestos containing material including work prior to commencing actual asbestos removal, encapsulation or enclosure.
- .7 Provide and post in Clean Change Room and in Equipment and Access Rooms the procedures described in 1.7 of this section, in both official languages.

1.8 Visitor
Protection

- .1 Provide protective clothing and approved respirators to authorized visitors to work areas.
- .2 Instruct authorized visitors in the use of protective clothing and respirators.
- .3 Instruct authorized visitors in proper procedures to be followed in entering into and exiting from work area.

PART 2 - PRODUCTS

2.1 Materials

- .1 Polyethylene: minimum 0.15 mm (6 mil) thick unless otherwise specified; in sheet size to minimize joints.
- .2 Rip-proof polyethylene: 0.20 mm (8 mil) fabric made up from 0.13 mm (5 mil) weave and two layers 0.04 mm (1.5 mil) poly laminate: in sheet size to minimize seams and overlaps.
- .3 Polyethylene bags: 0.15 mm (6 mil) thickness, clear or coloured and approved with a method of sealing that will prevent leakage of the asbestos fibres to the atmosphere, ie plastic coat wire ties, plastic "key" lock serrated strips, tape, etc.
- .4 Tape: fibreglass type duct tape suitable for sealing polyethylene under wet conditions using amended water, and dry conditions.
- .5 Sprayer for amended water: any garden reservoir type sprayer or airless spray equipment suitable for applying a bridging matrix capable of producing a mist of fine spray.
- .6 Wetting agent: 50% polyoxyethylene ester and 50% polyethylene ether, or other material approved by Engineer, mixed with water in a concentration to provide adequate penetration.
- .7 Asbestos waste receptors: two separate containers of which one shall consist of 0.15 mm (6 mil) minimum thickness sealable polyethylene bag. Second container may be a second 0.15 mm (6 mil) minimum thickness polyethylene bag rigid sealable container such as a metal or fibre drum. Second container shall be such to prevent any perforating rips or tears in container during filling, transport or disposal. Container must be acceptable to disposal site and Ministry of the Environment.
- .8 All electrical equipment shall meet the requirements of Section 22 "Category 1" of the Canadian Electrical Code C22.1-19-1990 for locations in which excessive moisture is likely to be present.

2.1 Materials
(cont'd)

- .9 Vacuum cleaners: shall be a High Efficiency Particulate Aerosol (HEPA) filter vacuum system equal to Nilfisk GS 82.

- .10 Encapsulant: surface film forming or penetrating type conforming to CGSB 1-GP-205M and approved by the Fire Commissioner of Canada.
- .11 Sprayed fireproofing: ULC labelled and listed asbestos-free cementitious or mineral fibre to provide the degree of fire or thermal protection required by current NBC standards.
- .12 Slow drying sealer: sealer type that remains tacky on surface for minimum eight hours. Standard of acceptance:
 - .1 1-GP-100 or SK-13 adhesive.

PART 3 - EXECUTION

3.1 Preparation

- .1 Work areas:
 - .1 Isolate air handling and ventilation systems to prevent contamination and fibre dispersal to other areas of the building during work phases.
 - .2 Preclean moveable objects contaminated carpet to be disposed within proposed work areas using HEPA vacuum and remove such objects from work areas to a temporary location as directed by Engineer.
 - .3 Preclean fixed casework, plant, and equipment within proposed work areas, using HEPA vacuum and cover with polyethylene sheeting sealed with tape.
 - .4 Clean surfaces in the proposed work area which are to be covered with polyethylene using, where practicable, HEPA vacuum cleaning equipment. If not practicable, use a wet cleaning method.
 - .5 Pump negative pressure system in operation and operate continuously from the time the first polyethylene is installed to seal openings until final completion of the work including final cleanup.
 - .6 Provide a daily basis monitoring of pressure difference between work area and remainder of building using an automatic recording instrument.
 - .7 Seal off all openings such as corridors, doorways, windows, skylights, ducts, grilles and diffusers with polyethylene sheeting sealed with tape.
 - .8 Cover floor and wall surfaces with polyethylene sheeting sealed with tape. Use one layer of rip-proof polyethylene on floors. Cover floors first so that polyethylene extends at least 300 mm up walls then cover walls to overlap floor sheeting.
 - .9 Build decontamination enclosures at all

3.1 Preparation
(cont'd)

entrances to and exits from work areas. Post warning signs as specified in 1.5.1.

.10 After Work area isolation:

- .1 Remove heating, ventilating and air conditioning filters, pack in polyethylene bags and treat as contaminated asbestos waste.
 - .2 Remove ceiling mounted objects such as lights, partitions other fixtures not sealed off and other objects that interfere with asbestos removal, as directed by Engineer.
 - .3 Do not remove items which require disturbance of asbestos (or ceilings or cladding enclosing asbestos) until full protective measures are in place.
- .11 Maintain emergency and fire exits from work areas, or establish alternative exits satisfactory to the Wing Fire Chief.
- .12 Where application of water is required for wetting asbestos-containing materials, shut off electrical power, provide 24 volt safety lighting and ground fault interrupter circuits on power source for electrical tools, in accordance with applicable CSA Standard. Ensure safe installation of electrical lines and equipment.
- .13 After preparation of work areas and Decontamination Enclosure Systems remove and dispose of as contaminated waste ceiling panels, tiles and entire suspension system within work areas.
- .14 After preparation of work areas and Decontamination Enclosure Systems remove plaster ceilings, including lath, furring, channels, hangers, wires, clips, and dispose of as contaminated waste in the waste receptors. Spray ceiling debris and immediate work area with amended water to reduce dust, as work progresses.

.2 Worker Decontamination Enclosure System:

- .1 Worker Decontamination Enclosure System shall comprise an Equipment and Access Room, a Shower Room, and a Clean Room, as follows:

- .1 Equipment and Access Room: build an Equipment and Access Room between Shower Room and work areas, with two curtained doorways, one to the Shower Room and one to work areas.
- .1 Install waste receptors and storage facilities for worker's shoes and any protective clothing to be re-worn in work areas.
- .2 The Equipment and Access Room shall be

3.1 Preparation
(cont'd)

large enough to accommodate specified facilities, any other equipment needed, and at least one worker allowing the worker sufficient space to undress comfortably.

- .2 Shower Room: build a Shower Room between the Clean Room and Equipment and Access Room, with two curtained doorways, one to the Clean Room and one to Equipment and Access Room.

- .1 Provide one shower for every five workers.
- .2 Provide a constant supply of hot and cold or warm water.
- .3 Drains to common sewers are available where directed by Engineer.
- .4 Provide rigid or high pressure flexible piping and connect to water sources and drains.
- .5 No water containing fibres other than from showering shall enter the sanitary sewer system.
- .6 Provide soap, clean towels and appropriate containers for disposal of used respirator filters.

- .3 Clean Room: build a Clean Room between the Shower Room and clean areas outside of enclosures, with two curtained doorways, one to outside of enclosures and one to Shower Room.

- .1 Provide lockers or hangers for workers street clothes and personal belongings.
- .2 Provide storage for clean protective clothing and respiratory equipment.
- .3 Install a mirror to permit workers to fit respiratory equipment properly.

- .3 Drum and Equipment Decontamination Enclosure System:

- .1 Drum and Equipment Decontamination Enclosure System shall comprise a Staging Area within the work area, a Washroom, a Holding Room, and an Unloading Room. The purpose of this system is to provide a means to decontaminate waste containers, scaffolding, material containers, vacuum and spray equipment and other tools and equipment for which the Worker Decontamination Enclosure System is not suitable.

- .1 Staging Area: designate a Staging Area in the work area for bulk removal of dust and debris from waste containers and equipment, labelling and dealing of waste containers, and temporary storage pending removal to Washroom. Staging Area shall have a curtained doorway to the Container

3.1 Preparation
(cont'd)

Cleaning Room.

- .2 Container Cleaning Room: build a room between the Staging Area and Holding Room with two curtained doorways, one to the Staging Area and one to the Holding Room. Provide high pressure low volume sprays for washing of drums and equipment. Pump waste water through 5 micrometre filter system before directing into drains or treat as asbestos waste. Provide piping and connect to water sources and drains.
 - .1 Provide equipment for washing of equipment and waste containers.
 - .2 All wash water shall be treated as asbestos contaminated waste.
- .3 Holding Room: build a Holding Room between the Washroom and Unloading Room, with two curtained doorways, one to the Washroom and one to the Unloading Room.
 - .1 The Holding Room shall be of sufficient size to accommodate at least two waste containers and the largest item of equipment used.
- .4 Unloading Room: build an Unloading Room between the Holding Room and outside, with two curtained doorways, one to the Holding Room and one to the outside.

- .4 Construction of Decontamination Enclosures:
 - .1 Build suitable framing for enclosures (or use existing rooms where convenient) and line with polyethylene sheeting sealed with tape. Use one (1) layer of rip-proof polyethylene on floors.
 - .2 Build curtained doorways between enclosures so that when people move through or when waste containers and equipment are moved through a doorway, one of the two closures comprising the doorway always remains closed.

3.1 Preparation
(cont'd)

- .5 Separation of Work Areas from Occupied Areas:
 - .1 Separate parts of the building required to remain in use, as directed by Engineer, from parts of the building used for asbestos abatement by means of an airtight barrier system constructed as follows:
 - .1 Build suitable floor to ceiling wood or metal stud framing, cover with polyethylene sheeting sealed with tape, and apply 9 mm minimum thick plywood.
 - .2 Seal all joints between plywood sheets and between plywood and adjacent materials with surface film forming type sealer, to create an airtight barrier.
 - .3 Cover plywood barrier with polyethylene

sealed with tape, as specified for work.

- .4 Install barrier to sprayed surface or above suspended ceiling using full protective procedures, amended water and HEPA vacuum. Remove ceiling tile, grids or other obstructions around perimeter of asbestos work area to allow access to deck. Saturate and remove a line of asbestos from deck and beams to allow polyethylene sheeting to be fastened to deck. Each of two sheets forming wall of enclosure shall be fastened separately to deck using tape, spray adhesive, rapid setting foam or other suitable method. Provide suitable framing to support polyethylene.

.6 Maintenance of Enclosures:

- .1 Maintain enclosures in tidy conditions.
- .2 Ensure that barriers and polyethylene linings are effectively sealed and taped. Repair damaged barriers and remedy defects immediately upon discovery.
- .3 Visually inspect enclosures at the beginning of each working period.
- .4 Use smoke methods to test effectiveness of barriers when directed by Engineer.

.7 Asbestos removal, encapsulation and enclosure work shall not commence until:

- .1 All notifications and other preparatory steps have been completed.

3.1 Preparation
(cont'd)

- .2 Work areas and decontamination enclosures (and parts of the building required to remain in use) are effectively segregated.
- .3 Tools, equipment and materials waste containers are on hand.
- .4 Arrangements have been made for building security.
- .5 Warning signs specified in 1.5.1 are displayed where access to contaminated areas is possible.
- .6 Arrangements have been made for disposal of waste.

3.2 Asbestos Removal

.1 Before removing asbestos:

- .1 Prepare site.
- .2 Spray sprayed or trowelled asbestos material with water containing the specified wetting agent, using airless spray equipment. Saturate the asbestos material sufficiently to wet it to the substrate without causing excess dripping. Spray the asbestos material

repeatedly during work process to maintain saturation and to minimize asbestos fibre dispersion.

- .2 Remove the saturated asbestos material in small sections. Do not allow saturated asbestos to dry out. As it is being removed pack the material in asbestos waste receptors.
- .3 Remove all asbestos containing pipe installation in layers, while maintaining all exposed surfaces of insulation or lagging in a wet condition.
 - .1 Full saturation of insulation will not be required if material is immediately bagged and not allowed to drop to the floor.
- .4 Seal ends of pipe insulation at perimeters of work area with heavy coat of sealer.
- .5 Seal filled waste receptors. Remove from immediate working area to Staging Area. Clean external surfaces thoroughly again by wet sponging before moving to container cleaning room. Wash waste receptors thoroughly in decontamination Container Cleaner Room or place in clean container and store in holding room pending removal to Unloading Room and outside. Ensure that waste receptors are removed from the Holding Room by workers who have entered from uncontaminated areas dressed in clean coveralls.

3.2 Asbestos Removal (cont'd)

- .6 After completion of stripping work, all surfaces from which asbestos has been removed shall be wire brushed and wet-sponged to remove all visible material. During this work the surfaces shall be kept wet.
- .7 Where Engineer decides complete removal of asbestos containing materials is impossible due to obstructions such as structural members or major service elements, (or because asbestos-containing material was originally applied to an asphaltic coating) and provides a written direction, encapsulate the material as follows:
 - .1 Apply surface film forming type encapsulant to provide 0.635 mm minimum dry film thickness over sprayed asbestos surfaces. Apply using airless spray equipment to avoid blowing off fibres. Use different colour for each coat. Use colour (as selected by) Engineer for final coat.
 - .2 Apply penetrating type encapsulant to penetrate existing sprayed asbestos surfaces to uniform depth of 25 mm minimum.

- .3 Apply penetrating type encapsulant to penetrate existing sprayed asbestos surfaces uniformly to substrate.
- .8 After wire brushing and wet sponging to remove visible asbestos, and after sealing asbestos-containing material impossible to remove, wet clean the entire work area including the Equipment and Access Room, and equipment used in the process.
 - .1 Floor and wall surfaces, ducts and similar items not covered with polyethylene sheeting must be completely wet cleaned.
 - .2 Following a further inspection and written acceptance, apply a heavy coat of slow drying sealer to all surfaces from which asbestos has been removed.
 - .3 Apply a thinned coat (sufficient to coat all surfaces) to other surfaces in the asbestos work area including all polyethylene and surfaces scheduled for demolition.
 - .4 Allow a minimum of 12 hours for fibre settling with no disturbance of asbestos work area.
 - .1 Operate negative air units during settling period.
- 3.3 Asbestos Encapsulation
 - .1 Before encapsulating asbestos:
 - .1 Prepare site.
 - .2 Vacuum surfaces in work areas (except those to be encapsulated) using HEPA vacuum to remove all loose debris and dust particles.
 - .3 Repair damaged and missing areas of existing sprayed asbestos to obtain a suitable base for encapsulant and to restore continuity of fireproofing. Use the specified asbestos-free fireproofing material. Prepare surfaces and apply fire proofing in accordance with manufacturer's printed instructions.
 - .4 Remove loose asbestos and pack in waste receptors for disposal.
 - .5 Remove waste receptors from immediate work area to Staging Area, wash waste containers thoroughly in container cleaning room or place in clean container and store in Holding Room pending removal to Unloading Room and outside. Ensure that waste containers are removed from holding areas by workers who have entered from uncontaminated areas dressed in clean coveralls.
 - .2 Apply surface film forming type sealer to provide 0.635 mm minimum dry film thickness over sprayed asbestos surfaces. Apply using airless spray equipment to avoid blowing off fibres. Use a different colour for each coat. Use colour (as selected by Engineer) for final coat.
- 3.3 Asbestos Encapsulation
(cont'd)

- .3 Apply penetrating type encapsulant to penetrate existing sprayed asbestos surfaces to uniform depth of 25 mm minimum.
- .4 Apply penetrating type encapsulant to penetrate existing sprayed asbestos surfaces uniformly to substrate.
- .5 Wet clean the entire work area including Equipment and Access Room, and equipment used in the process.
 - .1 Floor and wall surfaces, ducts and similar equipment not covered with polyethylene sheeting must be completely wet cleaned.
 - .2 Following a further inspection and written acceptance, apply a thinned coat (sufficient to coat all surfaces) to all surfaces in the asbestos work area including all polyethylene and surfaces scheduled for demolition.
 - .3 Allow a minimum of 12 hours for fibre settling with no disturbance of asbestos work area.
 - .1 Operate negative air units during settling period.

3.4 Asbestos Enclosure

3.4 Asbestos Enclosure (cont'd)

- .1 Before enclosing asbestos:
 - .1 Prepare site.
 - .2 Vacuum all surfaces in work areas, except asbestos surfaces, using HEPA vacuum equipment to remove all loose debris and dust particles.
 - .3 Spray areas to be disturbed while securing hangers and other fixing devices. Use water containing the specified wetting agent. Keep asbestos material damp to prevent release of airborne fibres.
 - .4 Remove loose asbestos and pack in waste receptors for disposal.
 - .5 Remove waste receptors from immediate working area to Staging Area, wash waste containers thoroughly in Decontamination Container Cleaning Room or place in Holding Room pending removal to Unloading Room and outside. Ensure that waste containers are removed from holding areas by workers who have entered from uncontaminated areas dressed in clean coveralls.
- .2 After installation of hangers and other fixing devices and before enclosing asbestos, repair damaged and missing areas of existing sprayed-on material using the specified asbestos-free fireproofing material. Prepare surfaces and apply fireproofing or thermal insulation in accordance with manufacturer's printed instructions.
- .3 Enclose asbestos surfaces as follows:

- .1 Instructions will be discussed at time of call-up.
- .4 Wet clean the entire work area including Equipment and Access Room, and equipment used in the processs.
 - .1 Floor and wall surfaces, ducts and similar items not covered with polyethylene must be completed wet cleaned.
 - .2 Following a further inspection and written acceptance, apply a thinned coat of slow drying sealer to all surfaces in the asbestos work area including all polyethylene and surfaces scheduled for demolition.
 - .3 Allow a minimum of 12 hours for fibre settling with no disturbance of asbestos work area.
 - .1 Operate negative pressure units during settling period.

3.5 Clean Up

- .1 Following cleaning specified previously and when air sampling shows that asbestos levels on both sides of seals do not exceed 0.10 fibres/cc as

3.5 Clean Up
(cont'd)

- determined by the Engineer proceed with final cleanup.
- .2 Remove polyethylene sheet by rolling it away from walls to centre of work area. Vacuum all visible asbestos-containing particles observed during cleanup immediately, using HEPA vacuum equipment. HEPA vacuum or wet wash all floors.
- .3 Place polyethylene seals, tape, cleaning material, clothing, and other contaminated waste in waste receptors.
- .4 Work areas, Equipment and Access Room, Container Cleaning Room, Shower Room, and other enclosures that may be contaminated shall be included in the cleanup.
- .5 Sealed drums and all equipment used in the work shall be included in the cleanup and shall be removed from work areas via the Drum and Equipment Decontamination Enclosure System at an appropriate time in the cleaning sequence.
- .6 A final check shall be carried out to ensure that no dust or debris remains on surfaces as a result of dismantling operations and air-monitoring shall be carried out again to ensure that asbestos levels in the building do not exceed 0.10 fibres/cc. Repeat cleaning using HEPA vacuum equipment, or wet cleaning methods where feasible, in conjunction with sampling until levels meet this criteria.

- .7 As work progresses, and to prevent exceeding available storage capacity on site, remove sealed and labelled asbestos waste receptors and dispose of to authorized disposal area in accordance with requirements of disposal authority. Ensure that each shipment of containers transported to dump is accompanied by Contractor's representative who shall ensure that dumping is done in accordance with governing regulations.

3.6 Disposal

- .1 Authority for the final disposal of asbestos waste is the responsibility of Local, Regional, Provincial Ministry of Environment (MOE) representatives.
 - .1 Contractor shall contact MOE representative and local disposal site to arrange disposal.
 - .2 Under no circumstances will waste asbestos be

3.6 Disposal (cont'd)

- disposed of without the agreement and approval of the responsible MOE representative and the waste disposal site in writing.
- .2 All waste must be transported by hauler licensed for the transportation of waste containing asbestos by the Provincial Ministry of the Environment.
- .3 Ensure each shipment of containers to dump is accompanied by a representative who will supervise dumping of containers and ensure all guidelines and regulations are followed.
- .4 Cooperate with MOE inspectors and immediately carry out instructions for remedial work at dump, to maintain environment, at no additional cost to the Owner.
- .5 Ensure dump operation is fully aware of hazardous material being dumped and that all equipment operators have been fully briefed in management of asbestos containers after delivery to dump.

3.7 Re-establishment of Objects and Systems

- .1 When cleanup is complete:
 - .1 Re-establish objects moved to temporary locations in the course of the work, in their proper positions.
 - .2 Resecure mounted objects moved in the course of the work in their former positions.
- .2 Re-establish mechanical and electrical systems in proper working order. Install new filters.
- .3 Repair or replace objects damaged in the course of the work, as directed by Engineer.

PART 1 - GENERAL

- | | | |
|--------------------------------|----|---|
| <u>1.1 Outline of Work</u> | .1 | Submit a "Scope of Work" defining work procedures and precautions necessary to complete the Asbestos Abatement project for each individual Standing Offer Agreement (SOA) call-up, based on the Engineer's Work Order/requirements. |
| <u>1.2 Regulatory Agencies</u> | .1 | Comply with Federal, Provincial and local requirements pertaining to asbestos, provided that in any conflict among those requirements or these specifications the more stringent requirements shall apply. |
| <u>1.3 Notification</u> | .1 | Not later than 10 days before commencing work on this project notify the following in writing.
.1 Regional Director of the Medical Services Branch of Health and Welfare Canada.
.2 Regional Office of Labour Canada.
.3 Provincial Department of Labour.
.4 Disposal Authority.
.5 The Engineer. |
| | .2 | When 10 days notification is not possible before job start, verbal notification followed by a written letter (copy to Engineer) will be accepted. |
| <u>1.4 Worker Protection</u> | .1 | Workers involved with asbestos removal must wear personal protective equipment as follows:
.1 An approved half-mast respirator.
.2 Protective disposable coveralls complete with hood.
.3 Provide other body protection required under applicable safety regulations. |
| | .2 | When asbestos removal is proceeding, the workers will be required to wash exposed skin before leaving the work site. |
| <u>1.5 Existing Conditions</u> | .1 | Results of tests of asbestos-containing materials taken from pipe insulation within the scope of this project are available for inspection at the Wing Construction Engineering Officer's (WCEO's) office.
.1 These are for general information only and are not necessarily representative of all asbestos-containing materials contained within the scope of this project. |

PART 2 - PRODUCTS

- | | | |
|-----------------------------------|----|--|
| <u>2.1 Material and Equipment</u> | .1 | PVC Bag: prefabricated, purpose made, 0.25 mm minimum thickness, polyvinyl-chloride bag with |
|-----------------------------------|----|--|

integral 0.25 mm thick polyvinyl-chloride gloves.

- .1 Bag equipped with a reversible double-pull double throw zipper on top to facilitate installation on pipe and progressive movement along pipe and with straps for sealing ends of bag around pipe.
- .2 Once filled bag cannot be re-used and shall be disposed of as contaminated waste.
- .2 Protective clothing: coveralls and hoods, disposable type.
 - .1 Required if glove bag becomes damaged or punctured.
- .3 Respirators: minimum requirement is a non-powered half face respirator acceptable to Labour Canada or Provincial Labour Department with High Efficiency Particulate Aerosol (HEPA) cartridge filter.
 - .1 No worker, supervisor or authorized visitor may have facial hair which prevents proper contact between respirator facepiece and skin.
 - .2 Single use dust respirators are not permitted.
- .4 Signs in both official languages: Helvetica Medium type letters, upper case as follows:
 - "CAUTION, ASBESTOS HAZARD AREA" (25 mm)
 - "UNAUTHORIZED ENTRY PROHIBITED" (19 mm)
 - "WEAR PROTECTIVE EQUIPMENT" (19 mm)
 - "BREATHING ASBESTOS DUST MAY CAUSE SERIOUS BODILY HARM" (7 mm)
- .5 Polyethylene: 0.15 mm (6 mil) thick minimum, in sheet size to minimize joints.
- .6 Sprayers: garden reservoir type, low velocity, capable of producing a mist of fine spray.
- .7 Wetting Agent: 50% polyoxyethylene ester and 50% polyoxyethylene ether or other non-ionic surfactant proved to be effective in aiding wetting of asbestos.
- .8 Waste Receptors: metal or fibre drums with tight lids, or 0.15 mm (6 mil) minimum thickness polyethylene bag.

2.1 Material
and Equipment
(cont'd)

- .1 Label receptors in both official languages in Helvetica Medium type letters, upper case as follows:
 - "CAUTION CONTAINS ASBESTOS FIBRES" (25 mm)
 - "DO NOT MISHANDLE" (19 mm)
 - "BREATHING ASBESTOS DUST MAY CAUSE SERIOUS BODILY HARM" (7 mm)

- .2 Waste receptors to be acceptable to waste disposal site and Ministry of the Environment.
- .9 Tape: fibreglass type duct tape, self adhering for wet and dry conditions.
- .10 HEPA vacuum: High Efficiency Particulate Air filtered vacuum equipped with a filter system capable of collecting and retaining monodisperse aerosol particles greater than 0.3 microns in diameter or larger.
- .11 Securing straps: for glove bag, reusable nylon straps at least 25 mm (1") wide with metal tightening buckle for sealing ends of bags around pipe and/or insulation.
- .12 Knife: knife with fully retractable blade for use inside glove bag.
- .13 Slow drying sealer: product shall have flame spread and smoke development ratings both less than 50. Product shall leave no stain when dry.
 - .1 Acceptable material: Borden Polyco 804 (clear) or Double AD TC-55 (clear).

PART 3 - EXECUTION

3.1 Procedures

- .1 Conduct preparation and removal of asbestos after office hours in occupied buildings.
- .2 Cover with polyethylene floor and equipment below and within 4 m of work area. Turn up at walls and tape all joints.
- .3 Shut down air circulation system within work area.
- .4 Instruct workers on necessary safety procedures and protective measures.
- .5 Install signs, as described in 2.1.4, around asbestos removal area.

3.2 Removal

- .1 Isolate asbestos work area with tape barriers, saw horses and other barriers.
- .2 Spray any areas of damaged jacketing with mist of amended water. Tape over damaged area to provide temporary repair.
- .3 Using HEPA vacuum (or wet sponge) clean surfaces of pipes and insulation dust from work area.
- .4 Place any tools necessary to remove insulation in tool pouch. Zip bag onto pipe and seal all

openings to pipe with cloth securing strap. For valve bags seal valve cover with wire ties or equivalent.

- .5 Place hands into gloves and use necessary tools to remove insulation. Arrange insulation in bag to obtain full capacity of bag. Roll jacketing carefully to minimize the possibility of ripping or puncturing bag.
- .6 Insert nozzle of spray pump into bag through valve and wash down pipe and interior of bag thoroughly. Use one hand to aid washing process. Wet surface of insulation in lower section of bag and exposed ends of asbestos insulation remaining on pipe by spraying.
- .7 If bag is to be removed from pipe for use on new section of pipe, seal interior plastic closure before removing from pipe. Re-install in new location before opening interior closure.
- .8 If bag is to be removed along pipe, move bag reseal to pipe using double-pull zipper to pass hangers. Continue stripping operation.
- .9 If bag is ripped, cut or opened in any way, cease work and repair with tape before continuing work. If the rip, cut or opening is not easily repaired all workers in area shall put on protective clothing. All spilled material must be cleaned up and removed with a HEPA vacuum.
- .10 To remove bag after completion of stripping, wash top section with tools thoroughly. Place all tools in one gloved hand, pull hand out inverted, twist to create a separate pouch, double tape to seal. Cut between tape and place pouch with tools in next glove bag or into a water bucket, open pouch under water, clean tools and allow to dry.
- .11 Pull 0.15 (6 mil) polyethylene bag over glove bag before removing from pipe. Remove securing straps. Unfasten zipper. Seal top of glove bag while removing from pipe.
- .12 After removal of bag ensure that pipe is free of all residue. If necessary, after removal of each section of asbestos, vacuum all surfaces of pipe, using HEPA filtered vacuum equipment or wipe with wet cloth. Ensure that surfaces are kept free of sludge which after drying could release asbestos dust into atmosphere.
- .13 After asbestos has been removed from pipe, seal all pipe surfaces with 1-GP-100 or with SK 13.

3.2 Removal
(cont'd)

- .14 Place cloths, mops, sponges, rags, wire brushes, disposable filters and protective clothing in double waste bags. Seal bags tightly and dispose as asbestos waste.
- .15 Vacuum all surfaces within work area including waste receptors, reusable equipment used to perform work, footwear and soles of footwear.
- .16 Thoroughly wash respirators, eye protection, hard hats, hands and face.

3.3 Sealing

- .1 Seal with tape or cloth jacketing exposed ends of remaining asbestos insulation.

3.4 Disposal

- .1 Authority for final disposal of asbestos waste is the responsibility of Local, Regional, Provincial Ministry of the Environment (MOE) representatives.
 - .1 Contractor shall contact MOE representative and local disposal site to arrange disposal.
 - .2 Under no circumstances will waste asbestos be disposed of without the agreement and approval of the responsible MOE representative and the waste disposal site in writing.
- .2 All waste must be transported by hauler licensed for the transportation of waste, containing asbestos, by the Provincial Ministry of the Environment.
- .3 Ensure each shipment of containers is accompanied by a representative who will supervise dumping of containers and ensure all guidelines and regulations are followed.

3.4 Disposal (cont'd)

- .1 Each load requires completion of a hazardous waste manifest under Transport of Dangerous Goods Act 1980.
- .4 Cooperate with Ministry of Environment inspectors and immediately carry out instructions for remedial work at dump to maintain environment, at no additional cost to Owner.
- .5 Ensure dump operation is fully aware of hazardous material being dumped and that all equipment operators have been fully briefed in management of asbestos containers after delivery to site.

PART 1 - GENERAL

- | | | |
|------------------------------|----|--|
| <u>1.1 Outline of Work</u> | .1 | Submit a "Scope of Work" defining work procedurews and precautions necessary to complete the Asbestos Abatement project for each individual Standing Offer Agreement call-up, based on the Engineer's Work Order/requirements. |
| <u>1.2 Notification</u> | .1 | Not later than 10 days before commencing work on this project notify the following in writing: <ul style="list-style-type: none"> .1 Regional Zone Director of the Medical Services Branch of Health and Welfare Canada. .2 Regional Office of labour Canada. .3 Provincial Department of Labour. .4 Disposal Authority. .5 The Engineer. |
| | .2 | When 10 days notification is not possible before job start, verbal notification followed by a written letter (copy to Engineer) will be accepted. |
| <u>1.3 Worker Protection</u> | .1 | Contractor to comply with Provincial asbestos regulations. |
| | .2 | Workers removing or handling asbestos cement products must wear half-mask respirators while removing asbestos material and/or loading asbestos materials into waste containers. |

PART 2 - PRODUCTS

- | | | | | | | | | |
|---|---------|--|-------------------------------------|---------|--------------------|---------|---|--------|
| <u>2.1 Materials</u> | .1 | Polyethylene: to CAN2-51.22-M77, in 0.15 mm (6 mil) minimum thickness unless otherwise specified. | | | | | | |
| | .2 | Waste receptors: sealed containers of sufficient strength to hold asbestos materials. <ul style="list-style-type: none"> .1 Containers to be labelled in both official languages with yellow/black labels with medium Helvetica type upper case letters: <table> <tr> <td>"CAUTION, CONTAINS ASBESTOS FIBRES"</td> <td>(25 mm)</td> </tr> <tr> <td>"DO NOT MISHANDLE"</td> <td>(19 mm)</td> </tr> <tr> <td>"BREATHING ASBESTOS DUST MAY CAUSE SERIOUS BODILY HARM"</td> <td>(7 mm)</td> </tr> </table> .2 Waste receptor to be acceptable to waste disposal site and Ministry of the Environment. | "CAUTION, CONTAINS ASBESTOS FIBRES" | (25 mm) | "DO NOT MISHANDLE" | (19 mm) | "BREATHING ASBESTOS DUST MAY CAUSE SERIOUS BODILY HARM" | (7 mm) |
| "CAUTION, CONTAINS ASBESTOS FIBRES" | (25 mm) | | | | | | | |
| "DO NOT MISHANDLE" | (19 mm) | | | | | | | |
| "BREATHING ASBESTOS DUST MAY CAUSE SERIOUS BODILY HARM" | (7 mm) | | | | | | | |
| <u>2.1 Materials (cont'd)</u> | .3 | Respirators: types acceptable to Labour Canada or Provincial Labour Department and suitable for appropriate asbestos exposure. | | | | | | |

- .1 Minimum requirements is non-powered half-face with HEPA filters.
- .2 Single use dust respirators are not permitted.

- .4 HEPA vacuum: High Efficiency Particulate Aerosol filter vacuum with all attachments and fittings. Filter system shall collect 99.97% of aerosol particles 0.3 micrometres or larger.

PART 3 - EXECUTION

3.1 Preparation

- .1 Instruct workers on necessary safety procedures and protective measures.
- .2 Cover surfaces below removal area with polyethylene drop sheets.

3.2 Removal

- .1 Removal of asbestos cement products shall be carried out by wet removal techniques.
- .2 Saturate asbestos with water in advance of any removal.
- .3 Remove wet asbestos in sections. Care is to be taken to minimize breakage of asbestos during removal. Before beginning the next section place the removed asbestos in a waste receptor for disposal.
- .4 Each truck load of asbestos waste is to be covered with polyethylene sheeting or tarpaulin, before transportation to disposal area.
- .5 Clean all broken sections, dust, etc, from substrate and from polyurethane drop sheets and surrounding area with HEPA vacuum or wet cleaning. Dispose of drop sheets as asbestos waste.

3.3 Disposal

- .1 Authority for final disposal of asbestos waste is the responsibility of Local, Regional, Federal and Provincial Ministry of Environment (MOE) representatives.
 - .1 Contractor shall contact MOE representative and local disposal site to arrange disposal.
 - .2 Under no circumstances will waste asbestos be disposed of without the agreement and approval of the responsible MOE representative and the waste disposal site in writing.

3.3 Disposal (cont'd)

- .2 All waste must be transported by a hauler licensed for the transportation of waste containing asbestos by the Provincial Ministry of the Environment.
- .3 Ensure each shipment of containers to dump is

accompanied by a representative who will supervise dumping of containers and ensure all guidelines and regulations are followed.

- .1 Each load requires completion of hazardous waste manifest under Transport of Dangerous Goods Act 1980.
- .4 Cooperate with Ministry of the Environment inspectors and immediately carry out instructions for remedial work at dump to maintain environment, at no additional cost to Owner.
- .5 Ensure dump operation is fully aware of hazardous material being dumped and that all equipment operators have been fully briefed in management of asbestos containers after delivery to dump.

Solicitation No. - N° de l'invitation
W4M00-19C958/A

Amd. No. - N° de la modif.

Buyer ID - Id de l'acheteur
pwz014

Client Ref. No. - N° de réf. du client
DND W4M00-19C958

File No. - N° du dossier
PWZ-9-42140

CCC No./N° CCC - FMS No./N° VME

ANNEX B

BASIS OF PAYMENT

Payments in respect of the agreed price shall be made upon satisfactory performance of the Work, and upon approval of the Departmental Representative, but such payments shall not exceed the amount(s) as specified in the Call Up, for the Work without written authorization.

In consideration of the Contractor satisfactorily completing all of its obligations under the resulting Contract, the Contractor will be paid a firm price, Goods and Services Tax or Harmonized Sales Tax extra.

.1 Hourly Rates:

The Contractor will be paid firm hourly rates as follows, for work performed in accordance with the Contract.

See attached Unit Pricing Schedules at Annex E for details.

ANNEX C

HEALTH AND SAFETY REQUIREMENTS

MANDATORY HEALTH AND SAFETY - for Work in the Province of Manitoba

1. SPECIAL INSTRUCTIONS TO BIDDERS (SI):

WCB AND SAFETY PROGRAM

1. The recommended Bidder shall provide to the Contracting Authority, prior to Contract award:
 - 1.1 a Workers Compensation Board *Experience and Industry Rating Statement - Manitoba*, or equivalent documentation from another jurisdiction;
 - 1.2 a Workers Compensation Board letter of good standing, also listing covered Directors, Principals, Proprietor(s) or Partners who will be or who are anticipated to be present on the work site(s), or equivalent documentation from another jurisdiction; and
 - 1.3 a Certificate of Recognition (COR) or Registered Safety Plan (RSP). A health and safety policy and program, as required by other provincial/territorial Occupational Health and Safety Acts, will be acceptable in lieu of a COR or RSP.
2. The recommended Bidder shall deliver all of the above documents to the Contracting Authority on or before the date stated (usually 3-5 days after notification) by the Contracting Authority. Failure to comply with the request may result in the bid being declared non-compliant.

Exemption to Generic Safety Programs (*Manitoba only*) - Contractors having five (5) or less employees do not require a written program. However, evidence of a system to manage health and safety remains a requirement.

2. SUPPLEMENTARY CONDITIONS (SC):

Workplace Safety and Health

1. EMPLOYER/PRIME CONTRACTOR

- 1.1 The Contractor shall, for the purposes of the Workplace Safety and Health Act and Regulations, Manitoba, and for the duration of the Work:
 - 1.1.1 act as the Employer, where there is only one employer on the work site, in accordance with the Authority Having Jurisdiction;
 - 1.1.2 assume the role of Prime Contractor, where there are two or more employers involved in work at the same time and space at the work site, in accordance with the Authority Having Jurisdiction; and
 - 1.1.3 agree, in the event of two or more Contractors working at the same time and space at the work site, without limiting the General Conditions, to Canada's order * to:
 - 1.1.3.1 assume, as the Prime Contractor, the responsibility for Canada's other Contractor(s); or
 - 1.1.3.2 accept that Canada's other Contractor is Prime Contractor and conform to that Contractor's Site Specific Health and Safety Plan.

* "order" definition: after contract award, Contractor is ordered by a Change Order

2. SUBMITTALS

2.1 The Contractor shall provide to Canada:

- 2.1.1 prior to the pre-construction meeting, a transmittal and copy of a completed Notice of Project form PWGSC - TPSGC 458 (form will be provided to the proposed contractor prior to award), as sent to the Authority Having Jurisdiction (AHJ); and
- 2.1.2 prior to commencement of work and without limiting the terms of the General Conditions:
 - 2.1.2.1 copies of all other necessary permits, notifications and related documents as called for in the scope of work/specifications and/or by the AHJ; and
 - 2.1.2.2 a site specific Health and Safety Plan as requested.

NOTE: Please do not include any forms that include personal 3rd party information such as the names of the contractor's employees and their related claims information.

3. LABOUR AUTHORITY CONTACT:

The contact below represents the Labour Authority in the jurisdiction (AHJ). They are not representatives of the Workers Compensation.

Do not contact the people referenced below for issues pertaining to WCB or WCB Clearances. Those queries must be directed specifically to the WCB, and where the WCB has both a Labour and Compensation component, WCB issues must be directed to the Compensation/Employer Services sections.

MANITOBA

Manitoba Labour
Workplace Safety and Health Branch
200 – 401 York Avenue
Winnipeg, Manitoba, R3C 0P8
Attention: Client Services
Telephone: (204) 945-6848
Facsimile: (204) 945-4556

Solicitation No. - N° de l'invitation
W4M00-19C958/A

Amd. No. - N° de la modif.

Buyer ID - Id de l'acheteur
pwz014

Client Ref. No. - N° de réf. du client
DND W4M00-19C958

File No. - N° du dossier
PWZ-9-42140

CCC No./N° CCC - FMS No./N° VME

DECLARATION

DATE: _____

COMPANY NAME: _____

ADDRESS: _____

This company is exempt from the Manitoba Occupational Health and Safety Act requirement to have a formalized Health and Safety Policy and Program, on the basis that this company does not at the present time employ more than five (5) full time employees, including those required on all current projects for all clients. By signing this Declaration the Contractor certifies they will remain in compliance with the identified AHJ's requirements regarding health and safety at the work site.

Current number of full time employees: _____

NAME/TITLE OF COMPANY OFFICER

SIGNATURE

Solicitation No. - N° de l'invitation
W4M00-19C958/A

Amd. No. - N° de la modif.

Buyer ID - Id de l'acheteur
pwz014

Client Ref. No. - N° de réf. du client
DND W4M00-19C958

File No. - N° du dossier
PWZ-9-42140

CCC No./N° CCC - FMS No./N° VME

ANNEX D

PERIODIC USAGE REPORT FORM

Return to:

<i>Name</i>	<i>Fax</i>	<i>Email address</i>
Mike Fagan	204-983-7796	Mike.Fagan@pwgsc-tpsgc.gc.ca

at:

Public Works and Government Services Canada
Real Property Contracting, Procurement Branch
Suite 310, 269 Main Street
Winnipeg, Manitoba R3C 1B3

SUPPLIER: _____

REPORT FOR THE PERIOD ENDING: _____

Item No.	Description of Work	Value of the Call-Up/Contract	GST/HST
(A) Total Dollar Value Call-ups for this reporting period:			
(B) Accumulated Call-Up totals to date:			
(A+B) Total Accumulated Call-Ups:			

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

PREPARED BY: _____

NAME: _____

TELEPHONE NO.: _____

SIGNATURE: _____ DATE: _____

ANNEX E

OFFER

Description of Work: **17 Wing Winnipeg, Manitoba
Various Projects, Department of National Defence
Asbestos and Mould Abatement Services Standing Offer**

1. OFFER

- .1 This Standing Offer is made by the Offeror to Canada;
- .2 This Offer is to furnish all necessary tools, plant, equipment, services, materials and labour to execute and complete the Work described above in careful and workmanlike manner;
- .3 The Work shall be more particularly described in individual Call-ups to be issued by the Project Authority, hereinafter called the "Departmental Representative";
- .4 Individual Call-ups may be issued, from time to time, during the period identified in Part 7A, clause 7.4.1, hereinafter called the "Term".

2. GENERAL PROVISIONS

- .1 This Offer when signed by or on behalf of the Offeror, the Specifications referred to in the Unit Price Schedule below and the General Conditions shall constitute the complete Offer subject to the provisions contained therein;
- .2 The Hourly Rate and the Unit Price, as offered, govern in calculating each Estimated Total Price; any errors in the extension of the Unit Price and in the addition of the Estimated Total Prices will be corrected in order to obtain the actual Total Estimated Amount;
- .3 This Offer supersedes and cancels all communications, negotiations and agreements relating to the Work other than those contained in the Offer;

The Offeror agrees:

- .1 to carry out individual work projects as requisitioned from time to time by the Departmental Representative in Call-ups Against a Standing Offer, in Part 7A, clause 7.9, copies of which the Offeror acknowledges to have in its possession, in accordance with the requirements set out therein and in consideration of payment of amounts to be determined pursuant to section 3. Below;
- .2 to provide, on demand from the Departmental Representative, a detailed price estimate, calculated in accordance with section 4 below, and a proposed work schedule for each work project; and
- .3 to commence Work promptly upon receipt of each Call-up issued pursuant to this Offer, duly signed by the Departmental Representative.
- .4 This Offer does not constitute a binding contract between Canada and the Offeror. The Departmental Representative shall have the right to issue a Call-up with those other offerors which have also submitted offers to Canada.
- .5 A contract is formed between Canada and the Offeror only when a Call-up duly signed is issued by the Departmental Representative and accepted by the Offeror. The Offeror shall then be

referred to as "the Contractor" and the Contract includes the Offer, the Specifications referred to in the Unit Price Schedule below, the General Conditions and the Call-up.

- .6 The estimated number of hours, the quantities of material and plant, and the amount of the Allowance for Unspecified material set out in the Unit Price Schedule are for the purpose of comparative evaluation of the offers and do not express an obligation on the part of Canada to order any or all of the work, material or plant listed therein.
- .7 The Offeror declares that no bribe, gift or benefit has been or will be paid, given, promised or offered directly or indirectly to any official or employee of Canada or to a member of the family of such person, with a view to influence the entry into or the administration of any contract which may result from this Offer.

3. FINANCIAL TERMS

- .1 Each item specified in the Unit Price Schedule in subsection 4.1 includes wages, traveling time and costs, allowances, supervision, liabilities as employer, insurance, and the use of all tools, tackle, etc., overhead, profit and all other liabilities whatsoever.
- .2 Unspecified Material shall be reimbursed at net cost, as supported by invoices, plus Markup as established in section 4 of this Offer. "Net Cost" means all amounts reasonably and properly paid by the Offeror in respect of materials required for and used in the Work, and includes packing, handling and delivery charges, less any trade discounts received by the Offeror. The Offeror's Markup on Unspecified Material covers overheads, profit, and all other expenses whatsoever.
- .3 The prices inserted in section 4 of this Offer include all applicable federal, provincial, and municipal taxes.
 - .1 However, they do not include any amount for the Goods and Services Tax (GST) or Harmonized Sales Tax (HST). The appropriate GST/HST amounts will be paid by Canada to the Offeror in addition to the amounts paid against the amount of the contract. The Offeror shall make appropriate remittances to Revenue Canada in accordance with the legislation.
 - .2 The prices do not include the Québec Sales Tax. The Offeror shall arrange directly with the Province of Québec for the reimbursement of Provincial Sales Tax paid to this Province for the purpose of any contract resulting from this Offer.
- .4 Payment by Canada for the Offeror's own special equipment not covered by the Unit Price Schedule and required at the job site will be no greater than the local going rental rate for such equipment or the rate published by the local construction association for such equipment, whichever is the lower.
- .5 The cost of subcontract work, including special equipment rentals approved by the Project Authority, shall be reimbursed at actual cost with the addition of ten (10) percent to cover overheads, profit, and all other expenses whatsoever. "Actual cost" means all amounts reasonably and properly paid by the Contractor for those parts of the Work carried out by subcontractors.

.6 Pricing

- .1 The prices requested in the Offer are:
 - i. hourly rates for regular hours;
 - ii. hourly rate for each hour outside of regular hours; and
 - iii. mark up on allowance for unspecified material, replacement parts, required permits and certificates. for purposes of evaluation.
- .2 The hourly rates requested in the offer and acceptance for specific types of service shall be the total cost to perform the work including but not limited to:
 - i. labour including supervision, allowances and liability insurance;
 - ii. travel time;
 - iii. transportation/vehicle expenses;
 - iv. tools and tackle;
 - v. overhead and profit;
 - vi. any other incidental expenses other than supply of materials and replacement parts relating to the delivery of labour.
- .3 It is considered that regular hours of work fall between 0800 and 1600 hours, Monday to Friday.

4. PRICES

The Offeror agrees that the following are the prices referred to in sections 2 and 3 above:

4.1 Unit Price Schedules - Rates

Rates must include any and all related expenses, including travel, meals and accommodation.

Taxes, if applicable, are not to be included.

Estimates have been provided for evaluation purposes only and may not reflect actual business volumes under the resulting Standing Offer. Unit prices will prevail, and in the event that there is a discrepancy between the unit price and the estimated total, Canada reserves the right to correct the estimated total using the firm unit price.

Offers will be compared based on the total evaluated price (see below).

SCHEDULE A - First Year

Item No.	Description	Estimated Quantity	U of I	Unit Price	Estimated total price
1.00	Minimum call-up price within 30 km radius from DND, 17 Wing Winnipeg	10.00	calls	\$	\$
2.00	Extra per km outside the 30 km radius from DND, 17 Wing Winnipeg	500.00	kms	\$	\$
3.00	For asbestos removal PVC bag method refer to Section 13571; price shall include supervision, equipment, bagging and disposal of asbestos, overhead and profit.				
Height of Pipes	Pipe Diameter	Estimated Quantity	Thickness of Insulation	(U of I) Unit Price per Meter Length of Pipe	Estimated total price
Between 0-3 m	Between 12-100 mm	100 m	25 mm	\$	\$
		100 m	50 mm	\$	\$
	Between 100-200 mm	50 m	25 mm	\$	\$
		30 m	50 mm	\$	\$
	Between 200-300 mm	10 m	25 mm	\$	\$
		10 m	50 mm	\$	\$
	Above 300 mm	10 m	25 mm	\$	\$
		10 m	50 mm	\$	\$
Between 3-6 m	Between 12-100 mm	100 m	25 mm	\$	\$
		100 m	50 mm	\$	\$
	Between 100-200 mm	50 m	25 mm	\$	\$
		50 m	50 mm	\$	\$
	Between 200-300 mm	10 m	25 mm	\$	\$
		10 m	50 mm	\$	\$
	Above 300 mm	5 m	25 mm	\$	\$
		5 m	50 mm	\$	\$
4.00	For asbestos (refer to Section 13570): provide unit price per hour for supervisor and labour. This includes erection and dismantling of protective barrier and removal and bagging of asbestos:				
		Estimated Hours of Types 2&3	Unit of Issue	Hourly rate for Type 2&3 Operations	Estimated total price
	Price per hr (0800-1600) for Labour	100.00	/hour	\$	\$
	Price per hr (1600-0800) for Labour	50.00	/hour	\$	\$
	Price per hr (0800-1600) for Supervisor	100.00	/hour	\$	\$
	Price per hr (1600-0800) for Supervisor	50.00	/hour	\$	\$

Continued

Solicitation No. - N° de l'invitation
W4M00-19C958/A

Amd. No. - N° de la modif.

Buyer ID - Id de l'acheteur
pwz014

Client Ref. No. - N° de réf. du client
DND W4M00-19C958

File No. - N° du dossier
PWZ-9-42140

CCC No./N° CCC - FMS No./N° VME

SCHEDULE A - First Year (cont'd)

Item No.	Description	Estimated Quantity	U of I	Unit Price	Estimated total price
5.00	For cement asbestos shingles (refer to Section 13576): provide unit price per square meter for removal and disposal	100.00	m ²	\$	\$
6.00	Materials: at contractor's laid down cost plus mark-up of _____%,	Est. Usage \$10,000.00	N/A	_____%	\$
7.00	ESTIMATOR/REPORTING SERVICES: Provide written estimates and/or reports "if and when requested". Services qualifying for payment must be clearly defined as "Estimator/Reporting Services" by DND.	30.00	/hour	\$	\$
8.00	Mold Abatement: Hourly rate for mold abatement	100.00	/hour	\$	\$
Sub Total: SCHEDULE A - First Year - 17 Wing Winnipeg (GST extra)					\$

SCHEDULE B – Second Year

Item No.	Description	Estimated Quantity	U of I	Unit Price	Estimated total price
1.00	Minimum call-up price within 30 km radius from DND, 17 Wing Winnipeg	10.00	calls	\$	\$
2.00	Extra per km outside the 30 km radius from DND, 17 Wing Winnipeg	500.00	kms	\$	\$
3.00	For asbestos removal PVC bag method refer to Section 13571; price shall include supervision, equipment, bagging and disposal of asbestos, overhead and profit.				
Height of Pipes	Pipe Diameter	Estimated Quantity	Thickness of Insulation	(U of I) Unit Price per Meter Length of Pipe	Estimated total price
Between 0-3 m	Between 12-100 mm	100 m	25 mm	\$	\$
		100 m	50 mm	\$	\$
	Between 100-200 mm	50 m	25 mm	\$	\$
		30 m	50 mm	\$	\$
	Between 200-300 mm	10 m	25 mm	\$	\$
		10 m	50 mm	\$	\$
	Above 300 mm	10 m	25 mm	\$	\$
		10 m	50 mm	\$	\$
Between 3-6 m	Between 12-100 mm	100 m	25 mm	\$	\$
		100 m	50 mm	\$	\$
	Between 100-200 mm	50 m	25 mm	\$	\$
		50 m	50 mm	\$	\$
	Between 200-300 mm	10 m	25 mm	\$	\$
		10 m	50 mm	\$	\$
	Above 300 mm	5 m	25 mm	\$	\$
		5 m	50 mm	\$	\$
4.00	For asbestos (refer to Section 13570): provide unit price per hour for supervisor and labour. This includes erection and dismantling of protective barrier and removal and bagging of asbestos:				
		Estimated Hours of Types 2&3	Unit of Issue	Hourly rate for Type 2&3 Operations	Estimated total price
	Price per hr (0800-1600) for Labour	100.00	/hour	\$	\$
	Price per hr (1600-0800) for Labour	50.00	/hour	\$	\$
	Price per hr (0800-1600) for Supervisor	100.00	/hour	\$	\$
	Price per hr (1600-0800) for Supervisor	50.00	/hour	\$	\$

Continued

Solicitation No. - N° de l'invitation
W4M00-19C958/A

Amd. No. - N° de la modif.

Buyer ID - Id de l'acheteur
pwz014

Client Ref. No. - N° de réf. du client
DND W4M00-19C958

File No. - N° du dossier
PWZ-9-42140

CCC No./N° CCC - FMS No./N° VME

SCHEDULE B - Second Year (cont'd)

Item No.	Description	Estimated Quantity	U of I	Unit Price	Estimated total price
5.00	For cement asbestos shingles (refer to Section 13576): provide unit price per square meter for removal and disposal	100.00	m ²	\$	\$
6.00	Materials: at contractor's laid down cost plus mark-up of _____%,	Est. Usage \$10,000.00	N/A	_____%	\$
7.00	ESTIMATOR/REPORTING SERVICES: Provide written estimates and/or reports "if and when requested". Services qualifying for payment must be clearly defined as "Estimator/Reporting Services" by DND.	30.00	/hour	\$	\$
8.00	Mould Abatement: Hourly rate for mould abatement	100.00	/hour	\$	\$
Sub Total: SCHEDULE B – Second Year - 17 Wing Winnipeg (GST extra)					\$

SCHEDULE C - First Option Year

Item No.	Description	Estimated Quantity	U of I	Unit Price	Estimated total price
1.00	Minimum call-up price within 30 km radius from DND, 17 Wing Winnipeg	10.00	calls	\$	\$
2.00	Extra per km outside the 30 km radius from DND, 17 Wing Winnipeg	500.00	kms	\$	\$
3.00	For asbestos removal PVC bag method refer to Section 13571; price shall include supervision, equipment, bagging and disposal of asbestos, overhead and profit.				
Height of Pipes	Pipe Diameter	Estimated Quantity	Thickness of Insulation	(U of I) Unit Price per Meter Length of Pipe	Estimated total price
Between 0-3 m	Between 12-100 mm	100 m	25 mm	\$	\$
		100 m	50 mm	\$	\$
	Between 100-200 mm	50 m	25 mm	\$	\$
		30 m	50 mm	\$	\$
	Between 200-300 mm	10 m	25 mm	\$	\$
		10 m	50 mm	\$	\$
	Above 300 mm	10 m	25 mm	\$	\$
		10 m	50 mm	\$	\$
Between 3-6 m	Between 12-100 mm	100 m	25 mm	\$	\$
		100 m	50 mm	\$	\$
	Between 100-200 mm	50 m	25 mm	\$	\$
		50 m	50 mm	\$	\$
	Between 200-300 mm	10 m	25 mm	\$	\$
		10 m	50 mm	\$	\$
	Above 300 mm	5 m	25 mm	\$	\$
		5 m	50 mm	\$	\$
4.00	For asbestos (refer to Section 13570): provide unit price per hour for supervisor and labour. This includes erection and dismantling of protective barrier and removal and bagging of asbestos:				
		Estimated Hours of Types 2&3	Unit of Issue	Hourly rate for Type 2&3 Operations	Estimated total price
	Price per hr (0800-1600) for Labour	100.00	/hour	\$	\$
	Price per hr (1600-0800) for Labour	50.00	/hour	\$	\$
	Price per hr (0800-1600) for Supervisor	100.00	/hour	\$	\$
	Price per hr (1600-0800) for Supervisor	50.00	/hour	\$	\$

Continued

Solicitation No. - N° de l'invitation
W4M00-19C958/A

Amd. No. - N° de la modif.

Buyer ID - Id de l'acheteur
pwz014

Client Ref. No. - N° de réf. du client
DND W4M00-19C958

File No. - N° du dossier
PWZ-9-42140

CCC No./N° CCC - FMS No./N° VME

SCHEDULE C - First Option Year (cont'd)

Item No.	Description	Estimated Quantity	U of I	Unit Price	Estimated total price
5.00	For cement asbestos shingles (refer to Section 13576): provide unit price per square meter for removal and disposal	100.00	m ²	\$	\$
6.00	Materials: at contractor's laid down cost plus mark-up of _____%,	Est. Usage \$10,000.00	N/A	_____%	\$
7.00	ESTIMATOR/REPORTING SERVICES: Provide written estimates and/or reports "if and when requested". Services qualifying for payment must be clearly defined as "Estimator/Reporting Services" by DND.	30.00	/hour	\$	\$
8.00	Mould Abatement: Hourly rate for mould abatement	100.00	/hour	\$	\$
Sub Total: SCHEDULE C - First Option Year - 17 Wing Winnipeg (GST extra)					\$

SCHEDULE D - Second Option Year

Item No.	Description	Estimated Quantity	U of I	Unit Price	Estimated total price
1.00	Minimum call-up price within 30 km radius from DND, 17 Wing Winnipeg	10.00	calls	\$	\$
2.00	Extra per km outside the 30 km radius from DND, 17 Wing Winnipeg	500.00	kms	\$	\$
3.00	For asbestos removal PVC bag method refer to Section 13571; price shall include supervision, equipment, bagging and disposal of asbestos, overhead and profit.				
Height of Pipes	Pipe Diameter	Estimated Quantity	Thickness of Insulation	(U of I) Unit Price per Meter Length of Pipe	Estimated total price
Between 0-3 m	Between 12-100 mm	100 m	25 mm	\$	\$
		100 m	50 mm	\$	\$
	Between 100-200 mm	50 m	25 mm	\$	\$
		30 m	50 mm	\$	\$
	Between 200-300 mm	10 m	25 mm	\$	\$
		10 m	50 mm	\$	\$
	Above 300 mm	10 m	25 mm	\$	\$
		10 m	50 mm	\$	\$
Between 3-6 m	Between 12-100 mm	100 m	25 mm	\$	\$
		100 m	50 mm	\$	\$
	Between 100-200 mm	50 m	25 mm	\$	\$
		50 m	50 mm	\$	\$
	Between 200-300 mm	10 m	25 mm	\$	\$
		10 m	50 mm	\$	\$
	Above 300 mm	5 m	25 mm	\$	\$
		5 m	50 mm	\$	\$
4.00	For asbestos (refer to Section 13570): provide unit price per hour for supervisor and labour. This includes erection and dismantling of protective barrier and removal and bagging of asbestos:				
		Estimated Hours of Types 2&3	Unit of Issue	Hourly rate for Type 2&3 Operations	Estimated total price
	Price per hr (0800-1600) for Labour	100.00	/hour	\$	\$
	Price per hr (1600-0800) for Labour	50.00	/hour	\$	\$
	Price per hr (0800-1600) for Supervisor	100.00	/hour	\$	\$
	Price per hr (1600-0800) for Supervisor	50.00	/hour	\$	\$

Continued

Solicitation No. - N° de l'invitation
W4M00-19C958/A

Amd. No. - N° de la modif.

Buyer ID - Id de l'acheteur
pwz014

Client Ref. No. - N° de réf. du client
DND W4M00-19C958

File No. - N° du dossier
PWZ-9-42140

CCC No./N° CCC - FMS No./N° VME

SCHEDULE D - Second Option Year (cont'd)

Item No.	Description	Estimated Quantity	U of I	Unit Price	Estimated total price
5.00	For cement asbestos shingles (refer to Section 13576): provide unit price per square meter for removal and disposal	100.00	m ²	\$	\$
6.00	Materials: at contractor's laid down cost plus mark-up of _____%,	Est. Usage \$10,000.00	N/A	_____%	\$
7.00	ESTIMATOR/REPORTING SERVICES: Provide written estimates and/or reports "if and when requested". Services qualifying for payment must be clearly defined as "Estimator/Reporting Services" by DND.	30.00	/hour	\$	\$
8.00	Mould Abatement: Hourly rate for mould abatement	100.00	/hour	\$	\$
Sub Total: SCHEDULE D - Second Option Year - 17 Wing Winnipeg (GST extra)					\$

SCHEDULE E - Third Option Year

Item No.	Description	Estimated Quantity	U of I	Unit Price	Estimated total price
1.00	Minimum call-up price within 30 km radius from DND, 17 Wing Winnipeg	10.00	calls	\$	\$
2.00	Extra per km outside the 30 km radius from DND, 17 Wing Winnipeg	500.00	kms	\$	\$
3.00	For asbestos removal PVC bag method refer to Section 13571; price shall include supervision, equipment, bagging and disposal of asbestos, overhead and profit.				
Height of Pipes	Pipe Diameter	Estimated Quantity	Thickness of Insulation	(U of I) Unit Price per Meter Length of Pipe	Estimated total price
Between 0-3 m	Between 12-100 mm	100 m	25 mm	\$	\$
		100 m	50 mm	\$	\$
	Between 100-200 mm	50 m	25 mm	\$	\$
		30 m	50 mm	\$	\$
	Between 200-300 mm	10 m	25 mm	\$	\$
		10 m	50 mm	\$	\$
	Above 300 mm	10 m	25 mm	\$	\$
		10 m	50 mm	\$	\$
Between 3-6 m	Between 12-100 mm	100 m	25 mm	\$	\$
		100 m	50 mm	\$	\$
	Between 100-200 mm	50 m	25 mm	\$	\$
		50 m	50 mm	\$	\$
	Between 200-300 mm	10 m	25 mm	\$	\$
		10 m	50 mm	\$	\$
	Above 300 mm	5 m	25 mm	\$	\$
		5 m	50 mm	\$	\$
4.00	For asbestos (refer to Section 13570): provide unit price per hour for supervisor and labour. This includes erection and dismantling of protective barrier and removal and bagging of asbestos:				
		Estimated Hours of Types 2&3	Unit of Issue	Hourly rate for Type 2&3 Operations	Estimated total price
	Price per hr (0800-1600) for Labour	100.00	/hour	\$	\$
	Price per hr (1600-0800) for Labour	50.00	/hour	\$	\$
	Price per hr (0800-1600) for Supervisor	100.00	/hour	\$	\$
	Price per hr (1600-0800) for Supervisor	50.00	/hour	\$	\$

Continued

SCHEDULE E - Third Option Year (cont'd)

Item No.	Description	Estimated Quantity	U of I	Unit Price	Estimated total price
5.00	For cement asbestos shingles (refer to Section 13576): provide unit price per square meter for removal and disposal	100.00	m ²	\$	\$
6.00	Materials: at contractor's laid down cost plus mark-up of _____%,	Est. Usage \$10,000.00	N/A	_____%	\$
7.00	ESTIMATOR/REPORTING SERVICES: Provide written estimates and/or reports "if and when requested". Services qualifying for payment must be clearly defined as "Estimator/Reporting Services" by DND.	30.00	/hour	\$	\$
8.00	Mould Abatement: Hourly rate for mould abatement	100.00	/hour	\$	\$
Sub Total: SCHEDULE E - Third Option Year - 17 Wing Winnipeg (GST extra)					\$

4.2 TOTAL EVALUATED PRICE

Sub Total: SCHEDULE A - First Year (GST extra)	\$ _____
Sub Total: SCHEDULE B - Second Year (GST extra)	\$ _____
Sub Total: SCHEDULE C - First Option Year (GST extra)	\$ _____
Sub Total: SCHEDULE D – Second Option Year (GST extra)	\$ _____
Sub Total: SCHEDULE E – Third Option Year (GST extra)	\$ _____
Total Evaluated Price (Schedule A + B + C + D + E)	\$ _____

Cost will be evaluated on the Total Evaluated Price. It is anticipated that only one standing offer will be issued to the lowest compliant Offeror.

APPENDIX 1 - OFFEROR'S EXPERIENCE

Offeror's Experience: The offeror must have completed, at minimum, three (3) projects of a similar scope to the work outlined within this Request for Standing Offer (RFSO). Projects listed must have been completed within the past five (5) years. Offeror's must provide the required information by completing the form below.

For each project listed, the offeror must provide a description, including the client name, location, duration and a brief explanation of the project's scope.

Project 1:

Project 2:

Project 3:

Certification: "I hereby certify that my firm is qualified and licensed to perform the work described in this RFSO, and the information provided has been verified as true and accurate."

Signature

Date

APPENDIX 2 - INTEGRITY PROVISIONS

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

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

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

If the list of names has not been received in a procurement process or real property transaction by the time the evaluation of bids or offers is completed, or has not been received in a procurement process or real property transaction where no bid/offer will be submitted, the contracting authority will inform the bidder of a time within which to provide the information. Providing the required names is a mandatory requirement for award of a contract or real property agreement. Failure to provide the list of names within the time specified will render a bid or offer non-responsive, or the bidder otherwise disqualified for award of a contract or real property agreement.

Solicitation No. - N° de l'invitation
W4M00-19C958/A

Amd. No. - N° de la modif.

Buyer ID - Id de l'acheteur
pwz014

Client Ref. No. - N° de réf. du client
DND W4M00-19C958

File No. - N° du dossier
PWZ-9-42140

CCC No./N° CCC - FMS No./N° VME

APPENDIX 3 - VOLUNTARY CERTIFICATION TO SUPPORT THE USE OF APPRENTICES

Note: The contractor will be asked to fill out a report every six months as included in Annex G.

Name: _____

Signature: _____

Company Name: _____

Company Legal Name: _____

Solicitation Number: _____

Optional information to provide: _____

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

Trades of those apprentices:

A sample of the "Voluntary Reports for Apprentices Employed during the Contract" is provided at Annex G.

ANNEX F

INSURANCE REQUIREMENTS

The Offeror must provide a certificate 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 SACC Manual clause R2900D GC10 – Insurance.

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.

1. Insurance Contracts

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

2. Period of Insurance

The policies required in the Certificate of Insurance must be in force from the date of contract award and be maintained throughout the duration of the Contract.

3. Proof of Insurance

- (a) Before commencement of the Work the Contractor must deposit with Canada a Certificate of Insurance on the form attached herein.
- (b) Upon request by Canada, the Contractor must provide originals or certified true copies of all contracts of insurance maintained by the Contractor pursuant to the Certificate of Insurance.

4. Insurance Proceeds

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

5. Deductible

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

Solicitation No. - N° de l'invitation
W4M00-19C958/A

Amd. No. - N° de la modif.

Buyer ID - Id de l'acheteur
pwz014

Client Ref. No. - N° de réf. du client
DND W4M00-19C958

File No. - N° du dossier
PWZ-9-42140

CCC No./N° CCC - FMS No./N° VME

CERTIFICATE OF INSURANCE



Travaux publics et
Services gouvernementaux
Canada

Public Works and
Government Services
Canada

Page 1 of 2

Description and Location of Work Asbestos and Mould Abatement Services, Department of National Defence, 17 Wing, Winnipeg, MB.					Standing Offer No. W4M00-19C958	
					Project No. N/A	
Name of Insurer, Broker or Agent		Address (No., Street)		City	Province	Postal Code
Name of Insured (Contractor)		Address (No., Street)		City	Province	Postal Code
Additional Insured <i>Her Majesty the Queen in Right of Canada as represented by the Minister of Public Works and Government Services</i>						
Type of Insurance	Insurer Name and Policy Number	Inception Date D / M / Y	Expiry Date D / M / Y	Limits of Liability		
Commercial General Liability Umbrella/Excess Liability				Per Occurrence	Annual General Aggregate	Completed Operations Aggregate
				\$	\$	\$
I certify that the above policies were issued by insurers in the course of their Insurance business in Canada, are currently in force and include the applicable insurance coverage's stated on page 2 of this Certificate of Insurance, including advance notice of cancellation / reduction in coverage.						
Name of person authorized to sign on behalf of Insurer(s) (Officer, Agent, Broker)				Telephone number		
Signature				Date D / M / Y		

CERTIFICATE OF INSURANCE

Page 2 of 2

General

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

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

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

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

Commercial General Liability

The insurance coverage provided must not be substantially less than that provided by the latest edition of IBC Form 2100. The policy must either include or be endorsed to include coverage for the following exposures or hazards if the Work is subject thereto:

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

The policy must have the following minimum limits:

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

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

Solicitation No. - N° de l'invitation
W4M00-19C958/A

Amd. No. - N° de la modif.

Buyer ID - Id de l'acheteur
pwz014

Client Ref. No. - N° de réf. du client
DND W4M00-19C958

File No. - N° du dossier
PWZ-9-42140

CCC No./N° CCC - FMS No./N° VME

ANNEX H

SECURITY REQUIREMENTS CHECK LIST

Refer to attached (PDF)



Government
of Canada

Gouvernement
du Canada

Contract Number / Numéro du contrat
W4M00-19C958

Security Classification / Classification de sécurité
UNCLAS

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

PART A - CONTRACT INFORMATION / PARTIE A - INFORMATION CONTRACTUELLE		
1. Originating Government Department or Organization / Ministère ou organisme gouvernemental d'origine DND		2. Branch or Directorate / Direction générale ou Direction RP OPS DET WINNIPEG
3. a) Subcontract Number / Numéro du contrat de sous-traitance N/A	3. b) Name and Address of Subcontractor / Nom et adresse du sous-traitant N/A	
4. Brief Description of Work / Brève description du travail ASBESTOS AND MOULD ABATEMENT		
5. a) Will the supplier require access to Controlled Goods? Le fournisseur aura-t-il accès à des marchandises contrôlées?		<input checked="" type="checkbox"/> No Non <input type="checkbox"/> Yes Oui
5. b) Will the supplier require access to unclassified military technical data subject to the provisions of the Technical Data Control Regulations? Le fournisseur aura-t-il accès à des données techniques militaires non classifiées qui sont assujetties aux dispositions du Règlement sur le contrôle des données techniques?		<input checked="" type="checkbox"/> No Non <input type="checkbox"/> Yes Oui
6. Indicate the type of access required / Indiquer le type d'accès requis		
6. a) Will the supplier and its employees require access to PROTECTED and/or CLASSIFIED information or assets? Le fournisseur ainsi que les employés auront-ils accès à des renseignements ou à des biens PROTÉGÉS et/ou CLASSIFIÉS? (Specify the level of access using the chart in Question 7. c) (Préciser le niveau d'accès en utilisant le tableau qui se trouve à la question 7. c)		<input checked="" type="checkbox"/> No Non <input type="checkbox"/> Yes Oui
6. b) Will the supplier and its employees (e.g. cleaners, maintenance personnel) require access to restricted access areas? No access to PROTECTED and/or CLASSIFIED information or assets is permitted. Le fournisseur et ses employés (p. ex. nettoyeurs, personnel d'entretien) auront-ils accès à des zones d'accès restreintes? L'accès à des renseignements ou à des biens PROTÉGÉS et/ou CLASSIFIÉS n'est pas autorisé.		<input type="checkbox"/> No Non <input checked="" type="checkbox"/> Yes Oui
6. c) Is this a commercial courier or delivery requirement with no overnight storage? S'agit-il d'un contrat de messagerie ou de livraison commerciale sans entreposage de nuit?		<input checked="" type="checkbox"/> No Non <input type="checkbox"/> Yes Oui
7. a) Indicate the type of information that the supplier will be required to access / Indiquer le type d'information auquel le fournisseur devra avoir accès		
Canada <input type="checkbox"/>	NATO / OTAN <input type="checkbox"/>	Foreign / Étranger <input type="checkbox"/>
7. b) Release restrictions / Restrictions relatives à la diffusion		
No release restrictions Aucune restriction relative à la diffusion <input type="checkbox"/>	All NATO countries Tous les pays de l'OTAN <input type="checkbox"/>	No release restrictions Aucune restriction relative à la diffusion <input type="checkbox"/>
Not releasable À ne pas diffuser <input type="checkbox"/>		
Restricted to: / Limité à: <input type="checkbox"/>	Restricted to: / Limité à: <input type="checkbox"/>	Restricted to: / Limité à: <input type="checkbox"/>
Specify country(ies): / Préciser le(s) pays:	Specify country(ies): / Préciser le(s) pays:	Specify country(ies): / Préciser le(s) pays:
7. c) Level of Information / Niveau d'information		
PROTECTED A PROTÉGÉ A <input type="checkbox"/>	NATO UNCLASSIFIED NATO NON CLASSIFIÉ <input type="checkbox"/>	PROTECTED A PROTÉGÉ A <input type="checkbox"/>
PROTECTED B PROTÉGÉ B <input type="checkbox"/>	NATO RESTRICTED NATO DIFFUSION RESTREINTE <input type="checkbox"/>	PROTECTED B PROTÉGÉ B <input type="checkbox"/>
PROTECTED C PROTÉGÉ C <input type="checkbox"/>	NATO CONFIDENTIAL NATO CONFIDENTIEL <input type="checkbox"/>	PROTECTED C PROTÉGÉ C <input type="checkbox"/>
CONFIDENTIAL CONFIDENTIEL <input type="checkbox"/>	NATO SECRET NATO SECRET <input type="checkbox"/>	CONFIDENTIAL CONFIDENTIEL <input type="checkbox"/>
SECRET SECRET <input type="checkbox"/>	COSMIC TOP SECRET COSMIC TRÈS SECRET <input type="checkbox"/>	SECRET SECRET <input type="checkbox"/>
TOP SECRET TRÈS SECRET <input type="checkbox"/>		TOP SECRET TRÈS SECRET <input type="checkbox"/>
TOP SECRET (SIGINT) TRÈS SECRET (SIGINT) <input type="checkbox"/>		TOP SECRET (SIGINT) TRÈS SECRET (SIGINT) <input type="checkbox"/>

TBS/SCT 350-103(2004/12)

Security Classification / Classification de sécurité

Canada



Government of Canada
Gouvernement du Canada

Contract Number / Numéro du contrat

W4M00-19 C958

Security Classification / Classification de sécurité

UNCLAS

PART A (continued) / PARTIE A (suite)

8. Will the supplier require access to PROTECTED and/or CLASSIFIED COMSEC information or assets?
Le fournisseur aura-t-il accès à des renseignements ou à des biens COMSEC désignés PROTÉGÉS et/ou CLASSIFIÉS? ☒ No ☐ Yes
Non Oui

If Yes, indicate the level of sensitivity:

Dans l'affirmative, indiquer le niveau de sensibilité :

9. Will the supplier require access to extremely sensitive INFOSEC information or assets?
Le fournisseur aura-t-il accès à des renseignements ou à des biens INFOSEC de nature extrêmement délicate? ☒ No ☐ Yes
Non Oui

Short Title(s) of material / Titre(s) abrégé(s) du matériel :

Document Number / Numéro du document :

PART B - PERSONNEL (SUPPLIER) / PARTIE B - PERSONNEL (FOURNISSEUR)

10. a) Personnel security screening level required / Niveau de contrôle de la sécurité du personnel requis

- | | | | |
|---|---|---|--|
| <input checked="" type="checkbox"/> RELIABILITY STATUS
COTE DE FIABILITÉ | <input type="checkbox"/> CONFIDENTIAL
CONFIDENTIEL | <input type="checkbox"/> SECRET
SECRET | <input type="checkbox"/> TOP SECRET
TRÈS SECRET |
| <input type="checkbox"/> TOP SECRET- SIGINT
TRÈS SECRET - SIGINT | <input type="checkbox"/> NATO CONFIDENTIAL
NATO CONFIDENTIEL | <input type="checkbox"/> NATO SECRET
NATO SECRET | <input type="checkbox"/> COSMIC TOP SECRET
COSMIC TRÈS SECRET |
| <input type="checkbox"/> SITE ACCESS
ACCÈS AUX EMPLACEMENTS | | | |

Special comments:

Commentaires spéciaux :

NOTE: If multiple levels of screening are identified, a Security Classification Guide must be provided.

REMARQUE : Si plusieurs niveaux de contrôle de sécurité sont requis, un guide de classification de la sécurité doit être fourni.

10. b) May unscreened personnel be used for portions of the work?
Du personnel sans autorisation sécuritaire peut-il se voir confier des parties du travail? ☐ No ☒ Yes
Non Oui

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

On DND premises, unscreened pers. may only access public/reception zones

PART C - SAFEGUARDS (SUPPLIER) / PARTIE C - MESURES DE PROTECTION (FOURNISSEUR)

INFORMATION / ASSETS / RENSEIGNEMENTS / BIENS

11. a) Will the supplier be required to receive and store PROTECTED and/or CLASSIFIED information or assets on its site or premises?
Le fournisseur sera-t-il tenu de recevoir et d'entreposer sur place des renseignements ou des biens PROTÉGÉS et/ou CLASSIFIÉS? ☒ No ☐ Yes
Non Oui

11. b) Will the supplier be required to safeguard COMSEC information or assets?
Le fournisseur sera-t-il tenu de protéger des renseignements ou des biens COMSEC? ☒ No ☐ Yes
Non Oui

PRODUCTION

11. c) Will the production (manufacture, and/or repair and/or modification) of PROTECTED and/or CLASSIFIED material or equipment occur at the supplier's site or premises?
Les installations du fournisseur serviront-elles à la production (fabrication et/ou réparation et/ou modification) de matériel PROTÉGÉ et/ou CLASSIFIÉ? ☒ No ☐ Yes
Non Oui

INFORMATION TECHNOLOGY (IT) MEDIA / SUPPORT RELATIF À LA TECHNOLOGIE DE L'INFORMATION (TI)

11. d) Will the supplier be required to use its IT systems to electronically process, produce or store PROTECTED and/or CLASSIFIED information or data?
Le fournisseur sera-t-il tenu d'utiliser ses propres systèmes informatiques pour traiter, produire ou stocker électroniquement des renseignements ou des données PROTÉGÉS et/ou CLASSIFIÉS? ☒ No ☐ Yes
Non Oui

11. e) Will there be an electronic link between the supplier's IT systems and the government department or agency?
Disposera-t-on d'un lien électronique entre le système informatique du fournisseur et celui du ministère ou de l'agence gouvernementale? ☒ No ☐ Yes
Non Oui



PART C - (continued) / PARTIE C - (suite)

For users completing the form manually use the summary chart below to indicate the category(ies) and level(s) of safeguarding required at the supplier's site(s) or premises.

Les utilisateurs qui remplissent le formulaire manuellement doivent utiliser le tableau récapitulatif ci-dessous pour indiquer, pour chaque catégorie, les niveaux de sauvegarde requis aux installations du fournisseur.

For users completing the form online (via the Internet), the summary chart is automatically populated by your responses to previous questions.

Dans le cas des utilisateurs qui remplissent le formulaire en ligne (par Internet), les réponses aux questions précédentes sont automatiquement saisies dans le tableau récapitulatif.

SUMMARY CHART / TABLEAU RÉCAPITULATIF

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

12. a) Is the description of the work contained within this SRCL PROTECTED and/or CLASSIFIED?

La description du travail visé par la présente LVERS est-elle de nature PROTÉGÉE et/ou CLASSIFIÉE?

☒ No
Non ☐ Yes
Oui

If Yes, classify this form by annotating the top and bottom in the area entitled "Security Classification".

Dans l'affirmative, classifiez le présent formulaire en indiquant le niveau de sécurité dans la case intitulée

« Classification de sécurité » au haut et au bas du formulaire.

12. b) Will the documentation attached to this SRCL be PROTECTED and/or CLASSIFIED?

La documentation associée à la présente LVERS sera-t-elle PROTÉGÉE et/ou CLASSIFIÉE?

☒ No
Non ☐ Yes
Oui

If Yes, classify this form by annotating the top and bottom in the area entitled "Security Classification" and indicate with attachments (e.g. SECRET with Attachments).

Dans l'affirmative, classifiez le présent formulaire en indiquant le niveau de sécurité dans la case intitulée

« Classification de sécurité » au haut et au bas du formulaire et indiquer qu'il y a des pièces jointes (p. ex. SECRET avec des pièces jointes).



Government
of Canada

Gouvernement
du Canada

Contract Number / Numéro du contrat

W4M00-19 C958

Security Classification / Classification de sécurité
UNCLAS

PART D - AUTHORIZATION / PARTIE D - AUTORISATION

13. Organization Project Authority / Chargé de projet de l'organisme

Name (print) - Nom (en lettres moulées)
CLAUDE J.J. TAILLEFER

Title - Titre
CONTRACT INSPECTOR
RP OPS DET WINNIPEG

Signature

Telephone No. - N° de téléphone
204-292-1400

Facsimile No. - N° de télécopieur
204-833-2622

E-mail address - Adresse courriel
Claude.Taillefer@forces.gc.ca

Date
OCTOBER 09 2019

14. Organization Security Authority / Responsable de la sécurité de l'organisme

Name (print) - Nom (en lettres moulées)

Sasa Medjovic - Industrial Security
Senior Security Analyst

Title - Titre

Signature

Telephone No. - N° de téléphone

Facsimile No. - N° de télécopieur

E-mail address - Adresse courriel

Date

Tel: 613-996-0896
E-mail: sasa.medjovic@forces.gc.ca

2019-Oct-09

15. Are there additional instructions (e.g. Security Guide, Security Classification Guide) attached?

Des instructions supplémentaires (p. ex. Guide de sécurité, Guide de classification de la sécurité) sont-elles jointes?

☐ No
☒ Yes

16. Procurement Officer / Agent d'approvisionnement

Name (print) - Nom (en lettres moulées)

Mike Fagan

Procurement Specialist, Procurement Branch | Western Region

Public Services and Procurement Canada | Government of Canada

mike.fagan@pwgsc-tpsgc.gc.ca / Tel: 204-296-5375

Telephone No. - N° de téléphone

ss - Address

Digitally signed

by: Fagan, Mike

Date: 2020.02.26

13:47:33 -06'00'

17. Contracting Security Authority / Autorité contractante en matière de sécurité

Name (print) - Nom (en lettres moulées)

Vikenti Gorokhovski
Contract Security Officer, Contract Security Division
vikenti.gorokhovski@tpsgc-pwgsc.gc.ca
Tel/Tél 613-957-9337

Title

Signature

Gorokhovski, Vikenti

Digitally signed

by Gorokhovski,
Vikenti

Date: 2019.10.17

07:55:21 -04'00'

Solicitation No. - N° de l'invitation
W4M00-19C958/A

Amd. No. - N° de la modif.

Buyer ID - Id de l'acheteur
pwz014

Client Ref. No. - N° de réf. du client
DND W4M00-19C958

File No. - N° du dossier
PWZ-9-42140

CCC No./N° CCC - FMS No./N° VME

ANNEX I to PART 3 OF THE REQUEST FOR STANDING OFFERS

ELECTRONIC PAYMENT INSTRUMENTS

The Offeror accepts to be paid by any of the following Electronic Payment Instrument(s):

- ☐ VISA Acquisition Card;
- ☐ MasterCard Acquisition Card.