



**RETURN BIDS TO:
RETOURNER LES SOUMISSIONS À:**

**Bid Receiving Public Works and Government
Services Canada/Réception des
soumissions\Travaux publics et Services
gouvernementaux Canada**

See herein for bid submission
instructions/

Voir la présente pour les
instructions sur la présentation
d'une soumission

NA

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

National Master Standing Offer (NMSO)

Offre à commandes principale et nationale (OCPN)

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 / Travaux publics
et services gouvernementaux
Canada Place/Place du Canada
10th Floor/10e étage
9700 Jasper Ave/9700 ave Jasper
Edmonton
Alberta
T5J 4C3

Title - Sujet Aerospace Training	
Solicitation No. - N° de l'invitation W8485-205759/A	Date 2020-05-13
Client Reference No. - N° de référence du client W8485-205759	GETS Ref. No. - N° de réf. de SEAG PW-\$EDM-607-11836
File No. - N° de dossier EDM-9-42135 (607)	CCC No./N° CCC - FMS No./N° VME
Solicitation Closes - L'invitation prend fin at - à 02:00 PM on - le 2020-06-30	
Time Zone Fuseau horaire Mountain Daylight Saving Time MDT	
Delivery Required - Livraison exigée See Herein	
Address Enquiries to: - Adresser toutes questions à: Jenkinson, Lorraine	Buyer Id - Id de l'acheteur edm607
Telephone No. - N° de téléphone (587)337-2458 ()	FAX No. - N° de FAX (780)497-3510
Destination - of Goods, Services, and Construction: Destination - des biens, services et construction: DEPARTMENT OF NATIONAL DEFENCE DGAEPM 101 COLONEL BY DR. OTTAWA Ontario K1A0K2 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

TITLE: FIXED AND ROTARY WING TEST PILOTS AND ENGINEERS TRAINING (CIVIL AVIATION ORIENTED) IN SUPPORT OF DGAEPM / AETE

TABLE OF CONTENTS

PART 1 - GENERAL INFORMATION	3
1.1 INTRODUCTION	3
1.2 SUMMARY	3
1.3 DEBRIEFINGS	4
1.4 ANTICIPATED MIGRATION TO AN E-PROCUREMENT SOLUTION (EPS).....	4
PART 2 - OFFEROR INSTRUCTIONS	4
2.1 STANDARD INSTRUCTIONS, CLAUSES AND CONDITIONS.....	4
2.2 SUBMISSION OF OFFERS	4
2.3 FORMER PUBLIC SERVANT - COMPETITIVE - OFFER	5
2.4 ENQUIRIES - REQUEST FOR STANDING OFFERS.....	6
2.5 APPLICABLE LAWS.....	6
PART 3 - OFFER PREPARATION INSTRUCTIONS.....	6
3.1 OFFER PREPARATION INSTRUCTIONS.....	6
PART 4 - EVALUATION PROCEDURES AND BASIS OF SELECTION	7
4.1 EVALUATION PROCEDURES	7
4.2 BASIS OF SELECTION.....	8
PART 5 – CERTIFICATIONS AND ADDITIONAL INFORMATION	8
5.1 CERTIFICATIONS REQUIRED WITH THE OFFER.....	8
5.2 CERTIFICATIONS PRECEDENT TO THE ISSUANCE OF A STANDING OFFER AND ADDITIONAL INFORMATION.....	9
PART 6 - SECURITY, FINANCIAL AND INSURANCE REQUIREMENTS	10
6.1 FINANCIAL CAPABILITY	10
6.2 INSURANCE REQUIREMENTS - PROOF OF AVAILABILITY - PRIOR TO ISSUANCE OF A STANDING OFFER	10
PART 7 - STANDING OFFER AND RESULTING CONTRACT CLAUSES	10
A. STANDING OFFER	10
7.1 OFFER	10
7.2 SECURITY REQUIREMENTS	10
7.3 STANDARD CLAUSES AND CONDITIONS	10
7.4 TERM OF STANDING OFFER.....	10
7.5 AUTHORITIES	11
7.6 PROACTIVE DISCLOSURE OF CONTRACTS WITH FORMER PUBLIC SERVANTS.....	12
7.7 IDENTIFIED USERS	12
7.8 CALL-UP PROCEDURES – ROTATIONAL	12
7.9 CALL-UP INSTRUMENT	12
7.10 LIMITATION OF CALL-UPS.....	13
7.11 FINANCIAL LIMITATION - TOTAL.....	13
7.12 PRIORITY OF DOCUMENTS.....	13
7.13 CERTIFICATIONS AND ADDITIONAL INFORMATION	13
7.14 APPLICABLE LAWS.....	14
7.15 TRANSITION TO AN E-PROCUREMENT SOLUTION (EPS).....	14
B. RESULTING CONTRACT CLAUSES	14
7.1 STATEMENT OF WORK.....	14

Solicitation No. - N° de l'invitation

W8485-205759/A

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

W8485-205759

Amd. No. - N° de la modif.

File No. - N° du dossier

EDM-9-42135

Buyer ID - Id de l'acheteur

EDM607

CCC No./N° CCC - FMS No./N° VME

7.2	STANDARD CLAUSES AND CONDITIONS	14
7.3	TERM OF CONTRACT	14
7.4	PROACTIVE DISCLOSURE OF CONTRACTS WITH FORMER PUBLIC SERVANTS	15
7.5	PAYMENT	15
7.6	INVOICING INSTRUCTIONS	15
7.7	DEFENCE CONTRACT	16
7.8	SACC MANUAL CLAUSES	16
7.9	FEDERAL CONTRACTORS PROGRAM FOR EMPLOYMENT EQUITY - DEFAULT BY THE CONTRACTOR	16
7.10	INSURANCE – SPECIFIC REQUIREMENTS	16
	ANNEX "A" - STATEMENT OF WORK.....	17
	ANNEX "B" - BASIS OF PAYMENT	28
	ANNEX "C" - INSURANCE REQUIREMENTS	30
	ANNEX "D" - ELECTRONIC PAYMENT INSTRUMENTS	33
	ANNEX "E" - FEDERAL CONTRACTORS PROGRAM FOR EMPLOYMENT EQUITY - CERTIFICATION	34
	ANNEX "F" – EVALUATION CRITERIA	35

PART 1 - GENERAL INFORMATION

1.1 Introduction

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

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

The Annexes include the Statement of Work, the Basis of Payment, the Electronic Payment Instruments, the Federal Contractors Program for Employment Equity - Certification and any other annexes.

1.2 Summary

- 1.2.1 The Aerospace Engineer Test Establishment (AETE) is the Developmental Test & Engineering (DT&E) and Engineering Test & Evaluation (ET&E) Flight Test Agent for the Canadian Armed Forces (CAF). In this capacity, AETE conducts a wide variety of flight and ground testing involving every aircraft type in the CAF inventory, and is responsible for the evaluation of new systems being installed on all CAF aircraft.

As the Flight Test Authority, AETE, under the Director General Aerospace Equipment Program Management (DGAEPM), employs pilots and engineers to perform duties in the planning, conducting and reporting of flight test programs. AETE requires periodic training for both fixed-wing and rotary-wing Flight Test Pilots (FTPs) and Flight Test Engineer (FTEs) at a school able to provide access to timely specialized military oriented aviation training.

The requirement is for both fixed-wing and rotary-wing FTP and FTE training on a periodic but irregular basis, as determined by operational need and availability and the annual posting season.

The Standing Offers will be in effect for a three (3) year period with the option to extend the offer for two (2) additional periods of one (1) year each. It is anticipated that two (2) standing offers will be issued.

- 1.2.2 The Federal Contractors Program (FCP) for employment equity applies to this procurement; refer to Part 5 – Certifications and Additional Information, Part 7A -Standing Offer, and Part 7B - Resulting Contract Clauses and the annex titled Federal Contractors Program for Employment Equity - Certification.

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 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.

1.4 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.

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>) 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: 120 days

2.2 Submission of Offers

Offers must be submitted only to the Public Works and Government Services Canada (PWGSC) Bid Receiving Unit specified below by the date and time indicated on page 1 of the bid solicitation:

PWGSC Western Region Bid Receiving Unit

Only offers submitted using epost Connect service will be accepted. The Bidder must send an email requesting to open an epost Connect conversation to the following address:

roreceptionSoumissions.wrbidreceiving@tpsgc-pwgsc.gc.ca

(Note: Bids/Offer 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 [2003](#), or to send bids through an epost Connect message if the bidder is using its own licensing agreement for epost Connect.)

It is the Bidder's responsibility to ensure the request for opening an epost Connect conversation is sent to the email address above at least six days before the solicitation closing date.

Bids/Offer transmitted by facsimile or hardcopy to PWGSC **will not** be accepted.

2.3 Former Public Servant - Competitive - Offer

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.

2.3.1 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.

2.3.2 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](#).

2.3.3 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 Alberta.

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

PART 3 - OFFER PREPARATION INSTRUCTIONS

3.1 Offer Preparation Instructions

The Bidder must submit its offer electronically in accordance with section 08 of the 2003 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

Offers transmitted by facsimile or hardcopy will not be accepted.

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

3.1.1 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. Offerors should demonstrate their capability in a thorough, concise and clear manner for carrying out the work. Offerors should describe their capability and experience, the project management team and provide client contact(s).

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

3.1.2 Section II: Financial Offer

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

3.1.2.2 Electronic Payment of Invoices - Offer

The Offeror must complete Annex "D" - Electronic Payment Instruments to identify which electronic payment instruments are accepted.

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

If Annex "D" - 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.

3.1.2.2 Exchange Rate Fluctuation

[C3010T](#) (2014-11-27), Exchange Rate Fluctuation Risk Mitigation

3.1.3 Section III: Certifications

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

PART 4 - EVALUATION PROCEDURES AND BASIS OF SELECTION

4.1 Evaluation Procedures

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

4.1.1 Technical Evaluation

- a) Mandatory and point rated technical evaluation criteria are included in Annex "F".

4.1.2 Financial Evaluation

4.1.2.1 The Offeror must complete the pricing schedule in the Basis of Payment, Annex "B" and include it in its financial offer. Canada will declare an offer non-responsive, if the Offeror fails to provide a financial offer for each period. The Offeror must quote all-inclusive fixed rates for each of the courses. The addition of any conditions or changes to the pricing schedule tables will render the financial offer non-responsive.

Solicitation No. - N° de l'invitation
W8485-205759/A
Client Ref. No. - N° de réf. du client
W8485-205759

Amd. No. - N° de la modif.
File No. - N° du dossier
EDM-9-42135

Buyer ID - Id de l'acheteur
EDM607
CCC No./N° CCC - FMS No./N° VME

4.1.2.2 The financial evaluation will be conducted by calculating the Total Offer Price. The Total Offer Price is calculated by adding together the firm unit prices for each year of these two items in the Basis of Payment, Annex "B":

- a) Item 1.1 entitled "Qualified Test Pilot (QTP) (Quantity 1)"; and
- b) Item 1.2 entitled "Flight Test Engineer (FTE) (Quantity 1)".

4.1.2.3 SACC Manual Clause [M0222T \(2016-01-28\)](#), Evaluation of Price-Canadian/Foreign Bidders.

4.2 Basis of Selection

4.2.1 Basis of Selection - Lowest Price per Point

4.2.1.1 To be declared responsive, an offer must:

- a. comply with all the requirements of the Request for Standing Offers;
- b. meet all mandatory technical evaluation criteria; and
- c. obtain the required minimum points per category for the technical evaluation criteria which are subject to point rating:
 - A. Management: minimum score of 10 points; maximum score of 32 points;
 - B-1. Flight Syllabus (Fixed Wing QTP & FTE): minimum score of 6 points; maximum score of 20 points;
 - B-2. Flight Syllabus (Rotary Wing QTP & FTE): minimum score of 8 points; maximum score of 26 points.

The rating is performed on a scale of 78 points.

4.2.1.2 Offers not meeting (a) or (b) or (c) will be declared non-responsive. Neither the responsive offer that receives the highest number of points nor the one that proposed the lowest price will necessarily be accepted. The responsive offer with the lowest evaluated price per point will be recommended for issuance of a standing offer. It is anticipated that two (2) standing offers will be issued.

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](#) website

Solicitation No. - N° de l'invitation

W8485-205759/A

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

W8485-205759

Amd. No. - N° de la modif.

File No. - N° du dossier

EDM-9-42135

Buyer ID - Id de l'acheteur

EDM607

CCC No./N° CCC - FMS No./N° VME

(<http://www.tpsgc-pwgsc.gc.ca/ci-if/declaration-eng.html>), to be given further consideration in the procurement process.

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

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

5.2.1 Integrity Provisions – Required Documentation

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

5.2.2 Federal Contractors Program for Employment Equity - Standing Offer Certification

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

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

Canada will also have the right to terminate the Call-up for default if a Contractor, or any member of the Contractor if the Contractor is a Joint Venture, appears on the "[FCP Limited Eligibility to Bid](#)" list during the period of the Contract.

The Offeror must provide the Standing Offer Authority with a completed annex titled Federal Contractors Program for Employment Equity – Certification, Annex "E", before the issuance of a Standing Offer. If the Offeror is a Joint Venture, the Offeror must provide the Standing Offer Authority with a completed annex Federal Contractors Program for Employment Equity - Certification, for each member of the Joint Venture.

5.2.3 Additional Certifications Precedent to Issuance of a Standing Offer

5.2.3.1 Status and Availability of Resources - Offer

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

If the Offeror has proposed any individual who is not an employee of the Offeror, the Offeror certifies that it has the permission from that individual to propose his/her services in relation to the Work to be performed and to submit his/her résumé to Canada. The Offeror must, upon

request from the Standing Offer Authority, provide a written confirmation, signed by the individual, of the permission given to the Offeror and of his/her availability.

5.2.3.2 Education and Experience

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

PART 6 - SECURITY, FINANCIAL AND INSURANCE REQUIREMENTS

6.1 Financial Capability

SACC Manual clause [M9033T \(2011-05-16\)](#), Financial Capability

6.2 Insurance Requirements - Proof of Availability - Prior to issuance of a Standing Offer

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

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

PART 7 - STANDING OFFER AND RESULTING CONTRACT CLAUSES

A. STANDING OFFER

7.1 Offer

7.1.1 The Offeror offers to perform the Work in accordance with the Statement of Work at Annex "A".

7.2 Security Requirements

7.2.1 There is no security requirement applicable to the Standing Offer.

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>) 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.

7.4 Term of Standing Offer

7.4.1 Period of the Standing Offer

The period for making call-ups against the Standing Offer is from _____ to _____. (3 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 two (2) periods (Period 1: _____ to _____; Period 2: _____ to _____), under the same

Solicitation No. - N° de l'invitation
W8485-205759/A
Client Ref. No. - N° de réf. du client
W8485-205759

Amd. No. - N° de la modif.
File No. - N° du dossier
EDM-9-42135

Buyer ID - Id de l'acheteur
EDM607
CCC No./N° CCC - FMS No./N° VME

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 sixty (60) days before the expiry date of the Standing Offer. A revision to the Standing Offer will be issued by the Standing Offer Authority.

7.5 Authorities

7.5.1 Standing Offer Authority

The Standing Offer Authority is:

Lorraine Jenkinson
Procurement Specialist
Procurement Branch, Western Region
Public Services and Procurement Canada
Canada Place, Suite 1000
9700 Jasper Avenue
Edmonton AB, T5J 4C3

Telephone: 587-337-2458
Facsimile: 780-497-3510
Email address: lorraine.jenkinson@pwgsc-tpsgc.gc.ca

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

7.5.2 Technical Authority *(To be named in the Standing Offer)*

The Technical Authority for the Standing Offer is:

Name: _____
Title: _____
Organization: _____
Address: _____
Telephone: ____ - ____ - _____
Facsimile: ____ - ____ - _____
E-mail address: _____

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

7.5.3 Procurement Authority *(To be named in the Standing Offer)*

The Procurement Authority for the Standing Offer is:

Name: _____
Title: _____
Organization: _____
Address: _____
Telephone: ____ - ____ - _____
Facsimile: ____ - ____ - _____
E-mail address: _____

Solicitation No. - N° de l'invitation
W8485-205759/A
Client Ref. No. - N° de réf. du client
W8485-205759

Amd. No. - N° de la modif.
File No. - N° du dossier
EDM-9-42135

Buyer ID - Id de l'acheteur
EDM607
CCC No./N° CCC - FMS No./N° VME

The Procurement Authority is the representative of the department or agency for whom the Work is being carried out under the Standing Offer. The Procurement Authority is responsible for the implementation of tools and processes required for the administration of the Call-up. The Offeror may discuss administrative matters identified in the Call-up with the Procurement Authority however the Procurement Authority has no authority to authorize changes to the scope of the Work. Changes to the scope of Work can only be made through a standing offer amendment issued by the Standing Offer Authority.

7.5.4 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:

- Public Services and Procurement Canada, Procurement Branch - Western Region, Edmonton, AB

7.8 Call-up Procedures – Rotational

Call-ups will be issued on a rotational basis, the first to the highest ranked company, the second to the second ranked until the limitation of expenditure of each SOA is reached. Should an Offeror be unable to carry out the services, the next standing offer holder will be given the call-up. The Contracting Authority will negotiate a price based on the Basis of Payment, Annex "B". A fixed lump sum for this call-up will be established. A call-up will then be issued by the Contracting Authority and the offeror will be advised to proceed with the provision of the services in accordance therewith.

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.

7.9.1 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.

7.9.2 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

Solicitation No. - N° de l'invitation
W8485-205759/A
Client Ref. No. - N° de réf. du client
W8485-205759

Amd. No. - N° de la modif.
File No. - N° du dossier
EDM-9-42135

Buyer ID - Id de l'acheteur
EDM607
CCC No./N° CCC - FMS No./N° VME

or

7.9.3 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 **\$3,000,000.00 CAD** (Applicable Taxes included).

7.11 Financial Limitation - Total

The total cost to Canada resulting from call ups against the Standing Offer must not exceed the sum of \$_____ (*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) the general conditions 2035 (2018-06-21), General Conditions - Higher Complexity - Services;
- e) Annex A, Statement of Work;
- f) Annex B, Basis of Payment;
- g) the Offeror's offer dated _____ (*insert date of offer*), (*if the offer was clarified or amended, insert at the time of issuance of the offer: "as clarified on _____" or "as amended on _____" and insert date(s) of clarification(s) or amendment(s) if applicable*).

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.

Solicitation No. - N° de l'invitation
W8485-205759/A
Client Ref. No. - N° de réf. du client
W8485-205759

Amd. No. - N° de la modif.
File No. - N° du dossier
EDM-9-42135

Buyer ID - Id de l'acheteur
EDM607
CCC No./N° CCC - FMS No./N° VME

7.13.2 Federal Contractors Program for Employment Equity - Setting aside

The Offeror understands and agrees that, when an Agreement to Implement Employment Equity (AIEE) exists between the Offeror and Employment and Social Development Canada (ESDC)-Labour, the AIEE must remain valid during the entire period of the Standing Offer. If the AIEE becomes invalid, the name of the Offeror will be added to the "[FCP Limited Eligibility to Bid](#)" list. The imposition of such a sanction by ESDC may result in the setting aside of the Standing Offer.

7.13.3 SACC Manual Clauses

M3020C (2016-01-28), Status of Availability of Resources - Standing Offer

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 _____ (*insert the name of the province or territory as specified by the Offeror in its offer, if applicable*).

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

7.2.1 General Conditions

[2035 \(2018-06-21\)](#), General Conditions - Higher Complexity - Services, apply to and form part of the Contract.

Section 17, Interest on Overdue Accounts, of 2035 (2018-06-21), General Conditions - Higher Complexity will not apply to payments made by credit cards.

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

The Contractor will be reimbursed for the costs reasonably and properly incurred in the performance of the Work, as determined in accordance with the Basis of Payment in Annex "B", to a limitation of expenditure of \$(the value of the Call-up).

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

7.5.2 Advance Payment

Canada will pay the Contractor in advance for the Work if:

- a. an accurate and complete invoice and any other documents required by the Contract have been submitted in accordance with the invoicing instructions provided in the Contract;
- b. all such documents have been verified by Canada.

7.5.3 SACC Manual Clauses

A9117C (2007-11-30), T1204 - Direct Request by Customer Department
C2000C (2007-11-30), Taxes - Foreign-based Contractor
C2002C (2010-01-11), Duties and Taxes - Foreign-based Contractor - State of California
C2605C (2008-05-12), Canadian Customs Duties and Sales Tax - Foreign-based Contractor

7.5.4 Electronic Payment of Invoices – Call-up

Contracting officers must reproduce below, the information from Annex "D" - Electronic Payment Instruments, in which were identified electronic payment instruments accepted by the Contractor and renumber accordingly.

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

- a. Visa Acquisition Card;
- b. MasterCard Acquisition Card;
- c. Direct Deposit (Domestic and International);
- d. Electronic Data Interchange (EDI);
- e. Wire Transfer (International Only);
- f. Large Value Transfer System (LVTS) (Over \$25M)

7.6 Invoicing Instructions

7.6.1 The Contractor must submit invoices in accordance with the section entitled "Invoice Submission" of the general conditions. Invoices cannot be submitted until all work identified in the invoice is completed.

Each invoice must be supported by:

- a. a copy of the release document and any other documents as specified in the Contract;
- b. a copy of the invoices, receipts, vouchers for all direct expenses, and all travel and living expenses.

Solicitation No. - N° de l'invitation
W8485-205759/A
Client Ref. No. - N° de réf. du client
W8485-205759

Amd. No. - N° de la modif.
File No. - N° du dossier
EDM-9-42135

Buyer ID - Id de l'acheteur
EDM607
CCC No./N° CCC - FMS No./N° VME

7.6.2 Invoices must be distributed as follows:

- a. The original must be forwarded via electronic mail to the following address for certification and payment: _____
- b. Invoices must include the following:
 - Course name:
 - Student name:
 - Course start and end dates:
 - Call-up number; and
 - Standing Offer number.
- c. One (1) copy must be forwarded to the Standing Offer Authority and the Procurement Authority identified under the section entitled "Authorities" of the Contract.

7.7 Defence Contract

SACC Manual clause A9006C (2012-07-16), Defence Contract

7.8 SACC Manual Clauses

A9068C (2010-01-11), Government Site Regulations

7.9 Federal Contractors Program for Employment Equity - Default by the Contractor

The Contractor understands and agrees that, when an Agreement to Implement Employment Equity (AIEE) exists between the Contractor and Employment and Social Development Canada (ESDC)-Labour, the AIEE must remain valid during the entire period of the Contract. If the AIEE becomes invalid, the name of the Contractor will be added to the "[FCP Limited Eligibility to Bid](#)" list. The imposition of such a sanction by ESDC will constitute the Contractor in default as per the terms of the Contract.

7.10 Insurance – Specific Requirements

The Contractor must comply with the insurance requirements specified in Annex "C". 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.

ANNEX "A" - STATEMENT OF WORK

Fixed and Rotary Wing Test Pilots and Engineers Training (Military Aviation Oriented) in Support of DGAEPM / AETE

1.0 GENERAL

1.1 Purpose

The Department of National Defence (DND) has a requirement for a Standing Offer (SO) to provide on an "if and when requested" basis aerospace training for Fixed Wing (FW) and Rotary Wing (RW) Qualified Test Pilot (QTP) and Flight Test Engineer (FTE) working in Director General Aerospace Equipment Program Management's (DGAEPM) Aerospace Engineering Test Establishment (AETE).

1.2 Background

AETE is the Developmental Test & Engineering (DT&E) and Engineering Test & Evaluation (ET&E) Flight Test Agent for the Canadian Armed Forces (CAF). In this capacity, AETE conducts a wide variety of flight and ground testing involving every aircraft type in the CAF inventory. The majority of testing conducted by AETE involves fighter, heavy transport and turbine powered helicopters, such as the CF-188, CC-177, and CH-147F. AETE also conducts the evaluation of new systems being installed on all CAF aircraft and supports procurement of new aeronautical products.

1.3 Objective

The objective of the resulting SO is to support AETE's FW and RW QTP and FTE periodic training requirements by delivering access on an 'as and when requested' basis to timely specialized military oriented aviation training.

1.4 Terminology

The following abbreviations and acronyms are used in this Statement of Work (SOW):

ACAS	Aircraft Collision Avoidance System
ADS	Aeronautical Design Standard
AETE	Aerospace Engineering Test Establishment
CAF	Canadian Armed Forces
DGAEPM	Director General Aerospace Equipment Program Management
DND	Department of National Defence
DT&E	Developmental Test and Evaluation
EASA	European Aviation Safety Association
ET&E	Engineering Test and Evaluation
FAA	Federal Aviation Administration
FTCR	Flight Test Control Room
FTE	Flight Test Engineer
FTI	Flight Test Instrumentation
FW	Fixed Wing
OEM	Original Equipment Manufacturer
POC	Point Of Contact
QTP	Qualified Test Pilot

RW	Rotary Wing
SO	Standing Offer
SOW	Statement of Work
TA	Technical Authority
TC	Transport Canada
TCAS	Terrain Collision Avoidance System

2.0 SCOPE OF WORK

2.1 Through this SO, the Offeror may be called upon to deliver aerospace training courses in the following fields:

2.1.1 Fixed Wing

- a) Qualified Test Pilot
- b) Flight Test Engineer

2.1.2 Rotary Wing

- a) Qualified Test Pilot
- b) Flight Test Engineer

2.2 Through this SO the Offeror must provide comprehensive training courses that form a cohesive program of approximately one year in duration for each student. The program must be delivered in English, must include academic and practical instruction in either flight testing or flight test engineering on either FW or RW platforms, as applicable.

2.3 The Offeror must provide the student with academic instruction in the use of military certification standards and specifications and North American (FAA or TC) or European (EASA) civilian certification standards. The student must be given the opportunity to use these military and civilian standards during flight exercises.

2.4 The training program for each student must cover the following broad areas: performance, flying qualities, and systems evaluation.

2.4.1 At the conclusion of the QTP training program, the QTP student must possess the detailed knowledge required to plan, conduct, analyze, and report on flight test programs intended to certify or qualify aircraft and aircraft systems in accordance with both civil standards and military specifications in the applicable fixed wing or rotary wing specialty.

2.4.2 At the conclusion of the FTE training program, the FTE student must possess the detailed knowledge required to plan, conduct, analyze, and report on flight test programs intended to certify or qualify aircraft and aircraft systems in accordance with both civil standards and military specifications in the applicable fixed wing or rotary wing specialty.

3 COURSE SPECIFICATIONS

3.1 Fixed Wing Qualified Test Pilot Training Specifications

3.1.1 The FW QTP training program must include the following flight time and type requirements:

- a. Minimum 110 hours of total flight time during the program, to include up to a maximum of 10 hours in a Level D (or equivalent full flight motion) simulator, including:
 - i) Minimum 100 hours that must be in aircraft at the controls (of which at least 90 hours must be in fixed wing aircraft);
 - ii) Minimum 15 fixed wing aircraft types;
 - iii) Minimum one third of total flight time in turbojet or turboprop powered aircraft;

-
- iv) Minimum one flight must be under the control of a Flight Test Control Room (FTCR) with telemetry link to the aircraft;
 - v) Minimum of one third of the flights must be on an aircraft instrumented with non-portable Flight Test Instrumentation (FTI) that include atmospheric data, aircraft attitude, rates, engine parameters, flight control displacement and forces; and
 - vi) Unless prohibited by regulatory requirements the Offeror must have students be pilot in command on turbine engine aircraft to conduct unaccompanied syllabus test flights with fellow FTE / QTP students.

3.1.2 The FW QTP training program must include a minimum of 400 hours of academic instruction on the topics listed hereunder.

3.1.2.1 Performance and flying qualities, which must include the following:

- a. Mathematics;
- b. Statistics;
- c. Error analysis;
- d. Gas properties;
- e. Standard atmosphere;
- f. Pitot-statics;
- g. Pressure error corrections;
- h. Propulsion;
- i. Reversible and irreversible flying controls;
- j. Aerodynamics;
- k. Energy concepts;
- l. Maneuver performance;
- m. Climb performance;
- n. Unpowered flight performance;
- o. Turbojet and turbofan aircraft performance;
- p. Propeller aircraft performance;
- q. Aerodynamic derivatives;
- r. Equations of motion;
- s. Static and dynamic longitudinal stability;
- t. Static and dynamic lateral and directional stability;
- u. Linear control and high order control systems;
- v. Handling qualities;
- w. Stalling performance;
- x. High alpha and spinning;
- y. Mach effects on flying qualities;
- z. Asymmetric performance;
- aa. Automatic flight control systems;
- bb. Testing against military specifications;
- cc. Testing against North American or European civilian certification specifications;
- dd. Flight test instrumentation; and
- ee. Flutter.

3.1.2.2 Systems evaluation, which must include the following:

- a. Electro-optic systems (including Night Vision Goggles and Forward Looking Infrared);
- b. Navigation systems (including Global Positioning and Inertial Navigation Systems and Kalman Filtering);
- c. Air-to-air and air-to-ground radar systems;
- d. Integrated weapons systems;
- e. Cockpit displays;
- f. Human factors;
- g. Helmet mounted displays;
- h. Use of simulators in flight testing;
- i. Head-up displays;
- j. Military and civilian data bus architecture;
- k. Military and civilian data links; and
- l. Cyber.

3.1.3 The FW QTP training program must include performance and flying qualities flight exercises in the following topics:

- a. Cockpit assessment;
- b. Pitot-statics;
- c. Level flight performance;
- d. Climb and descent performance;
- e. Turning performance;
- f. Engine performance;
- g. Take-off and landing performance;
- h. Stall performance;
- i. Flight control mechanical characteristics;
- j. Longitudinal static and dynamic stability and control;
- k. Longitudinal maneuver stability;
- l. Lateral and directional static and dynamic stability and control;
- m. Stall and departure qualities;
- n. Spinning;
- o. Asymmetric performance and handling;
- p. Handling quality rating;
- q. Transonic and supersonic handling;
- r. In-flight variable stability simulation;
- s. High order flight control systems; and
- t. Photo/safety chase (QTP Only).

3.1.4 The FW QTP training program must include systems flight (or simulator as appropriate) exercises in the following topics:

- a. Air-to-air and air-to-ground radar testing;
- b. Night vision imaging system ground cockpit compatibility and flight evaluation;

-
- c. Electro-optic system evaluation, including Forward Looking Infrared;
 - d. Helmet mounted displays;
 - e. Terrain Collision Avoidance System (TCAS) / Aircraft Collision Avoidance System (ACAS) testing;
 - f. Automatic Flight Control system testing;
 - g. Flight management systems testing; and
 - h. Civil or military certification exercises involving at least 2 of the systems outlined in sub-paragraphs a. to g. above.

3.1.5 The FW QTP training program must include evaluation flights for all students as follows:

- a. Performance phase confirmation evaluation flight of minimum two flight hours duration;
- b. Flying qualities phase confirmation evaluation flight of minimum two flight hours duration; and
- c. Final project evaluation flight of minimum four flight hours duration on an aircraft not previously flown during the course syllabus.

3.2 Fixed Wing Flight Test Engineer Training Specifications

3.2.1 The FW FTE training program must include the following flight time and type requirements:

- a. Minimum 70 hours of total flight time during the program, to include up to a maximum of 10 hours in a Level D simulator including:
 - i) Minimum 60 hours must be in aircraft (minimum of 50 hours in fixed wing aircraft);
 - ii) Minimum one third of total flight time in turbojet or turbofan powered aircraft;
 - iii) Minimum 15 fixed wing aircraft types;
 - iv) Opportunity during the program to practice basic aircraft handling;
 - vi) Minimum one flight must be conducted under control of a FTICR with telemetry link to the aircraft, with the FTE as test director.

3.2.2 The FW FTE training program must include a minimum of 400 hours of academic instruction on the topics listed hereunder.

3.2.2.1 Performance and flying qualities as per FW QTP para 3.1.2.1.

3.2.2.2 Systems evaluation as per FW QTP para 3.1.2.2.

3.2.3 The FW FTE performance and flying qualities flight exercises as per FW QTP para 3.1.3 less para v, photo/safety chase.

3.2.4 The FW FTE training program as per FW QTP para 3.1.4.

3.2.5 The FW FTE training program must include evaluation flights as per FW QTP para 3.1.5.

3.3 Rotary Wing Qualified Test Pilot Training Specifications

3.3.1 The RW QTP training program must include the following flight time and type requirements:

- a. Minimum 110 hours of total flight time during the program, to include up to a maximum of 10 hours in a certified Level D (or equivalent full flight motion) simulator, including:
 - i) Minimum 100 hours that must be in aircraft at the controls (minimum of 80 hours in rotary wing aircraft);

-
- ii) Minimum 12 rotary wing aircraft types;
 - iii) Minimum 90% of total flight time in a turbine powered rotary wing aircraft;
 - iv) Minimum 50% of total flight time on a multi engine above 7000lbs gross weight;
 - v) Minimum one flight must be under the control of a Flight Test Control Room (FTCR) with telemetry link to the aircraft;
 - vi) Minimum of one third of the flights must be on an aircraft instrumented with non-portable FTI that include atmospheric data, aircraft attitude, rates, engine parameters, flight control displacement, and forces; and
 - vii) Unless prohibited by regulatory requirements the Offeror must have students be pilot in command on turbine helicopters to conduct unaccompanied syllabus test flights with fellow FTE/QTP students.

3.3.2 The RW QTP training program must include a minimum of 400 hours of academic instruction on the topics listed hereunder.

3.3.2.1 Performance and handling qualities, which must include the following:

- a. Mathematics;
- b. Statistics;
- c. Error analysis;
- d. Gas properties;
- e. Standard atmosphere;
- f. Pitot-statics;
- g. Pressure error corrections;
- h. Propulsion;
- i. Aerodynamics;
- j. Engine and rotor characteristics;
- k. Factors affecting performance;
- l. Rotor performance theory;
- m. Helicopter hover performance;
- n. Helicopter level flight performance;
- o. Helicopter climb and descent performance;
- p. Aerodynamic derivatives;
- q. Equations of motion;
- r. Longitudinal manoeuvre stability;
- s. Longitudinal static and dynamic stability and control response;
- t. Lateral and directional static and dynamic stability and control response;
- u. Cross coupling effect;
- v. Handling qualities;
- w. Automatic flight control systems;
- x. Testing against military specifications;
- y. Testing against North American or European civilian certification specifications;
- z. Testing against ADS-33 standards;
- aa. Flight test instrumentation; and
- bb. Loads and vibrations.

3.3.2.2 Systems evaluation, which must include the following:

- a. Electro-optic systems (including Night Vision Goggles and Forward Looking Infrared);
- b. Navigation systems (including Global Positioning and Inertial Navigation Systems and Kalman Filtering);
- c. Air-to-air and air-to-ground radar systems;
- d. Integrated weapons systems;
- e. Cockpit displays;
- f. Human factors;
- g. Helmet mounted displays;
- h. Use of simulators in flight testing;
- i. Heads-up displays;
- j. Military and civilian data bus architecture;
- k. Military and civilian data links; and
- l. Cyber.

3.3.3 The RW QTP training program must include performance and handling qualities flight exercises in the following topics:

- a. Cockpit assessment;
- b. Pitot-statics;
- c. Level flight performance;
- d. Climb and descent performance;
- e. Hover performance, including both free and tethered hover;
- f. Category A and B takeoff and landing performance;
- g. Flight control mechanical characteristics;
- h. Longitudinal manoeuvre stability;
- i. Longitudinal static and dynamic stability and control response;
- j. Handling qualities assessment using mission task elements from ADS-33;
- k. Lateral and directional static stability;
- l. Lateral and directional dynamic stability and control response;
- m. Height-velocity diagram testing;
- n. Autorotation testing;
- o. Low speed handling qualities testing;
- p. Helicopter vibrations testing;
- q. Auto-pilot testing;
- r. In-flight variable stability simulation; and
- s. High order flight control systems.

3.3.4 The RW QTP training program must include systems flight (or simulator as appropriate) exercises in the following topics:

- a. Radar testing;
- b. Night vision imaging system ground cockpit compatibility and flight evaluation;
- c. Electro-optic system evaluation, including Forward Looking Infrared;
- d. Helmet mounted displays testing;

-
- e. Terrain Collision Avoidance System (TCAS) / Aircraft Collision Avoidance System (ACAS) testing;
 - f. Automatic flight control systems testing;
 - g. Flight management systems testing; and
 - h. Civil or military certification exercises involving at least 2 of the systems outlined in sub-paragraphs a. to g. above.

3.3.5 The RW QTP training program must include evaluation flights for all students as follows:

- a. Performance phase confirmation evaluation flight of minimum two flight hours duration;
- b. Flying qualities phase confirmation evaluation flight of minimum two flight hours duration; and
- c. Final project evaluation flight of minimum four flight hours duration on an aircraft not previously flown during the course syllabus.

3.4 Rotary Wing Flight Test Engineer Training Specifications

3.4.1 The RW FTE training program must include the following flight time and type requirements:

- a. Minimum 70 hours of total flight time during the program, up to a maximum of 10 hours in a Level D simulator, including:
 - i) Minimum 60 hours that must be in aircraft (minimum 40 hours in a rotary wing aircraft);
 - ii) Minimum 90% of the helicopter hours in a turbine powered helicopter aircraft;
 - iii) Minimum 12 rotary wing aircraft types;
 - iv) Opportunity during the program to practice basic aircraft handling; and
 - v) Minimum one flight must be conducted under control of a FTCT with telemetry link to the aircraft, with the FTE as test director.

3.4.2 The RW FTE training program must include a minimum of 400 hours of academic instructions on the topics listed hereunder.

3.4.2.1 Performance and flying qualities as per RW QTP para 3.3.2.1.

3.4.2.2 Systems evaluation as per RW QTP para 3.3.2.2.

3.4.3 The RW FTE training program as per RW QTP para 3.3.3.

3.4.4 The RW FTE training as per RW QTP para 3.3.4.

3.4.5 The RW FTE training program must include evaluation flights as per RW QTP para 3.3.5.

3.5 COMMON TRAINING SPECIFICATIONS

3.5.1 Safety Training

The training program must include appropriate safety training and life support equipment familiarization, including ejection seat checks, egress training, aeromedical training, and water survival or ditching training as mandated by the applicable regulatory authority.

3.5.2 Test Planning and Reporting

The training program must include formal test planning and reporting as part of the course syllabus. The training program must include a broad range of planning and reporting exercises including, but not limited to, the following:

- a. Technical writing instruction;
- b. Individual report writing exercises;
- c. Individual oral reporting exercises;
- d. Group report writing exercises; and
- e. Group oral reporting exercises.

Both Basic and Advanced flight test reports must be part of the course syllabus, where they are defined as:

- Basic Report – a post-flight report of less than 5 pages submitted within 48-hrs of a test flight containing relevant in-flight weather or test conditions and initial and qualitative assessments.
- Advanced Report – an engineering flight test report that generally presents test results in the standard 7-part paragraph, and contains a detailed description on test article, test methods, data reduction, error analysis, qualitative and/or quantitative data analysis, conclusions and recommendations. Specific format may vary by school.

3.5.3 Test Management

The training program must include instruction on test management, to include risk and safety management, as well as safety assessments. Principles of test management must be integrated throughout the course.

3.5.4 Training Program Standards and Student Evaluation

The Offeror must demonstrate their methodology for evaluating the student's performance and providing feedback. The training program must include mechanisms by which the student can be assessed as having achieved a passing or failing grade in:

- a. Academics, ensuring that the student has achieved a functional understanding of all applicable topics listed in this SOW, Section 3 Course Specifications;
- b. The ability to report test results using a seven-part paragraph format similar to that used by AETE that includes describing the (i) test method and conditions, (ii) presentation of results (iii) discussion and analysis, (iv) role relation, (v) conclusion, (vi) recommendation, and (vii) specification compliance;
- c. The ability to report test results in a clear, concise and logical manner, both orally and in written form; and
- d. The ability to produce high-quality written test plans, reports and oral briefings.

The training program must include mechanisms by which the student can be assessed as having achieved a passing or failing grade in flight exercises where a minimum passing standard is described by a level 3 as follows:

- a. level 1 - the student was not capable of completing the task. The student required verbal and/or physical assistance to avoid making major errors. Further instruction is required;
- b. level 2 - the student completed the task but required verbal and/or minor physical assistance to avoid making major errors. Further practice is required;
- c. level 3 - the student completed the task, making only minor errors. The student required minimal verbal cues to analyze and/or correct errors;

- d. level 4 - the student completed the task without assistance, making only minor errors. The student was able to self-analyze and correct errors; or
- e. level 5 - the student completed the task without assistance and without error.

Where major and minor errors are defined as:

- a. major errors - errors that significantly detract from the ideal and/or jeopardize safety or the successful completion of the task; and
- b. minor errors - errors that detract from the ideal but do not jeopardize the successful completion of the task.

3.6 General Specifications

- 3.6.1 The Offeror must provide facilities, resources and equipment for all publically offered training courses detailed within this SOW. Exact dates and personnel attending the course(s) will be confirmed at a minimum of two months prior to beginning of the course.
- 3.6.2 All courses must be presented in English.
- 3.6.3 The training course content must be provided in hard or soft copy to students.
- 3.6.4 The Offeror must provide course completion certification to the student following course completion.

4.0 REQUIREMENTS

- 4.1 The program offered by the Offeror must be accredited by a third party such as the European Aviation Safety Agency (EASA) or university or state/province accrediting body. It is desirable that a post graduate degree be granted upon course completion.
- 4.2 The Offeror must supply:
 - a. Course material for the student;
 - b. Qualified academic and flight instructors to permit attaining the goals detailed in the scope of work;
 - c. A minimum course loading of at least one QTP and one FTE candidate in the same Fixed Wing or Rotary Wing program;
 - d. Classroom facilities;
 - e. Computing hardware and software resources, when required, to permit the student to conduct course work at their place of residence, at the school, and while on exercise;
 - f. Portable flight test instrumentation for exercises not performed on instrumented aircraft; and
 - g. Data reduction facilities for the reduction of data gathered during the various flight exercises.
- 4.3 The Offeror must have committed access, via ownership or long-term lease, to a portion of the fleet of aircraft upon which training will be delivered, to ensure the timeliness and completeness of the program offered.
- 4.4 The Offeror must provide one primary fixed wing aircraft and one primary rotary wing aircraft that are equipped with integrated on-board flight test instrumentation.

5.0 TASKS

- 5.1 The Offeror must prepare and deliver aerospace training courses on a mutually agreeable date in coordination by the TA.

5.2 For each course, the Offeror must provide at least one qualified instructor. Instructor qualification is determined by the Offeror.

5.3 The Offeror must designate a Point of Contact (POC) for the TA for the purposes of monitoring student progress and program completion. The TA is the AETE Senior Test Pilot (STP).

6.0 DELIVERABLES

The Offeror must provide the following deliverables for each course:

6.1 Professional Development

The training program must include at least one relevant visit to a flight test organization and one visit to an aircraft Original Equipment Manufacturer (OEM) or aerospace manufacturing industry supplier.

6.2 Mid-term report to Technical Authority

A mid-term report will be provided to the TA advising the TA if there are any foreseen issues with achieving the flying hours or with the Student's academic performance.

6.3 End course report to Technical Authority

At the end of the course, a scanned copy of the students signed logbook must be provided to the TA within 60 days of course completion.

6.4 Reporting

6.4.1 Provision of two (2) written course assessments of each candidate's cumulative academic and overall course performance during the duration of the course to the TA.

6.4.2 Debrief each candidate's performance at the conclusion of every academic course and flight exercise.

6.4.3 Provision of a final written course report on each candidate detailing course academic standing, oral and written communication skills, and assessment of potential to function effectively in a flight test environment and flying skill at course completion.

6.4.4 The Offeror must provide electronic notification within 24 hours of a flight safety occurrence involving DND students and must provide follow-on written reports of all flight safety occurrences to the TA as soon as the report is completed.

6.4.5 The Offeror must provide a final written program report for the student and TA, detailing academic standing, oral and written communication skills, assessment of potential to function effectively in a flight test environment, and flying skill at program completion. This final report must include a summary of academic flight hours detailing compliance with the SOW's requirements.

6.5 Certification

Upon successful completion of the applicable course, each student must receive a certification indicating that they have successfully completed the applicable course.

7.0 SECURITY

7.1 There is no security requirement associated with the requirement.

ANNEX "B" - BASIS OF PAYMENT

- The offer is expected to provide detailed information on cost breakdown, and any possible financial options, rebates, and reductions for candidate quantity and mixture.
- Unit prices are firm for the duration of the Standing Offer.
- Goods and Services Tax is extra as applicable.

Payment will be made in accordance with the following course fee structure:

1.0 Course Fee Structure:

1.1 Provision of Qualified Test Pilot and/or Flight Test Engineer Aerospace Training Course(s) for both Fixed and Rotary Wing aircraft. This pricing is based upon a course duration of 51 weeks.

Item:		Firm Unit Price				
		Standing Offer Year 1	Standing Offer Year 2	Standing Offer Year 3	Option Year 1	Option Year 2
		_____ to _____	_____ to _____	_____ to _____	_____ to _____	_____ to _____
1.0	Course Price Offer					
1.1	Qualified Test Pilot (QTP) (Quantity 1)	\$	\$	\$	\$	\$
1.2	Flight Test Engineer (FTE) (Quantity 1)	\$	\$	\$	\$	\$
2.0	Course Options					
2.1	Qualified Test Pilots (Quantity 2)	\$	\$	\$	\$	\$
2.2	Flight Test Engineers (Quantity 2)	\$	\$	\$	\$	\$
2.3	Qualified Test Pilot (Quantity 1) and Flight Test Engineer (Quantity 1)	\$	\$	\$	\$	\$
2.4	Qualified Test Pilot (Quantity 2) and Flight Test Engineer (Quantity 1)	\$	\$	\$	\$	\$
2.5	Qualified Test Pilot (Quantity 1) and Flight Test Engineer (Quantity 2)	\$	\$	\$	\$	\$

1.2 Included in the Course Fees are:

- 1.2.1. All training for the period of the course (approximately 12 months);
- 1.2.2. The travel and/or subsistence for all visits associated with the Course;
- 1.2.3. All training materials and course notes;
- 1.2.4. The use of computers.

1.3 The Course Fees do not include;

- 1.3.1. Accommodation and subsistence for the AETE student while living in (Contractor location);
- 1.3.2. The cost of any medical examinations or treatment of the AETE students;
- 1.3.3 The cost of travel of AETE students to and from the home nation to attend the training.

2.0 Withdrawals

2.1. If an AETE student should be withdrawn by Canada before training commences, Canada will pay to the Contractor a cancellation charge of 15% of the total Course Fee.

2.2. In the event that an AETE student should be withdrawn by Canada due to a demonstrable compassionate or medical issue that prohibits the AETE student from flying for a period greater than 21 days, Canada will withdraw the student from the Course by notifying the Contractor of the circumstances. Upon receipt of such notification the Contractor shall issue a Training Credit Note (TCN) to Canada for redemption against future AETE student training. The following policy will apply to the value of the TCN:

- 2.2.1. Withdrawal during the First Term – 40% of the Course Fee;
- 2.2.2. Withdrawal during the Second Term – 20% of the Course Fee;
- 2.2.3. Withdrawal during the Third Term – no TCN.

2.3. In the event that the flying or academic performance of an AETE student is below the required standard such that the AETE student is at risk of failing to attain the graduation standard, the Contractor and Canada must agree to a remedial training package (known as the Review) of a minimum of 21 days. On completion of the Review, the Contractor and Canada will determine whether the AETE student is capable of completing the Course. In the event that the AETE student has demonstrated sufficient progress, the AETE student will continue the Course. In the event that the AETE student has failed to demonstrate sufficient progress the Contractor will propose an alternative training scheme for Canada's consideration. If the proposed alternative training scheme is satisfactory to Canada, the proposal will be implemented. If the proposal is not satisfactory to Canada, Canada will notify the Contractor of their intent to withdraw the AETE student from the Course. Upon receipt of such notification the Contractor will issue a TCN to Canada for redemption against future AETE student training. The following policy shall apply to the value of the TCN:

- 2.3.1. during the First Term – 20% of the Course Fee;
- 2.3.2. during the Second Term – 10% of the Course Fee;
- 2.3.3. during the Third Term – no TCN.

ANNEX "C" - INSURANCE REQUIREMENTS

C.1 Commercial General Liability Insurance

- 1.1 The Contractor must obtain Commercial General Liability Insurance, and maintain it in force throughout the duration of the Contract, in an amount usual for a contract of this nature, but for not less than \$2,000,000 per accident or occurrence and in the annual aggregate.
- 1.2 The Commercial General Liability policy must include the following:
 - a. Additional Insured: Canada is added as an additional insured, but only with respect to liability arising out of the Contractor's performance of the Contract. The interest of Canada should read as follows: Canada, as represented by Public Works and Government Services Canada.
 - b. Bodily Injury and Property Damage to third parties arising out of the operations of the Contractor.
 - c. Products and Completed Operations: Coverage for bodily injury or property damage arising out of goods or products manufactured, sold, handled, or distributed by the Contractor and/or arising out of operations that have been completed by the Contractor.
 - d. Personal Injury: While not limited to, the coverage must include Violation of Privacy, Libel and Slander, False Arrest, Detention or Imprisonment and Defamation of Character.
 - e. Cross Liability/Separation of Insureds: Without increasing the limit of liability, the policy must protect all insured parties to the full extent of coverage provided. Further, the policy must apply to each Insured in the same manner and to the same extent as if a separate policy had been issued to each.
 - f. Blanket Contractual Liability: The policy must, on a blanket basis or by specific reference to the Contract, extend to assumed liabilities with respect to contractual provisions.
 - g. Employees and, if applicable, Volunteers must be included as Additional Insured.
 - h. Employers' Liability (or confirmation that all employees are covered by Worker's compensation (WSIB) or similar program)
 - i. Broad Form Property Damage including Completed Operations: Expands the Property Damage coverage to include certain losses that would otherwise be excluded by the standard care, custody or control exclusion found in a standard policy.
 - j. Notice of Cancellation: The Contractor will provide the Contracting Authority thirty (30) days prior written notice of policy cancellation or any changes to the insurance policy.
 - k. If the policy is written on a claims-made basis, coverage must be in place for a period of at least 12 months after the completion or termination of the Contract.
 - l. Owners' or Contractors' Protective Liability: Covers the damages that the Contractor becomes legally obligated to pay arising out of the operations of a subcontractor.
 - m. Non-Owned Automobile Liability - Coverage for suits against the Contractor resulting from the use of hired or non-owned vehicles.
 - n. Advertising Injury: While not limited to, the endorsement must include coverage piracy or misappropriation of ideas, or infringement of copyright, trademark, title or slogan.
 - o. All Risks Tenants Legal Liability - to protect the Contractor for liabilities arising out of its occupancy of leased premises.

- p. Sudden and Accidental Pollution Liability (minimum 120 hours): To protect the Contractor for liabilities arising from damages caused by accidental pollution incidents.
- q. Litigation Rights: Pursuant to subsection 5(d) of the [Department of Justice Act](#), S.C. 1993, c. J-2, s.1, if a suit is instituted for or against Canada which the Insurer would, but for this clause, have the right to pursue or defend on behalf of Canada as an Additional Named Insured under the insurance policy, the Insurer must promptly contact the Attorney General of Canada to agree on the legal strategies by sending a letter, by registered mail or by courier, with an acknowledgement of receipt.

For the province of Quebec, send to:

*Director Business Law Directorate,
Quebec Regional Office (Ottawa),
Department of Justice,
284 Wellington Street, Room SAT-6042,
Ottawa, Ontario, K1A 0H8*

For other provinces and territories, send to:

*Senior General Counsel,
Civil Litigation Section,
Department of Justice
234 Wellington Street, East Tower
Ottawa, Ontario K1A 0H8*

A copy of the letter must be sent to the Contracting Authority. Canada reserves the right to co-defend any action brought against Canada. All expenses incurred by Canada to co-defend such actions will be at Canada's expense. If Canada decides to co-defend any action brought against it, and Canada does not agree to a proposed settlement agreed to by the Contractor's insurer and the plaintiff(s) that would result in the settlement or dismissal of the action against Canada, then Canada will be responsible to the Contractor's insurer for any difference between the proposed settlement amount and the amount finally awarded or paid to the plaintiffs (inclusive of costs and interest) on behalf of Canada.

C.2 Aviation Liability Insurance

- 1.1 The Contractor must obtain Aviation Liability Insurance for Bodily Injury (including passenger Bodily Injury) and Property Damage, and maintain it in force throughout the duration of the Contract, in an amount usual for a contract of this nature, but for not less than \$5,000,000 per accident or occurrence and in the annual aggregate.
- 1.2 The Aviation Liability policy must include the following:
- a. Additional Insured: Canada is added as an additional insured, but only with respect to liability arising out of the Contractor's performance of the Contract. The interest of Canada should read as follows: Canada, represented by Public Works and Government Services Canada.
 - b. Notice of Cancellation: The Contractor will provide the Contracting Authority thirty (30) days prior written notice of policy cancellation or any changes to the insurance policy.
 - c. Cross Liability/Separation of Insureds: Without increasing the limit of liability, the policy must protect all insured parties to the full extent of coverage provided. Further, the policy must apply to each Insured in the same manner and to the same extent as if a separate policy had been issued to each.
 - d. Contractual Liability: The policy must, on a blanket basis or by specific reference to the Contract, extend to assumed liabilities with respect to contractual provisions.

Solicitation No. - N° de l'invitation
W8485-205759/A
Client Ref. No. - N° de réf. du client
W8485-205759

Amd. No. - N° de la modif.
File No. - N° du dossier
EDM-9-42135

Buyer ID - Id de l'acheteur
EDM607
CCC No./N° CCC - FMS No./N° VME

-
- e. Employees and, where applicable, Volunteers must be included as Additional Insured.
 - f. Aviation Passenger Liability and inclusive Medical Payments: If sub-limits are applicable to Contractor's policy conforming to international carriage agreements or otherwise, such sub-limits must in any event be, not less than, \$300,000 per person. The per accident limit should be no less than \$300,000 multiplied by the number of passengers.
 - g. If the policy is written on a claims-made basis, coverage must be in place for a period of at least 12 months after the completion or termination of the Contract.
 - h. Employers Liability (unless we have confirmation that all employees are covered by Worker's compensation WSIB or similar program)
 - i. Hangarkeeper's Liability: To cover loss of and/or damage to aircraft on the ground in the care, custody or control of the Contractor.
 - j. Airport Tenants' Legal Liability Broad Form: To protect the Contractor for liabilities arising from its occupancy of leased airport premises.
 - k. Non-owned Aircraft Liability: To protect the Contractor for liabilities arising from its use of aircraft owned by other parties including Canada.
 - l. Control Tower Liability: To cover for all liabilities arising from the ownership and/or operations of air traffic control towers.
 - m. Litigation Rights: Pursuant to subsection 5(d) of the [Department of Justice Act](#), S.C. 1993, c. J-2, s. 1, if a suit is instituted for or against Canada which the Insurer would, but for this clause, have the right to pursue or defend on behalf of Canada as an Additional Named Insured under the insurance policy, the Insurer must promptly contact the Attorney General of Canada to agree on the legal strategies by sending a letter, by registered mail or by courier, with an acknowledgement of receipt.

For the province of Quebec, send to:

*Director Business Law Directorate,
Quebec Regional Office (Ottawa),
Department of Justice,
284 Wellington Street, Room SAT-6042,
Ottawa, Ontario, K1A 0H8*

For other provinces and territories, send to:

*Senior General Counsel,
Civil Litigation Section,
Department of Justice
234 Wellington Street, East Tower
Ottawa, Ontario K1A 0H8*

A copy of the letter must be sent to the Contracting Authority. Canada reserves the right to co-defend any action brought against Canada. All expenses incurred by Canada to co-defend such actions will be at Canada's expense. If Canada decides to co-defend any action brought against it, and Canada does not agree to a proposed settlement agreed to by the Contractor's insurer and the plaintiff(s) that would result in the settlement or dismissal of the action against Canada, then Canada will be responsible to the Contractor's insurer for any difference between the proposed settlement amount and the amount finally awarded or paid to the plaintiffs (inclusive of costs and interest) on behalf of Canada.

Solicitation No. - N° de l'invitation

W8485-205759/A

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

W8485-205759

Amd. No. - N° de la modif.

File No. - N° du dossier

EDM-9-42135

Buyer ID - Id de l'acheteur

EDM607

CCC No./N° CCC - FMS No./N° VME

ANNEX "D" - ELECTRONIC PAYMENT INSTRUMENTS

As indicated in Part 3, clause 3.1.2, the Offeror must complete the information requested below, to identify which electronic payment instruments are accepted for the payment of invoices.

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

- VISA Acquisition Card;
- MasterCard Acquisition Card;
- Direct Deposit (Domestic and International);
- Electronic Data Interchange (EDI);
- Wire Transfer (International Only);
- Large Value Transfer System (LVTS) (Over \$25M)

Solicitation No. - N° de l'invitation
W8485-205759/A
Client Ref. No. - N° de réf. du client
W8485-205759

Amd. No. - N° de la modif.
File No. - N° du dossier
EDM-9-42135

Buyer ID - Id de l'acheteur
EDM607
CCC No./N° CCC - FMS No./N° VME

ANNEX "E" - FEDERAL CONTRACTORS PROGRAM FOR EMPLOYMENT EQUITY - CERTIFICATION

I, the Offeror, by submitting the present information to the Standing Offer Authority, certify that the information provided is true as of the date indicated below. The certifications provided to Canada are subject to verification at all times. I understand that Canada will declare an offer non-responsive, or may set-aside a Standing Offer, or will declare a contractor in default, if a certification is found to be untrue, whether during the offer evaluation period, during the Standing Offer period, or during the contract period. Canada will have the right to ask for additional information to verify the Offeror's certifications. Failure to comply with any request or requirement imposed by Canada may render the Offer non-responsive, may result in the Standing Offer set-aside or constitute a default under the Contract.

For further information on the Federal Contractors Program for Employment Equity visit [Employment and Social Development Canada \(ESDC\) – Labour's](#) website.

Date: _____(YYYY/MM/DD) (If left blank, the date will be deemed to be the RFSO closing date.)

Complete both A and B.

A. Check only one of the following:

- A1. The Offeror certifies having no work force in Canada.
- A2. The Offeror certifies being a public sector employer.
- A3. The Offeror certifies being a [federally regulated employer](#) being subject to the [Employment Equity Act](#).
- A4. The Offeror certifies having a combined work force in Canada of less than 100 permanent full-time and/or permanent part-time employees.

A5. The Offeror has a combined workforce in Canada of 100 or more employees; and

- A5.1 The Offeror certifies already having a valid and current [Agreement to Implement Employment Equity](#) (AIEE) in place with ESDC-Labour.

OR

- A5.2. The Offeror certifies having submitted the [Agreement to Implement Employment Equity](#) (LAB1168) to ESDC-Labour. As this is a condition to issuance of a standing offer, proceed to completing the form Agreement to Implement Employment Equity (LAB1168), duly signing it, and transmit it to ESDC-Labour.

B. Check only one of the following:

- B1. The Offeror is not a Joint Venture.

OR

- B2. The Offeror is a Joint venture and each member of the Joint Venture must provide the Standing Offer Authority with a completed annex Federal Contractors Program for Employment Equity - Certification. (Refer to the Joint Venture section of the Standard Instructions)

ANNEX "F" – EVALUATION CRITERIA
A. EVALUATION:**A.1.0 Mandatory Technical Criteria:**

The Bidder must demonstrate they meet the following mandatory technical criteria. Failure to meet any of the following mandatory technical criteria at bid closing will render the bid non-responsive and it will be given no further consideration.

Curriculum vitae or other documentation must be included to demonstrate compliance to the mandatory technical criteria.

If the supporting documentation is not provided at bid closing, the Contracting Authority will notify the Bidder that they must provide supporting documentation within two (2) business days following notification. Failure to comply with the request of the Contracting Authority within that time period, will deem the bid non-responsive and the bid will be given no further consideration.

A.2.0. Point Rated Technical Criteria:

- a) Each evaluation criterion has a point allotment that reflects its importance within the bid. The degree to which the bid satisfies the requirement of each criterion will be assessed and a score will be assigned ranging from 0 to the total point allotment, with 0 meaning the bid completely fails to satisfy the requirements, and the total allotment meaning the bid fully meets the outlined criterion.
- b) Each bid must achieve the minimum score IN EACH SECTION. Bids that fail to achieve this score will be considered technically unacceptable and will be given no further consideration.
- c) For the purposes of this evaluation, the demonstrated experience may happen concurrently. Overlaps in time, however, will only be counted once; e.g. if the individual worked at Company A from July to August 2015 and at Company B from August to October 2015, each month would only be counted once, resulting in a total working time of four (4) months.

1. MANDATORY TECHNICAL CRITERIA
A. MANAGEMENT
<p>The Offeror must demonstrate an understanding of the Statement of Work (SOW) as set out in the Solicitation. A statement and detailed course syllabus should be provided addressing the scope and depth of training required to educate the student sufficiently to operate as a test pilot or a flight test engineer in a flight test organization. The offer is expected to describe the adequacy and availability of facilities to be used to instruct the course.</p> <p>The proposed course syllabus should demonstrate the characteristics of sound course structure, planning and alternatives. This should include, but not be limited to, logical subject sequencing, an achievable time frame for each course element, visits to aerospace industry, assignment of resources to course elements, and adaptability to resource conflict or unavailability.</p> <p>The Offeror is expected to identify potential resource and availability problems that might affect the quality and duration of the course, and methods of resolving resource shortage and scheduling delays.</p> <p>The Offeror is expected to demonstrate that the school implements innovative and applicable ideas concerning course instructional techniques, course benefits and content, learning opportunities and completeness.</p> <p>The Offeror is expected provide the resumes, Test Pilot School certificates, qualifications, experience and skills of the instructional staff of the school and instructors provided by the school in support of the proposed course content.</p>

1) Course planning and sequencing.	Met / Not Met	Bidder Substantiation
a. Logical sequence	Met / Not Met	
b. Realistic and achievable time frame	Met / Not Met	
c. Sufficient time for instruction of each topic prior to the subsequent exercise	Met / Not Met	
d. Demonstrated experience in delivering classroom instruction.	Met / Not Met	
e. Qualified Test Pilots (QTP) / Flight Test Engineers (FTE) student class size must include one of each QTP and FTE in same program (RW or FW)	Met / Not Met	
f. Detailed course syllabus with assignment of aircraft, simulators and aerospace system resources to meet the minimum hours requirements in accordance with TPS SOW Section 3.	Met / Not Met	
2) Course contingencies		
a. A description of the mechanism to ensure the availability of staff and subcontracted instructors or information sources, and contingency plans designed to mitigate these problems	Met / Not Met	
b. A description of effects of weather delays on course or course phase completion, schedule slack allocation for weather delays, and contingency plans	Met / Not Met	
3) Course facilities		
a. Regular access to climate controlled classrooms containing contemporary audio-visual aids	Met / Not Met	
b. Access to suitable hardware and software computing resources capable of supporting classroom instruction and conducting data analysis in support of classroom work and flight exercises	Met / Not Met	
c. Access to suitable and secure change/storage facilities for use during the course to accommodate individual aircraft life support equipment, course material and limited personal belongings	Met / Not Met	
4) Academic Instructor personnel		
a. All academic instructors assigned to each course* ground training syllabus are graduates of a recognized Test Pilot School (TPS) with a minimum of 3 years' experience working in flight test;	Met / Not Met	

Solicitation No. - N° de l'invitation
W8485-205759/A
Client Ref. No. - N° de réf. du client
W8485-205759

Amd. No. - N° de la modif.
File No. - N° du dossier
EDM-9-42135

Buyer ID - Id de l'acheteur
EDM607
CCC No./N° CCC - FMS No./N° VME

5) Flight Instructor personnel		
a. All flight instructors assigned to each course* flying syllabus are graduates of a recognized Test Pilot School with a minimum of 2000 hours total flying experience.	Met / Not Met	

*applies to each of the Fixed Wing (FW) and Rotary Wing (RW) Qualified Test Pilot and FW and RW Flight Test Engineer Courses.

B - 1. ACADEMICS (FIXED WING QTP & FTE)		
The offer is expected to provide a detailed description of the course syllabus in sufficient detail to determine the quality and depth of the academic syllabus. The Offeror should provide a course syllabus for the subjects listed below:		
Academic Subjects:	Met / Not Met	Bidder Substantiation
a. Mathematics;	Met / Not Met	
b. Statistics;	Met / Not Met	
c. Error analysis;	Met / Not Met	
d. Gas properties;	Met / Not Met	
e. Standard atmosphere;	Met / Not Met	
f. Pitot-statics;	Met / Not Met	
g. Pressure error corrections;	Met / Not Met	
h. Propulsion;	Met / Not Met	
i. Reversible and irreversible flight controls;	Met / Not Met	
j. Aerodynamics;	Met / Not Met	
k. Energy concepts;	Met / Not Met	
l. Manoeuvre performance;	Met / Not Met	
m. Climb performance;	Met / Not Met	
n. Unpowered flight performance;	Met / Not Met	
o. Turbojet / turbofan performance;	Met / Not Met	

Solicitation No. - N° de l'invitation
W8485-205759/A
Client Ref. No. - N° de réf. du client
W8485-205759

Amd. No. - N° de la modif.
File No. - N° du dossier
EDM-9-42135

Buyer ID - Id de l'acheteur
EDM607
CCC No./N° CCC - FMS No./N° VME

p. Propeller aircraft performance;	Met / Not Met	
q. Aerodynamics derivatives;	Met / Not Met	
r. Equations of motion;	Met / Not Met	
s. Static and dynamic longitudinal stability;	Met / Not Met	
t. Static and dynamic lateral and directional stability;	Met / Not Met	
u. Linear control and high order control systems;	Met / Not Met	
v. Handling qualities;	Met / Not Met	
w. Stall performance;	Met / Not Met	
x. High alpha and spinning;	Met / Not Met	
y. Mach effect on flying qualities;	Met / Not Met	
z. Asymmetric performance;	Met / Not Met	
aa. Automatic flight control systems;	Met / Not Met	
bb. Testing against military specifications;	Met / Not Met	
cc. Testing against North American and European civil certification specifications;	Met / Not Met	
dd. Flight test instrumentation;	Met / Not Met	
ee. Flutter;	Met / Not Met	
ff. Electro-optics (including Night Vision Goggles and Forward Looking Infrared);	Met / Not Met	
gg. Navigation systems (including Global Positioning and Inertial Navigation Systems and Kalman Filtering);	Met / Not Met	
hh. Air to air and air to ground radar systems;	Met / Not Met	
ii. Integrated weapons systems;	Met / Not Met	
jj. Cockpit displays;	Met / Not Met	
kk. Human factors;	Met / Not Met	

Solicitation No. - N° de l'invitation
W8485-205759/A
Client Ref. No. - N° de réf. du client
W8485-205759

Amd. No. - N° de la modif.
File No. - N° du dossier
EDM-9-42135

Buyer ID - Id de l'acheteur
EDM607
CCC No./N° CCC - FMS No./N° VME

ll. Helmet mounted displays;	Met / Not Met	
mm. Use of simulators in flight testing;	Met / Not Met	
nn. Heads up display;	Met / Not Met	
oo. Military and civilian data bus architecture;	Met / Not Met	
pp. Military and civilian data link; and	Met / Not Met	
qq. Cyber.	Met / Not Met	

B - 2. ACADEMICS (ROTARY WING QTP & FTE)

The offer is expected to provide a detailed description of the course syllabus in sufficient detail to determine the quality and depth of the academic syllabus.

Academic Subjects:	Met / Not Met	Bidder Substantiation
a. Mathematics;	Met / Not Met	
b. Statistics;	Met / Not Met	
c. Error analysis;	Met / Not Met	
d. Gas properties;	Met / Not Met	
e. Standard atmosphere;	Met / Not Met	
f. Pitot-statics;	Met / Not Met	
g. Pressure and error correction;	Met / Not Met	
h. Propulsion;	Met / Not Met	
i. Aerodynamics;	Met / Not Met	
j. Engine and rotor characteristics;	Met / Not Met	
k. Factors affecting performance;	Met / Not Met	
l. Rotor performance theory;	Met / Not Met	
m. Helicopter hover performance;	Met / Not Met	

Solicitation No. - N° de l'invitation
W8485-205759/A
Client Ref. No. - N° de réf. du client
W8485-205759

Amd. No. - N° de la modif.
File No. - N° du dossier
EDM-9-42135

Buyer ID - Id de l'acheteur
EDM607
CCC No./N° CCC - FMS No./N° VME

n. Helicopter level flight performance;	Met / Not Met	
o. Helicopter climb and descent performance;	Met / Not Met	
p. Aerodynamic derivatives;	Met / Not Met	
q. Equations of motion;	Met / Not Met	
r. Longitudinal maneuver stability;	Met / Not Met	
s. Longitudinal static and dynamic stability and control response;	Met / Not Met	
t. Lateral and directional static and dynamic stability and control response;	Met / Not Met	
u. Cross coupling effect;	Met / Not Met	
v. Handling qualities;	Met / Not Met	
w. Automatic flight control systems;	Met / Not Met	
x. Testing against military specifications;	Met / Not Met	
y. Testing against North American and European civil certification specifications;	Met / Not Met	
z. Testing against ADS 33 standards;	Met / Not Met	
aa. Flight test instrumentation;	Met / Not Met	
bb. Loads and Vibrations;	Met / Not Met	
cc. Electro-optics (including Night Vision Goggles and Forward Looking Infrared);	Met / Not Met	
dd. Navigation systems (including Global Positioning and Inertial Navigation Systems and Kalman Filtering);	Met / Not Met	
ee. Air to air and air to ground radar systems;	Met / Not Met	
ff. Integrated weapons systems;	Met / Not Met	
gg. Cockpit displays;	Met / Not Met	
hh. Human factors;	Met / Not Met	
ii. Helmet mounted displays;	Met / Not Met	

jj. Use of simulators in flight testing;	Met / Not Met	
kk. Heads up display;	Met / Not Met	
ll. Military and civilian data bus architecture.	Met / Not Met	
mm. Military and civilian data links;	Met / Not Met	
nn. Cyber;	Met / Not Met	

C - 1. FLIGHT SYLLABUS (FIXED WING QTP & FTE)

The Offeror is expected to describe the flying exercises supported by the academic topics.

The Offeror is also expected to detail the type of aircraft, simulator and aerospace system resources offered in support of the objectives of the course described in the offer.

The submission is expected to detail the exposure to a wide variety of aircraft and simulator types, and modern aerospace system equipment, demonstrating optimal development of the necessary skills and knowledge base of a test pilot or flight test engineer and exposure to different aircraft.

Method of Compliance will be evaluated against a detailed course syllabus.

1) Aircraft types:	Met / Not Met	Bidder Substantiation
a. Provide flight test training in single engine turbine aircraft;	Met / Not met	
b. Provide flight test training in multi-engine aircraft;	Met / Not met	
c. Provide flight test training in a supersonic aircraft;	Met / Not met	
d. Provide flight test training in aircraft with Fully Automatic Digital Engine Control Systems;	Met / Not Met	
e. Provide flight test training in variable stability fixed wing aircraft; and	Met / Not Met	
f. Provide flight test training in aircraft with a telemetry link to a flight test control room (FTCR). QTP in test aircraft and FTE test directing from FTCR.	Met / Not Met	
2) In- aircraft performance and handling qualities:		
a. Cockpit assessment;	Met / Not Met	
b. Pitot statics;	Met / Not Met	
c. Level flight performance;	Met / Not Met	

Solicitation No. - N° de l'invitation
W8485-205759/A
Client Ref. No. - N° de réf. du client
W8485-205759

Amd. No. - N° de la modif.
File No. - N° du dossier
EDM-9-42135

Buyer ID - Id de l'acheteur
EDM607
CCC No./N° CCC - FMS No./N° VME

d. Climb and descent performance;	Met / Not Met	
e. Turning performance;	Met / Not Met	
f. Engine performance;	Met / Not Met	
g. Take-off and landing performance;	Met / Not Met	
h. Stall performance;	Met / Not Met	
i. Flight control mechanical characteristics;	Met / Not Met	
j. Longitudinal static and dynamic stability and control;	Met / Not Met	
k. Longitudinal manoeuvre stability;	Met / Not Met	
l. Lateral and directional static and dynamic stability and control;	Met / Not Met	
m. Stall and departure qualities;	Met / Not Met	
n. Spinning;	Met / Not Met	
o. Asymmetric performance and handling;	Met / Not Met	
p. Handling quality ratings;	Met / Not Met	
q. Transonic and Supersonic handling;	Met / Not Met	
r. In-flight variable stability simulation;	Met / Not Met	
s. High order flight control systems; and	Met / Not Met	
t. Photo / safety chase (Qualified Test Pilot only).	Met / Not Met	
3) In-aircraft Systems:		
a. Air to air and air to ground radar testing	Met / Not Met	
b. Night vision imaging system ground cockpit compatibility and flight evaluation;	Met / Not Met	
c. Electro-optic system evaluation, including Forward Looking Infrared;	Met / Not Met	
d. Helmet mounted displays;	Met / Not Met	
e. Terrain Collision Avoidance Systems (TCAS) / Aircraft Collision Avoidance System (ACAS) testing;	Met / Not Met	

f. Automatic Flight Control Systems testing;	Met / Not Met	
g. Flight management systems testing;	Met / Not Met	
h. Civil or military certification exercises involving at least 2 of the systems outlined in sub-paragraphs a. to g. above;	Met / Not Met	
4) In-aircraft introduction to rotary wing		
a. Introduction to Rotary wing flying qualities	Met / Not Met	
b. Introduction to Rotary wing performance	Met / Not Met	
5) Qualitative Evaluation		
a. Provide FTE opportunity to be exposed to basic aircraft handling (FTE at the controls)	Met / Not Met	

C - 2. FLIGHT SYLLABUS (ROTARY WING QTP & FTE)

The Offeror is expected to describe the flying exercises supported by the academic topics.

The Offeror is also expected to detail the type of aircraft, simulator and aerospace system resources offered in support of the objectives of the course described in the offer.

The submission is expected to detail the exposure to a wide variety of aircraft and simulator types, and modern aerospace system equipment, demonstrating optimal development of the necessary skills and knowledge base of a test pilot or flight test engineer and exposure to different aircraft.

Method of Compliance will be evaluated against a detailed course syllabus.

1) Aircraft types:	Met / Not Met	Bidder Substantiation
a. Provide flight test training in single engine turbine rotorcraft	Met / Not Met	
b. Provide flight test training in multi-engine rotorcraft	Met / Not Met	
c. Provide flight test training in rotorcraft with Fully Automatic Digital Engine Control Systems	Met / Not Met	
d. Provide exposure to fixed wing aircraft performance and handling qualities testing	Met / Not Met	
e. Provide flight test training in aircraft with a telemetry link to a flight test control room (FTCR). QTP in test aircraft and FTE test directing from FTCR.	Met / Not Met	

Solicitation No. - N° de l'invitation
W8485-205759/A
Client Ref. No. - N° de réf. du client
W8485-205759

Amd. No. - N° de la modif.
File No. - N° du dossier
EDM-9-42135

Buyer ID - Id de l'acheteur
EDM607
CCC No./N° CCC - FMS No./N° VME

2) In- aircraft performance and handling qualities:		
a. Cockpit assessment;	Met / Not Met	
b. Pitot statics;	Met / Not Met	
c. Level flight performance;	Met / Not Met	
d. Climb and descent performance;	Met / Not Met	
e. Hover performance, including both free and tethered hover;	Met / Not Met	
f. Category A and B take-off and landing performance;	Met / Not Met	
g. Flight control mechanical characteristics;	Met / Not Met	
h. Longitudinal manoeuver stability;	Met / Not Met	
i. Longitudinal static and dynamic stability and control response;	Met / Not Met	
j. handling qualities assessment using mission task elements from ADS 33;	Met / Not Met	
k. Lateral and directional static stability;	Met / Not Met	
l. Lateral and directional dynamic stability and control response;	Met / Not Met	
m. Height-velocity diagram testing,	Met / Not Met	
n. Autorotation testing;	Met / Not Met	
o. Low speed handling qualities testing;	Met / Not Met	
p. Helicopter vibrations testing;	Met / Not Met	
q. Auto-pilot testing;	Met / Not Met	
r. In-flight variable stability simulation; and	Met / Not Met	
s. High order flight control systems.	Met / Not Met	
3) In-aircraft Systems:		
a. Radar testing;	Met / Not Met	

b. Night vision imaging system ground cockpit compatibility and flight evaluation;	Met / Not Met	
c. Electro-optic system evaluation, including Forward Looking Infrared;	Met / Not Met	
d. Helmet mounted displays testing;	Met / Not Met	
e. Terrain Collision Avoidance Systems (TCAS) / Aircraft Collision Avoidance System (ACAS) testing;	Met / Not Met	
f. Automatic Flight Control Systems testing;	Met / Not Met	
g. Flight management systems testing;	Met / Not Met	
h. Civil or military certification exercises involving at least 2 of the systems outlined in sub-paragraphs a. to g. above;	Met / Not Met	
4) In aircraft intro to fixed wing		
a. Introduction to fixed wing flying qualities	Met / Not Met	
b. Introduction to fixed wing performance	Met / Not Met	
c. Introduction to fixed wing asymmetrical power	Met / Not Met	
5) Qualitative Evaluations		
a. Provide FTE opportunity to be exposed to basic aircraft handling (FTE at the controls)	Met / Not Met	

2. POINT RATED TECHNICAL REQUIREMENTS:

A. MANAGEMENT

The Offeror should demonstrate understanding of the Statement of Work (SOW) as set out in the Request For Proposal (RFP). A statement and detailed course outline should be provided addressing the scope and depth of training required to educate the student sufficiently to operate as a test pilot or a flight test engineer in a flight test organization. The Offeror is expected to describe the adequacy and availability of facilities to be used to instruct the course.

The proposed course syllabus should demonstrate the characteristics of sound course structure, planning and alternatives. This should include, but not be limited to, logical subject sequencing, an achievable time frame for each course element, visits to aerospace industry, assignment of resources to course elements, and adaptability to resource conflict or unavailability.

The Offeror is expected to identify potential resource and availability problems that might affect the quality and duration of the course, and methods of resolving resource shortage and scheduling delays.

The Offeror is expected to demonstrate that the school implements innovative and applicable ideas concerning course instructional techniques, course benefits and content, learning opportunities and completeness.

A-1 Course planning and sequencing.	Point Rating	Score	Bidder Substantiation
<p>a. Demonstrated experience in delivering instruction to military.</p> <p>The Offeror should provide a copy of the contract(s).</p>	<p>0 - 35 months = 0 points 36 - 59 months = 1 point 60 months = 2 points</p>		
<p>b. Demonstrated experience in delivering educational programs in a post-graduate environment.</p> <p>The Offeror should provide proof that they have delivered educational programs in a post-graduate environment in the last 72 months.</p>	<p>0 - 35 months = 0 points 36 - 59 months = 1 points 60 months = 2 pts</p>		
<p>c. Provision of an accredited Master's degree in the flight test field of study.</p> <p>The Offeror should provide proof that they have issued an accredited Master's degree in the flight test field of study within the last 48 months.</p>	<p>No degree = 0 points Master's degree = 1 point</p>		
<p>d. Qualified Test Pilots (QTP) / Flight Test Engineers (FTE) total student class size on course.</p> <p>The Offeror should provide a listing of the number of students within each of their QTP and FTE classes for the last 48 months.</p>	<p>An average of: < 3 Students = 0 points 3 – 5 Students = 1 point > 5 Students = 2 points</p>		
A-2 Course facilities			
<p>a. Access to computer equipment for the conduct of course assignments, data reduction and analysis, and report writing or presentation preparation</p>	<p>Individual desktops or shared computers = 0 points Individual laptops or tablet computers = 1 point</p>		
<p>b. Access to suitable hardware and software computing resources capable of supporting flight test exercises</p>	<p>Basic handheld FTI and data cards = 0 points FTI recording and download capability = 1 point</p>		
<p>c. Modern, effective teaching resources, including but not limited to:</p> <ul style="list-style-type: none"> • Computer Based Training (CBT); • Academic Lecture material (soft 	<p>1 point for each to a max of 3.</p>		

<ul style="list-style-type: none"> • or hard copy); • Academic Reference Books (soft or hard copy); • Training Videos; • Flight Test Technique Manuals (soft or hard copy); • Aircraft Flight Manuals (soft or hard copy); or • Other innovative concepts 			
A-3 Academic Instructor* personnel:		Applies to all staff that will be involved in course delivery to students. To receive applicable points, all instructor staff must meet applicable points-rated criteria.	
<p>a. Education</p> <p>The Offeror should provide proof that their proposed resource has a degree.</p>	<p>Lower level than Master's degree = 0 points</p> <p>Master's degree in field related to aeronautics or engineering = 1 point</p> <p>Ph.D. or more than 1 Master's degree in field related to aeronautics or engineering = 2 points</p>		
<p>b. Flight Test experience</p> <p>The Offeror should provide a copy of résumé, employment record or equivalent document describing the demonstrated experience.</p>	<p>0 – 35 months experience working in flight test = 0 points</p> <p>36 – 59 months experience working in flight test = 1 point</p> <p>60 months experience working in flight test = 2 points</p>		
<p>c. Teaching Experience</p> <p>The Offeror should provide a copy of résumé, employment record or equivalent document describing the teaching experience.</p>	<p>0 – 35 months experience = 0 points</p> <p>36 – 59 months of experience as a flight test academic instructor = 1 point</p> <p>60 months of experience as a flight test academic instructor = 2 points</p>		
A-4 Flight Instructor* personnel:		Applies to all staff that will be involved in course delivery to students. To receive applicable points, all instructor staff must meet applicable points-rated criteria.	
<p>a. Flight test experience</p> <p>The Offeror should provide a copy of résumé, employment record or</p>	<p>0 – 35 months experience working in flight test = 0 points</p>		

equivalent document describing the demonstrated experience.	36 – 59 months experience working in flight test = 1 point 60 months experience working in flight test = 2 points		
b. Flying Hours The Offeror should provide a copy of a flight log or equivalent document describing the demonstrated experience.	0 – 1999 –hours total flying experience = 0 points 2000 to 4000 hours total flying experience= 1 point 4000 + hours total flying experience = 2 points		
A-5) Instructor Diversity:			
a. Number of instructors providing course An instructor is defined under section A as either an Academic Instructor as per item A-3. Academic Instructor personnel or a Flight Instructor as per item A-4. Flight Instructor personnel.	1 point per instructor to a maximum of 10 points		
A. Minimum points acceptable			10
A. Maximum points available			32
A. Points awarded			
*Instructor – applies to all staff that will be involved in course delivery to students. To receive applicable points, all instructor staff must meet applicable points-rated criteria.			

B - 1. FLIGHT SYLLABUS (FIXED WING QTP & FTE)			
<p>The Offeror is expected to describe the flying exercises supported by the academic topics.</p> <p>The Offeror is also expected to detail the type of aircraft, simulator and aerospace system resources offered in support of the objectives of the course described in the offer.</p> <p>The submission is expected to detail the exposure to a wide variety of aircraft and simulator types, and modern aerospace system equipment, demonstrating optimal development of the necessary skills and knowledge base of a rotary wing test pilot or engineer and exposure to different aircraft.</p>			
B-1.1 Aircraft types:	RATING	Score	Bidder Substantiation
a. Provide flight test training in aircraft (simulator not applicable) of Transport Category Aircraft >100,000 lbs Maximum Take-Off Weight (MTOW)	1 point per aircraft type flown (max 3 points)		
b. Provide flight test training in aircraft (simulator not applicable) of Transport	1 point per aircraft type flown (max 2 points)		

Category Aircraft >300,000 lbs MTOW			
c. Provide turbine aircraft on which student QTPs can be pilot in command for unaccompanied syllabus test flights with fellow students	1 point per aircraft type flown (max 3 points)		
d. Provide flight test training in aircraft used for military roles	1 point per aircraft type flown (max 5 points)		
B-1.2 Qualitative Evaluation			
a. Qualitative evaluation of aircraft not flown in the rest of the course;	1 point per aircraft type flown (max 5 points)		
b. Qualitative evaluation of fixed wing simulators not flown in the rest of the course;	1 point per simulator type (max 2 points)		
B-1 Minimum points acceptable			6
B-1 Maximum points available			20
B-1 Points awarded			

B - 2. FLIGHT SYLLABUS (ROTARY WING QTP & FTE)			
<p>The Offeror is expected to describe the flying exercises supported by the academic topics.</p> <p>The Offeror is also expected to detail the type of aircraft, simulator and aerospace system resources offered in support of the objectives of the course described in the offer.</p> <p>The submission is expected to detail the exposure to a wide variety of aircraft and simulator types, and modern aerospace system equipment, demonstrating optimal development of the necessary skills and knowledge base of a rotary wing test pilot or engineer and exposure to different aircraft.</p>			
B-2.1 Aircraft types:	RATING	Score	Bidder Substantiation
a. Provide flight test training in rotary wing aircraft greater than 7000lbs gross weight	1 point per aircraft type flown (max 8 points)		
b. Provide turbine rotorcraft on which student QTPs can be pilot in command for unaccompanied syllabus test flights with fellow students	1 point per aircraft type flown (max 3 points)		
c. Provide flight test training in aircraft used for military roles	1 point per aircraft type flown (max 5 points)		
d. Provide flight test training in rotorcraft with configurations other than standard main and tail rotor, to include tandem rotor, No Tail Rotor (NOTAR), tiltrotor, co-axial or intermeshing rotorcraft	1 point per aircraft type flown (max 3 points)		

Solicitation No. - N° de l'invitation
W8485-205759/A
Client Ref. No. - N° de réf. du client
W8485-205759

Amd. No. - N° de la modif.
File No. - N° du dossier
EDM-9-42135

Buyer ID - Id de l'acheteur
EDM607
CCC No./N° CCC - FMS No./N° VME

B-2.2 Qualitative Evaluations			
a. Qualitative evaluation of helicopters not flown in the rest of the course;	1 point per aircraft type flown (max 5 points)		
b. Qualitative evaluation of helicopter simulators not flown in the rest of the course;	1 point per simulator type (max 2 points)		
B-2 Minimum points acceptable			8
B-2 Maximum points available			26
B-2 Points awarded			
Total points available: (A + B-1 + B-2)			
TOTAL POINTS AWARDED: (A + B-1 + B-2)			