



RETURN BIDS TO:
RETOURNER LES SOUMISSIONS À:
Bid Receiving Public Works and Government
Services Canada/Réception des soumissions
Travaux publics et Services gouvernementaux
Canada
1713 Bedford Row
Halifax, N.S./Halifax, (N.É.)
Halifax
Nova Scotia
B3J 1T3
Bid Fax: (902) 496-5016

REQUEST FOR PROPOSAL
DEMANDE DE PROPOSITION

**Proposal To: Public Works and Government
Services Canada**

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

**Proposition aux: Travaux Publics et Services
Gouvernementaux Canada**

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

Comments - Commentaires

Title - Sujet Vehicle Hoists Maintenance	
Solicitation No. - N° de l'invitation W684H-200005/A	Date 2020-05-22
Client Reference No. - N° de référence du client W684H-20-0005	
GETS Reference No. - N° de référence de SEAG PW-\$HAL-406-10992	
File No. - N° de dossier HAL-0-85004 (406)	CCC No./N° CCC - FMS No./N° VME
Solicitation Closes - L'invitation prend fin at - à 02:00 PM on - le 2020-07-07	Time Zone Fuseau horaire Atlantic Daylight Saving Time ADT
F.O.B. - F.A.B. Plant-Usine: <input type="checkbox"/> Destination: <input checked="" type="checkbox"/> Other-Autre: <input type="checkbox"/>	
Address Enquiries to: - Adresser toutes questions à: Matheson, Valerie	Buyer Id - Id de l'acheteur hal406
Telephone No. - N° de téléphone (902) 403-6236 ()	FAX No. - N° de FAX (902) 496-5016
Destination - of Goods, Services, and Construction: Destination - des biens, services et construction: DEPARTMENT OF NATIONAL DEFENCE CFB HALIFAX BUILDING WL7 99000 HALIFAX NEW BRUNSWICK B3K5X5 Canada	

Instructions: See Herein

Instructions: Voir aux présentes

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

Issuing Office - Bureau de distribution

Atlantic Region Acquisitions/Région de l'Atlantique
Acquisitions
1713 Bedford Row
Halifax, N.S./Halifax, (N.É.)
Halifax
Nova Scot
B3J 1T3

Delivery Required - Livraison exigée See Herein	Delivery Offered - Livraison proposée
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



Item Article	Description	Dest. Code Dest.	Inv. Code Fact.	Qty Qté	U. of I. U. de D.	Unit Price/Prix unitaire FOB/FAM	Destination	Plant/Usine	Del. Offered Liv. offerte	Delivery Req. Livraison Req.	See Herein
1	Vehicle Hoists Maintenance	W684H	W684H	1	Each	XXXXXXXXXXXX					

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NOTICE

Security

This note is to advise ALL interested bidders that in order to be awarded a contract which contains a security requirement, all bidders MUST hold a valid Security Clearance granted or approved by PWGSC Canadian Industrial Security Directorate (CISD) at the level indicated in this solicitation document. Should the bidder not currently hold a valid Security Clearance or require the level to be upgraded, PWGSC will sponsor the bidder. Please submit your written request with the following information to Valerie Matheson by facsimile 902-496-5261 or by email to: Valerie.matheson@pwgsc-tpsgc.gc.ca.

- Legal Company Name
- Mailing address
- Surname and given name of contact person
- Telephone number of contact person
- Title of contact person
- Facsimile number
- E-mail address of contact person
- Procurement Business Number
- Preferred Language of Correspondence
- Level of Security Required

Additional information on PWGSC security can be found on the following web site: <http://ssi-iss.tpsgcpwgsc.gc.ca> or by dialing 1-866-368-4646 (toll-free).

PART 1 - GENERAL INFORMATION

1.1 Introduction

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

- Part 1 General Information: provides a general description of the requirement;
- Part 2 Bidder Instructions: provides the instructions, clauses and conditions applicable to the bid solicitation;
- Part 3 Bid Preparation Instructions: provides Bidders with instructions on how to prepare their bid;
- Part 4 Evaluation Procedures and Basis of Selection: indicates how the evaluation will be conducted, the evaluation criteria that must be addressed in the bid, and the basis of selection;
- Part 5 Certifications and Additional Information: includes the certifications and additional information to be provided;
- Part 6 Security, Financial and Other Requirements: includes specific requirements that must be addressed by Bidders; and
- Part 7 Resulting Contract Clauses: includes the clauses and conditions that will apply to any resulting contract.

The Annexes include the Statement of Work, the Basis of Payment, the Security Requirements Checklist, the Electronic Payment Instruments, the Federal Contractors Program for Employment Equity - Certification, the Insurance Requirements, the DND 626 Task Authorization Form and any other annexes.

1.2 Summary

- 1.2.1 Public Services and Procurement Canada on behalf of the Department of National Defense has a requirement for the furnishing of all labour, material, tools, equipment, transportation and supervision required to perform inspections, maintenance, repairs and testing of all vehicle hydraulic hoists, scissor lifts and dock levelers at various locations of CFB Halifax and outlying areas. Refer to Annex A, Statement of Work for complete list of locations.

The period of this Contract will be for one (1) year from date of award with the option of two (2) additional one (1) year periods.

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

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

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1.2.3 This bid solicitation allows bidders to use the epost Connect service provided by Canada Post Corporation to transmit their bid electronically. Bidders must refer to Part 2 entitled Bidder Instructions, and Part 3 entitled Bid Preparation Instructions, of the bid solicitation, for further information.

1.3 Debriefings

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

PART 2 - BIDDER INSTRUCTIONS

2.1 Standard Instructions, Clauses and Conditions

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

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

The [2003](#) (2019-03-04) Standard Instructions - Goods or Services - Competitive Requirements, are incorporated by reference into and form part of the bid solicitation.

Subsection 5.4 of [2003](#), Standard Instructions - Goods or Services - Competitive Requirements, is amended as follows:

Delete: 60 days

Insert: 90 days

2.1.1 SACC Manual Clauses

2.2 Submission of Bids

Bids 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:

Bid Receiving Unit
Public Works and Government Services Canada
1713 Bedford Row
Halifax, Nova Scotia, B3J 1T3

Bid Fax: (902) 496-5016

E-mail address for epost Connect Service:

TPSGC.RAReceptionSoumissionsNE-ARBidReceivingNS.PWGSC@tpsgc-pwgsc.gc.ca

NOTE:

Bids/Offeres will be not be accepted if emailed directly to this email address. This email is to initiate an ePost Connect conversation, as detailed in the Standard Instructions.

2.3 Former Public Servant

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

Definitions

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

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

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

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

Former Public Servant in Receipt of a Pension

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

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

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

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

Work Force Adjustment Directive

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

If so, the Bidder must provide the following information:

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

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

2.4 Enquiries - Bid Solicitation

All enquiries must be submitted in writing to the Contracting Authority no later than **seven (7)** calendar days before the bid closing date. Enquiries received after that time may not be answered.

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

2.5 Applicable Laws

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

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

PART 3 - BID PREPARATION INSTRUCTIONS

3.1 Bid Preparation Instructions

- If the Bidder chooses to submit its bid electronically, Canada requests that the Bidder submits its bid 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 bid must be gathered per section and separated as follows:

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

If the Bidder chooses to submit its bid in hard copies, Canada requests that the Bidder submits its bid in separately bound sections as follows:

Section I: Technical Bid (one hard copy)
Section II: Financial Bid (one hard copy)
Section III: Certifications (one hard copy)

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

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

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

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

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

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

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

Section I: Technical Bid

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

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

Section II: Financial Bid

3.1.1 Bidders must submit their financial bid in accordance with the Basis of Payment in Annex "B".

3.1.2 Electronic Payment of Invoices – Bid

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

If Annex "E" 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.

3.1.3 Exchange Rate Fluctuation

[C3011T \(2013-11-06\)](#), Exchange Rate Fluctuation

3.1.4 SACC Manual Clauses

Section III: Certifications

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

PART 4 - EVALUATION PROCEDURES AND BASIS OF SELECTION

4.1 Evaluation Procedures

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

4.1.1 Technical Evaluation

4.1.1.1 Mandatory Technical Criteria

To be considered responsive, an offer must meet all of the following mandatory evaluation criteria. Offers not meeting all of the mandatory requirements will be given no further consideration.

MANDATORY requirement at Solicitation closing date:

Bidder must provide proof of experience and past performance by referencing three (3) projects or contracts they have performed within the last five(5) years in the inspections, maintenance, and repairs and testing of all vehicle hydraulic hoists, scissor lifts and dock levelers as described in Annex A, Statement of Work. Each project / contract listed must include the client, name/title of client contact, phone, email as well as start and end date of each project.

Bidder must complete the “Description of Project” in Table 1 providing evidence of its experience and past performance in the inspections, maintenance, and repairs and testing of all vehicle hydraulic hoists, scissor lifts and dock levelers.

**Table 1
Projects**

Table 1 Projects		
Project 1	Client	_____
	Name/ title of client contact	_____
	Phone	_____
	Email	_____
	Start date	_____
	End date	_____
<u>Description of Project</u>		

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Project 2	Client Name/ title of client contact Phone Email Start date End date	<hr/> <hr/> <hr/> <hr/> <hr/> <hr/>
<u>Description of Project</u>		
Project 3	Client Name/ title of client contact Phone Email Start date End date	<hr/> <hr/> <hr/> <hr/> <hr/> <hr/>
<u>Description of Project</u>		

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4.1.2 Financial Evaluation

4.1.2.1 Mandatory Financial Criteria

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

4.2 Basis of Selection

4.2.1 Mandatory Technical Criteria

A bid must comply with the requirements of the bid solicitation and meet all mandatory technical evaluation criteria to be declared responsive. The responsive bid with the lowest evaluated price will be recommended for award of a contract.

PART 5 – CERTIFICATIONS AND ADDITIONAL INFORMATION

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

The certifications provided by Bidders to Canada are subject to verification by Canada at all times. Unless specified otherwise, Canada will declare a bid non-responsive, or will declare a contractor in default if any certification made by the Bidder is found to be untrue, whether made knowingly or unknowingly, during the bid evaluation period or during the contract period.

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

5.1 Certifications Required with the Bid

Bidders must submit the following duly completed certifications as part of their bid.

5.1.1 Integrity Provisions - Declaration of Convicted Offences

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

5.2 Certifications Precedent to Contract Award and Additional Information

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

By submitting a bid, the Bidder certifies that the Bidder, and any of the Bidder's members if the Bidder 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 \(ESDC\) - Labour's](https://www.canada.ca/en/employment-social-development/programs/employment-equity/federal-contractor-program.html#) website (<https://www.canada.ca/en/employment-social-development/programs/employment-equity/federal-contractor-program.html#>).

Canada will have the right to declare a bid non-responsive if the Bidder, or any member of the Bidder if the Bidder is a Joint Venture, appears on the "FCP Limited Eligibility to Bid list at the time of contract award.

PART 6 - SECURITY, FINANCIAL AND OTHER REQUIREMENTS

6.1 Security Requirements

1. At the **date of bid closing**, the following conditions must be met:
 - (a) the Bidder must hold a valid organization security clearance as indicated in Part 7 - Resulting Contract Clauses;
 - (b) the Bidder's proposed individuals requiring access to classified or protected information, assets or sensitive work sites must meet the security requirements as indicated in Part 7 - Resulting Contract Clauses;
 - (c) the Bidder must provide the name of all individuals who will require access to classified or protected information, assets or sensitive work sites;
2. For additional information on security requirements, Bidders should refer to the [Contract Security Program](http://www.tpsgc-pwgsc.gc.ca/esc-src/introduction-eng.html) of Public Works and Government Services Canada (<http://www.tpsgc-pwgsc.gc.ca/esc-src/introduction-eng.html>) website.

6.2 Visit Clearance Request

Immediately upon award of Contract, the Contractor must apply for a "Visitor Clearance Request (VCR)" for each employee in order to access DND property. Proof of the VCR application must be provided to the Base Security Officer (BSO)/Unit Security Supervisor (USS) within 30 days after Contract award. The Contractor is responsible to maintain the VCR list up-to-date on a yearly basis for the duration of the Contract.

6.3 Insurance Requirements

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

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

PART 7 - RESULTING CONTRACT CLAUSES

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

7.1 Statement of Work

The Contractor must perform the Work in accordance with the Statement of Work at Annex "A".

7.1.2 Task Authorization

The Work or a portion of the Work to be performed under the Contract will be on an "as and when requested basis" using a Task Authorization (TA). The Work described in the TA must be in accordance with the scope of the Contract.

7.1.2.1 Task Authorization Process

Task Authorization:

The Work or a portion of the Work to be performed under the Contract will be on an "as and when requested basis" using a Task Authorization (TA). The Work described in the TA must be in accordance with the scope of the Contract.

Task Authorization Process:

1. The Project Authority will provide the Contractor with a description of the task using the "Task Authorization Form for non-DND clients" or "DND 626, Task Authorization Form" or "Task Authorization" form specified in Annex G.
2. The Task Authorization (TA) will contain the details of the activities to be performed, a description of the deliverables, and a schedule indicating completion dates for the major activities or submission dates for the deliverables. The TA will also include the applicable basis (bases) and methods of payment as specified in the Contract.
3. The Contractor must provide the Project Authority, within two (2) calendar days of its receipt, the proposed total estimated cost for performing the task and a breakdown of that cost, established in accordance with the Basis of Payment specified in the Contract.
4. The Contractor must not commence work until a TA authorized by the Project Authority has been received by the Contractor. The Contractor acknowledges that any work performed before a TA has been received will be done at the Contractor's own risk.

7.1.2.2 Task Authorization Limit

The Project Authority may authorize individual task authorizations up to a limit of \$57,500.00
Applicable Taxes included, inclusive of any revisions.

Any task authorization to be issued in excess of that limit must be authorized by the Project Authority
and Contracting Authority before issuance.

7.1.2.3 Canada's Obligation - Portion of the Work - Task Authorizations

Canada's obligation with respect to the portion of the Work under the Contract that is performed through
task authorizations is limited to the total amount of the actual tasks performed by the Contractor.

7.1.2.4 Periodic Usage Reports - Contracts with Task Authorizations

The Contractor must compile and maintain records on its provision of services to the federal
government under authorized Task Authorizations issued under the Contract.

The Contractor must provide this data in accordance with the reporting requirements detailed below or
in Annex "H". If some data is not available, the reason must be indicated. If services are not provided
during a given period, the Contractor must still provide a "nil" report.

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

The quarterly periods are defined as follows:

- 1st quarter: April 1 to June 30;
- 2nd quarter: July 1 to September 30;
- 3rd quarter: October 1 to December 31; and
- 4th quarter: January 1 to March 31.

The data must be submitted to the Contracting Authority no later than 15 calendar days after the end
of the reporting period.

Reporting Requirement- Details

A detailed and current record of all authorized tasks must be kept for each contract with a task
authorization process. This record must contain:

For each authorized task:

- i. the authorized task number or task revision number(s);
- ii. a title or a brief description of each authorized task;
- iii. the total estimated cost specified in the authorized Task Authorization (TA) of each task,
exclusive of Applicable Taxes;
- iv. the total amount, exclusive of Applicable Taxes, expended to date against each authorized task;
- v. the start and completion date for each authorized task; and
- vi. the active status of each authorized task, as applicable.

For all authorized tasks:

- i. the amount (exclusive of Applicable Taxes) specified in the contract (as last amended, as
applicable) as Canada's total liability to the contractor for all authorized TAs; and
- ii. the total amount, exclusive of Applicable Taxes, expended to date against all authorized TAs.

7.1.2.5 Task Authorization - Department of National Defence

The administration of the Task Authorization process will be carried out by the **Real Property Operations Section (HFX) Willow Park, Station Forces, Halifax, NS**. This process includes monitoring, controlling and reporting on expenditures of the contract with task authorizations to the Contracting Authority.

7.2 Standard Clauses and Conditions

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

7.2.1 General Conditions

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

7.3 Security Requirements

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

**SECURITY REQUIREMENT FOR CANADIAN SUPPLIER:
PWGSC FILE N° W684H-200005**

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

7.4 Term of Contract

7.4.1 Period of the Contract

The period of the Contract is from _____ to _____ inclusive *(to be inserted at contract award)*.

7.4.2 Option to Extend the Contract

The Contractor grants to Canada the irrevocable option to extend the term of the Contract by up to two (2) additional one (1) year periods under the same conditions. The Contractor agrees that, during the extended period of the Contract, it will be paid in accordance with the applicable provisions as set out in the Basis of Payment.

Canada may exercise this option at any time by sending a written notice to the Contractor at least thirty (30) calendar days before the expiry date of the Contract. The option may only be exercised by the Contracting Authority, and will be evidenced for administrative purposes only, through a contract amendment.

7.5 Authorities

7.5.1 Contracting Authority

The Contracting Authority for the Contract is:

Valerie Matheson, Supply Officer
Nova Scotia Acquisitions Directorate
Public Services and Procurement Canada
1713 Bedford Row
Halifax, Nova Scotia B3J 1T3

Telephone: 902-403-6236
Facsimile: 902-496-5016
E-mail address: Valerie.matheson@pwgsc.gc.ca

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

7.5.2 Project Authority

The Project Authority for the Contract is: **(COMPLETED AT CONTRACT AWARD)**

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

7.5.3 Contractor's Representative (TO BE COMPLETED BY BIDDER)

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 Payment

7.7.1 Basis of Payment

In consideration of the Contractor satisfactorily completing all of its obligations under the Contract, the Contractor will be paid a firm unit price as specified in Annex B. Customs duties are included and Applicable Taxes are extra.

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.

Limitation of Expenditure – Scheduled Maintenance (to be determined at Award award)

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

whichever comes first.

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

7.7.2 Limitation of Expenditure - Cumulative Total of all Task Authorizations

1. Canada's total liability to the Contractor under the Contract for all authorized Task Authorizations (TAs), inclusive of any revisions, must not exceed the sum of **\$75,000.00**. Customs duties are included and Applicable Taxes are extra.
2. No increase in the total liability of Canada will be authorized or paid to the Contractor unless an increase has been approved, in writing, by the Contracting Authority.
3. The Contractor must notify the Contracting Authority in writing as to the adequacy of this sum:
 - a. when it is 75 percent committed, or
 - b. four (4) months before the contract expiry date, or
 - c. as soon as the Contractor considers that the sum is inadequate for the completion of the Work required in all authorized TAs, inclusive of any revisions, whichever comes first.
4. If the notification is for inadequate contract funds, the Contractor must provide to the Contracting Authority, a written estimate for the additional funds required. Provision of such information by the Contractor does not increase Canada's liability.

7.7.3 Method of Payment

SACC *Manual* clause H1000C (2008-05-12), Single Payment

7.7.4 SACC Manual clauses

A9117C (2007-11-30), T1204- Direct Request by Customer Department
C0705C (2010-01-11), Discretionary Audit

7.7.5 Electronic Payment of Invoices – Contract

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);

7.7.6 Time Verification

SACC Manual Clause C0711C (2008-05-12) Time Verification

7.8 Invoicing Instructions

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 time sheets to support the time claimed;
- b. a copy of the release document and any other documents as specified in the Contract;
- c. a copy of the invoices, receipts, vouchers for all direct expenses, and all travel and living expenses;
- d. a copy of the monthly progress report.

2. Invoices must be distributed as follows:

- a. The original and one (1) copy must be forwarded to:

Accounts Payable Section
Real Property Operations Section - Halifax
Maritime Forces Atlantic PO Box 99000
Station Forces, Willow Park Bldg 7
Halifax, NS B3K 5X5

- b. One (1) copy must be forwarded to the Contracting Authority identified under the section entitled "Authorities" of the Contract.

7.9 Certifications and Additional Information

7.9.1 Compliance

Unless specified otherwise, the continuous compliance with the certifications provided by the Contractor in its bid or precedent to contract award, and the ongoing cooperation in providing additional information are conditions of the Contract and failure to comply will constitute the Contractor in default. Certifications are subject to verification by Canada during the entire period of the Contract.

7.9.2 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 Applicable Laws

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

7.11 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.

- 1) the Articles of Agreement;
- 2) the general conditions, [2035 \(2018-06-21\)](#), General Conditions - Higher Complexity - Services;
- 3) Annex A, Statement of Work;
- 4) Annex B, Basis of Payment;
- 5) Annex C, Security Requirements Check List;
- 6) Annex D, Insurance Requirements;
- 7) Annex E, Electronic Payment Instructions
- 8) Annex F, Integrity Provisions
- 9) Annex G, DND – 626 Task Authorization
- 10) Annex H, Periodic Usage Reports – Contracts with Task Authorization
- 11) the Contractor's bid dated _____.

7.12 SACC Manual Clauses

SACC Manual Clause A9062C (2011-05-16) Canadian Forces Site Regulations
SACC Manual Clause A9039C (2008-05-12) Salvage

7.13 Electrical Equipment

All electrical equipment supplied under the Contract must be certified or approved for use in accordance with the Canadian Electrical Code, Part 1, before delivery, by a certification organization accredited by the Standards Council of Canada.

7.14 Insurance – Specific Requirements

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

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

The Contractor must forward to the Contracting Authority within ten (10) days after the date of award of the Contract, a Certificate of Insurance evidencing the insurance coverage and confirming that the insurance policy complying with the requirements is in force. For Canadian-based Contractors, coverage must be placed with an Insurer licensed to carry out business in Canada, however, for Foreign-based Contractors, coverage must be placed with an Insurer with an A.M. Best Rating no less than "A-". The Contractor must, if requested by the Contracting Authority, forward to Canada a certified true copy of all applicable insurance policies.

Solicitation No. - N° de l'invitation
W684H-200005/A
Client Ref. No. - N° de réf. du client
W684H-20-0005

Amd. No. - N° de la modif.
File No. - N° du dossier
HAL-0-85004

Buyer ID - Id de l'acheteur
HAL406
CCC No./N° CCC - FMS No./N° VME

ANNEX "A"

STATEMENT OF WORK

Department of National Defence



Specification

Service Contract

Hydraulic Hoists Maintenance

CFB Halifax, NS

Job No.W684H-200005

2020-03-09

<u>Section</u>	<u>Title</u>	<u>Pages</u>
<u>Division 01 - General Requirements</u>		
01 11 00	General Instructions	9
01 35 30	Health and Safety Requirements	9
01 35 35	DND Fire Safety Requirements	5
01 35 36	Security, Safety and Fire Regulations CFAD Bedford	7
01 61 00	Common Product Requirements	3
01 74 11	Cleaning	2
<u>Division 14 - Conveying Equipment</u>		
14 43 21	Hydraulic Hoists Maintenance	5
14 43 21.01	Annex A - Hydraulic Hoists Locations and Types	2

PART 1 - GENERAL

- 1.1 RELATED SECTIONS .1 Section 01 61 00 - Common Product Requirements.
- .2 Section 14 43 21 - Hydraulic Hoists Maintenance.
- 1.2 DESCRIPTION OF WORK .1 Work under this requirement comprises the furnishing of all labour, material, tools, equipment, transportation, and supervision required to perform inspections, maintenance and repairs, and testing of all vehicle hydraulic hoists, scissor lifts and dock levelers at various locations of CFB Halifax, as specified herein.
- 1.3 DEPARTMENTAL REPRESENTATIVE .1 All reference to the Departmental Representative in this specification, who is the Contract Inspector which is representing the Real Property Operations Section - Halifax (RPOS(H)).
- 1.4 WORK INCLUDED .1 Work under this Service Contract comprises but will not be limited to the following:
- .1 Perform quarterly maintenance inspections of vehicle hydraulic hoists, scissors lifts and dock levelers listed in Annex A - Hydraulic Hoists Locations and Types and as detailed in Section 14 43 21 - Hydraulic Hoists Maintenance.
 - .2 Perform the annual load tests.
 - .3 Perform the annual undercoating of all dock levelers.
 - .4 Supply the equipment manufacturer's recommended lubricants and systematic lubrication.
 - .5 Prepare and provide Departmental Representative with maintenance inspection reports.
- .2 The Contractor will be notified of additional work as requested by the Departmental Representative with the issue of a DND 626 "Task Authorization" form for the following:
-

1.4 WORK INCLUDED
(Cont'd)

- .2 (Cont'd)
- .1 Provide repair service on an "as required basis" to vehicle hydraulic hoists, scissor lifts and dock levelers and their associated equipment.
 - .2 Replacement and installation of vehicle hydraulic hoists, scissor lifts and dock levelers as requested by the Departmental Representative.
 - .3 Provide an emergency repair service available on a 24 hour, seven (7) day per week basis.
 - .4 Provide a written report on all service calls that require the Contractor to respond by visiting the site. Report must contain problem and solution statements with a list of parts to be replaced with estimated costs.
 - .5 Conduct clean up.

1.5 LOCATIONS OF JOB
SITES

- .1 Areas covered under this specification include but not limited to the following locations:
- .1 Halifax Regional Municipality (HRM) area:
 - .1 Stadacona - Halifax, NS;
 - .2 Willow Park - Halifax, NS;
 - .3 HMC Dockyard - Halifax, NS;
 - .4 12 Wing Shearwater - Eastern Passage, NS; and
 - .5 CFAD Bedford - Bedford, NS.
 - .2 Outlying areas:
 - .1 Truro Armoury - Truro, NS;
 - .2 Pictou Armoury - Pictou, NS;
 - .3 Amherst Armoury - Amherst, NS;
-

1.5 LOCATIONS OF JOB
SITES
(Cont'd)

- .1 (Cont'd)
- .2 (Cont'd)
- .4 Springhill Armoury - Springhill, NS.
- .3 Cape Breton area:
 - .1 Victoria Park - Sydney, NS.

1.6 SITE ACCESS

- .1 Access to the site is under the direction of the Department of National Defence. All visitors entering areas issuing a daily pass will be aware of the requirement for search as a condition of issue.
- .2 While within the confines of CFB Halifax all employees and representatives of the Contractor must comply with all of the Standing Orders as promulgated by Base/Unit Authorities.

1.7 PRE-JOB MEETING

- .1 Immediately upon receipt of award of Contract, the successful Contractor will contact the Departmental Representative to arrange a pre-job meeting prior to commencement of any work.
- .2 The Departmental Representative will provide the Contractor with a list of his/her authorized representatives at the pre-job meeting.

1.8 WORKMANSHIP

- .1 Workmanship must be the best quality executed by workers experienced and skilled in the respective duties for which they are employed.
 - .2 Do not employ any unfit person or anyone unskilled in their required duties. The Departmental Representative reserves the right to require the dismissal from the site, workers deemed incompetent, careless or insubordinate.
 - .3 Decisions as to the quality or fitness of workmanship in cases of dispute rest solely with the Departmental Representative whose decision is final.
 - .4 The Contractor will employ a competent and experienced supervisor with the authority to speak on his behalf on day-to-day routine matters.
-

-
- | | | |
|--|----|--|
| <u>1.8 WORKMANSHIP
(Cont'd)</u> | .5 | Whenever the Contractor uses sub-contractors, they too must perform to and comply with all requirements. |
| | | |
| <u>1.9 NORMAL WORKING
HOURS</u> | .1 | Normal working hours will be 0730 to 1600 hours, Monday to Friday. Any work carried out other than normal working hours must be authorized by the Departmental Representative. |
| | | |
| <u>1.10 CONTRACTOR'S USE
OF SITE</u> | .1 | Contractor will be briefed on use of site by the Departmental Representative. |
| | .2 | Do not unreasonably encumber site with materials or equipment. |
| | .3 | Move stored products or equipment which interferes with operations of Departmental Representative or other Contractors. |
| | .4 | The Departmental Representative will brief the Contractor on access to restricted areas. |
| | | |
| <u>1.11 PARKING</u> | .1 | In limited areas, a parking space will be made available on site for Contractor vehicles to drop off equipment and supplies. Maintain and administer this space as directed. |
| | .2 | The Contractor may have to pay for parking at the following locations: |
| | .1 | Stadacona - Halifax, NS; |
| | .2 | Willow Park - Halifax, NS; and |
| | .3 | HMC Dockyard - Halifax, NS. |
| | | |
| <u>1.12 CODES AND
STANDARDS</u> | .1 | Perform work in accordance with the latest edition of the National Building Code of Canada (NBC), Canadian Electrical Code Part I, Canada Labour Code Part II, National Fire Code of Canada, NS Fall Protection and Scaffold Regulations, DND/CF Asbestos management directives, and any other applicable federal, provincial and municipal regulations and by-laws. In any case of conflict or discrepancy, the more stringent requirements will apply. |
-

- 1.12 CODES AND STANDARDS
(Cont'd)
- .2 Meet or exceed requirements of Contract documents, specified standards, codes and referenced documents.
- 1.13 PROTECTION OF EXISTING FACILITIES
- .1 The Contractor must take all necessary precautions to ensure against damage to existing facilities. Any damage to such facilities as a result of the Contractor's operations must be repaired or replaced by the Contractor at his/her own expense, as soon as is reasonably possible.
- .2 Special coverings and protection must be provided to protect plants, walls, projections and adjacent work where materials are being removed, installed or hoisted.
- .3 The Contractor must protect all occupant owned furnishings and equipment, and the building from damage during execution of this requirement.
- .4 Where the Departmental Representative considers it necessary, provide and erect warning signs and barriers.
- 1.14 ALTERATIONS, ADDITIONS OR REPAIRS TO EXISTING BUILDING
- .1 Execute work with least possible interference or disturbance to building operations, occupants, public and normal use of premises. Arrange with Departmental Representative to facilitate execution of work.
- .2 Where security has been reduced by work of Contract, provide temporary means to maintain security.
- .3 Provide temporary dust screens, barriers, warning signs in locations where renovation and alteration work is adjacent to areas used by public or government staff.
- 1.15 EXISTING SERVICES
- .1 Notify Departmental Representative and utility companies of intended interruption of services and obtain required permission.
-

1.15 EXISTING SERVICES
(Cont'd)

- .2 Where Work involves breaking into or connecting to existing services, give 48 hours notice for necessary interruption of mechanical or electrical service throughout course of work. Minimize duration of interruptions. Carry out work at times as directed by governing authorities with minimum disturbance to tenant operations.
- .3 Establish location and extent of service lines in area of work before starting Work. Notify Departmental Representative of findings.
- .4 Submit schedule to and obtain approval from Departmental Representative for any shut-down or closure of active service or facility. Adhere to approved schedule and provide notice to affected parties.
- .5 Provide temporary services when directed by Departmental Representative to maintain critical building and tenant systems.
- .6 Where unknown services are encountered, immediately advise Departmental Representative and confirm findings in writing.

1.16 CUTTING, FITTING
AND PATCHING

- .1 Execute cutting, fitting and patching required to make work fit properly.
- .2 Where new work connects with existing and where existing work is altered, or cut, patch and make good to match.
- .3 Obtain Departmental Representative's approval before cutting, boring or sleeving load-bearing members.
- .4 Make cuts with clean, true, smooth edges. Make patches inconspicuous in final assembly.

1.17 POWER AND WATER
SUPPLY

- .1 DND may provide, free of charge, temporary electric power and water for construction purposes.
 - .2 Departmental Representative will determine delivery points and quantitative limits. Departmental Representative's written permission is required before any connection is made. Connect to existing power supply in accordance with Canadian Electrical Code.
-

1.19 EMERGENCY AND
SERVICE CALL-UPS

- .1 The Contractor must maintain and provide the Departmental Representative with contact numbers to be able to provide response to request for service from the Departmental Representative or representative on a 24 hours, 7 days per week basis. If the request for the service from the after hours Departmental Representative, the Contractor must, immediately upon completion of the service, report back to the Departmental Representative describing the action taken to correct the problem. The following Work priorities and response time will apply:
- .1 Emergency:
- .1 A priority of "Emergency" is defined as a deficiency or breakdown that requires immediate attention to reduce the potential for danger to occupants, the general public, the environment, or the facility. Maintenance and repairs identified with this priority must be responded to immediately and must be reported without delay to designated manager.
- .1 Standard response times:
- .1 Urban/rural: ASAP - 2 hours.
- .2 Routine:
- .1 A priority of "Routine" is defined as essential maintenance and repairs which should be rectified at the earliest possible opportunity. It is considered as deficiencies or breakdowns that do not impair current operations or pose any danger to the occupants, the general public, the environment, or the facility.
- .1 Standard response times:
- .1 Urban/rural: 4 hours.
- .2 The Contractor will be advised of the personnel authorized to request emergency service. Services undertaken at the request of unauthorized persons will be done at the Contractor's risk, with regards to payment.
-

1.19 EMERGENCY AND SERVICE CALL-UPS (Cont'd) .3 Report service calls executed outside normal working hours to the Departmental Representative, immediately on the next working day.

1.20 INSPECTION .1 All work and materials covered by this specification will be subject to inspection at any time by the Departmental Representative or his/her representative.

1.21 REPORTING IRREGULARITIES .1 The Contractor must notify immediately the Departmental Representative of irregularities in the work area, such as accidents, spills, structural defects, mechanical and/or electrical problems and/or any beyond the scope of work.

PART 2 - PRODUCTS

2.1 NOT USED .1 Not used.

PART 3 - EXECUTION

3.1 NOT USED .1 Not used.

PART 1 - GENERAL

1.1 WORK SAFETY
MEASURES

- .1 Observe and enforce construction safety measures by complying with the requirements of the following statutes and authorities:
 - .1 Canada Labour Code Part II and the Canada Occupational Health and Safety Regulations;
 - .2 Nova Scotia Occupational Health and Safety Act and supporting Occupational General Safety Regulations as amended from time to time;
 - .3 most recent amendments to the National Building Code of Canada, Part 8 and National Fire Code of Canada;
 - .4 Health Canada/Workplace Hazardous Materials Information System (WHMIS).
- .2 Refer to Section 01 35 35 DND Fire Safety Requirements.
- .3 Departmental Representative will provide a copy of any relevant special written instructions to be followed.
- .4 Before Work Begins
 - .1 Bidder/Tender to provide documentation if requested by the Crown, indicating all safety training attained for each person who will be involved with the requirements.
- .5 The following disciplinary measures will be taken for any violations of safety under this requirement:
 - .1 First Violation:
 - .1 Verbal warning issued to the Contractor for the first violation of a safety regulation (Violation will be documented on Contract file, copy to Contractor and PSPC.).
 - .2 Second Violation:

-
- 1.1 WORK SAFETY MEASURES
(Cont'd)
- .5 (Cont'd)
- .2 (Cont'd)
- .1 Written warning to Contractor for second violation of a safety regulation (Violation will be documented on Contract file, copy to Contractor and PSPC.).
- .3 Third Violation:
- .1 A third violation of a safety regulation may result in the termination of the Contract.
- .4 Serious Violation:
- .1 For a serious violation of a safety regulation as deemed by a regulator, project manager or safety officer a recommendation will be made to the Contracting Authority to immediately terminate the Contract/Standing Offer (Violation documented on Contract file, copy to Contractor and PSPC.).
- 1.2 HAZARD ASSESSMENTS
- .1 Contractor must implement and carry out a health and safety hazard assessment program as part of the Work. Program to include:
- .1 Initial Hazard Assessment:
- .1 Carried out upon notification of Contract award and/or prior to commencement of Work.
- .2 On-going Hazard Assessments:
- .1 Performed during the progress of Work identifying new or potential health risks and safety hazards not previously known. As a minimum, hazards assessments must be carried out when:
- .1 new sub-trade work, new sub-contractor(s) or new workers arrive at the site to commence another portion of the Work;
- .2 the scope of Work has been changed;
-

1.2 HAZARD ASSESSMENTS
(Cont'd)

- .1 (Cont'd)
 - .2 (Cont'd)
 - .3 Work conducted in confined spaces; and/or
 - .4 potential hazard or weakness in current health and safety practices are identified by the Departmental Representative.
- .2 Hazard assessments will be project and site specific, based on review of documents and site.
 - .3 Each hazard assessment to be made in writing. Keep copies of all assessments on site for duration of Work. Upon request, make available to Departmental Representative.
 - .4 The Contractor must notify the Departmental Representative of suspected hazardous material during work and not apparent from drawings, specifications, or report pertaining to work (e.g. lead, asbestos etc.). Do not disturb such material pending instructions from the Departmental Representative. The Departmental Representative will make the necessary arrangements for testing the material as required.

1.3 ASBESTOS PRODUCT &
ASBESTOS ACTIVITY

- .1 Within the confines of the Base/Unit, the provision of new products containing fibrous asbestos materials is prohibited.
- .2 Demolition or disturbance of spray or trowel-applied asbestos can be hazardous to health. Should material resembling spray or trowel-applied asbestos be encountered in course of work, stop work and notify Departmental Representative immediately. Do not proceed until written instructions have been received from Departmental Representative.

1.4 HAZARDOUS MATERIAL
SPILL

- .1 The Contractor or sub-contractors must report to the DND Fire Department and the Departmental Representative for any incident or spill involving hazardous materials (HAZMAT).
- .2 In the event of a hazardous material spill, the following procedures for initial actions must be followed:
 - .1 ensure safety of all personnel;

1.4 HAZARDOUS MATERIAL SPILL
(Cont'd)

- .2 (Cont'd)
- .2 assess spill hazards and risks;
- .3 ventilate area if release is indoors and remove all sources of ignition;
- .4 stop the spill if safely possible (e.g. shut off pump, replace cap, tip drum upward, patch leaking hole etc.).
- .5 no matter the volume is, contact the DND Fire Department and provide the following information:
- .1 time of the spill;
- .2 location;
- .3 special considerations:
- .1 personal safety; and
- .2 environmental.
- .4 type and amount of spill;
- .5 person reporting the spill:
- .1 name;
- .2 company; and
- .3 telephone number.
- .6 contain the spill;
- .7 isolate the area as required;
- .8 provide Material Safety Data Sheets (MSDS) to DND Fire Department and Departmental Representative;
- .9 contact the Departmental Representative; and
- .10 clean up minor spills using appropriate protective equipment and supplies.

1.5 FASTENING DEVICES
EXPLOSIVE ACTUATED

- .1 Explosive actuated devices must not be used without the approval of the Departmental Representative.
- .2 Operator must have the appropriate training before using the explosive actuated device.
- .3 Follow the manufacturer's safety guidelines and ensure the applicable personal protective equipment is used.

1.6 HOT WORK

- .1 All hot work activity is to take place with Departmental Representative's approval and written permission from the DND Fire Department (hot work permit). Hot work permits and fire watch requirements will be provided by the DND Fire Department.
- .2 The ventilation system in the area of any hot work is to be isolated to prevent migration of fumes/smoke and to reduce any possible spread of fire to other areas of the facility.
- .3 Contractor is to employ an employee trained in the use of fire extinguishers as fire watch during any hot work for a minimum of 30 minutes after activity has ceased.

1.7 CONFINED SPACES

- .1 All work in confined spaces will be carried out in compliance with the Canada Occupational Safety and Health Regulations, Part XI.
 - .2 The Contractor to provide and maintain all equipment as required by any person to enter and/or perform work in a safe manner, in compliance with the Canada Occupational Safety and Health Regulations, Part XI.
 - .3 The Contractor to provide and maintain training, as required by the Canada Occupational Safety and Health Regulations, Part XI.
 - .1 The personnel entering and working in confined spaces must have at all times valid certifications when working in confined spaces. The employees must provide proof of training and qualifications when requested by Departmental Representative or the Unit Safety Officer.
-

1.7 CONFINED SPACES
(Cont'd)

- .4 The Contractor to provide the Departmental Representative with a copy of an "entry permit" for each and every entry into the confined space to ensure compliance with the Canada Occupational Safety and Health Regulations, Part XI.
- .5 The Contractor to have a hazard assessment of the confined space performed.
 - .1 The Contractor to provide the Departmental Representative with a copy of the hazard assessment.
- .6 The Contractor must have a written rescue plan posted on site.
- .7 Contractor must inform DND Fire Department and Central Heating plant before entering any service tunnel.

1.8 FALL PROTECTION

- .1 All work carried out above the mandatory height restrictions, from unguarded structure and/or scaffolding, will be done in compliance with the Canada Occupational Safety and Health Regulations, Part XII, Section 12.10.
- .2 The components of a fall protection system must meet the standards as outlined in the Canada Occupational Safety and Health Regulations, Part XII, Section 12.10 (2).
- .3 The Contractor is to ensure fall protection equipment is maintained, inspected and tested by a qualified technician as required by the Canada Occupational Safety and Health Regulations, Part XII, Section 12.3.

1.9 ARC FLASH

- .1 The Contractor is to ensure all electrical equipment such as switchboards, panel boards, motor control centres and meter socket enclosures be marked to warn persons of potential electric shock and arc flash hazards. This labeling is required for all new and modified installations.
 - .2 The warning label must also include information regarding "arc flash hazard category (0 to 4)" and the "Flash Protection Boundary" as defined in NFPA 70E. All projects specifications must include short circuit study and flash hazard analysis.
-

- 1.9 ARC FLASH (Cont'd) .3 In accordance with the CSA Standards Z462 Workplace Electrical Safety, electrical Contractors are required to perform a shock and flash hazard analysis to select the appropriate PPE to wear. Electrical contractors are required arc-rated personal protective equipment while troubleshooting and diagnostic testing that cannot be performed unless the electrical conductor or circuit part is energized. All Contractor work practices must protect each employee from arc flash and from contact with live parts directly with any part of the body or indirectly through some other conductive object.
- 1.10 SAFETY .1 It is the Contractor's responsibility to be familiar with all applicable safety acts, regulations, codes and requirements. These must be identified and addressed in the safety plan, by identifying Standard Operating Procedures (SOP) and safe work practices (SWP) which incorporate clear and specific control measures, applicable rules, procedures and practices, all of which will become mandatory.
- .2 The Contractor must ensure all workers and authorized persons entering the work site are notified of and abide by the posted safety plan, safety rules, procedures, safe work practices and applicable safety acts, regulations, and codes. Any person not complying with these will not be permitted on the site.
- .3 Contractor must ensure that all applicable personal protective equipment (PPE) is used.
- .1 All personnel are required to wear hard hats, in accordance with CSA Z94.1, Industrial Protective Headwear.
- .2 All personnel are required to wear safety footwear, in accordance with CSA Z195, Protective Footwear.
- .3 All personnel are required to wear eye and face protection, in accordance with CSA Z94.3.1, Selection, Use, and Care of Protective Eyewear.
- .4 When and where noise level is above 85 decibels; all personnel are required to wear hearing protection, in accordance with CSA Z94.2, Hearing Protection Devices - Performance, Selection, Care and Use.
-

1.10 SAFETY <u>(Cont'd)</u>	.3	(Cont'd)
	.5	Where toxic or noxious gas fumes, or oxygen deficiency or excessive dust may occur, so as to create a hazard to life, safety or health; all personnel are required to wear respiratory protection, in accordance with CAN/CSA Z94.4, Selection, Use, and Care of Respirators.
	.4	The Departmental Representative will coordinate arrangements for the Contractor to be briefed on site safety within 14 days of award of Service Contract.
1.11 SECURITY INCIDENT <u>RESPONSE</u>	.1	Security incident can be defined as any fact or event which could affect your personal or organizational security.
	.2	When performing Work on the premises of CFB Halifax, security incidents or threats could occur at any time such as bomb threats, active intruder, lockdowns etc.
	.3	When a security incident occurs, the Contractor shall: .1 stop the work safely; .2 account for all your personnel in a secure area; .3 report to the building main office or facility manager for further directives; and .4 call the Departmental Representative.
	.4	The above actions must be taken also during Base/Unit security training exercises.
1.12 SITE SIGNS AND <u>NOTICES</u>	.1	Safety and instruction signs and notices: .1 Signs and notices for safety and instruction must be in both official languages. Graphic symbols must conform to latest version of "Signs and Symbols for the Workplace".
<u>PART 2 - PRODUCTS</u>		
<u>2.1 NOT USED</u>	.1	Not used.

PART 3 - EXECUTION

3.1 NOT USED .1 Not used.

PART 1 - GENERAL

- 1.1 EMERGENCY REPORTING .1 Telephone numbers for emergency reporting will be provided by the Departmental Representative at the fire safety briefing.
- 1.2 FIRE SAFETY ENFORCEMENT .1 Within the confines the Base/Unit, the prescription and enforcement of mandatory fire safety measures will be exercised under the authority of the DND Fire Department.
- .2 Comply with and enforce compliance by all Contractor personnel with all requirements of this specification section, and with the most recent edition of the National Building Code of Canada (NBC) and the National Fire Code of Canada (NFC), including all subsequent revisions issued by the National Research Council of Canada.
- 1.3 FIRE SAFETY BRIEFING .1 Prior to commencement of work under this requirement, the Departmental Representative will arrange a meeting of all parties concerned to review and clarify requirements for fire safety measures. This may involve a briefing by the DND Fire Department.
- 1.4 FIRE WATCH .1 For hot work activity, the Contractor will provide the service of fire-watch persons on a scale and schedule as prescribed by the DND Fire Department at the time of issuance of the hot work permit.
- 1.5 FIRE EXTINGUISHERS .1 The Contractor will supply fire extinguishers, as scaled by the DND Fire Department, necessary to protect work in progress and Contractor's physical plant on site.
- 1.6 SMOKING PRECAUTIONS .1 Smoking not permitted on DND property except in designated smoking areas. This includes smoking in passenger motor vehicles.
- .2 In accordance with these fire safety requirements particular to the work area and site, the Departmental Representative and the DND Fire Department will designate hazardous areas as well as non-restricted areas where smoking may be permitted.
-

- 1.6 SMOKING PRECAUTIONS
(Cont'd)
- .3 Smoking is prohibited in all buildings.
- .4 In all other areas, exercise care and comply with written or oral directives of the Departmental Representative for the use of smoking materials.
- 1.7 REPORTING FIRES
- .1 Report immediately all fire incidents as follows:
- .1 activate nearest fire alarm box; or
 - .2 dial 9-1-1 or designated number given at the time of briefing; and
 - .3 telephone the Departmental Representative.
- .2 Person activating fire alarm must remain at the alarm to direct the Fire Department to the scene of the fire.
- .3 When reporting fire by telephone, give location of fire, name and number of building and be prepared to direct the Fire Department to the scene of the fire.
- 1.8 INTERIOR AND EXTERIOR FIRE PROTECTION AND ALARM SYSTEMS
- .1 Notify DND Fire Department at least 48 hours prior to scheduling any work that may require fire alarm and/or protection systems to be:
- .1 obstructed in any way;
 - .2 shut-off; and/or
 - .3 left inactive at end of working day or shift without authorization from DND Fire Department.
- .2 Do not commence any such work until Departmental Representative confirms approval and direction by the DND Fire Department.
- .3 Fire hydrants, standpipes and hose systems will not be used for other than fire fighting purposes unless authorized by the Departmental Representative and the DND Fire Department.
-

1.9 BLOCKAGE OF ACCESS
FOR FIRE APPARATUS

- .1 Advise DND Fire Department of work that would impede fire apparatus response. This includes violation of minimum overhead clearance, as prescribed by the DND Fire Department, erecting of barricades and digging of trenches.

1.10 RUBBISH AND WASTE
MATERIALS

- .1 Keep rubbish and waste materials at minimum quantities.
- .2 Storage:
 - .1 Where it is necessary to store oily waste in work areas exercise extreme care to ensure maximum possible safety and cleanliness.
 - .2 Deposit greasy or oily rags and materials subject to spontaneous combustion in approved receptacles approved by the DND Fire Department and removed as directed by the Departmental Representative.
- .3 Burning of rubbish is prohibited.
- .4 Removal:
 - .1 Remove rubbish from work site at end of work day or shift or as directed by the Departmental Representative.

1.11 FLAMMABLE AND
COMBUSTIBLE LIQUIDS

- .1 Handling, storage and use of flammable and combustible liquids governed by current National Fire Code of Canada and guided by the requirements established by the DND Fire Department.
 - .2 Keep flammable and combustible liquids such as gasoline, kerosene and naphtha for ready use in quantities not exceeding 30 litres provided they are stored in approved safety cans bearing Underwriters' Laboratory of Canada or Factory Mutual seal of approval. Storage of quantities of flammable and combustible liquids exceeding 30 litres for work purposes requires permission of DND Fire Department.
 - .3 The Departmental Representative reserves the right to require removal from the site any storage containers not acceptable to the DND Fire Department.
-

1.11 FLAMMABLE AND
COMBUSTIBLE LIQUIDS
(Cont'd)

- .4 Transfer of flammable and combustible liquids is prohibited within buildings or jetties.
- .5 Transfer of flammable and combustible liquids will not be carried out in vicinity of open flames or any type of heat producing devices.
- .6 Do not use flammable liquids having flash point below 38 degrees C such as naphtha or gasoline as solvents or cleaning agents.
- .7 Store flammable and combustible waste liquids, for disposal, in approved containers located in safe ventilated area. Keep quantities minimum and DND Fire Department is to be notified when disposal is required.

1.12 HAZARDOUS
SUBSTANCES

- .1 Work entailing use of toxic or hazardous materials, chemicals and/or explosives, or otherwise creating hazard to life, safety or health, in accordance with National Fire Code of Canada, and measures prescribed by the DND Fire Department.
- .2 Obtain from DND Fire Department a "hot work" permit for work involving welding, burning or use of blowtorches and salamanders, in buildings or facilities.
- .3 When Work is carried out in dangerous or hazardous areas involving use of heat, provide fire watchers equipped with sufficient fire extinguishers. Determination of dangerous or hazardous areas along with level of protection necessary for fire watch is at discretion of DND Fire Department. Contractors are responsible for providing fire watch service for work on scale established and in conjunction with DND Fire Department at pre-work meeting.
- .4 Provide ventilation where flammable liquids, such as lacquers or urethanes are used, eliminate sources of ignition. Inform DND Fire Department prior to and at cessation of such work.

1.13 FIRE INSPECTION

- .1 Co-ordinate site inspections by DND Fire Department through the Departmental Representative.
- .2 Allow DND Fire Department unrestricted access to work site.

- | | | |
|--|----|---|
| <u>1.13 FIRE INSPECTION</u>
<u>(Cont'd)</u> | .3 | Co-operate with DND Fire Department during routine fire safety inspection of work site. |
| | .4 | Immediately remedy unsafe fire situations observed by DND Fire Department. |

PART 2 - PRODUCTS

- | | | |
|---------------------|----|-----------|
| <u>2.1 NOT USED</u> | .1 | Not used. |
|---------------------|----|-----------|

PART 3 - EXECUTION

- | | | |
|---------------------|----|-----------|
| <u>3.1 NOT USED</u> | .1 | Not used. |
|---------------------|----|-----------|

PART 1 - GENERAL

1.1 GENERAL

- .1 The Contractor must ensure that all their personnel are familiar with these regulations and requirements.
- .2 The following is a summary the security, safety and fire regulations Canadian Forces Ammunition Depot (CFAD) Bedford, as promulgated by the Base Commander of CFB Halifax and administered by the Superintendent CFAD Bedford, NS.
- .3 Contractor's personnel will be subject to all of the regulations while working within confines of CFAD Bedford.

1.2 PRE JOB SECURITY AND SAFETY MEETING

- .1 Prior to commencement of Work, the Contractor must meet with the site security, safety and fire regulations officers. In accordance with direction of Departmental Representative and these site officers, ensure that all employees of the Contractor are given thorough instructions on security, safety and fire precautions peculiar to an ammunition depot and that the regulations are fully complied with, at all times, by all Contractor personnel.

1.3 SECURITY PASSES

- .1 Contractors must report to the NCO I/C Commissionaires at building 153; submit names of all their personnel and description of all their vehicles to arrange the issue of the required temporary passes prior to proceeding to work within the confines of the Depot.

1.4 CONDITIONS FOR ACCESS

- .1 All visitors will be issued a visitor's pass and will be required to sign acknowledgement that they are aware of and consent to the following conditions for access.
 - .2 Contractor will be escorted by a commissionnaire or CFAD employee in order to access the site.
 - .3 All persons to whom this pass is issued agrees to return the pass to the security guard at the gate when the Contract or employment at CFAD Bedford expires.
-

- 1.4 CONDITIONS FOR ACCESS (Cont'd) .4 All vehicles entering and leaving CFAD Bedford may be searched to ensure that no prohibited articles are taken into nor contraband articles are taken out of the ammunition depot.
- 1.5 FIRE SERVICE CFAD BEDFORD .1 Fire service at CFAD Bedford is provided by the DND Fire Service from 0730 until 1600 hours, Monday to Friday. All Contract work will be ended by 1530 hours daily. Fire response at all other times is provided by HRM. Before any work is carried out during silent hours, the Dockyard Platoon Chief must be contacted at 427-0550, local 3500.
- 1.6 SEARCHES .1 The Canadian Corps of Commissionaires may conduct a personal search of individuals at any time within the Ammunition Depot. Vehicles entering or leaving the Depot may be searched to ensure that contraband articles are not taken into the explosives area and that property is not taken out without authorization.
- 1.7 ALARMS .1 Depot Alarms:
- .1 A siren is sounded only in the event of an emergency such as a fire, explosion, thunderstorm or evacuation. A siren is also sounded to signify "All Clear".
- .2 Fire Emergency:
- .1 A series of "Hi-Lo" sounds on the Depot alarm system signifies an emergency in the explosive area. Contractors must cease operations and proceed in their own vehicles to the nearest exit gate out of the explosive area. If no vehicle available proceed to the nearest "Fire Assembly Point" at buildings 169 or 143.
- .3 Thunder and Lightning:
- .1 A series of "Beeps" on the Depot alarm system signifies a thunder/lightning storm warning. Contractors must cease operations and proceed in their own vehicles to the nearest exit gate out of the explosive area. If no vehicle available proceed to the nearest "Fire Assembly Point" at buildings 169 or 143.
-

1.7 ALARMS
(Cont'd)

- .4 Evacuation:
- .1 A series of "Slow Whoops" on the Depot alarm system signifies that evacuation in the explosive area has been ordered by the Superintendent. The evacuation could be extended to include the non-explosive area as well as so ordered by the Superintendent.
- .5 All Clear:
- .1 A continuous blast on the Depot alarm system signifies that the emergency situation is "All Clear".

1.8 REPORTING OF FIRES

- .1 All fires, regardless of whether they have been extinguished or not, must be reported immediately to the Base Fire Department.
- .2 All Contractors and employees must familiarize themselves with the locations of the nearest fire alarm box or telephone.
- .3 Fires may be reported by ringing the nearest street alarm box or by telephoning 9-1-1. Persons reporting the fire must remain at the alarm box or telephone until the Fire Department arrives and be prepared to direct fire fighters to the scene of the fire.

1.9 PROHIBITED ARTICLES

- .1 The following articles are prohibited and/or controlled from being taken inside the explosive area. Permission by the Superintendent may be granted for certain articles:
- .1 matches or other flame producing equipment (including vehicle lighters);
- .2 pipes, smoking appliances, tobacco products, or smoking materials in any form;
- .3 explosives or chemicals;
- .4 lights, lamps or electrical devices/tools which are not explosion proof;
- .5 cameras;
-

1.9 PROHIBITED ARTICLES
(Cont'd)

- .1 (Cont'd)
 - .6 food and drink; and
 - .7 radio transmitting devices (i.e. mobile radios, cellular phone phones, remote car starters, and garage door openers, etc).
- .2 No persons will introduce, possess or consume alcoholic beverages, narcotics or any intoxicant within the confines of the Ammunition Depot.
- .3 The site security officers will seize and hold at the gate, any such materials found by search.

1.10 SAFETY AND FIRE
REGULATIONS

- .1 Smoking:
 - .1 Is strictly prohibited in explosive areas.
 - .2 Buildings:
 - .1 Smoking is prohibited in all buildings.
 - .3 Safety Precautions Electrical/Electronic Equipment:
 - .1 All personnel operating or maintaining electrical/electronic equipment involving the use of voltage higher than 50 V must brief the site safety and fire safety officers concerning all safety rules in the operating and instructional manuals covering the equipment.
 - .4 Flammables, Explosives or Chemicals:
 - .1 As required, may be allowed into the explosive area provided that the Depot Safety Officer and the Depot Fire Department are made aware of this and that approval by the Superintendent is given. These items after approval may be transported by the Contractors provided the transportation route is known by the Depot Fire Department and adequate fire extinguishers are available.
 - .5 Open Flame or Welding:
-

1.10 SAFETY AND FIRE
REGULATIONS
(Cont'd)

- .5 (Cont'd)
- .1 Prior approval must be obtained before commencing any work involving cutting, welding or use of open flame appliances in or around buildings containing explosives. The Fire Safety Officer will check out the work area and ensure that adequate fire extinguishers and first aid appliances are available and that fire watchers have been posted.
- .6 Fuel Dispensing Containers:
- .1 Contractors must ensure that all of their fuel dispensing containers meet or exceed the following standards:
- .1 type II safety container, leakproof, Terne plate construction, UL listed and FM approved;
- .2 container must have spring-operated spout cap which opens to allow vapours to escape and self closes on release of internal pressures;
- .3 container must have flexible or rigid built-in metal dispensing nozzle to prevent static sparks;
- .4 standard of Acceptance: Protectoseal, model nos. 247, 249, 8410 and 8420;
- .5 other acceptable products: Safe-T-Way; and
- .6 any other model must be approved by the DND Fire Department.
- .7 Violation of any of the above regulations will result in immediate cancellation of the offender's security pass and expulsion from the site.

1.11 TRAFFIC REGULATIONS

- .1 Vehicles:
- .1 All operators must adhere strictly to the following rules while proceeding through the Ammunition Depot:
-

1.11 TRAFFIC REGULATIONS
(Cont'd)

- .1 (Cont'd)
- .1 (Cont'd)
- .1 drivers must not leave the motors of their vehicles running or leave the vehicles unattended when parked between buildings or traverses;
- .2 drivers must not drive vehicles in the direction opposite to that indicated by the "One-way" signs;
- .3 no one will operate a vehicle within the Depot area at a speed greater than 25 kilometres per hour at any time;
- .4 no one will operate a vehicle within the Depot area at a speed greater than 8 kilometres per hour at any time, while passing between blast walls and buildings;
- .5 no one will leave a vehicle unattended within 10 metres of a fire hydrant or within 30 metres of a building containing explosives; and
- .6 all vehicles must be equipped with a fire extinguisher of a suitable size and type so that it may be used to extinguish any fire originating in that vehicle.
- .2 Violation of any of the above regulations will result in immediate cancellation of the offender's vehicle pass and expulsion from the site.
- .2 Roadways:
- .1 In the event of a fire or emergency all roads and buildings within CFAD Bedford must be accessible at all times. Contractors required to disrupt roadways during the course of their work, must ensure that at least one lane of each roadway is passable, at all times. Vehicles not required to transport personnel to the nearest exit gate must be parked on the side of the road and away from the nearest building.
- .3 Fueling:
-

- 1.11 TRAFFIC REGULATIONS (Cont'd) .3 (Cont'd)
- .1 Fueling of vehicles within the explosive areas is prohibited. Small equipment (lawn mowers, chainsaws, etc.) may be re-fueled, but only at sites designated by the Safety Officer and Fire Safety Officer. Comply with all safety practices pertaining to re-fueling hot equipment. Provide adequate fire extinguishers of types prescribed by the Fire Safety Officer. Only approved safety dispensing containers, as specified at sub-paragraph 1.10.6, will be permitted within the confines of the Ammunition Depot.
 - .4 Violation of any of the above regulations will result in immediate cancellation of the vehicle pass and expulsion of the offender from the site.

PART 2 - PRODUCTS

- 2.1 NOT USED .1 Not used.

PART 3 - EXECUTION

- 3.1 NOT USED .1 Not used.

PART 1 - GENERAL

1.1 RELATED SECTIONS

- .1 Section 01 11 00 - General Instructions.
- .2 Section 14 43 21 - Hydraulic Hoists Maintenance.

1.2 QUALITY

- .1 Products, materials, equipment and articles incorporated in Work must be new, not damaged or defective, and of best quality for purpose intended. If requested, furnish evidence as to type, source and quality of products provided.
- .2 Defective products, whenever identified prior to completion of Work, will be rejected, regardless of previous inspections. Inspection does not relieve responsibility, but is precaution against oversight or error. Remove and replace defective products at own expense and be responsible for delays and expenses caused by rejection.
- .3 Should disputes arise as to quality or fitness of products, decision rests strictly with Departmental Representative based upon requirements of Contract Documents.
- .4 Unless otherwise indicated in specifications, maintain uniformity of manufacture for any particular or like item throughout building.

1.3 AVAILABILITY

- .1 Immediately upon signing Contract, review product delivery requirements and anticipate foreseeable supply delays for items. If delays in supply of products are foreseeable, notify Departmental Representative of such, in order that substitutions or other remedial action may be authorized in ample time to prevent delay in performance of Work.
 - .2 In event of failure to notify Departmental Representative at commencement of Work and should it subsequently appear that Work may be delayed for such reason, Departmental Representative reserves right to substitute more readily available products of similar character, at no increase in Contract Price or Contract Time.
-

1.4 STORAGE, HANDLING
AND PROTECTION

- .1 Handle and store products in manner to prevent damage, adulteration, deterioration and soiling and in accordance with manufacturer's instructions when applicable.
- .2 Store packaged or bundled products in original and undamaged condition with manufacturer's seal and labels intact. Do not remove from packaging or bundling until required in Work.
- .3 Store products subject to damage from weather in weatherproof enclosures.
- .4 Remove and replace damaged products at own expense and to satisfaction of Departmental Representative.
- .5 Touch-up damaged factory finished surfaces to Departmental Representative's satisfaction. Use touch-up materials to match original. Do not paint over name plates.

1.5 TRANSPORTATION

- .1 Pay costs of transportation of products required in performance of Work.
- .2 Transportation cost of products supplied by Owner will be paid for by Departmental Representative. Unload, handle and store such products.

1.6 MANUFACTURER'S
INSTRUCTIONS

- .1 Unless otherwise indicated in specifications, install or erect products in accordance with manufacturer's instructions. Do not rely on labels or enclosures provided with products. Obtain written instructions directly from manufacturers.
 - .2 Notify Departmental Representative in writing, of conflicts between specifications and manufacturer's instructions, so that Departmental Representative will establish course of action.
 - .3 Improper installation or erection of products, due to failure in complying with these requirements, authorizes Departmental Representative to require removal and re-installation at no increase in Contract Price or Contract Time.
-

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- 1.7 REMEDIAL WORK .1 Perform remedial work required to repair or replace parts or portions of Work identified as defective or unacceptable. Co-ordinate adjacent affected Work as required.
- .2 Perform remedial work by specialists familiar with materials affected. Perform in a manner to neither damage nor put at risk any portion of Work.
- 1.8 LOCATION OF FIXTURES .1 Consider location of fixtures, outlets, and mechanical and electrical items indicated as approximate.
- .2 Inform Departmental Representative of conflicting installation. Install as directed.
- 1.9 ACCEPTABILITY OF MATERIALS .1 After award of Work, requests for "acceptance" of materials in addition to those presently established as "acceptable" by Contract Documents need be provided to the Departmental Representative.
- .2 Request must be supported with sufficient product information to enable an assessment to be made for approval.
- 1.10 CONFORMANCE .1 When material or equipment is specified by standard or performance specifications, upon request of Departmental Representative, obtain from manufacturer an independent testing laboratory report, stating that material or equipment meets or exceeds specified requirements.
- PART 2 - PRODUCTS
- 2.1 NOT USED .1 Not used.
- PART 3 - EXECUTION
- 3.1 NOT USED .1 Not used.

PART 1 - GENERAL

1.1 PROJECT CLEANLINESS

- .1 Maintain Work in tidy condition, free from accumulation of waste products and debris, other than that caused by Owner or other Contractors.
- .2 Remove waste materials from site at daily regularly scheduled times or dispose of as directed by the Departmental Representative. Do not burn waste materials on site.
- .3 Make arrangements with and obtain permits from authorities having jurisdiction for disposal of waste and debris.
- .4 Solid waste materials that are generated within Halifax Regional Municipality (HRM) or the Cape Breton Regional Municipality (CBRM) and do not require specialized out of county disposal sites must be disposed of within the boundaries of the HRM or CBRM at a licensed or approved facility as per bylaw S-600 for HRM and S-300 for CBRM.
- .5 Store volatile waste in covered metal containers, and remove from premises at end of each working day.
- .6 Provide adequate ventilation during use of volatile or noxious substances. Use of building ventilation systems is not permitted for this purpose.
- .7 Use only cleaning materials recommended by manufacturer of surface to be cleaned, and as recommended by cleaning material manufacturer.
- .8 Schedule cleaning operations so that resulting dust, debris and other contaminants will not fall on wet, newly painted surfaces nor contaminate building systems.

1.2 FINAL CLEANING

- .1 When Work is Substantially Performed remove surplus products, tools, construction machinery and equipment not required for performance of remaining Work.
 - .2 Remove waste products and debris other than that caused by others, and leave Work clean and suitable for occupancy.
-

- 1.2 FINAL CLEANING
(Cont'd)
- .3 Inspect finishes, fitments and equipment and ensure specified workmanship and operation.
 - .4 Broom clean and wash exterior walks, steps and surfaces; rake clean other surfaces of grounds.
 - .5 Remove dirt and other disfiguration from exterior surfaces.
 - .6 Sweep and wash clean paved areas.

PART 2 - PRODUCTS

- 2.1 NOT USED .1 Not used.

PART 3 - EXECUTION

- 3.1 NOT USED .1 Not used.

PART 1 - GENERAL

- 1.1 RELATED SECTIONS
- .1 Section 01 11 00 - General Instructions.
 - .2 Section 01 61 00 - Common Product Requirements.
- 1.2 SYSTEM DESCRIPTION
- .1 Hydraulic lifting devices and associated equipment included in this specification include the following:
 - .1 vehicle hoists;
 - .2 scissor lifts; and
 - .3 dock levelers.
 - .2 Associated equipment include all the parts that ensure the efficient and safe operation of the hydraulic lifting devices. Associated equipment could include but not limited to the following:
 - .1 dock bumpers;
 - .2 air curtains and weather seals;
 - .3 safety devices;
 - .4 controls; and
 - .5 interconnected overhead doors.
 - .3 Location, type and model information of lifting device are specified in the Annex A - Hydraulic Hoists Locations and Types.
- 1.3 ALTERATIONS AND SUBSTITUTIONS
- .1 The Contractor must not make any changes in the design and installation of equipment and fixtures without prior written authority by the Departmental Representative.
-

1.4 MAINTENANCE
INSPECTIONS

- .1 The Contractor must provide quarterly preventive maintenance inspections of hydraulic vehicle hoists, scissor lifts and dock levelers. The inspections must be carried out and will include any work detailed therein which does not require the replacement or installation of major parts or materials. The maintenance report must be completed in three (3) copies. One (1) copy to be retained by Contractor and two (2) copies will be forwarded to the Departmental Representative.
- .2 On completion of the first inspection, the Contractor must present a report within seven (7) days to the Departmental Representative to include:
 - .1 A list of "orphan" equipment and, if possible, a statement on whether the cost of maintaining this equipment is likely to be excessive in view of its condition.
 - .2 Recommendations on major repairs and replacements necessary for continued efficient operation of the equipment will be presented to the Departmental Representative within two (2) days.
 - .3 The Contractor must notify the Departmental Representative seven (7) days prior the beginning of inspection in order to ascertain the time and date are acceptable to both parties.
- .3 Upon award of Contract, the Contractor must perform the first inspection within two (2) weeks of award. The quarterly inspections must be performed between 10 and 14 weeks from last inspection.
- .4 Quarterly inspections will consist of but not limited to the following as required:
 - .1 Checking and adjustments:
 - .1 all functions and their controls;
 - .2 emergency and safety devices;

1.4 MAINTENANCE
INSPECTIONS
(Cont'd)

- .4 (Cont'd)
 - .1 (Cont'd)
 - .3 lubrication of all moving parts, inspection of filter elements, hydraulic and oil parts as specified by manufacturer's instructions;
 - .4 hydraulic fluid levels and seals;
 - .5 structural components including welding, fasteners, pins, shafts and locking devices;
 - .6 dock bumpers, air curtains , weather seals and interconnects;
 - .7 placards, decals, warning and control markings;
 - .8 suspension ropes and chains for wear, particularly at points of maximum flexing and contact with sheaves and sprockets;
 - .9 steel wire rope;
 - .10 pneumatic vessels used for operation of a hoist; and
 - .11 additional items as specified in the manufacturer's instructions.
 - .5 Annual Load Test:
 - .1 One of the quarterly inspection, to be determined by the Departmental Representative, will include an annual load test in accordance to the applicable codes.
 - .6 Where replacement parts are necessary, this must only be done after written approval from the Departmental Representative. Only minor parts are considered a part of this Contract. Should it be necessary to replace a major component, an estimate of cost will be required and may be dealt with as a separate item of the Contract or completely outside of this Contract.
- .1 To help prevent rust corrosion, the Contractor must provide a sprayed undercoat to all dock levelers.

- 1.5 UNDERCOATING
(Cont'd)
- .1 (Cont'd)
- .1 Undercoating will be done once a year and must be applied prior to the winter months.

PART 2 - PRODUCTS

- 2.1 COMPONENTS
- .1 Use major components from standard product line of one manufacturer, or combine with products of another manufacturer provided such items are designed and produced under co-ordinated specifications to ensure safe and smooth operating system.
- .2 Major components means cylinder and plunger, motor, pumping unit, controller, operation and control systems.

- 2.2 ELECTRICAL WIRING,
CONDUIT AND FITTINGS
- .1 Use steel compression type fittings where electrical metallic tubing is used. Do not use fittings with set screws.
- .2 Do not use rigid PVC (unplasticized) conduit.

- 2.3 LUBRICATION
- .1 Provide means of lubricating bearings requiring periodic lubrication.
- .2 When used, provide grease fittings to fit same gun.
- .3 Use grease cups of automatic feed compression type.
- .4 Points of lubrication to be visible and accessible.

- 2.4 CONTROL SYSTEM
- .1 Control platform lift by heavy duty, continuous pressure push-button station located where indicated.
- .2 Push buttons to be clearly and permanently identified "UP" and "DOWN" or "RAISE" and "LOWER".
- .3 Provide accurately controlled stopping in both up and down directions and maintain platform in multiple positions at which it is stopped until direction button is pressed.
-

2.4 CONTROL SYSTEM .4 Provide approved limit switch to limit up travel of platform.
(Cont'd)

PART 3 - EXECUTION

3.1 FIELD QUALITY .1 Site Tests:
CONTROL

- .1 Perform and meet tests required by authorities having jurisdiction.
- .2 Supply instruments and carry out additional specified tests to approval of Departmental Representative.
- .3 Submit to Departmental Representative test and approval certificates issued by jurisdictional authorities.

3.2 CLEANING .1 Progress Cleaning:

- .1 Clean in accordance with Section 01 74 11 - Cleaning.
- .2 Leave Work area clean at end of each day.

.2 Final Cleaning:

- .1 Upon completion remove surplus materials, rubbish, tools and equipment in accordance with Section 01 74 11 - Cleaning.
- .3 Remove protective coverings from finished surfaces and components.
- .4 Clean surfaces and components ready for inspection.
- .5 Touch up and restore to new condition, damaged or defaced factory finished surfaces.

Location	Building	Type	Model	Serial #
Stadacona	S82	Scissor dock		
Stadacona	S90	Dock leveler		
Stadacona	S105	Dock leveler		
Stadacona	S105	Single man lift		
Willow Park	WL6	Electric Hydraulic Genie Lift		
Willow Park	WL57	Rotary 4 post lift with rolling jacks 14,000 lbs	AR14N011	KGC13G0003
Willow Park	WL57	Rotary 4 post lift with rolling jacks 14,000 lbs	AR14N011	KGC13G0004
Willow Park	WL57	Rotary 4 post lift with rolling jacks 14,000 lbs	AR14N011	KGC13G0001
Willow Park	WL57	Rotary 4 post lift with rolling jacks 14,000 lbs	AR14N011	KGC13G0002
Willow Park	WL57	Rotary 4 post lift with rolling jacks 60,000 lbs	HDL-60	KEJ13F0001
Willow Park	WL57	Rotary 4 post lift with rolling jacks 60,000 lbs	HDL-60	KEJ13F0002
Willow Park	WL57	Rotary 4 post lift with rolling jacks 60,000 lbs	HDL-60	KEJ13F0003
Willow Park	WL57	Rotary 4 post lift with rolling jacks 60,000 lbs	HDL-60	KEJ13F0004
Willow Park	WL59	Rotary 4 post lift with rolling jacks 60,000 lbs	HDL-00	KEJ17L001
Willow Park	WL59	Rotary Jacks 4 post lift 30,000 lbs	Rj42000	PMJ17L0001
Willow Park	WL59	Rotary Jacks 4 post lift 30,000 lbs	Rj42000	PMJ17L0001
HMC Dockyard	D8	MEC scissor lift	2548	7000275
HMC Dockyard	D8	Genie man lift 25'	AWP 25S AC	AWP02-2199
HMC Dockyard	D8	Genie man lift 20'	IWPC 20S AC	4001-4137
HMC Dockyard	D8	Genie man lift	AWP-36S	AWPO5-33755
HMC Dockyard	D8	Haulotte scissor lift 18'	CE 500048	500048
HMC Dockyard	D200 Door #13	Dock leveler		
HMC Dockyard	D201	Dock leveler		
HMC Dockyard	D206 Door #3	Dock leveler		
HMC Dockyard	D206 Door #4	Dock leveler		
HMC Dockyard	D206 Door #5	Dock leveler		
HMC Dockyard	D206 Door #6	Dock leveler		
HMC Dockyard	D206 Door #7	Dock leveler		
HMC Dockyard	D206 Door #8	Dock leveler		
HMC Dockyard	D206 Door #9	Dock leveler		
HMC Dockyard	D206 Door #10	Dock leveler		
HMC Dockyard	D206 Door #11	Dock leveler		
HMC Dockyard	D206 Door #12	Dock leveler		
HMC Dockyard	D206 Door #13	Dock leveler		
HMC Dockyard	D206 Door #14	Dock leveler		
HMC Dockyard	D207	Dock leveler		
HMC Dockyard	D207	Dock leveler		
HMC Dockyard	D247 Door #10	Dock leveler		
12 Wing Shearwater	HGR B	JLG boom lift		
12 Wing Shearwater	SHH	32' Sky Jack scissor lift		
12 Wing Shearwater	SH4	25' man lift		
12 Wing Shearwater	SH30 Bay #1	Blue Giant dock leveler		9241266
12 Wing Shearwater	SH30 Bay #2	Serco dock leveler		
12 Wing Shearwater	SH30	Level-Rite 30,000 lbs	HL812L6W	06CA110012B
12 Wing Shearwater	SH32	Rotary 2 post, 12,000 lbs	SPO12N411	AUJ02I0001
12 Wing Shearwater	SH32	Transpro lift(4 jack)	WL-TLS4-6-60M	530226-3
12 Wing Shearwater	SH32	Rotary above ground	SM300-200	JBL03B0007
12 Wing Shearwater	SH32	Rotary 2 post, 15,000 lbs	SPO15N210	AXE05B0006
12 Wing Shearwater	SH32	Mid rise scissor lift		02C-7002
12 Wing Shearwater	SH100	Blue Giant scissor lift		
CFAD Bedford	BM158	Rotary 4 post	SM271	SHA93M003

CFAD Bedford	BM239	Dock leveler SERCO		
CFAD Bedford	BM239	Dock leveler SERCO		
CFAD Bedford	BM262	Dock leveler Blue Giant		
Truro Armoury	TA5	Dock leveler		
Pictou Armoury	PT ARM4	18,000 lbs vehicle hoist	4T218SSR1	218C184401
Amherst Armoury	AA1	4 post Ford Smith c/w 2-6000# rolling bridge jacks		12008
Springhill Armoury	SA2	4 post Ford Smith c/w 2-6000# rolling bridge jacks		12007
Sydney Victoria Park	VP40	4 post	35N804-0186G1	F198
Sydney Victoria Park	VP40	4 post	FP-30	JY130-B
Sydney Victoria Park	VP40	New Grand International	TPO-15	JY132-B
Sydney Victoria Park	VP40	New Grand International	TPO-15	JY133-B
Sydney Victoria Park	VP40	Pentalift LDS scissor lift		
Sydney Victoria Park	VP40	Rotary Lift	SPOA10N700	CRZ1610305
Sydney Victoria Park	VP41	Pentalift LDS scissor lift		
Sydney Victoria Park	VP42	Pentalift LDS scissor lift		

ANNEX “B”

BASIS OF PAYMENT

1. **Regular working hours:** Monday to Friday 0730 – 1600.
2. **Outside Regular Hours:** Defined as outside regular working hours, Monday to Friday 1600 – 0730, to include all day Saturday, Sunday and Statutory holidays.

Pricing shall be submitted in accordance with the following:

PRICING

Year 1

Table 1A – Service Contract						
The following prices are to be a <u>Unit Price</u> for each of the specified units. The price includes an inspection for each lift or hoist. Inspections of hoists are to be done at the same location on the same day. Load tests to be done at the same location on the same day.						
Location	Bldg.	Type	Unit of issue	Price per unit (A)	Estimated Servicing (B)	Extended Price (C) = (A*B)
Stadacona	S82	Scissor dock	per inspection	\$ _____	4	\$ _____
			load test	\$ _____	1	\$ _____
			undercoating	\$ _____	1	\$ _____
Stadacona	S90	Dock leveler	per inspection	\$ _____	4	\$ _____
			load test	\$ _____	1	\$ _____
			undercoating	\$ _____	1	\$ _____
Stadacona	S105	Dock leveler	per inspection	\$ _____	4	\$ _____
			load test	\$ _____	1	\$ _____
			undercoating	\$ _____	1	\$ _____
Stadacona	S105	Single man lift	per inspection	\$ _____	4	\$ _____
			load test	\$ _____	1	\$ _____
Willow Park	WL6	Electric Hydraulic Genie Lift	per inspection	\$ _____	4	\$ _____
			load test	\$ _____	1	\$ _____
Willow Park	WL57	Rotary 4 post 14,000 lbs. KGC13G0001	per inspection	\$ _____	4	\$ _____
			load test	\$ _____	1	\$ _____
Willow Park	WL57	Rotary 4 post 14,000 lbs. KGC13G0002	per inspection	\$ _____	4	\$ _____
			load test	\$ _____	1	\$ _____
Willow Park	WL57	Rotary 4 post 14,000 lbs. KGC13G0003	per inspection	\$ _____	4	\$ _____
			load test	\$ _____	1	\$ _____
Willow Park	WL57	Rotary 4 post 14,000 lbs. KGC13G0004	per inspection	\$ _____	4	\$ _____
			load test	\$ _____	1	\$ _____
Willow Park	WL57	Rotary 4 post 60,000 lbs. KEJ13F0001	per inspection	\$ _____	4	\$ _____
			load test	\$ _____	1	\$ _____
Willow Park	WL57	Rotary 4 post 60,000 lbs. KEJ13F0002	per inspection	\$ _____	4	\$ _____
			load test	\$ _____	1	\$ _____
Willow Park	WL57	Rotary 4 post 60,000 lbs. KEJ13F0003	per inspection	\$ _____	4	\$ _____
			load test	\$ _____	1	\$ _____

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Willow Park	WL57	Rotary 4 post 60,000 lbs. KEJ13F0004	per inspection	\$ _____	4	\$ _____
			load test	\$ _____	1	\$ _____
Willow Park	WL59	Rotary 4 post 60,000 lbs. KEJ17L0001	per inspection	\$ _____	4	\$ _____
			load test	\$ _____	1	\$ _____
Willow Park	WL59	Rotary 4 post 30,000 lbs. PMJ17L0001	per inspection	\$ _____	4	\$ _____
			load test	\$ _____	1	\$ _____
Willow Park	WL59	Rotary 4 post 30,000 lbs. PMJ17L0001	per inspection	\$ _____	4	\$ _____
			load test	\$ _____	1	\$ _____
HMC Dockyard	D8	MEC scissor lift	per inspection	\$ _____	4	\$ _____
			load test	\$ _____	1	\$ _____
HMC Dockyard	D8	Genie scissor lift 25' AWP02-2199	per inspection	\$ _____	4	\$ _____
			load test	\$ _____	1	\$ _____
HMC Dockyard	D8	Genie scissor lift 20' 4001-4137	per inspection	\$ _____	4	\$ _____
			load test	\$ _____	1	\$ _____
HMC Dockyard	D8	Genie scissor lift 36' AWPO5-33755	per inspection	\$ _____	4	\$ _____
			load test	\$ _____	1	\$ _____
HMC Dockyard	D200	Door #13 dock leveler	per inspection	\$ _____	4	\$ _____
			load test	\$ _____	1	\$ _____
			undercoating	\$ _____	1	\$ _____
HMC Dockyard	D201	Dock leveler	per inspection	\$ _____	4	\$ _____
			load test	\$ _____	1	\$ _____
			undercoating	\$ _____	1	\$ _____
HMC Dockyard	D206	Door #3 dock leveler	per inspection	\$ _____	4	\$ _____
			load test	\$ _____	1	\$ _____
			undercoating	\$ _____	1	\$ _____
HMC Dockyard	D206	Door #4 dock leveler	per inspection	\$ _____	4	\$ _____
			load test	\$ _____	1	\$ _____
			undercoating	\$ _____	1	\$ _____
HMC Dockyard	D206	Door #5 dock leveler	per inspection	\$ _____	4	\$ _____
			load test	\$ _____	1	\$ _____
			undercoating	\$ _____	1	\$ _____
HMC Dockyard	D206	Door #6 dock leveler	per inspection	\$ _____	4	\$ _____
			load test	\$ _____	1	\$ _____
			undercoating	\$ _____	1	\$ _____
HMC Dockyard	D206	Door #7 dock leveler	per inspection	\$ _____	4	\$ _____
			load test	\$ _____	1	\$ _____
			undercoating	\$ _____	1	\$ _____
HMC Dockyard	D206	Door #8 dock leveler	per inspection	\$ _____	4	\$ _____
			load test	\$ _____	1	\$ _____
			undercoating	\$ _____	1	\$ _____
HMC Dockyard	D206	Door #9 dock leveler	per inspection	\$ _____	4	\$ _____
			load test	\$ _____	1	\$ _____
			undercoating	\$ _____	1	\$ _____

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HMC Dockyard	D206	Door #10 dock leveler	per inspection	\$ _____	4	\$ _____
			load test	\$ _____	1	\$ _____
			undercoating	\$ _____	1	\$ _____
HMC Dockyard	D206	Door #11 dock leveler	per inspection	\$ _____	4	\$ _____
			load test	\$ _____	1	\$ _____
			undercoating	\$ _____	1	\$ _____
HMC Dockyard	D206	Door #12 dock leveler	per inspection	\$ _____	4	\$ _____
			load test	\$ _____	1	\$ _____
			undercoating	\$ _____	1	\$ _____
HMC Dockyard	D206	Door #13 dock leveler	per inspection	\$ _____	4	\$ _____
			load test	\$ _____	1	\$ _____
			undercoating	\$ _____	1	\$ _____
HMC Dockyard	D206	Door #14 dock leveler	per inspection	\$ _____	4	\$ _____
			load test	\$ _____	1	\$ _____
			undercoating	\$ _____	1	\$ _____
HMC Dockyard	D207	Dock leveler	per inspection	\$ _____	4	\$ _____
			load test	\$ _____	1	\$ _____
			undercoating	\$ _____	1	\$ _____
HMC Dockyard	D207	Dock leveler	per inspection	\$ _____	4	\$ _____
			load test	\$ _____	1	\$ _____
			undercoating	\$ _____	1	\$ _____
HMC Dockyard	D247	Door #10 dock leveler	per inspection	\$ _____	4	\$ _____
			load test	\$ _____	1	\$ _____
			undercoating	\$ _____	1	\$ _____
12 Wing Shearwater	HGR B	JLG boom lift	per inspection	\$ _____	4	\$ _____
			load test	\$ _____	1	\$ _____
12 Wing Shearwater	SHH	Sky Jack scissor lift 32'	per inspection	\$ _____	4	\$ _____
			load test	\$ _____	1	\$ _____
12 Wing Shearwater	SH4	Man lift 25'	per inspection	\$ _____	4	\$ _____
			load test	\$ _____	1	\$ _____
12 Wing Shearwater	SH30	Blue Giant dock leveler Bay #1	per inspection	\$ _____	4	\$ _____
			load test	\$ _____	1	\$ _____
			undercoating	\$ _____	1	\$ _____
12 Wing Shearwater	SH30	Serco dock leveler Bay #2	per inspection	\$ _____	4	\$ _____
			load test	\$ _____	1	\$ _____
			undercoating	\$ _____	1	\$ _____
12 Wing Shearwater	SH30	Level-Rite 30,000 lbs. dock leveler	per inspection	\$ _____	4	\$ _____
			load test	\$ _____	1	\$ _____
			undercoating	\$ _____	1	\$ _____
12 Wing Shearwater	SH32	Rotary 2 post, 12,000 lbs AUJ0210001	per inspection	\$ _____	4	\$ _____
			load test	\$ _____	1	\$ _____
12 Wing Shearwater	SH32	Transpro lift (4 jacks) 530226-3	per inspection	\$ _____	4	\$ _____
			load test	\$ _____	1	\$ _____
12 Wing Shearwater	SH32	Rotary above ground JBL03B0007	per inspection	\$ _____	4	\$ _____
			load test	\$ _____	1	\$ _____
12 Wing Shearwater	SH32	Rotary 2 post 15,000 lbs AXE05B0006	per inspection	\$ _____	4	\$ _____
			load test	\$ _____	1	\$ _____
12 Wing Shearwater	SH32	Mid Rise scissor lift 02C-7002	per inspection	\$ _____	4	\$ _____
			load test	\$ _____	1	\$ _____

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12 Wing Shearwater	SH100	Blue Giant scissor lift	per inspection	\$ _____	4	\$ _____
			load test	\$ _____	1	\$ _____
CFAD Bedford	BM158	Rotary 4 post SHA93M003	per inspection	\$ _____	4	\$ _____
			load test	\$ _____	1	\$ _____
CFAD Bedford	BM203	vehicle hoist	per inspection	\$ _____	4	\$ _____
			load test	\$ _____	1	\$ _____
CFAD Bedford	BM239	Serco dock leveler #1	per inspection	\$ _____	4	\$ _____
			load test	\$ _____	1	\$ _____
			undercoating	\$ _____	1	\$ _____
CFAD Bedford	BM239	Serco dock leveler #2	per inspection	\$ _____	4	\$ _____
			load test	\$ _____	1	\$ _____
			undercoating	\$ _____	1	\$ _____
CFAD Bedford	BM262	Blue Giant dock leveler	per inspection	\$ _____	4	\$ _____
			load test	\$ _____	1	\$ _____
			undercoating	\$ _____	1	\$ _____
Truro Armoury	TA5	Dock leveler	per inspection	\$ _____	4	\$ _____
			load test	\$ _____	1	\$ _____
			undercoating	\$ _____	1	\$ _____
Pictou Armoury	PT ARM 4	18,000 lbs. hoist 218C184401	per inspection	\$ _____	4	\$ _____
			load test	\$ _____	1	\$ _____
Amherst Armoury	AA1	4 post Ford Smith	per inspection	\$ _____	4	\$ _____
			load test	\$ _____	1	\$ _____
Springhill Armoury	SA2	4 post Ford Smith	per inspection	\$ _____	4	\$ _____
			load test	\$ _____	1	\$ _____
Sydney Victoria Park	VP40	4 post F198	per inspection	\$ _____	4	\$ _____
			load test	\$ _____	1	\$ _____
Sydney Victoria Park	VP40	4 post JJY130-B	per inspection	\$ _____	4	\$ _____
			load test	\$ _____	1	\$ _____
Sydney Victoria Park	VP40	New Grand International JJY132-B	per inspection	\$ _____	4	\$ _____
			load test	\$ _____	1	\$ _____
Sydney Victoria Park	VP40	New Grand International JJY133-B	per inspection	\$ _____	4	\$ _____
			load test	\$ _____	1	\$ _____
Sydney Victoria Park	VP40	Pentalift LDS scissor lift	per inspection	\$ _____	4	\$ _____
			load test	\$ _____	1	\$ _____
Sydney Victoria Park	VP40	Rotary lift CRZ1610305	per inspection	\$ _____	4	\$ _____
			load test	\$ _____	1	\$ _____
Sydney Victoria Park	VP41	Pentalift LDS scissor lift	per inspection	\$ _____	4	\$ _____
			load test	\$ _____	1	\$ _____
Sydney Victoria Park	VP42	Pentalift LDS scissor lift	per inspection	\$ _____	4	\$ _____
			load test	\$ _____	1	\$ _____
Total Extended Price Year 1 – Table 1A						\$ _____

Table 1B – Task Authorization (as and when requested basis)				
Description	Unit of issue	Unit price (A)	Estimated usage (B)	Extended Price (C) = (A*B)
1. Mechanic Regular hours (Mon –Fri)	per hour	\$ _____	100 hours	\$ _____
2. Mechanic Outside regular hours (Mon-Fri0, weekends, holidays)	per hour	\$ _____	100 hours	\$ _____
3. Trades helper Regular hours (Mon –Fri)	per hour	\$ _____	100 hours	\$ _____
4. Trades helper Outside regular hours (Mon-Fri0, weekends, holidays)	per hour	\$ _____	100 hours	\$ _____
Total Extended Price Year 1 – Table 1B				\$ _____
Materials and replacement parts will be at the Contractor’s net cost plus a markup of 10% with supporting documentation such as invoice and receipts.				

Total Year 1 = Table 1A Total + Table 1B Total = \$ _____

Pricing shall be submitted in accordance with the following:

PRICING

Option Year 1

Table 2A – Service Contract						
The following prices are to be a <u>Unit Price</u> for each of the specified units. The price includes an inspection for each lift or hoist. Inspections of hoists are to be done at the same location on the same day. Load tests to be done at the same location on the same day.						
Location	Bldg.	Type	Unit of issue	Price per unit (A)	Estimated Servicing (B)	Extended Price (C) = (A*B)
Stadacona	S82	Scissor dock	per inspection	\$ _____	4	\$ _____
			load test	\$ _____	1	\$ _____
			undercoating	\$ _____	1	\$ _____
Stadacona	S90	Dock leveler	per inspection	\$ _____	4	\$ _____
			load test	\$ _____	1	\$ _____
			undercoating	\$ _____	1	\$ _____

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Stadacona	S105	Dock leveler	per inspection	\$ _____	4	\$ _____
			load test	\$ _____	1	\$ _____
			undercoating	\$ _____	1	\$ _____
Stadacona	S105	Single man lift	per inspection	\$ _____	4	\$ _____
			load test	\$ _____	1	\$ _____
Willow Park	WL6	Electric Hydraulic Genie Lift	per inspection	\$ _____	4	\$ _____
			load test	\$ _____	1	\$ _____
Willow Park	WL57	Rotary 4 post 14,000 lbs. KGC13G0001	per inspection	\$ _____	4	\$ _____
			load test	\$ _____	1	\$ _____
Willow Park	WL57	Rotary 4 post 14,000 lbs. KGC13G0002	per inspection	\$ _____	4	\$ _____
			load test	\$ _____	1	\$ _____
Willow Park	WL57	Rotary 4 post 14,000 lbs. KGC13G0003	per inspection	\$ _____	4	\$ _____
			load test	\$ _____	1	\$ _____
Willow Park	WL57	Rotary 4 post 14,000 lbs. KGC13G0004	per inspection	\$ _____	4	\$ _____
			load test	\$ _____	1	\$ _____
Willow Park	WL57	Rotary 4 post 60,000 lbs. KEJ13F0001	per inspection	\$ _____	4	\$ _____
			load test	\$ _____	1	\$ _____
Willow Park	WL57	Rotary 4 post 60,000 lbs. KEJ13F0002	per inspection	\$ _____	4	\$ _____
			load test	\$ _____	1	\$ _____
Willow Park	WL57	Rotary 4 post 60,000 lbs. KEJ13F0003	per inspection	\$ _____	4	\$ _____
			load test	\$ _____	1	\$ _____
Willow Park	WL57	Rotary 4 post 60,000 lbs. KEJ13F0004	per inspection	\$ _____	4	\$ _____
			load test	\$ _____	1	\$ _____
Willow Park	WL59	Rotary 4 post 60,000 lbs. KEJ17L001	per inspection	\$ _____	4	\$ _____
			load test	\$ _____	1	\$ _____
Willow Park	WL59	Rotary 4 post 30,000 lbs. PMJ17L0001	per inspection	\$ _____	4	\$ _____
			load test	\$ _____	1	\$ _____
Willow Park	WL59	Rotary 4 post 30,000 lbs. PMJ17L0001	per inspection	\$ _____	4	\$ _____
			load test	\$ _____	1	\$ _____
HMC Dockyard	D8	MEC scissor lift	per inspection	\$ _____	4	\$ _____
			load test	\$ _____	1	\$ _____
HMC Dockyard	D8	Genie scissor lift 25' AWP02-2199	per inspection	\$ _____	4	\$ _____
			load test	\$ _____	1	\$ _____
HMC Dockyard	D8	Genie scissor lift 20' 4001-4137	per inspection	\$ _____	4	\$ _____
			load test	\$ _____	1	\$ _____
HMC Dockyard	D8	Genie scissor lift 36' AWPO5-33755	per inspection	\$ _____	4	\$ _____
			load test	\$ _____	1	\$ _____
HMC Dockyard	D200	Door #13 dock leveler	per inspection	\$ _____	4	\$ _____
			load test	\$ _____	1	\$ _____
			undercoating	\$ _____	1	\$ _____
HMC Dockyard	D201	Dock leveler	per inspection	\$ _____	4	\$ _____
			load test	\$ _____	1	\$ _____
			undercoating	\$ _____	1	\$ _____
HMC Dockyard	D206	Door #3 dock leveler	per inspection	\$ _____	4	\$ _____
			load test	\$ _____	1	\$ _____
			undercoating	\$ _____	1	\$ _____

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HMC Dockyard	D206	Door #4 dock leveler	per inspection	\$ _____	4	\$ _____
			load test	\$ _____	1	\$ _____
			undercoating	\$ _____	1	\$ _____
HMC Dockyard	D206	Door #5 dock leveler	per inspection	\$ _____	4	\$ _____
			load test	\$ _____	1	\$ _____
			undercoating	\$ _____	1	\$ _____
HMC Dockyard	D206	Door #6 dock leveler	per inspection	\$ _____	4	\$ _____
			load test	\$ _____	1	\$ _____
			undercoating	\$ _____	1	\$ _____
HMC Dockyard	D206	Door #7 dock leveler	per inspection	\$ _____	4	\$ _____
			load test	\$ _____	1	\$ _____
			undercoating	\$ _____	1	\$ _____
HMC Dockyard	D206	Door #8 dock leveler	per inspection	\$ _____	4	\$ _____
			load test	\$ _____	1	\$ _____
			undercoating	\$ _____	1	\$ _____
HMC Dockyard	D206	Door #9 dock leveler	per inspection	\$ _____	4	\$ _____
			load test	\$ _____	1	\$ _____
			undercoating	\$ _____	1	\$ _____
HMC Dockyard	D206	Door #10 dock leveler	per inspection	\$ _____	4	\$ _____
			load test	\$ _____	1	\$ _____
			undercoating	\$ _____	1	\$ _____
HMC Dockyard	D206	Door #11 dock leveler	per inspection	\$ _____	4	\$ _____
			load test	\$ _____	1	\$ _____
			undercoating	\$ _____	1	\$ _____
HMC Dockyard	D206	Door #12 dock leveler	per inspection	\$ _____	4	\$ _____
			load test	\$ _____	1	\$ _____
			undercoating	\$ _____	1	\$ _____
HMC Dockyard	D206	Door #13 dock leveler	per inspection	\$ _____	4	\$ _____
			load test	\$ _____	1	\$ _____
			undercoating	\$ _____	1	\$ _____
HMC Dockyard	D206	Door #14 dock leveler	per inspection	\$ _____	4	\$ _____
			load test	\$ _____	1	\$ _____
			undercoating	\$ _____	1	\$ _____
HMC Dockyard	D207	Dock leveler	per inspection	\$ _____	4	\$ _____
			load test	\$ _____	1	\$ _____
			undercoating	\$ _____	1	\$ _____
HMC Dockyard	D207	Dock leveler	per inspection	\$ _____	4	\$ _____
			load test	\$ _____	1	\$ _____
			undercoating	\$ _____	1	\$ _____
HMC Dockyard	D247	Door #10 dock leveler	per inspection	\$ _____	4	\$ _____
			load test	\$ _____	1	\$ _____
			undercoating	\$ _____	1	\$ _____
12 Wing Shearwater	HGR B	JLG boom lift	per inspection	\$ _____	4	\$ _____
			load test	\$ _____	1	\$ _____
12 Wing Shearwater	SHH	Sky Jack scissor lift 32'	per inspection	\$ _____	4	\$ _____
			load test	\$ _____	1	\$ _____
12 Wing Shearwater	SH4	Man lift 25'	per inspection	\$ _____	4	\$ _____
			load test	\$ _____	1	\$ _____

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12 Wing Shearwater	SH30	Blue Giant dock leveler Bay #1	per inspection	\$	4	\$
			load test	\$	1	\$
			undercoating	\$	1	\$
12 Wing Shearwater	SH30	Serco dock leveler Bay #2	per inspection	\$	4	\$
			load test	\$	1	\$
			undercoating	\$	1	\$
12 Wing Shearwater	SH30	Level-Rite 30,000 lbs. dock leveler	per inspection	\$	4	\$
			load test	\$	1	\$
			undercoating	\$	1	\$
12 Wing Shearwater	SH32	Rotary 2 post 12,000 lbs AUJ0210001	per inspection	\$	4	\$
			load test	\$	1	\$
12 Wing Shearwater	SH32	Transpro lift (4 jacks) 530226-3	per inspection	\$	4	\$
			load test	\$	1	\$
12 Wing Shearwater	SH32	Rotary above ground JBL03B0007	per inspection	\$	4	\$
			load test	\$	1	\$
12 Wing Shearwater	SH32	Rotary 2 post 15,000 lbs .AXE05B0006	per inspection	\$	4	\$
			load test	\$	1	\$
12 Wing Shearwater	SH32	Mid Rise scissor lift 02C-7002	per inspection	\$	4	\$
			load test	\$	1	\$
12 Wing Shearwater	SH100	Blue Giant scissor lift	per inspection	\$	4	\$
			load test	\$	1	\$
CFAD Bedford	BM158	Rotary 4 post SHA93M003	per inspection	\$	4	\$
			load test	\$	1	\$
CFAD Bedford	BM203	vehicle hoist	per inspection	\$	4	\$
			load test	\$	1	\$
CFAD Bedford	BM239	Serco dock leveler #1	per inspection	\$	4	\$
			load test	\$	1	\$
			undercoating	\$	1	\$
CFAD Bedford	BM239	Serco dock leveler #2	per inspection	\$	4	\$
			load test	\$	1	\$
			undercoating	\$	1	\$
CFAD Bedford	BM262	Blue Giant dock leveler	per inspection	\$	4	\$
			load test	\$	1	\$
			undercoating	\$	1	\$
Truro Armoury	TA5	Dock leveler	per inspection	\$	4	\$
			load test	\$	1	\$
			undercoating	\$	1	\$
Pictou Armoury	PT ARM 4	18,000 lbs. hoist 218C184401	per inspection	\$	4	\$
			load test	\$	1	\$
Amherst Armoury	AA1	4 post Ford Smith	per inspection	\$	4	\$
			load test	\$	1	\$
Springhill Armoury	SA2	4 post Ford Smith	per inspection	\$	4	\$
			load test	\$	1	\$
Sydney Victoria Park	VP40	4 post F198	per inspection	\$	4	\$
			load test	\$	1	\$
Sydney Victoria Park	VP40	4 post JJY130-B	per inspection	\$	4	\$
			load test	\$	1	\$
Sydney Victoria Park	VP40	New Grand International JJY132-B	per inspection	\$	4	\$
			load test	\$	1	\$

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Sydney Victoria Park	VP40	New Grand International JJY133-B	per inspection	\$ _____	4	\$ _____
			load test	\$ _____	1	\$ _____
Sydney Victoria Park	VP40	Pentalift LDS scissor lift	per inspection	\$ _____	4	\$ _____
			load test	\$ _____	1	\$ _____
Sydney Victoria Park	VP40	Rotary lift CRZ1610305	per inspection	\$ _____	4	\$ _____
			load test	\$ _____	1	\$ _____
Sydney Victoria Park	VP41	Pentalift LDS scissor lift	per inspection	\$ _____	4	\$ _____
			load test	\$ _____	1	\$ _____
Sydney Victoria Park	VP42	Pentalift LDS scissor lift	per inspection	\$ _____	4	\$ _____
			load test	\$ _____	1	\$ _____
Total Extended Price Option Year 1 – Table 2A						\$ _____

Table 2B – Task Authorization (as and when requested basis)				
Description	Unit of issue	Unit price (A)	Estimated usage (B)	Extended Price (C) = (A*B)
1. Mechanic Regular hours (Mon –Fri)	per hour	\$ _____	100 hours	\$ _____
2. Mechanic Outside regular hours (Mon-Fri0, weekends, holidays)	per hour	\$ _____	100 hours	\$ _____
3. Trades helper Regular hours (Mon –Fri)	per hour	\$ _____	100 hours	\$ _____
4. Trades helper Outside regular hours (Mon-Fri0, weekends, holidays)	per hour	\$ _____	100 hours	\$ _____
Total Extended Price Option Year 1 – Table 2B				\$ _____
Materials and replacement parts will be at the Contractor's net cost plus a markup of 10% with supporting documentation such as invoice and receipts.				

Total Option Year 1 = Table 2A Total + Table 2B Total = \$ _____

Pricing shall be submitted in accordance with the following:

PRICING

Option Year 2

Table 3A – Service Contract						
The following prices are to be a <u>Unit Price</u> for each of the specified units. The price includes an inspection for each lift or hoist. Inspections of hoists are to be done at the same location on the same day. Load tests to be done at the same location on the same day.						
Location	Bldg.	Type	Unit of issue	Price per unit (A)	Estimated Servicing (B)	Extended Price (C) = (A*B)
Stadacona	S82	Scissor dock	per inspection	\$ _____	4	\$ _____
			load test	\$ _____	1	\$ _____
			undercoating	\$ _____	1	\$ _____
Stadacona	S90	Dock leveler	per inspection	\$ _____	4	\$ _____
			load test	\$ _____	1	\$ _____
			undercoating	\$ _____	1	\$ _____
Stadacona	S105	Dock leveler	per inspection	\$ _____	4	\$ _____
			load test	\$ _____	1	\$ _____
			undercoating	\$ _____	1	\$ _____
Stadacona	S105	Single man lift	per inspection	\$ _____	4	\$ _____
			load test	\$ _____	1	\$ _____
Willow Park	WL6	Electric Hydraulic Genie Lift	per inspection	\$ _____	4	\$ _____
			load test	\$ _____	1	\$ _____
Willow Park	WL57	Rotary 4 post 14,000 lbs. KGC13G0001	per inspection	\$ _____	4	\$ _____
			load test	\$ _____	1	\$ _____
Willow Park	WL57	Rotary 4 post 14,000 lbs. KGC13G0002	per inspection	\$ _____	4	\$ _____
			load test	\$ _____	1	\$ _____
Willow Park	WL57	Rotary 4 post 14,000 lbs. KGC13G0003	per inspection	\$ _____	4	\$ _____
			load test	\$ _____	1	\$ _____
Willow Park	WL57	Rotary 4 post 14,000 lbs. KGC13G0004	per inspection	\$ _____	4	\$ _____
			load test	\$ _____	1	\$ _____
Willow Park	WL57	Rotary 4 post 60,000 lbs. KEJ13F0001	per inspection	\$ _____	4	\$ _____
			load test	\$ _____	1	\$ _____
Willow Park	WL57	Rotary 4 post 60,000 lbs. KEJ13F0002	per inspection	\$ _____	4	\$ _____
			load test	\$ _____	1	\$ _____
Willow Park	WL57	Rotary 4 post 60,000 lbs. KEJ13F0003	per inspection	\$ _____	4	\$ _____
			load test	\$ _____	1	\$ _____
Willow Park	WL57	Rotary 4 post 60,000 lbs. KEJ13F0004	per inspection	\$ _____	4	\$ _____
			load test	\$ _____	1	\$ _____
Willow Park	WL59	Rotary 4 post 60,000 lbs. KEJ17L001	per inspection	\$ _____	4	\$ _____
			load test	\$ _____	1	\$ _____

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Willow Park	WL59	Rotary 4 post 30,000 lbs. PMJ17L0001	per inspection	\$ _____	4	\$ _____
			load test	\$ _____	1	\$ _____
Willow Park	WL59	Rotary 4 post 30,000 lbs. PMJ17L0001	per inspection	\$ _____	4	\$ _____
			load test	\$ _____	1	\$ _____
HMC Dockyard	D8	MEC scissor lift	per inspection	\$ _____	4	\$ _____
			load test	\$ _____	1	\$ _____
HMC Dockyard	D8	Genie scissor lift 25' AWP02-2199	per inspection	\$ _____	4	\$ _____
			load test	\$ _____	1	\$ _____
HMC Dockyard	D8	Genie scissor lift 20' 4001-4137	per inspection	\$ _____	4	\$ _____
			load test	\$ _____	1	\$ _____
HMC Dockyard	D8	Genie scissor lift 36' AWPO5-33755	per inspection	\$ _____	4	\$ _____
			load test	\$ _____	1	\$ _____
HMC Dockyard	D200	Door #13 dock leveler	per inspection	\$ _____	4	\$ _____
			load test	\$ _____	1	\$ _____
			undercoating	\$ _____	1	\$ _____
HMC Dockyard	D201	Dock leveler	per inspection	\$ _____	4	\$ _____
			load test	\$ _____	1	\$ _____
			undercoating	\$ _____	1	\$ _____
HMC Dockyard	D206	Door #3 dock leveler	per inspection	\$ _____	4	\$ _____
			load test	\$ _____	1	\$ _____
			undercoating	\$ _____	1	\$ _____
HMC Dockyard	D206	Door #4 dock leveler	per inspection	\$ _____	4	\$ _____
			load test	\$ _____	1	\$ _____
			undercoating	\$ _____	1	\$ _____
HMC Dockyard	D206	Door #5 dock leveler	per inspection	\$ _____	4	\$ _____
			load test	\$ _____	1	\$ _____
			undercoating	\$ _____	1	\$ _____
HMC Dockyard	D206	Door #6 dock leveler	per inspection	\$ _____	4	\$ _____
			load test	\$ _____	1	\$ _____
			undercoating	\$ _____	1	\$ _____
HMC Dockyard	D206	Door #7 dock leveler	per inspection	\$ _____	4	\$ _____
			load test	\$ _____	1	\$ _____
			undercoating	\$ _____	1	\$ _____
HMC Dockyard	D206	Door #8 dock leveler	per inspection	\$ _____	4	\$ _____
			load test	\$ _____	1	\$ _____
			undercoating	\$ _____	1	\$ _____
HMC Dockyard	D206	Door #9 dock leveler	per inspection	\$ _____	4	\$ _____
			load test	\$ _____	1	\$ _____
			undercoating	\$ _____	1	\$ _____
HMC Dockyard	D206	Door #10 dock leveler	per inspection	\$ _____	4	\$ _____
			load test	\$ _____	1	\$ _____
			undercoating	\$ _____	1	\$ _____
HMC Dockyard	D206	Door #11 dock leveler	per inspection	\$ _____	4	\$ _____
			load test	\$ _____	1	\$ _____
			undercoating	\$ _____	1	\$ _____
HMC Dockyard	D206	Door #12 dock leveler	per inspection	\$ _____	4	\$ _____
			load test	\$ _____	1	\$ _____
			undercoating	\$ _____	1	\$ _____

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HMC Dockyard	D206	Door #13 dock leveler	per inspection	\$ _____	4	\$ _____
			load test	\$ _____	1	\$ _____
			undercoating	\$ _____	1	\$ _____
HMC Dockyard	D206	Door #14 dock leveler	per inspection	\$ _____	4	\$ _____
			load test	\$ _____	1	\$ _____
			undercoating	\$ _____	1	\$ _____
HMC Dockyard	D207	Dock leveler	per inspection	\$ _____	4	\$ _____
			load test	\$ _____	1	\$ _____
			undercoating	\$ _____	1	\$ _____
HMC Dockyard	D207	Dock leveler	per inspection	\$ _____	4	\$ _____
			load test	\$ _____	1	\$ _____
			undercoating	\$ _____	1	\$ _____
HMC Dockyard	D247	Door #10 dock leveler	per inspection	\$ _____	4	\$ _____
			load test	\$ _____	1	\$ _____
			undercoating	\$ _____	1	\$ _____
12 Wing Shearwater	HGR B	JLG boom lift	per inspection	\$ _____	4	\$ _____
			load test	\$ _____	1	\$ _____
12 Wing Shearwater	SHH	Sky Jack scissor lift 32'	per inspection	\$ _____	4	\$ _____
			load test	\$ _____	1	\$ _____
12 Wing Shearwater	SH4	Man lift 25'	per inspection	\$ _____	4	\$ _____
			load test	\$ _____	1	\$ _____
12 Wing Shearwater	SH30	Blue Giant dock leveler Bay #1	per inspection	\$ _____	4	\$ _____
			load test	\$ _____	1	\$ _____
			undercoating	\$ _____	1	\$ _____
12 Wing Shearwater	SH30	Serco dock leveler Bay #2	per inspection	\$ _____	4	\$ _____
			load test	\$ _____	1	\$ _____
			undercoating	\$ _____	1	\$ _____
12 Wing Shearwater	SH30	Level-Rite 30,000 lbs. dock leveler	per inspection	\$ _____	4	\$ _____
			load test	\$ _____	1	\$ _____
			undercoating	\$ _____	1	\$ _____
12 Wing Shearwater	SH32	Rotary 2 post 12,000 lbs AUJ0210001	per inspection	\$ _____	4	\$ _____
			load test	\$ _____	1	\$ _____
12 Wing Shearwater	SH32	Transpro lift (4 jacks) 530226-3	per inspection	\$ _____	4	\$ _____
			load test	\$ _____	1	\$ _____
12 Wing Shearwater	SH32	Rotary above ground JBL03B0007	per inspection	\$ _____	4	\$ _____
			load test	\$ _____	1	\$ _____
12 Wing Shearwater	SH32	Rotary 2 post 15,000 lbs AXE05B0006	per inspection	\$ _____	4	\$ _____
			load test	\$ _____	1	\$ _____
12 Wing Shearwater	SH32	Mid Rise scissor lift 02C-7002	per inspection	\$ _____	4	\$ _____
			load test	\$ _____	1	\$ _____
12 Wing Shearwater	SH100	Blue Giant scissor lift	per inspection	\$ _____	4	\$ _____
			load test	\$ _____	1	\$ _____
CFAD Bedford	BM158	Rotary 4 post SHA93M003	per inspection	\$ _____	4	\$ _____
			load test	\$ _____	1	\$ _____
CFAD Bedford	BM203	vehicle hoist	per inspection	\$ _____	4	\$ _____
			load test	\$ _____	1	\$ _____

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CFAD Bedford	BM239	Serco dock leveler #1	per inspection	\$ _____	4	\$ _____
			load test	\$ _____	1	\$ _____
			undercoating	\$ _____	1	\$ _____
CFAD Bedford	BM239	Serco dock leveler #2	per inspection	\$ _____	4	\$ _____
			load test	\$ _____	1	\$ _____
			undercoating	\$ _____	1	\$ _____
CFAD Bedford	BM262	Blue Giant dock leveler	per inspection	\$ _____	4	\$ _____
			load test	\$ _____	1	\$ _____
			undercoating	\$ _____	1	\$ _____
Truro Armoury	TA5	Dock leveler	per inspection	\$ _____	4	\$ _____
			load test	\$ _____	1	\$ _____
			undercoating	\$ _____	1	\$ _____
Pictou Armoury	PT ARM 4	18,000 lbs. hoist 218C184401	per inspection	\$ _____	4	\$ _____
			load test	\$ _____	1	\$ _____
Amherst Armoury	AA1	4 post Ford Smith	per inspection	\$ _____	4	\$ _____
			load test	\$ _____	1	\$ _____
Springhill Armoury	SA2	4 post Ford Smith	per inspection	\$ _____	4	\$ _____
			load test	\$ _____	1	\$ _____
Sydney Victoria Park	VP40	4 post F198	per inspection	\$ _____	4	\$ _____
			load test	\$ _____	1	\$ _____
Sydney Victoria Park	VP40	4 post JJY130-B	per inspection	\$ _____	4	\$ _____
			load test	\$ _____	1	\$ _____
Sydney Victoria Park	VP40	New Grand International JJY132-B	per inspection	\$ _____	4	\$ _____
			load test	\$ _____	1	\$ _____
Sydney Victoria Park	VP40	New Grand International JJY133-B	per inspection	\$ _____	4	\$ _____
			load test	\$ _____	1	\$ _____
Sydney Victoria Park	VP40	Pentalift LDS scissor lift	per inspection	\$ _____	4	\$ _____
			load test	\$ _____	1	\$ _____
Sydney Victoria Park	VP40	Rotary lift CRZ1610305	per inspection	\$ _____	4	\$ _____
			load test	\$ _____	1	\$ _____
Sydney Victoria Park	VP41	Pentalift LDS scissor lift	per inspection	\$ _____	4	\$ _____
			load test	\$ _____	1	\$ _____
Sydney Victoria Park	VP42	Pentalift LDS scissor lift	per inspection	\$ _____	4	\$ _____
			load test	\$ _____	1	\$ _____
Total Extended Price Option Year 2 – Table 3A						\$ _____

Table 3B – Task Authorization (as and when requested basis)				
Description	Unit of issue	Unit price (A)	Estimated usage (B)	Extended Price (C) = (A*B)
1. Mechanic Regular hours (Mon –Fri)	per hour	\$ _____	100 hours	\$ _____
2. Mechanic Outside regular hours (Mon-Fri0, weekends, holidays)	per hour	\$ _____	100 hours	\$ _____
3. Trades helper Regular hours (Mon –Fri)	per hour	\$ _____	100 hours	\$ _____
4. Trades helper Outside regular hours (Mon-Fri0, weekends, holidays)	per hour	\$ _____	100 hours	\$ _____
Total Extended Price Option Year 2 – Table 3B				\$ _____
Materials and replacement parts will be at the Contractor’s net cost plus a markup of 10% with supporting documentation such as invoice and receipts.				

Total Option Year 2 = Table 3A Total + Table 3B Total = \$ _____

Grand total = Total Year 1 + Total Option Year 1 + Total Option Year 2

Grand total = \$ _____

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ANNEX "C"

SECURITY REQUIREMENTS CHECK LIST



Government of Canada / Gouvernement du Canada

Contract Number / Numéro du contrat W684H-200005
Security Classification / Classification de sécurité UNCLASSIFIED

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

PART A - CONTRACT INFORMATION / PARTIE A - INFORMATION CONTRACTUELLE		
1. Originating Government Department or Organization / Ministère ou organisme gouvernemental d'origine	NATIONAL DEFENCE	2. Branch or Directorate / Direction générale ou Direction Real Property Operations Section (Halifax)
3. a) Subcontract Number / Numéro du contrat de sous-traitance		3. b) Name and Address of Subcontractor / Nom et adresse du sous-traitant
4. Brief Description of Work / Brève description du travail Work under this service contract comprises the furnishing of all labour, materials, tools, equipment, transportation and supervision required for the inspection, servicing and testing of all vehicle hydraulic hoists, scissor lifts and dock levelers at various locations of CFB Halifax as specified in Specification W684H-200005 dated 2020-03-19.		
5. a) Will the supplier require access to Controlled Goods? / Le fournisseur aura-t-il accès à des marchandises contrôlées?		<input checked="" type="checkbox"/> No / Non <input type="checkbox"/> Yes / Oui
5. b) Will the supplier require access to unclassified military technical data subject to the provisions of the Technical Data Control Regulations? / Le fournisseur aura-t-il accès à des données techniques militaires non classifiées qui sont assujetties aux dispositions du Règlement sur le contrôle des données techniques?		<input checked="" type="checkbox"/> No / Non <input type="checkbox"/> Yes / Oui
6. Indicate the type of access required / Indiquer le type d'accès requis		
6. a) Will the supplier and its employees require access to PROTECTED and/or CLASSIFIED information or assets? / Le fournisseur ainsi que les employés auront-ils accès à des renseignements ou à des biens PROTÉGÉS et/ou CLASSIFIÉS? (Specify the level of access using the chart in Question 7. c.) / (Préciser le niveau d'accès en utilisant le tableau qui se trouve à la question 7. c.)		<input checked="" type="checkbox"/> No / Non <input type="checkbox"/> Yes / Oui
6. b) Will the supplier and its employees (e.g. cleaners, maintenance personnel) require access to restricted access areas? No access to PROTECTED and/or CLASSIFIED information or assets is permitted. / Le fournisseur et ses employés (p. ex. nettoyeurs, personnel d'entretien) auront-ils accès à des zones d'accès restreintes? L'accès à des renseignements ou à des biens PROTÉGÉS et/ou CLASSIFIÉS n'est pas autorisé.		<input type="checkbox"/> No / Non <input checked="" type="checkbox"/> Yes / Oui
6. c) Is this a commercial courier or delivery requirement with no overnight storage? / S'agit-il d'un contrat de messagerie ou de livraison commerciale sans entreposage de nuit?		<input checked="" type="checkbox"/> No / Non <input type="checkbox"/> Yes / Oui
7. a) Indicate the type of information that the supplier will be required to access / Indiquer le type d'information auquel le fournisseur devra avoir accès		
Canada <input type="checkbox"/>	NATO / OTAN <input type="checkbox"/>	Foreign / Étranger <input type="checkbox"/>
7. b) Release restrictions / Restrictions relatives à la diffusion		
No release restrictions / Aucune restriction relative à la diffusion <input type="checkbox"/>	All NATO countries / Tous les pays de l'OTAN <input type="checkbox"/>	No release restrictions / Aucune restriction relative à la diffusion <input type="checkbox"/>
Not releasable / À ne pas diffuser <input type="checkbox"/>		
Restricted to: / Limité à : Specify country(ies): / Préciser le(s) pays : <input type="checkbox"/>	Restricted to: / Limité à : Specify country(ies): / Préciser le(s) pays : <input type="checkbox"/>	Restricted to: / Limité à : Specify country(ies): / Préciser le(s) pays : <input type="checkbox"/>
7. c) Level of information / Niveau d'information		
PROTECTED A / PROTÉGÉ A <input type="checkbox"/>	NATO UNCLASSIFIED / NATO NON CLASSIFIÉ <input type="checkbox"/>	PROTECTED A / PROTÉGÉ A <input type="checkbox"/>
PROTECTED B / PROTÉGÉ B <input type="checkbox"/>	NATO RESTRICTED / NATO DIFFUSION RESTREINTE <input type="checkbox"/>	PROTECTED B / PROTÉGÉ B <input type="checkbox"/>
PROTECTED C / PROTÉGÉ C <input type="checkbox"/>	NATO CONFIDENTIAL / NATO CONFIDENTIEL <input type="checkbox"/>	PROTECTED C / PROTÉGÉ C <input type="checkbox"/>
CONFIDENTIAL / CONFIDENTIEL <input type="checkbox"/>	NATO SECRET / NATO SECRET <input type="checkbox"/>	CONFIDENTIAL / CONFIDENTIEL <input type="checkbox"/>
SECRET / SECRET <input type="checkbox"/>	COSMIC TOP SECRET / COSMIC TRÈS SECRET <input type="checkbox"/>	SECRET / SECRET <input type="checkbox"/>
TOP SECRET / TRÈS SECRET <input type="checkbox"/>		TOP SECRET / TRÈS SECRET <input type="checkbox"/>
TOP SECRET (SIGINT) / TRÈS SECRET (SIGINT) <input type="checkbox"/>		TOP SECRET (SIGINT) / TRÈS SECRET (SIGINT) <input type="checkbox"/>



PART A (continued) / PARTIE A (suite)

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

Dans l'affirmative, indiquer le niveau de sensibilité :

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

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

Document Number / Numéro du document :

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

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

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

Special comments:

Commentaires spéciaux : On-Site Monitoring in Place

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

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

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

If Yes, will unscreened personnel be escorted?

Dans l'affirmative, le personnel en question sera-t-il escorté? No Yes
 Non Oui

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

INFORMATION / ASSETS / RENSEIGNEMENTS / BIENS

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

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

PRODUCTION

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

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

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

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

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

For users completing the form **manually** use the summary chart below to indicate the category(ies) and level(s) of safeguarding required at the supplier's site(s) or premises.
Les utilisateurs qui remplissent le formulaire **manuellement** doivent utiliser le tableau récapitulatif ci-dessous pour indiquer, pour chaque catégorie, les niveaux de sauvegarde requis aux installations du fournisseur.

For users completing the form **online** (via the Internet), the summary chart is automatically populated by your responses to previous questions.
Dans le cas des utilisateurs qui remplissent le formulaire **en ligne** (par Internet), les réponses aux questions précédentes sont automatiquement saisies dans le tableau récapitulatif.

SUMMARY CHART / TABLEAU RÉCAPITULATIF

Category / Catégorie	PROTECTED / PROTÉGÉ			CLASSIFIED / CLASSIFIÉ			NATO				COMSEC					
	A	B	C	CONFIDENTIAL	SECRET	TOP SECRET	NATO RESTRICTED	NATO CONFIDENTIAL	NATO SECRET	COSMIC TOP SECRET	PROTECTED / PROTÉGÉ			CONFIDENTIAL	SECRET	TOP SECRET
				CONFIDENTIEL		Très SECRET	NATO DIFFUSION RESTREINTE	NATO CONFIDENTIEL		Très SECRET	A	B	C	CONFIDENTIEL		Très SECRET
Information / Assets / Renseignements / Biens	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>						
Production	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>						
IT Media / Support TI	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>						
IT Link / Lien électronique	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>						

12. a) Is the description of the work contained within this SRCL PROTECTED and/or CLASSIFIED?
La description du travail visé par la présente LVERS est-elle de nature PROTÉGÉE et/ou CLASSIFIÉE? No / Non Yes / Oui

If Yes, classify this form by annotating the top and bottom in the area entitled "Security Classification".
Dans l'affirmative, classifiez le présent formulaire en indiquant le niveau de sécurité dans la case intitulée « Classification de sécurité » au haut et au bas du formulaire.

12. b) Will the documentation attached to this SRCL be PROTECTED and/or CLASSIFIED?
La documentation associée à la présente LVERS sera-t-elle PROTÉGÉE et/ou CLASSIFIÉE? No / Non Yes / Oui

If Yes, classify this form by annotating the top and bottom in the area entitled "Security Classification" and indicate with attachments (e.g. SECRET with Attachments).
Dans l'affirmative, classifiez le présent formulaire en indiquant le niveau de sécurité dans la case intitulée « Classification de sécurité » au haut et au bas du formulaire et indiquez qu'il y a des pièces jointes (p. ex. SECRET avec des pièces jointes).

ANNEX "D"

INSURANCE REQUIREMENTS

COMMERCIAL GENERAL LIABILITY INSURANCE

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.
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. Sudden and Accidental Pollution Liability (minimum 120 hours): To protect the Contractor for liabilities arising from damages caused by accidental pollution incidents.
 - o. 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:

Solicitation No. - N° de l'invitation
W684H-200005/A
Client Ref. No. - N° de réf. du client
W684H-20-0005

Amd. No. - N° de la modif.
File No. - N° du dossier
HAL-0-85004

Buyer ID - Id de l'acheteur
HAL406
CCC No./N° CCC - FMS No./N° VME

*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.

Automobile Liability Insurance

1. The Contractor must obtain Automobile 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.
2. The policy must include the following:
 - a. Third Party Liability - \$2,000,000 Minimum Limit per Accident or Occurrence
 - b. Accident Benefits - all jurisdictional statutes
 - c. Uninsured Motorist Protection
 - d. 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.
 - l. Liability for Physical Damage to Non-owned Automobiles: Ontario OPCF 27 or 27B / Quebec: QEF #27 / Other Provinces: SEF#27
 - m. OPCF/ SEF/ NBEF #44 or #44R - Family Protection Endorsement - Private Passenger Vehicles.

Solicitation No. - N° de l'invitation
W684H-200005/A
Client Ref. No. - N° de réf. du client
W684H-20-0005

Amd. No. - N° de la modif.
File No. - N° du dossier
HAL-0-85004

Buyer ID - Id de l'acheteur
HAL406
CCC No./N° CCC - FMS No./N° VME

ANNEX "E"

ELECTRONIC PAYMENT INSTRUMENTS

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

The Bidder 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);

Solicitation No. - N° de l'invitation
W684H-200005/A
Client Ref. No. - N° de réf. du client
W684H-20-0005

Amd. No. - N° de la modif.
File No. - N° du dossier
HAL-0-85004

Buyer ID - Id de l'acheteur
HAL406
CCC No./N° CCC - FMS No./N° VME

ANNEX "F"

INTEGRITY PROVISIONS – BOARD OF DIRECTORS

Complete Legal Name of Supplier: _____

Supplier Address: _____

Supplier PBN: _____

Solicitation Number: **W684H-200005/A**

List of Directors:

Please provide a list of names of all individuals currently on the Board of Directors of the above company

Name	Position

Solicitation No. - N° de l'invitation
W684H-200005/A
Client Ref. No. - N° de réf. du client
W684H-20-0005

Amd. No. - N° de la modif.
File No. - N° du dossier
HAL-0-85004

Buyer ID - Id de l'acheteur
HAL406
CCC No./N° CCC - FMS No./N° VME

ANNEX "G"

DND 626 TASK AUTHORIZATION



**TASK AUTHORIZATION
AUTORISATION DES TÂCHES**

All invoices/progress claims must show the reference Contract and Task numbers. Toutes les factures doivent indiquer les numéros du contrat et de la tâche.		Contract no. – N° du contrat Task no. – N° de la tâche
Amendment no. – N° de la modification	Increase/Decrease – Augmentation/Réduction	Previous value – Valeur précédente
To – À	TO THE CONTRACTOR You are requested to supply the following services in accordance with the terms of the above reference contract. Only services included in the contract shall be supplied against this task. Please advise the undersigned if the completion date cannot be met. Invoices/progress claims shall be prepared in accordance with the instructions set out in the contract. À L'ENTREPRENEUR Vous êtes prié de fournir les services suivants en conformité des termes du contrat mentionné ci-dessus. Seuls les services mentionnés dans le contrat doivent être fournis à l'appui de cette demande. Prière d'aviser le signataire si la livraison ne peut se faire dans les délais prescrits. Les factures doivent être établies selon les instructions énoncées dans le contrat.	
Delivery location – Expédié à	_____ Date _____ for the Department of National Defence pour le ministère de la Défense nationale	
Delivery/Completion date – Date de livraison/d'achèvement	_____ Date _____ for the Department of National Defence pour le ministère de la Défense nationale	
Contract item no. N° d'article du contrat	Services	Cost Prix
	GST/HST TPS/TVH	
	Total	
APPLICABLE ONLY TO PWGSC CONTRACTS: The Contract Authority signature is required when the total value of the DND 626 exceeds the threshold specified in the contract. NE S'APPLIQUE QU'AUX CONTRATS DE TPSGC : La signature de l'autorité contractante est requise lorsque la valeur totale du formulaire DND 626 est supérieure au seuil précisé dans le contrat.		
_____ for the Department of Public Works and Government Services pour le ministère des Travaux publics et services gouvernementaux		

Instructions for completing DND 626 - Task Authorization

Contract no.

Enter the PWGSC contract number in full.

Task no.

Enter the sequential Task number.

Amendment no.

Enter the amendment number when the original Task is amended to change the scope or the value.

Increase/Decrease

Enter the increase or decrease total dollar amount including taxes.

Previous value

Enter the previous total dollar amount including taxes.

To

Name of the contractor.

Delivery location

Location where the work will be completed, if other than the contractor's location.

Delivery/Completion date

Completion date for the task.

for the Department of National Defence

Signature of the DND person who has delegated **Authority** for signing DND 626 (level of authority based on the dollar value of the task and the equivalent signing authority in the PAM 1.4). **Note:** the person signing in this block ensures that the work is within the scope of the contract, that sufficient funds remain in the contract to cover this task and that the task is affordable within the Project/Unit budget.

Services

Define the requirement briefly (attach the SOW) and identify the cost of the task using the contractor's quote on the level of effort. The Task must use the basis of payment stipulated in the contract. If there are several basis of payment then list here the one(s) that will apply to the task quote (e.g. milestone payments; per diem rates/labour category hourly rates; travel and living rates; firm price/ceiling price, etc.). All the terms and conditions of the contract apply to this Task Authorization and cannot be ignored or amended for this task. Therefore it is not necessary to restate these general contract terms and conditions on the DND 626 Task form.

Cost

The cost of the Task broken out into the individual costed items in **Services**.

GST/HST

The GST/HST cost as appropriate.

Total

The total cost of the task. The contractor may not exceed this amount without the approval of DND indicated on an amended DND 626. The amendment value may not exceed 50% (or the percentage for amendments established in the contract) of the original value of the task authorization. The total cost of a DND 626, including all amendments, may not exceed the funding limit identified in the contract.

Applicable only to PWGSC contracts

This block only applies to those Task Authorization contracts awarded by PWGSC. The contract will include a specified threshold for DND sole approval of the DND 626 and a percentage for DND to approve amendments to the original DND 626. Tasks that will exceed these thresholds must be passed to the PWGSC Contracting Authority for review and signature prior to authorizing the contractor to begin work.

Note:

Work on the task may not commence prior to the date this form is signed by the DA Authority - for tasks within the DND threshold; and by both DND and PWGSC for those tasks over the DND threshold.

Instructions pour compléter le formulaire DND 626 - Autorisation des tâches

N° du contrat

Inscrivez le numéro du contrat de TPSGC en entier.

N° de la tâche

Inscrivez le numéro de tâche séquentiel.

N° de la modification

Inscrivez le numéro de modification lorsque la tâche originale est modifiée pour en changer la portée.

Augmentation/Réduction

Inscrivez le montant total de l'augmentation ou de la diminution, y compris les taxes.

Valeur précédente

Inscrivez le montant total précédent, y compris les taxes.

À

Nom de l'entrepreneur.

Expédié à

Endroit où le travail sera effectué, si celui-ci diffère du lieu d'affaires de l'entrepreneur.

Date de livraison/d'achèvement

Date d'achèvement de la tâche.

pour le ministère de la Défense nationale

Signature du représentant du MDN auquel on a délégué le **pouvoir d'approbation** en ce qui a trait à la signature du formulaire DND 626 (niveau d'autorité basé sur la valeur de la tâche et le signataire autorisé équivalent mentionné dans le MAA 1.4). **Nota :** la personne qui signe cette attache de signature confirme que les travaux respectent la portée du contrat, que suffisamment de fonds sont prévus au contrat pour couvrir cette tâche et que le budget alloué à l'unité ou pour le projet le permet.

Services

Définissez brièvement le besoin (joignez l'ET) et établissez le coût de la tâche à l'aide de la soumission de l'entrepreneur selon le niveau de difficulté de celle-ci. Les modalités de paiement stipulées dans le contrat s'appliquent à la tâche. Si plusieurs d'entre elles sont prévues, énumérez ici celle/celles qui s'appliquera/ront à la soumission pour la tâche à accomplir (p.ex. acompte fondé sur les étapes franchies; taux quotidien ou taux horaire établi selon la catégorie de main-d'œuvre; frais de déplacement et de séjour; prix fixe ou prix plafond; etc.). Toutes les modalités du contrat s'appliquent à cette autorisation de tâche et ne peuvent être négligées ou modifiées quant à la tâche en question. Il n'est donc pas nécessaire de répéter ces modalités générales afférentes au contrat sur le formulaire DND 626.

Prix

Mentionnez le coût de la tâche en le répartissant selon les frais afférents à chaque item mentionné dans la rubrique **Services**.

TPS/TVH

Mentionnez le montant de la TPS/TVH, s'il y a lieu.

Total

Mentionnez le coût total de la tâche. L'entrepreneur ne peut dépasser ce montant sans l'approbation du MDN, formulaire DND 626 modifié à l'appui. Le coût de la modification ne peut pas être supérieur à 50 p. 100 du montant initial prévu dans l'autorisation de tâche (ou au pourcentage prévu dans le contrat pour les modifications). Le coût total spécifié dans le formulaire DND 626, y compris toutes les modifications, ne peut dépasser le plafond de financement mentionné dans le contrat.

Ne s'applique qu'aux contrats de TPSGC

Le présent paragraphe s'applique uniquement aux autorisations de tâche accordées par TPSGC. On inscrira dans le formulaire DND 626 un plafond précis qui ne pourra être approuvé que par le MDN et un pourcentage selon lequel le MDN pourra approuver des modifications au formulaire DND 626 original. Les tâches dont le coût dépasse ces plafonds doivent être soumises à l'autorité contractante de TPSGC pour examen et signature avant qu'on autorise l'entrepreneur à débiter les travaux.

Nota :

Les travaux ne peuvent commencer avant la date de signature de ce formulaire par le responsable du MDN, pour les tâches dont le coût est inférieur au plafond établi par le MDN, et par le MDN et TPSGC pour les tâches dont le coût dépasse le plafond établi par le MDN.

