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**SOLICITATION AMENDMENT  
MODIFICATION DE L'INVITATION**

The referenced document is hereby revised; unless otherwise indicated, all other terms and conditions of the Solicitation remain the same.

Ce document est par la présente révisé; sauf indication contraire, les modalités de l'invitation demeurent les mêmes.

**Comments - Commentaires**

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

**Issuing Office - Bureau de distribution**  
Marine Emergency Response Division/Division des  
Interventions en cas d'urgence maritime  
Centennial Towers 7th Floor - 7W11  
200 Kent Street  
Ottawa  
Ontario  
K1A0S5

<b>Title - Sujet</b> Curtain Side Trailer	
<b>Solicitation No. - N° de l'invitation</b> F7047-200010/A	<b>Amendment No. - N° modif.</b> 001
<b>Client Reference No. - N° de référence du client</b> F7047-200010	<b>Date</b> 2020-06-08
<b>GETS Reference No. - N° de référence de SEAG</b> PW-\$ERD-006-27767	
<b>File No. - N° de dossier</b> 006erd.F7047-200010	<b>CCC No./N° CCC - FMS No./N° VME</b>
<b>Solicitation Closes - L'invitation prend fin</b> <b>at - à 02:00 PM</b> <b>on - le 2020-06-29</b>	<b>Time Zone</b> <b>Fuseau horaire</b> Eastern Daylight Saving Time EDT
<b>F.O.B. - F.A.B.</b> Specified Herein - Précisé dans les présentes <b>Plant-Usine:</b> <input type="checkbox"/> <b>Destination:</b> <input type="checkbox"/> <b>Other-Autre:</b> <input checked="" type="checkbox"/>	
<b>Address Enquiries to: - Adresser toutes questions à:</b> Liagridonis, Tom	<b>Buyer Id - Id de l'acheteur</b> 006erd
<b>Telephone No. - N° de téléphone</b> (819) 360-1231 ( )	<b>FAX No. - N° de FAX</b> ( ) -
<b>Destination - of Goods, Services, and Construction:</b> <b>Destination - des biens, services et construction:</b>	

**Instructions: See Herein**

**Instructions: Voir aux présentes**

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

## OVERVIEW

1. Four (4) questions have been asked; and
2. Two (2) changes to the Statement of Work have been made.

**Request For Proposal Number F7047-200010 is amended as follows:**

1. The following four (4) questions have been asked:

**Question #1 -**

**Item: B.1.1** - Does the Customer want a 53' flat deck curtainsider with 53' of working deck OR a 53' drop deck curtainsider with 41' of lower working deck and 11' of upper working deck over the gooseneck?

**Answer #1 -**

The requirement **B.1.1** has been amended as follows:

**B.1.1** The Trailer must be a 53-foot design with a drop deck, flatbed platform. The Trailer height, width, and lower deck capacity must be maximized and must comply with all provincial and territorial regulations and standards without the need for any additional permits for transportation across Canada.

**Question #2 -**

**Item B.1.11** - Please explain the requirement for a "breakaway kit".

**Answer #2 -**

The requirement **B.1.11** has been removed.

**Question #3 -**

**Item B.1.12** – Will the Customer accept industry standard aluminum wheels?

**Answer #3 -**

The Requirement **B.1.12** has been amended as follows:

**B.1.12** The Trailer must be equipped with galvanized steel or aluminum Trailer rims, including spare tire.

**Question #4 -**

**Item B.1.17** - Will the Customer accept a full aluminum structure with galvanized steel gooseneck and main frame rails with industry standard undercoating on the suspensions?

**Answer #4 -**

In order for Canada to accept the Vendor's proposed trailer, the trailer must meet all SOW requirements, including E.1, E.2, and E.4 regarding material selection.

2. ANNEX A entitled “**Annex A – Statement of Work - Environmental Response Equipment Modernization/Mobile Incident Command Equipment Project – Curtain Side 53-Foot Trailer**” *dated April 28, 2020* is amended by deleting it in its entirety and replacing it with the following:

**“Annex A – Statement of Work - Environmental Response Equipment Modernization/Mobile Incident Command Equipment Project – Curtain Side 53-Foot Trailer” *dated June 8, 2020* (attached).**

**Specifically, the following sections in the Statement of Work have been amended and replaced with the following:**

**Revision 1**

**Insert in section 2.1 Applicable Standards and Regulations –**

xxv. Heavy Truck Weight and Dimension Limits for Interprovincial Operations in Canada

**Revision 2**

**Delete –**

B.1.2 The Trailer must not exceed the Gross Vehicle Weight Rating (GVWR) of 80,000 lb. and comply with CMVSS.

***And***

**Insert –**

B.1.2 The Trailer must meet and must not exceed the Gross Vehicle Weight Rating (GVWR) of 80,000 lb. and comply with CMVSS.

**ALL OTHER TERMS AND CONDITIONS OF THIS REQUEST FOR PROPOSAL REMAIN UNCHANGED.**

**Annex A**  
Statement of Work

**Environmental Response Equipment  
Modernization/Mobile Incident Command  
Equipment Project**

Curtain Side 53-Foot Trailer

June 8, 2020

STATEMENT OF WORK  
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STATEMENT OF WORK  
ACRONYMS AND ABBREVIATIONS

## LIST OF ACRONYMS AND ABBREVIATIONS

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ASME	American Society of Mechanical Engineers
ASTM	Formerly known as the American Society for Testing and Materials
CCG	Canadian Coast Guard
CSA	Canadian Standards Association
CWB	Canadian Welding Bureau
DD	Two-digit day
GVWR	Gross Vehicle Weight Rating
ISO	International Organization for Standardization
MM	Two-digit month
OEM	Original equipment manufacturer
SAE	Society of Automotive Engineers
SOW	Statement of Work
UV	Ultraviolet
YYYY	Four-digit year

STATEMENT OF WORK  
INTRODUCTION

## SECTION 1 INTRODUCTION

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### 1.1. BACKGROUND

The Canadian Coast Guard (CCG) is the lead federal agency responsible for ensuring the clean-up of all ship-source and mystery-source pollution spills into waters under Canadian jurisdiction. In fulfillment of this legislated mandate, the CCG maintains a level of operational preparedness capacity to monitor, investigate, and respond, when required, to all reports of marine pollution incidents. The object of the Environmental Response Equipment Modernization/Mobile Incident Command Equipment (EREM/MICE) Project is to modernize CCG's response equipment inventory and supporting infrastructure.

### 1.2. PURPOSE

The CCG requires Curtain Side 53-Foot Trailers to respond to marine pollution incidents and/or other CCG operations. The Curtain Side 53-Foot Trailer will be deployed in areas accessible by highway, secondary road, and moderate cross-country terrain throughout Canada in support of the CCG Environmental Response (ER) and used to transport and store large and bulky equipment. The Curtain Side 53-Foot Trailer will provide tie-down points throughout the trailer to secure multiple items in different configurations. This Statement of Work (SOW) document defines the functional- and performance-based requirements for the Curtain Side 53-Foot Trailer (hereinafter referred to as the "Trailer").

### 1.3. SCOPE

Any requirements, specifications, and other indications in this SOW pertaining to the Trailer also pertain to each individual component of the Trailer, whether they are acquired together as a complete package, individually, or in any other combination.

### 1.4. DOCUMENT CONVENTION

The following conventions apply to this SOW:

- a. Dimensions stated as nominal are treated as approximate dimensions. Nominal dimensions reflect a standard whereby materials or products are generally identified for commercial sale, but differ from the actual dimensions.
- b. Both the metric system and the imperial system of measurements may be indicated in this SOW. Conversions from one system of measurement to the other may not be exact.

### 1.5. DEFINITIONS

The following definitions apply to this SOW:

Terminology	Definition
<b>Canada Motor Vehicle Safety Standards (CMVSS)</b>	Transport Canada standards, which all vehicles made or sold in Canada and all vehicles imported into Canada, must meet.
<b>Curb Weight</b>	The weight of the fully equipped Trailer. The Curb Weight includes the trailer, all attached components, accessories, equipment, and lubricants. The Curb Weight does not include the Payload.
<b>Equivalent</b>	A standard, means, or component type, which Canada has approved for this

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<b>Terminology</b>	<b>Definition</b>
	requirement as meeting the specified requirements for fit and function.
<b>Fully Operational</b>	A quality of readiness whereby an item has been specifically designed to function or perform in the stated environmental condition(s). A Trailer is “fully operational” when it is unhitched from its towing vehicle and supported by integral level jacks and tongue support and continuous power is delivered to the Trailer.
<b>Gross Vehicle Weight Rating (GVWR)</b>	The maximum operating weight of the Trailer in accordance with this SOW and confirmed by the manufacturer.
<b>Marine-Grade</b>	A quality of a product specially formulated or treated to withstand use in a marine environment.
<b>Off-the-Shelf</b>	Any standard articles and materials that are ordinarily produced by manufacturers in the normal course of business.
<b>Provided</b>	The element in question must be delivered, installed, and integrated in a fully operational state.
<b>Storage Condition</b>	The Trailer is parked on level ground.



## SECTION 2 REFERENCE DOCUMENTATION

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### 2.1. APPLICABLE STANDARDS AND REGULATIONS

The Trailer must conform to all applicable laws, regulations, and industrial standards governing manufacture, safety, noise levels, and pollution in effect in Canada at the time of manufacture. International equivalent laws, regulations, and industrial standards will be accepted only if certified for equivalency by a Professional Engineer.

The following standards and specifications apply to the Trailer:

- i. Motor Vehicle Safety Regulations, C.R.C., c.1038
- ii. Motor Vehicle Safety Act, S.C. 1993, c. 16
- iii. Hazardous Products Act, R.S.C., 1985, c.H-3
- iv. Trailers: Federal Lighting Equipment Location Requirements, TP 14117
- v. ASTM A123/A123M-09, Standard Specification for Zinc (Hot-Dip Galvanized) Coatings on Iron and Steel Products
- vi. ASTM A153/A153M-16a, Standard Specification for Zinc Coating (Hot-Dip) on Iron and Steel Hardware
- vii. ASTM A143/A143M-07 (2014) Standard Practice for Safeguarding Against Embrittlement of Hot-Dip Galvanized Structural Steel Products and Procedure for Detecting Embrittlement
- viii. ASTM A384/A834M-07 (2019) Standard Practice for Safeguarding Against Warpage and Distortion During Hot-Dip Galvanizing of Steel Assemblies
- ix. ASTM A385/A835M-17 Standard Practice for Providing High-Quality Zinc Coatings (Hot-Dip)
- x. ASTM A413/A413M-07 (2012), Standard Specification for Carbon Steel Chain
- xi. ASTM A653/A653M-19a, Standard Specification for Steel sheet, zinc-Coated (Galvanized) or Zinc-Iron Alloy-Coated (Galvannealed) by the Hot-Dip Process
- xii. ASTM A780/A780M-09 (2015) Standard Practice for Repair of Damaged and Uncoated Areas of Hot-Dip Galvanized Coatings
- xiii. CSA Certification of Companies for Fusion Welding of Steel, W47.1-09
- xiv. CSA Certification of Companies for Fusion Welding of Aluminum, W47.2-11 (R2015)
- xv. CSA W59-18, Welded Steel Construction
- xvi. CSA Welded Aluminum Construction standard, W59.2
- xvii. CSA C22.2 NO 18: Outlet Boxes, Conduit Boxes, Fittings, and Associated Hardware;
- xviii. CAN/CSA-G164-M92 (R2003) Hot Dip Galvanizing of Irregularly Shaped Articles
- xix. CAN/CSA-Z241 Series-92 (R1998)
- xx. ISO 3834-2:2005 Quality requirements for fusion welding of metallic materials – Part 2: Comprehensive quality requirements
- xxi. ISO 3864-1, Safety Colors and Safety Signs, Part 1: Design Principles for Safety Signs and Safety Markings;
- xxii. ISO 3864- Safety Colors and Safety Signs, Part 2: Design Principles for Product Safety Labels
- xxiii. Canadian Electrical Code, CSA C22.1
- xxiv. Lubricant Fittings, SAE J534
- xxv. Heavy Truck Weight and Dimension Limits for Interprovincial Operations in Canada

### 2.2. SUPERSEDEANCE

Unless otherwise specified by Canada, any amendment issued to the documents specified in section 2.11 must reflect the version in effect on the date of Contract Award.

## SECTION 3 TRAILER REQUIREMENTS

### 3.1. DESIGN OVERVIEW

#### 3.1.1. GENERAL CONSIDERATIONS

- 3.1.1.1. The Trailer must be able to be registered and pass a Motor Vehicle Safety (MVS) inspection in any Province or Territory in Canada as delivered without any additional costs to Canada.
- 3.1.1.2. The Contractor must standardize the equipment, fittings, fasteners, hardware, attachments, and fabrication methods used in all Trailers to minimize the number of unique spares. Identical components must be used in all Trailers, subject to Canada's design acceptance.
- 3.1.1.3. All equipment must be installed per the OEM installation recommendations.

### 3.2. OPERATIONAL REQUIREMENTS

The Trailer must meet the following operational requirements:

A.1	The Trailer must be fully operational in all Canadian environments and when subjected to rain, sleet, snow, and ocean spray during transportation, operational deployment, and storage.
A.2	The Trailer must be deployable by road anywhere in Canada in support of CCG operations, including on highways, secondary roads, gravel, dirt roads, and grass field terrain in year-round conditions including snow, rain, and ice.
A.3	The Trailer must operate with a full payload on highways and secondary roads at speeds of at least 100 km/h, on gravel roads at speeds of at least 40 km/h, and moderate cross-country terrain at speeds of up to 5 km/h.
A.4	The Trailer must have a permanently affixed National Safety Mark (NSM) label.

### 3.3. TRAILER CONSTRUCTION REQUIREMENTS

#### 3.3.1. TRAILER CONSTRUCTION AND LAYOUT REQUIREMENTS

The Trailer must meet the following layout requirements:

##### B.1 General Requirements

B.1.1	The Trailer must be a 53-foot design with a drop deck, flatbed platform. The Trailer height, width, and lower deck capacity must be maximized and must comply with all provincial and territorial regulations and standards without the need for any additional permits for transportation across Canada.
B.1.2	The Trailer must meet and must not exceed the Gross Vehicle Weight Rating (GVWR) of 80,000 lb. and comply with CMVSS.
B.1.3	The Trailer must be a tractor trailer fifth wheel coupling design.
B.1.4	The Trailer must be designed and constructed to support the full GVWR of the Trailer and all live loads that could apply during storage, deployment, or when operating at highway speeds in Canada.

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B.1.5	The Trailer must be equipped with tires with a total combined weight capacity greater than the Trailer GVWR. Tire selection and marking are subject to Canada's acceptance.
B.1.6	The Trailer must be equipped with heavy-duty, flexible, and replaceable mud flaps.
B.1.7	The Trailer must be equipped with a spare tire assembly mounted on the Trailer and ready for service identical to the other tire assemblies furnished with the Trailer. Canada must approve the spare tire mounting location.
B.1.8	A wheel lug nut wrench that fits the Trailer's lug nuts must be provided.
B.1.9	Wheel chocks that are carried in transport and can be installed following deployment or during storage must be provided. The chocks must prevent accidental movement of the Trailer. Canada must approve of the storage location.
B.1.10	The Trailer must be equipped with an air brake system with the capacity to handle the GVWR of the Trailer.
B.1.11	Deleted in its entirety.
B.1.12	The Trailer must be equipped with galvanized steel or aluminum Trailer rims, including spare tire.
B.1.13	The Trailer must be fitted with two (2) landing gears with universal mounts, crank handle, and sandshoes, subject to Canada's acceptance. The landing gears must have, at a minimum, a lifting capacity of the Trailer's GVWR.
B.1.14	The Trailer floor must be a hardwood deck or aluminum with hardwood nailing strips, subject to Canada's acceptance.
B.1.15	The Trailer must be fitted with no less than 12 sliding trailer winches or other appropriate means, on the curbside and roadside of the Trailer with appropriate secure points on opposite sides. Type of securement and installation locations are subject to Canada's approval.
B.1.16	The Trailer must include a registration holder and document holder, subject to Canada's acceptance.
B.1.17	The Trailer frame must have a corrosion-resistant coating, subject to Canada's acceptance.

B.2 Exterior

B.2.1	The exterior must be designed to prevent any water seepage into the Trailer.
B.2.2	The solid roof must be designed with frame members to accommodate all loads that would be expected in conditions year-round while stored outside in Canada (i.e. snow and wind loads).
B.2.3	The curtain sides must be designed with frame members to accommodate all loads that would be expected in conditions year-round while stored outside in Canada (i.e. snow and wind loads). The curtains must have reinforced sealed webbing tie-downs.
B.2.4	The roof must shed water and ice.
B.2.5	The Trailer must have two (2) full-width rear doors, directly adjacent to each other. The doors must open outwards. The doors must have a means to be permanently locked from the outside with a padlock.
B.2.6	The doors must be fitted with hold open devices that secures them in the fully open position.
B.2.7	All access points (i.e. curtain sides and door) must form a water-tight seal when closed.

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B.2.8	The Trailer must be accessible to the curbside roadside of the Trailer and must have manually operated curtain side walls retractable from front-to-rear and rear-to-front to facilitate forklift loading and unloading.
B.2.9	The Trailer must have interchangeable stainless steel buckles on full strength-rated straps to secure the curtain to the Trailer sides during transport.

B.3 Identifications and Markings

B.3.1	The Trailer must be provided with a rear mounted and recessed (or protected from damage) license plate holder.
B.3.2	The Trailer must have the following weatherproof and permanently affixed labels located in a conspicuous and protected location: manufacturer's name, model, and serial number; manufacturer's Vehicle Identification Number (VIN); the Trailer's capacity rating on the drawbar; and the product identifier. All warning and instruction labels must be in both Canadian English and French or ISO 3864-1 and ISO 3864-2 symbol format.
B.3.3	Any equipment or part of the Trailer that has a safe working load limit, maximum capacity, or load rating must have that number labeled with an engraved aluminum plate unless otherwise specified by Canada.
B.3.4	The product identifier must comply with the following format: ABCD-DD-MM-YYYY-Manufacturer's Serial #, where all text must be a sans serif typeface of at least 1 cm in height. ABCD represents 4 letters to be chosen by the manufacturer to represent their company name while DD-MM-YYYY represents the date of manufacture. The proposed product identifier is subject to Canada's acceptance.

**3.3.2. ELECTRICAL/LIGHTING REQUIREMENTS**

The Trailer must meet the following electrical and lighting systems requirements:

C.1. General Requirements

C.1	The Trailer must function with a tow vehicle operating with 12 volt electrical systems.
C.2	The Trailer must be fitted with a 7-way round pin tractor trailer electrical connector.
C.3	All Trailer electrical must be designed to be powered by the tow vehicle via the connection specified in C.2.
C.4	The Trailer must have lights and reflectors installed in accordance with CMVSS and all standards outlined in section 2.1 of the SOW.

**3.3.3. FABRICATION REQUIREMENTS**

The Trailer must meet the following fabrication requirements:

D.1	The Trailer must be constructed and finished with a high degree of workmanship, where surfaces are free from blemishes, burrs, defects, irregularities, sharp edges, and other conditions that would be deleterious to the finished component.
D.2	Parts must be properly aligned to preclude any binding and deformation as a result of assembly or operation.
D.3	All welds and coatings must be uniform, complete, and free of cracks, porosity, and scratches.
D.4	There must not be open ends of any of the frame members used in the construction of the Trailer.

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D.5	All OEM parts, materials, and equipment must be installed or applied as per the manufacturer's complete instructions.
D.6	All welding must be completed in accordance with Appendix A – Welding Requirements, see Appendix A for details on welding procedures, certifications and inspections.
D.7	All parts and equipment must be kept clean and protected against dust, moisture, rapid temperature changes, and foreign matter during manufacture, storage, pre installation staging, assembly, installation, and post installation.
D.8	All fasteners used must be easily removable if access is required for maintenance and resist loosening due to shock and vibration loading. Nylon-insert lock nuts or lock washers must be used on all bolted connections.
D.9	All threaded fasteners and associated hardware must conform to the dimensions and tolerances defined in an internationally recognized standard, such as, but not limited to ASME, ASTM, ISO, or SAE Standards.
D.10	Trailers must be serviced with non-proprietary lubricants and fluids.

### 3.3.4. MATERIAL REQUIREMENTS

The Trailer must meet the following material requirements:

E.1	All materials used in fabrication must be new, unused and free from defects and imperfection that might affect the serviceability of the finished product, of a marine-grade quality and resist corrosion and wear under the environmental conditions specified; and sized or selected to satisfy all the performance requirements specified. The materials must conform to the requirement defined in an internationally recognized standard, such as ASTM, ISO, or SAE standards.
E.2	All carbon steel used in the Trailer must be hot-dip galvanized unless otherwise specified by Canada. Prior to hot-dip galvanizing any carbon steel, the material to be galvanized must be thoroughly cleaned of any foreign matter, debris, or slag from welding to ensure a clean galvanized finish. The Contractor must eliminate, within reason, welding of parts to carbon steel that has already been galvanized.
E.3	All elastomeric materials in unassembled components and assemblies (including, but not limited to, gaskets and O-rings) must contain at least 90% of the authorized shelf-life at the date of delivery to Canada, unless otherwise specified by Canada.
E.4	Direct contact between dissimilar metals expected to cause galvanic corrosion must be avoided. If such contact cannot be avoided, an insulating material must be installed between the dissimilar metals to minimize the corrosive effect. The Contractor may propose alternate methods to minimize galvanic corrosion for consideration by Canada.
E.5	All synthetic polymers subjected to sunlight must be treated to protect against ultraviolet (UV) degradation, embrittlement, and mold.

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CURTAIN SIDE 53-FOOT TRAILER REQUIREMENTS

**3.4. DELIVERABLES**

**3.4.1. PROJECT MANAGEMENT DELIVERABLES**

The Contractor must identify a Project Manager (PM) to oversee all work needed to satisfy the contractual requirements (i.e. tasks, deliverables, resources, schedules, and quality). The PM must be the main point of contact with Canada.

The Contractor must provide a Project Schedule in accordance with PM-2, for review and acceptance by Canada. Any manufacturing or manufacturing related activities conducted prior to formal acceptance of the Project Schedule are at the Contractor's own risk.

The Contractor must convene and co-chair all meetings required by this SOW at the Contractor's own facilities, unless otherwise agreed to by Canada or otherwise noted herein. Facilities must be suitable for private discussion, and comfortably accommodate all meeting attendees. Teleconference and videoconference may be acceptable at the discretion of Canada.

The Contractor must provide Canada with a Meeting Agenda for each scheduled meeting at least three (3) business days prior and a comprehensive Record of Decision (ROD) must be provided within three (3) business days of each meeting (scheduled or unscheduled). At any time prior to the meeting, Canada may request that changes be made to the Meeting Agenda. Canada must review and accept the Meeting Agenda and ROD.

Item	Deliverable	Description	Notes
PM-1	Contract Kick-Off Meeting	<p>The Contractor must convene and co-chair a Contract Kick-Off Meeting. The meeting must be held in Canada. At a minimum, the following documents must be reviewed during the meeting:</p> <ul style="list-style-type: none"> <li>a. Contract;</li> <li>b. Project Schedule (per PM-2);</li> <li>c. Quality management system (per section 3.4.2.1) of the Contractor and the entity or entities performing the design, the manufacturing, assembly of manufactured components, and testing of the Trailer package; and</li> <li>d. Draft Design Package (per DD-1)</li> </ul> <p>To facilitate the review of the documentation and foster discussion, the Contractor must provide one soft copy in PDF format of the documents identified above (b-d, only), at least 3 business days prior to the scheduled meeting.</p> <p>The Contractor must also provide representatives of Canada with a tour of all facilities that will be used in the manufacturing and assembly of the Trailer (including the facilities of all major sub-contractors, at Canada's discretion) to provide insight into the manufacturing processes and procedures. Unless otherwise specified by Canada, the tour will take place as part of the two-day Contract Kick-Off Meeting and involve, at a minimum, 3 representatives of Canada. If the facilities are located outside of Canada, the Contractor must provide representatives of Canada with a tour of these facilities at a later date (within 3 months of contract award), unless otherwise specified by Canada.</p>	<p>Unless otherwise specified, this meeting is to be held no later than 14 calendar days after Contract Award.</p> <p>Meeting Agenda due at least 3 business days prior to the meeting.</p> <p>ROD due within 3 business days after the meeting has occurred.</p>
PM-2	Project Schedule	<p>The Project Schedule defines the timeline on which the Contractor will execute the project. Once the initial Project Schedule has been accepted by Canada, the Contractor must submit an updated Project Schedule, schedule risks, and schedule slippage on a bi-weekly basis.</p> <p>The Project Schedule must identify and quantify (level of effort) the Work to be done by the Contractor in order to successfully deliver on all requirements of the Contract and must detail, at a minimum:</p> <ul style="list-style-type: none"> <li>a. Contract milestones (e.g., Contract Kick-Off Meeting, review meetings, testing, acceptance, shipment, delivery, etc.); and</li> <li>b. All tasks and all sub-tasks required (such as design, material acquisition, manufacturing, assembly, etc.), per the Contract.</li> </ul>	<p>Initial Project Schedule due 3 business days prior to the Contract Kick-Off Meeting.</p> <p>Must be updated and submitted bi-weekly on Monday with PM-3.</p>

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CURTAIN SIDE 53-FOOT TRAILER REQUIREMENTS

Item	Deliverable	Description	Notes
PM-3	Bi-Weekly Progress Report	<p>The Contractor must provide Bi-Weekly Progress Reports to Canada via email detailing, at a minimum:</p> <ul style="list-style-type: none"> <li>a. An executive summary of bi-weekly events;</li> <li>b. An update to the Project Schedule including: <ul style="list-style-type: none"> <li>o Schedule slippage and associated risk identification and mitigation measures;</li> <li>o Native file provided as an attachment to the email; and</li> </ul> </li> <li>c. Potential technical adjustments that may be required.</li> </ul> <p>The Progress Report must also identify potential risks to the project (schedule, financial, technical, supplier, human resources, etc.). Risk management responsibilities and a detailed risk mitigation plan must be included for each risk identified.</p> <p>The Contractor must participate in a Bi-Weekly Progress Meeting scheduled by Canada after the receipt of the Bi-Weekly Progress Report (PM-3).</p>	Due Monday at 8:00 am, Eastern Time (ET)
PM-4	Bi-Weekly Progress Meeting (Teleconference)		To be scheduled by Canada.

3.4.1.1. Cancellation of Meetings

Canada may cancel meetings at its discretion. Rescheduling of meetings must be done only with the explicit agreement of Canada.

3.4.1.2. Unscheduled Meetings

The Contractor must provide representation at meetings (teleconference or in person) should the need for ad hoc or unscheduled meetings be required.

3.4.1.3. Problem Reporting

The Contractor must notify Canada immediately by telephone upon discovering or identifying an issue that may impact any of the Work. The Contractor must document the issue in writing, within two (2) calendar days of identification, and provide it to Canada via e-mail. Canada will advise whether an unscheduled meeting or any other action is required.

**3.4.2. DESIGN DELIVERABLES**

3.4.2.1. Quality Assurance

The Contractor and the entity or entities performing the design, manufacturing, assembly and testing of the Trailer (including all components of the Trailer) must have a Quality Management System in place for:

- a. Design and development (required only for the entity or entities performing design and development);
- b. Equipment calibration;
- c. Material certification;
- d. Testing and inspection;
- e. Non-conformity and corrective action; and
- f. Risk Mitigation.

The Quality Management System for the above-mentioned categories must include sufficient detail to describe the process. The Contractor and the entity or entities performing the design, manufacturing, assembly and testing must comply with their respective Quality Management System.



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3.4.2.2. Testing and Certification

Unless otherwise specified by Canada, all testing activities must be conducted at the Contractor's designated facility in the presence of a representative of Canada. The Contractor must notify Canada no less than three (3) weeks prior to conducting any testing in Canada, and no less than three (3) months prior to conducting any testing outside of Canada.

Item	Deliverable	Description	Notes
DD-1	Design Package	<p>The Design Package details the Contractor's technical solution for the Trailer. The Design Package must include, at a minimum, the following:</p> <ul style="list-style-type: none"> <li>a. All plan and elevations of the interior and exterior general arrangement;</li> <li>b. All measurements;</li> <li>c. Trailer load capacity calculations for the fifth wheel tractor trailer coupling design; and</li> <li>d. Each drawing must include a drawing title, drawing number, revision number, drawing scale, units of measure, dimensioned features, legend (as applicable), assembly notes, and the initials of the author of the drawing.</li> </ul> <p><b>Any manufacturing or manufacturing-related activities conducted prior to formal acceptance of the Design Package are at the Contractor's own risk.</b></p>	Due 3 business days prior to the Contract Kick-Off Meeting.
DD-2	First Article Testing (FAT) Plan and Testing	<p>Prior to the initiation of mass production, the Contractor must:</p> <ul style="list-style-type: none"> <li>a. Submit a FAT plan that defines all of the specific testing activities and certifications required to demonstrate to Canada that the first complete Trailer meets all of the technical requirements defined in this SOW. A sample plan has been provided in Appendix B.;</li> <li>b. Perform all required tests on the first complete Trailer (including all components of the package) as described in the FAT plan;</li> <li>c. Submit a FAT Report (per DD-3); and</li> <li>d. Obtain Canada's formal acceptance of the first complete unit and FAT Report.</li> </ul> <p>The FAT Plan must detail the methods, safety precautions, parameters to be measured, pass/fail criteria, mitigation and re-testing strategies, test schedule, certifications and material data sheets, and procedure in case of test interruption for each test.</p> <p>The FAT Report details the results of the FAT and demonstrates compliance of the Trailer to the technical requirements defined in this SOW. The FAT Report must be certified by the Contractor as an accurate record of the test results.</p>	<p>The FAT Plan due at the latest 2 weeks prior to testing with an agenda due 3 business days prior to testing.</p> <p>The FAT Plan must be formally accepted by Canada prior to First Article Testing.</p>
DD-3	FAT Report	<p>The test report must include, at a minimum: test personnel, item under test, test procedures, test conditions, problems encountered, and test results.</p> <p>The Contractor must append all of the relevant Certifications and Material Data Sheets required to demonstrate that the materials and processes to be used in the construction of the Trailer meet the quality requirements as defined in this SOW.</p>	Due 3 business days after FAT Testing.
	Acceptance Testing Plan and Testing	Acceptance Testing includes the tests and inspections conducted after the complete manufacture of each Trailer and prior to delivery (with the exception of the first article which was tested per DD-2).	Acceptance Test Plan due at the latest 2 weeks prior to Acceptance Testing.



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Item	Deliverable	Description	Notes
DD-4		<p>Prior to shipping a Trailer, the Contractor must:</p> <ol style="list-style-type: none"> <li>Submit an Acceptance Testing Plan demonstrating to Canada that each Trailer is fully operational, and complete in all respects as defined in this SOW.;</li> <li>Perform all required Acceptance Testing identified in the Acceptance Testing Plan;</li> <li>Submit an Acceptance Test Report for the unit (per DD-5); and</li> <li>Obtain Canada's formal acceptance for the unit and the Acceptance Test Report.</li> </ol> <p>The Acceptance Test Report details the results of the Acceptance Testing outlined in the Acceptance Testing Plan (per DD-4) and demonstrates to Canada that each Trailer Package is fully operational. The Acceptance Test Report must be certified by the Contractor as an accurate record of the test results.</p>	<p>Must be formally accepted by Canada prior to Acceptance Testing.</p> <p>Acceptance Test performed for each Trailer subsequent to FAT.</p>
DD-5	Acceptance Test Report	<p>The Acceptance Test Report must include, at a minimum: test personnel, item under test, test procedures, test conditions, problems encountered, and test results.</p> <p>The Contractor must append all of the relevant Certifications and Material Data Sheets required to demonstrate that the materials and processes to be used in the construction of the Trailer meet the quality requirements as defined in this SOW.</p> <p><b>Any shipping or shipping-related activities conducted prior to Canada's formal acceptance of the Acceptance Test Report are at the Contractor's own risk.</b></p>	<p>Due 3 business days after completion of Acceptance Testing for each Trailer.</p>

3.4.3. LIFE CYCLE MANAGEMENT DELIVERABLES

Item	Deliverable	Description	Notes
LC-1	Original Equipment Manufacturer Manuals (OEM)	<p>All OEM manuals must be provided in both Canadian English and French. Where English or French are not readily available commercially, unilingual versions in either of Canada's official languages will be accepted.</p> <p>The Contractor must provide an As-Built Drawing Package for the Trailer. The As-Built Drawing Package must include all engineering drawings for the Trailer that reflect any revisions or changes that occurred during the assembly process. All drawings must detail the key components of each assembly, and the respective interconnection(s) with other assembly components.</p> <p>If there are deviations between individual units or between series of units, they must be captured by noting the serial numbers to which specific details or drawings apply.</p>	<p>Due 20 business days prior to first Trailer shipment.</p>
LC-2	As-Built Drawing Package	<p>Package must include: General Arrangement Drawing(s) and Bill of Materials.</p> <p>Each drawing must include the drawing title, drawing number, revision number, drawing scale, units of measure, all measurements and configurations of components, dimensioned features, legend (as applicable), assembly notes, and author of drawing</p> <p>Unless otherwise specified by Canada, all final drawings and calculations must be sealed and certified by a licensed Professional Engineer. Final versions of the As-Built Drawings must be provided in both Canadian English and French and must be formally accepted by Canada prior to shipping any Trailers.</p>	<p>Due 20 business days prior to first shipment of Trailer.</p> <p>Final versions must be provided in both Canadian English and French and be formally accepted by Canada prior to shipping any Trailers.</p>

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Item	Deliverable	Description	Notes
LC-3	Operations and Maintenance (O&M) Manual	<p>The O&amp;M Manual must define all the necessary information to safely operate and maintain the Trailer. This information will ensure the Trailer maintains its original level of operational capability.</p> <p>The manual must be clearly delineated into two sections, one for Operation, and one for Maintenance (preventative and corrective). The document must include colour labelled diagrams, pictograms, and illustrations, as well as sequential instructions where applicable.</p> <p>The contents of the operation section of the manual must include, at minimum, the following:</p> <ol style="list-style-type: none"> <li>How to operate the complete Trailer including all known hazards and safety measures to mitigate risk;</li> <li>All steps required to render the system fully operational following delivery;</li> <li>How to install and remove components of the system;</li> <li>How to troubleshoot the equipment;</li> <li>How to safely clean, store and transport the Trailer, including the identification of cautions and warnings to prevent crew and equipment from damage.</li> </ol> <p>The operation section must also include pre- and post-operational checklists for all supplied and furnished equipment. The pre-operational checklist must define all indicators needed to ensure that the equipment is operationally ready prior to operation. The post-operational checklist must supplement its counterpart with cleaning procedures and recommended storage practices, as well as return-to-service instructions.</p>	<p>Due 30 calendar days prior to first shipment of Trailer.</p> <p>Must be formally accepted by Canada prior to shipping any Trailer.</p> <p>Unless otherwise specified by Canada, the Contractor must provide 1 hard copy of the manual in both Canadian English and French with each Trailer.</p>

#### 3.4.4. FINAL DELIVERABLES

In addition to the documentation detailed in the Statement of Work (SOW), the Contractor must provide, at a minimum, the following deliverables for each Trailer:

- Key components: Trailer, Trailer superstructure, and all accessories;
- Proof of National Safety Mark (NSM) compliance; and
- Bill of Sale and any additional documentation required for licensing and registration in Canada.

#### 3.4.5. DOCUMENTATION FORMATTING

Canada requests that all digital (acceptable doc formats are: PDF's and Microsoft Office documents) and hard copies of documentation (with the exception of drawings, which must be available use 11 x 17 inch paper) use 8.5 x 11 inch paper in sans serif typeface. For example, the use of Arial size 10 is acceptable. Hard copies must be printed using at least 600 DPI, double-sided, and must be collated and bound, unless otherwise specified by Canada.

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**APPENDIX A– WELDING REQUIREMENTS**

**Steel – Weld Procedure and Welding Personnel Qualification Requirements**

The Contractor or subcontractors performing the welding of steel must meet one of the following requirements for qualification of welding procedures and welding personnel – welding supervisors, welders and tack welders:

1. Certification by the Canadian Welding Bureau (CWB) to CSA Standard W47.1-2019 Division 1, 2 or 3.
2. Certification by an International Institute of Welding (IIW) Authorized National Body for Company Certification (ANBCC) to ISO Standard 3834 – 1, 2 or 3.
3. Third party accredited organization administration of American Welding Society (AWS) D1.1: 2015– Structural Welding Code Steel

**Aluminum – Weld Procedure and Welding Personnel Qualification Requirements**

The Contractor or subcontractors performing the welding of aluminum must meet one of the following requirements for qualification of welding procedures and welding personnel – welding supervisors, welders and tack welders:

1. Certification by the Canadian Welding Bureau (CWB) to CSA Standard W47.2-2011 (R2015) Division 1, 2 or 3.
2. Certification by an International Institute of Welding (IIW) Authorized National Body for Company Certification (ANBCC) to ISO Standard 3834 – 1, 2 or 3.
3. Third party accredited organization administration of American Welding Society (AWS) D1.2: 2014 – Structural Welding Code Aluminum

**Welding Personnel – Steel and Aluminum**

Welding must only be conducted by currently qualified individuals. Welders must be certified by an organization acceptable to the location in which the work is being carried out, the Trailer is being licensed and for the type of material being welded.

Welder performance qualification cards and government issued photo ID must be filed with the CCG TA prior to performing any welding work.

**Weld Inspection Requirements – Steel and Aluminum**

All completed welds must be visually examined their entire length by a certified third party, provided by the Contractor.

Safe access must be given to the CCG TA and third party inspector(s), by the Contractor. Visual examination of welds must follow procedures that are generally compliant with the established requirements of ASME BPVC-V-2019, Article 9. Where the lighting, viewing distance and viewing angle requirements for direct visual examination can't be met, then remote or translucent visual examination following the requirements of ASME BPVC-V-2019, Article 9 must be used by the third party inspector with the express consent of the CCG TA.

Visual examination of welds must occur in the as-welded condition after removing slag, spatter, magnesium oxide smut and wire brushing. Weld profiles must not be altered by any means prior to visual examination and fairing compounds, fillers, primers and/or paints must not be applied to the visible surfaces of welds prior to visual examination.

The acceptance standards for visual examination are as follows:

- Weld toes must blend smoothly into the base metal at each side of the weld.
- There must be no overlap, no undercut, no visible porosity, no cracks, no visible fusion faults.
- Welds must not have undersized leg lengths or throat sizes

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- Fillet welds must not have leg lengths or throat sizes greater than 2 mm of the required amount.
- Convexity for fillet welds must not exceed 2 mm.
- Excess weld metal for groove welds in butt joints must not exceed 3 mm.
- Craters must be filled with weld metal.

A copy of the visual inspector's qualification card as well as the written visual examination procedure to be followed must be filed with the CCG TA prior to any examinations taking place.

A formal report must be provided by the third party inspector to the CCG TA indicating acceptance or rejection of the welds to the acceptance criterion herein prior to scheduling CCG TA acceptance examinations.

Welds not meeting the acceptance standards for visual examination specified herein must not be repaired without the express consent of the CCG TA.

The Contractor is solely responsible for the repair of welds not meeting the acceptance standards for visual examination specified herein.

A weld that is found to be unacceptable in accordance with the acceptance criterion herein must not be repaired more than twice.

If the second repair attempt fails, the affected material and welds must be removed and new material fitted and welded to the original requirements of this Specification.

The CCG TA will at its discretion engage an outside party to perform welding audits of the Contractor at the place where welding work takes place at a frequency deemed necessary by the CCG TA.

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**APPENDIX B – SAMPLE TEST PLAN**

B.2 Test Plan Guideline

To be submitted with preliminary design drawings.

**1. Introduction**

<b>OBJECTIVE</b>		
1. Clearly define the test plan with regards to the equipment specified. 2. Ensure all pertinent requirements of the Contract are verified and documented. 3. Ensure quality control standards are upheld and maintained as per ISO 9001:2008		
<b>DESCRIPTION OF GOODS</b>		
Trailer includes: <ul style="list-style-type: none"><li>- Trailer</li><li>- Spare Tire</li><li>- Two Wheel Chocks</li><li>- Lug Nut Wrench</li></ul>		
<b>References</b>		
<b>Drawings:</b> XX-XXX##-CCG-## REV 1 dated Month Day, Year <b>Schedule:</b> As per Project Management Plan (DID-PM-##), dated Month Day, Year <b>First Article Testing:</b> Month Day, Year <b>Testing:</b> Month Day, Year		
<b>Test Conditions</b>		
<b>Test Equipment</b> <ul style="list-style-type: none"><li>- Measuring Tape</li><li>- Weight Scale</li><li>- Torque Wrench</li><li>- Hydraulic Gauge</li></ul>	<b>Safety Precautions</b> <ul style="list-style-type: none"><li>Ea – Ear (ear plugs/ear muffs)</li><li>E – Eye (safety glasses)</li><li>F – Foot (steel-toe boots)</li><li>H – Hand (gloves)</li><li>R – Rotary (mechanical device rotating)</li></ul>	
<b>First Article Testing</b>		
Does this constitute First Article Testing (FAT) If <b>YES</b> , Complete Test Items <b>No.# and/to #</b> , in addition to all other Test Items.	<input type="checkbox"/> YES	<input type="checkbox"/> NO

**1.1 Issues, Defects, and Test Interruptions**

To address issues, defects, and test interruptions, the items listed below will be followed:

- All defects will be noted in the Test Report;
- A corrective action document will be prepared; and
- A work order will be opened for the shop, where repairs will be completed in a timely manner.

In the event of test interruption, **VENDOR NAME** will...

**1.2 Glossary**

Populate, if necessary.

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**2. Test Plan**

2.1 Testing Procedures

Item No.	Test Item	SOW Clause	Safety Precaution	P/F <sup>1</sup>	Date DD/MM/YYYY	Employee Initials	Notes
1.	<b>Description of test item</b>  <b>Method/Verification</b> Measure, cross-reference, and record critical dimensions as indicated in the drawings.  <b>Pass/Fail Criteria</b> Indicate what entails a pass or fail  <b>Equipment</b> Calipers/Measuring Tape		H, F				Reference any Vendor documentation, if needed.

<sup>1</sup> P/F = Pass/Fail

2.2 Problem Identification

Item No.	Item Description	Problem Encountered	Action Taken
1.			
2.			
3.			

2.3 Replacement Schedule

In the event of a "Fail" or requirement to replace an item, the following should be considered.

Item No.	Item Description	Problem Encountered	Action Taken
1.			
2.			
3.			

**3. Test Plan Review**

Test Observer
Name
Employee Number
Title/Position
Date
Signature

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Test Supervisor
Name
Employee Number
Title/Position
Date
Signature

CCG Representative
Name
Title/Position
Date
Signature