



**RETURN BIDS TO:**  
**RETOURNER LES SOUMISSIONS À :**  
 Parks Canada Agency Bid Receiving Unit  
 National Contracting Services

Bid Fax: **1-866-246-6893**  
 Bid Email:  
[soumissionsouest-bidswest@canada.ca](mailto:soumissionsouest-bidswest@canada.ca)

The only acceptable email address for responses to bid solicitations is [soumissionsouest-bidswest@canada.ca](mailto:soumissionsouest-bidswest@canada.ca). Bids submitted by email directly to the Contracting Authority or to any email address other than [soumissionsouest-bidswest@canada.ca](mailto:soumissionsouest-bidswest@canada.ca) may not be accepted.

The maximum email file size that Parks Canada is capable of receiving is 25 megabytes. The Bidder is responsible for any failure attributable to the transmission or receipt of the emailed bid due to file size.

**REQUEST FOR PROPOSAL**

**Proposal to: Parks Canada Agency**  
 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 or attached hereto, the goods, services and construction listed herein or on any attached sheets at the price(s) set out therefor.

**Comments - Commentaires :**

**Issuing Office - Bureau de distribution :**  
 Parks Canada Agency  
 National Contracting Services  
 Calgary, Alberta

<b>Title:</b> LiDAR and Orthophoto Imagery Data Collection - Riding Mountain National Park, MB	
<b>Solicitation No.:</b> 5P420-20-0068/A	<b>Date:</b> July 13, 2020
<b>Client Reference No.:</b> N/A	
<b>GETS Reference No.:</b> PW-20-00920303	

<b>Solicitation Closes:</b> <b>At: 14:00</b> <b>On: July 30, 2020</b>	<b>Time Zone:</b> <b>MDT</b>
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<b>F.O.B.:</b> Plant: <input type="checkbox"/> Destination: <input checked="" type="checkbox"/> Other: <input type="checkbox"/>	
<b>Address Enquiries to:</b> Ryan Taylor	
<b>Telephone No.:</b> (587) 436-5987	<b>Fax No.:</b> 1-866-246-6893
<b>Email Address:</b> <a href="mailto:ryan.taylor@canada.ca">ryan.taylor@canada.ca</a>	
<b>Destination of Goods, Services, and Construction:</b> See Herein	

**TO BE COMPLETED BY THE BIDDER**

<b>Vendor/ Firm Name:</b>	
<b>Address:</b>	
<b>Telephone No.:</b>	<b>Fax No.:</b>
<b>Name of person authorized to sign on behalf of the Vendor/ Firm (type or print):</b>	
<b>Signature:</b>	<b>Date:</b>

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## **IMPORTANT NOTICE TO BIDDERS**

**BIDS RECEIVED BY FAX AND EMAIL WILL BE ACCEPTED AS OFFICIAL.**

**BIDS RECEIVED IN-PERSON OR BY COURIER MAY NOT BE ACCEPTED.**

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Emails with links to bid documents will not be accepted. Bid documents must be sent as email attachments.

### **Direct Deposit**

The Government of Canada has replaced cheques with direct deposit payment(s); an electronic transfer of funds deposited directly into a bank account. In order to receive payment, new vendors that are awarded a contract will be required to complete a direct deposit enrolment form to register their direct deposit information with Parks Canada.

Additional information on this Government of Canada initiative is available at:  
<http://www.directdeposit.gc.ca>

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## **PART 1 – INFORMATION AND INSTRUCTIONS**

### **1.1. Security Requirements**

1.1.1. There is no security requirement associated with the bid solicitation.

### **1.2. Statement of Work**

The Work to be performed is detailed under Article 6.2 of the resulting contract clauses.

### **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.

### **1.4. Trade Agreements**

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

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## **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](#) (2020-05-28), Standard Instructions – Goods or Services – Competitive Requirements, are incorporated by reference into and form part of the bid solicitation.

All reference to the Minister of Public Works and Government Services Canada shall be deleted and replaced with the Minister of the Environment for the purposes of the Parks Canada Agency. All reference to the Department of Public Works and Government Services Canada shall be deleted and replaced with the Parks Canada Agency.

### **2.2. Submission of Bids**

Bids must be submitted only to the Parks Canada Agency (PCA) Bid Receiving Unit by the date and time indicated on page 1 of the bid solicitation.

**Bids submitted in-person or by courier may not be accepted.**

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Emails with links to bid documents will not be accepted. Bid documents must be sent as email attachments.

### **2.3. Enquiries – Bid Solicitation**

All enquiries must be submitted in writing to the Contracting Authority no later than seven (7) calendar day 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.

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## **2.4. Applicable Laws**

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

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.

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## **PART 3 – BID PREPARATION INSTRUCTIONS**

### **3.1. Bid Preparation Instructions**

Canada requests that the bid be gathered per section and separated as follows:

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

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

#### **Section I:      Technical Bid**

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

#### **Section II:     Financial Bid**

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

#### **3.1.1. Exchange Rate Fluctuation**

SACC Manual Clause [C3011T](#) (2013-11-06), Exchange Rate Fluctuation.

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

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

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## **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 and financial 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**

Technical bids will be evaluated against the mandatory technical evaluation criteria at **Annex E to Part 4 of the Bid Solicitation**.

##### **4.1.1.2. Point Rated Technical Criteria**

Technical bids will be evaluated against the point rated technical evaluation criteria at **Annex E to Part 4 of the Bid Solicitation**.

#### **4.1.2. Financial Evaluation**

SACC Manual clause [A0220T](#) (2014-06-26), Evaluation of Price - Bid

##### **4.1.3. Basis of Selection - Highest Combined Rating of Technical Merit and Price**

**4.1.3.1** To be declared responsive, a bid must:

- a. comply with all the requirements of the bid solicitation; and
- b. meet all mandatory criteria; and
- c. obtain the required minimum of 75 points overall for the technical evaluation criteria which are subject to point rating.  
The rating is performed on a scale of 150 points.

**4.1.3.2** Bids not meeting (a) or (b) or (c) will be declared non-responsive.

**4.1.3.3** The selection will be based on the highest responsive combined rating of technical merit and price. The ratio will be 60% for the technical merit and 40% for the price.

**4.1.3.4** To establish the technical merit score, the overall technical score for each responsive bid will be determined as follows: total number of points obtained / maximum number of points available multiplied by the ratio of 60%.

**4.1.3.5** To establish the pricing score, each responsive bid will be prorated against the lowest evaluated price and the ratio of 40%.

**4.1.3.6** For each responsive bid, the technical merit score and the pricing score will be added to determine its combined rating.

**4.1.3.7** Neither the responsive bid obtaining the highest technical score nor the one with the lowest evaluated price will necessarily be accepted. The responsive bid with the highest combined rating of technical merit and price will be recommended for award of a contract.



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The table below illustrates an example where all three bids are responsive and the selection of the contractor is determined by a 60/40 ratio of technical merit and price, respectively. The total available points equals 135 and the lowest evaluated price is \$45,000 (45).

**Basis of Selection - Highest Combined Rating Technical Merit (60%) and Price (40%)**

	<b>Bidder 1</b>	<b>Bidder 2</b>	<b>Bidder 3</b>	
<b>Overall Technical Score</b>	115/135	89/135	92/135	
<b>Bid Evaluated Price</b>	\$55,000.00	\$50,000.00	\$45,000.00	
<b>Calculations</b>	<b>Technical Merit Score</b>	$115/135 \times 60 = 51.11$	$89/135 \times 60 = 39.56$	$92/135 \times 60 = 40.89$
	<b>Pricing Score</b>	$45/55 \times 40 = 32.73$	$45/50 \times 40 = 36.00$	$45/45 \times 40 = 40.00$
<b>Combined Rating</b>	83.84	75.56	80.89	
<b>Overall Rating</b>	1st	3rd	2nd	

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## **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 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.

The Bidder, regardless of their status under the [Ineligibility and Suspension Policy](http://www.tpsgc-pwgsc.gc.ca/ci-if/politique-policy-eng.html), must provide the information requested at **Annex C to Part 5 of the Bid Solicitation** prior to contract award.

#### **5.2.2. Former Public Servant**

Contracts awarded to former public servants in receipt of a pension or 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 Former Public Servants, the Bidder must provide the information requested at **Annex D to Part 5 of the Bid Solicitation** prior to contract award.

#### **5.2.3. 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>).

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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.

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## **PART 6 – RESULTING CONTRACT CLAUSES**

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

### **6.1. Security Requirements**

**6.1.1.** There is no security requirement applicable to the Contract.

### **6.2. Statement of Work**

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

### **6.3. 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.

#### **6.3.1. General Conditions**

[2010B](#) (2020-05-28), General Conditions – Professional Services (Medium Complexity) apply to and form part of the Contract.

All reference to the Minister of Public Works and Government Services Canada shall be deleted and replaced with the Minister of the Environment for the purposes of the Parks Canada Agency. All reference to the Department of Public Works and Government Services Canada shall be deleted and replaced with the Parks Canada Agency.

### **6.4. Term of Contract**

#### **6.4.1. Period of the Contract**

The period of the Contract is from date of Contract to December 31, 2020 inclusive.

### **6.5. Authorities**

#### **6.5.1. Contracting Authority**

The Contracting Authority for the Contract is:

Ryan Taylor  
Contracting Officer, National Contracting Services  
Chief Financial Officer Directorate  
Parks Canada Agency  
220 – 4 Avenue S.E., suite 720  
Calgary, AB T2G 4X3

Telephone: (587) 436-5987  
Facsimile: 1-866-246-6893  
E-mail address: [ryan.taylor@canada.ca](mailto:ryan.taylor@canada.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.

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### 6.5.2. Project Authority

The Project Authority for the Contract is:

\*\*\* to be provided 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.

### 6.5.3. Contractor's Representative

\*\* To Be Completed by the Bidder\*\*

The Contractor's Representative for the Contract is:

<b>Representative's Name:</b>		
<b>Representative's Title:</b>		
<b>Vendor/ Firm Name:</b>		
<b>Physical Address:</b>		
<b>City:</b>	<b>Province/ Territory:</b>	<b>Postal Code:</b>
<b>Telephone:</b>	<b>Facsimile:</b>	
<b>Email Address:</b>		
<b>Procurement Business Number (PBN) or Goods and Services Tax (GST) Number:</b>		

### 6.6. Proactive Disclosure of Contracts with Former Public Servants

\*\*\* SACC Manual clause A3025C to be inserted at contract award, if applicable \*\*\*

### 6.7. Payment

#### 6.7.1. Basis of Payment – Firm Price

In consideration of the Contractor satisfactorily completing all of its obligations under the Contract, the Contractor will be paid a firm price, as specified in **Annex "B"** for a cost of \$\*\*\*to be inserted at Contract Award\*\*\*. 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.

#### 6.7.2. Single Payment

[H1000C](#) (2008-05-12) Single Payment.

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## **6.8. Invoicing Instructions**

**6.8.1** 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.

**6.8.2** Invoices must be distributed as follows:

- a. Invoices must be forwarded electronically to the Project Authority for certification and payment.

## **6.9. Certifications and Additional Information**

### **6.9.1. 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.

## **6.10. Applicable Laws**

The Contract must be interpreted and governed, and the relations between the parties determined, by the laws in force in **\*\*\* to be inserted at contract award \*\*\***.

## **6.11. 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.

- (a) The Articles of Agreement;
- (b) The general conditions [2010B](#) (2020-05-28), General Conditions – Professional Services (Medium Complexity);
- (c) Annex A, Statement of Work;
- (d) Annex B, Basis of Payment;
- (e) The Contractor's bid dated **\*\*\* to be inserted at contract award \*\*\***.

## **6.12. SACC Manual Clauses**

[A9068C](#) (2010-01-11), Government Site Regulations  
[B6802C](#) (2007-11-30), Government Property

## **6.13. Insurance Requirements**

[G1005C](#) (2016-01-28) Insurance – No Specific Requirement

## **6.14. Inspection and Acceptance**

The Project Authority is the Inspection Authority. All reports, deliverable items, documents, goods and all services rendered under the Contract are subject to inspection by the Inspection Authority or representative. Should any report, document, good or service not be in accordance with the requirements of the Statement of Work and to the satisfaction of the Inspection Authority, as submitted, the Inspection Authority will have the right to reject it or require its correction at the sole expense of the Contractor before recommending payment.

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## **ANNEX A**

### **STATEMENT OF WORK**

The Statement of Work is provided under separate attachment  
(Annex A – Statement of Work\_20-0068.pdf)

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**Amendment No.:**  
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**Contracting Authority:**  
Ryan Taylor

**Client Reference No.:**  
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**Title:**  
LiDAR and Orthophoto Imagery Data Collection - Riding Mountain National Park, MB

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## ANNEX B

### BASIS OF PAYMENT

**\*\* To Be Completed by the Bidder\*\***

#### **Financial Bid Submission Requirements**

- (a) Prices must appear in the financial bid only. No prices must be indicated in any other section of the bid.
- (b) The Bidder must submit their financial bid in accordance with the Basis of Payment.
- (c) All prices are in Canadian dollars, FOB destination
- (d) Customs duties are included and Applicable Taxes are extra.

#### **1. Firm Price - Contract**

In consideration of the Contractor completing all of its obligations under the Contract, the Contractor will be paid a firm price in Canadian funds for all costs, including but not limited to all professional, technical, and administrative fees and costs as required to fulfill the requirements of *Annex A – Statement of Work* as defined.

<b>TOTAL FIRM PRICE (excluding applicable tax)</b>	<b>\$</b>
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#### **Notes:**

- (a) Unidentified costs will not be allowable under the Contract unless there is a change to the work requirements and addressed by a contract amendment issued by the Contracting Authority;
- (b) Additional payment terms and conditions will not apply to the contract; and
- (c) Customs duties are included and Applicable Taxes are extra.



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**ANNEX C TO PART 5 OF THE BID SOLICITATION**

**\*\* To Be Completed by the Bidder\*\***

**LIST OF NAMES FOR INTEGRITY VERIFICATION FORM**

**Requirements**

Section 17 of the [Ineligibility and Suspension Policy](#) (the Policy) requires Bidders, regardless of their status under the Policy, to submit a list of names when participating in a procurement process. The required list differs depending on the Bidder's or Offeror's organizational structure:

- Bidders including those bidding as joint ventures, whether incorporated or not, must provide a complete list of the names of all current directors.
- Privately owned corporations must provide a list of the owners' names.
- Bidders bidding as sole proprietors, including sole proprietors bidding as joint ventures, whether incorporated or not, must provide a complete list of the names of all owners.
- Bidders that are a partnership do not need to provide a list of names.

Bidders may use this form to provide the required list of names with their bid or offer submission. Failure to submit this information with a bid or offer, where required, will render a bid or offer non-responsive, or the Bidder otherwise disqualified for award of a contract or real property agreement. Please refer to [Information Bulletin: Required information to submit a bid or offer](#) for additional details.

**Bidder Information**

<b>Bidder's Legal Name:</b>		
<b>Organizational Structure:</b> ( ) Corporate Entity ( ) Privately Owned Corporation ( ) Sole Proprietor ( ) Partnership		
<b>Bidder's Legal Address:</b>		
<b>City:</b>	<b>Province / Territory:</b>	<b>Postal Code:</b>
<b>Bidder's Procurement Business Number (optional):</b>		

**List of Names**

<b>Name</b>	<b>Title</b>

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**Declaration**

I, \_\_\_\_\_, (*name*)

\_\_\_\_\_, (*position*) of

\_\_\_\_\_, (*Bidder's name*) declare that the information provided in this Form is, to the best of my knowledge and belief, true, accurate and complete. I am aware that failing to provide the list of names will render a bid or offer non-responsive, or I will be otherwise disqualified for award of a contract or real property agreement. I am aware that during the bid or offer evaluation stage, I must, within 10 working days, inform the Contracting Authority in writing of any changes affecting the list of names submitted. I am also aware that after contract award I must inform the Registrar of Ineligibility and Suspension within 10 working days of any changes to the list of names submitted.

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**Signature**

**Date**

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## ANNEX D TO PART 5 OF THE BID SOLICITATION

**\*\* To Be Completed by the Bidder\*\***

### 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 ( )
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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](#).

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**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.

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## ANNEX E

### TECHNICAL EVALUATION

**\*\* To Be Completed by the Bidder\*\***

#### 1. Technical Bid Format

The technical bid must 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 strongly 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.

The Bidder is advised to pay careful attention to the wording used throughout this Request for Proposal (RFP). Failure to satisfy a term or condition of this RFP may result a bid being deemed non-responsive.

All information required for evaluation purposes must be included directly in the Bidder's technical bid. The evaluation team cannot consider information not provided directly in the technical bid (e.g. links to additional website content, references checks, etc.).

#### 2. Mandatory Technical Criteria

Technical bids will be evaluated against the mandatory technical criteria below.

For a bid to be declared responsive to the solicitation requirements it must demonstrate and meet all of the mandatory technical criteria. Bids declared non-responsive to the mandatory technical criteria will be given no further evaluation.

Item No.	Evaluation Criteria	Met / Not Met		Remarks / Notes
		<b>**To Be Completed by Evaluation Team**</b>		
2.1	Experience with acquisition of airborne topographic LiDAR data. The Bidder must demonstrate experience with two (2) raw airborne topographic LiDAR data acquisition projects of more than 2,000 km <sup>2</sup> with an Aggregate Nominal Pulse Density (ANPD) of at least 2 pls/m <sup>2</sup> over 90% of the territory (excluding waterbodies). The data must have been acquired with a Non-vegetated Vertical Accuracy of 19.6 cm or better at the 95-percent confidence level. In order to demonstrate that their company possesses the required experiences, bidders should provide the following information: - Project Name - Business Name - Project Date - Coverage (km <sup>2</sup> ) - Aggregated Nominal Pulse Density (ANPD) - Non-vegetated Vertical accuracy at 95-percent confidence level. - Project Summary	<input type="checkbox"/> Met	<input type="checkbox"/> Not Met	

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<b>2.2</b>	Experience with acquisition of aerial imagery serving to produce orthophotos. The Bidder must demonstrate experience with two (2) aerial imagery data acquisition projects in the form of a mosaic. The projects must be of more than 2,000 km <sup>2</sup> and the mosaic of orthophotos with a resolution of 40 cm or better. Product obtained must be issued from a RGB or a near infrared optical sensor. In order to demonstrate that their company possesses the required experiences, bidders should provide the following information: <ul style="list-style-type: none"><li>- Project Name</li><li>- Business Name</li><li>- Project Date</li><li>- Coverage (km<sup>2</sup>)</li><li>- Resolution of the orthophotos mosaic</li><li>- Spectral bands used</li><li>- Project Summary</li></ul>	<input type="checkbox"/> <b>Met</b>	<input type="checkbox"/> <b>Not Met</b>	
<b>2.3</b>	Experience with classification of airborne topographic LiDAR data. The Bidder must demonstrate experience with two (2) airborne topographic LiDAR data classification projects of more than 2,000 km <sup>2</sup> . The minimum classifications required are: Ground (2), Water (9) and Unclassified (1). In order to demonstrate that their company possesses the required experiences, bidders should provide the following information: <ul style="list-style-type: none"><li>- Project Name</li><li>- Business Name</li><li>- Project Date</li><li>- Coverage (km<sup>2</sup>)</li><li>- Classifications</li><li>- Project Summary</li></ul>	<input type="checkbox"/> <b>Met</b>	<input type="checkbox"/> <b>Not Met</b>	

**Experiences 2.1, 2.2 and 2.3 may be cumulated in the same projects.**

**Bids that do not demonstrate and meet all of the mandatory technical criteria will be given no further evaluation.**

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### 3. Evaluation of Rated Criteria

Parks Canada will use the following criteria and the Generic Evaluation Criteria stated below to evaluate each proposal that meets the mandatory requirements. Proposals must obtain the minimum score for each of the rated criteria in order to be considered compliant with the rated technical criteria; Proposals that do not achieve the minimum number of points required will be deemed non-compliant. The rated criteria require a brief description of the sensors used to achieve the specifications. It is possible to use sensors that are not current corporate assets such as ones available through subcontract, rental or planned acquisitions during the contract. Parks Canada will assess that the sensor provides acquisition capability within the requested specifications. Proposals will be assessed against the following criteria:

Item No.	Evaluation Criteria	Weight	Points Awarded <i>**To Be Completed by Evaluation Team**</i>
<b>3.1.</b>	<b>Approach and Methodology - LiDAR</b>		
3.1.	<p>Parks Canada would like the Bidder to describe the complete approach and method to acquire/classify LiDAR data that are compliant to the specifications described below. The area is 3000 km<sup>2</sup>. A written description that includes images of maps presenting the flight lines, control, validation, etc. is preferable.</p> <p>The Bidder should demonstrate the ability to acquire LiDAR data according to the following specifications:</p> <ul style="list-style-type: none"> <li>• A Non-Vegetated vertical accuracy of 10 cm at the 95- percent confidence level</li> <li>• Calculated horizontal accuracy of 20 cm.</li> <li>• An Aggregate Nominal Pulse Density (ANPD) of 10 pls/m<sup>2</sup> on 90% of territory (excluding waterbodies)</li> <li>• Data classification according to the following classes : Ground (2), Building (6), Water (9), Low Point (noise)(7), Bridge Deck (17), High Noise (18), and unclassified (1) • Data must be delivered in 1km x 1km tiles.</li> <li>• Data is delivered according to the UTM NAD83 CSRS coordinate system</li> <li>• Elevation data is orthometric and relative to the Canadian Geodetic Vertical Datum of 2013 (CGVD2013)</li> </ul> <p><b>**The evaluation will be based on the following criteria**</b></p>		
3.1.1	Provide the manufacture, model and year of the device (sensor) that will be used for the LiDAR acquisition. (Instrumentation)	1.0	/10 X 1.0 = /10
3.1.2	Provide flight plan and data capture details to meet the specifications. (% of lateral overlap, scan angle, flight altitude, flight lines, reference control data). (Flight plan and data)	2.0	/10 X 2.0 = /20
3.1.3	Provide processing details required to achieve these specifications : (classification methodology for each required class, coordinate system, vertical reference system, tiling) (Data processing	2.0	/10 X 2.0 = /20

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3.1.4	Provide a quality control strategy that verifies that the data meets the specifications (accuracy, spatial distribution and regularity, pulse density, classification, territory without data (voids) (Data validation)	2.5	/10 X 2.5 = /25
<b>3.2 Approach and Methodology - Orthophotos</b>			
3.2	<p>Parks Canada would like the Bidder to describe the complete approach and method to acquire orthophotos and create a mosaic that are compliant to the specifications described below. The area is 3000 km<sup>2</sup>. A written description that includes images of maps presenting the flight lines, control, validation, etc. is preferable.</p> <p>The Bidder should demonstrate the ability to acquire aerial imagery serving to produce an orthophotograph mosaic according to the following specifications:</p> <ul style="list-style-type: none"> <li>• Data is delivered according to the UTM NAD83 CSRS coordinate system</li> <li>• Data resolution equivalent to 20 cm</li> <li>• Homogeneity of the radiometry over the whole territory</li> <li>• Perfectly clean photographs with no blurry area and of even luminosity</li> <li>• Photographs with no cloud</li> <li>• Orthorectified photographs created with a surface model of good quality</li> <li>• Orthophoto mosaic</li> <li>• Orthophotos planimetric accuracy equivalent to 20 cm (RMSE)</li> </ul> <p><b>**The evaluation will be based on the following criteria**</b></p>		
3.2.1	Provide the manufacture, model and year of the device (sensor) that will be used for the imagery acquisition. (Instrumentation)	1.0	/10 X 1.0 = /10
3.2.2	Provide flight plan and data capture details to meet the specifications. (% of longitudinal and lateral overlap, ground tracks, flight altitude, number flight lines, solar elevation, reference control data). (Flight plan and data capture)	2.0	/10 X 2.0 = /20
3.2.3	Provide processing details required to achieve these specifications : (coordinate system, aerotriangulation, orthorectification, radiometry, mosaic process) (Data processing)	2.0	/10 X 2.0 = /20
3.2.4	Provide a quality control strategy that verifies the data meets the specifications for the following criteria (accuracy, orthorectification, mosaic quality) (Data validation)	2.5	/10 X 2.5 = /25
<b>Total Score</b>			<b>/150</b>
<b>**To Be Completed by Evaluation Team**</b>			



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#### 4. Point Rated Technical Criteria Summary Table

Item No.	Evaluation Criteria	Weight Factor	Maximum Weighted Rating
<b>3.1</b>	<b>Approach and Methodology - LiDAR</b>	<b>10 x 7.5</b>	<b>75</b>
3.1.1	Instrumentation	1.0	10
3.1.2	Flight plan and data	2.0	20
3.1.3	Data processing	2.0	20
3.1.4	Data validation	2.5	25
<b>Maximum Points Available for Criteria 3.1</b>			<b>75</b>

Item No.	Evaluation Criteria	Weight Factor	Maximum Weighted Rating
<b>3.2</b>	<b>Approach and Methodology - Orthophotos</b>	<b>10 x 7.5</b>	<b>75</b>
3.2.1	Instrumentation	1.0	10
3.2.2	Flight plan and data	2.0	20
3.2.3	Data processing	2.0	20
3.2.4	Data validation	2.5	25
<b>Maximum Points Available for Criteria 3.2</b>			<b>75</b>

<b>Maximum Points Available for Point Rated Technical Criteria</b>	<b>150</b>
<b>Minimum Points Required for Point Rated Technical Criteria</b>	<b>75</b>

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## 5. Generic Evaluation Criteria

Parks Canada Agency (PCA) Evaluation Board members will individually evaluate the strengths and weaknesses of the Proponent's response to the evaluation criteria and will rate each criterion using the generic evaluation table below. The PCA Evaluation Board may award an odd number for evaluation criterion once consensus has been reached.

<b>Non Responsive</b>	<b>Inadequate</b>	<b>Weak</b>	<b>Adequate</b>	<b>Fully Satisfactory</b>	<b>Strong</b>
<b>0 Point</b>	<b>2 Points</b>	<b>4 Points</b>	<b>6 Points</b>	<b>8 Points</b>	<b>10 Points</b>
Did not submit information which could be evaluated	Lacks complete or almost complete understanding of the requirements	Some understanding of the requirements but lacks adequate understanding in some areas of the requirements	Demonstrates a good understanding of the requirements	Demonstrates a very good understanding of the requirements	Demonstrates an excellent understanding of the requirements
	Weaknesses cannot be corrected	Generally doubtful that weaknesses can be corrected	Weaknesses can be corrected	No significant weaknesses	No apparent weaknesses
	Proponent does not possess qualifications and experience	Proponent lacks qualifications and experience	Proponent has an acceptable level of qualifications and experience	Proponent is qualified and experienced	Proponent is highly qualified and experienced
	Team proposed is not likely able to meet requirements	Team does not cover all components or overall experience is weak	Team covers most components and will likely meet requirements	Team covers all components - some members have worked successfully together	Strong team – has worked successfully together on comparable projects
	Sample projects not related to this requirement	Sample projects generally not related to this requirement	Sample projects generally related to this requirement	Sample projects directly related to this requirement	Leads in sample projects directly related to this requirement
	Extremely poor, insufficient to meet performance requirements	Little capability to meet performance requirements	Acceptable capability, should ensure adequate results	Satisfactory capability, should ensure effective results	Superior capability, should ensure very effective results