



**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)

This is the only acceptable email address for responses to bid solicitation. Bids submitted by email directly to the Contracting Authority or to any other email address may not be accepted.

The maximum email file size is 25 megabytes. PCA is not responsible for any transmission errors. Emails with links to bid documents will not be accepted.

**INVITATION TO TENDER  
APPEL D'OFFRES**

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

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

Comments - Commentaries

Issuing Office - Bureau de distribution

Parks Canada Agency  
Calgary, AB



<b>Title-Sujet</b> Prince of Wales Trail Improvements – Waterton Lakes National Park		
<b>Solicitation No. - No. de l'invitation</b> 5P420-20-0100/A		<b>Date:</b> July 14, 2020
<b>GETS Reference No. – No de reference de SEAG</b> PW-20-00920451		<b>Client Ref. No. – No. de réf du client.</b>
<b>Solicitation Closes – L'invitation prend fin :</b>		
<b>at – à</b> 2:00 PM	<b>on – le</b> July 30, 2020	<b>Time Zone - Fuseau horaire</b> MDT – HAR
<b>F.O.B. - F.A.B.</b>		
<b>Plant-Usine:</b> <input type="checkbox"/>	<b>Destination:</b> <input checked="" type="checkbox"/>	<b>Other-Autre:</b> <input type="checkbox"/>
<b>Address Inquiries to: - Adresser toute demande de renseignements à :</b> Brinthan Balakumar      Brinthan.balakumar@canada.ca		
<b>Telephone No. - No de téléphone</b> (587) 832-1894		<b>Fax No. – No de FAX:</b> (866) 246-6893
<b>Destination of Goods, Services, and Construction:</b> <b>Destinations des biens, services et construction:</b> See Herein – Voir aux présentes		

**TO BE COMPLETED BY THE BIDDER  
À ÊTRE COMPLÉTER PAR LE SOUMISSIONNAIRE**

<b>Vendor/Firm Name – Nom du fournisseur/de l'entrepreneur</b>	
<b>Address - Adresse</b>	
<b>Name of person authorized to sign on behalf of the Vendor/Firm Nom de la personne autorisée à signer au nom du fournisseur/ de l'entrepreneur</b>	
<b>Titale - Titre</b>	
<b>Telephone No. - N° de téléphone:</b> _____	
<b>Facsimile No. - N° de télécopieur:</b> _____	
<b>Signature</b>	<b>Date</b>

## INVITATION TO TENDER

### **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.**

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 only acceptable facsimile for responses to bid solicitations is **1-866-246-6893**

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. 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. New vendors who are awarded a contract will be required to register their direct deposit information with Parks Canada to receive payment.

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

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### R2710T GENERAL INSTRUCTIONS - CONSTRUCTION SERVICES - BID SECURITY REQUIREMENTS (GI) (2020-05-28)

The following GI's are included by reference and are available at the following Web Site

<https://buyandsell.gc.ca/policy-and-guidelines/standard-acquisition-clauses-and-conditions-manual/5/R>

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## SPECIAL INSTRUCTIONS TO BIDDERS (SI)

### SI01 BID DOCUMENTS

1. The following are the Bid Documents:

- a. Invitation to Tender - Page 1;
- b. Special Instructions to Bidders;
- c. General Instructions - Construction Services - Bid Security Requirements R2710T (2020-05-28)
- d. Clauses & Conditions identified in "Contract Documents";
- e. Drawings and Specifications;
- f. Bid and Acceptance Form and related Appendix(s); and
- g. Any amendment issued prior to solicitation closing.

Submission of a bid constitutes acknowledgement that the Bidder has read and agrees to be bound by these documents.

2. General Instructions - Construction Services - Bid Security Requirements R2710T is incorporated by reference and is set out in the Standard Acquisition Clauses and Conditions (SACC) Manual, issued by Public Works and Government Services Canada (PWGSC). The SACC Manual is available on the PWGSC Web site: <https://buyandsell.gc.ca/policy-and-guidelines/standard-acquisition-clauses-and-conditions-manual/5/R>

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.

3. **Bids received by fax and email will be accepted as official. Bids received in-person or by courier may not be accepted.**

R2710T section GI09, add following paragraph;

5. Bids received by fax and email will be accepted as official and must meet the following requirements:

- a. Must be completed on the Bid and Acceptance Form
- b. Must indicate
  - Project number
  - Solicitation number
  - Bidder's name
  - Closing Date and Time
- c. Bidder must provide an electronic copy of their bid security. PCA will verify the validity of the bid security after closing.
- d. Must be received before tender closing time at fax number **(866) 246-6893** or by email at [soumissionsouest-bidswest@canada.ca](mailto:soumissionsouest-bidswest@canada.ca)

### SI02 ENQUIRIES DURING THE SOLICITATION PERIOD

1. Enquiries regarding this bid must be submitted in writing to the Contracting Officer named on the Invitation to Tender - Page 1 at e-mail address [Brinthan.balakumar@canada.ca](mailto:Brinthan.balakumar@canada.ca) . Except for the approval of alternative materials as described in GI15 of R2710T, enquiries should be received no later than five (5) business days prior to the date set for solicitation closing to allow sufficient time to provide a response. Enquiries received after that time may result in an answer NOT being provided.
2. To ensure consistency and quality of the information provided to Bidders, PCA will examine the content of the enquiry and will decide whether or not to issue an amendment.

3. All enquiries and other communications related to this bid sent throughout the solicitation period must be directed ONLY to the Contracting Authority named in paragraph 1. above. Failure to comply with this requirement may result in the bid being declared non-compliant.

### **SI03 OPTIONAL SITE VISIT**

1. There will be an optional site visit on July 20, 2020 at 9:00 AM MDT. Interested bidders are to meet at the Linnet Lake Parking Lot in Waterton, AB. The Google Maps location can be found here:  
<https://www.google.ca/maps/place/Waterton+Park,+AB+T0K+2M0/@49.0635269,-113.9035445,21z/data=!4m5!3m4!1s0x536f44ca57edde7b:0xf1d0e0f62df0440318m2!3d49.0509614d-113.908563>
2. The site visit for this project is optional. The representative of the Bidder must sign the Site Visit Attendance Sheet at the site visit.
3. Please be advised that there will be a limit of two (2) representatives per bidder attending the site visit. In accordance with provincial health regulations, interested bidders must be symptom free and observe social distancing from others on site. Face masks and gloves are recommended.
4. Bidders are requested to communicate with the Contracting Authority before the optional site visit to confirm attendance and provide the name(s) of the person(s) who will attend. Bidders may be requested to sign an attendance sheet. Bidders who do not attend or do not send a representative will not be given an alternative appointment but they will not be precluded from submitting a bid. Any clarifications or changes to the bid solicitation resulting from the site visit will be included as an amendment to the bid solicitation.

### **SI04 SUBMISSION OF BID**

Section GI09 of R2710T is replaced by the following:

1. The bid shall be submitted following a "two-submission" procedure.
2. The bid shall be addressed and submitted to the bid fax or email designated on the Front Page "Invitation to Tender" for the receipt of the bids. The bid must be received on or before the date and time set for solicitation closing.
3. The Qualifications Form (Appendix 3), and any required associated document(s), shall be labeled "Submission 1". The Bid and Acceptance Form (BA), Combined Price Form, and Bid Security shall be labeled "Submission 2".  
  
Bidders submitting their documents via fax: please put a cover page in front of each submission labeled "Submission 1" and "Submission 2". Bidders submitting their documents via email: please attach 2 separate files each labeled "Submission 1" and "Submission 2".
4. Timely and correct delivery of bids is the sole responsibility of the Bidder.

### **SI05 REVISION OF BID**

A bid may be revised by letter or facsimile in accordance with GI10 of R2710T. The facsimile number for receipt of revisions is 866-246-6893.

### **SI06 OPENING OF BIDS / EVALUATION**

1. There will be no public opening at bid deposit time.
2. Submission 1 - Qualifications - will be opened privately. This submittal will be opened first to evaluate the submittal requirements. Requirements will be evaluated on a Pass or Fail basis. Failure to meet any or all of the mandatory requirement(s) will render the bid non-compliant and no other consideration will be given to the bid.

3. Submission 2 - Price: Only those submissions from Bidder's that meet the mandatory requirements of the Qualifications shall be opened. Submission 2 submittals will be evaluated against the mandatory requirements, failure to comply with any or all of the mandatory requirement(s) will render the bid non-compliant and no other consideration will be given to the bid.
4. The responsive bid carrying the lowest price will be recommended for contract award.
5. Bid results may be obtained from the Contracting Officer named on the cover page of the Invitation to tender following completed evaluation.

#### **SI07 COMPLETION OF SUBMISSION**

The Bidder shall base the Bid on the applicable bid documents listed in the Special Instructions to bidders. It is the responsibility of the Bidder to obtain clarification on any terms, conditions or technical requirements contained in this document.

#### **SI08 INSUFFICIENT FUNDING**

- 1) In the event that the lowest compliant bid exceeds the amount of funding Canada has allocated for the construction phase of the work
  - (a) by 15% or less, Canada, at its sole discretion, shall either
    - (i) Cancel the solicitation; or
    - (ii) Obtain additional funding and, subject to the provisions of GI11 of the General Instructions to Bidders, award the Contract to the Bidder submitting the lowest compliant bid; or
    - (iii) Revise the scope of the work accordingly and negotiate, with the Bidder submitting the lowest compliant bid, a corresponding reduction in its bid price.
  - (b) by more than 15%, Canada, at its sole discretion, shall either
    - (i) Cancel the solicitation; or
    - (ii) Obtain additional funding and, subject to the provisions of GI11 of the General Instructions to Bidders, award the Contract to the Bidder submitting the lowest compliant bid; or
    - (iii) Revise the scope of the work accordingly and invite those who submitted compliant bids at the original solicitation to re-bid the work.
- 2) If negotiations or a re-bid are undertaken as is contemplated in subparagraphs 1)(a)(iii) or 1)(b)(iii) above, Bidders shall retain the same subcontractors and suppliers as they carried in their original bids.
- 3) If Canada elects to negotiate a reduction in the bid price as is contemplated in subparagraph 1)(a)(iii) herein and the negotiations fail to reach an agreement, Canada shall then exercise either of the options referred to subparagraphs 1)(a)(i) or 1)(a)(ii)

#### **SI09 BID VALIDITY PERIOD**

1. Canada reserves the right to seek an extension to the bid validity period prescribed in BA04 of the Bid and Acceptance Form. Upon notification in writing from Canada, Bidders shall have the option to either accept or reject the proposed extension.
2. If the extension referred to in paragraph 1. above is accepted, in writing, by all those who submitted bids, then Canada shall continue immediately with the evaluation of the bids and its approvals processes.
3. If the extension referred to in paragraph 1. above is not accepted in writing by all those who submitted bids then Canada shall, at its sole discretion, either
  - a. continue to evaluate the bids of those who have accepted the proposed extension and seek the necessary approvals; or
  - b. cancel the invitation to tender.

4. The provisions expressed herein do not in any manner limit Canada's rights in law or under GI11 of R2710T.

#### **SI10 CONSTRUCTION DOCUMENTS**

The successful Contractor will be provided with one electronic or paper copy of the sealed and signed drawings, the specifications and the amendments upon acceptance of the offer. Obtaining more copies will be the responsibility of the Contractor including costs.

#### **SI11 WEB SITES**

The connection to some of the Web sites in the solicitation documents is established by the use of hyperlinks. The following is a list of the addresses of the Web sites:

Treasury Board Appendix L, Acceptable Bonding Companies  
<http://www.tbs-sct.gc.ca/pol/doc-eng.aspx?id=14494&section=text#appl>

Buy and Sell  
<https://www.achatsetventes-buyandsell.gc.ca>

Canadian economic sanctions  
<http://www.international.gc.ca/sanctions/index.aspx?lang=eng>

Contractor Performance Evaluation Report (Form PWGSC-TPSGC 2913)  
<http://www.tpsgc-pwgsc.gc.ca/app-acq/forms/documents/2913.pdf>

Bid Bond (form PWGSC-TPSGC 504)  
<http://www.tpsgc-pwgsc.gc.ca/app-acq/forms/documents/504.pdf>

Performance Bond (form PWGSC-TPSGC 505)  
[http://www.tpsgc-pwgsc.gc.ca/app-acq/forms/documents/505\\_eng.pdf](http://www.tpsgc-pwgsc.gc.ca/app-acq/forms/documents/505_eng.pdf)

Labour and Material Payment Bond (form PWGWSC-TPSGC 506)  
<http://www.tpsgc-pwgsc.gc.ca/app-acq/forms/documents/506.pdf>

Standard Acquisition Clauses and Conditions (SACC) Manual  
<https://buyandsell.gc.ca/policy-and-guidelines/standard-acquisition-clauses-and-conditions-manual/5/R>

PWGSC, Code of Conduct and Certifications  
<http://www.tpsgc-pwgsc.gc.ca/app-acq/cndt-cndct/contexte-context-eng.html>

Construction and Consultant Services Contract Administration Forms Real Property Contracting  
<http://www.tpsgc-pwgsc.gc.ca/app-acq/forms/formulaires-forms-eng.html>

Declaration Form  
<http://www.tpsgc-pwgsc.gc.ca/ci-if/formulaire-form-eng.html>

Trade agreements  
<https://buyandsell.gc.ca/policy-and-guidelines/Policy-and-Legal-Framework/Trade-Agreements>

## CONTRACT DOCUMENTS (CD)

1. The following are the Contract Documents:

- a. Contract Page when signed by Canada;
- b. Duly completed Bid and Acceptance Form and any Appendices attached thereto;
- c. Drawings and Specifications;
- d. General Conditions and clauses

GC1	General Provisions – Construction Services	R2810D	(2017-11-28);
GC2	Administration of the Contract	R2820D	(2016-01-28);
GC3	Execution and Control of the Work	R2830D	(2019-11-28);
GC4	Protective Measures	R2840D	(2008-05-12);
GC5	Terms of Payment	R2850D	(2019-11-28);
GC6	Delays and Changes in the Work	R2865D	(2019-05-30);
GC7	Default, Suspension or Termination of Contract	R2870D	(2018-06-21);
GC8	Dispute Resolution	R2880D	(2019-11-28);
GC9	Contract Security	R2890D	(2018-06-21);
GC10	Insurance	R2900D	(2008-05-12);
	Allowable Costs for Contract Changes Under GC6.4.1	R2950D	(2015-02-25);
	Supplementary Conditions		
- e. Any amendment issued or any allowable bid revision received before the date and time set for solicitation closing;
- f. Any amendment incorporated by mutual agreement between Canada and the Contractor before acceptance of the bid; and
- g. Any amendment or variation of the contract documents that is made in accordance with the General Conditions.

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

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.

3. The language of the contract documents is the language of the Bid and Acceptance Form submitted.



## **SUPPLEMENTARY CONDITIONS (SC)**

### **SC01 SECURITY RELATED REQUIREMENTS**

There is no document security requirement applicable to this Contract.

### **SC02 INSURANCE TERMS**

#### **1) Insurance Contracts**

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

#### **2) Period of Insurance**

- (a) The policies required in the Certificate of Insurance must be in force from the date of contract award and be maintained throughout the duration of the Contract.
- (b) The Contractor must be responsible to provide and maintain coverage for Products/Completed Operations hazards on its Commercial General Liability insurance policy, for a period of six (6) years beyond the date of the Certificate of Substantial Performance.

#### **3) Proof of Insurance**

- (a) Before commencement of the Work, and no later than thirty (30) days after contract award, the Contractor must deposit with Canada a Certificate of Insurance on the form attached herein.
- (b) Upon request by Canada, the Contractor must provide originals or certified true copies of all contracts of insurance maintained by the Contractor pursuant to the Certificate of Insurance.

#### **4) Insurance Proceeds**

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

#### **5) Deductible**

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

## **BID AND ACCEPTANCE FORM (BA)**

### **BA01 IDENTIFICATION**

Prince of Wales Trail Improvements – Waterton Lakes National Park

Parks Canada Agency requires a contractor to enhance the existing trail wear surface (making it accessible to a wider range of users) and to correct existing erosion issues of the trail network around the Prince of Wales Hotel (including the lookout area to reduce further erosion).

### **BA02 BUSINESS NAME AND ADDRESS OF BIDDER**

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Telephone: \_\_\_\_\_ Fax: \_\_\_\_\_ PBN: \_\_\_\_\_

E-mail address: \_\_\_\_\_

### **BA03 THE OFFER**

The Bidder offers to Canada to perform and complete the Work for the above named project in accordance with the Bid Documents for the **TOTAL BID AMOUNT INDICATED IN APPENDIX 1**.

### **BA04 BID VALIDITY PERIOD**

The bid must not be withdrawn for a period of thirty (30) days following the date of solicitation closing.

### **BA05 ACCEPTANCE AND CONTRACT**

Upon acceptance of the Bidder's offer by Canada, a binding Contract will be formed between Canada and the Bidder. The documents forming the Contract will be the Contract Documents identified in "Contract Documents (CD)" section.

### **BA06 CONSTRUCTION TIME**

The Contractor must perform and complete the Work by August 31, 2021.

### **BA07 BID SECURITY**

The Bidder must enclose bid security with its bid in accordance with GI08 - Bid Security Requirements of R2710T - General Instructions - Construction Services - Bid Security Requirements.

### **BA08 SIGNATURE**

\_\_\_\_\_  
Name and title of person authorized to sign on behalf of Bidder

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

**APPENDIX 1 - COMBINED PRICE FORM**

- 1) The prices per unit will govern in establishing the Total Extended Amount. Any arithmetical errors in this Appendix will be corrected by Canada.
- 2) Canada may reject the bid if any of the prices submitted do not reasonably reflect the cost of performing the part of the work to which that price applies.

Note: Bidders are reminded that it is their responsibility to include in their bid all work as described in the drawings and specifications. Pricing for work not accounted for in the Unit Price Table including but not limited to Mobilization, De-Mobilization, etc. is to be included in the Lump Sum Table.

**LUMP SUM**

The Lump Sum Amount designates Work to which a Lump Sum Arrangement applies.

- (a) Work included in the Lump Sum Amount represents all work not included in the unit price table.

Item	Specification Reference	Class of Labour, Plant or Material	Unit of Measurement	Total amount (applicable tax(es) extra)
1	01 27 00 – 1.7.1	Mobilization and Demobilization	Lump Sum	\$
2	01 27 00 – 1.7.2	Prime Cost Sum	Lump Sum	\$125,000
3	01 27 00 – 1.7.5	Seating Area Improvements	Lump Sum	\$
4	01 27 00 – 1.7.8	Pavement Markings	Lump Sum	\$
5	01 27 00 – 1.7.14	Lookout Concrete Slab	Lump Sum	\$
6	01 27 00 – 1.7.15	Lookout Flagstone Surface Installation	Lump Sum	\$
7	01 27 00 – 1.7.17	Lookout Stone Steps	Lump Sum	\$
8	01 27 00 – 1.7.18	Remove and Reinstall Paving Stones	Lump Sum	\$
9	01 27 00 – 1.7.19	Emerald Bay (EB) Parking Area Improvements	Lump Sum	\$
10	01 27 00 – 1.7.20	Emerald Bay (EB) Water Access Stone Steps	Lump Sum	\$
11	01 27 00 – 1.7.31	Lookout Curb Signage	Lump Sum	\$
<b>LUMP SUM AMOUNT (LSA)</b> Excluding applicable tax(es)			\$	

**UNIT PRICE TABLE**

The Unit Price Table designates Work to which a Unit Price Arrangement applies.

- (a) Work included in each item is as described in the referenced specification section.  
 (b) The Price per Unit shall not include any amounts for Work that is not included in that unit price Item.

Item	Specification Reference	Class of Labour, Plant or Material	Unit of Measurement	Estimated Quantity (EQ)	Price per Unit applicable tax(s) extra (PU)	Extended amount (EQ x PU) applicable tax(s) extra
1	01 27 00 - 1.7.3	Concrete Sidewalk	m	70	\$	\$
2	01 27 00 - 1.7.4	Construct New Railing	m	210	\$	\$
3	01 27 00 - 1.7.6	New Asphalt Trails	m	300	\$	\$
4	01 27 00 - 1.7.7	Asphalt Trail Resurfacing	m2	1500	\$	\$
5	01 27 00 - 1.7.9	Trail Improvements	m	1150	\$	\$
6	01 27 00 - 1.7.10	Crowned (Granular) Trails	m	380	\$	\$
7	01 27 00 - 1.7.11	Rock Waterbars	per	12	\$	\$
8	01 27 00 - 1.7.12	Drainage Depressions	per	35	\$	\$
9	01 27 00 - 1.7.13	Abandoned Trail Reclamation	m	500	\$	\$
10	01 27 00 - 1.7.16	Exposed Aggregate Concrete Sidewalk	m2	30	\$	\$
11	01 27 00 - 1.7.21	Construct Gabion Walls	m3	35	\$	\$
12	01 27 00 - 1.7.22	Install Stone Features	tonne	5	\$	\$
13	01 27 00 - 1.7.23	Existing Sign Removal	per	22	\$	\$
14	01 27 00 - 1.7.24	Type 1 New Bench	per	5	\$	\$
15	01 27 00 - 1.7.25	Concrete Curb Stops	per	5	\$	\$
16	01 27 00 - 1.7.26	Trail Head Type 1 Signage	per	7	\$	\$
17	01 27 00 - 1.7.27	Trail Head Type 2 Signage	per	14	\$	\$
18	01 27 00 - 1.7.28	Trail Head Type 3 Signage	per	1	\$	\$
19	01 27 00 - 1.7.29	Trail Head Type 4 Signage	per	8	\$	\$
20	01 27 00 - 1.7.30	Trail Head Type 5 Signage	per	3	\$	\$
21	01 27 00 - 1.7.32	Broadcast Seeding	kg	50	\$	\$
<b>TOTAL EXTENDED AMOUNT (TEA)</b> Excluding applicable tax(s)			\$			

Note: Bidders are reminded that it is their responsibility to include in their bid all work as described in the drawings and specifications.

<b>TOTAL BID AMOUNT (LSA+TEA)</b> Excluding applicable tax(s)	\$
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## **APPENDIX 3 – QUALIFICATION FORM (SUBMISSION 1)**

### **BUSINESS NAME AND ADDRESS OF BIDDER**

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Telephone: \_\_\_\_\_ Fax: \_\_\_\_\_ PBN: \_\_\_\_\_

E-mail address: \_\_\_\_\_

### **SUBMISSION REQUIREMENTS - CHECKLIST**

The following list of documents and forms is provided with the intention of assisting the bidder in ensuring a complete submission. The bidder is responsible for meeting all submission requirements.

Please follow detailed instructions in R2710T General Instructions – Construction Services, GI09 Submission of Bid, as amended in SI04 Submission of Bid.

All forms, certification and resume requests in Appendix 3 should be completed and submitted with the bid. If any of these required documents are not completed and submitted with the bid, the Contracting Authority will inform the bidder of a time frame within which to provide the information. Failure to comply with the request of the Contracting Authority and to provide the certifications within the time frame provided will render the bid non-responsive.

Please be advised that PCA reserves the right to contact the person named for project reference to verify the information contained herein.

#### **SUBMISSION 1**

- Form No. 1– Trail Building Construction Projects
- Form No. 2 – Asphalt Trail Building Construction Projects
- Form No. 3 – Stone Patio Construction Projects
  - o Key Personnel professional resume - Foreman

#### **SUBMISSION 2**

- The Bid and Acceptance Form (BA)
- Combined Price Form
- Bid Security

**1. Achievements of Bidders on Projects – Natural Surface Trail Remediation and/or Creation**

Select two (2) examples of natural surface trail building construction projects within the past 5 years with a construction budget of over \$75,000.00. At least one of these projects must have been located in a protected area. A protected area is defined by a geographical space, recognized, dedicated and managed, through legal or other effective means, to achieve the long term conservation of nature with associated ecosystem services and cultural values.

The projects must showcase sustainable trail construction techniques (examples; full bench cut rolling contour trails, rolling grade dips, raised trail tread, rock retaining walls, and waterbars) that meet industry standards, knowledge of Parks Canada's Trail Classification System or other trail classification system, use of a variety of trail tools including hand tools and mechanized tools, installation of different trail related infrastructure, compliance with trail design and overall quality of project and satisfaction of client. Bidders are to attach photos in their submission demonstrating requirements above.

FORM No. 1 - Contractor's Experience – Trail Building Construction Projects

	<b>Project 1</b>	<b>Project 2</b>
<b>Contractor Name</b>		
<b>Title of Project</b>		
<b>Municipality and Province</b>		
<b>Description of Work</b>  (include photos attached)		
<b>Final Completion Date</b>		
<b>Final Value of All Work</b>		
<b>Contact Name of Project Client</b>		
<b>Client Telephone and E-mail Address</b>		

*This is to certify that we (or our sub-contractor) acted as the contractor who completed the projects referenced above.*

\_\_\_\_\_  
*Bidder's Signature*

\_\_\_\_\_  
*Print Name*

**2. Achievements of Bidders on Projects – Asphalt Trail Remediation and/or Creation**

Select two (2) examples of asphalt surface trail building construction projects within the past 5 years with a construction budget of over \$100,000.00. The projects must showcase sustainable trail construction techniques that meet industry standards, knowledge of Parks Canada’s Trail Classification System or other trail classification system, use of a variety of trail tools including hand tools and mechanized tools, installation of different trail related infrastructure, compliance with trail design and overall quality of project and satisfaction of client. Bidders are to attach photos in their submission demonstrating requirements above.

FORM No. 2

Contractor’s Experience – Asphalt Trail Building Construction Projects

	<b>Project 1</b>	<b>Project 2</b>
<b>Contractor Name</b>		
<b>Title of Project</b>		
<b>Municipality and Province</b>		
<b>Description of Work</b>  <b>(include photos attached)</b>		
<b>Final Completion Date</b>		
<b>Final Value of All Work</b>		
<b>Contact Name of Project Client</b>		
<b>Client Telephone and E-mail Address</b>		

*This is to certify that we (or our sub-contractor) acted as the contractor who completed the projects referenced above.*

\_\_\_\_\_  
*Bidder’s Signature*

\_\_\_\_\_  
*Print Name*



**3. Achievements of Foreman on Projects – Stone Plaza/Pathway Construction Projects**

The foreman must have at least ten (10) years’ experience in stone plaza/pathway construction. Select two (2) examples of stone plaza/pathway construction projects within the past 5 years within Canada with a construction budget of over \$75,000.00. The projects must showcase relevant experience. Relevant experience considers natural flagstone or similar material, outdoor applications in high traffic areas or locations, installation on hard surfaces such as concrete, and overall quality of project and satisfaction of client. Bidders are to attach photos in their submission demonstrating requirements above. Provide a resume included in the submission.

FORM No. 3 - Foreman’s Experience – Stone Plaza/Pathway Construction Projects

	Project 1	Project 2
<b>Foreman’s Name</b>		
<b>Years of Experience</b>		
<b>Title of Project</b>		
<b>Municipality and Province</b>		
<b>Description of Work (include photos attached)</b>		
<b>Final Completion Date</b>		
<b>Final Value of All Work</b>		
<b>Contact Name of Project Client</b>		
<b>Client Telephone and E-mail Address</b>		
<b>Resume</b>	Attach a resume to this submission	

*This is to certify that the individual identified completed the project referenced above.*

\_\_\_\_\_  
Bidder’s Signature

\_\_\_\_\_  
Print Name

**ANNEX A - CERTIFICATE OF INSURANCE** (Not required at solicitation closing)



Travaux publics et  
Services gouvernementaux  
Canada

Public Works and  
Government Services  
Canada

**CERTIFICATE OF INSURANCE**

Page 1 of 2

Description and Location of Work	Contract No.
	Project No.

Name of Insurer, Broker or Agent	Address (No., Street)	City	Province	Postal Code
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Name of Insured (Contractor)	Address (No., Street)	City	Province	Postal Code
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Additional Insured  
***Her Majesty the Queen in right of Canada, referred to in the contract as "Her Majesty," represented by the Minister of the Environment for the purposes of the Parks Canada Agency, referred to in the contract as the "Minister"***

Type of Insurance	Insurer Name and Policy Number	Inception Date D / M / Y	Expiry Date D / M / Y	Limits of Liability		
				Per Occurrence	Annual General Aggregate	Completed Operations Aggregate
<b>Commercial General Liability</b> <b>Umbrella/Excess Liability</b>				\$	\$	\$
				\$	\$	\$

I certify that the above policies were issued by insurers in the course of their Insurance business in Canada, are currently in force and include the applicable insurance coverage's stated on page 2 of this Certificate of Insurance, including advance notice of cancellation / reduction in coverage.

Name of person authorized to sign on behalf of Insurer(s) (Officer, Agent, Broker)

Telephone number

Signature

Date D / M / Y

CERTIFICATE OF INSURANCE Page 2 of 2

**General**

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

The policies must insure the Contractor and must include Her Majesty the Queen in Right of Canada as represented by the Minister of the Environment for the purposes of the Parks Canada Agency.

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

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

**Commercial General Liability**

The insurance coverage provided must not be substantially less than that provided by the latest edition of IBC Form 2100.

The policy must either include or be endorsed to include coverage for the following exposures or hazards if the Work is subject thereto:

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

The policy must have the following minimum limits:

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

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

## ANNEX B - ATTESTATION FORM

### Attestation and Proof of Compliance with Occupational Health and Safety (OHS)

*The following form must be completed and signed prior to commencing work on Parks Canada Sites.*

**Submission of this completed form, satisfactory to Parks Canada, is a condition of gaining access to the work place.**

Parks Canada recognizes that federal OHS legislation places certain specific responsibilities upon Parks Canada as owner of the work place. In order to meet those responsibilities, Parks Canada is implementing a contractor safety regime that will ensure that roles and responsibilities assigned under Part II of the *Canada Labour Code* and the *Canada Occupational Health and Safety Regulations* are implemented and observed when involving contractor(s) to undertake works in Parks Canada work places.

Parks Canada Responsible Authority/Project Lead	Address	Contact Information
Project Manager/Contracting Authority (delete as required)		
Prime Contractor		
Subcontractor(s) (add additional fields as required)		

Location of Work
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General Description of Work to be Completed
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Mark "Yes" where applicable.

	A meeting has been held to discuss hazards and access to the work place and all known and foreseeable hazards have been identified to the contractor and/or subcontractor(s)
	The contractor and/or its subcontractor(s) will comply with all federal and provincial/territorial legislation and Parks Canada's policies and procedures, regarding occupational health and safety.
	The contractor and/or its subcontractor(s) will provide all prescribed safety materials, equipment, devices and clothing.
	The contractor and/or its subcontractor(s) will ensure that its employees are familiar with and use all prescribed safety materials, equipment, devices and clothing at all times.
	The contractor and/or its subcontractor(s) will ensure that its activities do not endanger the health and safety of Parks Canada employees.
	The contractor and/or its subcontractor(s) has inspected the site and has carried out a hazard assessment and has put in place a health and safety plan and informed its employees accordingly, prior to the commencement of the work.
	Where a contractor and/or its subcontractor(s) will be storing, handling or using hazardous substances in the work place, it will place warning signs at access points warning persons of the presence of the substances and any precautions to be taken to prevent or reduce any hazard of injury or death.
	The contractor and/or its subcontractor(s) will ensure that its employees are instructed in respect of any emergency procedures applicable to the site.

I, \_\_\_\_\_ (contractor), certify that I have read, understood and attest that my firm, employees and all sub-contractors will comply with the requirements set out in this document and the terms and conditions of the contract.

Name \_\_\_\_\_

Signature \_\_\_\_\_

Date \_\_\_\_\_