

# **REQUEST FOR QUOTATION**

**FOR**

## **FIRE & BACKFLOW SYSTEMS INSPECTION, CERTIFICATION & MAINTENANCE SERVICES**

Agriculture and Agri-Food Canada  
Research and Development Centre  
Lacombe, Alberta

Solicitation # 01R11-21-C020

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The purpose of this Request for Quotation (RFQ) is to invite qualified and experienced vendors to submit quotation for Fire Maintenance Services at the Research and Development Centre, 6000 C and E Trail, LACOMBE, AB

### **1. Requests for Explanations**

Direct requests for explanations to:

Zack Flamont, Procurement Officer  
Email : [zack.flamont@canada.ca](mailto:zack.flamont@canada.ca)

Any request for explanations regarding this RFQ must be submitted in writing to the above on or before 2:00 pm local Regina time, October 16, 2020. Oral explanations or instructions given will not be binding.

### **2. Modifications**

Canada reserves the right to revise or amend this RFQ prior to the submission deadline. Such revisions or amendments, if any, will be announced by addendum or addenda.

### **3. Request for Quotation Submission Deadline**

Electronic Mail Submissions MUST be delivered to and received by the Contracting Authority no later than 2:00 p.m. CST (local Regina time) **October 26, 2020**. **Please Email your submissions to:**

Zack Flamont, Procurement Officer  
Agriculture & Agri-Food Canada  
Western Service Centre  
300 - 2010 12<sup>th</sup> Avenue  
REGINA SK S4P 0M3  
**EMAIL:** [zack.flamont@canada.ca](mailto:zack.flamont@canada.ca) AND  
[aafc.wscprocurement-csoapprovisionnement.aac@canada.ca](mailto:aafc.wscprocurement-csoapprovisionnement.aac@canada.ca)

**TENDER NOTICE # 01R11-21-C020 - Fire Systems Maintenance, LACOMBE, AB**

Late submissions will not be considered and will be returned unopened.

### **4. Electronic Submissions**

Electronic mail submissions will be accepted. The maximum email file size that AAFC is capable of receiving is 15 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.

### **5. Payment for Submissions**

No payment will be made for a submission in response to this Request for Quotation.

## **6. Taxes**

The Harmonized Sales Tax (HST), Goods and Services Tax (GST) and Provincial Sales Tax (PST) are not to be considered an applicable tax for the purposes of this Request For Quotation.

## **7. Rejection of Submissions**

Canada reserves the right to reject any and all submissions when such rejection is in the interest of Canada.

## **8. Reference Documents**

The following Appendices are enclosed :

- A - General Conditions, Additional Terms and Conditions
- B - Statement of Work
- C - Mandatory Requirements
- D – Proposal Submission / Format
- E – Proposal Evaluation Method
- F - Certification Requirements
- G - Bid Document
- Inspection Sheets – Annex A
- Backflow Preventer Inventory – Annex B
- Fire Extinguisher Inventory – Annex C

## **9. Contract Period**

The initial Term of the Contract will be for a one (1) year period.

The Contractor grants to Canada the irrevocable options to extend the period of the Contract by up to three (3) additional one (1) year periods under the same terms and conditions. Canada may exercise these options by sending a written amendment to the Contractor at least 30 calendar days prior to the Contract Expiry date, or any extension of the Contract.

The Contractor agrees that during the extended period of the Contract, the rates and prices will be in accordance with the provisions of the Contract.

The option periods may only be extended by the Contracting Authority through a formal written Contract Amendment.

**10. Contracting Authority**

The Contracting Authority for the Resulting Contract will be :

Zack Flamont, Procurement Officer  
Agriculture & Agri-Food Canada  
Western Service Centre  
300 - 2010 - 12<sup>th</sup> Avenue  
REGINA SK S4P 0M3

Cellular No. : (306) 540-6023  
Telephone No. : (306) 523-6505  
Facsimile No. : (306) 523-6560

Email Address : [zack.flamont@canada.ca](mailto:zack.flamont@canada.ca)

**GC1. INTERPRETATION**

In the contract,

'**Applicable Taxes**' means the Goods and Services Tax (GST), the Harmonized Sales Tax (HST), and any provincial tax, by law, payable by Canada such as, the Quebec Sales Tax (QST) as of April 1, 2013;

'**Canada**', '**Crown**', '**Her Majesty**' or '**the Government**' means Her Majesty the Queen in right of Canada; '**Contractor**' means the person, entity or entities named in the Contract to supply goods, services or both to Canada;

'**Minister**' means the Minister of Agriculture and Agri-Food Canada or anyone authorized;

'**Party**' means Canada, the Contractor, or any other signatory to the contract and "Parties" means all of them;

'**Work**' unless otherwise expressed in the Contract, means everything that is necessary to be done, furnished or delivered by the Contractor to perform the Contractor's obligations under the Contract.

**GC2. Powers of Canada**

All rights, remedies and discretions granted or acquired by Canada under the Contract or by law are cumulative, not exclusive.

**GC3. General Conditions**

The Contractor is an independent contractor engaged by Canada to perform the Work. Nothing in the Contract is intended to create a partnership, a joint venture or an agency between Canada and the other Party or Parties. The Contractor must not represent itself as an agent or representative of Canada to anyone. Neither the Contractor nor any of its personnel is engaged as an employee or agent of Canada. The Contractor is responsible for all deductions and remittances required by law in relation to its employees.

**GC4. Conduct of the Work**

4.1 The Contractor represents and warrants that :

- (a) It is competent to perform the Work;
- (b) It has the necessary qualifications, including knowledge, skill and experience, to perform the Work, together with the ability to use those qualifications effectively for that purpose; and
- (c) It has the necessary personnel and resources to perform the Work.

- 4.2 Except for government property specifically provided for in the Contract, the Contractor shall supply everything necessary for the performance of the Work, including all the resources, facilities, labor and supervision, management, services, equipment, materials, drawings, technical data, technical assistance, engineering services, inspection and quality assurance procedures, and planning necessary to perform the Work.
- 4.3 The Contractor shall:
- (a) Carry out the Work in a diligent and efficient manner;
  - (b) Apply as a minimum, such quality assurance tests, inspections and controls consistent with those in general usage in the trade and that are reasonably calculated to ensure the degree of quality required by the Contract; and
  - (c) Ensure that the Work:
    - (1) is of proper quality, material and workmanship;
    - (2) Is in full conformity with the Statement of Work; and
    - (3) Meets all other requirements of the Contract.
- 4.4 Notwithstanding acceptance of the Work or any part thereof, the Contractor warrants that the Work shall be of such quality as to clearly demonstrate that the Contractor has performed the Work in accordance with the undertaking in subsection 4.3.

#### **GC5. Inspection and Acceptance**

- 5.1 The Work will be subject to inspection by Canada. Should any part of the Work whether it be a report, document, good or service not be in accordance with the Contract or not be done to the satisfaction of the Canada, as submitted, Canada will have the right to reject it or require its correction at the sole expense of the Contractor before making payment.
- 5.2 The Contractor will be in default of the Contract if the Work is rejected by Canada or if he fails to correct the Work within a reasonable delay.

#### **GC6. Amendments and Waivers**

- 6.1 No design change, modification to the Work, or amendment to the Contract shall be binding unless it is incorporated into the Contract by written amendment or design change memorandum executed by the authorized representatives of Canada and of the Contractor.
- 6.2 While the Contractor may discuss any proposed changes or modifications to the scope of the Work with the representatives of Canada, Canada shall not be liable for the cost of any such change or modification until it has been incorporated into the Contract in accordance with subsection 6.1.
- 6.3 No waiver shall be valid, binding or affect the rights of the Parties unless it is made in writing by, in the case of a waiver by Canada, the Contracting Authority and, in the case of a waiver by the Contractor, the authorized representative of the Contractor.

- 6.4 The waiver by a Party of a breach of any term or condition of the Contract shall not prevent the enforcement of that term or condition by that Party in the case of a subsequent breach, and shall not be deemed or construed to be a waiver of any subsequent breach.

#### **GC7. Time of the Essence**

It is essential that the Work be performed within or at the time stated in the Contract.

#### **GC8. Excusable delay**

- 8.1 Any delay by the Contractor in performing the Contractor's obligations under the Contract which occurs without any fault or neglect on the part of the Contractor its subcontractors, agents or employees or is caused by an event beyond the control of the Contractor, and which could not have been avoided by the Contractor without incurring unreasonable cost through the use of work-around plans including alternative sources or other means, constitutes an excusable delay.
- 8.2 The Contractor shall give notice to the Minister immediately after the occurrence of the event that causes the excusable delay. The notice shall state the cause and circumstances of the delay and indicate the portion of the Work affected by the delay. When requested to do so by the Minister, the Contractor shall deliver a description, in a form satisfactory to the Minister, of work-around plans including alternative sources and any other means that the Contractor will utilize to overcome the delay and Endeavour to prevent any further delay. Upon approval in writing by the Minister of the work-around plans, the Contractor shall implement the work around plans and use all reasonable means to recover any time lost as a result of the excusable delay.
- 8.3 Unless the Contractor complies with the notice requirements set forth in the Contract, any delay that might have constituted an excusable delay shall be deemed not to be an excusable delay.
- 8.4 If an excusable delay has continued for thirty (30) days or more, Canada may, by giving notice in writing to the Contractor, terminate the Contract. In such a case, the Parties agree that neither will make any claim against the other for damages, costs, expected profits or any other loss arising out of the termination or the event that contributed to the excusable delay. The Contractor agrees to repay immediately to Canada the portion of any advance payment that is unliquidated at the date of the termination.
- 8.5 Unless Canada has caused the delay by failing to meet an obligation under the Contract, Canada will not be responsible for any cost incurred by the contractor or any subcontractors or agents as a result of an excusable delay.
- 8.6 If the Contract is terminated under this section, Canada may require the Contractor to deliver to Canada, in the manner and to the extent directed by Canada, any completed parts of the Work not delivered and accepted before the termination and anything that the Contractor has acquired or produced specifically to perform the Contract. Canada will pay the Contractor:



- (a) The value, of all completed parts of the Work delivered to and accepted by Canada, based on the Contract price, including the proportionate part of the Contractor's profit or fee included in the Contract price; and
- (b) The cost to the Contractor that Canada considers reasonable in respect of anything else delivered to and accepted by Canada.

8.7 The total amount paid by Canada under the Contract to the date of termination and any amounts payable under this subsection must not exceed the Contract price.

#### **GC9. Termination of convenience**

9.1 Notwithstanding anything in the Contract, the Minister may, by giving notice to the Contractor, terminate or suspend the Contract immediately with respect to all or any part or parts of the Work not completed.

9.2 All Work completed by the Contractor to the satisfaction of Canada before the giving of such notice shall be paid for by Canada in accordance with the provisions of the Contract and, for all Work not completed before the giving of such notice, Canada shall pay the Contractor's costs as determined under the provisions of the Contract in an amount representing a fair and reasonable fee in respect of such Work.

9.3 In addition to the amount which the Contractor shall be paid under section GC9.2, the Contractor shall be reimbursed for the Contractor's cost of and incidental to the cancellation of obligations incurred by the Contractor pursuant to such notice and obligations incurred by or to which the Contractor is subject with respect to the Work.

9.4 The Contractor shall have no claim for damages, compensation, loss of profit, allowance or otherwise by reason of or directly or indirectly arising out of any action taken or notice given by Canada under the provisions of section GC9 except as expressly provided therein.

9.5 Upon termination of the Contract under section GC9.1, Canada may require the Contractor to deliver and transfer title to Canada, in the manner and to the extent directed by Canada, any finished Work which has not been delivered prior to such termination and any material, goods or Work-in-progress which the Contractor specifically acquired or produced for the fulfillment of the Contract.

## **GC10. Termination due to Default of Contractor**

- 10.1 Canada may by notice to the Contractor, terminate the whole or any part of the Contract:
- (a) If the Contractor fails to perform any of the Contractor's obligations under the Contract or in Canada's view, so fails to make progress so as to endanger performance of the Contract in accordance with its terms;
  - (b) To the extent permitted under law, if the Contractor becomes bankrupt or insolvent, or a receiving order is made against the Contractor, or an assignment is made for the benefit of creditors, or if an order is made or resolution passed for the winding up of the Contractor, or if the Contractor takes the benefit of a statute relating to bankrupt or insolvent debtors; or
  - (c) If the Contractor makes a false declaration under GC 37 or GC 38 or fails to comply with the terms set out in GC 16.3 or GC 39.
- 10.2 Upon termination of the Contract under section GC10, the Contractor shall deliver to Canada any finished Work which has not been delivered and accepted prior to such termination, together with materials and Work-in-progress relating specifically to the Contract and all materials, texts and other documents supplied to the Contractor in relation to the Contract.
- 10.3 Subject to the deduction of any claim which Canada may have against the Contractor arising under the Contract or out of termination, payment will be made by Canada to the Contractor for the value of all finished Work delivered and accepted by Canada, such value to be determined in accordance with the rate(s) specified in the Contract, or, where no rate is specified, on a proportional basis.
- 10.4 If the contract is terminated pursuant to GC 10.1(c), in addition to any other remedies that may be available against the Contractor, the Contractor will immediately return any advance payments.

## **GC11. Suspension of Work**

- 11.1 The Minister may at any time, by written notice, order the Contractor to suspend or stop the Work or part of the Work under the Contract. The Contractor must immediately comply with any such order in a way that minimizes the cost of doing so.

## **GC12. Extension of Contract**

- 12.1 Where the Minister determines that additional work of the same nature as the Work described in this Contract is required, the Contractor shall do such work and where required the term of the Contract shall be extended accordingly and confirmed in writing between the parties.
- 12.2 Payment for the work described in subsection 1 shall be calculated and paid on the same basis as in section GC12 and where required prorated.

- 12.3 Where the Minister has determined that the Contractor shall be paid expenses related to the Work described in section GC12.1, the type of expenses and amounts shall be confirmed in writing between the parties.

## **TERMS OF PAYMENT**

### **GC13. Method of Payment**

- 13.1 Payment in the case of progress payments:

- (a) Payment by Canada to the Contractor for the Work shall be made within 30 days following the date on which a claim for progress payment is received according to the terms of the Contract; and
- (b) If the Minister has any objection to the form of the claim for payment or the substantiating documentation, shall, within 15 days of its receipt, notify the Contractor in writing of the nature of the objection.

- 13.2 Payment in the case of payment on completion:

- (a) Payment by Canada to the Contractor for the Work shall be made within 30 days following the date on which the Work is completed or on which a claim for payment and substantiating documentation are received according to the terms of the Contract, whichever date is the later;
- (b) If the Minister has any objection to the form of the claim for payment or the substantiating documentation, shall, within 15 days of its receipt, notify the Contractor in writing of the nature of the objection.

### **GC14. Basis of Payment**

- 14.1 A claim in the form of an itemized account certified by the Contractor with respect to the accuracy of its contents shall be submitted to the Minister.
- 14.2 Travel and other expenses, where allowed by the Contract, shall be paid in accordance with Treasury Board Guidelines and Directives, certified by the Contractor as to the accuracy of such claim.

### **GC15. Interest on Overdue Accounts**

- 15.1 For the purposes of this clause:

- (a) "Average Rate" means the simple arithmetic mean of the bank rates in effect at 4:00 p.m. Eastern Standard Time each day during the calendar month which immediately precedes the calendar month in which payment is made;
- (b) "Bank rate" means the rate of interest established from time to time by the Bank of Canada as the minimum rate at which the Bank of Canada makes short term advances to members of the Canadian Payments Association;

- (c) "Date of payment" means the date of the negotiable instrument drawn by the Receiver General for Canada and given for payment of an amount due and payable;
- (d) an amount is "due and payable" when it is due and payable by Canada to the Contractor in accordance with the terms of the Contract; and
- (e) An amount becomes "overdue" when it is unpaid on the first day following the day upon which it is due and payable.

15.2 Canada shall be liable to pay to the Contractor simple interest at the Average Bank of Canada discount rate from the previous month plus 3 percent per annum on any amount that is overdue from the date such amount becomes overdue until the day prior to the date of payment, inclusive. The Contractor is not required to provide notice to Canada for interest to be payable.

15.3 Canada shall not be liable to pay interest in accordance with this clause if Canada is not responsible for the delay in paying the Contractor.

15.4 Canada shall not be liable to pay interest on overdue advance payments.

#### **GC16. Records to be kept by Contractor**

16.1 The Contractor must keep proper accounts and records of the cost of performing the Work and of all expenditures or commitments made by the Contractor in connection with the Work, including all invoices, receipts and vouchers. The Contractor must retain records, including bills of lading and other evidence of transportation or delivery, for all deliveries made under the Contract.

16.2 If the Contract includes payment for time spent by the Contractor, its employees, representatives, agents or subcontractors performing the Work, the Contractor must keep a record of the actual time spent each day by each individual performing any part of the Work.

16.3 Unless Canada has consented in writing to its disposal, the Contractor must retain all the information described in this section for six (6) years after it receives the final payment under the Contract, or until the settlement of all outstanding claims and disputes, whichever is later. During this time, the Contractor must make this information available for audit, inspection and examination by the representatives of Canada, who may make copies and take extracts. The Contractor must provide all reasonably required facilities for any audit and inspection and must furnish all the information as the representatives of Canada may, from time to time, be require to perform a complete audit of the Contract.

- 16.4 The amount claimed under the Contract, calculated in accordance with the Basis of Payment provision in the Articles of Agreement, is subject to government audit both before and after payment is made. If an audit is performed after payment, the Contractor agrees to repay any overpayment immediately on demand by Canada. Canada may hold back, deduct and set off any credits owing and unpaid under this section from any money that Canada owes to the Contractor at any time (including under other Contracts). If Canada does not choose to exercise this right at any given time, Canada does not lose this right.

### **GC17. Invoice Submission**

- 17.1 Invoices must be submitted in the Contractor's name. The Contractor must submit invoices for each delivery or shipment; invoices must only apply to the Contract. Each invoice must indicate whether it covers partial or final delivery.
- 17.2 Invoices must show:
- (a) the date, the name and address of the client department, item or reference numbers, deliverable and/or description of the Work, contract number, Client Reference Number (CRN), Procurement Business Number (PBN), and financial code(s);
  - (b) details of expenditures (such as item, quantity, unit of issue, unit price, fixed time labour rates and level of effort, subcontracts, as applicable) in accordance with the Basis of Payment, exclusive of Applicable Taxes;
  - (c) deduction for holdback, if applicable;
  - (d) the extension of the totals, if applicable; and
  - (e) if applicable, the method of shipment together with date, case numbers and part or reference numbers, shipment charges and any other additional charges.
- 17.3 Applicable Taxes must be specified on all invoices as a separate item along with corresponding registration numbers from the tax authorities. All items that are zero-rated, exempt or to which Applicable Taxes do not apply, must be identified as such on all invoices.
- 17.4 By submitting an invoice, the Contractor certifies that the invoice is consistent with the Work delivered and is in accordance with the Contract.

### **GC18. Right of Set off**

Without restricting any right of set off given by law, the Minister may set off against any amount payable to the Contractor under the Contract, any amount payable to Canada by the Contractor under the Contract or under any other current contract. Canada may, when making a payment pursuant to the Contract, deduct from the amount payable to the Contractor any such amount payable to Canada by the Contractor which, by virtue of the right of set off, may be retained by Canada.

### **GC19. Assignment**

- 19.1 The Contract shall not be assigned in whole or in part by the Contractor without the prior written consent of Canada and an assignment made without that consent is void and of no effect.
- 19.2 An assignment of the Contract does not relieve the Contractor from any obligation under the Contract or impose any liability upon Canada.

### **GC20. Subcontracting**

- 20.1 The Contractor must obtain the consent in writing of the Minister before subcontracting.
- 20.2 Subcontracting does not relieve the Contractor from any of its obligations under the Contract or impose any liability upon Canada to a subcontractor.
- 20.3 In any subcontract, the Contractor will bind the subcontractor by the same conditions by which the contractor is bound under the Contract.

### **GC21. Indemnification**

- 21.1 The Contractor shall indemnify and save harmless Canada from and against all claims, losses, damages, costs, expenses, actions and other proceedings, made, sustained, brought, prosecuted, threatened to be brought or prosecuted, in any manner based upon, occasioned by or attributable to any injury to or death of a person or damage to or loss of property arising from any willful or negligent act, omission or delay on the part of the Contractor, the Contractor's servants, subcontractors or agents in performing the Work or as a result of the Work.
- 21.2 The Contractor's liability to indemnify or reimburse Canada under the Contract shall not affect or prejudice Canada from exercising any other rights under law.

### **GC22. Confidentiality**

The Contractor shall treat as confidential, during as well as after performance of the Work, any information to which the Contractor becomes privy as a result of acting under the Contract. The Contractor shall use its best efforts to ensure that its servants, employees, agents, subcontractors or assigned observe the same standards of confidentiality.

### **GC23. Indemnification - Copyright**

The Contractor shall indemnify Canada from and against all costs, charges, expenses, claims, actions, suits and proceedings for the infringement or alleged infringement of any copyright resulting from the performance of the Contractor's obligations under the Contract, and in respect of the use of or disposal by Canada of anything furnished pursuant to the Contract.

### **GC24. Indemnification - Inventions, etc.**

The Contractor shall indemnify Canada from and against all costs, charges, expenses, claims, actions, suits and proceedings for the use of the invention claimed in a patent, or infringement or alleged infringement of any patent or any registered industrial design resulting from the performance of the Contractor's obligations under the Contract, and in respect of the use of or disposal by Canada of anything furnished pursuant to the Contract.

### **GC25. Ownership of Copyright**

25.1 Anything that is created or developed by the Contractor as part of the Work under the Contract in which copyright subsists belongs to Canada. The Contractor must incorporate the copyright symbol and either of the following notices, as appropriate:

© HER MAJESTY THE QUEEN IN RIGHT OF CANADA (year)

or

© SA MAJESTÉ LA REINE DU CHEF DU CANADA (année).

25.2 At the request of the Minister, the Contractor must provide to Canada, at the completion of the Work or at such other time as the Minister may require a written permanent waiver of Moral Rights, in a form acceptable to the Minister, from every author that contributed to the Work. If the Contractor is an author, the Contractor permanently waives the Contractor's Moral Rights.

### **GC26. Taxes**

26.1 Municipal Taxes

Municipal Taxes do not apply.

26.2 Federal government departments and agencies are required to pay Applicable Taxes.

26.3 Applicable Taxes will be paid by Canada as provided in the Invoice Submission section. It is the sole responsibility of the Contractor to charge Applicable Taxes at the correct rate in accordance with applicable legislation. The Contractor agrees to remit to appropriate tax authorities any amounts of Applicable Taxes paid or due.

26.4 The Contractor is not entitled to use Canada's exemptions from any tax, such as provincial sales taxes, unless otherwise specified by law. The Contractor must pay

applicable provincial sales tax, ancillary taxes, and any commodity tax, on taxable goods or services used or consumed in the performance of the Contract (in accordance with applicable legislation), including for material incorporated into real property.

26.5 In those cases where Applicable Taxes, customs duties, and excise taxes are included in the Contract Price, the Contract Price will be adjusted to reflect any increase, or decrease, of Applicable Taxes, customs duties, and excise taxes that will have occurred between bid submission and contract award. However, there will be no adjustment for any change to increase the Contract Price if public notice of the change was given before bid submission date in sufficient detail to have permitted the Contractor to calculate the effect of the change.

#### 26.6 Tax Withholding of 15 Percent

Pursuant to the Income Tax Act, 1985, c. 1 (5th Supp.) and the Income Tax Regulations, Canada must withhold 15 percent of the amount to be paid to the Contractor in respect of services provided in Canada if the Contractor is a non-resident, unless the Contractor obtains a valid waiver. The amount withheld will be held on account for the Contractor in respect to any tax liability which may be owed to Canada.

### **GC27. International Sanctions**

27.1 Persons in Canada, and Canadians outside of Canada, are bound by economic sanctions imposed by Canada. As a result, the Government of Canada cannot accept delivery of goods or services that originate, either directly or indirectly, from the countries or persons subject to economic sanctions.

Details on existing sanctions can be found at:

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

27.2 The Contractor must not supply to the Government of Canada any goods or services which are subject to economic sanctions.

27.3 The Contractor must comply with changes to the regulations imposed during the period of the Contract. The Contractor must immediately advise Canada if it is unable to perform the Work as a result of the imposition of economic sanctions against a country or person or the addition of a good or service to the list of sanctioned goods or services. If the Parties cannot agree on a work around plan, the Contract will be terminated for convenience in accordance with section GC9.



## **GC28. T1204 Government Service Contract Payment**

- 28.1 Pursuant to regulations made pursuant to paragraph 221 (1)(d) of the Income Tax Act, payments made by departments and agencies to Contractors under applicable services Contracts (including Contracts involving a mix of goods and services) must be reported on a T1204 Government Service Contract Payment. To enable client departments and agencies to comply with this requirement, Contractors are required to provide information as to their legal name and status, business number, and/or Social Insurance Number or other supplier information as applicable, along with a certification as to the completeness and accuracy of the information.

## **GC29. Successors and Assigns**

The Contract shall enure to the benefit of and be binding upon the parties hereto and their lawful heirs, executors, administrators, successors and assigns as the case may be.

## **GC30. Conflict of Interest and Values and Ethics Codes for the Public Service**

The Contractor acknowledges that individuals who are subject to the provisions of the Conflict of Interest Act, 2006, c. 9, s. 2, the Conflict of Interest Code for Members of the House of Commons, any applicable federal values and ethics code or any applicable federal policy on conflict of interest and post-employment shall not derive any direct benefit resulting from the Contract unless the provision or receipt of such benefit is in compliance with such legislation and codes.

## **GC31. No Bribe**

The Contractor declares that no bribe, gift, benefit, or other inducement has been or will be paid, given, promised or offered directly or indirectly to any official or employee of Canada or to a member of the family of such a person, with a view to influencing the entering into the Contract or the administration of the Contract.

## **GC32. Errors**

Notwithstanding any other provision contained in this Contract, no amount shall be paid to the Contractor based on the cost of Work incurred to remedy errors or omissions for which the Contractor or his servants, agents or subcontractors are responsible, and such errors or omissions shall be remedied at the Contractor's cost, or, at the option of Canada, the Contract may be terminated and in that event the Contractor shall receive payment only as determined under section GC10.

## **GC33. Performance**

The failure of Canada to require performance by the Contractor of any provision of this Contract shall not affect the right of Canada thereafter to enforce such provision, nor shall the waiver by Canada of any breach of any term of the Contract be taken or held to be a waiver of any further breach of the same or any other term or condition.

### **GC34. Gender**

Whenever the singular or masculine is used throughout this Contract, it shall be construed as including the plural, feminine, or both whenever the context and/or the parties hereto so require.

### **GC35. Survival**

All the Parties' obligations of confidentiality, representations and warranties set out in the Contract as well as any other the provisions, which by the nature of the rights or obligations might reasonably be expected to survive, will survive the expiry or termination of the Contract.

### **GC36. Severability**

If any provision of the Contract is declared by a court of competent jurisdiction to be invalid, illegal or unenforceable, that provision will be removed from the Contract without affecting any other provision of the Contract.

### **GC37. Contingency Fees**

The Contractor certifies that it has not, directly or indirectly, paid or agreed to pay and agrees that it will not, directly or indirectly, pay a contingency fee for the solicitation, negotiation or obtaining of the Contract to any person, other than an employee of the Contractor acting in the normal course of the employee's duties. In this section, "contingency fee" means any payment or other compensation that depends or is calculated based on a degree of success in soliciting, negotiating or obtaining the Contract and "person" includes any individual who is required to file a return with the registrar pursuant to section 5 of the Lobbying Act, 1985, c. 44 (4th Supplement).

### **GC38. Criminal Offense**

The Contractor declares that the contractor has not been convicted of an offence, other than an offence for which a pardon has been granted, under section 121, 124 or 418 of the Criminal Code.

### **GC39. Public Disclosure**

39.1 The Contractor consents, in the case of a contract that has a value in excess of \$10,000, to the public disclosure of basic information - other than information described in any of paragraphs 20(1)(a) to (d) of the Access to Information Act - relating to the contract.

- 39.2 The contractor consents, in the case of a contract with a former public servant in receipt of a Public Servant Superannuation (PSSA) pension, that the contractor'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 described in 39.1.

#### **GC40. Notice**

Any notice under the Contract must be in writing and may be delivered by hand, courier, mail, facsimile or other electronic method that provides a paper record of the text of the notice. It must be sent to the Party for whom it is intended at the address stated in the Contract. Any notice will be effective on the day it is received at that address. Any notice to Canada must be delivered to the Minister.

#### **GC41. Accuracy**

The Contractor represents and warrants that the information submitted with its bid is accurate and complete. The Contractor acknowledges that the Minister has relied upon such information in entering into this Contract. This information may be verified in such manner as the Minister may reasonably require.

#### **GC42. Dispute Resolution Services**

The parties understand that the Procurement Ombudsman appointed pursuant to subsection 22.1 (1) of the Department of Public Works and Government Services Act will, on request of a party, provide a proposal for an alternative dispute resolution process to resolve any dispute arising between the parties respecting the interpretation or application of a term or condition of this contract. The parties may consent to participate in the proposed alternative dispute resolution process and to bear the cost of such process. The Office of the Procurement Ombudsman may be contacted by telephone at 1-866-734-5169 or by email at [boa.opo@boa.opo.gc.ca](mailto:boa.opo@boa.opo.gc.ca).

#### **GC43. Contract Administration**

The parties understand that the Procurement Ombudsman appointed pursuant to Subsection 22.1 (1) of the Department of Public Works and Government Services Act will review a complaint filed by the contractor respecting administration of this contract if the requirements of Subsection 22.2 (1) of the Department of Public Works and Government Services Act and Section 15 and 16 of the Procurement Ombudsman Regulations have been met, and the interpretation and application of the terms and conditions and the scope of the work of this contract are not in dispute. The Office of the Procurement Ombudsman may be contacted by telephone at 1-866-734-5169 or by email at [boa.opo@boa.opo.gc.ca](mailto:boa.opo@boa.opo.gc.ca).

## **GC44. Entire Agreement**

The Contract constitutes the entire agreement between the Parties relative to the subject procurement and supersedes all previous negotiations, communications and other agreements, whether written or oral, unless they are incorporated by reference in the Contract. There are no terms, covenants, representations, statements or conditions relative to the subject procurement binding on the Parties other than those contained in the Contract.

## **Additional Terms and Conditions of Work**

1. This Contract does not create an exclusive right of the Contractor to perform all the work that may be required. AAFC reserves the right to have any work done by other means.
2. Post Award / Site Orientation Meeting
  1. The Offeror will be required to attend a Post Contract award site orientation meeting with the Facility Manager prior to the commencement of any work. This walk through will facilitate the familiarization of the building layout and where specific safety devices such as emergency showers, eyewash stations, First Aid Kits, MSDS binders and fire extinguishers are located.
  2. The walk through will include where all building exits are located and where the muster point is located in the event of an emergency situation and *any information required to carry out the work.*
3. Upon request the Offeror shall furnish the Facility Manager with a copy of their company's Occupational Health and Safety Policy and Program. It shall meet the more stringent of the Federal and Provincial Occupational Health and Safety Acts.
4. AAFC will submit the names of the proposed resources as required in the mandatory section, to Government of Canada's Security Office to undergo screening for Reliability security clearances.

The Offeror's personnel requiring access to the work site(s) must EACH hold a valid personnel security screening at the level of RELIABILITY STATUS, granted or approved by Agriculture and Agri-Food Canada.

No resource of the Contractor shall be allowed on site until clearances have been established. **This requirement must be updated when staff changes occur.**

Each of the proposed staff, who do not hold a valid clearance, will be required to complete a "Security Clearance Form" (TBS 330-23E) upon request from Canada.

5. Only licensed Fire Extinguisher and Backflow Testing technicians certified in the province of Alberta to perform or work on fire and backflow systems outlined in this contract.
6. Service is to be provided by one (1) Technician at a time only, unless a specific request is made in writing to, and approved by, the Facility Manager or designate.
7. The Offeror may be required to provide a written estimate for repair work and new installations. The estimate must include:
  1. Cost for all Materials and replacement parts.
  2. Mark-up
  3. Estimated number of hours for labour and rates
  4. Applicable taxes will be shown as a separate item.
8. AAFC reserves the right to supply material and replacement parts to the Offeror.
9. The Offeror must be available to provide routine maintenance and emergency repairs to breakdowns within the following response times:
  1. Routine Maintenance:  
For routine maintenance requirements, the Contractor must be on site within 48 hours of a service call.
  2. Emergency Repairs:  
For deficiencies or breakdowns that require immediate attention, the Contractor must reply within two (2) hours of the service call and be on site within eight (8) hours. The work will commence within 24 hours and continue until problem is rectified.
  3. Response Time for Non Scheduled Work  
Contractor is to respond to AAFC within 24 hours for work that is not scheduled and the actual work will be performed within a time frame that is mutually agreed to by both parties.
10. The Offeror's resources shall report to the Facility Manager or designate upon arrival. Identification and sign in is required at the reception desk in Building # 21.
11. Any shutdown to execute service or repair must first be approved by the Facility Manager.
12. The Offeror and its resources will be responsible to maintain the integrity of the existing facility. Any damages to the facility caused by the Contractor must be repaired by the Offeror to its original condition.
13. The Offeror shall ensure that all applicable personal protective equipment (PPE) is used.
14. The Offeror is to supply all tools and equipment required to provide work under the Contract.

15. Equipment and materials to be new and CSA certified. Deliver, store and maintain materials with manufacture's seal and labels intact.
16. Additions, relocations or removal of equipment or systems are to recorded, dated and initialed by the Contractor on the worksheets.
17. Power activated devices using explosives shall not be used, unless authorized by the Facility Manager.
18. The Offeror shall provide training to AAFC's maintenance staff and user groups on operation and maintenance procedures on all new installations. The Contractor shall supply shop drawings and manufacturer's instructions and specifications on all new installations, if requested.
19. Upon request the Offeror will provide a detailed work order explaining the Work undertaken to the Facility Manager.
20. The Offeror shall complete all applicable log books before leaving the site each day outlining all work performed in the facility.
21. Upon request the Offeror will provide AAFC with a wholesalers invoice complete with parts pricing.
22. The Offeror shall provide AAFC an invoice complete with a detailed breakdown of all parts, material and labour used. This invoice must clearly reference all work sheets associated with the service call.
23. Provide an electronic copy of maintenance of data and service records to the Facility Manager with 30 calendar days following completion of all inspections, certifications and services performed.
24. Provide a cost estimate with a list of discrepancies, parts / services / maintenance required to the Facility Manager for review and approval to prior to proceeding with the work.
25. An inspection report is to be prepared showing all components tested, repaired or replaced and is to be submitted with the invoice.
26. Upon request the Offeror must provide a copy of the Material Safety Data Sheet (MSDS) to the Facility Manager.
27. Materials & WHMIS Compliance

Upon request by the Facility Manager, the Offeror must provide proof of up-to-date WHMIS training for all employees working on site.

1. The Offeror shall use as many low toxicity / environmentally friendly products as practical (use products displaying the Environmental Choice Eco-logo). Samples of Controlled Products may be required for WHMIS Compliance testing to ensure that all

materials used meet the Canadian General Standards Board Qualified Products criteria.

2. The Offeror shall ensure that, where substances classified as controlled products under the Control Products Regulations are to be used in Crown-owned facilities and their employees receive appropriate training as per Provincial / Federal Regulations and the Workplace Hazardous Materials Information System (WHMIS). Proof of up to date WHMIS training, for all employees working on site, must be supplied to the Facility Manager.
  3. The Offeror shall ensure that all controlled products are identified to the Facility Manager. Where controlled products are to be used at Federal occupied facilities the Facility Manager will have the authority to review all work to be performed, and where applicable, stop contract work related to the use of controlled products until safety and health concerns are resolved.
  4. The Offeror must advise the Facility Manager when controlled products are to be brought into Crown-owned or occupied facilities. Material Safety Data Sheets (MSDS), for all controlled products stored or used on site, are to be in a conspicuous WHMIS binder located in each building.
  5. All containers brought into Crown-owned facilities containing controlled products must be labeled in accordance with WHMIS regulations. The Offeror shall ensure that no down-the-drain disposal for controlled waste liquids will occur. MSDS instructions for product disposal must be followed at all times.
28. The following codes and standards are in effect at the time of award are subject to change / revision. The latest edition of each shall be enforced during the term of the Standing Offer.
- Treasury Board of Canada
  - All applicable Canada Standards Association (CSA) standards and regulations
  - Canadian Environmental Protection Act
  - National Building Code of Canada
  - National Fire code
  - Part II of the Canada Labour Code
  - Canadian Occupational Safety and Health Section of Part II of the Canada Labour Code
  - Fire Commissioner of Canada FC 301 Standard for Construction Operations
  - Provincial and Territorial Acts and Regulations
  - Canadian Construction and Labour Safety Codes; Provincial Government Workers' Compensation board and Municipal Statutes and Authorities
  - Canadian Electrical Code, Part I, CSA 22.1 1998
  - Canadian Plumbing Code
  - Materials and workmanship must conform to or exceed applicable standards of Canadian Government Specification Board (CGSB), CSA, American Society for Testing Materials (ASTM) and referenced organizations.

In the event of a conflict between any of the above codes or standards, the most stringent shall apply.



## STATEMENT OF WORK

## Appendix B

Agriculture and Agri-Food Canada at the Lacombe Research and Development Centre has a requirement for a certified technician(s) to provide maintenance, inspections, testing and certifications of systems and equipment listed below, and to provide training and services on an *'as and when required'* basis.

Regular hours: Weekdays 08:00 to 16:30 hrs.

Outside regular hours: Monday to Friday 16:30 to 08:00 including weekends and Stat Holidays

This is a non-smoking, scent free facility.

### SERVICES REQUIRED:

The contractor will be required to perform the following Scheduled services :

- A) MONTHLY INSPECTIONS of all 2.5lb - 30lb Fire Extinguishers
  - B) BI-ANNUAL INSPECTION (June and December) of two (2) Range Hood Fire Suppression Systems
  - C) ANNUAL INSPECTIONS and CERTIFICATION (December) Services of all Fire extinguishers (according to Annex A - Inspection Sheets); all fire suppression systems and; all Backflow Preventers  
(includes December's Monthly and Bi-Annual Inspections)
- 'IF' repairs or servicing are required :
- the Contractor will provide a written cost estimate as per Appendix A(Additional Terms and Conditions - Article 7) to the Facility Manager within three (3) days of completing the inspections
  - the Contractor will not proceed with repairs until written approval is received from the Facility Manger
2. The contractor will be required to provide one (1) Fire Extinguisher TRAINING for 10 - 20 staff. At a minimum, training will include:
    - Anatomy of a Fire Extinguisher,
    - Fire Extinguisher Classification and Uses,
    - Proper Use of a Fire Extinguisher (PASS),
    - When to use a Fire Extinguisher,
    - Fire Tetrahedron
  3. The contractor will be required to provide *'as and when required'* services as follows :
    - A) Twelve (12) year Fire Extinguisher HYDROSTATIC TESTING on all dry chemical models.
    - B) Five (5) year Fire Extinguisher HYDROSTATIC TESTING on all CO2 models.

C) Six (6) year Fire Extinguisher MAINTENANCE on all dry chemical models

4. Equipment installation and decommission services when required.
5. Temporary replacement extinguishers for any having to be removed for servicing.

## MANDATORY REQUIREMENTS

## Appendix C

All mandatory requirements identified below must be met. Failure to comply with any of the mandatory requirements will render the submission non-compliant and will receive no further consideration. If documentation is required to demonstrate compliance the Proposer must include the necessary documentation with their submission.

In order for submissions to be accepted for further evaluation, all of the following mandatory requirements must be met.

### M1) MANDATORY SITE VISIT

Bidders are required to attend a site visit where the services are to be rendered to make themselves familiar with the site and any conditions that may affect the nature or provision of the services required. Ignorance of the local conditions at no time will constitute a valid reason to justify additional cost or an inability to satisfactorily meet anyone of the tasks stipulated.

Please be advised that there will be a limit of two (2) representatives per bidder attending the site visit. Bidders are requested to RSVP to the site contact, Brent Papuschak, Assistant Facilities Manager, (403-588-1518 or brent.papuschak@canada.ca) by September 21, 2020 at 12:00 PM MDT. Should there be sufficient interest in site visit attendance, AAFC may assign time slots to bidders in an effort to maintain social distancing protocols.

In accordance with provincial health regulations, interested bidders must be symptom free, wear a face mask and disposable gloves and observe social distancing from others on site.

Any relevant questions, and the answers, asked during the site visit will be provided in writing to all visitors after the site visit.

DATE & TIME : **Monday, September 28, 2020 at 10:00 am**

LOCATION : Research & Development Centre  
6000 C and E Trail  
LACOMBE, AB

### M2) PROPOSED RESOURCES / CERTIFICATIONS

**The Bidder must provide:**

- a) The Bidder must propose and provide the name of at least one (1) licensed Technician who will be available to provide services under the resulting Contract.
- b) Copy of Fire Inspection and Backflow Testing certificates for each Technician

proposed to provide service under the resulting Standing Offer

THE FOLLOWING SUBMISSION FORMAT IS PREFERRED:

- 1) The first email attachment **MUST INCLUDE** one (1) copy of each of the following :
  - A. Mandatory Requirements as per Appendix C :
    - i) Name of Proposed Resource(s)
    - ii) Copy of Fire Inspection and Backflow Testing Certificate(s)
  - B. Appendix F - Certification Requirements
  
- 2) The Second email attachment **MUST INCLUDE** one (1) copy of the ‘Appendix G - Bid Document’.
  - A. The cost shall be exclusive of all applicable taxes.

## PROPOSAL EVALUATION METHOD

## Appendix E

Bids received will be assessed in accordance with the entire requirements of the Bid Solicitation including the Evaluation criteria specified below:

### Mandatory Evaluation

It is understood by the parties submitting proposals that, to be considered compliant, a proposal must meet all the MANDATORY requirements as outlined in Appendix C of this document.

Accordingly, only the compliant proposals will be given further consideration.

### Financial Evaluation

Your price proposal must be submitted in accordance with the proposed Bid Document (Appendix G).

Price Proposals will be assessed as follows:

Step 1 - For each line item - Estimated # of Units (A) x Unit price (B) = Extended Cost (C...)

Step 2 - Aggregate of Extended Totals - Evaluated Offer

Evaluation Procedure - All bidders will be assessed and accepted on a low aggregate basis (applicable taxes not included). Low aggregate will be determined by extending and totaling the unit prices.

The lowest responsive bidder will be recommended for award of the Contract.

**CERTIFICATION REQUIREMENT**

**Appendix F**

The following certification requirements apply to RFP document. Bidders should include, with their proposal, a signed copy of this certification below.

**A) LEGAL ENTITY AND CORPORATE NAME**

Please certify that the Bidder is a legal entity that can be bound by the contract and sued in court and indicate **i)** whether the Bidder is a corporation, partnership or sole proprietorship, **ii)** the laws under which the Bidder was registered or formed, **iii)** together with the registered or corporate name. Also identify **iv)** the country where the controlling interest/ownership (name if applicable) of the Bidder is located.

- i) \_\_\_\_\_
- ii) \_\_\_\_\_
- iii) \_\_\_\_\_
- iv) \_\_\_\_\_

Any resulting Contract may be executed under the following **i)** corporate full legal name and **ii)** at the following place of business (complete address) **iii)** telephone and fax number and email:

- i) \_\_\_\_\_
- ii) \_\_\_\_\_
- iii) \_\_\_\_\_

\_\_\_\_\_  
Name

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

**B) EDUCATION/EXPERIENCE CERTIFICATION**

We certify that all statements made with regard to the education and the experience of individuals proposed for completing the subject Work are accurate and factual, and we are aware that the Minister reserves the right to verify any information provided in this regard and that untrue statements may result in the proposal being declared **non-responsive** or in other action which the Minister may consider appropriate.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

**C) PRICE / RATE CERTIFICATION**

"We hereby certify that the price quoted have been computed in accordance with generally accepted accounting principles applicable to all like services rendered and sold by us, that such prices are not in excess of the lowest prices charged anyone else, including our most favoured customer for like quality and quantity so the services, does not include an element of profit on the sale in excess of that normally obtained by us on the sale of services of like quality and quantity, and does not include any provision for discounts or commissions to selling agents".

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

**D) VALIDITY OF PROPOSAL**

It is requested that proposals submitted in response to this RFP be valid in all aspects, including price, for not less than 120 days from the closing date of this RFP; and signed by an authorized representative of the Bidder in the space provided on the RFP; and provide the name and telephone number of a representative who may be contacted for clarification or other matters relating to the Bidder's proposal.

\_\_\_\_\_  
Name

\_\_\_\_\_  
Telephone Number

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

**E) AVAILABILITY AND STATUS OF PERSONNEL**

The Bidder certifies that, should it be authorized to provide services under any contract resulting from this RFP, the employees proposed in its proposal will be available to commence performance of the work within a reasonable time from contract award, or within the time specified herein.

If the Bidder has proposed any person in fulfilment of this requirement who is not an employee of the Bidder, the Bidder hereby certifies that it has written permission from such person to propose the services of such person in relation to the work to be performed in fulfilment of this requirement and to submit such person's résumé to the Contracting Authority.

During the proposal evaluation, the Bidder MUST upon the request of the Contracting Authority, provide a copy of such written permission, in relation to any or all non-employees proposed. The Bidder agrees that failure to comply with such a request may lead to disqualification of the Bidder's proposal from further consideration.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date



## F) FORMER PUBLIC SERVANT (FPS)- STATUS AND DISLCOSURE

Contracts with Former Public Servants 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 with FPS, bidders must provide the information required below.

### Definitions

For the purposes of this clause :

**"former public servant"** is any former member of a department as defined in the Financial Administration Act, R.S., 1985, c. F-11, a former member of the Canadian Armed Forces or a former member of the Royal Canadian Mounted Police. A former public servant may be :

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

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

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

### Former Public Servant in Receipt of a Pension

As per the above definitions, is the Bidder a FPS in receipt of a pension ?

Yes ( ) No ( )

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

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

By providing this information, 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 report.

### **Work Force Reduction Program**

Is the Bidder a FPS who received a lump sum payment pursuant to the terms of a work force reduction program ?

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 reduction 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 the Goods and Services Tax or Harmonized Sales Tax.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

### **G) FEDERAL CONTRACTORS PROGRAM**

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 ([http://www.labour.gc.ca/eng/standards\\_equity/eq/emp/fcp/list/inelig.shtml](http://www.labour.gc.ca/eng/standards_equity/eq/emp/fcp/list/inelig.shtml)) available from Human Resources and Skills Development Canada - Labour's website.

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.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

## H) INSURANCE CERTIFICATION

### Insurance Requirements

- (a) The Contractor must comply with the insurance requirements specified herein. The Contractor must maintain the required insurance coverage for the duration of the Standing Offer. Compliance with the insurance requirements does not release the Contractor from or reduce its liability under the Standing Offer.
- (b) The Contractor is responsible for deciding if additional insurance coverage is necessary to fulfill its obligation under the Standing Offer 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.
- (c) Upon request, Proposers shall deposit with Canada, a CERTIFICATE OF INSURANCE (form AAFC 5314).

Upon request by Canada, the Standing Offer holder shall provide originals or certified true copies of all contracts of insurance maintained by the Contractor pursuant to the provisions contained herein.

### Commercial General Liability Insurance

- (a) The Contractor must obtain Commercial General Liability Insurance, and maintain it in force throughout the duration of the Contract, in an amount usual for a contract of this nature, but for not less than \$ 2,000,000.00 per accident or occurrence and in the annual aggregate.
- (b) The Commercial General Liability policy must include the following :
  - i) Additional Insured: Canada is added as an additional insured, but only with respect to liability arising out of the Contractor's performance of the Contract. The interest of Canada should read as follows: *Her Majesty the Queen in the right of Canada as represented by the Minister*
  - ii) Bodily Injury and Property Damage to third parties arising out of the operations of the Contractor.
  - iii) Products and Completed Operations: Coverage for bodily injury or property damage arising out of goods or products manufactured, sold, handled, or distributed by the Contractor and/or arising out of operations that have been completed by the Contractor.
  - iv) Personal Injury: While not limited to, the coverage must include Violation of Privacy, Libel and Slander, False Arrest, Detention or Imprisonment and Defamation of Character.
  - v) Cross Liability / Separation of Insured: Without increasing the limit of liability, the policy must protect all insured parties to the full extent of coverage provided. Further, the policy must apply to each Insured in the same manner and to the same extent as if a separate policy had been issued to each.

- vi) Blanket Contractual Liability: The policy must, on a blanket basis or by specific reference to the Contract, extend to assumed liabilities with respect to contractual provisions.
- vii) Employees and, if applicable, Volunteers must be included as Additional Insured.
- vii) Employers' Liability (or confirmation that all employees are covered by Worker's compensation (WSIB) or similar program)
- viii) Broad Form Property Damage including Completed Operations : Expands the Property Damage coverage to include certain losses that would otherwise be excluded by the standard care, custody or control exclusion found in a standard policy.
- ix) Notice of Cancellation : The Insurance Company will provide to the Contracting Authority 10 days written notice of policy cancellation.
- x) If the policy is written on a claims-made basis, coverage must be in place for a period of at least 12 months after the completion or termination of the Contract.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

**10) CONTRACTOR’S LIST OF SUBCONTRACTORS**

See GC 5 - ASSIGNMENT AND SUBCONTRACTING

It is my / our intention to employ the following subcontractors whom I / we believe, following investigation, to be reliable and competent for the performance of the portion of services being sub-contracted. All other services will be performed by me / us.

Company Name	Services to be sub-contracted	Number of years you are associated with subcontractor	Years of experience of subcontractor in the field	Portion of the contract (%)

It is agreed that I (we) shall not subcontract with any other individual or organization or for any other work, without the consent of the Minister of Agriculture

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

## 11) INTEGRITY PROVISIONS

1. Ineligibility and Suspension Policy (the “Policy”), and all related Directives (2016-04-04), are incorporated by reference into, and form a binding part of the procurement process. The Supplier must comply with the Policy and Directives, which can be found at [Ineligibility and Suspension Policy](#).
2. Under the Policy, charges and convictions of certain offences against a Supplier, its affiliates or first tier subcontractors, and other circumstances, will or may result in a determination by Public Works and Government Services Canada (PWGSC) that the Supplier is ineligible to enter, or is suspended from entering into a contract with Canada. The list of ineligible and suspended Suppliers is contained in PWGSC’s Integrity Database. The Policy describes how enquiries can be made regarding the ineligibility or suspension of Suppliers.
3. In addition to all other information required in the procurement process, the Supplier must provide the following:
  - a. by the time stated in the Policy, all information required by the Policy described under the heading “Information to be Provided when Bidding, Contracting or Entering into a Real Property Agreement”; and
  - b. with its bid / quote / proposal, a complete list of all foreign criminal charges and convictions pertaining to itself, its affiliates and its proposed first tier subcontractors that, to the best of its knowledge and belief, may be similar to one of the listed offences in the Policy. The list of foreign criminal charges and convictions must be submitted using an Integrity Declaration Form, which can be found at [Declaration form for procurement](#).
4. Subject to subsection 5, by submitting a bid / quote / proposal in response a request by AAFC, the Supplier certifies that:
  - a. it has read and understands the [Ineligibility and Suspension Policy](#);
  - b. it understands that certain domestic and foreign criminal charges and convictions, and other circumstances, as described in the Policy, will or may result in a determination of ineligibility or suspension under the Policy;
  - c. it is aware that Canada may request additional information, certifications, and validations from the Supplier or a third party for purposes of making a determination of ineligibility or suspension;
  - d. it has provided with its bid / quote / proposal a complete list of all foreign criminal charges and convictions pertaining to itself, its affiliates and its proposed first tier subcontractors that, to the best of its knowledge and belief, may be similar to one of the listed offences in the Policy;
  - e. none of the domestic criminal offences, and other circumstances, described in the Policy that will or may result in a determination of ineligibility or suspension, apply to it, its affiliates and its proposed first tier subcontractors; and
  - f. it is not aware of a determination of ineligibility or suspension issued by PWGSC that applies to it.
5. Where a Supplier is unable to provide any of the certifications required by subsection 4, it must submit with its bid/ quote / proposal a completed Integrity Declaration Form, which can be found at [Declaration form for procurement](#).
6. Canada will declare non-responsive any bid / quote / proposal in respect of which the information requested is incomplete or inaccurate, or in respect of which the information contained in a certification or declaration is found by Canada to be false or misleading in

any respect. If Canada establishes after award of the Contract that the Supplier provided a false or misleading certification or declaration, Canada may terminate the Contract for default. Pursuant to the Policy, Canada may also determine the Supplier to be ineligible for award of a contract for providing a false or misleading certification or declaration.

**LIST OF NAMES :**

Bidders who are incorporated, including those bidding as a joint venture, must provide a complete list of names of all individuals who are currently directors of the Bidder.

Bidders bidding as sole proprietorship, as well as those bidding as a joint venture, must provide the name of the owner(s).

Bidders bidding as societies, firms or partnerships do not need to provide lists of names.

_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

**Certification:**

I \_\_\_\_\_ (Suppliers name) understand that any information I submit in order for the department to confirm my eligibility to receive a contract may be shared and used by AAFC and /or PSPC as part of the validation process, and the results of verification may be publicly disseminated. Moreover, I am aware that any erroneous or missing information could result in the cancellation of my bid as well as a determination of ineligibility/suspension.

\_\_\_\_\_  
Name

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

Tender Notice # 01R11-21-C020 - FIRE SYSTEMS MAINTENANCE SERVICES

AAFC is not prepared to accept separate prices for truck and mileage charges. All costs must be included in the hourly or unit Pricing rate.

Column B (Unit price) must be completed with a dollar value, for all line items, or your Offer may be considered non-compliant.

Where estimates are provided in Column A, values will be used for cost evaluation purposes only and do not constitute a guarantee or commitment of work on behalf of Canada.

**PRICING FOR INITIAL CONTRACT PERIOD**

<b>Item</b>	<b>Description</b>	<b>Unit</b>	<b>Estimated # of Units (A)</b>	<b>Unit Price Offered (B)</b>	<b>Extended Cost (C) = (A x B)</b>
1	<b>MONTHLY INSPECTIONS</b> Fire Extinguishers, (Annex C)	Month	11		
2	<b>BI-ANNUAL INSPECTION</b> Fire Suppression Systems	EA	1		
3	<b>ANNUAL INSPECTIONS</b> Fire Extinguishers, (Annex C) Range Hoods Back Flow Preventer Valves (Annex B) Fire Suppression Systems	EA	1		
4	<b>Annual 5 year Hydrostatic Testing</b> Fire Extinguishers, (Annex C)				
	<b>ABC – 2.5 lb</b>	EA	1		
	<b>ABC – 5 lb</b>	EA	10		
	<b>ABC – 10 lb</b>	EA	20		
	<b>ABC – 20 lb</b>	EA	1		
	<b>ABC – 30 lb</b>	EA	1		
	<b>CO2 – 5 lb</b>	EA	1		
5	<b>Annual 6 year Inspection /Testing</b> Fire Extinguishers, (Annex C)				
	<b>ABC – 2.5 lb</b>	EA	1		
	<b>ABC – 5 lb</b>	EA	10		
	<b>ABC – 10 lb</b>	EA	20		
	<b>ABC – 20 lb</b>	EA	1		
	<b>ABC – 30 lb</b>	EA	1		
	<b>CO2 – 5 lb</b>	EA	1		
					T1

<b>LABOUR</b>				
<b>Description</b>	<b>Unit</b>	<b>Estimated # of Units (A)</b>	<b>Unit Price Offered (B)</b>	<b>Extended Cost (C) = (A x B)</b>
Technician	Regular hours	100		
Technician	Outside Regular hours	10		
				T2

<b>Description</b>	<b>Unit</b>	<b>Estimated # of Units (A)</b>	<b>Unit Price Offered (B)</b>	<b>Extended Cost C = (A x B)</b>
<b>TRAINING</b>	Session	2		T3

Total Cost for Initial Contract Period (T1 - T3) = \_\_\_\_\_

**MATERIAL AND REPLACEMENT PARTS :**

Material (fire extinguishers) and replacement parts (except free issue and not included in the above) at laid down cost (which includes invoice and transportation costs, exchange, customs and brokerage charges) plus a mark-up of \_\_\_\_\_ % (which includes purchasing expenses, internal handling, General & Administrative expenses and profit) excluding applicable taxes. Applicable taxes will be shown as a separate item.

**PRICING FOR OPTION PERIOD ONE (1)**



Item	Description	Unit	Estimated # of Units (A)	Unit Price Offered (B)	Extended Cost (C) = (A x B)
1	<b>MONTHLY INSPECTIONS</b> Fire Extinguishers, (Annex C)	Month	11		
2	<b>BI-ANNUAL INSPECTION</b> Fire Suppression Systems	EA	1		
3	<b>ANNUAL INSPECTIONS</b> Fire Extinguishers, (Annex C) Range Hoods Back Flow Preventer Valves (Annex B) Fire Suppression Systems	EA	1		
4	<b>Annual 5 year Hydrostatic Testing</b> Fire Extinguishers, (Annex C)				
	ABC – 2.5 lb	EA	1		
	ABC – 5 lb	EA	10		
	ABC – 10 lb	EA	20		
	ABC – 20 lb	EA	1		
	ABC – 30 lb	EA	1		
	CO2 – 5 lb	EA	1		
5	<b>Annual 6 year Inspection /Testing</b> Fire Extinguishers, (Annex C)				
	ABC – 2.5 lb	EA	1		
	ABC – 5 lb	EA	10		
	ABC – 10 lb	EA	20		
	ABC – 20 lb	EA	1		
	ABC – 30 lb	EA	1		
	CO2 – 5 lb	EA	1		
					T4

<b>LABOUR</b>					
Description	Unit	Estimated # of Units (A)	Unit Price Offered (B)	Extended Cost (C) = (A x B)	
Technician	Regular hours	100			
Technician	Outside Regular hours	10			
					T5

Description	Unit	Estimated # of Units (A)	Unit Price Offered (B)	Extended Cost C
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				= (A x B)
<b>TRAINING</b>	Session	2		T6

Total Cost for Option Period One Contract Period (T4 to T6) = \_\_\_\_\_

**MATERIAL AND REPLACEMENT PARTS :**

Material (fire extinguishers) and replacement parts (except free issue and not included in the above) at laid down cost (which includes invoice and transportation costs, exchange, customs and brokerage charges) plus a mark-up of \_\_\_\_\_ % (which includes purchasing expenses, internal handling, General & Administrative expenses and profit) excluding applicable taxes. Applicable taxes will be shown as a separate item.

**PRICING FOR OPTION PERIOD TWO (2)**

Item	Description	Unit	Estimated # of Units (A)	Unit Price Offered (B)	Extended Cost (C) = (A x B)
1	<b>MONTHLY INSPECTIONS</b> Fire Extinguishers, (Annex C)	Month	11		
2	<b>BI-ANNUAL INSPECTION</b> Fire Suppression Systems	EA	1		
3	<b>ANNUAL INSPECTIONS</b> Fire Extinguishers, (Annex C) Range Hoods Back Flow Preventer Valves (Annex B) Fire Suppression Systems	EA	1		
4	<b>Annual 5 year Hydrostatic Testing</b> Fire Extinguishers, (Annex C)				
	<b>ABC – 2.5 lb</b>	EA	1		
	<b>ABC – 5 lb</b>	EA	10		
	<b>ABC – 10 lb</b>	EA	20		
	<b>ABC – 20 lb</b>	EA	1		
	<b>ABC – 30 lb</b>	EA	1		
	<b>CO2 – 5 lb</b>	EA	1		
5	<b>Annual 6 year Inspection /Testing</b> Fire Extinguishers, (Annex C)				
	<b>ABC – 2.5 lb</b>	EA	1		
	<b>ABC – 5 lb</b>	EA	10		
	<b>ABC – 10 lb</b>	EA	20		
	<b>ABC – 20 lb</b>	EA	1		
	<b>ABC – 30 lb</b>	EA	1		
	<b>CO2 – 5 lb</b>	EA	1		
					T7

<b>LABOUR</b>					
Description	Unit	Estimated # of Units (A)	Unit Price Offered (B)	Extended Cost (C) = (A x B)	
Technician	Regular hours	100			
Technician	Outside Regular hours	10			
					T8

Description	Unit	Estimated # of Units	Unit Price Offered	Extended Cost
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		(A)	(B)	C = (A x B)
<b>TRAINING</b>	Session	2		T9

Total Cost for Option Period Two Contract Period (T7 to T9) = \_\_\_\_\_

**MATERIAL AND REPLACEMENT PARTS :**

Material (fire extinguishers) and replacement parts (except free issue and not included in the above) at laid down cost (which includes invoice and transportation costs, exchange, customs and brokerage charges) plus a mark-up of \_\_\_\_\_ % (which includes purchasing expenses, internal handling, General & Administrative expenses and profit) excluding applicable taxes. Applicable taxes will be shown as a separate item.

**PRICING FOR OPTION PERIOD THREE (3)**

<b>Item</b>	<b>Description</b>	<b>Unit</b>	<b>Estimated # of Units (A)</b>	<b>Unit Price Offered (B)</b>	<b>Extended Cost (C) = (A x B)</b>
1	<b>MONTHLY INSPECTIONS</b> Fire Extinguishers, (Annex C)	Month	11		
2	<b>BI-ANNUAL INSPECTION</b> Fire Suppression Systems	EA	1		
3	<b>ANNUAL INSPECTIONS</b> Fire Extinguishers, (Annex C) Range Hoods Back Flow Preventer Valves (Annex B) Fire Suppression Systems	EA	1		
4	<b>Annual 5 year Hydrostatic Testing</b> Fire Extinguishers, (Annex C)				
	<b>ABC – 2.5 lb</b>	EA	1		
	<b>ABC – 5 lb</b>	EA	10		
	<b>ABC – 10 lb</b>	EA	20		
	<b>ABC – 20 lb</b>	EA	1		
	<b>ABC – 30 lb</b>	EA	1		
	<b>CO2 – 5 lb</b>	EA	1		
5	<b>Annual 6 year Inspection /Testing</b> Fire Extinguishers, (Annex C)				
	<b>ABC – 2.5 lb</b>	EA	1		
	<b>ABC – 5 lb</b>	EA	10		
	<b>ABC – 10 lb</b>	EA	20		
	<b>ABC – 20 lb</b>	EA	1		
	<b>ABC – 30 lb</b>	EA	1		
	<b>CO2 – 5 lb</b>	EA	1		
					T10

<b>LABOUR</b>					
<b>Description</b>	<b>Unit</b>	<b>Estimated # of Units (A)</b>	<b>Unit Price Offered (B)</b>	<b>Extended Cost (C) = (A x B)</b>	
Technician	Regular hours	100			
Technician	Outside Regular hours	10			
					T11

Description	Unit	Estimated # of Units (A)	Unit Price Offered (B)	Extended Cost C = (A x B)
TRAINING	Session	2		T12

Total Cost for Option Period Three Contract Period (T10 to T12) = \_\_\_\_\_

**MATERIAL AND REPLACEMENT PARTS :**

Material (fire extinguishers) and replacement parts (except free issue and not included in the above) at laid down cost (which includes invoice and transportation costs, exchange, customs and brokerage charges) plus a mark-up of \_\_\_\_\_ % (which includes purchasing expenses, internal handling, General & Administrative expenses and profit) excluding applicable taxes. Applicable taxes will be shown as a separate item.

Total Cost for Initial Standing Offer Period \_\_\_\_\_

Total Cost for Option Period One (1) + \_\_\_\_\_

Total Cost for Option Period Two (2) + \_\_\_\_\_

Total Cost for Option Period Three (3) + \_\_\_\_\_

TOTAL COST for all periods = \_\_\_\_\_

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**ANNEX A**

**INSPECTION SHEETS**

**FOR**

**FIRE SYSTEMS MAINTENANCE, TESTING,  
INSPECTION & CERTIFICATION SERVICES**

**LACOMBE, AB**



*Back of Annex A - Title Page*

**310-1211: FIRE EXTINGUISHERS, PORTABLE**  
**Monthly Inspection Check List**

Frequency: Monthly  
Regulations: NFC 6.2.4, NFPA 10

CHECK LIST INSTRUCTIONS

1. Ensure Extinguishers are in designated places, are properly mounted and Extinguisher types suit the area.
2. Ensure Extinguishers are not obstructed and visible.
3. Ensure operating instructions on nameplate is legible and facing outward.
4. Ensure seal and tamper indicators are not broken or missing.
5. Determine fullness of water extinguishers without gauges by weighing or hefting.
6. Examine Extinguishers for obvious physical damage, corrosion, leakage or clogged nozzles.
7. Ensure the pressure gauge reading or indicator is in the operable range or position.
8. Provide replacement extinguishers as required
9. Record date of inspection on tag and initial.

Completed by : \_\_\_\_\_ Date : \_\_\_\_\_

**310-0111 FIRE EXTINGUISHERS, PORTABLE  
Annual Inspection Check List**

Frequency: Annual  
Regulations: NFC 6.2.4, NFPA 10

CHECK LIST INSTRUCTIONS

1. All tests as required by Inspection Sheet # 310-1211 (Monthly)
2. Pressurized Extinguishers
  - a. Check each extinguisher's purchase date or date of last hydrostatic test
  - b. Perform Hydrostatic test on extinguishers that are due
3. Sign, date and attach Inspection Tags

Completed by : \_\_\_\_\_ Date : \_\_\_\_\_

## 312-0111 FIRE EXTINGUISHER SYSTEM - DRY CHEMICAL

### Annual Check List

Page 1 of 3

Frequency: Annual

Regulations: NFC 6.3.1.2, NFC 6.8, NFPA 12, CAN/ULC - S536-M86 5.1

Requirements: Disarm System prior to test.

Inform the occupants and the local fire department of the alarm testing feature

Ensure all equipment lock-out and safety practices are followed.

### CHECK LIST INSTRUCTIONS

1. All tests as required on Inspection Sheet # 312-0211 (Monthly)
  - a. Visually inspect the installation for any damage or obstructions to the piping, cylinders and components.
  - b. Ensure operating and maintenance instructions are posted in proximity to the equipment and near the manual release controls.
  - c. Check all seals on control valves are intact and visual indicators on release devices are in 'set' position.
  - d. Check pressure on system and cylinders are within proper range.
  - e. Check for any changes in the hazard protected or in the enclosure.
  - f. Weigh cylinders. Any loss in content greater than 10%, the cylinder must be replaced.
  - g. Inspect the cylinders for physical damage, pitting or corrosion.
  - h. Secure all cylinders against movement.
2. Ensure operating and maintenance instructions are posted in proximity to the equipment and near the manual release controls.
3. Check overall physical appearance of the installation. Ensure there is no change in the type or size of the hazard being protected.
5. Control Panel
  - a) Exercise all functions.
  - b) Check supervision of each circuit and release devices by removing a wire from components for both visual and audible trouble alarms.
6. Power Supply
  - a) Check routing, circuit breakers, fuses, disconnects.
7. Emergency Power
  - a) Check battery condition, charger operation, fuse.
  - b) Check automatic change over, generator.

## 312-0111 FIRE EXTINGUISHER SYSTEM - DRY CHEMICAL

### Annual Check List

Page 2 of 3

8. Detectors
  - a) Test each detector.
  - b) Clean and adjust smoke detectors, check sensitivity.
  - c) Check wiring.
7. Time Delay
  - a) Exercise control check and time limit.
  - b) Check times to complete even when wiring between timer and detector circuit is interrupted.
8. Alarms
  - a) Test audible and visual alarms.
9. Selector
  - a) Exercise the directional control valves.
  - b) Reset to operational position.
10. Release Devices
  - a) Check automatic change over, generator.
  - b) Check door closer operation.
11. Equipment Shutdown
  - a) Test and check that all necessary equipment is included in the shutdown.
12. Manual Releases
  - a) Inspect the manual release, accessibility, check the pull force and length of pull required to operate the release. Adjust devices as necessary.
  - b) Check tightness of connections, condition of the conduct (cable) and corner pulleys.
13. Electric Releases
  - a) Test the operation, check all covers in place and reset the release.
  - b) Ensure the main and reserve release manual pulls are separate and identified
14. Piping
  - a) Check that piping is secure, well supported, not subjected to any other use and in good condition.
15. Nozzles
  - a) Check the nozzles are clean and secure and the seals (blow off caps) are in place.
  - b) Check the nozzle orifice size and type is the original and not a replacement type.

**312-0111 FIRE EXTINGUISHER SYSTEM - DRY CHEMICAL**

Annual Check List

Page 3 of 3

16. Dry Chemical Cylinders

- a) Weigh contents and replace cylinder if contents loss is greater than 10%.
- b) Inspect date of cylinder purchase or of last hydrostatic test. Cylinders in continuous service without discharging may remain in service for 12 years without hydrostatic testing. Cylinders discharged must have a hydrostatic test if more than 5 years has elapsed. Arrange for hydrostatic testing as required.
- c) Check cylinder connectors, weights and cables, release devices as applicable.
- d) Inspect the cylinders for physical damage, pitting or corrosion.
- e) If possible, open and check dry chemical in cylinder and stored pressure system to ensure it is free flowing and without lumps.
- f) Check pressure on system and cylinders is within proper range.
- g) Secure all cylinders against movement.

17. Sign and date all tags attached to cylinders and tags ensure tag is attached to the equipment.

Completed by : \_\_\_\_\_ Date : \_\_\_\_\_

*Left blank intentionally*

## Annex B – Backflow Preventer Inventory

	Device	Make	Model	Serial	size ( " )	Bldg	Location	Water Source	
1	RP	Apollo	RP40	21017	2.50	11	chem storage boiler room - main feed	Municipal	Primary
2	RP	Apollo	RP4A	235310	2.00	11	chem storage boiler room - process water	Municipal	Secondary
3	RP	Watts	009 m1 QT	37163	2.00	12	Utility Room - main Bldg feed	Municipal	Primary
4	RP	Watts	009 M2 QT	329912	2.00	12	mechanical Rm Domestic Water	Municipal	Secondary
5	RP	Watts	009 M2 QT	163876	1.50	12	Tank fill hose, located in Growth Cab Room	Municipal	Secondary
6	RP	Conbraco	40204T2	00723F	0.75	12	room 109 cold water for Autoclave	Municipal	Secondary
7	RP	Conbraco	402203T2	00959D	0.50	12	room 109 hot water for Autoclave	Municipal	Secondary
8	RP	Watts	009 M3 QT	A02470	0.75	12	Upper Mechanical Rm - boiler feed	Municipal	Secondary
9	Rp	Watts	009 M2 QT	328789	2.00	14	East Wing room 125 - main Bldg feed	Municipal	Primary
10	RP	Watts	909	172511	3.00	14	West wing room 133 - main Bldg feed	Municipal	Primary
11	RP	Watts	009M3 QT	408549	0.75	14	East wing room 126 - boiler makeup	Municipal	Secondary
12	RP	Watts	009 M2 QT	49715	0.75	14	B14, Room 201	municipal	
13	RP	Aries	2000SS	2BN0070	3.00	14	B14, meter Room 125	municipal	
14	RP	Watts	007	445	2.00	21	admin room 15 - main Bldg feed	Municipal	Primary
15	RP	Watts	QT	45958	0.75	21	admin room 21 boiler condensate tank	Municipal	Secondary
16	DCVA	Watts	007M3 QT	312353	0.75	52	meter room - main Bldg feed	Municipal	Primary
17	RP	Watts	009 M2 QT	416252	0.50	52	Washbay, hot pressure washer	Municipal	Secondary



	Device	Make	Model	Serial	size ( " )	Bldg	Location	Water Source	
18	RP	Watts	009 M2 QT	430594	0.50	52	washbay cold pressure washer	Municipal	Secondary
19	DCVA	Watts	007M1 QT	203430	2.00	53	Boiler Room - main Bldg feed	Municipal	Primary
20	RP	Watts	009 M3 QT	38158	0.75	53	Boiler Room - make up water	Municipal	Secondary
21	RP	Watts	009 M2 QT	394300	1.00	38	well water to holding tank	Well	
22	RP	Watts	009 M3 QT	381453	0.75	38	Well water to test barn Bldg 40	Well	
23	RP	Watts	009 M2 QT	394290	1.00	38	Well water to barn Bldg 42	Well	
24	DCVA	Watts	007M1 QT	450555	1.00	38	Well water to residence 41	Well	
25	RP	Watts	009 M2 QT	394288	1.00	60	Mechanical room, well water premise	Well	
26	RP	Watts	009 M3 QT	392552	0.75	60	mech room well water Bldg	Well	
27	RP	Watts	009 M2 QT	331008	2.00	60	mechanical room, well water	Well	
28	RP	Watts	009 M2 QT	48504	1.25	59	Entrance to Building	Well	
29	RP	Watts	009 M2 QT	63866	1.50	59	entrance to building	Well	
30	RP	Watts	009 M2 QT	396635	1.00	11	Shop	Municipal	
31	RP	Watts	009 M2 QT	52018	1.25	11	Shop	Municipal	
32	RP	Apollo	RP4A	255510	2.00	11	Shop	Municipal	
33	RP	Watts	009 M3 QT	209628	0.75	14	Killfloor boiler feed, 14W Room 140	Municipal	

## Annex C: Fire Extinguisher Inventory

<b>Bldg / Location</b>	<b>EXTINGUISHER LOCATION</b>	<b>SERIAL #</b>	<b>MAKE</b>	<b>Size</b>	<b>Type</b>	<b>MFG</b>
<b>9</b>	<b>9 - Equipment Building</b>					
9	Forklift	632866	Amerex	10	ABC	2007
9	Middle Door	926565	Amerex	10	ABC	2006
9	North Door	324096	Amerex	5	ABC	2008
9	South Door	927414	Amerex	10	ABC	2006
<b>11</b>	<b>11 - Chemical Storage</b>					
11	Chem Lab Room 3	886279	Amerex	5	ABC	2010
11	Chem Storage	835245	Strike	5	ABC	2010
11	Chem Storage	835229	Strike	5	ABC	2010
11	Chem Storage	835230	Strike	5	ABC	2010
11	Electric Panel Hallway	835221	Strike	5	ABC	2010
11	Electrical Room 4	835243	Strike	5	ABC	2010
11	Near Eye Wash Station	835222	Strike	5	ABC	2010
11	North Exit	835228	Strike	5	ABC	2010
11	Vehicle Bay	835225	Strike	5	ABC	2010
11	Vehicle Bay	835240	Strike	5	ABC	2010
11	Vehicle Bay	835227	Strike	5	ABC	2010
<b>12</b>	<b>12 - Crops Facility</b>					
12	Main Entrance	219989	Amerex	10	ABC	2008
12	Main Entrance	377592	Strike	10	ABC	2008
12	Middle Hall	926563	Amerex	10	ABC	2006
12	Room 107	464930	Strike	10	ABC	2009
12	Room 108	464928	Strike	10	ABC	2009
12	Room 109	464936	Strike	10	ABC	2009
12	Room 110	464920	Strike	10	ABC	2009
12	Room 115	219416	Amerex	10	ABC	2008
12	Room 116	464937	Strike	10	ABC	2009
12	Room 118	464903	Strike	10	ABC	2009
12	Room 127	868711	Strike	10	ABC	2010
12	Room 129	464926	Strike	10	ABC	2009
12	Room 130	464921	Strike	10	ABC	2009
12	Room 133	32986526	Ansul	10	ABC	2015
12	Room 137	575497	Strike	10	ABC	2009
12	Room 139	575501	Strike	10	ABC	2009
12	Room 140	632864	Amerex	10	ABC	2007
12	Room 144	217667	Amerex	10	ABC	2008
12	Room 145	926570	Amerex	10	ABC	2006
12	Room 146	926574	Amerex	10	ABC	2006
12	South Entrance	219420	Amerex	10	ABC	2008
12	West Exit	217761	Amerex	10	ABC	2008

<b>Bldg / Location</b>	<b>EXTINGUISHER LOCATION</b>	<b>SERIAL #</b>	<b>MAKE</b>	<b>Size</b>	<b>Type</b>	<b>MFG</b>
12	Upper Mech	217828	Amerex	10	ABC	2008
12	Upstairs Piping-Room 144 Mez.	217659	Amerex	10	ABC	2008
12	Room 144 Mezzanine	58816375	Amerex	5	ABC	2017
12	Hall Exit O/S Room 143	927426	Amerex	10	ABC	2006
14	<b>14 - Meats Facility</b>					
14	Room 148 – Cutting Floor	201612	Flag	5	ABC	2002
14	201	667837	Strike	10	ABC	2013
14	202 Penthouse Mech Rm	194966	Amerex	5	ABC	2006
14	203 Penthouse Electrical Rm	217760	Amerex	10	ABC	2008
14	Across E148	5377	Pyrene	10	ABC	1997
14	Back Barn	324097	Amerex	5	ABC	2008
14	Back Entrance	926555	Amerex	10	ABC	2006
14	By 124	5375	Pyrene	10	ABC	1997
14	By Room 164	5387	Pyrene	10	ABC	1997
14	Outside E115	5366	Pyrene	10	ABC	1997
14	E123	5320	Pyrene	10	ABC	1997
14	E124	5399	Pyrene	10	ABC	1997
14	E124	5365	Pyrene	10	ABC	1997
14	E126	383996	Flag	10	ABC	2003
14	E131 – Mechanical Room	970905	Flag	10	ABC	2003
14	E148	5373	Pyrene	10	ABC	1997
14	E148	5362	Pyrene	10	ABC	1997
14	E158	5388	Pyrene	10	ABC	1997
14	E159	5385	Pyrene	10	ABC	1997
14	E164	5378	Pyrene	10	ABC	1997
14	E164	5363	Pyrene	10	ABC	1997
14	lab 136	47191	Amerex	10	ABC	2007
14	Lab136	47083	Amerex	10	ABC	2007
14	Main Entrance	5389	Pyrene	10	ABC	1997
14	By Washroom	243446	Strike	5	ABC	2010
14	Back Entrance of Barn	927428	Amerex	10	ABC	2006
14	Back Upstairs	926571	Amerex	10	ABC	2006
14	Outside Room 110	195164	Amerex	5	ABC	2006
14	Outside Room 114	630795	Amerex	10	ABC	2007
14	Kitchen #2 - (K Class)	33490749	Amerex	20	K	2014
14	Mechanical - Main Flr Boiler	962919	Flag	10	ABC	2003
14	Rm 103 Kitchen (K Class)	279056	Badger	20	K	2003
14	Rm 107	217830	Amerex	10	ABC	2008
14	Rm 148 – Cutting Floor	200944	Flag	5	ABC	2002
14	Rm 141 – Outside Kill Flr Cooler	208594	Flag	5	ABC	2002
14	Rm 141 - Kill Floor	209849	Flag	5	ABC	2002
14	Rm 141 – Kill Floor	927424	Amerex	10	ABC	2006

<b>Bldg / Location</b>	<b>EXTINGUISHER LOCATION</b>	<b>SERIAL #</b>	<b>MAKE</b>	<b>Size</b>	<b>Type</b>	<b>MFG</b>
<b>14</b>	West Entrance	927429	Amerex	10	ABC	2006
<b>14</b>	Outside Generator	13561924	Amerex	20	ABC	2006

<b>Bldg / Location</b>	<b>EXTINGUISHER LOCATION</b>	<b>SERIAL #</b>	<b>MAKE</b>	<b>Size</b>	<b>Type</b>	<b>MFG</b>
<b>20</b>	<b>20 Conference &amp; 53 - Headerhouse</b>					
<b>20</b>	Exit O/S Gym	39062	Flag	5	ABC	1994
<b>20</b>	by 102	926568	Amerex	10	ABC	2006
<b>20</b>	by 109	703152	Amerex	10	ABC	2005
<b>20</b>	by 201	926562	Amerex	10	ABC	2006
<b>20</b>	by 204	926553	Amerex	10	ABC	2006
<b>20</b>	by Mech Room	926558	Amerex	10	ABC	2006
<b>20</b>	Coffee Room	195195	Amerex	5	ABC	2006
<b>20</b>	Gym	486609	Amerex	5	ABC	2007
<b>20</b>	Maintenance	926488	Amerex	10	ABC	2014
<b>20</b>	Mech Room	5376	Pyrene	10	ABC	1997
<b>20</b>	Locker Room on Wall	40271441	Ansul	10	ABC	2015
<b>20</b>	Locker Room – Spare	19801	Flag	5	ABC	1993
<b>20</b>	Locker Room – Spare	5012166	Amerex	20	ABC	2015
<b>20</b>	Locker Room – Spare	97432500	Amerex	2.5	ABC	2017
<b>20</b>	Room 106	46789	Amerex	10	ABC	2007
<b>20</b>	Room 114	195199	Amerex	5	ABC	2006
<b>20</b>	Room 203	926559	Amerex	10	ABC	2006
<b>21</b>	<b>21 - Admin Bldg</b>					
<b>21</b>	Outside Room 109	39098	Flag	5	ABC	1994
<b>21</b>	By Room 120	39119	Flag	5	ABC	1994
<b>21</b>	By Room 26	39099	Flag	5	ABC	1994
<b>21</b>	By Room 34	195205	Amerex	5	ABC	2006
<b>21</b>	By Room 6	39102	Flag	5	ABC	1994
<b>21</b>	Computer Room	114673	Amerex	5	CO2	1999
<b>21</b>	Mech Room	9505	Flag	10	ABC	1994
<b>21</b>	Reception	39120	Flag	5	ABC	1994
<b>21</b>	Upper Storage	926572	Amerex	10	ABC	2006
<b>52</b>	<b>52 - Shop / Receiving</b>					
<b>52</b>	Parts Room	13844865	Amerex	10	ABC	2016
<b>52</b>	Main Entrance	320071	Amerex	30	ABC	2006
<b>52</b>	North Workbench	47189	Amerex	10	ABC	2007
<b>52</b>	Rear Shop Exit	927432	Amerex	10	ABC	2006
<b>52</b>	Upstairs	5371	Pyrene	10	ABC	1997
<b>52</b>	West Bay Door	927412	Amerex	10	ABC	2006
<b>52</b>	West Bay Door	195182	Amerex	5	ABC	2006
<b>52</b>	Fuel Pumps - East	24111025	Amerex	20	ABC	2014
<b>52</b>	Fuel Pumps - West	173838	Amerex	20	ABC	2014

<b>Bldg / Location</b>	<b>EXTINGUISHER LOCATION</b>	<b>SERIAL #</b>	<b>MAKE</b>	<b>Size</b>	<b>Type</b>	<b>MFG</b>
<b>59</b>	<b>59 - Beef Barn</b>					
<b>59</b>	Barn	50580	Amerex	10	ABC	1997
<b>59</b>	Barn	50582	Amerex	10	ABC	1997
<b>59</b>	Barn	50576	Amerex	10	ABC	1997
<b>59</b>	Coffee Room	324945	Amerex	5	ABC	2008
<b>59</b>	Garage	850743	Amerex	10	ABC	2007
<b>59</b>	Animal Hospital	464933	Strike	10	ABC	2009
<b>59</b>	Main Entrance	195216	Amerex	5	ABC	2006
<b>59</b>	Maintenance Room	50581	Amerex	10	ABC	1997
<b>59</b>	Maintenance Room	50575	Amerex	10	ABC	1997
<b>59</b>	Mechanical Room/Locker Room	50567	Amerex	10	ABC	1997
<b>59</b>	Mixing Building	464915	Strike	10	ABC	2009
<b>59</b>	Old Barn-Building 40	926551	Amerex	10	ABC	2006
<b>59</b>	Fuel Pumps	194970	Strike	20	ABC	2012
<b>59</b>	Welding Trailer	22108	Amerex	10	ABC	2003

<b>Bldg / Location</b>	<b>EXTINGUISHER LOCATION</b>	<b>SERIAL #</b>	<b>MAKE</b>	<b>Size</b>	<b>Type</b>	<b>MFG</b>
<b>60</b>	<b>60 - Swine Barn</b>					
<b>60</b>	Farrow East	927430	Amerex	10	ABC	2006
<b>60</b>	Farrow North	4084	Sentry	10	ABC	2005
<b>60</b>	Farrow North	4114	Sentry	10	ABC	2005
<b>60</b>	Farrow West	926547	Amerex	10	ABC	2006
<b>60</b>	Gestation	83276131	Amerex	10	ABC	2018
<b>60</b>	Hall to Mill	217829	Amerex	10	ABC	2008
<b>60</b>	Lab	219990	Amerex	10	ABC	2008
<b>60</b>	Hall to Mill	4134	Sentry	10	ABC	2005
<b>60</b>	Hallway	4063	Sentry	10	ABC	2005
<b>60</b>	Laundry	102122	Amerex	10	ABC	2005
<b>60</b>	Mech Hallway	926550	Amerex	10	ABC	2006
<b>60</b>	Mech Room	49975699	Amerex	5	ABC	2018
<b>60</b>	Mech Room	4022	Sentry	10	ABC	2005
<b>60</b>	Mill	4026	Sentry	10	ABC	2005
<b>60</b>	Mill	4113	Sentry	10	ABC	2005
<b>60</b>	North Barn	217663	Amerex	10	ABC	2008
<b>60</b>	North Barn	926549	Amerex	10	ABC	2006
<b>60</b>	Office	4086	Sentry	10	ABC	2005
<b>60</b>	Office	4117	Sentry	10	ABC	2005
<b>60</b>	Scale Area	80924934	Amerex	5	ABC	2016
<b>60</b>	Mill	26062218	Sentry	10	ABC	2014
<b>60</b>	Procedures Room	46895786	Amerex	10	ABC	2018

2.5	ABC	1
5	ABC	37
10	ABC	104
20	ABC	5
30	ABC	1
5	CO2	1
	K Class	2
	Total	151