

**RETURN BIDS TO:**

## RETOURNER LES SOUMISSIONS À:

**Bid Receiving Public Works and Government  
Services Canada/Réception des soumissions  
Travaux publics et Services gouvernementaux  
Canada**

**1713 Bedford Row**

**Halifax, N.S./Halifax, (N.É.)**

## Halifax

## Nova Scotia

**B3J 1T3**

**Bid Fax: (902) 496-5016**

## Request For a Standing Offer Demande d'offre à commandes

## Regional Individual Standing Offer (RISO)

### Offre à commandes individuelle régionale (OCIR)

Canada, as represented by the Minister of Public Works and Government Services Canada, hereby requests a Standing Offer on behalf of the Identified Users herein.

Le Canada, représenté par le ministre des Travaux Publics et Services Gouvernementaux Canada, autorise par la présente, une offre à commandes au nom des utilisateurs identifiés énumérés ci-après.

## Comments - Commentaires

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

**Issuing Office - Bureau de distribution**

Atlantic Region Acquisitions/Région de l'Atlantique  
Acquisitions

1713 Bedford Row

Halifax, N.S./Halifax, (N.É.)

Halifax

Nova Scot

B3J 1T3

<b>Title - Sujet</b> Heavy Equipment Rental Debert Location d'équipement lourd Debert	
<b>Solicitation No. - N° de l'invitation</b> W684H-210015/A	<b>Date</b> 2020-11-12
<b>Client Reference No. - N° de référence du client</b> W684H-21-0015	<b>GETS Ref. No. - N° de réf. de SEAG</b> PW-\$HAL-501-11115
<b>File No. - N° de dossier</b> HAL-0-85075 (501)	<b>CCC No./N° CCC - FMS No./N° VME</b>
<b>Solicitation Closes - L'invitation prend fin</b> <b>at - à 02:00 PM</b> Atlantic Standard Time AST <b>on - le 2020-12-01</b> Heure Normale de l'Atlantique HNA	
<b>Delivery Required - Livraison exigée</b> See Herein – Voir ci-inclus	
<b>Address Enquiries to: - Adresser toutes questions à:</b> Beck, Sue	<b>Buyer Id - Id de l'acheteur</b> hal501
<b>Telephone No. - N° de téléphone</b> (902)240-5159 ( )	<b>FAX No. - N° de FAX</b> (902)496-5016
<b>Destination - of Goods, Services, and Construction:</b> <b>Destination - des biens, services et construction:</b> DEPARTMENT OF NATIONAL DEFENCE REAL PROPERTY OPERATIONS SECTION BUILDING WL7 P.O. BOX 99000 HALIFAX NOVA SCOTIA B3K5X5 Canada	
<b>Security - Sécurité</b> This request for a Standing Offer includes provisions for security. Cette Demande d'offre à commandes comprend des dispositions en matière de sécurité.	

**Instructions: See Herein**

**Instructions: Voir aux présentes**

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

**THIS DOCUMENT CONTAINS A SECURITY REQUIREMENT AND A  
VISITOR CLEARANCE REQUEST (VCR)**

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## **PART 1 - GENERAL INFORMATION**

### **1.1 Introduction**

The Request for Standing Offers (RFSO) is divided into seven parts plus attachments and annexes, as follows:

- |        |   |
|--------|---|
| Part 1 | General Information: provides a general description of the requirement;   |
| Part 2 | Offeror Instructions: provides the instructions applicable to the clauses and conditions of the RFSO;   |
| Part 3 | Offer Preparation Instructions: provides offerors with instructions on how to prepare their offer to address the evaluation criteria specified;   |
| Part 4 | Evaluation Procedures and Basis of Selection: indicates how the evaluation will be conducted, the evaluation criteria which must be addressed in the offer, and the basis of selection;   |
| Part 5 | Certifications and Additional Information: includes the certifications and additional information to be provided;   |
| Part 6 | Security, Financial and Insurance Requirements: includes specific requirements that must be addressed by offerors; and  |
| Part 7 | 7A, Standing Offer, and 7B, Resulting Contract Clauses:<br><br>7A, includes the Standing Offer containing the offer from the Offeror and the applicable clauses and conditions;<br><br>7B, includes the clauses and conditions which will apply to any contract resulting from a call-up made pursuant to the Standing Offer. |

The Annexes include the Statement of Work, the Basis of Payment, the Electronic Payment Instruments, the Integrity Provisions – Board of Directors List and any other annexes.

### **1.2 Summary**

- 1.2.1** Department of Public Works and Government Services on behalf of Department of National Defence has a requirement for the furnishing of all labour, materials, tools, equipment, transportation, and supervision required for the provision of heavy equipment rental complete with operators to Debert Rifle Range, Masstown and Great Village. Other locations include Truro, Pictou, New Glasgow, Springhill and Amherst Armouries in Nova Scotia on a as when requested basis in accordance with Annex A – Statement of Work.

The requirement is limited to Canadian goods and services.

This RFSO allows offerors to use the epost Connect service provided by Canada Post Corporation to transmit their offers electronically. Offerors must refer to Part 2 of the RFSO entitled Offeror Instructions and Part 3 of the RFSO entitled Offer Preparation Instructions, for further information on using this method.

### 1.3 Security Requirements

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

### 1.4 Debriefings

Offerors may request a debriefing on the results of the request for standing offers process. Offerors should make the request to the Standing Offer Authority within 15 working days of receipt of the results of the request for standing offers process. The debriefing may be in writing, by telephone or in person.

### 1.5 Anticipated migration to an e-Procurement Solution (EPS)

Canada is currently developing an online EPS for faster and more convenient ordering of goods and services. In support of the anticipated transition to this system and how it may impact any resulting Standing Offer that is issued under this solicitation, refer to 7.15 Transition to an e-Procurement Solution (EPS).

The Government of Canada's [press release](#) provides additional information.

## PART 2 - OFFEROR INSTRUCTIONS

### 2.1 Standard Instructions, Clauses and Conditions

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

Offerors who submit an offer agree to be bound by the instructions, clauses and conditions of the RFSO and accept the clauses and conditions of the Standing Offer and resulting contract(s).

The [2006](#) (2020-05-28) Standard Instructions - Request for Standing Offers - Goods or Services - Competitive Requirements, are incorporated by reference into and form part of the RFSO.

Subsection 5.4 of [2006](#), Standard Instructions - Request for Standing Offers - Goods or Services - Competitive Requirements, is amended as follows:

Delete: 60 days  
Insert: **90 days**

### 2.2 Submission of Offers

Offers must be submitted only to Public Works and Government Services Canada (PWGSC) Bid Receiving Unit specified below by the date, time indicated on page 1 of the RFSO:

RETURN BIDS TO:  
Bid Receiving  
Public Works and Government Services Canada

1713 Bedford Row,  
Halifax, NS  
B3J 1T3

**Note: For bidders choosing to submit using epost Connect, the email address is:**

**[TPSGC.RAReceptionSoumissionsNE-ARBidReceivingNS.PWGSC@tpsgc-pwgsc.gc.ca](mailto:TPSGC.RAReceptionSoumissionsNE-ARBidReceivingNS.PWGSC@tpsgc-pwgsc.gc.ca)**

Note: Offers will not be accepted if emailed directly to this email address. This email address is to be used to open an epost Connect conversation, as detailed in Standard Instructions 2006, or to send offers through an epost Connect message if the bidder is using its own licensing agreement for epost Connect.

Facsimile number: 902-496-5016

### 2.3 Former Public Servant

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

#### **Definitions**

For the purposes of this clause,

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

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

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

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

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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 Offeror a FPS in receipt of a pension? **YES ( ) NO ( )**

If so, the Offeror 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, Offerors agree that the successful Offeror's status, with respect to being a former public servant in receipt of a pension, will be reported on departmental websites as part of the published proactive disclosure reports in accordance with Contracting Policy Notice: 2019-01 and the Guidelines on the Proactive Disclosure of Contracts.

### **Work Force Adjustment Directive**

Is the Offeror a FPS who received a lump sum payment pursuant to the terms of the Work Force Adjustment Directive? **YES ( ) NO ( )**

If so, the Offeror must provide the following information:

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

## **2.4 Enquiries - Request for Standing Offers**

All enquiries must be submitted in writing to the Standing Offer Authority no later than **five (5)** calendar days before the Request for Standing Offers (RFSO) closing date. Enquiries received after that time may not be answered.

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

eliminated, and the enquiry can be answered to all offerors. Enquiries not submitted in a form that can be distributed to all offerors may not be answered by Canada.

## 2.5 Applicable Laws

The Standing Offer and any contract resulting from the Standing Offer must be interpreted and governed, and the relations between the parties determined, by the laws in force in Nova Scotia.

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

## 2.6 Bid Challenge and Recourse Mechanisms

- (a) Several mechanisms are available to potential offerors to challenge aspects of the procurement process up to and including contract award.
- (b) Canada encourages offerors to first bring their concerns to the attention of the Contracting Authority. Canada's [Buy and Sell](#) website, under the heading "[Bid Challenge and Recourse Mechanisms](#)" contains information on potential complaint bodies such as:
  - Office of the Procurement Ombudsman (OPO)
  - Canadian International Trade Tribunal (CITT)
- (c) Offerors should note that there are **strict deadlines** for filing complaints, and the time periods vary depending on the complaint body in question. Offerors should therefore act quickly when they want to challenge any aspect of the procurement process.

## PART 3 - OFFER PREPARATION INSTRUCTIONS

### 3.1 Offer Preparation Instructions

- If the Offeror chooses to submit its offer electronically, Canada requests that the Offeror submits its offer in accordance with section 08 of the 2006 standard instructions. The epost Connect system has a limit of 1GB per single message posted and a limit of 20GB per conversation. The offer must be gathered per section and separated as follows:

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

- If the Offeror chooses to submit its offer in hard copies, Canada requests that the Offeror provides its offer in separately bound sections as follows:

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

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



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

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

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

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

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

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

#### **Section I: Technical Offer**

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

#### **Section II: Financial Offer**

Offerors must submit their financial offer in accordance with Annex B, Basis of Payment. The total amount of Applicable Taxes must be shown separately.

##### **3.1.1 Electronic Payment of Invoices - Offer**

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

If Annex "D" Electronic Payment Instruments is not completed, it will be considered as if Electronic Payment Instruments are not being accepted for payment of invoices.

Acceptance of Electronic Payment Instruments will not be considered as an evaluation criterion.

##### **3.1.2 Exchange Rate Fluctuation**

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

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**Section III: Certifications** Offerors must submit the certifications and additional information required under Part 5.

## **PART 4 - EVALUATION PROCEDURES AND BASIS OF SELECTION**

### **4.1 Evaluation Procedures**

- (a) Offers will be assessed in accordance with the entire requirement of the Request for Standing Offers including the technical and financial evaluation criteria.
- (b) An evaluation team composed of representatives of Canada will evaluate the offers.

#### **4.1.1 Financial Evaluation**

##### **4.1.1.1 Evaluation of Price-Offer**

*SACC Manual* Clause [M0220T](#) (2016-01-28), Evaluation of Price-Offer

### **4.2 Basis of Selection**

#### **4.2.1 Basis of Selection**

An offer must comply with the requirements of the Request for Standing Offers to be declared responsive. The responsive offer with the lowest evaluated price will be recommended for issuance of a standing offer.

## **PART 5 – CERTIFICATIONS AND ADDITIONAL INFORMATION**

Offerors must provide the required certifications and additional information to be issued a standing offer.

The certifications provided by offerors to Canada are subject to verification by Canada at all times. Unless specified otherwise, Canada will declare an offer non-responsive, will have the right to set-aside a standing offer, or will declare a contractor in default if any certification made by the Offeror is found to be untrue whether made knowingly or unknowingly during the offer evaluation period, during the Standing Offer period, or during the contract period.

The Standing Offer Authority will have the right to ask for additional information to verify the Offeror's certifications. Failure to comply and to cooperate with any request or requirement imposed by the Standing Offer Authority will render the offer non-responsive, result in the setting aside of the Standing Offer or constitute a default under the Contract.

### **5.1 Certifications Precedent to the Issuance of a Standing Offer and Additional Information**

The certifications and additional information listed below should be submitted with the offer, but may be submitted afterwards. If any of these required certifications or additional information is not completed and submitted as requested, the Standing Offer Authority will inform the Offeror of a time frame within which to provide the information. Failure to provide the certifications or the additional information listed below within the time frame provided will render the offer non-responsive.

### 5.1.1 Integrity Provisions – Required Documentation

In accordance with the section titled Information to be provided when bidding, contracting or entering into a real property agreement of the [Ineligibility and Suspension Policy](http://www.tpsgc-pwgsc.gc.ca/ci-if/politique-policy-eng.html) (<http://www.tpsgc-pwgsc.gc.ca/ci-if/politique-policy-eng.html>), the Offeror must provide the required documentation, as applicable, to be given further consideration in the procurement process.

### 5.1.2 Federal Contractors Program for Employment Equity - Standing Offer Certification

By submitting an offer, the Offeror certifies that the Offeror, and any of the Offeror's members if the Offeror is a Joint Venture, is not named on the Federal Contractors Program (FCP) for employment equity "FCP Limited Eligibility to Bid" list ) available at the bottom of the page of the [Employment and Social Development Canada-Labour's](https://www.canada.ca/en/employment-social-development/canada-labour's) website (<https://www.canada.ca/en/employment-social-development/programs/employment-equity/federal-contractor-program.html#s4>).

Canada will have the right to declare an offer non-responsive, or to set-aside a Standing Offer, if the Offeror, or any member of the Offeror if the Offeror is a Joint Venture, appears on the "FCP Limited Eligibility to Bid" list at the time of issuing of a Standing Offer or during the period of the Standing Offer.

### 5.1.3 Additional Certifications Precedent to Issuance of a Standing Offer.

#### 5.1.3.1 Canadian Content Certification

This procurement is limited to Canadian goods and Canadian services.

The Offeror certifies that:

( ) a minimum of 80 percent of the total price for the offer consist of Canadian goods and Canadian services as defined in paragraph 5 of clause [A3050T](#).

For more information on how to determine the Canadian content for a mix of goods, a mix of services or a mix of goods and services, consult [Annex 3.6](#), Example 2, of the Supply Manual.

5.1.3.1.1 SACC Manual clause [A3050T](#) (2020-07-01), Canadian Content Definition

#### 5.1.3.2 Status and Availability of Resources

SACC Manual clause [M3020T](#) (2016-01-28), Status of Availability of Resources - Offer

## PART 6 - SECURITY, FINANCIAL AND INSURANCE REQUIREMENTS

### 6.1 Security Requirements

1. Before issuance of a standing offer, the following conditions must be met:
  - (a) the Offeror must hold a valid organization security clearance as indicated in Part 7A - Standing Offer;
  - (b) the Offeror's proposed individuals requiring access to classified or protected information, assets or sensitive work sites must meet the security requirements as indicated in Part 7A - Standing Offer;

- (c) the Offeror must provide the name of all individuals who will require access to classified or protected information, assets or sensitive work sites;
- 2. Offerors are reminded to obtain the required security clearance promptly. Any delay in the issuance of a standing offer to allow the successful Offeror to obtain the required clearance will be at the entire discretion of the Standing Offer Authority.
- 3. For additional information on security requirements, offerors should refer to the [Contract Security Program](http://www.tpsgc-pwgsc.gc.ca/esc-src/introduction-eng.html) of Public Works and Government Services Canada (<http://www.tpsgc-pwgsc.gc.ca/esc-src/introduction-eng.html>) website.

## 6.2 Insurance Requirements

The Offeror must provide a letter from an insurance broker or an insurance company licensed to operate in Canada stating that the Offeror, if issued a standing offer as a result of the request for standing offer, can be insured in accordance with the Insurance Requirements specified in Annex E.

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

## PART 7 - STANDING OFFER AND RESULTING CONTRACT CLAUSES

### A. STANDING OFFER

#### 7.1 Offer

- 7.1.1 The Offeror offers to fulfill the requirement in accordance with the Statement of Work at Annex "A".

#### 7.2 Security Requirements

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

### SECURITY REQUIREMENT FOR CANADIAN SUPPLIER:

#### PWGSC FILE No. W684H-210015

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

- 
- a) Security Requirements Check List and security guide (if applicable), attached at Annex C;
- b) *Industrial Security Manual* (Latest Edition).

### 7.3 Standard Clauses and Conditions

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

#### 7.3.1 General Conditions

2005 (2017-06-21) General Conditions - Standing Offers - Goods or Services, apply to and form part of the Standing Offer.

#### 7.3.2 Standing Offers Reporting

The Offeror must compile and maintain records on its provision of goods and services to Canada under contracts resulting from the Standing Offer. This data must include all purchases done by Canada, including those acquired and paid for by Canada acquisition cards.

The Offeror must provide this data in accordance with the reporting requirements detailed in Annex F. If some data is not available, the reason must be indicated in the report. If no goods or services is provided during a given period, the Offeror must provide a "nil" report.

The data must be submitted on a "*quarterly basis*" to the Standing Offer Authority.

The quarterly reporting periods are defined as follows:

- first quarter: April 1 to June 30
- second quarter: July 1 to September 30
- third quarter: October 1 to December 31
- fourth quarter: January 1 to March 31

The data must be submitted to the Standing Offer Authority no later than (14) calendar days after the end of the reporting period.

### 7.4 Term of Standing Offer

#### 7.4.1 Period of the Standing Offer

The period for making call-ups and providing services against the Standing Offer is from January 2, 2021 to January 1, 2022 inclusive.

#### 7.4.2 Extension of Standing Offer

If the Standing Offer is authorized for use beyond the initial period, the Offeror offers to extend its offer for an additional four (4), one year periods, under the same conditions and at the rates or prices specified in the Standing Offer, or at the rates or prices calculated in accordance with the formula specified in the Standing Offer.

The Offeror will be advised of the decision to authorize the use of the Standing Offer for an extended period by the Standing Offer Authority 30 days before the expiry date of the Standing Offer. A revision to the Standing Offer will be issued by the Standing Offer Authority.

## 7.5 Authorities

### 7.5.1 Standing Offer Authority

Name: Sue Beck  
Title: Supply Officer  
Public Works and Government Services Canada  
Acquisitions Branch  
Directorate: Acquisitions  
Address: 1713 Bedford Row  
Halifax, NS

Telephone: 902-240-5159  
E-mail address: [sue.beck@pwgsc-tpsgc.gc.ca](mailto:sue.beck@pwgsc-tpsgc.gc.ca)

The Standing Offer Authority is responsible for the establishment of the Standing Offer, its administration and its revision, if applicable. Upon the making of a call-up, as Contracting Authority, he is responsible for any contractual issues relating to individual call-ups made against the Standing Offer by any Identified User.

### 7.5.2 Project Authority

The Project Authority for the Standing Offer is: **(COMPLETED AT AWARD)**

Name: \_\_\_\_\_  
Title: \_\_\_\_\_  
Organization: \_\_\_\_\_  
Address: \_\_\_\_\_  
  
Telephone: \_\_\_\_ - \_\_\_\_ - \_\_\_\_  
Facsimile: \_\_\_\_ - \_\_\_\_ - \_\_\_\_  
E-mail address: \_\_\_\_\_

The Project Authority is the representative of the department or agency for whom the Work will be carried out pursuant to a call-up under the Standing Offer and is responsible for all the technical content of the Work under the resulting Contract.

### 7.5.3 Offeror's Representative **(TO BE COMPLETED BY BIDDER)**

Name: \_\_\_\_\_  
Title: \_\_\_\_\_  
Organization: \_\_\_\_\_  
Address: \_\_\_\_\_  
  
Telephone: \_\_\_\_ - \_\_\_\_ - \_\_\_\_  
Facsimile: \_\_\_\_ - \_\_\_\_ - \_\_\_\_  
E-mail address: \_\_\_\_\_

## 7.6 Proactive Disclosure of Contracts with Former Public Servants

By providing information on its status, with respect to being a former public servant in receipt of a [Public Service Superannuation Act](#) (PSSA) pension, the Contractor has agreed that this information will be reported on departmental websites as part of the published proactive disclosure reports, in accordance with [Contracting Policy Notice: 2019-01](#) of the Treasury Board Secretariat of Canada.

## 7.7 Identified Users

The Identified Users authorized to make call-ups against the Standing Offer is: DND Real Property Operations Section Halifax (RPOS (H)).

## 7.8 Call-up Procedures

The Identified User will provide the offeror with the Statement of Work required and the Offeror must provide the identified User with an estimate of the cost of performing the specified work in accordance with the pricing provision of the standing offer. The offeror must not undertake any of the specified work unless and until a call-up is issued by the Identified User. The estimated cost stated in the call-up must not be exceeded without the specific written authorization of the Identified User.

## 7.9 Call-up Instrument

The Work will be authorized or confirmed by the Identified User(s) using the duly completed forms or their equivalents as identified in paragraphs 2 and 3 below, or by using Canada acquisition cards (Visa or MasterCard) for low dollar value requirements.

1. Call-ups must be made by Identified Users' authorized representatives under the Standing Offer and must be for goods or services or combination of goods and services included in the Standing Offer at the prices and in accordance with the terms and conditions specified in the Standing Offer.
2. Any of the following forms could be used which are available through [PWGSC Forms Catalogue](#) website:
  - PWGSC-TPSGC 942 Call-up Against a Standing Offer
  - PWGSC-TPGSC 942-2 Call-up Against a Standing Offer - Multiple Delivery

or

3. An equivalent form or electronic call-up document which contains at a minimum the following information:
  - standing offer number;
  - statement that incorporates the terms and conditions of the Standing Offer;
  - description and unit price for each line item;
  - total value of the call-up;
  - point of delivery;
  - confirmation that funds are available under section 32 of the Financial Administration Act;
  - confirmation that the user is an Identified User under the Standing Offer with authority to enter into a contract.

## 7.10 Limitation of Call-ups

Individual call-ups against the Standing Offer must not exceed \$25,000.00 (Applicable Taxes included).

## 7.11 Financial Limitation

The total cost to Canada resulting from call ups against the Standing Offer must not exceed the sum of \$\_\_\_\_\_ (*Applicable Taxes excluded*) unless otherwise authorized in writing by the Standing Offer Authority. The Offeror must not perform any work or services or supply any articles in response to call ups which would cause the total cost to Canada to exceed the said sum, unless an increase is so authorized.

The Offeror must notify the Standing Offer Authority as to the adequacy of this sum when 75 percent of this amount has been committed, or 3 months before the expiry date of the Standing Offer, whichever comes first. However, if at any time, the Offeror considers that the said sum may be exceeded, the Offeror must promptly notify the Standing Offer Authority.

## 7.12 Priority of Documents

If there is a discrepancy between the wording of any documents that appear on the list, the wording of the document that first appears on the list has priority over the wording of any document that subsequently appears on the list.

- a) the call up against the Standing Offer, including any annexes;
- b) the articles of the Standing Offer;
- c) the general conditions 2005 (2017-06-21), General Conditions - Standing Offers - Goods or Services
- d) the general conditions 2010C (2020-05-28); General conditions: Services (medium complexity)
- e) Annex A, Statement of Work;
- f) Annex B, Basis of Payment;
- g) Annex C, Security Requirements Check List;
- h) Annex D, Insurance Requirements;
- i) the Offeror's offer dated \_\_\_\_\_ (*insert date of offer*).

## 7.13 Certifications and Additional Information

### 7.13.1 Compliance

Unless specified otherwise, the continuous compliance with the certifications provided by the Offeror with its offer or precedent to issuance of the Standing Offer (SO), and the ongoing cooperation in providing additional information are conditions of issuance of the SO and failure to comply will constitute the Offeror in default. Certifications are subject to verification by Canada during the entire period of the SO and of any resulting contract that would continue beyond the period of the SO.

### 7.13.2 SACC Manual Clauses

SACC Manual clause M3020C (2016-01-28), Status of Availability of Resources - Standing Offer  
SACC Manual clause M3060C (2008-05-12), Canadian Content Certification  
SACC Manual clause A0285C (2007-05-25), Workers Compensation

## 7.14 Applicable Laws

The Standing Offer and any contract resulting from the Standing Offer must be interpreted and governed, and the relations between the parties determined, by the laws in force in Nova Scotia.



## **7.15 Transition to an e-Procurement Solution (EPS)**

During the period of the Standing Offer, Canada may transition to an EPS for more efficient processing and management of individual call-ups for any or all of the SO's applicable goods and services. Canada reserves the right, at its sole discretion, to make the use of the new e-procurement solution mandatory.

Canada agrees to provide the Offeror with at least a three-month notice to allow for any measures necessary for the integration of the Offer into the EPS. The notice will include a detailed information package indicating the requirements, as well as any applicable guidance and support.

If the Offeror chooses not to offer their goods or services through the e-procurement solution, the Standing Offer may be set aside by Canada.

## **B. RESULTING CONTRACT CLAUSES**

The following clauses and conditions apply to and form part of any contract resulting from a call-up against the Standing Offer.

### **7.1 Statement of Work**

The Contractor must perform the Work described in the call-up against the Standing Offer.

### **7.2 Standard Clauses and Conditions**

#### **7.2.1 General Conditions**

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

Section (13) Interest on Overdue Accounts, of [2010C](#) 13 (2018-06-21) Interest on overdue accounts, will not apply to payments made by credit cards.

### **7.3 Term of Contract**

#### **7.3.1 Period of the Contract**

The period of the Contract is from January 2, 2021 to January 1, 2022 inclusive, with an additional four (4) - 12 month option periods.

#### **7.3.2 Delivery Date**

Delivery must be completed in accordance with the call-up against the Standing Offer.

### **7.4 Proactive Disclosure of Contracts with Former Public Servants**

By providing information on its status, with respect to being a former public servant in receipt of a [Public Service Superannuation Act](#) (PSSA) pension, the Contractor has agreed that this information will be reported on departmental websites as part of the published proactive disclosure reports, in accordance with [Contracting Policy Notice: 2019-01](#) of the Treasury Board Secretariat of Canada.

## **7.5 Payment**

### **7.5.1 Basis of Payment**

In consideration of the Contractor satisfactorily completing all of its obligations under the Contract, the Contractor will be paid firm unit prices in Annex B for a cost of \$ \_\_\_\_\_. Customs duties are included and Applicable Taxes are extra.

Canada will not pay the Contractor for any design changes, modifications or interpretations of the Work, unless they have been approved, in writing, by the Contracting Authority before their incorporation into the Work.

### **7.5.2 Limitation of Price**

SACC Manual clause [C6000C](#) (2017-08-17), Limitation of Price

### **7.5.3 Single Payment**

SACC Manual clause [H1000C](#) (2008-05-12), Single Payment

### **7.5.4 SACC Manual Clause**

SACC Manual clause [A9117C](#) (2007-11-30), T1204 - Direct Request by Customer Department

### **7.5.5 Electronic Payment of Invoices – Call-up**

The Contractor accepts to be paid using any of the following Electronic Payment Instrument(s):

- a. Visa Acquisition Card;
- b. MasterCard Acquisition Card;
- c. Direct Deposit (Domestic and International);
- d. Electronic Data Interchange (EDI);

## **7.6 Invoicing Instructions**

1. The Contractor must submit invoices in accordance with the section entitled "Invoice Submission" of the general conditions. Invoices cannot be submitted until all work identified in the invoice is completed.  
Each invoice must be supported by:
  - a. a copy of time sheets to support the time claimed;
  - b. a copy of the release document and any other documents as specified in the Contract;
  - c. a copy of the invoices, receipts, vouchers for all direct expenses, and all travel and living expenses;
  - d. a copy of the monthly progress report.
2. Invoices must be distributed as follows:
  - a. The original and one (1) copy must be forwarded to the address shown on page 1 of the Contract for certification and payment.
  - b. one (1) copy must be forwarded to the consignee.

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Real Property Operations Facility Manager  
Detachment 04 Debert  
PO Box 249  
Debert, NS  
B0M 1G0

## 7.7 Insurance – Specific Requirements

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

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

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

## 7.8 Dispute Resolution

- (a) The parties agree to maintain open and honest communication about the Work throughout and after the performance of the contract.
- (b) The parties agree to consult and co-operate with each other in the furtherance of the contract and promptly notify the other party or parties and attempt to resolve problems or differences that may arise.
- (c) If the parties cannot resolve a dispute through consultation and cooperation, the parties agree to consult a neutral third party offering alternative dispute resolution services to attempt to address the dispute.
- (d) Options of alternative dispute resolution services can be found on Canada's Buy and Sell website under the heading "[Dispute Resolution](#)".

## 7.9 SACC Manual clause

SACC Manual clause [A9062C](#) (2011-05-16), Canadian Forces Site Regulations  
SACC Manual clause [A0285C](#) (2007-05-25), Workers Compensation  
SACC Manual clause [C0711C](#) (2008-05-12), Time Verification  
SACC Manual clause [A9065C](#) (2006-06-16), Identification Badge

Solicitation No. - N° de l'invitation  
W684H-210015/A  
Client Ref. No. - N° de réf. du client  
W684H-21-0015

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

Buyer ID - Id de l'acheteur  
HAL501  
CCC No./N° CCC - FMS No./N° VME

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## **ANNEX "A"**

### **STATEMENT OF WORK**

(see attached)

## ANNEX "B"

### BASIS OF PAYMENT

#### Pricing shall be submitted in accordance with the following:

1. Bidders must provide a **firm**, all-inclusive rates during regular working hours, including all required supervision, equipment, upgrades, materials, travel, parts and labour required to complete the work as requested. Pricing includes fuel, oil, lubrication, the rental of equipment complete with operator, paid by the hour for the actual work for each piece of equipment on site. Down time for repairs, greasing, etc., shall not be paid by DND. No payment will be made by DND for equipment not in use or stationary on DND property.
2. The estimated usage, if provided, is an estimate only for the purpose of evaluation does not infer that all the quantities for that item will be utilized or that the quantities may not be exceeded.
3. The Price per unit for all equipment below must include the cost of a qualified/licensed operator.

Table 1A - Year 1: January 02, 2021 to January 01, 2022					
Item A	Description B	Unit of measure C	Estimated quantity D	Price per unit E	Extended Price F = D * E
1	Backhoe loader tractor, minimum operating weight 23,000 lbs., with operator	per hour	150	\$_____	\$_____
2	Backhoe, four-wheel drive, ¾ cubic yards	per hour	75	\$_____	\$_____
3	Front end loader, minimum operating weight 19,500 lbs., with operator	per hour	75	\$_____	\$_____
4	Excavator, minimum operating weight 12 tons with compatible hydraulic breaker attachment, with operator	per hour	10	\$_____	\$_____
5	Excavator, minimum operating weight 33,000 lbs., with operator	per hour	10	\$_____	\$_____
6	Skid steer loader, with operator	per hour	20	\$_____	\$_____
7	Bulldozer, minimum 100 HP, with operator	per hour	15	\$_____	\$_____
8	Motor grader, with operator	per hour	15	\$_____	\$_____
9	Boom truck, 20 tons, with operator	per hour	20	\$_____	\$_____
10	Dump truck, tandem axle, 18-20 cubic yards, with operator	per hour	60	\$_____	\$_____
11	Dump truck, single axis	per hour	20	\$_____	\$_____
12	Vibratory roller, walk behind double drum, minimum operating weight 720 kg, with operator	per hour	20	\$_____	\$_____

13	Asphalt saw, with operator	per hour	20	\$ _____	\$ _____
14	Jackhammer and hose complete with compressor, 80 psi, with operator	per hour	30	\$ _____	\$ _____
15	3" gas powered water pump	per hour	15	\$ _____	\$ _____
16	Labourer	per hour	200	\$ _____	\$ _____
17	Type 1 gravel backfill	per tonne	20	\$ _____	\$ _____
18	Type 2 gravel backfill	per tonne	20	\$ _____	\$ _____
19	Type 3 surge backfill	per tonne	10	\$ _____	\$ _____
20	Type 4 borrow backfill	per tonne	5	\$ _____	\$ _____
21	Type 5 sand backfill	per tonne	8	\$ _____	\$ _____
22	Type 6 clear stone backfill	per tonne	10	\$ _____	\$ _____
23	Type 7 topsoil backfill	per tandem	3	\$ _____	\$ _____
24	Lawn sod	each	500	\$ _____	\$ _____
25	Repair concrete sidewalk, 100mm thick x 1.5m wide, including labour, forming, finishing, curing, control joints & penetrating sealer	per linear metre	100	\$ _____	\$ _____
26	Repair concrete curb and gutter, including labour, forming, finishing, curing, control joints & penetrating sealer	per linear metre	100	\$ _____	\$ _____
27	Repair concrete curb only, including labour, forming, finishing, curing, control joints & penetrating sealer	per linear metre	100	\$ _____	\$ _____
28	Repair asphalt paving, including labour, primer coat and tack coat, two lifts of 50mm asphalt	m <sup>2</sup>	100	\$ _____	\$ _____
29	Repair asphalt paving, including labour, primer coat and tack coat, 150mm	m <sup>2</sup>	100	\$ _____	\$ _____
30	Repair slab on grade, including labour, forming, reinforcement, finishing, curing, control joints, expansion joints and penetrating sealer, 100mm	m <sup>2</sup>	100	\$ _____	\$ _____
31	Repair slab on grade, including labour, forming, reinforcement, finishing, curing, control joints, expansion joints and penetrating sealer, 200mm	m <sup>2</sup>	100	\$ _____	\$ _____
<b>Table 1A - Total extended price from column F - Year 1</b>					<b>\$ _____</b>
<b>Miscellaneous equipment and materials:</b> Includes equipment and materials not mentioned above. Prices for miscellaneous equipment and materials not listed herein will be at contractor's net price plus a mark-up of 10% with supporting documentation such as					

invoice and receipts.

**Contaminated soil:**

1. Removal of contaminated soil if required to be at above hourly rates.
2. Contaminated soil disposal if required (including transportation manifest) at tipping fees cost plus a mark-up of 10% with supporting documentations such as invoice and receipts.

**Table 1B - Option Year 1: January 02, 2022 to January 01, 2023**

Item A	Description B	Unit of measure C	Estimated quantity D	Price per unit E	Extended Price F = D * E
1	Backhoe loader tractor, minimum operating weight 23,000 lbs., with operator	per hour	150	\$ _____	\$ _____
2	Backhoe, four-wheel drive, ¾ cubic yards	per hour	75	\$ _____	\$ _____
3	Front end loader, minimum operating weight 19,500 lbs., with operator	per hour	75	\$ _____	\$ _____
4	Excavator, minimum operating weight 12 tons with compatible hydraulic breaker attachment, with operator	per hour	10	\$ _____	\$ _____
5	Excavator, minimum operating weight 33,000 lbs., with operator	per hour	10	\$ _____	\$ _____
6	Skid steer loader, with operator	per hour	20	\$ _____	\$ _____
7	Bulldozer, minimum 100 HP, with operator	per hour	15	\$ _____	\$ _____
8	Motor grader, with operator	per hour	15	\$ _____	\$ _____
9	Boom truck, 20 tons, with operator	per hour	20	\$ _____	\$ _____
10	Dump truck, tandem axle, 18-20 cubic yards, with operator	per hour	60	\$ _____	\$ _____
11	Dump truck, single axis	per hour	20	\$ _____	\$ _____
12	Vibratory roller, walk behind double drum, minimum operating weight 720 kg, with operator	per hour	20	\$ _____	\$ _____
13	Asphalt saw, with operator	per hour	20	\$ _____	\$ _____
14	Jackhammer and hose complete with compressor, 80 psi., with operator	per hour	30	\$ _____	\$ _____
15	3" gas powered water pump	per hour	15	\$ _____	\$ _____
16	Labourer	per hour	200	\$ _____	\$ _____
17	Type 1 gravel backfill	per tonne	20	\$ _____	\$ _____

18	Type 2 gravel backfill	per tonne	20	\$ _____	\$ _____
19	Type 3 surge backfill	per tonne	10	\$ _____	\$ _____
20	Type 4 borrow backfill	per tonne	5	\$ _____	\$ _____
21	Type 5 sand backfill	per tonne	8	\$ _____	\$ _____
22	Type 6 clear stone backfill	per tonne	10	\$ _____	\$ _____
23	Type 7 topsoil backfill	per tandem	3	\$ _____	\$ _____
24	Lawn sod	each	500	\$ _____	\$ _____
25	Repair concrete sidewalk, 100mm thick x 1.5 m wide, including labour, forming, finishing, curing, control joints & penetrating sealer	per linear metre	100	\$ _____	\$ _____
26	Repair concrete curb and gutter, including labour, forming, finishing, curing, control joints & penetrating sealer	per linear metre	100	\$ _____	\$ _____
27	Repair concrete curb only, including labour, forming, finishing, curing, control joints & penetrating sealer	per linear metre	100	\$ _____	\$ _____
28	Repair asphalt paving, including labour, primer coat and tack coat, two lifts of 50mm asphalt	m²	100	\$ _____	\$ _____
29	Repair asphalt paving, including labour, primer coat and tack coat, 150mm	m²	100	\$ _____	\$ _____
30	Repair slab on grade, including labour, forming, reinforcement, finishing, curing, control joints, expansion joints and penetrating sealer, 100mm	m²	100	\$ _____	\$ _____
31	Repair slab on grade, including labour, forming, reinforcement, finishing, curing, control joints, expansion joints and penetrating sealer, 200mm	m²	100	\$ _____	\$ _____
<b>Table 1B - Total extended price from column F – Option Year 1</b>					\$ _____
<b>Miscellaneous equipment and materials:</b> Includes equipment and materials not mentioned above. Prices for miscellaneous equipment and materials not listed herein will be at contractor's net price plus a mark-up of 10% with supporting documentation such as invoice and receipts.					
<b>Contaminated soil:</b> 1. Removal of contaminated soil if required to be at above hourly rates. 2. Contaminated soil disposal if required (including transportation manifest) at tipping fees cost plus a mark-up of 10% with supporting documentations such as invoice and receipts.					



**Table 1C - Option Year 2: January 02, 2023 to January 01, 2024**

Item A	Description B	Unit of measure C	Estimated quantity D	Price per unit E	Extended Price F = D * E
1	Backhoe loader tractor, minimum operating weight 23,000 lbs., with operator	per hour	150	\$ _____	\$ _____
2	Backhoe, four-wheel drive, ¾ cubic yards	per hour	75	\$ _____	\$ _____
3	Front end loader, minimum operating weight 19,500 lbs., with operator	per hour	75	\$ _____	\$ _____
4	Excavator, minimum operating weight 12 tons with compatible hydraulic breaker attachment, with operator	per hour	10	\$ _____	\$ _____
5	Excavator, minimum operating weight 33,000 lbs., with operator	per hour	10	\$ _____	\$ _____
6	Skid steer loader, with operator	per hour	20	\$ _____	\$ _____
7	Bulldozer, minimum 100 HP, with operator	per hour	15	\$ _____	\$ _____
8	Motor grader, with operator	per hour	15	\$ _____	\$ _____
9	Boom truck, 20 tons, with operator	per hour	20	\$ _____	\$ _____
10	Dump truck, tandem axle, 18-20 cubic yards, with operator	per hour	60	\$ _____	\$ _____
11	Dump truck, single axis	per hour	20	\$ _____	\$ _____
12	Vibratory roller, walk behind double drum, minimum operating weight 720 kg, with operator	per hour	20	\$ _____	\$ _____
13	Asphalt saw, with operator	per hour	20	\$ _____	\$ _____
14	Jackhammer and hose complete with compressor, 80 psi., with operator	per hour	30	\$ _____	\$ _____
15	3" gas powered water pump	per hour	15	\$ _____	\$ _____
16	Labourer	per hour	200	\$ _____	\$ _____
17	Type 1 gravel backfill	per tonne	20	\$ _____	\$ _____
18	Type 2 gravel backfill	per tonne	20	\$ _____	\$ _____
19	Type 3 surge backfill	per tonne	10	\$ _____	\$ _____
20	Type 4 borrow backfill	per tonne	5	\$ _____	\$ _____
21	Type 5 sand backfill	per tonne	8	\$ _____	\$ _____
22	Type 6 clear stone backfill	per tonne	10	\$ _____	\$ _____

23	Type 7 topsoil backfill	per tandem	3	\$ _____	\$ _____
24	Lawn sod	each	500	\$ _____	\$ _____
25	Repair concrete sidewalk, 100mm thick x 1.5 m wide, including labour, forming, finishing, curing, control joints & penetrating sealer	per linear metre	100	\$ _____	\$ _____
26	Repair concrete curb and gutter, including labour, forming, finishing, curing, control joints & penetrating sealer	per linear metre	100	\$ _____	\$ _____
27	Repair concrete curb only, including labour, forming, finishing, curing, control joints & penetrating sealer	per linear metre	100	\$ _____	\$ _____
28	Repair asphalt paving, including labour, primer coat and tack coat, two lifts of 50mm asphalt	m²	100	\$ _____	\$ _____
29	Repair asphalt paving, including labour, primer coat and tack coat, 150mm	m²	100	\$ _____	\$ _____
30	Repair slab on grade, including labour, forming, reinforcement, finishing, curing, control joints, expansion joints and penetrating sealer, 100mm	m²	100	\$ _____	\$ _____
31	Repair slab on grade, including labour, forming, reinforcement, finishing, curing, control joints, expansion joints and penetrating sealer, 200mm	m²	100	\$ _____	\$ _____
<b>Table 1C - Total extended price from column F – Option Year 2</b>					\$ _____
<b>Miscellaneous equipment and materials:</b> Includes equipment and materials not mentioned above. Prices for miscellaneous equipment and materials not listed herein will be at contractor's net price plus a mark-up of 10% with supporting documentation such as invoice and receipts.					
<b>Contaminated soil:</b> 1. Removal of contaminated soil if required to be at above hourly rates. 2. Contaminated soil disposal if required (including transportation manifest) at tipping fees cost plus a mark-up of 10% with supporting documentations such as invoice and receipts.					

**Table 1D - Option Year 3: January 02, 2024 to January 01, 2025**

Item A	Description B	Unit of measure C	Estimated quantity D	Price per unit E	Extended Price F = D * E
1	Backhoe loader tractor, minimum operating weight 23,000 lbs., with operator	per hour	150	\$ _____	\$ _____
2	Backhoe, four-wheel drive, ¾ cubic yards	per hour	75	\$ _____	\$ _____

3	Front end loader, minimum operating weight 19,500 lbs., with operator	per hour	75	\$ _____	\$ _____
4	Excavator, minimum operating weight 12 tons with compatible hydraulic breaker attachment, with operator	per hour	10	\$ _____	\$ _____
5	Excavator, minimum operating weight 33,000 lbs., with operator	per hour	10	\$ _____	\$ _____
6	Skid steer loader, with operator	per hour	20	\$ _____	\$ _____
7	Bulldozer, minimum 100 HP, with operator	per hour	15	\$ _____	\$ _____
8	Motor grader, with operator.	per hour	15	\$ _____	\$ _____
9	Boom truck, 20 tons, with operator.	per hour	20	\$ _____	\$ _____
10	Dump truck, tandem axle, 18-20 cubic yards, with operator.	per hour	60	\$ _____	\$ _____
11	Dump truck, single axis.	per hour	20	\$ _____	\$ _____
12	Vibratory roller, walk behind double drum, minimum operating weight 720 kg, with operator.	per hour	20	\$ _____	\$ _____
13	Asphalt saw, with operator.	per hour	20	\$ _____	\$ _____
14	Jackhammer and hose complete with compressor, 80 psi., with operator.	per hour	30	\$ _____	\$ _____
15	3" Gas powered water pump.	per hour	15	\$ _____	\$ _____
16	Labourer	per hour	200	\$ _____	\$ _____
17	Type 1 gravel backfill	per tonne	20	\$ _____	\$ _____
18	Type 2 gravel backfill	per tonne	20	\$ _____	\$ _____
19	Type 3 surge backfill	per tonne	10	\$ _____	\$ _____
20	Type 4 borrow backfill	per tonne	5	\$ _____	\$ _____
21	Type 5 sand backfill	per tonne	8	\$ _____	\$ _____
22	Type 6 clear stone backfill	per tonne	10	\$ _____	\$ _____
23	Type 7 topsoil backfill	per tandem	3	\$ _____	\$ _____
24	Lawn sod	each	500	\$ _____	\$ _____
25	Repair concrete sidewalk, 100mm thick x 1.5 m wide, including labour, forming, finishing, curing, control joints & penetrating sealer	per linear metre	100	\$ _____	\$ _____
26	Repair concrete curb and gutter, including labour, forming, finishing, curing, control joints & penetrating sealer	per linear metre	100	\$ _____	\$ _____

27	Repair concrete curb only, including labour, forming, finishing, curing, control joints & penetrating sealer	per linear metre	100	\$ _____	\$ _____
28	Repair asphalt paving, including labour, primer coat and tack coat, two lifts of 50mm asphalt	m <sup>2</sup>	100	\$ _____	\$ _____
29	Repair asphalt paving, including labour, primer coat and tack coat, 150mm	m <sup>2</sup>	100	\$ _____	\$ _____
30	Repair slab on grade, including labour, forming, reinforcement, finishing, curing, control joints, expansion joints and penetrating sealer, 100mm	m <sup>2</sup>	100	\$ _____	\$ _____
31	Repair slab on grade, including labour, forming, reinforcement, finishing, curing, control joints, expansion joints and penetrating sealer, 200mm	m <sup>2</sup>	100	\$ _____	\$ _____
<b>Table 1D - Total extended price from column F – Option Year 3</b>					\$ _____
<b>Miscellaneous equipment and materials:</b> Includes equipment and materials not mentioned above. Prices for miscellaneous equipment and materials not listed herein will be at contractor's net price plus a mark-up of 10% with supporting documentation such as invoice and receipts.					
<b>Contaminated soil:</b> 1. Removal of contaminated soil if required to be at above hourly rates. 2. Contaminated soil disposal if required (including transportation manifest) at tipping fees cost plus a mark-up of 10% with supporting documentations such as invoice and receipts.					

**Table 1E - Option Year 4: January 02, 2025 to January 01, 2026**

Item A	Description B	Unit of measure C	Estimated quantity D	Price per unit E	Extended Price F = D * E
1	Backhoe loader tractor, minimum operating weight 23,000 lbs., with operator	per hour	150	\$ _____	\$ _____
2	Backhoe, four-wheel drive, ¾ cubic yards	per hour	75	\$ _____	\$ _____
3	Front end loader, minimum operating weight 19,500 lbs., with operator	per hour	75	\$ _____	\$ _____
4	Excavator, minimum operating weight 12 tons with compatible hydraulic breaker attachment, with operator	per hour	10	\$ _____	\$ _____
5	Excavator, minimum operating weight 33,000 lbs., with operator	per hour	10	\$ _____	\$ _____
6	Skid steer loader, with operator	per hour	20	\$ _____	\$ _____
7	Bulldozer, minimum 100 HP, with operator	per hour	15	\$ _____	\$ _____

8	Motor grader, with operator	per hour	15	\$ _____	\$ _____
9	Boom truck, 20 tons, with operator	per hour	20	\$ _____	\$ _____
10	Dump truck, tandem axle, 18-20 cubic yards, with operator	per hour	60	\$ _____	\$ _____
11	Dump truck, single axis	per hour	20	\$ _____	\$ _____
12	Vibratory roller, walk behind double drum, minimum operating weight 720 kg, with operator	per hour	20	\$ _____	\$ _____
13	Asphalt saw, with operator	per hour	20	\$ _____	\$ _____
14	Jackhammer and hose complete with compressor, 80 psi., with operator	per hour	30	\$ _____	\$ _____
15	3" gas powered water pump	per hour	15	\$ _____	\$ _____
16	Labourer	per hour	200	\$ _____	\$ _____
17	Type 1 gravel backfill	per tonne	20	\$ _____	\$ _____
18	Type 2 gravel backfill	per tonne	20	\$ _____	\$ _____
19	Type 3 surge backfill	per tonne	10	\$ _____	\$ _____
20	Type 4 borrow backfill	per tonne	5	\$ _____	\$ _____
21	Type 5 sand backfill	per tonne	8	\$ _____	\$ _____
22	Type 6 clear stone backfill	per tonne	10	\$ _____	\$ _____
23	Type 7 topsoil backfill	per tandem	3	\$ _____	\$ _____
24	Lawn sod	each	500	\$ _____	\$ _____
25	Repair concrete sidewalk, 100mm thick x 1.5 m wide, including labour, forming, finishing, curing, control joints & penetrating sealer	per linear metre	100	\$ _____	\$ _____
26	Repair concrete curb and gutter, including labour, forming, finishing, curing, control joints & penetrating sealer	per linear metre	100	\$ _____	\$ _____
27	Repair concrete curb only, including labour, forming, finishing, curing, control joints & penetrating sealer	per linear metre	100	\$ _____	\$ _____
28	Repair asphalt paving, including labour, primer coat and tack coat, two lifts of 50mm asphalt	m²	100	\$ _____	\$ _____
29	Repair asphalt paving, including labour, primer coat and tack coat, 150mm	m²	100	\$ _____	\$ _____
30	Repair slab on grade, including labour, forming, reinforcement, finishing, curing, control joints, expansion joints and penetrating sealer, 100mm	m²	100	\$ _____	\$ _____

Solicitation No. - N° de l'invitation  
W684H-210015/A  
Client Ref. No. - N° de réf. du client  
W684H-21-0015

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

Buyer ID - Id de l'acheteur  
HAL501  
CCC No./N° CCC - FMS No./N° VME

31	Repair slab on grade, including labour, forming, reinforcement, finishing, curing, control joints, expansion joints and penetrating sealer, 200mm	m <sup>2</sup>	100	\$ _____	\$ _____
<b>Table 1E - Total extended price from column F – Option Year 4</b>					\$ _____
<b>Miscellaneous equipment and materials:</b> Includes equipment and materials not mentioned above. Prices for miscellaneous equipment and materials not listed herein will be at contractor's net price plus a mark-up of 10% with supporting documentation such as invoice and receipts.					
<b>Contaminated soil:</b> 1. Removal of contaminated soil if required to be at above hourly rates. 2. Contaminated soil disposal if required (including transportation manifest) at tipping fees cost plus a mark-up of 10% with supporting documentations such as invoice and receipts.					

The grand total amount of all years will be the amount that will be considered during evaluation of all bids tendered.

**Grand total = Year 1 + Option Year 1 + Option Year 2 + Option Year 3 + Option Year 4**

\$ \_\_\_\_\_

Solicitation No. - N° de l'invitation  
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W684H-21-0015

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HAL501  
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## **ANNEX “C”**

### **SECURITY REQUIREMENTS CHECK LIST**

(Attached)

Solicitation No. - N° de l'invitation  
W684H-210015/A  
Client Ref. No. - N° de réf. du client  
W684H-21-0015

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

Buyer ID - Id de l'acheteur  
HAL501  
CCC No./N° CCC - FMS No./N° VME

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## **ANNEX “D” to PART 3 OF THE REQUEST FOR STANDING OFFERS**

### **ELECTRONIC PAYMENT INSTRUMENTS**

The Offeror accepts to be paid by any of the following Electronic Payment Instrument(s):

- ☐ VISA Acquisition Card;
- ☐ MasterCard Acquisition Card;
- ☐ Direct Deposit (Domestic and International);
- ☐ Electronic Data Interchange (EDI);



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## ANNEX "E"

### INSURANCE REQUIREMENTS

1. The Contractor must obtain Commercial General Liability Insurance, and maintain it in force throughout the duration of the Contract, in an amount usual for a contract of this nature, but for not less than \$2,000,000 per accident or occurrence and in the annual aggregate.
2. The Commercial General Liability policy must include the following:
  - a. Additional Insured: Canada is added as an additional insured, but only with respect to liability arising out of the Contractor's performance of the Contract. The interest of Canada should read as follows: Canada, as represented by Public Works and Government Services Canada.
  - b. Bodily Injury and Property Damage to third parties arising out of the operations of the Contractor.
  - c. Products and Completed Operations: Coverage for bodily injury or property damage arising out of goods or products manufactured, sold, handled, or distributed by the Contractor and/or arising out of operations that have been completed by the Contractor.
  - d. Personal Injury: While not limited to, the coverage must include Violation of Privacy, Libel and Slander, False Arrest, Detention or Imprisonment and Defamation of Character.
  - e. Cross Liability/Separation of Insureds: Without increasing the limit of liability, the policy must protect all insured parties to the full extent of coverage provided. Further, the policy must apply to each Insured in the same manner and to the same extent as if a separate policy had been issued to each.
  - f. Blanket Contractual Liability: The policy must, on a blanket basis or by specific reference to the Contract, extend to assumed liabilities with respect to contractual provisions.
  - g. Employees and, if applicable, Volunteers must be included as Additional Insured.
  - h. Employers' Liability (or confirmation that all employees are covered by Worker's compensation (WSIB) or similar program)
  - i. Broad Form Property Damage including Completed Operations: Expands the Property Damage coverage to include certain losses that would otherwise be excluded by the standard care, custody or control exclusion found in a standard policy.
  - j. Notice of Cancellation: The Contractor will provide the Contracting Authority thirty (30) days prior written notice of policy cancellation or any changes to the insurance policy.
  - k. If the policy is written on a claims-made basis, coverage must be in place for a period of at least 12 months after the completion or termination of the Contract.
  - l. Owners' or Contractors' Protective Liability: Covers the damages that the Contractor becomes legally obligated to pay arising out of the operations of a subcontractor.
  - m. Non-Owned Automobile Liability - Coverage for suits against the Contractor resulting from the use of hired or non-owned vehicles.
  - n. Advertising Injury: While not limited to, the endorsement must include coverage piracy or misappropriation of ideas, or infringement of copyright, trademark, title or slogan.
  - o. All Risks Tenants Legal Liability - to protect the Contractor for liabilities arising out of its occupancy of leased premises.
  - p. Amendment to the Watercraft Exclusion to extend to incidental repair operations on board watercraft.
  - q. Sudden and Accidental Pollution Liability (minimum 120 hours): To protect the Contractor for liabilities arising from damages caused by accidental pollution incidents.
  - r. Litigation Rights: Pursuant to subsection 5(d) of the [Department of Justice Act](#), S.C. 1993, c. J-2, s.1, if a suit is instituted for or against Canada which the Insurer would, but for this clause, have the right to pursue or defend on behalf of Canada as an Additional Named Insured under the insurance policy, the Insurer must promptly contact the Attorney General of Canada to agree on the legal strategies by sending a letter, by

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registered mail or by courier, with an acknowledgement of receipt.

**For the province of Quebec, send to:**

*Director Business Law Directorate,  
Quebec Regional Office (Ottawa),  
Department of Justice,  
284 Wellington Street, Room SAT-6042,  
Ottawa, Ontario, K1A 0H8*

**For other provinces and territories, send to:**

*Senior General Counsel,  
Civil Litigation Section,  
Department of Justice  
234 Wellington Street, East Tower  
Ottawa, Ontario K1A 0H8*

A copy of the letter must be sent to the Contracting Authority. Canada reserves the right to co-defend any action brought against Canada. All expenses incurred by Canada to co-defend such actions will be at Canada's expense. If Canada decides to co-defend any action brought against it, and Canada does not agree to a proposed settlement agreed to by the Contractor's insurer and the plaintiff(s) that would result in the settlement or dismissal of the action against Canada, then Canada will be responsible to the Contractor's insurer for any difference between the proposed settlement amount and the amount finally awarded or paid to the plaintiffs (inclusive of costs and interest) on behalf of Canada.



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**ANNEX "G"**

**INTEGRITY PROVISIONS – LIST OF DIRECTORS**

Please provide list of names of the following entities, according to the ownership nature of the company

1. For a Corporation - each current member of the Bidder's Board of Directors;

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2. For a Partnership, General Partnership or Limited Partnership - the names of all current partners;

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3. For a Sole Proprietorship or an individual doing business under a firm name - the name of the sole proprietor or individual;

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4. In the case of a joint venture - For a Joint Venture - the names of all current members of the Joint venture;

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5. For an individual - the full name of the person

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Department of National Defence



Statement of Work

Standing Offer Agreement

## **Heavy Construction Equipment**

### **Debert Area**

CFB Halifax, NS

<u>Section</u>	<u>Title</u>	<u>Pages</u>
<u>Division 01 - General Requirements</u>		
01 11 00	General Instructions	6
01 35 30	Health and Safety Requirements	9
01 35 35	DND Fire Safety Requirements	5
01 35 43	Environmental Procedures	2
01 74 11	Cleaning	2
<u>Division 11 - Equipment</u>		
11 01 00	Heavy Equipment Rental	2
<u>Division 31 - Earthwork</u>		
31 23 33.01	Excavating, Trenching and Backfilling	11

PART 1 - GENERAL

- 1.1 DESCRIPTION OF WORK .1 Work under this requirement comprises the furnishing of all labour, material, tools, equipment, transportation, and supervision required for the provision of heavy equipment rental complete with the operators for the various areas of CFB Halifax, as specified herein.
- 1.2 DEPARTMENTAL REPRESENTATIVE .1 All reference to the Departmental Representative in this specification, who is the Contract Inspector which is representing the Real Property Operations Section - Halifax (RPOS(H)).
- 1.3 WORK INCLUDED .1 Work included in this requirement includes but will not be limited to the following:
- .1 Provide heavy equipment rental as identified in Section 11 01 00 - Heavy Equipment Rental.
  - .2 Provide qualified heavy equipment operators as required.
  - .3 Removal and disposal of contaminated soil.
  - .4 Provide various types of backfill.
  - .5 Conduct clean up.
- 1.4 LOCATIONS OF JOB SITES .1 Areas covered under this specification include but not limited to the following locations:
- .1 Debert Rifle Range - Debert, NS;
  - .2 Masstown Rx Site - Masstown, NS;
  - .3 Great Village Tx Site - Great Village, NS;
  - .4 Truro Armoury - Truro, NS;
  - .5 Pictou Armoury - Pictou, NS;

- |   |    |  |
|---|----|--|
| 1.4 LOCATIONS OF JOB SITES<br><u>(Cont'd)</u> | .1 | (Cont'd)   |
|   | .6 | Springhill Armoury - Springhill, NS; and   |
|   | .7 | Amherst Armoury - Amherst, NS.   |
| 1.5 SITE ACCESS<br><u></u>                    | .1 | Access to the site is under the direction of the Department of National Defence. All visitors entering areas issuing a daily pass will be aware of the requirement for search as a condition of issue.                         |
|   | .2 | While within the confines of CFB Halifax all employees and representatives of the Contractor must comply with all of the Standing Orders as promulgated by Base/Unit Authorities.  |
| 1.6 PRE-JOB MEETING<br><u></u>                | .1 | Immediately upon receipt of award of Standing Offer Agreement, the successful Contractor will contact the Departmental Representative to arrange a pre-job meeting prior to commencement of any work.                          |
|   | .2 | The Departmental Representative will provide the Contractor with a list of his/her authorized representatives at the pre-job meeting.  |
| 1.7 WORKMANSHIP<br><u></u>                    | .1 | Workmanship must be the best quality executed by workers experienced and skilled in the respective duties for which they are employed.   |
|   | .2 | Do not employ any unfit person or anyone unskilled in their required duties. The Departmental Representative reserves the right to require the dismissal from the site, workers deemed incompetent, careless or insubordinate. |
|   | .3 | Decisions as to the quality or fitness of workmanship in cases of dispute rest solely with the Departmental Representative whose decision is final.  |
|   | .4 | The Contractor will employ a competent and experienced supervisor with the authority to speak on his behalf on day-to-day routine matters.   |
|   | .5 | Whenever the Contractor uses sub-contractors, they too must perform to and comply with all requirements.   |



1.8 NORMAL WORKING  
HOURS

- .1 Normal working hours will be 0730 to 1600 hours, Monday to Friday. Any work carried out other than normal working hours must be authorized by the Departmental Representative.

1.9 CONTRACTOR'S USE  
OF SITE

- .1 Contractor will be briefed on use of site by the Departmental Representative.
- .2 Do not unreasonably encumber site with materials or equipment.
- .3 Move stored products or equipment which interferes with operations of Departmental Representative or other Contractors.
- .4 The Departmental Representative will brief the Contractor on access to restricted areas.
- .5 At completion of operations condition of existing work: equal to or better than that which existed before new work started.
- .6 Obtain a properly completed excavation permit from the Departmental Representative prior to carrying out any excavations on site.

1.10 PARKING

- .1 In limited areas, a parking space will be made available on site for Contractor vehicles to drop off equipment and supplies. Maintain and administer this space as directed.

1.11 CODES AND  
STANDARDS

- .1 Perform work in accordance with the latest edition of the National Building Code of Canada (NBC), Canadian Electrical Code Part I, Canada Labour Code Part II, National Fire Code of Canada, NS Fall Protection and Scaffold Regulations, DND/CF Asbestos management directives, and any other applicable federal, provincial and municipal regulations and by-laws. In any case of conflict or discrepancy, the more stringent requirements will apply.
- .2 Meet or exceed requirements of Contract documents, specified standards, codes and referenced documents.

1.12 PROTECTION OF  
EXISTING FACILITIES

- .1 The Contractor must take all necessary precautions to ensure against damage to existing facilities. Any damage to such facilities as a result of the Contractor's operations must be repaired or replaced by the Contractor at his/her own expense, as soon as is reasonably possible.
- .2 Special coverings and protection must be provided to protect plants, walls, projections and adjacent work where materials are being removed, installed or hoisted.
- .3 The Contractor must protect all occupant owned furnishings and equipment, and the building from damage during execution of this requirement.
- .4 Where the Departmental Representative considers it necessary, provide and erect warning signs and barriers.

1.13 EXISTING SERVICES

- .1 Notify Departmental Representative and utility companies of intended interruption of services and obtain required permission.
- .2 Where Work involves breaking into or connecting to existing services, give 24 hours notice for necessary interruption of mechanical or electrical service throughout course of work. Minimize duration of interruptions. Carry out work at times as directed by governing authorities with minimum disturbance to tenant operations.
- .3 Provide alternate routes for personnel, pedestrians and vehicular traffic.
- .4 Establish location and extent of service lines in area of work before starting Work. Notify Departmental Representative of findings.
- .5 Submit schedule to and obtain approval from Departmental Representative for any shut-down or closure of active service or facility. Adhere to approved schedule and provide notice to affected parties.
- .6 Provide temporary services when directed by Departmental Representative to maintain critical building and tenant systems.

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- |  |    |  |
|--|----|--|
| <u>1.13 EXISTING SERVICES<br/>(Cont'd)</u>     | .7 | Where unknown services are encountered, immediately advise Departmental Representative and confirm findings in writing.  |
| <br>   |    |  |
| <u>1.14 LICENSES AND<br/>PERMITS</u>           | .1 | The Contractor will be responsible for obtaining and paying for all licenses and permits required to perform the Work.   |
| <br>   |    |  |
| <u>1.15 EMERGENCY AND<br/>SERVICE CALL-UPS</u> | .1 | <p>The Contractor must maintain and provide the Departmental Representative with contact numbers to be able to provide response to request for service from the Departmental Representative or representative on a 24 hours, 7 days per week basis. If the request for the service from the after hours Departmental Representative, the Contractor must, immediately upon completion of the service, report back to the Departmental Representative describing the action taken to correct the problem. The following Work priorities and response time will apply:</p> <p>.1      Emergency:</p> <p style="padding-left: 40px;">.1      A priority of "Emergency" is defined as a deficiency or breakdown that requires immediate attention to reduce the potential for danger to occupants, the general public, the environment, or the facility. Maintenance and repairs identified with this priority must be responded to immediately and must be reported without delay to designated manager.</p> <p style="padding-left: 40px;">.1      Standard response times:</p> <p style="padding-left: 80px;">.1      Urban/rural: ASAP - 2 hours.</p> <p>.2      Routine:</p> <p style="padding-left: 40px;">.1      A priority of "Routine" is defined as essential maintenance and repairs which should be rectified at the earliest possible opportunity. It is considered as deficiencies or breakdowns that do not impair current operations or pose any danger to the occupants, the general public, the environment, or the facility.</p> <p style="padding-left: 40px;">.1      Standard response times:</p> |
-

1.15 EMERGENCY AND  
SERVICE CALL-UPS

(Cont'd)

- .1 (Cont'd)  
.2 (Cont'd)

.1 Urban/rural: 4 hours.

- .2 The Contractor will be advised of the personnel authorized to request emergency service. Services undertaken at the request of unauthorized persons will be done at the Contractor's risk, with regards to payment.
- .3 Report service calls executed outside normal working hours to the Departmental Representative, immediately on the next working day.

1.16 INSPECTION

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

1.17 REPORTING  
IRREGULARITIES

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

PART 2 - PRODUCTS

2.1 NOT USED

- .1 Not used.

PART 3 - EXECUTION

3.1 NOT USED

- .1 Not used.

PART 1 - GENERAL

1.1 WORK SAFETY  
MEASURES

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

1.1 WORK SAFETY  
MEASURES  
(Cont'd)

- .5 (Cont'd)
- .2 (Cont'd)
  - .1 Written warning to Contractor for second violation of a safety regulation (Violation will be documented on Standing Offer file, copy to Contractor and PSPC.).
- .3 Third Violation:
  - .1 A third violation of a safety regulation may result in the termination of the Standing Offer Agreement.
- .4 Serious Violation:
  - .1 For a serious violation of a safety regulation as deemed by a regulator, project manager or safety officer a recommendation will be made to the Contracting Authority to immediately terminate the Contract/Standing Offer (Violation documented on Standing Offer file, copy to Contractor and PSPC.).

1.2 HAZARD ASSESSMENTS

- .1 Contractor must implement and carry out a health and safety hazard assessment program as part of the Work. Program to include:
  - .1 Initial Hazard Assessment:
    - .1 Carried out upon notification of Contract award and/or prior to commencement of Work.
  - .2 On-going Hazard Assessments:
    - .1 Performed during the progress of Work identifying new or potential health risks and safety hazards not previously known. As a minimum, hazards assessments must be carried out when:
      - .1 new sub-trade work, new sub-contractor(s) or new workers arrive at the site to commence another portion of the Work;
      - .2 the scope of Work has been changed;

1.2 HAZARD ASSESSMENTS  
(Cont'd)

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

1.3 ASBESTOS PRODUCT & ASBESTOS ACTIVITY

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

1.4 HAZARDOUS MATERIAL SPILL

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

1.4 HAZARDOUS MATERIAL SPILL  
(Cont'd)

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



1.5 FASTENING DEVICES  
EXPLOSIVE ACTUATED

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

1.6 HOT WORK

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

1.7 CONFINED SPACES

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

1.7 CONFINED SPACES  
(Cont'd)

- .4 The Contractor to provide the Departmental Representative with a copy of an "entry permit" for each and every entry into the confined space to ensure compliance with the Canada Occupational Safety and Health Regulations, Part XI.
- .5 The Contractor to have a hazard assessment of the confined space performed.
  - .1 The Contractor to provide the Departmental Representative with a copy of the hazard assessment.
- .6 The Contractor must have a written rescue plan posted on site.

1.8 FALL PROTECTION

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

1.9 ARC FLASH

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

1.9 ARC FLASH  
(Cont'd)

- .3 In accordance with the CSA Standards Z462 Workplace Electrical Safety, electrical Contractors are required to perform a shock and flash hazard analysis to select the appropriate PPE to wear. Electrical contractors are required arc-rated personal protective equipment while troubleshooting and diagnostic testing that cannot be performed unless the electrical conductor or circuit part is energized. All Contractor work practices must protect each employee from arc flash and from contact with live parts directly with any part of the body or indirectly through some other conductive object.

1.10 SAFETY

- .1 It is the Contractor's responsibility to be familiar with all applicable safety acts, regulations, codes and requirements. These must be identified and addressed in the safety plan, by identifying Standard Operating Procedures (SOP) and safe work practices (SWP) which incorporate clear and specific control measures, applicable rules, procedures and practices, all of which will become mandatory.
- .2 The Contractor must ensure all workers and authorized persons entering the work site are notified of and abide by the posted safety plan, safety rules, procedures, safe work practices and applicable safety acts, regulations, and codes. Any person not complying with these will not be permitted on the site.
- .3 Contractor must ensure that all applicable personal protective equipment (PPE) is used.
- .1 All personnel are required to wear hard hats, in accordance with CSA Z94.1, Industrial Protective Headwear.
- .2 All personnel are required to wear safety footwear, in accordance with CSA Z195, Protective Footwear.
- .3 All personnel are required to wear eye and face protection, in accordance with CSA Z94.3.1, Selection, Use, and Care of Protective Eyewear.
- .4 When and where noise level is above 85 decibels; all personnel are required to wear hearing protection, in accordance with CSA Z94.2, Hearing Protection Devices - Performance, Selection, Care and Use.

1.10 SAFETY (Cont'd)	.3	(Cont'd)
	.5	Where toxic or noxious gas fumes, or oxygen deficiency or excessive dust may occur, so as to create a hazard to life, safety or health; all personnel are required to wear respiratory protection, in accordance with CAN/CSA Z94.4, Selection, Use, and Care of Respirators.
	.4	The Departmental Representative will coordinate arrangements for the Contractor to be briefed on site safety within 14 days of award of Standing Offer Agreement.
1.11 SECURITY INCIDENT RESPONSE	.1	Security incident can be defined as any fact or event which could affect your personal or organizational security.
	.2	When performing Work on the premises of CFB Halifax, security incidents or threats could occur at any time such as bomb threats, active intruder, lockdowns etc.
	.3	When a security incident occurs, the Contractor shall: <ul style="list-style-type: none"><li>.1 stop the work safely;</li><li>.2 account for all your personnel in a secure area;</li><li>.3 report to the building main office or facility manager for further directives; and</li><li>.4 call the Departmental Representative.</li></ul>
	.4	The above actions must be taken also during Base/Unit security training exercises.
1.12 SITE SIGNS AND NOTICES	.1	Safety and instruction signs and notices: <ul style="list-style-type: none"><li>.1 Signs and notices for safety and instruction must be in both official languages. Graphic symbols must conform to latest version of "Signs and Symbols for the Workplace".</li></ul>
PART 2 - PRODUCTS		
2.1 NOT USED	.1	Not used.

PART 3 - EXECUTION

3.1 NOT USED .1 Not used.

PART 1 - GENERAL

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

1.6 SMOKING  
PRECAUTIONS

(Cont'd)

- .3 Smoking is prohibited in all buildings.
- .4 In all other areas, exercise care and comply with written or oral directives of the Departmental Representative for the use of smoking materials.

1.7 REPORTING FIRES

- .1 Report immediately all fire incidents as follows:
  - .1 activate nearest fire alarm box; or
  - .2 dial 9-1-1 or designated number given at the time of briefing; and
  - .3 telephone the Departmental Representative.
- .2 Person activating fire alarm must remain at the alarm to direct the Fire Department to the scene of the fire.
- .3 When reporting fire by telephone, give location of fire, name and number of building and be prepared to direct the Fire Department to the scene of the fire.

1.8 INTERIOR AND  
EXTERIOR FIRE  
PROTECTION AND ALARM  
SYSTEMS

- .1 Notify the DND Unit Fire Chief at least 48 hours prior to scheduling any work that may require fire alarm and/or protection systems to be:
  - .1 obstructed in any way;
  - .2 shut-off; and/or
  - .3 left inactive at end of working day or shift without authorization from the DND Unit Fire Chief.
- .2 Do not commence any such work until Departmental Representative confirms approval and direction by the DND Unit Fire Chief.
- .3 Fire hydrants, standpipes and hose systems will not be used for other than fire fighting purposes unless authorized by the Departmental Representative and the DND Unit Fire Chief.

1.9 BLOCKAGE OF ACCESS  
FOR FIRE APPARATUS

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

1.10 RUBBISH AND WASTE  
MATERIALS

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

1.11 FLAMMABLE AND  
COMBUSTIBLE LIQUIDS

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



1.11 FLAMMABLE AND  
COMBUSTIBLE LIQUIDS  
(Cont'd)

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

1.12 HAZARDOUS  
SUBSTANCES

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

1.13 FIRE INSPECTION

- .1 Coordinate site inspections by the DND Unit Fire Chief through the Departmental Representative.
- .2 Allow the DND Unit Fire Chief unrestricted access to work site.

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

PART 2 - PRODUCTS

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

PART 3 - EXECUTION

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

PART 1 - GENERAL

1.1 DEFINITIONS

- .1 Environmental Pollution and Damage:
  - .1 Presence of chemical, physical, biological elements or agents which adversely affect human health and welfare; unfavourably alter ecological balances of importance to human life; affect other species of importance to humans; or degrade environment aesthetically, culturally and/or historically.
- .2 Environmental Protection:
  - .1 Prevention/control of pollution and habitat or environment disruption during construction.

1.2 FIRES

- .1 Fires and burning of rubbish on site is not permitted.

1.3 DISPOSAL OF WASTE

- .1 Do not dispose of waste or volatile materials, such as mineral spirits, oil or paint thinner into waterways, storm or sanitary sewers.
- .2 Do not bury rubbish and waste materials on site.
- .3 All spills must be reported immediately to the Departmental Representative and cleanup will be done at Contractor's expense.

1.4 DRAINAGE

- .1 Provide temporary drainage and pumping required to keep excavations and site free from water.
- .2 Ensure pumped water into waterways, sewer or drainage systems is free of suspended materials.
- .3 Control disposal or runoff of water containing suspended materials or other harmful substances in accordance with local authority requirements.

1.5 SITE CLEARING AND  
PLANT PROTECTION

- .1 Protect trees and plants on site and adjacent properties as indicated.
- .2 Protect trees and shrubs adjacent to construction work, storage areas and trucking lanes, and encase with protective wood framework from grade level to height of 2 m minimum.
- .3 Protect roots of designated trees to dripline during excavation and site grading to prevent disturbance or damage.
  - .1 Avoid unnecessary traffic, dumping and storage of materials over root zones.
- .4 Minimize stripping of topsoil and vegetation.
- .5 Restrict tree removal to areas indicated or designated by the Departmental Representative.

1.6 WORK ADJACENT TO  
WATERWAYS

- .1 Construction equipment to be operated on land only.
- .2 Waterways to be kept free of excavated fill, waste material and debris.

1.7 POLLUTION CONTROL

- .1 Control emissions from equipment and plant in accordance with local authorities' emission requirements.
- .2 Cover or wet down dry materials and rubbish to prevent blowing dust and debris. Provide dust control for temporary roads.

PART 2 - PRODUCTS

2.1 NOT USED

- .1 Not used.

PART 3 - EXECUTION

3.1 NOT USED

- .1 Not used.

PART 1 - GENERAL

1.1 PROJECT CLEANLINESS

- .1 Maintain Work in tidy condition, free from accumulation of waste products and debris, other than that caused by Owner or other Contractors.
- .2 Remove waste materials from site at daily regularly scheduled times or dispose of as directed by the Departmental Representative. Do not burn waste materials on site.
- .3 Make arrangements with and obtain permits from authorities having jurisdiction for disposal of waste and debris.
- .4 Store volatile waste in covered metal containers, and remove from premises at end of each working day.
- .5 Provide adequate ventilation during use of volatile or noxious substances. Use of building ventilation systems is not permitted for this purpose.
- .6 Use only cleaning materials recommended by manufacturer of surface to be cleaned, and as recommended by cleaning material manufacturer.
- .7 Schedule cleaning operations so that resulting dust, debris and other contaminants will not fall on wet, newly painted surfaces nor contaminate building systems.

1.2 FINAL CLEANING

- .1 When Work is Substantially Performed remove surplus products, tools, construction machinery and equipment not required for performance of remaining Work.
- .2 Remove waste products and debris other than that caused by others, and leave Work clean and suitable for occupancy.
- .3 Inspect finishes, fitments and equipment and ensure specified workmanship and operation.
- .4 Broom clean and wash exterior walks, steps and surfaces; rake clean other surfaces of grounds.

- |  |    |   |
|--|----|---|
| <u>1.2 FINAL CLEANING</u><br><u>(Cont'd)</u> | .5 | Remove dirt and other disfiguration from exterior surfaces. |
|  | .6 | Sweep and wash clean paved areas.                           |

PART 2 - PRODUCTS

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

PART 3 - EXECUTION

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

PART 1 - GENERAL

1.1 EQUIPMENT

- .1 As requested by the Departmental Representative, the Contractor must provide, but not limited to the following heavy equipment rental:
- .1 backhoe loader tractor, minimum operating weight of 23,000 lbs;
  - .2 backhoe, four-wheel drive, 3/4 cubic yards;
  - .3 front end loader - minimum operating weight 19,500 lbs;
  - .4 excavator - minimum operating weight of 12 tons with compatible hydraulic breaker attachment;
  - .5 excavator, minimum operating weight of 33,000 lbs;
  - .6 skid steer loader;
  - .7 bulldozer - minimum 100 HP;
  - .8 road grader;
  - .9 boom truck, 20 tons;
  - .10 dump truck, double or tandem axle, 18-20 cubic yards load capacity;
  - .11 dump truck, single axle;
  - .12 walk behind double drum vibratory roller - minimum operating weight of 720 kg;
  - .13 asphalt saw;
  - .14 jackhammer and hose, complete with compressor, 80 psi; and
  - .15 gas powered water pump, 3".

1.2 EQUIPMENT OPERATORS .1 Operators for all the heavy equipment rentals that perform services under this Standing Offer Agreement must be licensed for road travel as required and must be experienced/qualified for that equipment to the satisfaction of the Departmental Representative.

1.3 DELIVERY AND STORAGE .1 Storage must be in areas with the Departmental Representative's approval.  
.2 Maintain storage facility premises in a neat and tidy condition at all times.

PART 2 - PRODUCTS

2.1 NOT USED .1 Not used.

PART 3 - EXECUTION

3.1 NOT USED .1 Not used.



PART 1 - GENERAL

1.1 REFERENCE  
STANDARDS

- .1 American Society for Testing and Materials International (ASTM)
  - .1 ASTM C117, Standard Test Method for Material Finer than 0.075 mm (No.200) Sieve in Mineral Aggregates by Washing.
  - .2 ASTM C136/C136M, Standard Test Method for Sieve Analysis of Fine and Coarse Aggregates.
  - .3 ASTM ADJD0422, Standard Test Method for Particle-Size Analysis of Soils.
- .2 Canadian Standards Association (CSA International)
  - .1 CSA A3000, Cementitious materials compendium.
  - .2 CSA-A23.1/A23.2, Concrete materials and methods of concrete construction/Test methods and standard practices for concrete.
- .3 Standard Specification for Municipal Services, compiled by the Joint Committee of Nova Scotia Road Builders Association and Nova Scotia Consulting Engineers Association.

1.2 DEFINITIONS

- .1 Risk Based Corrective Action (RBCA):
  - .1 Hydrocarbon contaminated soil will be managed using the Atlantic RBCA protocol. Atlantic RBCA is a tiered approach where increasing site-specific detail can be used to derive remedial criteria that are progressively more specific to the site and less reliant on generic assumptions.
- .2 Topsoil:
  - .1 Material capable of supporting good vegetative growth and suitable for use in top dressing, landscaping and seeding.

<u>1.2 DEFINITIONS (Cont'd)</u>	.2	(Cont'd)
	.2	Material reasonably free from subsoil, clay lumps, brush, objectionable weeds, and other litter, and free from cobbles, stumps, roots, and other objectionable material larger than 25 millimeters (1 inch) in any dimension.
	.3	Waste material:
	.1	Excavated material unsuitable for use in Work or surplus to requirements.
	.4	Borrow material:
	.1	Material obtained from locations outside area to be graded, and required for construction of fill areas or for other portions of Work.
<u>1.3 SOIL TESTING</u>	.1	The Contrator must provide DND unlimited access at all times to the floors and walls of excavation for verification soil sampling in conformance with environmental procedures and federal and provincial policies and regulations. If the floor or walls of an excavation are contaminated, the Departmental Representative can request the Contractor to proceed with additional excavation of the designated soil.
<u>1.4 EXCAVATION PERMIT</u>	.1	Obtain a properly completed excavation permit from the Departmental Representative prior to doing any excavation work.
<u>1.5 CONTAMINATED SOIL TRANSPORTATION MANIFEST</u>	.1	The Departmental Representative must supply and fill out the "Point of Departure" section of the manifest and hand over to the truck driver for completion of "Destination" section at the disposal site. Client copy of manifest and copy of delivery slip to be returned to the Departmental Representative.
<u>1.6 WEIGH BILLS</u>	.1	The Contractor must supply two (2) copies of the weigh bill to the Departmental Representative for backfill and materials supplied.

## PART 2 - PRODUCTS

### 2.1 MATERIALS

- .1 Type 1 and Type 2 fill:
  - .1 Crushed, pit run or screened stone, gravel or sand consisting of hard durable particles free from clay clumps, organic material, frozen material and other deleterious materials and in accordance with NSDOT&C specifications.
  - .2 Gradations to be within limits specified when tested to ASTM C136 and ASTM C117. Sieve sizes as per references.
- .2 Type 3 gravel (surge):
  - .1 Pit run material removed from a pit approved by the Nova Scotia Department of Transportation.
  - .2 Gradations to be less than 20% passing 75 mm (#200 sieve) and maximum size to be 150 mm (6 inches).
- .3 Type 4 fill (borrow):
  - .1 Selected material from excavation or other sources, approved by the Departmental Representative for use intended, unfrozen and free from rocks larger than 75 mm, cinders, ashes, sods, refuse or other deleterious materials.
- .4 Type 5 fill (sand):
  - .1 Hard, granular, sharp material, well graded from coarse to fine, free of impurities, chemicals or organic matter, and graded as follows:
    - .1 Sieve Designation / Cum. % Passing
      - .1 5 mm / 100
      - .2 0.16 mm / 0-5
- .5 Type 6 fill (clear stone):

2.1 MATERIALS  
(Cont'd)

- .5 (Cont'd)
- .1 Crushed and screened, hard, durable stone, free from clay and organic matter, and graded as follows:
- .1 Sieve Designation / Cum. % Passing
- .1 28 mm / 95-100
- .2 14 mm / 25-60
- .3 5 mm / 0-10
- .6 Type 7 fill (topsoil):
- .1 Topsoil for seeded or sodded areas to be a mixture of particulates, micro-organisms and organic matter which provide suitable medium for supporting intended plant growth.
- .2 Soil texture based on the Canadian System of Soil Classification, to consist of 20 to 70 % sand, minimum 7 % clay, and contain 2 to 10 % organic matter by weight.
- .3 Contain no toxic elements or growth inhibiting materials.
- .4 Finished surface free from:
- .1 debris and stones over 50 mm diameter;
- .2 coarse vegetative material, 10 mm diameter and 100 mm length, occupying more than 2 % of soil volume.
- .5 Consistence: Friable when moist.

PART 3 - EXECUTION

3.1 TEMPORARY EROSION  
AND SEDIMENTATION  
CONTROL

- .1 Provide temporary erosion and sedimentation control measures to prevent soil erosion and discharge of soil-bearing water runoff or airborne dust to adjacent properties and walkways, according to requirements of authorities having jurisdiction.

3.1 TEMPORARY EROSION  
AND SEDIMENTATION  
CONTROL  
(Cont'd)

- .2 Inspect, repair, and maintain erosion and sedimentation control measures during construction until permanent vegetation has been established.
- .3 Remove erosion and sedimentation controls and restore and stabilize areas disturbed during removal.

3.2 SITE PREPARATION

- .1 Remove obstructions, ice and snow, from surfaces to be excavated within limits indicated.
- .2 Cut pavement or sidewalk neatly along limits of proposed excavation in order that surface may break evenly and cleanly.

3.3 PREPARATION/  
PROTECTION

- .1 Keep excavations clean, free of standing water, and loose soil.
- .2 Where soil is subject to significant volume change due to change in moisture content, cover and protect to Departmental Representative approval.
- .3 Protect natural and man-made features required to remain undisturbed. Unless otherwise indicated or located in an area to be occupied by new construction, protect existing trees from damage.
- .4 Protect buried services that are required to remain undisturbed.

3.4 STRIPPING OF TOPSOIL

- .1 Begin topsoil stripping of areas as directed by the Departmental Representative after area has been cleared of brush, weeds and grasses and removed from site.
- .2 Strip topsoil to depths as directed by the Departmental Representative.
  - .1 Do not mix topsoil with subsoil.
- .3 Stockpile in locations as directed by the Departmental Representative.
  - .1 Stockpile height not to exceed 2 m and should be protected from erosion.

<u>3.4 STRIPPING OF TOPSOIL (Cont'd)</u>	.4	Dispose of unused topsoil off site.
<u>3.5 STOCKPILING</u>	.1	Stockpile fill materials in areas designated by Departmental Representative.
	.1	Stockpile granular materials in manner to prevent segregation.
	.2	Protect fill materials from contamination.
	.3	Implement sufficient erosion and sediment control measures to prevent sediment release off construction boundaries and into water bodies.
<u>3.6 DEWATERING AND HEAVE PREVENTION</u>	.1	Keep excavations free of water while Work is in progress.
	.2	Protect open excavations against flooding and damage due to surface run-off.
	.3	Dispose of water in accordance with Section 01 35 43 - Environmental Procedures to approved collection or runoff areas and in manner not detrimental to public and private property, or portion of Work completed or under construction.
	.4	Provide flocculation tanks, settling basins, or other treatment facilities to remove suspended solids or other materials before discharging to storm sewers, watercourses or drainage areas.
<u>3.7 STORAGE</u>	.1	Store non-contaminated soil only on the surfaces of the job site that are non-contaminated. Identify proposed storage sites for non-contaminated soil. Protect non-contaminated soil from all contact with drainage water, contaminated groundwater and contaminated soil.
<u>3.8 EXCAVATION</u>	.1	Excavate to lines, grades, elevations and dimensions as required to perform the Work in compliance with governing authorities.

3.8 EXCAVATION  
(Cont'd)

- .2 Excavation must not interfere with bearing capacity of adjacent foundations.
- .3 Keep excavated and stockpiled materials safe distance away from edge of trench as directed by the Departmental Representative.
- .4 Restrict vehicle operations directly adjacent to open trenches.
- .5 Dispose of surplus and unsuitable excavated material in approved location off site.
- .6 Do not obstruct flow of surface drainage or natural watercourses.
- .7 Earth bottoms of excavations to be undisturbed soil, level, free from loose, soft or organic matter.
- .8 Notify the Departmental Representative when bottom of excavation is reached.
- .9 Obtain the Departmental Representative approval of completed excavation.
- .10 Remove unsuitable material from trench bottom including those that extend below required elevations to extent and depth as directed by the Departmental Representative.

3.9 BEDDING AND  
SURROUND OF  
UNDERGROUND SERVICES

- .1 Place and compact granular material for bedding and surround of underground services as indicated.
- .2 Place bedding and surround material in unfrozen condition.

3.10 EXCAVATION OF  
ADDITIONAL  
CONTAMINATED SOIL

- .1 The excavation of contaminated soil is not limited to the designated excavation areas. It may also be required at other locations within the job site. The Departmental Representative has the authority, at any time, to request the Contractor to excavate and remove additional contaminated soil in the manner described in these technical specifications.

3.11 BACKFILLING

- .1 Do not proceed with backfilling operations until completion of following:

3.11 BACKFILLING  
(Cont'd)

- .1 (Cont'd)
  - .1 Departmental Representative has inspected and approved installations.
  - .2 Inspection, testing, approval, and recording location of underground utilities.
  - .3 Removal of concrete formwork.
  - .4 Removal of shoring and bracing; backfilling of voids with satisfactory soil material.
- .2 Areas to be backfilled to be free from debris, snow, ice, water and frozen ground.
- .3 Do not use backfill material which is frozen or contains ice, snow or debris.
- .4 Compact the following materials to 95 % Standard Proctor density:
  - .1 Type 1, 2 and 5 fill:
    - .1 Place backfill material in uniform layers not exceeding 150 mm compacted thickness up to grades indicated. Compact each layer before placing succeeding layer.
  - .2 Type 3 fill:
    - .1 Place backfill material in uniform layers not exceeding 300 mm compacted thickness up to grades indicated. Compact each layer before placing succeeding layer.
- .5 Use of fill types as indicated or specified below. Densities are percentages of maximum compaction densities obtained from corrected maximum dry density, unless otherwise indicated.
  - .1 Exterior side of perimeter walls:
    - .1 Use type 4 fill to subgrade level. Compact to 95 %.
  - .2 Pavement substructures:



3.11 BACKFILLING  
(Cont'd)

- .5 (Cont'd)
  - .2 (Cont'd)
    - .1 Proof roll exposed subgrade to 100 % Standard Proctor.
    - .2 Place type 1 base as indicated. Compact to 100 %.
  - .3 Place type 3 fill in areas indicated. Compact to:
    - .1 85 % under landscaped areas; and
    - .2 95 % under paved areas.
  - .4 Place type 6 fill (clear stone) in areas indicated. Compact to 70 % relative density.
- .6 Backfilling around installations:
  - .1 Place bedding and surround material as specified elsewhere.
  - .2 Do not backfill around or over cast-in-place concrete within 24 hours after placing of concrete.
  - .3 Place layers simultaneously on both sides of installed Work to equalize loading.
  - .4 Where temporary unbalanced earth pressures are liable to develop on walls or other structures:
    - .1 Permit concrete to cure for minimum 14 days or until it has sufficient strength to withstand earth and compaction pressure and approval obtained from Departmental Representative.
    - .2 If approved by Departmental Representative, erect bracing or shoring to counteract unbalance, and leave in place until removal is approved by Departmental Representative.
- .7 Place unshrinkable fill in areas as indicated.
- .8 Consolidate and level unshrinkable fill with internal vibrators.

3.11 BACKFILLING <u>(Cont'd)</u>	.9	Install drainage, filter system in backfill as directed by Departmental Representative.
3.12 COMPACTION <u>TESTING</u>	.1	Contractor to allow access to the site for compaction testing by qualified third party contractor.
	.2	DND will pay the cost of compaction testing if the test is positive. If the test fails, the Contractor will pay for the cost of correcting the failure plus the cost of the initial test and additional testing until the test is positive.
3.13 HYDROCARBON IMPACTED MATERIAL <u>REMOVAL AND DISPOSAL</u>	.1	Excavate, transport and dispose of hydrocarbon contaminated silt, sediment, organic matter and tank sludge to an approved site in accordance with Nova Scotia Environment regulations.
	.2	Separate contaminated soil from reusable soil. Supply non-porous tarp or equivalent to stockpile and/or cover contaminated soil from leaching into surrounding soils.
	.3	Where hydrocarbons has migrated into soil under existing roadway or wherever roadway needs to be removed to access contaminated soils, supply unit price for replacement of compacted gravel base course and roadway finish.
	.4	All trucks used in the transportation of hydrocarbon impacted material to have tail gates with seals in good working order so as to prevent leakage of sludge or liquid material from truck.
	.5	Contractor must ensure that truck box is watertight and no leakage occurs prior to or during transportation of material. Any vehicles failing to meet these requirements will be rejected.
	.6	In lieu of any spill during transportation, the Contractor will be responsible for the immediate cleanup and must notify the Departmental Representative and appropriate authorities.
	.7	All trucks transporting hydrocarbon impacted material must be tarped using a Nicolow tarp (asphalt tarp) or approved equal.
	.8	All trucks must be cleaned at the soil disposal facility if not returning for reloading.

3.13 HYDROCARBON  
IMPACTED MATERIAL  
REMOVAL AND DISPOSAL  
(Cont'd)

.9 Contractor to be responsible for cleaning their own equipment.

## SECURITY REQUIREMENTS CHECK LIST (SRCL)

## LISTE DE VÉRIFICATION DES EXIGENCES RELATIVES À LA SÉCURITÉ (LVERS)

**PART A - CONTRACT INFORMATION / PARTIE A - INFORMATION CONTRACTUELLE**

1. Originating Government Department or Organization / Ministère ou organisme gouvernemental d'origine		2. Branch or Directorate / Direction générale ou Direction	
National Defence		Real Property Operations Section (Hfx)	
3. a) Subcontract Number / Numéro du contrat de sous-traitance		3. b) Name and Address of Subcontractor / Nom et adresse du sous-traitant	
4. Brief Description of Work / Brève description du travail Work under the SO comprises the furnishing of all labour, material, tools, equipment, transportation and supervision required for the provision of heavy construction equipment rental complete with the operators for the various outlying areas of CFB Halifax as specified in attached Specification W684H-210015 dated 2020-07-06.			
5. a) Will the supplier require access to Controlled Goods? Le fournisseur aura-t-il accès à des marchandises contrôlées?		<input checked="" type="checkbox"/> No Non <input type="checkbox"/> Yes Oui	
5. b) Will the supplier require access to unclassified military technical data subject to the provisions of the Technical Data Control Regulations? Le fournisseur aura-t-il accès à des données techniques militaires non classifiées qui sont assujetties aux dispositions du Règlement sur le contrôle des données techniques?		<input checked="" type="checkbox"/> No Non <input type="checkbox"/> Yes Oui	
6. Indicate the type of access required / Indiquer le type d'accès requis			
6. a) Will the supplier and its employees require access to PROTECTED and/or CLASSIFIED information or assets? Le fournisseur ainsi que les employés auront-ils accès à des renseignements ou à des biens PROTÉGÉS et/ou CLASSIFIÉS? (Specify the level of access using the chart in Question 7. c) (Préciser le niveau d'accès en utilisant le tableau qui se trouve à la question 7. c)		<input checked="" type="checkbox"/> No Non <input type="checkbox"/> Yes Oui	
6. b) Will the supplier and its employees (e.g. cleaners, maintenance personnel) require access to restricted access areas? No access to PROTECTED and/or CLASSIFIED information or assets is permitted. Le fournisseur et ses employés (p. ex. nettoyeurs, personnel d'entretien) auront-ils accès à des zones d'accès restreintes? L'accès à des renseignements ou à des biens PROTÉGÉS et/ou CLASSIFIÉS n'est pas autorisé.		<input type="checkbox"/> No Non <input checked="" type="checkbox"/> Yes Oui	
6. c) Is this a commercial courier or delivery requirement with <b>no</b> overnight storage? S'agit-il d'un contrat de messagerie ou de livraison commerciale <b>sans</b> entreposage de nuit?		<input checked="" type="checkbox"/> No Non <input type="checkbox"/> Yes Oui	
7. a) Indicate the type of information that the supplier will be required to access / Indiquer le type d'information auquel le fournisseur devra avoir accès			
Canada <input type="checkbox"/>		NATO / OTAN <input type="checkbox"/>	
		Foreign / Étranger <input type="checkbox"/>	
7. b) Release restrictions / Restrictions relatives à la diffusion			
No release restrictions Aucune restriction relative à la diffusion <input type="checkbox"/>		All NATO countries Tous les pays de l'OTAN <input type="checkbox"/>	
Not releasable À ne pas diffuser <input type="checkbox"/>			
Restricted to: / Limité à : Specify country(ies): / Préciser le(s) pays : <input type="checkbox"/>		Restricted to: / Limité à : Specify country(ies): / Préciser le(s) pays : <input type="checkbox"/>	
		Restricted to: / Limité à : Specify country(ies): / Préciser le(s) pays : <input type="checkbox"/>	
7. c) Level of information / Niveau d'information			
PROTECTED A <input type="checkbox"/>		NATO UNCLASSIFIED <input type="checkbox"/>	
PROTÉGÉ A <input type="checkbox"/>		NATO NON CLASSIFIÉ <input type="checkbox"/>	
PROTECTED B <input type="checkbox"/>		NATO RESTRICTED <input type="checkbox"/>	
PROTÉGÉ B <input type="checkbox"/>		NATO DIFFUSION RESTREINTE <input type="checkbox"/>	
PROTECTED C <input type="checkbox"/>		NATO CONFIDENTIAL <input type="checkbox"/>	
PROTÉGÉ C <input type="checkbox"/>		NATO CONFIDENTIEL <input type="checkbox"/>	
CONFIDENTIAL <input type="checkbox"/>		NATO SECRET <input type="checkbox"/>	
CONFIDENTIEL <input type="checkbox"/>		NATO SECRET <input type="checkbox"/>	
SECRET <input type="checkbox"/>		COSMIC TOP SECRET <input type="checkbox"/>	
SECRET <input type="checkbox"/>		COSMIC TRÈS SECRET <input type="checkbox"/>	
TOP SECRET <input type="checkbox"/>			
TRÈS SECRET <input type="checkbox"/>			
TOP SECRET (SIGINT) <input type="checkbox"/>			
TRÈS SECRET (SIGINT) <input type="checkbox"/>			
		PROTECTED A <input type="checkbox"/>	
		PROTÉGÉ A <input type="checkbox"/>	
		PROTECTED B <input type="checkbox"/>	
		PROTÉGÉ B <input type="checkbox"/>	
		PROTECTED C <input type="checkbox"/>	
		PROTÉGÉ C <input type="checkbox"/>	
		CONFIDENTIAL <input type="checkbox"/>	
		CONFIDENTIEL <input type="checkbox"/>	
		SECRET <input type="checkbox"/>	
		SECRET <input type="checkbox"/>	
		TOP SECRET <input type="checkbox"/>	
		TRÈS SECRET <input type="checkbox"/>	
		TOP SECRET (SIGINT) <input type="checkbox"/>	
		TRÈS SECRET (SIGINT) <input type="checkbox"/>	



**PART A (continued) / PARTIE A (suite)**

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

If Yes, indicate the level of sensitivity:

Dans l'affirmative, indiquer le niveau de sensibilité :

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

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

Document Number / Numéro du document :

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

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

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

Special comments:

Commentaires spéciaux : On-site monitoring

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

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

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

If Yes, will unscreened personnel be escorted?

Dans l'affirmative, le personnel en question sera-t-il escorté?

☐ No / Non ☐ Yes / Oui

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

**INFORMATION / ASSETS / RENSEIGNEMENTS / BIENS**

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

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

**PRODUCTION**

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

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

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

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



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

For users completing the form **manually** use the summary chart below to indicate the category(ies) and level(s) of safeguarding required at the supplier's site(s) or premises.

Les utilisateurs qui remplissent le formulaire **manuellement** doivent utiliser le tableau récapitulatif ci-dessous pour indiquer, pour chaque catégorie, les niveaux de sauvegarde requis aux installations du fournisseur.

For users completing the form **online** (via the Internet), the summary chart is automatically populated by your responses to previous questions.

Dans le cas des utilisateurs qui remplissent le formulaire **en ligne** (par Internet), les réponses aux questions précédentes sont automatiquement saisies dans le tableau récapitulatif.

**SUMMARY CHART / TABLEAU RÉCAPITULATIF**

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

12. a) Is the description of the work contained within this SRCL PROTECTED and/or CLASSIFIED?

La description du travail visé par la présente LVERS est-elle de nature PROTÉGÉE et/ou CLASSIFIÉE?

☒ No  
Non

☐ Yes  
Oui

**If Yes, classify this form by annotating the top and bottom in the area entitled "Security Classification".**

**Dans l'affirmative, classifiez le présent formulaire en indiquant le niveau de sécurité dans la case intitulée « Classification de sécurité » au haut et au bas du formulaire.**

12. b) Will the documentation attached to this SRCL be PROTECTED and/or CLASSIFIED?

La documentation associée à la présente LVERS sera-t-elle PROTÉGÉE et/ou CLASSIFIÉE?

☒ No  
Non

☐ Yes  
Oui

**If Yes, classify this form by annotating the top and bottom in the area entitled "Security Classification" and indicate with attachments (e.g. SECRET with Attachments).**

**Dans l'affirmative, classifiez le présent formulaire en indiquant le niveau de sécurité dans la case intitulée « Classification de sécurité » au haut et au bas du formulaire et indiquer qu'il y a des pièces jointes (p. ex. SECRET avec des pièces jointes).**