

ANNEX A - STATEMENT OF WORK
One (1) Intermediate Class Helicopters – Parks Canada – 2021-2025
Parks Canada - Wildland Fire Management
Prince Albert National Park, SK

1. Scope of Requirement

Parks Canada is requesting exclusive services of one (1), intermediate class helicopter to support wildland fire management operations.

Primary duties of the required aircraft include:

1. Safe, rapid and reliable water delivery for wildfire management;
2. Transport of Parks Canada personnel and equipment in a safe and reliable manner;
3. Performance of other specialized fire management operations including vertical reference work, ignition operations, and fire mapping.

Support of other park management operations including, resource management, wildlife management, visitor safety, law enforcement, and asset management, may be required as directed by Parks Canada.

1.1 Lexicon:

The following terms are used throughout this Statement of Work:

Carrier = the Contractor

Charterer = PCA Project Authority or Designate

2. Base of Operations and Geographical Operating Area

The principal base of operations for the aircraft will be ***Waskesiu Lake, Saskatchewan***. The aircraft may also be deployed for multiple days at a time to support fire management operations in any of the other sites within the Parks Canada network. These sites most often include:

- Banff National Park, AB
- Kootenay National Park, BC
- Revelstoke and Glacier National Parks, BC
- Waterton Lakes National Park, AB
- Jasper National Park, AB
- Wood Buffalo National Park, NT
- Riding Mountain National Park, MB
- Kluane National Park, YT

The Carrier may be requested to provide fire management support services to partners of Parks Canada through the Canadian Interagency Forest Fires Centre (CIFFC). The Carrier may be required to perform these services within the jurisdiction of any signatory to the CIFFC, Mutual Aid and Resource Sharing Agreement (MARS).

3. Contract Length, Exclusive Usage Dates and Terms

3.1 Parks Canada is looking to enter a 3-year contract with 2 potential additional option years (5-year maximum contract length)

3.2 Contract Dates and Minimum Usage

Table 1					
Helicopter	Primary Location of Service	Annual Exclusive use dates	Annual Exclusive use days	Outside of Contract dates	Minimum annual guaranteed hours*
Intermediate	Waskesiu Lake, SK	May 9 to July 4	57	Early start and extension of contract dates possible.	142.5

*Five-year historical average, annual usage is 103 hours (1.9 hours per day) (2016-2020)

- a. Parks Canada will guarantee a minimum of 2.5 hours per day for a total of 142.5 hours per operating season;
- b. Annual minimum payment obligations will be paid out at the end of each operating season;
- c. Unused annual minimums will not be carried forward to subsequent years of the contract.

3.3 Availability of Aircraft Outside of Exclusive Usage Dates

- a. Parks Canada requires the option to employ an early call-up of aircraft services for situations where fire seasons may begin earlier than expected;
 - i. Early call-ups have historically been within 2 weeks prior to established exclusive use dates;
 - ii. Parks Canada will provide the Carrier a minimum of one (1) week notice if an early call-up will be requested;
 - iii. If and when an early call-up is initiated, calculation of annual guaranteed payment will begin on the first day of the early call-up;
 - iv. If and when an early call-up is initiated, calculation of the annual exclusive use days of the helicopter (57) will begin on the first day of the early call-up.
- b. Parks Canada requires the option to extend annual contract dates beyond annual exclusive use days;
 - i. Extension periods of the contract will be in blocks of a minimum of seven (7) day periods with two and a half (2.5) hour minimums per day;
 - ii. If and when an extension beyond the fifty-seven (57) annual exclusive use days is initiated, any remaining unused minimum hours, for that operating season, will be carried forward until the end of any consecutive extension periods;
 - iii. If and when an extension beyond the fifty-seven (57) annual exclusive use days is initiated and the minimum annual flight hours of 142.5 have been met or exceeded within that operating season, any flight hours beyond minimum annual guarantee during that season, will not be applied to meet minimum flight guarantees of any consecutive extension periods;
 - iv. If and when multiple consecutive extension periods are initiated beyond the fifty-seven (57) annual exclusive use days, only the hours flown over minimums during those extension periods may be used against minimum flight guarantees of following extension periods.

4. Carrier Safety Record

Due to the potential high risk of the work and the health and safety requirements of the services identified herein, Parks Canada requires a Carrier with a proven safety record. Parks Canada may request updated information from the Carrier to compare against The Canadian Aviation Daily Occurrence Reporting System (CADORS) and may evaluate this periodically throughout the Contract. This may include but not limited to:

- a. Updated brief description of incidents, causes and contributing factors of any reportable incidents and accidents in the past 10 years;
- b. Details of valid corrective actions for any reportable incidents and accidents in the past 10 years.
- c. Description of any contract suspensions or terminations due to safety infractions in the past 10 years (November 1st, 2010 to November 1st, 2020).

5. Aircrew Requirements

5.1 Verification and Security Screening

- a. Mandatory experience and competence of any pilots assigned to this contract, must be reported on Webair.
- b. All aircrew provided by the Carrier, including engineers, will be required to complete a Reliability Status screening. Parks Canada will conduct this screening upon contract award.
https://www.tbs-sct.gc.ca/pol/doc-eng.aspx?id=28115#Reliability_status – Appendix B

5.2 Pilot Experience

Although helicopter assets supplied by the Carrier will be based in **Waskesiu Lake, Saskatchewan**, they will also be expected to safely and effectively operate in Parks Canada sites found in mountainous locations including, Banff, Jasper, Yoho, Kootenay, Revelstoke, Glacier, Kluane and Waterton Lakes National Parks.

Minimum required pilot experience includes:

- a. Must have appropriate license and endorsements for the proposed helicopter they are assigned to;
- b. Minimum 1500 hours as Pilot-in-Command (PIC) rotary wing aircraft;
- c. Minimum 500 hours (PIC) flight time on class;
- d. Minimum 50 hours (PIC) on type in the last 2 (two) years prior to the reporting date at the base of operations;
- e. Minimum two (3) seasons fire-fighting experience;
- f. Minimum of 150 hours (PIC) vertical reference operations (ie bucketing/longlining);
- g. Have a minimum of 150 hours flight time in mountainous terrain i.e within designated mountainous areas as per Transport Canada AIM definition of mountainous regions;

5.3 Pilot Competence

All pilots assigned to this contract must meet the following competence criteria as described in the Helicopter Association of Canada, *Pilot Competencies for Helicopter Wildfire Operations*:

- a. General Wildfire Operations Knowledge
- b. Mountain Flying
- c. External Load
- d. Aerial Ignition Device and Drip Torching
- e. Hover Exit
- f. Confined Area Operations
- g. Low Visibility Operations

5.4 Engineer

- a. The Carrier must provide Aircraft Maintenance Engineer's with the appropriate license endorsed for the designated aircraft and engine type and minimum 2 (two) seasons' field experience. PCA Project Authority will verify engineer qualifications at contract start-up and at any point within the duration of the contract where a personnel substitution is required (as further identified under 5.6 below);
- b. At the request of Parks Canada, the Carrier's engineer may be requested to remain on location of the aircraft during periods of busy fire operations;

5.5 COVID-19 and Infectious Disease Mitigations

- a. The Carrier will meet or exceed Health Canada, Transport Canada and Parks Canada, mitigations against the spread of COVID-19 and other infection diseases;
- b. The Carrier is expected to coordinate with the Parks Canada technical authority (or designate) to ensure aircrew compliance to territorial and provincial guidelines pertaining to social distancing, isolation or quarantine for travelling personnel. Parks Canada will work with the Carrier to manage operational impacts presented by mitigations against the spread of Covid-19;

5.6 Pilot Approval and Replacement

- a. The Carrier must submit at Contract start-up, and as additionally required during the duration of the Contract, names and pilot information sheets of 2 pilots for this contract, for verification of experience and competency.
- b. Pilots may be confirmed annually, as necessary, up to 30 days prior to annual contract start-date as per 5.6c below;
- c. The Carrier will submit names of aircrew (including engineers) who will be assigned to this contract, to the contract technical authority a minimum of 30 days prior to the annual contract start-date for verification;
- d. If it is necessary to replace any personnel, (i.e. due to timing out, commitments, etc.) the Carrier or Parks Canada, depending who is requesting replacement, must give a minimum of five (5) days' notice to Parks Canada or the Carrier respectively. Pilot and Engineer crew manifest, qualification and documentation must be forwarded to Parks Canada a minimum of five (5) days prior to the crew's arrival;
- e. Immediate removal of Carrier personnel may be requested in cases where poor performance or personal suitability is considered problematic for Parks Canada;
- f. Parks Canada will engage the Carriers' representative in effort to address performance issues prior to an immediate replacement request;
- g. If aircrew are to be replaced due to performance not meeting contract obligations and the aircraft is unavailable as a result, daily minimums of two and a half (2.5) hours per day will be removed from the contract, or, the carrier will be responsible for cost incurred by Parks Canada to backfill the helicopter requirement;
- h. All personnel assigned to this contract must meet the mandatory aircrew requirements. In the event that it becomes necessary to activate back-up or replacement personnel, prior authorization, confirmed in writing, must be obtained from the Parks Canada technical authority or designate;

- i. False reporting of pilot experience during any point of the contract may result in either or all of:
 - i. Immediate termination of contract without payment of flight guarantees;
 - ii. Immediate removal of pilot;
 - iii. Reduction of minimum hour guarantee by the greater of 5 hours, or, time lost due to pilot replacement;
 - iv. Inability of company to conduct short or long term contracts for Parks Canada for up to 5 years beyond infraction.
- j. Any replacement crew are to be available and fully operational according to the Fire Preparedness System of Canada's National Parks, as well as, Transport Canada regulations for adequate rest.

5.7 Pilot Rotation Schedule

- a) The Carrier must ensure that a pilot rotation schedule is in place during the duration of the Contract and must be based on the following criteria:
 - i. Applicable Canadian Aviation Regulations requirements;
 - ii. Air Operator Certificate Specification;
 - iii. Insurance of pilot consistency as per 5.7b below.
- b) The Carrier is expected to provide the same complement of pilots throughout each individual operational season.
- c) Any modifications to pilot rotation schedule or pilots assigned (as defined in 5.6 above) to this contract must be approved by Parks Canada.

6. Aircraft Requirements

6.1 General

The Carrier must provide one (1) helicopter that meets the following criteria:

- a. Class Intermediate (ASTAR AS350 B2 equivalent or greater)
- b. Seating Capacity 1 pilot + 5 passengers
- c. Closed Baggage Compartment Volume 1,395 m³ (49.34 ft³) or more (Squirrel Cheeks or equivalent)
- d. Fuel Range 575 km (310 nautical miles) or more
- e. External Load (Cargo Hook Limit) 1,136kg (2500 lbs) or more
- f. Internal Useful Load 955 kg (2,100 lbs) or more
- g. Service Ceiling 14,000 ft (4,267 m) or more

These specifications reflect configuration of an Airbus AS350 B2 or equivalent, configured with closed external cargo pods (squirrel cheeks), or equivalent. If the aircraft proposed is different from that which is specified, the Carrier must provide sufficient technical information and specifications to allow Parks Canada to complete the evaluation at its sole discretion as to the acceptability of the alternative aircraft proposed.

6.2 Aircraft Supplemental Equipment

- a. Seating for 5 or more passengers. All seats to have high back support capability with shoulder restraint harnesses;
- b. Two (2) fire-bombing buckets (550L / 144 US gal. minimum); i.e. Bambi collapsible type, with instant deployment;
- c. An hour meter activated by the collective;
- d. Equipped for pilot to conduct vertical reference work;

- e. One (1) 15 meter longline and one with remote release load hook (1) 30 meter longline with remote electric release load hook;
- f. Two (2) cargo nets with lanyards and swivels;
- g. Two (2) sets of barrel slings;
- h. Pilot removable, cargo basket for external transport of hazardous good such as fuels, chainsaws, bear sprays etc;
- i. Dart extended high (or equivalent for machine) skid gear with bear paws and passenger steps on both left and right side of the aircraft;
- j. 24-volt DC internal electrical system suitable for *Red Dragon* and *Primo* Plastic Sphere Dispenser (PSD) ignitions devices;
- k. Highly visible marking scheme on the main rotor and on the tail rotor;
- l. Medivac stretcher kit;
- m. Portable refueling pump which operates from aircraft electrical system and spill response kit appropriate for the helicopter.

6.3 Communication Equipment

- a. Two (2) VHF/AM radio transmitter-receivers with frequencies of 118 MHz to 135.97 MHz inclusive with 50 KHz spacing with guard feature. This will provide independent receive and transmit capability for the pilot and co-pilot position on any of the radio systems. The control arrangement will have dual switches, which can be operated independently in both the pilot and co-pilot positions. The co-pilot shall have an operational foot switch for radio transmission or a dash or panel mount ICS/TSX transmit switch;
- b. Two (2) FM transceivers with a frequency range of 150 to 174 Mhz capable of generating CTCSS tones of 103.5HZ, 114.8HZ, 127.3HZ and 141.3HZ. with control head provision for 30 pilot-programmable, pre-set simplex and semi-duplex channels hosting a main and guard feature. Also must be capable of both wideband (25kHz) and narrowband (12.5 kHz) operations as required;
- c. Provision for operational capabilities of both radio and hot-mic intercom, through headset/boom microphones, by both pilot, co-pilot position;
- d. One (1) intercom, front and four (4) rear seats, with headsets and boom microphones, Davis Clark, Bose or equivalent;
- e. One (1) Transport Canada approved power supply for cockpit electronics;
- f. One (1) hard-wired, or portable, satellite phone for phone communications in remote areas;
- g. Two (2) programmable portable FM transceiver radios with capability of frequency range and CTCSS tones (as noted above);
 - i. One is for the pilot for communications separate from helicopter, the second is for the engineer as necessary;
- h. Each aircrew member is to be equipped with a smartphone to facilitate digital communication with Parks Canada personnel;
- i. Unserviceable radio equipment and accessories may be considered as rendering the aircraft unserviceable for operational use;

6.4 Directional, Safety and Emergency Equipment

- a. One (1) Emergency Locator Transmitter (ELT);
- b. One (1) Global Positioning System (GPS) accessible by co-pilot position;

- c. One tablet equipped with the Avenza maps application and a QR code reader application, mounted in the cockpit and within reach of the pilot and able to be charged in this position;
- d. Equipped with all safety, communication, navigation and other equipment as required by Transport Canada for operations of the nature of the services;
- e. Automated Flight Following system (AFF), compatible with Latitude Technologies or similar (please specify), providing 2-minute ping locations during the annual operational period;

6.5 Aircraft Condition

- a. Aircraft engines and main components must have low enough hours to permit completion of flying the entire contract season before being due for a major component change;
- b. Aircraft must be well presented and clean, airworthy and maintained according to the Transport Canada approved maintenance schedule.

6.6 Maintenance

- a. The Carrier aircraft is to be disinfected against infectious diseases, such as COVID-19, on a regular, logical, schedule in line with amount and type of flight activity;
- b. The Carrier must advise the Charterer in advance of any periodic maintenance requiring the aircraft to be out of service;
- c. Progressive maintenance will be carried out during flight crew rest periods;
- d. The Aircraft is to be kept in complete readiness in accordance with Charterer's requirements;
- e. The aircraft will be considered unserviceable during any 24-hour period commencing at 12 o'clock midnight when the aircraft is requested to do a flight and is not in proper working order or is unavailable with the exception due to "weather conditions", and/or if the Carrier's crew is not available to operate it;
- f. During any 24-hour period commencing at 12 o'clock midnight when an aircraft is unserviceable the minimum utilization (142.5 hours) may be reduced by two and a half (2.5) hours;
- g. Notification by the Carrier that an aircraft will be unserviceable longer than an initial 24-hour period will require that the Carrier provide a back-up aircraft meeting contract specifications that shall be in service within 24 hours of notification;
- h. In the event the Carrier is unable to provide an identical aircraft, the Carrier will be responsible for costs incurred by the Charterer to charter a replacement aircraft meeting contract requirements.

6.7 Inspection

- a. All services provided by the Carrier will be subject to the approval of and acceptance by the authorized representative of the Parks Canada who shall have the right to inspect the aircraft, its equipment, and documents relating to the air worthiness of the aircraft, at any time during the contract;
- b. The aircraft shall be available for inspection five (5) days prior to the start-up date of the contract at the Carriers base of operations. Inspection of the aircraft may also be contacted at a Parks Canada base of operations on the contract commencement date if prior consent is provided the designated Parks Canada technical authority or representative;

- i. Inspection shall include:
 - i. Presentation of certificate of registration or lease agreement,
 - ii. Current certificate of airworthiness; and journey and technical log book,
 - iii. Verification of helicopter configuration and required operational equipment;
- ii. A failure to meet final inspection criteria at the start-up date will result in the air carrier being responsible for any additional expenses incurred by Parks Canada to provide the necessary services that the Carrier has been unable to comply with.

7. Oil and Lubricants (P.O.L.)

- a. Parks Canada will supply all helicopter fuel requirements;
- b. If necessary for the Carrier to provide helicopter fuel during a deployment to another location, they will be reimbursed, through the invoicing process, at cost with no allowance for profit and overhead, with presentation of fuel receipts;
- c. Oil and lubricants are to be provided by the Carrier as part of the helicopter maintenance.

8. Accommodation, Meals and Ground Transportation

8.1 Accommodations

- a. Parks Canada will provide accommodations for aircrew while the helicopter is based in Waskesiu Lake, SK;
- b. While aircraft is deployed away from the principal base of operations for multiple days (one or more nights), Parks Canada will provide accommodations for each aircrew. Such accommodations will meet both, Transport Canada guidelines on aircrew accommodations, and, the most recent guidance on mitigations against the spread of COVID-19;
 - i. If Parks Canada is unable to provide accommodations through direct logistical support, the Carrier may need pay for accommodations while in transit or on multi-day deployment;
 - I. The carrier will be reimbursed with presentation of an invoice, on a no profit basis, with the presentation of accommodation receipt;
 - II. Such expenses may be submitted through the invoicing process of this contract.

8.2 Aircrew Meals and Incidentals

- a. While aircraft is based at the principal base of operations, the Carrier is responsible for all aircrew meals and incidentals unless provided by Parks Canada during wildland fire operations;
- b. While aircraft is day-based away from the principal base of operations (for day but returning in the evening), the Carrier is responsible for aircrew meals and incidentals unless provided by Parks Canada;
- c. While aircraft is deployed to a base away from the principal base of operations for one (1) or more nights, Parks Canada will provide meals for the aircrew beginning at the supper of the supper of the day of deployment;

- i. Meals may be provided if the fire incident has expanded to include logistical support services;
- ii. When meals are not provided by Parks Canada, aircrew may claim meals as per the Treasury Board Travel Directive rate for meals and incidentals. Reimbursement for such expenses may be submitted through the invoicing process of this contract;
- iii. If necessary for aircrew to overnight while in transit to a multi-day deployment, the carrier will be reimbursed for aircrew meals as per the Treasury Board Travel Directive rate for meals and incidentals. Reimbursement for such expenses may be submitted through the invoicing process of this contract.

8.3 Ground Transportation

- a. For duration of contract and all extensions, while the aircraft is based at the principal base of operations, the Carrier is responsible for all ground travel associated with aircrew transport and support vehicle(s);
- b. While aircraft is on a multi-day deployment away from the principal base of operations, Parks Canada will ensure appropriate ground transportation is available to the Carrier's aircrew;
 - i. The Carrier may be requested to relocate their support vehicle to the deployment location if an extended deployment is anticipated. Mileage on vehicle is responsibility of the Carrier.

8.4 Fire Camps and COVID-19

- a. Pilots and engineers must be prepared to live in base camps or fire camps when required;
- b. Provided accommodations in fire camps will meet Transport Canada's specifications for pilots, as well as, the most recent Canadian Health Agency, Parks Canada and Transport Canada guidance on mitigations against the spread of COVID-19;
- c. Aircrew may raise any concerns with provided meals, accommodations or transportation with the Parks Canada technical authority or designate.

9. Interagency Resource Sharing

Parks Canada may assign the helicopter to support other fire management agencies in Canada. All services must be performed in accordance with the terms, conditions, specifications and provisions of this contract. Payment of these services will be in accordance with Annex B - Basis of Payment.

- a. For the purposes of dispatching controls, Parks Canada may designate a qualified representative of the recipient organization as Usage Control during operations within that organization's jurisdiction.
- b. The cost of ferrying the aircraft to and from the location of the support work will be paid for at the firm all inclusive rate per flying hour specified in Annex B - Basis of Payment.
- c. The Carrier is responsible for ensuring that insurance coverage as stipulated herein is valid for operations across Canada.