



Real Property Services Management Contracting Directorate

INVITATION TO QUALIFY (ITQ)

**Department of National Defence – Site Support Services –
Canadian Forces Station (CFS) Alert
W6369-180007-03**

THIS DOCUMENT CONTAINS A SECURITY REQUIREMENT



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PART 1 - GENERAL INFORMATION

1.1 Introduction

The invitation to qualify is divided into five parts plus attachments and annexes, as follows:

- Part 1: General Information: provides a general description of the requirement, including a statement on the Nunavut Directive and the effects of Covid-19 for this requirement
- Part 2: Bidder Instructions: provides the instructions, clauses and conditions applicable to the bid solicitation;
- Part 3: Bid Preparation Instructions: provides Respondent with instructions on how to prepare their bid;
- Part 4: Evaluation Procedures and Basis of Selection: indicates how the evaluation will be conducted, the mandatory criteria that must be addressed in the bid, and the basis of selection;
- Part 5: Security, Financial, Personnel and Other Requirements: includes specific requirements that must be addressed by Bidders; and

The Annexes included are:

- Annex "A" Statement of Work
- Annex "B" Security Requirements Check List
- Annex "C" Certifications
- Annex "D" Information Related to Resource
- Annex "E" Mandatory Technical Evaluation

1.2 Definitions

In this document, unless the context requires otherwise:

- a) "ITQ" means Invitation to Qualify
- b) "Interested Party" means the entity/entities that is interested in submitting a response to this ITQ
- c) "Respondent" is an Interested Party that has submitted a response to this ITQ. It does not include the parent, subsidiaries or other affiliates of the Interested Party, or its subcontractors.
- e) "RFP" means Request for Proposal
- g) "PSPC" means Public Services and Procurement Canada
- h) "DND" means Department of National Defense
- I) "IFR" means Inuit Firm Registry
- I) "CFS" means Canadian Force Station
- J) "CFB" means Canadian Force Base

1.3 Purpose of Invitation to Qualify (ITQ)

- a) This ITQ is the second stage of the Procurement Process. Respondents are invited to pre-qualify in accordance with the terms and conditions of this ITQ in order to become "Qualified Respondents" for any later phases of the procurement process. At Canada sole discretion, only respondents qualified through this ITQ may be permitted to bid on any subsequent solicitation issued as part of the procurement process, or alternatively, the solicitation may be open for bidding to all interested suppliers. Should Canada move forward with the latter option, bidders who did not previously qualify through the ITQ process will be required to meet all of the mandatory requirements identified within this ITQ document.



- b) Canada seeks to establish a pool of qualified suppliers who meet the mandatory requirement established in this ITQ. Suppliers may participate in a three-step procurement process for the Site Support Services for the Canadian Forces Station (CFS) Alert, as described in the summary.
- c) This ITQ is neither a call for tenders nor an RFP. The issuance of this ITQ is not to be considered in any way a commitment by the Government of Canada (GoC) or as authorization to potential participants to undertake any work, which could be charged to Canada. This ITQ is not to be considered as a commitment to issue an RFP or enter into any agreement(s) or award any contract(s).
- d) Canada reserves the right to cancel this ITQ or any subsequent bid solicitation at any time during the ITQ process or any other stage of the procurement process.
- e) Through this ITQ, Canada will evaluate and prequalify Respondents based on the mandatory requirements and these requirements may be further refined and evaluated at an RFP stage. Should Canada issue an RFP for the work that is the subject of this ITQ, the terms and conditions of the RFP shall be subject to Canada's absolute discretion, and nothing within this ITQ shall be considered to limit such discretion.

1.4 Nunavut Directive:

IMPORTANT NOTICE TO ALL POTENTIAL RESPONDENTS

This procurement is subject to the agreement between the Inuit of the Nunavut settlement area and her majesty the queen in right of Canada (the Nunavut agreement).

The directive states that if two or more firms under the Inuit firms registry (IFR) are identified as capable of meeting the deliverables within this ITQ requirement, this requirement would then be limited to Inuit firms on the Inuit firm registry. <https://www.tbs-sct.gc.ca/pol/doc-eng.aspx?id=32610>

It has been determined as part of the Inuit engagement process that as of time of posting this requirement, 3 firms have been identified under this directive, with 2 additional firms being considered. As a result, only firms registered under the Inuit firm registry can submit a response under this ITQ and subsequent full RFP.

Any other bidder may submit a response, however, if two or more Inuit firms meet the ITQ requirements, then only those 2 or more Inuit firms will be eligible to submit a full response during the next stage of bidding.

1.5 MANDATORY SITE VISIT FOR ALL ITQ SUCCESSFUL RESPONDENTS

During the ITQ stage, in order to proceed to the full proposal stage, respondents will have to certify that they will attend a mandatory site visit at CFS alert to be scheduled during the final Request for Proposal (RFP) stage.

As a result, any respondent who successfully meets the ITQ mandatory requirements will be required to attend a mandatory site visit in Alert. Failure to attend the mandatory site visit will render the proposal non-responsive

It is important to note that transportation to the base is limited, and only 2 to 3 individuals per respondent who are successful at the ITQ stage will be permitted to travel to Alert for the mandatory site visit. DND will bear the



cost of hotel accommodations at the Yukon lodge, including all meals. However, no further costs shall be allowed to be claimed by the respondent as a result of the 14 day quarantine period.

Of importance, do note that DND will transport the individuals to Alert via CFB Trenton at Canada's cost. The site visit is expected to last up to three full days plus travel time of 2 days on either side. Note that weather can force delays in going or returning to Trenton, which could extend the quarantine period or the time spent in Alert.

Of importance, due to the covid-19 pandemic, currently all travelers going into CFS Alert must quarantine for a 14 day period at CFB Trenton at the Yukon lodge. This is a requirement for military and contracted personnel, and respondents who wish to participate in this requirement must adhere to this protocol. Understanding the difficulty with the above for some, Canada is exploring options and will inform respondent when possible.

1.6 Summary

CFS Alert is, primarily, a military communications station, located in Nunavut on the north-eastern tip of Ellesmere Island. The station is approximately 817 kms from the North Pole and is the most northern permanently inhabited settlement in the world. The nearest settlement is the Inuit community of Grise Fiord, about 725 kms to the south. Communication from Alert to southern Canada is provided through DND's facilities in Eureka in central Ellesmere Island.

The primary activity of the station is to support military communications activities for the Canadian Forces. Secondly, CFS Alert supports other government sponsored activities, including the operation of an Environment and Climate Change Canada (ECCC) weather station and associated scientific research projects. DND anticipates that Government activity at Alert will continue to increase, both in military and non-military areas. The CFS Alert Station is composed currently of approximately ninety (90) buildings, with some nineteen (19) major structures in the core complex. These were built between 1960 and 1998, and total approximately 22,500 square meters of facilities. The collective facilities provide all the necessary capability to live and work in the Arctic environment on a permanent basis. There is a 5500 ft gravel runway (103 122 m²), several kilometres of roads (150 000 m²), a quarry operation, landfills, fuel farms, scientific labs, and antenna farms in the local area.

DND has a requirement for the provision of "non-mission" operations and maintenance of various site support services at CFS Alert. The requirement is for a single contract which would include, but not necessarily be limited to: food services, roads and grounds maintenance, transportation services and vehicle and infrastructure maintenance services, power supply and water management. The requirement also includes support to other DND activities on Ellesmere Island, such as support to the DND facilities in Eureka, on an as and when required basis. The requirement is for a period of eight years with options to extend the period of performance by two (4) year periods for a potential 16 year period.

There are security requirements associated with this requirement. For additional information, consult Part 5 - Security, Financial and Other Requirements. For more information on personnel and organization security screening or security clauses, Respondents should refer to the Contract Security Program of Public Works and Government Services Canada (<http://www.tpsgc-pwgsc.gc.ca/esc-src/introduction-eng.html>) website".

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

The requirement is subject to a preference for Canadian goods and/or services.



This procurement is subject to The Agreement between the Inuit of the Nunavut Settlement Area and Her Majesty the Queen in Right of Canada (The Nunavut Agreement).

This ITQ process is simply a solicitation of interest, not a request for bids or tenders. No contract will be awarded as a result of the activities during the ITQ phase. Canada reserves the right to cancel any of the preliminary requirements included as part of the Project at any time during the ITQ phase or any other phase of the procurement process. Given that the ITQ process may be partially or completely cancelled by Canada, it may not result in any of the subsequent procurement processes described in this document. Respondents and Qualified Respondents may withdraw from the procurement process at any time. Therefore, Respondents who submit a response can choose not to bid on any subsequent solicitation.

This procurement is subject to the Controlled Goods Program. The Defence production Act defines Canadian Controlled Goods as certain goods listed in Canada's Export Control List, a regulation made pursuant to the Export and Import Permits Act (EIPA).

The Federal Contractors Program (FCP) for employment equity applies to this procurement; refer to Part 5 – Certifications and Additional Information

Project Timeline - Estimated Dates (*subject to change*)

- ITQ Release - April 2021
- Evaluation period for the Mandatory Criteria - May and June 2021
- Final RFP Posting - July 2021
- Site Visit at CFS Alert - End of August or early September 2021
- Bid Closure - December 2021
- Complete Bid Evaluation - March 2022
- Award of Contract – May/June 2022.

1.7 Debriefings

Respondents may request a debriefing on the results of the bid solicitation process. Respondents should make the request to the Contracting Authority within 15 working days from receipt of the results of the bid solicitation process. The debriefing may be in writing, by telephone or in person.

1.8 Phased Bid Compliance Process

The Phased Bid Compliance Process applies to this requirement.



PART 2 - RESPONDENT INSTRUCTONS

2.1 Standard Instructions, Clauses and Conditions

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

Respondents who submit a bid agree to be bound by the instructions, clauses and conditions of the bid solicitation and accept the clauses and conditions of the resulting contract.

The 2003 (2020-05-28) Standard Instructions - Goods or Services - Competitive Requirements, are incorporated by reference into and form part of the bid solicitation.

2.1.2. Subsection 04 “Definition of Bidder” of 2003, Standard Instructions - Goods or Services - Competitive Requirements, is amended as follows:

Delete: In its entirety

Insert: "Bidder" means the person or entity (or, in the case of a joint venture, the persons or entities) submitting a bid to perform a contract for goods, services or both. Additionally, all persons or entities forming either a joint venture, partnership, limited partnership or other legally acceptable entity shall qualify with regards to experience proposed. It does not include the parent, subsidiaries or other affiliates of the Bidder, or its subcontractors.

For example: Entity ABC forms a legal relationship with Entity DEF. The experience from both Company ABC and DEF shall be considered when submitting proposals with regards to Mandatory or Point-Rated experience.

2.1.2. Subsection 05 of “Submission of Bids” of 2003, Standard Instructions - Goods or Services - Competitive Requirements, is amended as follows:

Delete: 60 days

Insert: 350 days

2.2 Invitation to Qualify Phase (ITQ)

This ITQ is the first phase in the procurement process for the Project. Although the procurement process remains subject to change (and even to cancellation), Canada currently anticipates that the procurement process will be conducted in the following phases:

2.2.1 The objective of the ITQ is to qualify Respondents who have the required experience in implementing and operating Site Support Services for Canadian military base.

2.2.2 Respondents who do not successfully qualify at the ITQ Phase will not be able to participate in any subsequent procurement phases for Site Support Services – Canadian Forces Station (CFS) Alert.



2.2.3 This document describes what Respondents need to submit with their response and how Respondents will be evaluated. The response requirements are fully described in Part 4 - Response Preparation Instructions.

2.2.4 The Responses received under this ITQ will be evaluated against mandatory criteria as detailed in Part 4 – Evaluation Procedure and Basis of Qualification.

2.2.5 Qualified Respondents may withdraw from the process at any time by providing a written notification to the Contracting Authority.

2.3 Submission of Bids

Bids must be submitted only to Public Works and Government Services Canada (PWGSC) via Epost by the date, time and place indicated in the bid solicitation.

Epost Connect: For respondents to submit using epost Connect for bids closing at the Bid Receiving Unit in the National Capital Region (NCR) the email address is:

tpsgc.dgareceptiondessoumissions-abbidreceiving.pwgsc@tpsgc-pwgsc.gc.ca

Note: Bids 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 2003, or to send bids through an epost Connect message if the respondent is using its own licensing agreement for epost Connect.

2.4 Former Public Servant

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

2.5 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:

- an individual;
- an individual who has incorporated;
- a partnership made of former public servants; or



- a sole proprietorship or entity where the affected individual has a controlling or major interest in the entity.

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

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

2.6 Former Public Servant in Receipt of a Pension

As per the above definitions, is the Respondent a FPS in receipt of a pension? Yes () No ()

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

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

By providing this information, Respondents agree that the successful Respondent's status, with respect to being a former public servant in receipt of a pension, will be reported on departmental websites as part of the published proactive disclosure reports in accordance with Contracting Policy Notice: 2012-2 and the Guidelines on the Proactive Disclosure of Contracts.

2.7 Work Force Adjustment Directive

Is the Respondent a FPS who received a lump sum payment pursuant to the terms of the Work Force Adjustment Directive? Yes () No ()

If so, the Respondent must provide the following information:

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



For all contracts awarded during the lump sum payment period, the total amount of fees that may be paid to a FPS who received a lump sum payment is \$5,000, including Applicable Taxes.

2.8 Enquiries - Bid Solicitation

All enquiries must be submitted in writing to the Contracting Authority no later than 15 calendar days before the bid closing date. Enquiries received after that time may not be answered.

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



PART 3 - BID PREPARATION INSTRUCTIONS

3.1 Bid Preparation Instructions

The Respondent must submit its bid using **Epost only**.

For epost submissions:

Canada requests that the Respondent submits its bid in accordance with section 08 of the 2003 (2020-05-28) standard instructions. The epost Connect system has a limit of 1GB per single message posted and a limit of 20GB per conversation.

Canada requests that the Respondent submits its bid in separate sections as follows:

Section I: Mandatory technical Bid

3.2 Bids

Section I: Mandatory Technical Bid

In their mandatory technical bid, Respondents should demonstrate clearly their understanding of the requirements contained in the bid solicitation and explain how they will meet these requirements.

The mandatory technical bid should address clearly and in sufficient depth the points that they meet mandatory criteria against which the bid will be evaluated. Simply repeating the statement contained in the bid solicitation is not sufficient. In order to facilitate the evaluation of the bid, Canada requests that Respondents address and present topics in the order of the mandatory criteria under the same headings. To avoid duplication, Respondents may refer to different sections of their bids by identifying the specific paragraph and page number where the subject topic has already been addressed.

Section II: Certifications

Respondents must submit the certifications and additional information required ANNEX C.



PART 4 - EVALUATION PROCEDURES AND BASIS OF SELECTION

4.1 Evaluation Procedures

- a) Canada will apply the Phased Bid Compliance Process described below.
- b) Bids will be assessed in accordance with the entire requirement of the bid solicitation including the mandatory technical criteria and the certifications. . Evaluations will be conducted using a consensus-based approach.
- c) An evaluation team composed of representatives of Canada will evaluate the bids.
- d) PSPC has engaged “P1 Consulting Inc” as fairness monitor for this procurement. The fairness monitor will not be part of the evaluation team, but will, among other things, observe the evaluation of the bids with respect to Canada's adherence to the evaluation process described in this bid solicitation.
- e) It may be necessary to contact the reference(s) for verification or validation of what the Respondent has proposed in the bid. Information provided by a reference which differs from the information supplied by the Respondent may be considered by evaluators. If the information provided by the Respondent cannot be verified and validated, the information will not be evaluated and the bid will receive a score of zero for the criteria in question.

4.1.1 Phased Bid Compliance Process (PBCP)

General

- a) Notwithstanding any review by Canada at Phase I or II of the PBCP, Respondents are and will remain solely responsible for the accuracy, consistency and completeness of their Bids and Canada does not undertake, by reason of this review, any obligations or responsibility for identifying any or all errors or omissions in Bids or in responses by a Respondent to any communication from Canada.
The Respondent acknowledges that the reviews in Phase I of this PBCP are preliminary and do not preclude a finding that the Bid is non-responsive, even for mandatory requirements which were subject to review in Phase I or II and notwithstanding that the Bid had been found responsive in such earlier phase. Canada may deem a Bid to be non-responsive to a mandatory requirement at any phase.

The Respondent also acknowledges that its response to a Notice or a compliance assessment report (CAR) (each defined below) in Phase I or II may not be successful in rendering its bid responsive to the mandatory requirements that are the subject of the Notice or CAR, and may render its bid non-responsive to other mandatory requirements.

- b) Canada may, in its discretion, request and accept at any time from a Respondent and consider as part of the Bid, any information to correct errors or deficiencies in the Bid that are clerical or administrative, such as, without limitation, failure to sign the Bid or any part or to checkmark a box in a form, or other failure of format or form or failure to acknowledge; failure to provide a procurement business number or contact information such as names, addresses and telephone numbers; inadvertent errors in numbers or calculations that do not change the amount the Respondent has specified as the price or of any component thereof that is subject to evaluation. This will not limit Canada's right to request or accept



any information after the bid solicitation closing in circumstances where the bid solicitation expressly provides for this right. The Respondent will have the time period specified in writing by Canada to provide the necessary documentation. Failure to meet this deadline will result in the Bid being declared non-responsive.

- c) The PBCP does not limit Canada's rights under Standard Acquisition Clauses and Conditions (SACC) [2003 \(2019-03-04\)](#) Standard Instructions – Goods or Services – Competitive Requirements nor Canada's right to request or accept any information during the solicitation period or after bid solicitation closing in circumstances where the bid solicitation expressly provides for this right, or in the circumstances described in subsection (d).
- d) Canada will send any Notice or CAR by any method Canada chooses, in its absolute discretion. The Respondent must submit its response by the method stipulated in the Notice or CAR. Responses are deemed to be received by Canada at the date and time they are delivered to Canada by the method and at the address specified in the Notice or CAR. An email response permitted by the Notice or CAR is deemed received by Canada on the date and time it is received in Canada's email inbox at Canada's email address specified in the Notice or CAR. A Notice or CAR sent by Canada to the Respondent at any address provided by the Respondent in or pursuant to the Bid is deemed received by the Respondent on the date it is sent by Canada. Canada is not responsible for late receipt by Canada of a response, however caused.

4.1.1.2 Phase I: Mandatory technical Bid

- a) Canada's review at Phase I will be limited to a review of the Mandatory technical criteria to identify any instances where the Respondent has failed to meet any Eligible Mandatory Criterion. This review will not assess whether the Technical Bid meets any standard or is responsive to all solicitation requirements. Eligible Mandatory Criteria are all mandatory technical criteria that are identified in this solicitation as being subject to the PBCP. Mandatory technical criteria that are not identified in the solicitation as being subject to the PBCP, will not be evaluated until Phase III.
- b) Canada will send a written notice to the Respondent by way of a Compliance Assessment Report (CAR) identifying any Eligible Mandatory Criteria that the Bid has failed to meet. A Respondent whose Bid has been found responsive to the requirements that are reviewed at Phase II will receive a CAR that states that its Bid has been found responsive to the requirements reviewed at Phase II. Such Respondent shall not be entitled to submit any response to the CAR.
- c) A Respondent will have the period specified in the CAR (the "Remedy Period") to remedy the failure to meet any Eligible Mandatory Criterion identified in the CAR by providing to Canada in writing additional or different information or clarification in response to the CAR. Responses received after the end of the Remedy Period will not be considered by Canada, except in circumstances and on terms expressly provided for in the CAR.
- d) The Respondent's response must address only the Eligible Mandatory Criteria listed in the CAR as not having been achieved, and must include only such information as is necessary to achieve such compliance. Any additional information provided by the Respondent which is not necessary to achieve



such compliance will not be considered by Canada, except that, in those instances where such a response to the Eligible Mandatory Criteria specified in the CAR will necessarily result in a consequential change to other parts of the Bid.

- e) The Respondent's response to the CAR should identify in each case the Eligible Mandatory Criterion in the CAR to which it is responding, including identifying in the corresponding section of the original Bid, the wording of the proposed change to that section, and the wording and location in the Bid of any other consequential changes that necessarily result from such change. In respect of any such consequential change, the Respondent must include a rationale explaining why such consequential change is a necessary result of the change proposed to meet the Eligible Mandatory Criterion. It is not up to Canada to revise the Respondent's Bid, and failure of the Respondent to do so in accordance with this subparagraph is at the Respondent's own risk. All submitted information must comply with the requirements of this solicitation.
- f) Any changes to the Bid submitted by the Respondent other than as permitted in this solicitation, will be considered to be new information and will be disregarded. Information submitted in accordance with the requirements of this solicitation in response to the CAR will replace, in full, only that part of the original Bid as is permitted in this Section.
- g) Additional or different information submitted during Phase II permitted by this section will be considered as included in the Bid, but will be considered by Canada in the evaluation of the Bid at Phase II only for the purpose of determining whether the Bid meets the Eligible Mandatory Criteria. It will not be used at any Phase of the evaluation to increase or decrease any score that the original Bid would achieve without the benefit of such additional or different information. For instance, an Eligible Mandatory Criterion that requires a mandatory minimum number of points to achieve compliance will be assessed at Phase II to determine whether such mandatory minimum score would be achieved with such additional or different information submitted by the Respondent in response to the CAR. If so, the Bid will be considered responsive in respect of such Eligible Mandatory Criterion, and the additional or different information submitted by the Respondent shall bind the Respondent as part of its Bid, but the Respondent's original score, which was less than the mandatory minimum for such Eligible Mandatory Criterion, will not change, and it will be that original score that is used to calculate any score for the Bid
- h) Canada will determine whether the Bid is responsive for the requirements reviewed at Phase II, considering such additional or different information or clarification as may have been provided by the Respondent in accordance with this Section. If the Bid is not found responsive for the requirements reviewed at Phase II to the satisfaction of Canada, then the Bid shall be considered non-responsive and will receive no further consideration.
- i) Only Bids found responsive to the requirements reviewed in Phase I to the satisfaction of Canada, will receive a Phase III evaluation.

4.1.2 Technical Evaluation

4.1.2.1 Mandatory technical criteria are included in Annex E – Part 1 Mandatory Technical Criteria.



4.1.2.2 The Phased Bid Compliance Process will apply only to Part 1 Mandatory Technical Criteria.

4.2 Basis of Selection

4.2.1 Basis of Selection – ITQ requirements:

To be considered responsive in this ITQ phase, respondents must meet all mandatory requirements presented in Annex E– “Mandatory Technical Evaluation”

All respondent that meet the mandatory requirements will be invited to stage 2, for the full proposal submission.

Any respondent may submit a response, however, if two or more Inuit firms meet the ITQ requirements, then only those 2 or more Inuit firms will be eligible to submit a full response during the next stage of bidding.



PART 5 - SECURITY, PERSONNEL AND OTHER REQUIREMENTS

5.1 Security Requirements

1. Before award of a contract, the following conditions must be met:
 - a. the Respondent must hold a valid organization security clearance as indicated
 - b. the Respondent's proposed individuals requiring access to classified or protected information, assets or sensitive work sites must meet the security requirements
 - c. the Respondent must provide the name of all individuals who will require access to classified or protected information, assets or sensitive work sites.
2. Respondents are reminded to obtain the required security clearance promptly. Any delay in the award of a contract to allow the successful Respondent to obtain the required clearance will be at the entire discretion of the Contracting Authority.
3. For additional information on security requirements, Respondents 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.

5.2 Controlled Goods Requirement

SACC Manual clause [A9130T](#) (2019-11-28) Controlled Goods Program

5.3 Federal Contractors Program for Employment Equity - Bid Certification

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

Canada will have the right to declare a bid non-responsive if the Respondent, or any member of the Respondent if the Respondent is a Joint Venture, appears on the "FCP Limited Eligibility to Bid list at the time of contract award.

Canada will also have the right to terminate the Contract for default if a Contractor, or any member of the Contractor if the Contractor is a Joint Venture, appears on the "[FCP Limited Eligibility to Bid](#)" list during the period of the Contract.

The Respondent must provide the Contracting Authority with a completed annex titled Federal Contractors Program for Employment Equity - Certification, before contract award. If the Respondent is a Joint Venture, the Respondent must provide the Contracting Authority with a completed annex Federal Contractors Program for Employment Equity - Certification, for each member of the Joint Venture.



ANNEX A - STATEMENT OF WORK (SOW)

(PROVIDED UNDER SEPARATE COVER)



ANNEX B SECURITY REQUIREMENTS CHECK LIST

Government of Canada / Gouvernement du Canada

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SECURITY REQUIREMENTS CHECK LIST (SRCL) LISTE DE VÉRIFICATION DES EXIGENCES RELATIVES À LA SÉCURITÉ (LVERS)

1. Originating Government Department or Organization / Ministère ou organisme gouvernemental d'origine DND		2. Branch or Directorate / Direction générale ou Direction 8 MSS, AMO	
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 Ellesmere Island Commercial Support			
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 type="checkbox"/> No / Non <input checked="" 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 checked="" type="checkbox"/> No / Non <input type="checkbox"/> Yes / Oui	
6. c) Is this a commercial courier or delivery requirement with no overnight storage? S'agit-il d'un contrat de messagerie ou de livraison commerciale sans 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 checked="" 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 checked="" type="checkbox"/>		All NATO countries / Tous les pays de l'OTAN <input type="checkbox"/>	No release restrictions / Aucune restriction relative à la diffusion <input type="checkbox"/>
Not releasable / À ne pas diffuser <input type="checkbox"/>		Restricted to: / Limité à: <input type="checkbox"/>	Restricted to: / Limité à: <input type="checkbox"/>
Specify country(ies): / Préciser le(s) pays:		Specify country(ies): / Préciser le(s) pays:	Specify country(ies): / Préciser le(s) pays:
7. c) Level of information / Niveau d'information			
PROTECTED A / PROTÉGÉ A <input checked="" type="checkbox"/>		NATO UNCLASSIFIED <input type="checkbox"/>	PROTECTED A / PROTÉGÉ A <input type="checkbox"/>
PROTECTED B / PROTÉGÉ B <input checked="" type="checkbox"/>		NATO NON CLASSIFIÉ <input type="checkbox"/>	PROTECTED B / PROTÉGÉ B <input type="checkbox"/>
PROTECTED C / PROTÉGÉ C <input type="checkbox"/>		NATO RESTRICTED <input type="checkbox"/>	PROTECTED C / PROTÉGÉ C <input type="checkbox"/>
CONFIDENTIAL / CONFIDENTIEL <input checked="" type="checkbox"/>		NATO DIFFUSION RESTREINTE <input type="checkbox"/>	CONFIDENTIAL / CONFIDENTIEL <input type="checkbox"/>
SECRET <input checked="" type="checkbox"/>		NATO CONFIDENTIAL <input type="checkbox"/>	SECRET <input type="checkbox"/>
TOP SECRET / TRÈS SECRET <input type="checkbox"/>		NATO CONFIDENTIEL <input type="checkbox"/>	TOP SECRET / TRÈS SECRET <input type="checkbox"/>
TOP SECRET (SIGINT) / TRÈS SECRET (SIGINT) <input type="checkbox"/>		NATO SECRET <input type="checkbox"/>	TOP SECRET (SIGINT) / TRÈS SECRET (SIGINT) <input type="checkbox"/>
		NATO SECRET <input type="checkbox"/>	
		COSMIC TOP SECRET / COSMIC TRÈS SECRET <input type="checkbox"/>	
		COSMIC TRÈS SECRET <input type="checkbox"/>	

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

Special comments:
Commentaires spéciaux : _____

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 A 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

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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 CONFIDENTIEL	SECRET	TOP SECRET TRÈS SECRET	NATO RESTRICTED NATO DIFFUSION RESTREINTE	NATO CONFIDENTIAL NATO CONFIDENTIEL	NATO SECRET	COSMIC TOP SECRET COSMIC TRÈS SECRET	PROTECTED PROTÉGÉ			CONFIDENTIAL	SECRET	TOP SECRET TRÈS SECRET	
											A	B	C				
Information / Assets Renseignements / Biens Production																	
IT Media / Support TI																	
IT Link / Lien électronique																	

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 indiquez qu'il y a des pièces jointes (p. ex. SECRET avec des pièces jointes).



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PART D - AUTHORIZATION / PARTIE D - AUTORISATION			
13. Organization Project Authority / Chargé de projet de l'organisme			
Name (print) - Nom (en lettres moulées) Capt P Kleinschmidt		Title - Titre AMO OC	Signature
Telephone No. - N° de téléphone 613-392-2811 (2121)	Facsimile No. - N° de télécopieur 613-965-3026	E-mail address - Adresse courriel peter.kleinschmidt@forces.gc.ca	Date 11 Oct 18
14. Organization Security Authority / Responsable de la sécurité de l'organisme			
Name (print) - Nom (en lettres moulées) Dawn Murray - DDSO - Industrial Security SRCL Team Lead		Title - Titre	Signature
Telephone No. - N° de téléphone 613-596-0274	Facsimile No. - N° de télécopieur	E-mail address - Adresse courriel dawn.murray@forces.gc.ca	Date 16 octobre 2018
15. Are there additional instructions (e.g. Security Guide, Security Classification Guide) attached? Des instructions supplémentaires (p. ex. Guide de sécurité, Guide de classification de la sécurité) sont-elles jointes?			<input type="checkbox"/> No / Non <input checked="" type="checkbox"/> Yes / Oui
16. Procurement Officer / Agent d'approvisionnement			
Name (print) - Nom (en lettres moulées)		Title - Titre	Signature
Telephone No. - N° de téléphone	Facsimile No. - N° de télécopieur	E-mail address - Adresse courriel	Date
17. Contract Security Authority / Autorité contractuelle en matière de sécurité			
Name Andree Francis Contract Security Officer, Contract Security Division Andree.Francis@tpsgc-pwgsc.gc.ca		Title Francis, Andree	Digitally signed by Francis, Andree Date: 2018.10.25 12:33:04 -04'00'
Telephone No. - N° de téléphone	Facsimile No. - N° de télécopieur	E-mail address - Adresse courriel	Date

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ANNEX C - CERTIFICATION

COVID-19 PANDEMIC MANDATORY SITE VISIT FOR ALL ITQ SUCCESSFUL RESPONDENTS

During the ITQ stage, in order to proceed to the full proposal stage, respondents will have to certify that they shall attend a mandatory site visit at CFS alert to be scheduled during the final RFP stage.

Due to the covid-19 pandemic, currently all travelers going into CFS Alert must quarantine for a 14 day period at CFB Trenton at the Yukon lodge. This is a requirement for military and contracted personnel, and respondents who wish to participate in this requirement must adhere to this protocol

As a result, any respondent who successfully meets the ITQ mandatory requirements will be required to attend a mandatory site visit in alert. Failure to attend the mandatory site visit will render the proposal non-responsive

It is important to note that a maximum of 3 individuals per respondent who are successful at the ITQ stage will be permitted to travel to Alert for the mandatory site visit. DND will bear the cost of hotel accommodations at the Yukon lodge, including all meals. However, no further costs will be allowed to be claimed by the respondent as a result of the 14 day quarantine period.

The site visit is expected to last 1 full day plus travel time of 2 days on either side. Note that weather can force delays in going or returning home which could extend the quarantine period or the time spent in Alert.

Company Name: _____

Address: _____

My name and signature on this document signifies that I have:

- Read above information related to the Mandatory Site Visit;
- That I fully understand, and
- Agree to fully abide by it.

Signature: _____

Name (Please Print): _____

Signature: _____

Name (Please Print): _____

Date: _____



ANNEX D - INFORMATION RELATED TO RESOURCE SECURITY REQUIREMENTS

This Annex is included to assist Respondents in their response to Resource Security Requirements in Section 6.5.

Please use the template provided below to input the required security information for the Key Personnel that will form part of the multi-disciplinary team as specified for each resource proposed within Annex E, Mandatory Evaluation Criteria, criteria 1b.

Sub-consultant/Specialist:	
Legal Name of Sub-consultant/Specialist:	
Complete Address:	
Telephone Number:	
CISD File Number:	
Organization Security Clearance:	

Sub-consultant/Specialist:	
Legal Name of Sub-consultant/Specialist:	
Complete Address:	
Telephone Number:	
CISD File Number:	
Organization Security Clearance:	

Sub-consultant/Specialist:	
Legal Name of Sub-consultant/Specialist:	
Complete Address:	
Telephone Number:	
CISD File Number:	
Organization Security Clearance:	



ANNEX E – MANDATORY TECHNICAL EVALUATION

PART 1: MANDATORY TECHNICAL CRITERIA

No.	Criteria	Bid Submission Requirement	Scale
1.a	<p>Corporate Experience</p> <p>The Respondent (or its subcontractor)* must demonstrate its experience in delivering the services defined in each of the sections of the SOW.</p> <p>The Respondent must provide a project for each of the identified sections in the bid submissions requirement column.</p> <ul style="list-style-type: none"> i. The Project(s) must have been completed or currently ongoing within the last 10 years (prior to bid close). ii. Projects must satisfy the 14 Mandatory sections identified in the bid submission requirement column and be of a similar scope and size of the SOW. iii. Any project identified must be of \$5 Million Cdn, or greater in value. iv. More than one section can be represented by a project example. 	<p>The Respondent (or its subcontractor)* must provide a minimum of one Project for each of the Statement of Work sections as follows:</p> <ol style="list-style-type: none"> 1. Section 2 Contractor Considerations, 2. Section 3 Contractor Personnel Considerations 3. Section 4 Contractor Site Manager 4. Section 8 Accommodations and Janitorial Services 5. Section 9 Food Services 6. Section 10 Transportation and Vehicle Maintenance 7. Section 11 Airfield Operations 8. Section 12 Environmental and Waste Services 9. Section 13.2 Real Property Service Delivery 10. Section 13.3 Real Property Management Services 11. Section 13.4 Real Property Trade Mentoring 12. Section 13.5 Facilities Management Services 13. Section 13.6 Engineering Services 14. Section 13.7 Project Delivery Services <p>The Projects should detail the following information:</p> <ul style="list-style-type: none"> • Project Title • Value of Project • Duration of Project • Name of Client • Names, Titles and telephone numbers of the business references • Role of Respondent in Project • Scope of Project 	Pass/Fail



		<ul style="list-style-type: none"> • How the project is similar or relevant in size and scope to the identified sections. • How subcontractors were employed. 	
	<p>*For the purposes of this criterion 1a only, Canada will consider the experience of either the Respondent or its proposed subcontractor. However, for subcontractor experience to be accepted, the Respondent will be required, at the Bid Solicitation Phase and during the performance of any resulting contract, to continue to provide the services of that subcontractor, unless the consent of the Contracting Authority is given to make a change.</p> <p>For subcontractor experience, the Respondent is required to provide a letter from the subcontractor confirming the subcontractor’s commitment to act as a subcontractor to the Respondent if awarded the Alert base services contract; if this letter is not included in the bid on bid closing date, Failure to comply with these terms may result in the proposed subcontractors experience not being considered for evaluation purposes.</p>		
1.b	<p>Key Personnel</p> <p>The Respondent must submit information for all personnel. Key personnel are:</p> <ul style="list-style-type: none"> • Contractor Site Manager (CSM) • Contract Programme Manager (CPM) • Real Property Services Manager • Food Services and Hospitality Manager • Transport and Vehicle Manager <p>Supporting personnel are listed in Skills Criteria. Staffing to be determined by Respondent to meet SOW.</p> <p>For all applicable education requirements, a copy of the university degree from a recognized Canadian institution or a recognized equivalent must be provided with the Bid.</p>	<p>All personnel resources must meet the minimum requirements listed in the Skills Criteria matrix below.</p>	Pass/Fail



SKILLS CRITERIA

Personnel Category	Experience Criteria Demonstration	Training, Qualifications and Certifications	Scale Pass/Fail
Contractor Program Manager	<ul style="list-style-type: none"> • Must have a minimum ten (10) years of experience as a director of Facilities Management in a commercial or industrial setting, with experience in Preventative Maintenance, facility condition assessment and asset management programs. • Be familiar with all facets of building systems operations and financial tracking for projects over ten million dollars (\$10,000,000.00). • Have previous experience in working with Federal Legislation or Territorial bodies related to work training and apprentice programs. • Have experience in projects of similar, or greater, size, scope and complexity in remote locations. 	<ul style="list-style-type: none"> • Must be in possession of Certification from an Institution recognized in Canada in Engineering, Construction Management, Business Management, BOMI or related field from an accredited academic institution. • experience in 2 projects of similar size, scope and complexity, or one long-term project of 5 years or more, and; • The proposed CPM must have at least 10 years of combined experiences in logistical support and facilities operations and maintenance services and at least 15 years overall work experience. 	Pass/Fail
Contractor Site Manager	<ul style="list-style-type: none"> • Must have a minimum five (5) years of experience in management of similar operations (multi-disciplinary-services and functions in a Commercial or Industrial Setting). • Must have at least 15 year’s overall work experience. • Should have relevant experience in projects of similar, or greater, size (duration or value of contract), scope (facilities management in an isolated or harsh environment) and complexity (responsible for the proper operation and maintenance of roads and grounds, power plant operation, cleaning, food services, water plant and fuelling systems for facilities of similar, or greater, scale). • Contractor Personnel on-site at CFS Alert empowered to act as the official point of contact between the Contractor and DND to respond appropriately to any contractual matters 	<ul style="list-style-type: none"> • a degree in Business Administration/ Management, Engineering based on a course of study from an accredited university, college or equivalent institution or have at least 10 years of experience in a facilities management or managerial capacity in similar operations (contractor’s responsibilities to show similarities) • Have general knowledge of water treatment plants, food services, preventive maintenance, vehicle maintenance, management of 10+ personnel and power generation systems • Must be able to work under extreme and stressful conditions and isolation similar to Alert. • The CSM must have relevant experience in at least one (1) project of similar scope and at least 15 years overall work experience. 	Pass/Fail
Real Properties	<ul style="list-style-type: none"> • Must have a minimum five (5) years of experience in management of similar facility operations (multi- disciplinary 	<ul style="list-style-type: none"> • A degree in Engineering with a current Professional Engineering Licence 	Pass/Fail



<p>Services Manager</p>	<p>facilities and service functions).</p> <ul style="list-style-type: none"> • Must have experience in the management of technical trades personnel. • Must have experience in preventive maintenance, facility condition assessment and asset management programmes. • Must have relevant experience in at least one project of similar, or greater, scope and scale 	<ul style="list-style-type: none"> • a minimum of 5 years of experience in provision of engineering and maintenance management services in a senior engineering/managerial capacity in a project or operation of similar size, scope, and complexity; and • 10 years overall work experience. 	
<p>Food Services and Hospitality Manager</p>	<ul style="list-style-type: none"> • Must have at least five (5) years of experience in managing a multi- faceted food services operation in an institutional environment of a similar, or greater, scale to CFS Alert. • Responsible for overall control of food services support including food procurement and financial control. • Responsible for the day-to-day management of meal production, meal service and all other related tasks within the kitchen • Minimum of 5 years of experience in multifaceted operation of institutional facilities of similar size, scale and complexity to CFS Alert including training in sanitation, quality control and client care 	<ul style="list-style-type: none"> • Must hold Red Seal Cook certification or Certification in Hospitality Management; and Safe Food Handling training. • 10 years overall work experience. 	<p>Pass/Fail</p>
<p>Transport and Vehicle Manager</p>	<ul style="list-style-type: none"> • Must have a minimum five (5) years of experience in Transportation Supervisory Experience in supervision of maintenance personnel for vehicle maintenance, roads and grounds, and heavy equipment. • Must have at least ten (10) years overall work experience. 	<ul style="list-style-type: none"> • Appropriate certification in vehicle or heavy equipment maintenance that is in accordance with the required qualifications. • Valid and current Certification in Vehicle and Heavy equipment maintenance in accordance with current territorial and provincial regulations with at least 1 years’ experience in field, • Must be able to qualify for operator licences of CFS Alert vehicle types • All drivers must be in possession of a valid DND 404 Driver Permit and, • 10 years overall work experience. 	<p>Pass/Fail</p>