



**RETURN BIDS TO:**

**RETOURNER LES SOUMISSIONS À:**

Bid Receiving - PWGSC / Réception des soumissions -  
TPSGC

11 Laurier St. / 11, rue Laurier

Place du Portage, Phase III

Core 0B2 / Noyau 0B2

Gatineau

Québec

K1A 0S5

Bid Fax: (819) 997-9776

**SOLICITATION AMENDMENT  
MODIFICATION DE L'INVITATION**

The referenced document is hereby revised; unless otherwise  
indicated, all other terms and conditions of the Solicitation  
remain the same.

Ce document est par la présente révisé; sauf indication contraire,  
les modalités de l'invitation demeurent les mêmes.

**Comments - Commentaires**

**Vendor/Firm Name and Address**

Raison sociale et adresse du  
fournisseur/de l'entrepreneur

**Issuing Office - Bureau de distribution**

Ship Construction, Refit and Related  
Services/Construction navale, Radoubs et services  
connexes

11 Laurier St. / 11, rue Laurier

6C2, Place du Portage

Gatineau

Québec

K1A 0S5

<b>Title - Sujet</b> Nav Arch and Marine Eng. Services Nav Arch and Marine Engineering Services	
<b>Solicitation No. - N° de l'invitation</b> F7044-190233/B	<b>Amendment No. - N° modif.</b> 004
<b>Client Reference No. - N° de référence du client</b> F7044-190233	<b>Date</b> 2021-05-04
<b>GETS Reference No. - N° de référence de SEAG</b> PW-\$SMC-037-27992	
<b>File No. - N° de dossier</b> 037mc.F7044-190233	<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> Eastern Daylight Saving Time EDT <b>on - le 2021-05-21</b> Heure Avancée de l'Est HAE	
<b>F.O.B. - F.A.B.</b> <b>Plant-Usine:</b> <input type="checkbox"/> <b>Destination:</b> <input type="checkbox"/> <b>Other-Autre:</b> <input type="checkbox"/>	
<b>Address Enquiries to: - Adresser toutes questions à:</b> Gandolfini, Gianmarco	<b>Buyer Id - Id de l'acheteur</b> 037mc
<b>Telephone No. - N° de téléphone</b> (819) 271-6136 ( )	<b>FAX No. - N° de FAX</b> ( ) -
<b>Destination - of Goods, Services, and Construction:</b> <b>Destination - des biens, services et construction:</b>	

**Instructions: See Herein**

**Instructions: Voir aux présentes**

<b>Delivery Required - Livraison exigée</b>	<b>Delivery Offered - Livraison proposée</b>
<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</b> <b>(type or print)</b> <b>Nom et titre de la personne autorisée à signer au nom du fournisseur/</b> <b>de l'entrepreneur (taper ou écrire en caractères d'imprimerie)</b>	
<b>Signature</b>	<b>Date</b>

**Request for Information (RFI)**

This Request for Information (RFI) is to engage industry for the procurement of naval architecture and marine engineering services for the Canadian Coast Guard (CCG) for conversions, major refits, midlife modernizations (MLMs), and vessel life extensions (VLEs).

After two successful rounds with industry we are now ready to re-engage Industry seeking feedback on the **DRAFT** Request for Proposal (RFP) Documents for Engineering Support Services.

**DRAFT Request for Proposal (RFP)**

All interested naval architecture and marine engineering firms having capabilities in all 3 disciplines of naval architecture, marine/mechanical engineering, and electrical engineering are welcome to participate in the review of the Draft RFP.

All feedback received from industry will be reviewed and this information is subject to the Access to Information Act. Canada shall not reveal any designated proprietary information to third parties.

**Purpose of the Consultative Process**

Round 1 Industry Consultation: completed July 2020

Round 2 Industry Consultation: completed January 2021

**Round 3 Review:** A Draft RFP is included in this RFI and released on the buyandsell website for comments from industry. This review will allow industry an opportunity to provide input on all aspects of the procurement, including procurement strategy, basis of payment, selection methodology and evaluation of bids prior to release of the final Request for Proposal (RFP) for Engineering Support Services anticipated in May 2021.

Parties interested in bidding on the final RFP are not required to participate in the review.

**Estimated Schedule**

The target date for the release of the Final RFP is May 2021. However, circumstances around Covid-19 may impact this schedule. If the schedule does shift, it will be communicated to respondents to the RFI.

**Nature and Format of Responses Requested**

Respondents are requested to contact the Public Services and Procurement Canada (PSPC) Contracting Authorities named below to provide their feedback. Respondents are requested to provide any comments or concerns they may have to this RFI. Respondents can also provide comments regarding the content, format, and/or organization of any draft documents included in this RFI.

This document is not a bid solicitation. This Request for Information (RFI) will not result in the award of any contract. As a result, potential suppliers of any goods or services described in this RFI should not reserve stock or facilities, nor allocate resources, as a result of any information contained in this RFI. Nor will this RFI result in the creation of any source list.

The procurement of any goods or services described in this RFI will not necessarily follow this RFI.

### **Response Costs**

Canada will not reimburse any respondent for expenses incurred in responding to this RFI. Respondents will have no claim for damages, compensation, loss of profit, or allowance arising out of providing answers and comments to the attached.

### **Security Requirement**

There is no security requirements associated with responding to this RFI.

The information gathered may be used by Canada to:

- Develop/Modify procurement strategies and evaluation criteria.
- Support the development of the final RFP.

Review Team: A review team composed of representatives of the PSPC and CCG Integrated Technical Services, Marine Engineering (ME) personnel will form the primary team for the review of responses. Canada reserves the right to hire any independent consultant, or use any Government resources that it considers necessary to review any response.

Confidentiality: Respondents should mark any portions of their response that they consider proprietary or confidential. Canada will handle the responses in accordance with the *Access to Information Act*.

Fairness Monitor: Canada has engaged Raymond Chabot Grant Thornton Consulting Inc. as a fairness monitor for this procurement.

### **Contents of this RFI**

This RFI contains the DRAFT RFP document(s)

### **Enquiries**

All communications regarding this RFI must be directed to **both** Contracting Authorities to ensure fair and transparent treatment of all respondents. Because this is not a bid solicitation, Canada may not necessarily respond to enquiries in writing or by circulating answers to all potential respondents.

### **Contracting Authorities**

Gandolfini, Gianmarco:  
[Gianmarco.Gandolfini@tpsgc-pwgsc.gc.ca](mailto:Gianmarco.Gandolfini@tpsgc-pwgsc.gc.ca)

### **AND**

Bond, Karen  
[Karen.Bond@tpsgc-pwgsc.gc.ca](mailto:Karen.Bond@tpsgc-pwgsc.gc.ca)

**REQUEST FOR PROPOSAL (RFP) FOR ENGINEERING SUPPORT SERVICES  
FOR THE CANADIAN COAST GUARD (CCG)**

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## **PART 1 - GENERAL INFORMATION**

### **1.1 Security Requirements**

There is no security requirement applicable to the Request for Proposal.

### **1.2 Summary**

**\*PLEASE NOTE THAT THIS REQUEST FOR PROPOSAL WILL RESULT IN UP TO THREE SEPARATE CONTRACTS, DETAILS ON THE BASIS OF SELECTION IS INCLUDED IN PART 4.4.2 BASIS OF SELECTION.**

The objective of the Engineering Services Support (ESS) contract(s) is to secure additional support from up to three naval architecture and marine engineering firms to support Integrated Technical Services (branch within Canadian Coast Guard) personnel with the engineering and design work for midlife modernizations, major refits, conversions, and vessel life extensions to keep its fleet operational.

### **1.3 Statement of Work**

The Work to be performed is detailed under Article 6.2 of the resulting contract clauses.

### **1.4 Comprehensive Land Claims Agreement(s)**

#### **1.4.1 Deliveries to Locations Excluding CLCAs**

The Request for Proposal (RFP) is to establish contract(s) for the delivery of the requirement detailed in the RFP to Canadian Coast Guard across Canada, excluding locations within Yukon, Northwest Territories, Nunavut, Quebec, and Labrador that are subject to Comprehensive Land Claims Agreements (CLCAs). Any requirement for deliveries to locations within CLCAs areas within Yukon, Northwest Territories, Nunavut, Quebec, or Labrador will have to be treated as a separate procurement, outside of the resulting contract(s).

### **1.5 Trade Agreements**

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

### **1.6 General Information**

#### **1.6.1 Phased Bid Compliance Process**

The Phased Bid Compliance Process applies to this requirement.

### **1.7 Debriefings**

Bidders may request a debriefing on the results of the bid solicitation process. Bidders 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 Canadian Content**

This procurement is limited to Canadian services.

### **1.9 epost Connect service**

This bid solicitation allows bidders to use the epost Connect service provided by Canada Post Corporation to transmit their bid electronically. Bidders must refer to Part 2 entitled Bidder Instructions, and Part 3 entitled Bid Preparation Instructions, of the bid solicitation, for further information.

## **PART 2 - BIDDER INSTRUCTIONS**

### **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.

Bidders 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.

Subsection 5.4 of [2003](#), Standard Instructions - Goods or Services - Competitive Requirements, is amended as follows:

Delete: 60 days  
Insert: 180 days

#### **2.1.1 SACC Manual Clauses**

A7035T (2007-05-25) List of Proposed Subcontractors

### **2.2 Submission of Bids**

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

Bid Receiving Unit - National Capital Region  
Bid Receiving - PWGSC

Only bids submitted using epost Connect service will be accepted. The Bidder must send an e-mail requesting to open an epost Connect conversation to the following address:

E-mail address for epost Connect service:  
[tpsgc.dgareceptiondessoumissions-abbidreceiving.pwgsc@tpsgc-pwgsc.gc.ca](mailto: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 bidder is using its own licensing agreement for epost Connect.

It is the Bidder's responsibility to ensure the request for opening an epost Connect conversation is sent to the email address above at least six days before the solicitation closing date.

Bids transmitted by facsimile, hardcopy or any electronic means (other than the epost Connect service described above) will not be accepted.

### 2.2.1 Improvement of Requirement during Solicitation Period

Should bidders consider that the specifications or Statement of Work contained in the bid solicitation could be improved technically or technologically, bidders are invited to make suggestions, in writing, to the Contracting Authority named in the bid solicitation. Bidders must clearly outline the suggested improvement as well as the reason for the suggestion. Suggestions that do not restrict the level of competition nor favour a particular bidder will be given consideration provided they are submitted to the Contracting Authority at least 10 days before the bid closing date. Canada will have the right to accept or reject any or all suggestions.

### 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 FPSs, bidders 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 Bidder 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.

#### Definitions

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

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

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

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

#### Former Public Servant in Receipt of a Pension

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

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

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

By providing this information, Bidders agree that the successful Bidder's status, with respect to being a former public servant in receipt of a pension, will be reported on departmental websites as part of the published proactive disclosure reports in accordance with [Contracting Policy Notice: 2019-01](#) and the [Guidelines on the Proactive Disclosure of Contracts](#).

### **Work Force Adjustment Directive**

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

If so, the Bidder must provide the following information:

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

## **2.4 Enquiries - Bid Solicitation**

All enquiries must be submitted in writing to the Contracting Authority no later than 10 calendar days before the bid closing date. Enquiries received after that time may not be answered.

Bidders should reference as accurately as possible the numbered item of the bid solicitation to which the enquiry relates. Care should be taken by Bidders 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 Bidder do so, so that the proprietary nature of the question(s) is eliminated, and the enquiry can be answered to all Bidders. Enquiries not submitted in a form that can be distributed to all Bidders may not be answered by Canada.

## **2.5 Applicable Laws**

Any resulting contract must be interpreted and governed, and the relations between the parties determined, by the laws in force in Ontario.

Bidders may, at their discretion, substitute the applicable laws of a Canadian province or territory of their choice without affecting the validity of their bid, 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 Bidders.

## 2.6 Basis for Canada's Ownership of Intellectual Property

The Canadian Coast Guard has determined that any intellectual property rights arising from the performance of the Work under the resulting contract will belong to Canada, for the following reasons, as set out in the Policy on Title to Intellectual Property Arising Under Crown Procurement Contracts: Where the Foreground IP consists of material subject to copyright, with the exception of computer software and all documentation pertaining to that software.

## 2.7 Bid Challenge and Recourse Mechanisms

- (a) Several mechanisms are available to potential suppliers to challenge aspects of the procurement process up to and including contract award.
- (b) Canada encourages suppliers 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) Suppliers should note that there are **strict deadlines** for filing complaints, and the time periods vary depending on the complaint body in question. Suppliers should therefore act quickly when they want to challenge any aspect of the procurement process.

## PART 3 - BID PREPARATION INSTRUCTIONS

### 3.1 Bid Preparation Instructions

- The Bidder must submit its bid electronically in accordance with section 08 of the 2003 standard instructions. The Epost Connect system has a limit of 1GB per single message posted and a limit of 20GB per conversation.

The bid must be gathered per section and separated as follows:

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

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

Canada will evaluate only the documentation provided with a bidder's bid. Canada will not evaluate technical manuals or brochures that are not submitted with the bid, or any information provided by reference (e.g. Web sites).

### Section I: Technical Bid

3.1.1 In their technical bid, Bidders should demonstrate their understanding of the requirements contained in the bid solicitation and explain how they will meet these requirements. Bidders should demonstrate their capability and describe their approach in a thorough, concise and clear manner for carrying out the work.

3.1.2 The technical bid should address clearly and in sufficient depth the points that are subject to the evaluation 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 Bidders address and present topics in the order of the evaluation criteria under the same headings. To avoid duplication, Bidders may refer to different sections of their bids by identifying the specific paragraph and page number where the subject topic has already been addressed.

3.1.3 Mandatory and point rated technical evaluation criteria are included in Annex C.

## **Section II: Financial Bid**

Bidders must submit their financial bid located Annex B in accordance with the instructions located in 4.1.3 Financial Evaluation.

### **3.2 Electronic Payment of Invoices – Bid**

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

If Annex E 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.

### **3.3 Exchange Rate Fluctuation**

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

## **Section III: Certifications**

Bidders must submit the certifications and additional information required under Part 5.

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

### **4.1 Evaluation Procedures**

- (a) Bids will be assessed in accordance with the entire requirement of the bid solicitation including the technical and financial evaluation criteria.
- (b) An evaluation team composed of representatives of Canada will evaluate the bids.
- (c) Canada will use the Phased Bid Compliance Process described below.

#### **4.1.1 Phased Bid Compliance Process**

**4.1.1.1 (2018-07-19) General**

- (a) Canada is conducting the PBCP described below for this requirement.
- (b) Notwithstanding any review by Canada at Phase I or II of the PBCP, Bidders 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 Bidder to any communication from Canada.

THE BIDDER ACKNOWLEDGES THAT THE REVIEWS IN PHASE I AND II OF THIS PBCP ARE PRELIMINARY AND DO NOT PRECLUDE A FINDING IN PHASE III 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 BIDDER 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.

- (c) Canada may, in its discretion, request and accept at any time from a Bidder 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 Bidder has specified as the price or of any component thereof that is subject to evaluation. This shall 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 Bidder 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.
- (d) The PBCP does not limit Canada's rights under Standard Acquisition Clauses and Conditions (SACC) 2003 (2020-05-28) 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 (c).
- (e) Canada will send any Notice or CAR by any method Canada chooses, in its absolute discretion. The Bidder 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 Bidder at any address provided by the Bidder in or pursuant to the Bid is deemed received by the Bidder 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 (2018-03-13) Phase I: Financial Bid**

- (a) After the closing date and time of this bid solicitation, Canada will examine the Bid to determine whether it includes a Financial Bid and whether any Financial Bid includes all information required by the solicitation. Canada's review in Phase I will be limited to identifying whether any

information that is required under the bid solicitation to be included in the Financial Bid is missing from the Financial Bid. This review will not assess whether the Financial Bid meets any standard or is responsive to all solicitation requirements.

- (b) Canada's review in Phase I will be performed by officials of the Department of Public Works and Government Services.
- (c) If Canada determines, in its absolute discretion that there is no Financial Bid or that the Financial Bid is missing all of the information required by the bid solicitation to be included in the Financial Bid, then the Bid will be considered non-responsive and will be given no further consideration.
- (d) For Bids other than those described in c), Canada will send a written notice to the Bidder ("Notice") identifying where the Financial Bid is missing information. A Bidder, whose Financial Bid has been found responsive to the requirements that are reviewed at Phase I, will not receive a Notice. Such Bidders shall not be entitled to submit any additional information in respect of their Financial Bid.
- (e) The Bidders who have been sent a Notice shall have the time period specified in the Notice (the "Remedy Period") to remedy the matters identified in the Notice by providing to Canada, in writing, additional information or clarification in response to the Notice. 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 Notice.
- (f) In its response to the Notice, the Bidder will be entitled to remedy only that part of its Financial Bid which is identified in the Notice. For instance, where the Notice states that a required line item has been left blank, only the missing information may be added to the Financial Bid, except that, in those instances where the addition of such information will necessarily result in a change to other calculations previously submitted in its Financial Bid, (for example, the calculation to determine a total price), such necessary adjustments shall be identified by the Bidder and only these adjustments shall be made. All submitted information must comply with the requirements of this solicitation.
- (g) Any other changes to the Financial Bid submitted by the Bidder will be considered to be new information and will be disregarded. There will be no change permitted to any other Section of the Bidder's Bid. Information submitted in accordance with the requirements of this solicitation in response to the Notice will replace, in full, only that part of the original Financial Bid as is permitted above, and will be used for the remainder of the bid evaluation process.
- (h) Canada will determine whether the Financial Bid is responsive to the requirements reviewed at Phase I, considering such additional information or clarification as may have been provided by the Bidder in accordance with this Section. If the Financial Bid is not found responsive for the requirements reviewed at Phase I 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 II review.

#### **4.1.1.3 (2018-03-13) Phase II: Technical Bid**

- (a) Canada's review at Phase II will be limited to a review of the Technical Bid to identify any instances where the Bidder 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 Bidder (Compliance Assessment Report or “CAR”) identifying any Eligible Mandatory Criteria that the Bid has failed to meet. A Bidder 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 Bidder shall not be entitled to submit any response to the CAR.
- (c) A Bidder shall 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 Bidder’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 Bidder 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, the Bidder shall identify such additional changes, provided that its response must not include any change to the Financial Bid.
- (e) The Bidder’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 Bidder 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 Bidder’s Bid, and failure of the Bidder to do so in accordance with this subparagraph is at the Bidder’s own risk. All submitted information must comply with the requirements of this solicitation.
- (f) Any changes to the Bid submitted by the Bidder 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 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 Bidder 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 Bidder shall bind the Bidder as part of its Bid, but the Bidder’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 Bidder 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 II to the satisfaction of Canada, will receive a Phase III evaluation.

#### **4.1.1.4 (2018-03-13) Phase III: Final Evaluation of the Bid**

- (a) In Phase III, Canada will complete the evaluation of all Bids found responsive to the requirements reviewed at Phase II. Bids will be assessed in accordance with the entire requirement of the bid solicitation including the technical and financial evaluation criteria.
- (b) A Bid is non-responsive and will receive no further consideration if it does not meet all mandatory evaluation criteria of the solicitation.

#### **4.1.2 Technical Evaluation**

For the purposes of the Evaluation of Experience in the RFP, at RFP Annex C, Part 1 (Mandatory Technical Criteria) and Part 2 (Point Rated Technical Criteria), any member of the Bidder's Team can be used to meet the technical evaluation criteria. The Bidder Team includes the Bidder and any subcontractors named in the Bid. The Bidder must fully disclose the names and roles of each member of the Bidder's Team and may submit experience obtained by each named member of the Bidder's Team to fulfil the evaluation requirements. The Bidder must have currently employed individuals or provide Letters of Intent from each subcontractor that is a member of the Bidder's Team named in the bid.

##### **4.1.2.1 Mandatory Technical Criteria**

**The Phased Bid Compliance Process will apply to all mandatory technical criteria.**

The mandatory technical requirements are included in Annex C, Part 1.

##### **4.1.2.2 Point Rated Technical Criteria**

The point rated technical requirements are included in Annex C, Part 2. (80% of total points)

#### **4.1.3 Financial Evaluation**

The financial evaluation details are included in Annex B, Basis of Payment. (20% of total points)

The Bidder's proposal must provide firm hourly rates of pay for each required category of personnel for the **Mandatory Core Team requirement and Additional Resources** as defined below.

- 4.1.3.1 Bidder must complete the Table contained in Annex B. Rates of pay (labour rates) must be supported with copies of paid invoices (invoiced in the past 2 years prior to solicitation date) for the like quality and quantity of the goods, services or both sold to other customers; and the following rate certification:

The Bidder certifies that the rate proposed:

- a. is not in excess of the lowest rate charged anyone else, including the Bidder's most favoured customer, for the like quality and quantity of the service;
- b. does not include an element of profit on the sale in excess of that normally obtained by the Bidder on the sale of services of like quality and quantity, and
- c. does not include any provision for discounts to selling agents.

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Signature

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Date

#### **4.1.3.2 Mandatory Core Team**

The Bidder must have currently employed individuals or provide Letters of Intent from each subcontractor that is a member of the Bidder's Team named in the bid.

The Bidder will be required to provide 2 Subject Matter Experts (SME) for all three disciplines of 1) naval architecture, 2) marine mechanical and 3) marine electrical. The Bidder will also be required to provide 1 resource for Project Management.

The Bidder must identify labour rates for all categories listed in Technical Evaluation, Part 1 – Mandatory Core Team - Knowledge. The rates submitted by the successful Bidder will form the basis for all task labour rates for the duration of the Contract. The rates identified in Annex B will be used to calculate the rated financial criteria.

Mandatory Core Team Financial Evaluation has a maximum value of 20 points of a total of 100 overall points, the Bidder shall be evaluated against point rated financial criteria as outlined in Annex C.

Qualifications and experience specific to each category of personnel for the Mandatory Core Team are outlined in Technical Evaluation Part 1.

#### **4.1.3.3 Additional Resources**

The Bidder should have currently employed individuals or provide Letters of Intent from each subcontractor that is a member of the Bidder's Team named in the bid.

All named resources that are used for evaluation purposes in Technical Evaluation Part 2, excluding the Mandatory Core Team/SMEs, must appear in the Additional Resources table found in Annex B. The rates submitted by the successful Bidder will form the basis for all task labour rates for the duration of the Contract.

## **4.2 Basis of Selection**

### **4.2.1 Basis of Selection - Highest Combined Rating of Technical Merit and Price**

1. To be declared responsive, a bid must:
  - a. comply with all the requirements of the bid solicitation; and
  - b. meet all mandatory criteria.
2. Bids not meeting (a) or (b) will be declared non-responsive.
3. The selection will be based on the highest responsive combined rating of technical merit and price. The ratio will be 80% for the technical merit and 20% for the price.
4. To establish the technical merit score, the overall technical score for each responsive bid will be determined as follows: total number of points obtained / maximum number of points available multiplied by the ratio of 80%.

5. To establish the pricing score, each responsive bid will be prorated against the lowest evaluated price and the ratio of 20%.
6. For each responsive bid, the technical merit score and the pricing score will be added to determine its combined rating.
7. Neither the responsive bid obtaining the highest technical score nor the one with the lowest evaluated price will necessarily be accepted. The responsive bids will be recommended for award of a contract.
8. Process for selection in the event of identical Total Bidder Scores
  - a. The bid with the highest Total Technical Score will become the top-ranked bidder.
  - b. If two or more Bidders are still tied after (a) above, then the highest point rated score obtained on LV1 Criteria in Annex C Part 2 will determine the top-ranked Bidder.
  - c. If two or more Bidders are still tied after (b) above, then the highest point rated score obtained on CAP1 Criteria in Annex C Part 2 will determine the top-ranked Bidder.
  - d. If two or more Bidders are still tied after (c) above, then the highest point rated score obtained on LV2 Criteria in Annex C Part 2 will determine the top-ranked Bidder.
  - e. If two or more Bidders are still tied after (d) above, then a "coin flip" method will be used to determine the top-ranked Bidder.
9. A maximum of up to three contract(s) may be awarded in total to the top 3 ranked responsive Bidders as a result of this solicitation. A bidder can only be awarded a maximum of one contract.
  - a. The three responsive bids with the highest combined rating of technical merit and price will be recommended for award of a contract.
  - b. The Bidders should list their first, second and third preference in bundles and provide rationale for their selection in bid proposal under Annex D - Vessel Bundle Preferences. Canada will consider the preferences stated. Canada will make the final determination, at its discretion, which of the three responsive bids is recommended for each of the three resulting contracts (detailed in SOW).
10. In the event that the evaluation results in only having two responsive bidders, Canada reserves the right to re-distribute the remaining bundle and allocate the updated bundles between the two highest scoring responsive bidders.
11. In the event that the evaluation results in only having one responsive bidder, Canada reserves the right to re-distribute the remaining bundles and allocate the updated bundle to the responsive Bidder.

The table below illustrates an example where all three bids are responsive and the selection of the contractor is determined by a 80/20 ratio of technical merit and price, respectively. The total available points equals 135 and the lowest evaluated aggregate price is \$45,000.

<b>Basis of Selection - Highest Combined Rating Technical Merit (80%) and Price (20%)</b>			
	<b>Bidder 1</b>	<b>Bidder 2</b>	<b>Bidder 3</b>
<b>Overall Technical Score</b>	115/135	89/135	92/135

<b>Bid Evaluated Aggregate Price</b>		\$55,000.00	\$50,000.00	\$45,000.00
<b>Calculations</b>	<b>Technical Merit Score</b>	115/135 x 80 = 68.15	89/135 x 80 = 52.74	92/135 x 80 = 54.52
	<b>Pricing Score</b>	45/55 x 20 = 16.36	45/50 x 20 = 18	45/45 x 20 = 20
<b>Combined Rating</b>		84.51	70.74	74.52
<b>Overall Rating</b>		1st	3rd	2nd

## PART 5 – CERTIFICATIONS AND ADDITIONAL INFORMATION

Bidders must provide the required certifications and additional information to be awarded a contract.

The certifications provided by Bidders to Canada are subject to verification by Canada at all times. Unless specified otherwise, Canada will declare a bid non-responsive, or will declare a contractor in default if any certification made by the Bidder is found to be untrue whether made knowingly or unknowingly, during the bid evaluation period or during the contract period.

The Contracting Authority will have the right to ask for additional information to verify the Bidder's certifications. Failure to comply and to cooperate with any request or requirement imposed by the Contracting Authority will render the bid non-responsive or constitute a default under the Contract.

### 5.1 Certifications Required with the Bid

Bidders must submit the following duly completed certifications as part of their bid.

#### 5.1.1 Integrity Provisions - Declaration of Convicted Offences

In accordance with the Integrity Provisions of the Standard Instructions, all bidders must provide with their bid, **if applicable**, the declaration form available on the [Forms for the Integrity Regime](http://www.tpsgc-pwgsc.gc.ca/ci-if/declaration-eng.html) website (<http://www.tpsgc-pwgsc.gc.ca/ci-if/declaration-eng.html>), to be given further consideration in the procurement process.

#### 5.1.2 Additional Certifications Required with the Bid

##### 5.1.2.1 Price Certification

The Bidder certifies that the rate proposed:

- a. is not in excess of the lowest rate charged anyone else, including the Bidder's most favoured customer, for the like quality and quantity of the service;
- b. does not include an element of profit on the sale in excess of that normally obtained by the Bidder on the sale of services of like quality and quantity, and
- c. does not include any provision for discounts to selling agents.

##### 5.1.2.2 Canadian Content Certification

Instructions to Bidders / Contractors

This procurement is limited to Canadian services.

The Bidder certifies that:

( ) the services offered are Canadian services as defined in paragraph 4 of clause [A3050T](#).

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Signature

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Date

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](#).

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

## **5.2 Certifications Precedent to Contract Award and Additional Information**

The certifications and additional information listed below should be submitted with the bid, but may be submitted afterwards. If any of these required certifications or additional information is not completed and submitted as requested, the Contracting Authority will inform the Bidder 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 bid non-responsive.

### **5.2.1 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>), the Bidder must provide the required documentation, as applicable, to be given further consideration in the procurement process.

### **5.2.2 Federal Contractors Program for Employment Equity - Bid Certification**

By submitting a bid, the Bidder certifies that the Bidder, and any of the Bidder's members if the Bidder is a Joint Venture, is not named on the Federal Contractors Program (FCP) for employment equity "FCP Limited Eligibility to Bid" list available at the bottom of the page of the [Employment and Social Development Canada \(ESDC\) - Labour's](#) 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 Bidder, or any member of the Bidder if the Bidder is a Joint Venture, appears on the "FCP Limited Eligibility to Bid" list at the time of contract award.

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

## **5.3 Financial Capability**

*SACC Manual* clause [A9033T](#) (2012-07-16) Financial Capability

#### 5.4 Restrictions on Bidding

The Supplier (hereinafter "Contractor") acknowledges and agrees that if it enters into a contract resulting from this Request for Proposal, the Contractor may have access to proprietary or confidential information or to information related to future bid solicitations or future contracts (collectively "future contracts") for work related to the Work that will be performed under the Contract. The Contractor accordingly agrees to the following restrictions to avoid any unfair advantage or conflict of interest:

1) The Contractor agrees that during a period of two (2) years following the delivery and acceptance of the deliverables under a contract resulting from this Request for Proposal (hereinafter "Contract"), neither it nor any of its affiliates nor its subcontractors or any of the subcontractor's affiliates performing that Contract may bid or participate as a subcontractor or consultant or in any other role in the preparation of any bidder's bid for any future contract related to the Contract that would create an unfair advantage or conflict of interest. Affiliate is as defined in the Canada Business Corporations Act, R.S.C. 1985, Chapter 44, as amended. The Contractor must bind its subcontractors and all applicable affiliates accordingly in order that they comply with this provision.

2) Any bid prohibited by paragraph 1) will be deemed non-responsive and will not be considered. If a violation is discovered after award of a future contract, the violation shall be grounds for termination under the default provisions of the Contract.

3) The Contractor shall indemnify and save harmless Canada, the Minister and their servants and agents (the indemnitees) from and against any damages, costs and expenses or any claim, action, suit or other proceeding which they or any of them may at any time incur and suffer as a result or arising out of any loss or damage which may be or alleged to be caused to or suffered by any person subject to any of the above restrictions, and for all loss or damage suffered by any of the indemnitees as a result of any breach by the Contractor of these restrictions.

4) Canada may, in its discretion, in any bid solicitation for future contracts, decide to not disqualify a bid of any person or participated in by any person who is restricted under paragraph 1) from bidding or otherwise participating, if Canada has been provided evidence satisfactory to Canada, in Canada's absolute discretion, that no advantage or other conflict of interest would arise as a result.

The Supplier must sign and submit this provision as part of its Bid.

\_\_\_\_\_  
Full (legal) name of Supplier

\_\_\_\_\_  
Name of person who can bind the Supplier

\_\_\_\_\_  
Signature of person who can bind the Supplier

\_\_\_\_\_  
Date

## PART 6 - RESULTING CONTRACT CLAUSES

The following clauses and conditions apply to and form part of any contract resulting from the bid solicitation.

### 6.1 Security Requirements

6.1.1 There is no security requirement applicable to the Contract.

### 6.2 Statement of Work

The Contractor must perform the Work in accordance with the Statement of Work at Annex A.

### 6.3 Task Authorization

The Work or a portion of the Work to be performed under the Contract will be on an "as and when requested basis" using a Task Authorization (TA). The Work described in the TA must be in accordance with the scope of the Contract.

The Contractor will be paid for the Work specified in the authorized task authorization, in accordance with the Basis of payment at Annex B.

Canada's liability to the Contractor under the authorized task authorization must not exceed the "**limitation of expenditure**" specified in the authorized task authorization. Custom duties are **included** and Applicable Taxes are extra.

No increase in the liability of Canada or in the price of the Work specified in the authorized task authorization resulting from any design changes, modifications or interpretations of the Work will be authorized or paid to the Contractor unless these design changes, modifications or interpretations have been authorized, in writing, by the approval authority before their incorporation into the Work.

#### 6.3.1 Task Authorization Process

1. The Technical Authority will provide the Contractor with a description of the task using the Task Authorization form specified in Annex X.
2. The Task Authorization will contain the details of the activities to be performed, a description of the deliverables, and a schedule indicating completion dates for the major activities or submission dates for the deliverables. The Task Authorization will also include the applicable basis (bases) and methods of payment as specified in the Task (limitation of expenditure or firm price).
3. The Contractor reviews the Task description and provides a quote to the Technical Authority within 15 calendar days of its receipt. The proposed total estimated cost shall be in accordance with the Basis of Payment in Annex B using the hourly rates from Bidder/Contractor Team and Specialists (if required) and the breakdown of those costs and associated travel costs to complete the task.
4. The Technical Authority reviews the quote(s) and seeks approval to proceed;
5. The Contractor must not commence work until an approved Task Authorization has been received by the Contractor. The Contractor acknowledges that any work performed before a Task Authorization has been received will be done at the Contractor's own risk.

#### 6.3.2 Task Authorization Limit

The Technical Authority may authorize individual task authorizations up to a limit of \$ TBD, Applicable Taxes included, inclusive of any revisions.

The Project Authority may authorize individual task authorizations up to a limit of \$TBD, Applicable Taxes included, inclusive of any revisions.

Any task authorization to be issued in excess of that limit must be authorized by the Contracting Authority before issuance.

### **6.3.3 Canada's Obligation - Portion of the Work - Task Authorizations**

Canada's obligation with respect to the portion of the Work under the Contract that is performed through task authorizations is limited to the total amount of the actual tasks performed by the Contractor.

### **6.3.4 Adding Additional Resources during the Contract**

If the Contractor deems it necessary to add a new resource, subcontractor, and/or specialist, to the Resource Plan to meet the requirements of the work, the Contractor shall:

- 1) Notify Canada of its intent to use a new resource for a portion of the work of an upcoming task.
- 2) Provide rate and price support of the hourly rates.
- 3) Confirm that the new resource is available for future tasks.

In the case of adding a new subcontractor, the Contractor must obtain the Contracting Authority's written consent before subcontracting or permitting the subcontracting of any part of the Work.

## **6.4 Standard Clauses and Conditions**

All clauses and conditions identified in the Contract 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.

### **6.4.1 General Conditions**

[General Conditions - Higher Complexity - Services \(2020-05-28\) 2035](#)

General Conditions - General Conditions - Higher Complexity – Services apply to and form part of the Contract.

[1031-2](#) (2012-07-16) Contract Cost Principles, apply to and form part of the Contract.

### **6.4.2 Supplemental General Conditions**

4007 (2010-08-16), Canada to Own Intellectual Property Rights in Foreground Information, apply to and form part of the Contract.

## **6.5 Term of Contract**

### **6.5.1 Period of the Contract**

The period of the Contract is from date of Contract to March 31, 2024 inclusive.

### **6.5.2 Option to Extend the Contract**

The Contractor grants to Canada the irrevocable option to extend the term of the Contract by up to 3 additional 2 year periods under the same conditions. The Contractor agrees that, during the extended

period of the Contract, it will be paid in accordance with the applicable provisions as set out in the Basis of Payment.

Canada may exercise this option at any time by sending a written notice to the Contractor at least 90 calendar days before the expiry date of the Contract. The option may only be exercised by the Contracting Authority, and will be evidenced for administrative purposes only, through a contract amendment.

### **6.5.3 Delivery Points**

Delivery of the requirement will be made to the Technical Authority and Project Authority as detailed below.

## **6.6 Authorities**

### **6.6.1 Contracting Authority**

The Contracting Authority for the Contract is:

Name: \_\_\_\_\_  
 Title: \_\_\_\_\_  
 Public Works and Government Services Canada  
 Acquisitions Branch  
 Directorate: \_\_\_\_\_  
 Address: \_\_\_\_\_

Telephone: \_\_\_\_-\_\_\_\_-\_\_\_\_\_  
 Facsimile: \_\_\_\_-\_\_\_\_-\_\_\_\_\_  
 E-mail address: \_\_\_\_\_

The Contracting Authority is responsible for the management of the Contract and any changes to the Contract must be authorized in writing by the Contracting Authority. The Contractor must not perform work in excess of or outside the scope of the Contract based on verbal or written requests or instructions from anybody other than the Contracting Authority.

### **6.6.2 Project Authority**

The Project Authority for the Contract is:

Name: \_\_\_\_\_  
 Title: \_\_\_\_\_  
 Organization: \_\_\_\_\_  
 Address: \_\_\_\_\_

Telephone: \_\_\_\_-\_\_\_\_-\_\_\_\_\_  
 Facsimile: \_\_\_\_-\_\_\_\_-\_\_\_\_\_  
 E-mail address: \_\_\_\_\_

The Project Authority is the representative of the department or agency for whom the Work is being carried out under the Contract and is responsible for financial and scope oversight of all tasks.

### **6.6.3 Technical Authority**

As identified in each Task Authorization.

The Technical Authority named in the Task Authorization (TA) is responsible for all matters concerning the technical content of the Work and deliverables identified in the TA in accordance with the SOW.

#### 6.6.4 Contractor's Representative

##### TBD

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

Title: \_\_\_\_\_

Organization: \_\_\_\_\_

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

Telephone: \_\_\_\_\_

Facsimile: \_\_\_\_\_

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

#### 6.7 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.

#### 6.8 Payment

##### 6.8.1 Basis of Payment

###### 6.8.1.1 Mandatory Core Team

The Contractor will be paid in **Canadian dollars**, firm, all-inclusive hourly rates as detailed in Annex B, for Work performed in accordance with the Contract, FOB Destination, Custom duties are **included**, Goods and Services Tax (GST) or Harmonized Sales Tax (HST) is extra, if applicable.

###### 6.8.1.2 Additional Resources

The Contractor will be paid in **Canadian dollars**, firm, all-inclusive hourly rates as detailed in Annex B, for Work performed in accordance with the Contract, FOB Destination, Custom duties are **included**, Goods and Services Tax (GST) or Harmonized Sales Tax (HST) is extra, if applicable.

###### 6.8.1.2.1 Price Support

The Bidder must provide, on Canada's request, one or more of the following price support, if applicable:

- a. a current published price list indicating the percentage discount available to Canada; or
- b. copies of paid invoices for the like quality and quantity of the goods, services or both sold to other customers; or
- c. a price breakdown showing the cost of direct labour, direct materials, purchased items, engineering and plant overheads, general and administrative overhead, transportation, etc., and profit; or
- d. price or rate certifications; or
- e. any other supporting documentation as requested by Canada.

###### 6.8.1.3 Specialists

The Contractor will be reimbursed ***its laid-down costs*** reasonably and properly incurred in the performance of the Work. These expenses will be paid at actual cost with 10.0% markup, upon submission of an itemized statement supported by receipt vouchers.

The description and estimated cost of these charges are to be described and authorized in advance in the Task Authorization.

#### **6.8.1.4 Technical Data Package (Drawings) – Other Direct Charges**

The Contractor will be reimbursed ***its laid-down costs*** reasonably and properly incurred for other direct charges, including material used in support of Contract tasking. These expenses will be paid at actual cost with 10.0% markup. Material charges may include photographic reproductions, drawings reproductions and extra charges to complete the deliverables.

The description and estimated cost of these charges are to be described and authorized in advance in the Task Authorization.

#### **6.8.1.5 Travel and Living Expenses - National Joint Council Travel Directive**

The Contractor will be reimbursed its authorized travel and living expenses reasonably and properly incurred in the performance of the Work, at cost, without any allowance for profit and/or administrative overhead, in accordance with the meal, and private vehicle allowances specified in Appendices B, C and D of the National Joint Council Travel Directive, and with the other provisions of the directive referring to "travelers", rather than those referring to "employees". Canada will not pay the Contractor any incidental expense allowance for authorized travel.

All travel must have the prior authorization of the *Technical Authority*.

All payments are subject to government audit.

#### **6.8.1.6 Overtime – Marine**

1. The Contractor must not perform any overtime under the Contract unless authorized in advance and in writing by the Contracting Authority. Any request for payment must be accompanied by a copy of the overtime authorization and a report containing the details of the overtime performed pursuant to the written authorization. Payment for authorized overtime will be calculated as follows:
  - a. For known work, the Contractor will be paid the Contract Price plus authorized overtime hours paid at the following premium rates:  
For time and one half: 1.5\* \$ Rate per hour as detailed in the Basis of Payment Annex B, or  
For double time: 2 \* \$ Rate per hour as detailed in the Basis of Payment Annex B.

#### **6.8.1.7 Rates for Contract period Year 2 and 3 and the Optional period**

During the period of the Contract and the optional period of the Contract, the Contractor will be paid in *Canadian dollars*, firm, all-inclusive hourly rates as (established using the Economic Price Adjustment formula in Annex B – Article 3) and amended in Annex B, for Work performed in accordance with the Contract, FOB Destination, Custom duties are ***included***, Goods and Services Tax (GST) or Harmonized Sales Tax (HST) is extra, if applicable.

#### **6.8.2 Limitation of Expenditure**

Limitation of Expenditure - Cumulative Total of all Task Authorizations

1. Canada's total liability to the Contractor under the Contract for all authorized Task Authorizations (TAs), inclusive of any revisions, must not exceed the sum of \$ TBD . Customs duties are included and Applicable Taxes are extra.
2. No increase in the total liability of Canada will be authorized or paid to the Contractor unless an increase has been approved, in writing, by the Contracting Authority. The Contractor must notify the Contracting Authority in writing as to the adequacy of this sum:
  - a. when it is 75 percent committed, or
  - b. four (4) months before the contract expiry date, or
  - c. as soon as the Contractor considers that the sum is inadequate for the completion of the Work required in all authorized TAs, inclusive of any revisions, whichever comes first.
3. If the notification is for inadequate contract funds, the Contractor must provide to the Contracting Authority, a written estimate for the additional funds required. Provision of such information by the Contractor does not increase Canada's liability.

### **6.8.3 Progress Payments**

1. Canada will make progress payments in accordance with the payment provisions of the Contract, no more than once on a bi-monthly basis , for cost incurred in the performance of the Work, up to 100 percent of the amount claimed and approved by Canada if:
  - a. an accurate and complete claim for payment using form PWGSC-TPSGC 1111, Claim for Progress Payment, and any other document required by the Contract have been submitted in accordance with the invoicing instructions provided in the Contract;
  - b. the amount claimed is in accordance with the basis of payment;
  - c. the total amount for all progress payments paid by Canada does not exceed 90 percent of the total amount to be paid under the Contract for each task; The remaining 10 percent is payable after issuance of task Certificate of Compliance. A Certificate of Compliance Template is attached in Annex "X";
  - d. all certificates appearing on form PWGSC-TPSGC 1111 have been signed by the respective authorized representatives.
2. The balance of the amount payable will be paid in accordance with the payment provisions of the Contract upon completion and delivery of all work required under the Contract if the Work has been accepted by Canada and a final claim for the payment is submitted.
3. Progress payments are interim payments only. Canada may conduct a government audit and interim time and cost verifications and reserves the rights to make adjustments to the Contract from time to time during the performance of the Work. Any overpayment resulting from progress payments or otherwise must be refunded promptly to Canada.

### **6.8.4 SACC Manual Clauses**

C0705C (2010-01-11), Discretionary Audit

### **6.8.5 Electronic Payment of Invoices – Contract**

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

- a. Direct Deposit (Domestic and International);
- b. Electronic Data Interchange (EDI);

### **6.9 Invoicing Instructions Invoicing Instructions - Progress Payment Claim - Supporting Documentation required**

1. The Contractor must submit a claim for payment using form [PWGSC-TPSGC 1111](#), Claim for Progress Payment.  
Each claim must show:
  - a. all information required on form [PWGSC-TPSGC 1111](#);
  - b. all applicable information detailed under the section entitled "Invoice Submission" of the general conditions;
  - c. a list of all expenses;
  - d. expenditures plus pro-rated profit or fee;
  - e. the description and value of the milestone claimed as detailed in the Task Authorization.

Each claim must be supported by:

  - a. a copy of time sheets to support the time claimed;
  - b. a copy of the invoices, receipts, vouchers for all direct expenses, travel and living expenses;
  - c. a copy of the bi-monthly progress report.
2. Applicable Taxes must be calculated on the total amount of the claim before the holdback is applied. At the time the holdback is claimed, there will be no Applicable Taxes payable as it was claimed and payable under the previous claims for progress payments.
3. The Contractor must prepare and certify one original and two (2) copies of the claim on form [PWGSC-TPSGC 1111](#), and forward it to the Technical Authority and Project Authority identified under the section entitled "Authorities" of the Contract for appropriate certification after inspection and acceptance of the Work takes place.

## **6.10 Certifications and Additional Information**

### **6.10.1 Compliance**

Unless specified otherwise, the continuous compliance with the certifications provided by the Contractor in its bid or precedent to contract award, and the ongoing cooperation in providing additional information are conditions of the Contract and failure to comply will constitute the Contractor in default. Certifications are subject to verification by Canada during the entire period of the Contract.

### **6.10.2 Federal Contractors Program for Employment Equity - Default by the Contractor**

The Contractor understands and agrees that, when an Agreement to Implement Employment Equity (AIEE) exists between the Contractor and Employment and Social Development Canada (ESDC)-Labour, the AIEE must remain valid during the entire period of the Contract. If the AIEE becomes invalid, the name of the Contractor will be added to the "[FCP Limited Eligibility to Bid](#)" list. The imposition of such a sanction by ESDC will constitute the Contractor in default as per the terms of the Contract.

### **6.10.3 SACC Manual Clauses**

[A3060C](#) 2008-05-12 Canadian Content Certification

### **6.11 Applicable Laws**

The Contract must be interpreted and governed, and the relations between the parties determined, by the laws in force in Ontario.

### **6.12 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 Articles of Agreement;

- (b) the supplemental general conditions (2007, 2010-08-16, Canada to own intellectual property rights in foreground information);
- (c) the general conditions (2035, 2020-05-28, Higher Complexity – Services);
- (d) the general conditions (1031-2, 2012-07-16, Contract Cost Principles);
- (e) Annex B Basis of Payment;
- (f) Annex A Statement of Work;
- (g) Annex G Insurance Requirements;
- (h) the signed Task Authorizations (including all of its annexes, if any);
- (i) the Contractor's bid dated \_\_\_\_\_, as amended on \_\_\_\_\_.

### **6.13 Insurance – Specific Requirements**

The Contractor must comply with the insurance requirements specified in Annex G. 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.

### **6.14 Limitation of Contractor's Liability for Damages to Canada**

1. This section applies despite any other provision of the Contract and replaces the section of the general conditions entitled "Liability". Any reference in this section to damages caused by the Contractor also includes damages caused by its employees, as well as its subcontractors, agents, and representatives, and any of their employees.
2. Whether the claim is based in contract, tort, or another cause of action, the Contractor's liability for all damages suffered by Canada caused by the Contractor's performance of or failure to perform the Contract is limited to Contract Value. This limitation of the Contractor's liability does not apply to:
  - a. any infringement of intellectual property rights; or
  - b. any breach of warranty obligations.
3. Each Party agrees that it is fully liable for any damages that it causes to any third party in connection with the Contract, regardless of whether the third party makes its claim against Canada or the Contractor. If Canada is required, as a result of joint and several liability, to pay a third party in respect of damages caused by the Contractor, the Contractor must reimburse Canada for that amount.

### **6.15 Access to facilities and equipment**

B9028C (2007-05-25) Access to Facilities and Equipment

### **6.16 Inspection and acceptance**

The Technical Authority is the Inspection Authority. All reports, deliverable items, documents, goods and all services rendered under the Contract are subject to inspection by the Inspection Authority or representative. Should any report, document, good or service not be in accordance with the requirements of the Task Authorization and to the satisfaction of the Inspection Authority, as submitted, the Inspection Authority will have the right to reject it or require its correction at the sole expense of the Contractor before recommending payment.

### **6.17 Place of Work**

Normally the work will be performed in the Contractor's own place of business or offices. Provision will be made for the Contractor to have access to classified/sensitive material as required. Otherwise, if possible, facilities will be provided as necessary by the Project Authority.

All drawings, reports, data, documents, or materials produced by the Contractor in providing the specified services shall become the property of Canada, and shall not be released to any person or agency without the express permission of the applicable Project Authority.

The Project Authority or other authorized departmental government representative shall have access at all times to the work and to the plant or premises where any part of the work is being performed.

### **6.18 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](#)".

### **6.19 Restrictions on Bidding**

The Supplier (hereinafter "Contractor") acknowledges and agrees that if it enters into the Contract, the Contractor may have access to proprietary or confidential information or to information related to future bid solicitations or future contracts (collectively "future contracts") for work related to the Work that will be performed under the Contract. The Contractor accordingly agrees to the following restrictions to avoid any unfair advantage or conflict of interest:

- 1) The Contractor agrees that during a period of two (2) years following the delivery and acceptance of the deliverables under this Contract, neither it nor any of its affiliates nor its subcontractors or any of the subcontractor's affiliates performing this Contract may bid or participate as a subcontractor or consultant or in any other role in the preparation of any bidder's bid for any future contract related to the Contract that would create an unfair advantage or conflict of interest. Affiliate is as defined in the Canada Business Corporations Act, R.S.C. 1985, Chapter 44, as amended. The Contractor must

bind its subcontractors and all applicable affiliates accordingly in order that they comply with this provision.

- 2) Any bid prohibited by paragraph 1) will be deemed non-responsive and will not be considered. If a violation is discovered after award of a future contract, the violation shall be grounds for termination under the default provisions of the Contract.
- 3) The Contractor shall indemnify and save harmless Canada, the Minister and their servants and agents (the indemnitees) from and against any damages, costs and expenses or any claim, action, suit or other proceeding which they or any of them may at any time incur and suffer as a result or arising out of any loss or damage which may be or alleged to be caused to or suffered by any person subject to any of the above restrictions, and for all loss or damage suffered by any of the indemnitees as a result of any breach by the Contractor of these restrictions.
- 4) Canada may, in its discretion, in any bid solicitation for future contracts, decide to not disqualify a bid of any person or participated in by any person who is restricted under paragraph 1) from bidding or otherwise participating, if Canada has been provided evidence satisfactory to Canada, in Canada's absolute discretion, that no advantage or other conflict of interest would arise as a result.

**ANNEX A - STATEMENT OF WORK**

**Attached herein**

## **ANNEX B - FINANCIAL EVALUATION PLAN/BASIS OF PAYMENT**

### **FINANCIAL EVALUATION**

Bidder Financial Proposals will be evaluated according to the following process.

The Bidder's proposal must provide firm hourly rates of pay for each required category of personnel for the Mandatory Core Team requirement and Additional Resources as defined below. All rates of pay (labour rates) must be supported with copies of paid invoices (invoiced in the past 2 years prior to solicitation date) for the like quality and quantity of the goods, services or both sold to other customers.

All rates of pay will be adjusted yearly in accordance with Article 3 and 4 of Annex B.

The financial evaluation will be divided into 2 Parts as described below:

#### **Part 1 - Mandatory Core Team**

This Part has a maximum value of 20 points of a total of 100 overall points.

The aggregate (total) rate will be used for evaluation purposes only.

The Bidder must have currently employed individuals or provide Letters of Intent from each subcontractor that is a member of the Bidder's Team named in the bid.

The Bidder must identify labour rates for all categories listed in Technical Evaluation, Part 1 – Mandatory Core Team - Knowledge. The rates submitted by the successful Bidder will form the basis for all task labour rates for the duration of the Contract. The rates identified in Table 1 will be used to calculate the rated financial criteria.

#### **Part 2 - Additional Resources**

The Bidder should have currently employed individuals or provide Letters of Intent from each subcontractor that is a member of the Bidder's Team named in the bid.

All named resources that are used for evaluation purposes in Technical Evaluation Part 2, excluding the Mandatory Core Team/SMEs, must appear in the Additional Resources table found in Annex B. The rates identified in Table 2 by the successful Bidder will form the basis for all task labour rates for the duration of the Contract.

1. Part 1

**Table 1: Firm Hourly Rates for Mandatory Core Team**

During the period of the Contract, the Contractor will be paid firm hourly rates, for Work performed in accordance with the Contract, FOB Destination, Goods and Services Tax (GST) or Harmonized Sales Tax (HST) is extra, if applicable.

Mandatory Contractor Personnel				Year 1 Contract Award Date – March 31 2022
	Name of resource	Level	Entity	Firm Hourly Rate (\$)
1. Marine Mechanical SME	Ex: Sophie G	Senior Engineer	Contractor	\$
2. Marine Mechanical SME				
1. Marine Electrical SME				
2. Marine Electrical SME				
1. Naval Architectural SME				
2. Naval Architectural SME				
1. Project Manager				
Aggregate (Total)				



by Statistics Canada (<http://www150.statcan.gc.ca/t1/tb11/en/cv.action>), in accordance with the following formula:

$$\text{Economic Price Adjustment} = (A/B - 1) \times 100$$

Where:

A = Average of the above monthly index in Canada, for the 12 months ending three months prior to the current Contract Year rounded to 2 decimal places.

B = Average of the above monthly index for Canada for the 12 months ending three months prior to the end of one year prior to current Contract Year, rounded to 2 decimal places.

**Example:**

In Year 2 of the contract commencing April 1, 2022, the Year 1 all-inclusive hourly labour rates in Annex B would be increased by 2.40% based on the following assumptions:

A = Annual Average Index for the 12 months ending December 2021 (three months prior to the current contract year = 145.3)

B = Annual Average Index for the 12 months ending December 2020, (three months and 1 year prior to the current contract year = 141.9)

$$\text{Economic Price Adjustment} = (A/B - 1) \times 100$$

$$\text{Economic Price Adjustment} = ((145.3/141.9) - 1) \times 100$$

$$\text{Economic Price Adjustment} = 2.40\%$$

#### **4.1 Discontinuation of Economic Price Adjustment Index**

If an index set out in this Contract is discontinued or should be re-baselined by Canada, the parties agree to immediately negotiate in good faith a replacement index.

#### **5. Specialists**

The Contractor may be required to have expertise in specific areas. May be required to secure specialists for tasks under the contract. This expertise can be internal to the Contractor's organization or sub-contracted. These specific areas of expertise include but are not limited to:

- Marine Engineering (First or Second Class Marine Engineering, Transport Canada Certificate of Competency or equivalent)
- Icebreaking structural and machinery design
- Welding and materials engineering
- 3D scanning and modeling
- Cost estimating

The Contractor will be reimbursed its laid-down costs reasonably and properly incurred in the performance of the Work. These expenses will be paid at actual cost with 10.0% markup, upon submission of an itemized statement supported by receipt vouchers.

The description and estimated cost of these charges are to be described and authorized in advance in the Task Authorization.

#### **6. Technical Data Package (Drawings) – Other Direct Charges**

The Contractor will be reimbursed ***its laid-down costs*** reasonably and properly incurred for other direct charges, including material used in support of Contract tasking. These expenses will be paid at actual cost with 10.0% markup. Material charges may include photographic reproductions, drawings reproductions and extra charges to complete the deliverables.

The description and estimated cost of these charges are to be described and authorized in advance in the Task Authorization.

**7. Travel and Living Expenses - National Joint Council Travel Directive**

The Contractor will be reimbursed its authorized travel and living expenses reasonably and properly incurred in the performance of the Work, at cost, without any allowance for profit and/or administrative overhead, in accordance with the meal, and private vehicle allowances specified in Appendices B, C and D of the [National Joint Council Travel Directive](#), and with the other provisions of the directive referring to "travellers", rather than those referring to "employees". Canada will not pay the Contractor any incidental expense allowance for authorized travel.

All travel must have the prior authorization of the *Technical* Authority.

All payments are subject to government audit.

Estimated Cost: \$ \_\_\_\_.

**8. Overtime – Marine**

The Contractor must not perform any overtime under the Contract unless authorized in advance and in writing by the Contracting Authority. Any request for payment must be accompanied by a copy of the overtime authorization and a report containing the details of the overtime performed pursuant to the written authorization. Payment for authorized overtime will be calculated as follows:

- a. For known work, the Contractor will be paid the Contract Price plus authorized overtime hours paid at the following premium rates:  
For time and one half:  $1.5 * \$ \text{Rate per hour}$  as detailed in the Basis of Payment Annex B, or  
For double time:  $2 * \$ \text{Rate per hour}$  as detailed in the Basis of Payment Annex B.

## **ANNEX C – TECHNICAL EVALUATION PLAN**

### **TECHNICAL EVALUATION**

Bidder Technical Proposals will be evaluated according to the following process.

Any member of the Bidder's Team can be used to meet the technical evaluation criteria below. The Bidder Team includes the Bidder and any subcontractors named in the Bid. The Bidder must fully disclose the names and roles of each member of the Bidder's Team and may submit experience obtained by each named member of the Bidder's Team to fulfil the evaluation requirements.

The technical evaluation will be divided into 2 Parts as described below:

#### **Part 1 MANDATORY**

##### **Mandatory Core Team - Knowledge**

The bidder must comply with ALL mandatory criteria as outlined in PART 1. Proposals failing to meet the mandatory criteria will be considered non-compliant and excluded from further consideration. Part 1 is pass/fail. Only proposals found to meet the mandatory criteria will be evaluated further.

For the Mandatory Core Team Requirements, the Bidders' proposal must provide evidence and demonstrate that the Bidder Team meets all items described under the Mandatory Core Team Requirements. Specific requirements for each category for the Mandatory Core Team Requirements are outlined in Part1.

In order to substantiate their proposal reflecting each category of personnel, the bidder must use the referenced Instructions (template) for each named personnel.

#### **Part 2 – Point Rated Criteria**

This Part has a maximum value of 80 points of a total of 100 overall points, all bidders meeting Part 1 requirements will have their proposals evaluated and have points assigned on various criteria as outlined in PART 2. There is a minimum score indicated for each of the rated criteria.

For the Point Rated Criteria, the Bidders' proposal must provide evidence and demonstrate that the Bidder Team meets all criteria described under Part 2.

In order to substantiate their proposal reflecting each technical criterion, the bidder must use the referenced Instructions (templates) for each criteria evaluated in Part 2.

**ANNEX D – VESSEL BUNDLE PREFERENCES**

Bidder should indicate below their preferences for the vessel bundles. For each selection (#1, #2, #3), Bidders should provide a statement on the rationale for its placement in their preferred ranking.

Engineering for conversions will be assigned based on the regional destination for the first (or only) vessel to be converted (i.e a vessel or first in class vessel destined for Central will be assigned to the Central Plus bundle).

<b>Bundle</b>	<b>Preference 1<sup>st</sup>, 2<sup>nd</sup>, 3<sup>rd</sup></b>	<b>Rationale</b>
Western Plus Bundle		
Central & Arctic Plus Bundle		
Atlantic Plus Bundle		

**ANNEX E to PART 3 OF THE BID SOLICITATION**

**ELECTRONIC PAYMENT INSTRUMENTS**

The Bidder accepts any of the following Electronic Payment Instrument(s):

- Direct Deposit (Domestic and International);
- Electronic Data Interchange (EDI);

**ANNEX F to PART 5 OF THE BID SOLICITATION****FEDERAL CONTRACTORS PROGRAM FOR EMPLOYMENT EQUITY - CERTIFICATION**

I, the Bidder, by submitting the present information to the Contracting Authority, certify that the information provided is true as of the date indicated below. The certifications provided to Canada are subject to verification at all times. I understand that Canada will declare a bid non-responsive, or will declare a contractor in default, if a certification is found to be untrue, whether during the bid evaluation period or during the contract period. Canada will have the right to ask for additional information to verify the Bidder's certifications. Failure to comply with any request or requirement imposed by Canada may render the bid non-responsive or constitute a default under the Contract.

For further information on the Federal Contractors Program for Employment Equity visit [Employment and Social Development Canada \(ESDC\)-Labour's](#) website.

Date: \_\_\_\_\_ (YYYY/MM/DD) (If left blank, the date will be deemed to be the bid solicitation closing date.)

Complete both A and B.

A. Check only one of the following:

- A1. The Bidder certifies having no work force in Canada.
  - A2. The Bidder certifies being a public sector employer.
  - A3. The Bidder certifies being a [federally regulated employer](#) being subject to the [Employment Equity Act](#).
  - A4. The Bidder certifies having a combined work force in Canada of less than 100 permanent full-time and/or permanent part-time employees.
- A5. The Bidder has a combined workforce in Canada of 100 or more employees; and
- A5.1. The Bidder certifies already having a valid and current [Agreement to Implement Employment Equity](#) (AIEE) in place with ESDC-Labour.

**OR**

- A5.2. The Bidder certifies having submitted the [Agreement to Implement Employment Equity](#) (LAB1168) to ESDC-Labour. As this is a condition to contract award, proceed to completing the form Agreement to Implement Employment Equity (LAB1168), duly signing it, and transmit it to ESDC-Labour.

B. Check only one of the following:

- B1. The Bidder is not a Joint Venture.

**OR**

- B2. The Bidder is a Joint Venture and each member of the Joint Venture must provide the Contracting Authority with a completed annex Federal Contractors Program for Employment Equity - Certification. (Refer to the Joint Venture section of the Standard Instructions)

**ANNEX G - INSURANCE REQUIREMENTS**

## 1. Commercial General Liability Insurance

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 \$5,000,000.00 [for losses or damage caused in any one year of carrying out of the Contract, each such year starting on the date of coming into force of the Contract or its anniversary] 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.

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## Annex A

### Canadian Coast Guard Marine Engineering (ME) Engineering Support Services

#### 1. Background

The Canadian Coast Guard (CCG) has a fleet of over one-hundred vessels which it operates and maintains to deliver on its mandate and the various programs that exist to support that mandate. To assist this effort, CCG conducts midlife modernizations (MLMs), major refits\*, and vessel life extensions (VLEs) to keep its fleet operational, as vessels age. Additionally, CCG may acquire existing vessels and convert them to meet specific operational needs. While CCG has plans to replace certain vessels within the fleet, there is an increasing priority to ensure that the fleet stays mission-ready while CCG awaits the arrival of these new vessels. Integrated Technical Services (ITS) is the Directorate within CCG that is tasked with maintaining the fleet. Within ITS, the Marine Engineering (ITS-ME) Branch provides engineering and maintenance related activities.

*\*A major refit for a large vessel refers to the dry dock and associated work period that occurs twice in every five-year period as a function of regulatory requirements. These usually happen at the two- or three-year mark and then at the five-year mark for every five-year period. A major refit for a small vessel (12-24 metres and 15-150 gross tons) refers to the dry dock and associated work period that occurs during every four-year period as a function of regulatory requirements*

#### 2. Objective

The objective of the Engineering Services Support (ESS) contract is to secure additional technical support from a naval architecture and marine engineering firm to support ITS-ME personnel with in-service support activities, particularly in the area of design and engineering, for Major Refit, MLMs, VLEs, and conversions.

#### 3. Scope of Work

The Contractor will be required to provide engineering services for in-service vessels within the allocated vessel bundle on an as and when requested basis.

The Contractor will be required to assist CCG in developing accurate technical data packages (TDPs) for its vessels as they prepare for a Major Refit, MLM, VLE or conversion.

Work will be called up through task authorizations.

To the extent possible, CCG will provide tasks in advance and group them for a particular vessel so that both Canada and the Contractor can plan ahead and allocate resources accordingly.

### **3.1. Exclusions**

The Scope of Work does not include work associated with the routine annual maintenance activities for the vessel.

The Scope of Work does not include any work associated with new build vessels.

The Contractor will not be required or permitted to write statements of work or evaluation criteria for construction work to be performed by a shipyard or for the selection of single system integrators (SSIs) or original equipment manufacturers (OEMs).

### **3.2. Deliverables**

The bulk of the technical work will include, but are not limited to the following 4 key types of deliverables:

- Developing and updating technical specifications
- Developing and updating drawings/3D models to reflect technical solutions
- Developing supporting calculations
- Developing reports

### **3.3. Tasks**

#### **Project Administration**

- Project management plans
- Project schedules
- Cost estimates (per task or group of tasks)

#### **Engineering General (applicable across various disciplines)**

- Review of CCG initial requirements (i.e., candidate item list)
- Validation of initial requirements for feasibility and impact on project constraints
- Operational analyses
- Options analyses
- Feasibility studies
- Market studies
- Conduct and review of CCG vessel and equipment condition assessments
- Review of existing TDPs to identify and fill gaps prior to commencing engineering (including 3D scanning)
- Developing vessel, system, and/or equipment level technical specifications

## Annex A Statement of Work – Engineering Support Services

- Developing vessel, system, and/or equipment level drawings/drawing packages (including 3D models)
- Performing incline experiments, light ship surveys, and stability assessments
- Review of regulatory gap analyses
- Updating class manuals (i.e. manuals describing equipment details and high level operational and maintenance requirements for vessel classes)
- Developing system manuals
- Updating vessel equipment lists
- Conducting and reviewing equipment and system availability, reliability, and maintainability analyses
- Developing inspection plans
- Developing tests and trials plans
- Performing engineering investigations and failure analyses
- Performing acquisition costing analysis
- Performing lifecycle costing analysis
- Performing modification, repair, and upgrade cost analyses (repair yard labour costs, material costs etc. to execute the work)
- Developing disposal plans
- Performing ergonomic and human factors analyses
- Performing environmental impact analyses
- Performing noise and vibration analyses
- Providing on-site inspection of shipyard/repair yard work (including participating in test and trials, and supporting the development of alternate solutions)

### **Naval Architecture**

- Providing weight management plans and tracking vessel weights, weight estimates, and weight reports
- Performing stability analyses
- Performing seakeeping analyses
- Performing structural analyses, developing solutions, drawings, and calculations
- Performing stress and fatigue analyses for various structural items, finite element analyses
- Modification of the superstructure, hull and hull structure of a vessel
- Main propulsion options analyses and design integration, resistance and powering, computational fluid dynamics (CFD) analyses, propeller analysis, shaft line analysis, shaft vibration analysis, solid body analysis, exhaust system modification options, and through life cost analysis

### **Electrical Engineering**

- Electrical load analyses
- Single line diagrams analyses
- Switchgear design and breaker sizing

- Fault current and arc flash analyses
- Harmonics distortion analysis
- Protection coordination study
- Short circuit study
- Failure modes and effects analysis
- Electrical systems integration
- Electromagnetic compatibility/electromagnetic interference (EMC/EMI) analyses and/or testing
- Sensor arrangements options analyses
- Electrical distribution options analyses for modification or replacement
- Bridge console arrangement options analyses for modification or replacement

**Marine/Mechanical Engineering**

- System flow calculations
- Design integration for domestic and auxiliary systems including Heating Ventilation and Air Condition (HVAC) systems, and propulsion equipment and related systems
- Deck equipment options analyses for modification or replacement
- HVAC system options analyses for modification or replacement
- Domestic and auxiliary systems options analyses for modification or replacement
- Marine/mechanical equipment and piping condition surveys (nondestructive examination [NDE] testing for structural thicknesses, and piping corrosion)

**4. Requirement**

The Contractor will assist CCG in maintaining and updating accurate TDPs for its vessels.

The Contractor core team will be required to provide and maintain a group of personnel in the fields of 1) project management, 2) naval architecture, 3) marine/mechanical engineering and 4) electrical engineering. Each of the above noted fields should have a team of individuals that consist of a blend of experienced, intermediate, and junior personnel.

When allocating resources to a task, it will be the Contractor's responsibility to leverage the expertise within their organization to deliver the work that meets the requirements of the task.

For each task, the Contractor must assign a technical resource or single point of contact that can speak to all aspects of the project at the administrative and technical levels. Where a group of tasks have been generated for a specific vessel, the Contractor must assign a technical resource or single point of contact that can speak to all aspects of the project at the administrative and technical levels for the group of tasks.

#### **4.1. Engineering and Design**

The bulk of the Work under the ESS contract will revolve around engineering and design activities. Specifically, these design and engineering activities may be used to generate studies, drawings and specification to be used as the TDP to be included as part of a request for proposal (RFP) to select a repair yard to perform the work for the applicable major refit, MLM, VLE or conversion.

Although the Contractor will develop specifications, they will be informed by early requirements developed by CCG. Specifications will be developed under the guidance and review of CCG.

#### **4.2. Repair yard Support**

The Contractor may be called upon to act in a customer's representative capacity once the engineering work is handed off to a repair yard for a particular vessel. Typically, this will primarily consist of the Contractor being available to provide the shipyard with background context that may support the shipyard's understanding of the design/engineering package.

Canada may task the Contractor to support the repair yard with the review and development of production level engineering solutions as and when requested.

Additional shipyard activities that Canada may task the Contractor to support may include on-site inspections of work performed by the repair yard, supporting reviews of technical documents produced, monitoring equipment commissioning, redlining drawings to reflect as-fitted conditions, supporting review or development of alternate solutions, and supporting SSIs or OEMs with integration of equipment and systems into the vessel.

#### **4.3. Working with OEMs/SSIs**

CCG may select and purchase key equipment and systems prior to engaging a repair yard for some VLE, MLM, major refit or conversion projects. Consequently, Canada may select an SSI or OEM to work with the Contractor in order to integrate the equipment and systems into the vessel. SSI or OEM selection will be done by Canada.

#### **4.4. Acceptance of deliverables**

Deliverables must be reviewed and accepted by the CCG Technical Authority for the specific task or phase of the task for the Work to be considered complete.

## **5. Governance structure**

The ESS contract will be governed by a Project Management Office (PMO) within ITS-ME jointly with the PSPC Contracting Authority.

### **5.1. Contractor Project Manager**

The Contractor must assign a Project Manager (PM) who will be the primary point of contact for the duration of the ESS contract. The PM must have general oversight of all personnel resources assigned to all tasks and be able to speak to the cost and schedule status of all tasks as per the status reporting requirements defined in section 7.

## **6. Capacity Plan**

The Contractor must provide an updated Capacity Plan at the time of the Kick-off meeting (described at section 8) and update it at least once annually for the duration of the Contract to indicate the Contractor's list of available resources. The Capacity Plan is not meant to reflect all personnel to be immediately assigned to tasks, but rather the full breadth of available resources on the Contractor's core team that may be used to complete tasks for the Contract.

## **7. Status reporting**

The Contractor must provide a Status Report bi-monthly (once every 2 months) to the ESS PMO. Bi-monthly Status Report status will be required in support of milestone bi-monthly invoicing.

### **7.1. Bi-monthly Contract Status Reports**

Bi-Monthly Status Reports are to be submitted to the ESS PMO and are designed to help Canada and the Contractor identify the status of Work and determine which tasks are ending, continuing, and to identify known work to be scheduled in the future.

Specifically, the Bi-monthly Status Reports must reflect the following for each task:

- Applicable Vessel
- CCG Technical Authority name
- Contractor's engineering lead resource

- Task number
- Task name
- Task description
- Identification of whether the task is iterative (i.e. phased) or not and if so, which phase the task in
- Cost of the task
- Cost status, such as spending to date per task (in the case that a task is phased)
- Indication of revision/amendment number of task, if applicable
- Scheduled completion date for the task
- Schedule status (early, on target, late)
- Rationale for any projected delays to delivery, as applicable
- Use of sub-contractors to date

Specific due dates for reporting will be agreed upon with the Contractor following Contract Award.

### **7.2. Contract Status Meetings**

The Contractor and Canada will convene contract status meetings every four (4) months. In advance of the Contract Status Meeting, the Contractor must provide the latest Bi-monthly Contract Status Reports no later than five (5) business days prior to the meeting.

Contract Status meeting may be held virtually, via teleconference or in person at the Contractor's facility, as agreed upon between Canada and the Contractor.

Canada and the Contractor may propose agenda items for the meeting. The Contractor is responsible for capturing any records of decision (RODs) and action items at the meeting.

### **8. Kick-off Meeting**

A kick-off meeting will be convened between the Contractor and Canada within 30 days of Contract Award. The purpose of the meeting will be to review the SOW and the bundle, and discuss anticipated work. The kick-off meeting may be held virtually, via teleconference or in person at the Contractor's facility, as agreed upon between Canada and the Contractor.

Canada and the Contractor may propose agenda items for the meeting. The Contractor is responsible for capturing any records of decision (RODs) and action items at the meeting.

### **9. Key Performance Indicators (KPIs)**

KPIs will be gathered across the life of the project. The focus of KPIs will be on continuous improvement, particularly across tasks that are repeated over time. KPIs will be based on individual tasks and then will be collated over time and used as a metric to confirm continuous improvement. Canada and the Contractor will define the KPI list jointly via task authorization.

## **10. Language Requirements**

All deliverables must be provided in English, as a minimum. French language deliverables may additionally be required for specific tasks.

Specific language requirements will be identified for each task.

## **11. Drawings**

### **11.1. Drawing Formats**

Drawings are to be formatted in accordance with “CCG-ME AutoCAD Metric Template (rev 5)” to be provided following Contract Award.

Multi-sheet Design Drawings contained within a single file are preferred over single file per sheet methodology.

## **Totals NEW BREAKDOWN**

Annual distribution available upon request.

WESTERN PLUS BUNDLE – Total: 54

Large: 7

Small: 47

CENTRAL PLUS BUNDLE – Total: 26

Large: 19

Small: 7

ATLANTIC PLUS BUNDLE – Total 37

Large: 24

Small: 13

Large Vessels – Western Plus Bundle (7 Large)

- Tanu – OPV
- Sir Wilfred Grenfell – OPV
- John P. Tully – OOSV
- Dumit – Sp Nav
- Eckaloo – Sp Nav
- Vector – MSSV
- Gordon Reid - SV

Large Vessels – Central Plus Bundle (19 Large)

- Amundsen – MI
- Des Groseilliers – MI
- Pierre Radisson – MI
- Samuel Risley – MEMTV
- Limnos - MSSV
- Vincent Massey – MIB
- Captain Molly Kool (Atlantic) – MIB
- Jean Goodwill (Atlantic) – MIB
- Leim replacement – NSFRV
- Captain Goddard (Western) – MSPV
- Charles (Western) – MSPV
- Private Robertson (Western) – MSPV
- A. Leblanc – MSPV
- Caporal Kaeble – MSPV
- Constable Carriere – MSPV
- Corporal McLaren (Atlantic) – MSPV
- Corporal Teather (Atlantic) – MSPV
- G. Peddle (Atlantic) – MSPV
- Griffon (Central) – HEMTV

Large Vessels – Atlantic Plus Bundle (24 Large)

- Sir Wilfrid Laurier (Western) – HEMTV
- Martha Black (Central) – HEMTV
- Ann Harvey (Atlantic) – HEMTV
- Edward Cornwallis (Atlantic) – HEMTV
- George R. Pearkes (Atlantic) – HEMTV
- Sir William Alexander (Atlantic) – HEMTV
- Louis St-Laurent – HI
- Terry Fox – HI
- Earl Grey – MEMTV
- Cape Roger – OPV
- Cygnus – OPV
- Leonard J Cowley – OPV
- Hudson – OOSV
- Leim (Central) - NSFRV
- M. Perley – NSFRV
- Vladykov – NSFRV
- Sir John Franklin (Western) – OFSV
- John Cabot – OFSV
- Teleost – OFSV
- Jacques Cartier – OFSV
- Henry Larsen – MI
- Hudson replacement – OOSV
- AOPS 1
- AOPS 2

Small Vessels – Western Plus Bundle (47  
[12] Small)

- Otter Bay – Western – MSSV
- Neocaligus – Western – NSFRV
- Vakta – Western – SV
- Laredo Sound – Western – L/B
- Cape Sutil – Western – 2022
- Cape Ann – Western – 2023
- Cape Farewell – Western – 2023
- Cape St-James – Western – 2023
- Cape Calvert – Western – 2024
- Cape Kuper – Western – 2024
- Cape Chaillon – Central – 2024
- Cape Caution – Western – 2025
- Cape Cockburn – Western – 2025
- Cape Commodore – Central – 2025
- Cape McKay – Western – 2026
- Cape Mudge – Western – 2026
- Cape Dauphin – Western – 2027
- Cape Palmerston – Western – 2027
- Cape Naden – Western - 2028
- Cape Storm – Central – 2022
- Thunder Cape – Central – 2022
- Cap de Rabast – Central – 2023
- Cap Rozier – Central – 2023
- Cape Lambton – Central – 2023
- Cape Mercy – Central – 2023
- Cap D’Espoir – Central – 2024
- Cap Tourmente – Central – 2024
- Cape Providence – Central – 2024
- Cap Aupaluk – Central – 2025
- Cap Perce – Central – 2025
- Cape Discovery – Central – 2025
- Cape Dundas – Central – 2026
- Cape Hearne – Central – 2026
- Cape Rescue – Central – 2027
- Cap Breton – Atlantic – 2023
- Cape Spry – Atlantic – 2023
- Cap Nord – Atlantic – 2024
- Cape Norman – Atlantic – 2024
- Cape Edensaw – Atlantic – 2025
- Cape Fox – Atlantic – 2025
- Baie de Plaisance – Central – L/B
- Pachena Bay – Western – L/B

- McIntyre Bay – Western – L/B
- Pennant Bay – Atlantic – L/B
- Sacred Bay – Atlantic – L/B
- Conception Bay – Atlantic – L/B
- Cadboro Bay – Western – L/B
- Florencia Bay – Western – L/B
- Hull 151 (Atlantic 2021)
- Hull 209 (Atlantic 2021)
- Hull 152 (Atlantic 2021)
- Hull 210 (Atlantic 2021)
- Hull 162 (Atlantic 2022)
- Hull 213 (Atlantic 2022)
- Hull 163 (Atlantic 2022)
- Hull 214 (Atlantic 2023)
- Hull 164 (Atlantic 2023)
- Hull 215 (Atlantic 2023)
- Hull 165 (Central 2023)
- Hull 216 (Atlantic 2024)

Small Vessels – Central Plus Bundle (7  
Small)

- Caribou Isle – SV
- Cove Isle – SV
- Ile Saint-Ours – SV
- Kelso – SV
- Traverse – SV
- Jean Bourdon – CSSV
- Helen Irene Battle – CSSV

Small Vessels – Atlantic Plus Bundle (13  
Small)

- Bickerton – L/B
- Clark’s Harbour – L/B
- Courtenay Bay – L/B
- Sambro – L/B
- Spindrift – L/B
- W.G. George – L/B
- W. Jackman – L/B
- Westport – L/B
- Viola M. Davidson – SV
- Cape Light – SV
- Geliget – SV
- Pointe Caveau – SV
- S. Dudka – SV

The 'Bidder Team' includes the Bidder and any subcontractors named in the Bid.

**Mandatory - Knowledge**

Criteria #	Technical Mandatory - Description	PASS/FAIL
TM#1	The Bidder team includes two (2) marine electrical SMEs	P/F
TM#2	The Bidder includes two (2) naval architectural SMEs	P/F
TM#3	The Bidder includes two (2) marine mechanical SMEs	P/F
TM#4	The Bidder team includes a Project Manager	P/F
<b>Requires all four criteria to PASS</b>		<b>P/F</b>

An identified SME can be proposed for one technical discipline only.

Each SME must:

- a. Possess a Technical Certificate(s), or Technical Diploma(s), or Engineering Diploma(s) in the respective discipline to qualify as the marine electrical SME, naval architectural SME, or marine mechanical SME in order to be compliant.
- b. **The marine electrical SMEs** must have significant knowledge of the Classification Society rules and Transport Canada regulations related to the requirements for electrical system(s) for vessels. This knowledge must be demonstrated by listing a minimum of two (2) previous projects, within the last ten (10) years for which the marine electrical SME led or oversaw work related to the design for construction or modification of the electrical power generation system and distribution system or electrical systems integration of a Class approved vessel in order to be compliant.
- c. **The naval architectural SMEs** must have significant knowledge of the rules related to Classification Society requirements for vessel hull and hull structures for steel hull vessels. This knowledge must be demonstrated by listing a minimum of two (2) previous projects, within the last ten (10) years for which the naval architect SME led or oversaw work related to the design for construction or modification of the hull and hull structure of a Class approved vessel in order to be compliant.
- d. **The marine mechanical SMEs** must have significant knowledge of the Classification Society rules related to the requirements for the propulsion system(s) for vessels. This knowledge must be demonstrated by listing a minimum of two (2) previous projects, within the last ten (10) years for which the marine mechanical SME led or oversaw work related to the design for construction or modification of the marine mechanical system of a Class approved vessel in order to be compliant.
- e. **The Project Manager** must have experience managing at least two VLE, MLM, major refit, or conversion projects encompassing structural and mechanical systems updates that entailed managing personnel of the fields of naval architecture, marine mechanical engineering, and electrical engineering personnel within the last 6 years

Criteria #	Fail	Pass
TM 1	The respondent <b>does not provide two (2)</b> marine electrical SMEs with significant knowledge of the Classification Society rules and Transport Canada regulations related to the requirements for electrical system(s) for vessels. The knowledge is not demonstrated using a minimum of two (2) previous projects in the last ten (10) years for that were led or overseen by the marine electrical SME for work related to the design for construction or modification of the electrical distribution system of a Class approved vessel.	The respondent <b>provides two (2)</b> marine electrical SMEs with significant knowledge of the Classification Society rules and Transport Canada regulations related to the requirements for electrical system(s) for vessels. The knowledge is demonstrated using a minimum of two (2) previous projects in the last ten (10) years for that were led or overseen by the marine electrical SME for work related to the design for construction or modification of the electrical distribution system of a Class approved vessel.

Criteria #	Fail	Pass
TM 2	The respondent <b>does not provide two (2)</b> naval architectural SMEs with significant knowledge of the Classification Society requirements for vessel hull and hull structures for steel hull vessels. The knowledge is not demonstrated using a minimum of two (2) previous projects in the last ten (10) years for that were led or overseen by the naval architect SME for work related to the design for construction or modification of the hull and hull structure of a Class approved vessel.	The respondent <b>provides two (2)</b> naval architectural SMEs with significant knowledge of the Classification Society requirements for vessel hull and hull structures for steel hull vessels. The knowledge is demonstrated using a minimum of two (2) previous projects in the last ten (10) years for that were led or overseen by the naval architect SME for work related to the design for construction or modification of the hull and hull structure of a Class approved vessel.

Criteria #	Fail	Pass
TM 3	The respondent <b>does not provide two (2)</b> marine mechanical SMEs with significant knowledge of the Classification Society rules related to the requirements for the propulsion system(s) for vessels. The knowledge is not demonstrated using a minimum of two (2) previous projects in the last ten (10) years for that were led or overseen by the marine mechanical SME for work related to the design for construction or modification of the propulsion system of a Class approved vessel.	The respondent <b>provides two (2)</b> marine mechanical SMEs with significant knowledge of the Classification Society rules related to the requirements for the propulsion system(s) for vessels. The knowledge is demonstrated using a minimum of two (2) previous projects in the last ten (10) years for that were led or overseen by the marine mechanical SME for work related to the design for construction or modification of the propulsion system of a Class approved vessel.

Criteria #	Fail	Pass
TM 4	The respondent <b>does not</b> have experience managing <b>at least two (2)</b> VLE, MLM, major refit, or conversion projects encompassing structural and mechanical systems updates that entailed managing personnel of the fields of naval architecture, marine mechanical engineering, and electrical engineering personnel within the last 6 years	The respondent <b>has</b> experience managing <b>at least two (2)</b> VLE, MLM, major refit, or conversion projects encompassing structural and mechanical systems updates that entailed managing personnel of the fields of naval architecture, marine mechanical engineering, and electrical engineering personnel within the last 6 years

## Large Vessel - Engineering Changes

Use the Large Vessel - Engineering Changes Form for this response.

Criteria#	Description	Max points available
LV#1	The Bidder has performed engineering activities related to modifications that have been incorporated within in-service vessels over 49m in length within the last 6 years (72 months from bid solicitation date). The Bidder may use up to a maximum of 10 different projects to earn the total of 150 points (maximum potential score of 15 points per project).	/150

Note: The vessels don't need to have been constructed in, or operate in Canadian waters, but the work needs to have been performed by the Bidder team resources located in Canada to earn points in this section. All work presented must have been performed by the Bidder team resources that are not part of the proposed bidder team for the ESS is not accepted and no points will be awarded for any such projects cited.

Only one vessel per class may be used for this section. More than one vessel in a single class will not be accepted and only one vessel per class will be evaluated.

The Bidder should strive to use reference projects that contain as many of the task criteria as possible within the 10 project limit.

LV#1	Large Vessel - Engineering Changes	Max points available
LV#1 sub-category	The project involved at least 2 of the following naval architecture related activities that each required the development of calculations, new or modified drawings, and regulatory approval from a Classification Society: <b>&lt;2 = 0 points, 2 of 6 = 1 point, 3 of 6 = 2 points, 4 of 6 = 3 points, 5 or more = full 4 points</b> a. the modification of the hull and hull structure of a vessel b. the modification of the superstructure of a vessel to modify the accommodations capacity for the crew complement c. the modification of an existing, or incorporation of a new foundation for a crane with a minimum capacity of 200 tonne-metres d. the modification of the hull and hull structure of a vessel to replace an existing, or incorporate a new bow or stern thruster e. resolving weight or stability related issues for an in-service vessel including the development of a weight management plan f. developing procedures to IMO 2008 IS Code, supervising inclining experiments, and the development of corresponding stability booklets (using Creative Systems CHS software for calculations and modeling performed) <b>&lt;2 = 0 points, 2 of 4 = 1 point, 3 or more = full 2 points</b> a. performing resistance and powering analyses b. performing engine selection analyses (diesel engine providing main propulsion power) c. performing propeller, shaft line, and bearing selection analysis and design integration or thruster/podded propulsion analysis and design integration (can be an "or", or an "and") d. performing engine foundation analysis and design/modification that required the development of calculations, new or modified drawings, and regulatory approval from a Classification Society <b>&lt;2 = 0 points, 2 of 5 = 1 point, 3 of 5 = 2 points, 4 of 5 = 3 points, 5 of 5 = full 4 points</b> a. the modification of an existing, or incorporation of a new Heating, Ventilation and Air Condition (HVAC) system b. the modification of an existing, or incorporation of a new steering gear system c. the modification of an existing, or incorporation of a new main engine cooling system d. the modification of existing, or incorporation of new deck equipment (equipment is limited to a crane, anchor winches, mooring winch, or towing winch) and hydraulic system(s) to power this equipment e. the modification of an existing, or incorporation of a new environmental system (equipment is limited to ballast water treatment system or sewage treatment system) f. the modification of an existing, or incorporation of a new electrical power generation and distribution system that included at least 2 of the following electrical related activities that required regulatory approval from a Classification Society: <b>&lt;2 = 0 points, 2 of 9 = 1 point, 3 of 9 = 2 points, 4 of 9 = 3 points, 5 of 9 = 4 points, 6 or more = full 5 points</b> a. electrical power system design including definition of power system topology b. arc flash analysis c. harmonics distortion analysis d. protection coordination study e. electrical load analysis f. short circuit study g. switching gear design and busbar sizing h. cable design and installation i. failure modes and effects analysis	/150
NA#1		4
ME&NA#1		/2
ME#1		4
EE#1		/5
	<b>Max points per project</b>	/15

minimum score to pass section = 75

Criteria - Experience with Modifications to Large Vessels					
Criteria #	0	1	2	3	4
<b>LVNA#1</b>	The Respondent project demonstrated <b>one (1) or none</b> of the naval architectural related activities that each required the development of calculations, new or modified drawings, and regulatory approval from a Classification Society.	The Respondent project demonstrated <b>two (2)</b> of the naval architectural related activities that each required the development of calculations, new or modified drawings, and regulatory approval from a Classification Society.	The Respondent project demonstrated <b>three (3)</b> of the naval architectural related activities that each required the development of calculations, new or modified drawings, and regulatory approval from a Classification Society.	The Respondent project demonstrated <b>four (4)</b> of the naval architectural related activities that each required the development of calculations, new or modified drawings, and regulatory approval from a Classification Society.	The Respondent project demonstrated <b>five (5) or more</b> of the naval architectural related activities that each required the development of calculations, new or modified drawings, and regulatory approval from a Classification Society.
<b>Criteria #</b>	0	1	2	3	4
<b>LVME#1</b>	The Respondent project demonstrated <b>one (1) or none</b> of the marine mechanical systems related activities that each required the development of calculations, new or modified drawings, and regulatory approval from a Classification Society.	The Respondent project demonstrated <b>two (2)</b> of the marine mechanical systems related activities that each required the development of calculations, new or modified drawings, and regulatory approval from a Classification Society.	The Respondent project demonstrated <b>three (3)</b> of the marine mechanical systems related activities that each required the development of calculations, new or modified drawings, and regulatory approval from a Classification Society.	The Respondent project demonstrated <b>four (4)</b> of the marine mechanical systems related activities that each required the development of calculations, new or modified drawings, and regulatory approval from a Classification Society.	The Respondent project demonstrated <b>five (5)</b> of the marine mechanical systems related activities that each required the development of calculations, new or modified drawings, and regulatory approval from a Classification Society.
<b>Criteria #</b>	0	1	2	3	4
<b>LVVEE#1</b>	The Respondent project demonstrated <b>one (1) or none</b> of the activities involved in the modification of an existing, or incorporation of a new electrical power generation and distribution system that included the following electrical related activities that required regulatory approval from a Classification Society.	The Respondent project demonstrated <b>two (2)</b> of the activities involved in the modification of an existing, or incorporation of a new electrical power generation and distribution system that included the following electrical related activities that required regulatory approval from a Classification Society.	The Respondent project demonstrated <b>three (3)</b> of the activities involved in the modification of an existing, or incorporation of a new electrical power generation and distribution system that included the following electrical related activities that required regulatory approval from a Classification Society.	The Respondent project demonstrated <b>four (4)</b> of the activities involved in the modification of an existing, or incorporation of a new electrical power generation and distribution system that included the following electrical related activities that required regulatory approval from a Classification Society.	The Respondent project demonstrated <b>five (5)</b> of the activities involved in the modification of an existing, or incorporation of a new electrical power generation and distribution system that included the following electrical related activities that required regulatory approval from a Classification Society.
<b>Criteria #</b>	0	1	2	3	4
<b>Criteria #</b>	0	1	2	3	5

Large Vessel – Engineering Changes Form

The Bidder has performed engineering activities related to modifications that have been incorporated within in-service vessels over 43 m in length within the last 6 years (72 months from bid solicitation date). The Bidder can use up to a maximum of 10 different projects to earn a total of 150 points (maximum potential score of 15 points per project).

Project Information	
Project Name:	
Name of Client/Owner:	
Vessel Name/Length/Country of Construction/Country of Operation:	
Title/Role of the Project/Contract:	
Phone Number:	
Email Address:	
Total duration of the Project:	
Project Start Date (MM/YYYY):	
Project End Date (MM/YYYY):	
Date Vessel Returned to Service (MM/YYYY):	

NA#1: Project involved at least 2 of the following naval architectural related activities that each required the development of calculations, new or modified drawings, and regulatory approval from a Classification Society.

**Check box if the criteria applies and provide a brief description of the activity**

a) The modification of the hull and structure of a vessel	<input type="checkbox"/>
Brief description.	
b) The modification of the superstructure of a vessel to modify the accommodations capacity for the crew compliment	<input type="checkbox"/>
Brief description.	
c) The modification of an existing, or incorporation of a new foundation for a crane with a minimum capacity of 200 tonne-metres	<input type="checkbox"/>
Brief description.	
d) The modification of the hull and structure of a vessel to replace the existing, or incorporate a new bow or stern thruster	<input type="checkbox"/>
Brief description.	
e) Resolving weight or stability related issues for an in-service vessel including the development of a weight management plan	<input type="checkbox"/>

Brief description.

f) Developing procedures to IMO 2008 IS Code, supervising inclining experiments, and the development of corresponding stability booklets (using Creative Systems GHS software for calculations and modelling performed)	<input type="checkbox"/>
Brief description.	

ME&NA#1: Project involved a main propulsion engine replacement that included at least 2 of the following related activities

**Check box if the criteria applies and provide a brief description of the activity**

a) Performing resistance and powering analyses	<input type="checkbox"/>
Brief description.	

b) Performing engine selection analyses (diesel engine providing main propulsion power)	<input type="checkbox"/>
Brief description.	

c) Performing propeller, shaft line, and bearing section analysis and design integration or thruster/podded propulsion analysis and design integration (can be an "or", or an "and")	<input type="checkbox"/>
Brief description.	

d) Performing engine foundation analysis and design/modification that required the development of calculations, new or modified drawings, and regulatory approval from a Classification Society	<input type="checkbox"/>
Brief description.	

ME#1: Project involved the modification of an existing, or incorporation of at least 2 of the following marine mechanical systems that each required the development of calculations, new or modified drawings, and regulatory approval from a Classification Society.

**Check box if the criteria applies and provide a brief description of the activity**

a) The modification of an existing, or incorporation of a new Heating Ventilation and Air Condition (HVAC) system	<input type="checkbox"/>
Brief description.	

b) The modification of an existing, or incorporation of a new steering gear system	<input type="checkbox"/>
Brief description.	

c) The modification of an existing, or incorporation of a new main engine cooling system	<input type="checkbox"/>
Brief description.	

d) the modification of existing, or incorporation of new deck equipment (equipment is limited to a crane, anchor windlass, mooring winch, or towing winch) and hydraulic system(s) to power this equipment	<input type="checkbox"/>
Brief description.	

e) the modification of an existing, or incorporation of a new environmental system (equipment is limited to ballast water treatments system or sewage treatment system)	<input type="checkbox"/>
Brief description.	

EE#1: Project involved the modification of an existing, or incorporation of a new electrical power generation and distribution system that included at least 2 of the following electrical related activities that required regulatory approval from a Classification Society

**Check box if the criteria applies and provide a brief description of the activity**

a) Electrical power system design including definition of power system topology	<input type="checkbox"/>
Brief description.	

b) Arc flash analysis	<input type="checkbox"/>
Brief description.	

c) Harmonics distortion analysis	<input type="checkbox"/>
Brief description.	

d) Protection coordination study	<input type="checkbox"/>
Brief description.	

e) Electrical load analysis	<input type="checkbox"/>
Brief description.	

f) Short circuit study	<input type="checkbox"/>
Brief description.	

g) Switchgear design and breaker sizing	<input type="checkbox"/>
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Brief description.
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h) Electrical systems integration	<input type="checkbox"/>
Brief description.	

i) Failure modes and effects analysis	<input type="checkbox"/>
Brief description.	

*For proof of service, copies of bills of sale or regulatory documentation produced must be provided for each project. Sensitive or confidential information may be redacted/blacked out as appropriate. Note: proprietary or confidential information may be redacted from documents provided to Canada. However, the onus remains on the Bidder to provide sufficient information to demonstrate that the work was completed, as per the requirements specified for each criteria.*

*The supporting documentation is not required to show every single task provided in the above response.*

## Large Vessel - On Site Support

Use the 'Large Vessel - On Site Support Form' for this response.

Criteria#	Description	Max points available
LV#2	<p>The Bidder has experience providing the following on-site services within a shipyard or repair yard for an in-service vessel over 43 m in length within the last 6 years (72 months from bid solicitation date). This must be demonstrated through a project supported by the Bidder.</p> <p>The Bidder may use up to 5 different projects to earn the total of 30 points (maximum potential score of 6 points per project).</p>	/30

Criteria#	Description	Self-Assessment	Max points available per project
LV#2	<p>a. performing structural condition surveys of decks, hulls, tanks, and superstructures</p> <p>b. performing main propulsion condition surveys including shaft line alignment surveys, bearing clearance and wear surveys, and vibration analysis of rotating machinery</p> <p>c. performing test and trials acceptance for vessel fitted equipment on behalf of the vessel owner.</p>	y/n	/2
		y/n	/2
		y/n	/2

Criteria - Large Vessel On-Site Support			
Criteria #	2	4	6
LV#2	The Respondent project demonstrated <b>one (1)</b> of the on-site services within a shipyard or repair yard for an in-service vessel over 43 m in length within the last 6 years	The Respondent project demonstrated <b>two (2)</b> of the on-site services within a shipyard or repair yard for an in-service vessel over 43 m in length within the last 6 years	The Respondent project demonstrated <b>three (3)</b> of the on-site services within a shipyard or repair yard for an in-service vessel over 43 m in length within the last 6 years

minimum score to pass section = 12

Large Vessel – On Site Support Form

The Bidder has experience providing the following on-site services within a shipyard or repair yard for an in-service vessel over 43 m in length within the last 6 years (72 months from bid solicitation date). The Bidder may use up to 5 different projects to earn the total of 30 points (maximum potential score of 6 points per project)

Project Information	
Project Name:	
Name of Client/Owner:	
Vessel Name/Length/Country of Construction/Country of Operation:	
Title/Role of the Project/Contract:	
Phone Number:	
Email Address:	
Total duration of the Project:	
Project Start Date (MM/YYYY):	
Project End Date (MM/YYYY):	
Date Vessel Returned to Service (MM/YYYY):	

**Check box if the criteria applies and provide a brief description of the activity**

a) performing structural condition surveys of decks, hulls, tanks, and superstructures	<input type="checkbox"/>
Brief description.	

b) performing main propulsion condition surveys including shaft line alignment surveys, bearing clearance and wear surveys, and vibration analysis of rotating machinery	<input type="checkbox"/>
Brief description.	

c) performing test and trials acceptance for vessel fitted equipment on behalf of the vessel owner.	<input type="checkbox"/>
Brief description.	

## Small Vessel - Engineering Changes

Use the 'Small Vessel - Engineering Changes Form' for this response.

Criteria#	Description	Max points available
SV#1	The Bidder has performed engineering activities related to modifications that have been incorporated within in-service vessels <u>12 m</u> to <u>43 m</u> in length within the last 6 years (72 months from bid solicitation date). The Bidder may use up to a maximum of 10 different projects to earn the total of 150 points (maximum potential score of 15 points per project).	/150

Note: The vessels don't need to have been constructed in, or operate in Canadian waters, but the work needs to have been performed by the Bidder team resources located in Canada to earn points in this section. All work presented must have been performed by the Bidder team, work by sub-contractors that are not part of the proposed 'bidder team' for the ESS will not be accepted and no points will be awarded for any such projects cited.

Only one vessel per class may be used for this section. More than one vessel in a single class will not be accepted and only one vessel per class will be evaluated.

The Bidder should strive to use reference projects that contain as many of the task criteria as possible within the 10 project limit.

SV # 1	Engineering Changes - Small Vessels	Self-assessment	Max points available
SV#1 sub-category	The project involved the following naval architectural related activities that each required the development of calculations, new or modified drawings, and regulatory approval from a Classification Society. <b>0 = 0 points, 1 of 4 = 1 point, 2 of 4 = 2 points, 3 of 4 = 3 points, 4 of 4 = full 4 points</b>		
NA#1	a. the modification of the hull and hull structure	y/n	/4
	b. resolving weight or stability related issues for an in-service vessel including the development of a weight management plan	y/n	
	d. developing procedures to IMO 2008 IS Code, supervising inclining experiments, and the development of corresponding stability booklets (using Creative Systems GHS software for calculations and modelling performed)	y/n	
	e. conducting FEA calculation for structural modifications to support the installation of new or upgrade of existing cranes, davits, windlassess, or winches.	y/n	
	The project involved a main propulsion engine replacement that included at <u>least 2</u> the following related activities: <b>&lt;2 = 0 points, 2 of 4 = 1 point, 3 or more = full 2 points</b>		
ME&NA#1	a. performing resistance and powering analyses	y/n	/2
	b. performing engine selection analyses (diesel engine providing main propulsion power)	y/n	
	c. performing propeller, shaft line, and bearing selection analysis and design integration or thruster/podded propulsion analysis and design integration (can be an "or", or an "and")	y/n	
	d. performing engine foundation analysis and design/modification that required the development of calculations, new or modified drawings, and regulatory approval from a Classification Society	y/n	
	The project involve the modification of an existing, or incorporation of at <u>least 2</u> of the following marine mechanical systems that each required the development of calculations, new or modified drawings, and regulatory approval from a Classification Society : <b>&lt;2 = 0 points, 2 of 5 = 1 point, 3 of 5 = 2 points, 4 of 5 = 3 points, 5 of 5 = full 4 points</b>		
ME#1	a. the modification of an existing, or incorporation of a new Heating Ventilation and Air Condition (HVAC) system	y/n	/4
	b. the modification of an existing, or incorporation of a new steering gear system	y/n	
	c. the modification of an existing, or incorporation of a new main engine cooling system	y/n	
	d. the modification of existing, or incorporation of new deck equipment (equipment is limited to a crane, anchor windlass, mooring winch, or towing winch) and hydraulic system(s) to power this equipment	y/n	
	e. the modification of an existing, or incorporation of a new environmental system (equipment is limited to ballast water treatments system or sewage treatment system)	y/n	
	The project involved the modification of an existing, or incorporation of a new electrical power generation and distribution system that included at <u>least 2</u> of the following electrical related activities that required regulatory approval from a Classification Society : <b>&lt;2 = 0 points, 2 of 9 = 1 point, 3 of 9 = 2 points, 4 of 9 = 3 points, 5 of 9 = 4 points, 6 or more = full 5 points</b>		
EE#1	a. electrical power system design including definition of power system topology	y/n	/5
	b. arc flash analysis	y/n	
	c. harmonics distortion analysis	y/n	
	d. protection coordination study	y/n	
	e. electrical load analysis	y/n	
	f. short circuit study	y/n	
	g. switchgear design and breaker sizing	y/n	
	h. electrical systems integration	y/n	
	i. failure modes and effects analysis	y/n	
<b>Max points per project</b>			<b>/15</b>

minimum score to pass section = 60

Criteria - Experience with Modifications to Small Vessels						
Criteria #	0	1	2	3	4	
<b>SVNA#1</b>	The Respondent project demonstrated <b>none</b> of the naval architectural related activities that each required the development of calculations, new or modified drawings, and regulatory approval from a Classification Society.	The Respondent project demonstrated <b>one (1)</b> of the naval architectural related activities that each required the development of calculations, new or modified drawings, and regulatory approval from a Classification Society.	The Respondent project demonstrated <b>two (2)</b> of the naval architectural related activities that each required the development of calculations, new or modified drawings, and regulatory approval from a Classification Society.	The Respondent project demonstrated <b>three (3)</b> of the naval architectural related activities that each required the development of calculations, new or modified drawings, and regulatory approval from a Classification Society.	The Respondent project demonstrated <b>four (4)</b> of the naval architectural related activities that each required the development of calculations, new or modified drawings, and regulatory approval from a Classification Society.	
<b>SVME&amp;A#1</b>	The Respondent project demonstrated <b>one (1)</b> or <b>none</b> of the activities involved in a main propulsion engine replacement.	The Respondent project demonstrated <b>two (2)</b> of the activities involved in a main propulsion engine replacement.	The Respondent project demonstrated <b>three (3)</b> or <b>more</b> of the activities involved in a main propulsion engine replacement.			
<b>SVME#1</b>	The Respondent project demonstrated <b>one (1)</b> or <b>none</b> of the marine mechanical systems related activities that each required the development of calculations, new or modified drawings, and regulatory approval from a Classification Society.	The Respondent project demonstrated <b>two (2)</b> of the marine mechanical systems related activities that each required the development of calculations, new or modified drawings, and regulatory approval from a Classification Society.	The Respondent project demonstrated <b>three (3)</b> of the marine mechanical systems related activities that each required the development of calculations, new or modified drawings, and regulatory approval from a Classification Society.	The Respondent project demonstrated <b>four (4)</b> of the marine mechanical systems related activities that each required the development of calculations, new or modified drawings, and regulatory approval from a Classification Society.	The Respondent project demonstrated <b>five (5)</b> of the marine mechanical systems related activities that each required the development of calculations, new or modified drawings, and regulatory approval from a Classification Society.	
<b>SVEE#1</b>	The Respondent project demonstrated <b>one (1)</b> or <b>none</b> of the activities involved in the modification of an existing, or incorporation of a new electrical power generation and distribution system that included the following electrical related activities that required regulatory approval from a Classification Society.	The Respondent project demonstrated <b>two (2)</b> of the activities involved in the modification of an existing, or incorporation of a new electrical power generation and distribution system that included the following electrical related activities that required regulatory approval from a Classification Society.	The Respondent project demonstrated <b>three (3)</b> of the activities involved in the modification of an existing, or incorporation of a new electrical power generation and distribution system that included the following electrical related activities that required regulatory approval from a Classification Society.	The Respondent project demonstrated <b>four (4)</b> of the activities involved in the modification of an existing, or incorporation of a new electrical power generation and distribution system that included the following electrical related activities that required regulatory approval from a Classification Society.	The Respondent project demonstrated <b>five (5)</b> of the activities involved in the modification of an existing, or incorporation of a new electrical power generation and distribution system that included the following electrical related activities that required regulatory approval from a Classification Society.	The Respondent project demonstrated <b>six (6)</b> or <b>more</b> of the activities involved in the modification of an existing, or incorporation of a new electrical power generation and distribution system that included the following electrical related activities that required regulatory approval from a Classification Society.

Small Vessel – Engineering Changes Form

The Bidder has performed engineering activities related to modifications that have been incorporated within in-service vessels 12 m to 43 m in length within the last 6 years (72 months from bid solicitation date). The Bidder can use up to a maximum of 10 projects to earn the total of 150 points (maximum potential score of 15 points per project)

Project Information	
Project Name:	
Name of Client/Owner:	
Vessel Name/Length/Country of Construction/Country of Operation:	
Title/Role of the Project/Contract:	
Phone Number:	
Email Address:	
Total duration of the Project:	
Project Start Date (MM/YYYY):	
Project End Date (MM/YYYY):	
Date Vessel Returned to Service (MM/YYYY):	

NA#1: Project involved the following naval architectural related activities that each required the development of calculations, new or modified drawings, and regulatory approval from a Classification Society.

**Check box if the criteria applies and provide a brief description of the activity**

a) the modification of the hull and hull structure	<input type="checkbox"/>
Brief description.	
b) Resolving weight or stability related issues for an in-service vessel including the development of a weight management plan	<input type="checkbox"/>
Brief description.	
c) developing procedures to IMO 2008 IS Code, supervising inclining experiments, and the development of corresponding stability booklets (using Creative Systems GHS software for calculations and modelling performed)	<input type="checkbox"/>
Brief description.	
d) Conducting FEA calculation for structural modifications to support the installation of new or upgrade of existing cranes, davits, windlasses, or winches.	<input type="checkbox"/>
Brief description.	

ME&NA#1: The project involved a main propulsion engine replacement that included at least 2 the following related activities

**Check box if the criteria applies and provide a brief description of the activity**

a) Performing resistance and powering analyses	<input type="checkbox"/>
Brief description.	

b) Performing engine selection analyses (diesel engine providing main propulsion power)	<input type="checkbox"/>
Brief description.	

c) Performing propeller, shaft line, and bearing section analysis and design integration or thruster/podded propulsion analysis and design integration (can be an “or”, or an “and”)	<input type="checkbox"/>
Brief description.	

d) Performing engine foundation analysis and design/modification that required the development of calculations, new or modified drawings, and regulatory approval from a Classification Society	<input type="checkbox"/>
Brief description.	

ME#1: Project involved the modification of an existing, or incorporation of at least 2 of the following marine mechanical systems that each required the development of calculations, new or modified drawings, and regulatory approval from a Classification Society.

**Check box if the criteria applies and provide a brief description of the activity**

a) The modification of an existing, or incorporation of a new Heating Ventilation and Air Condition (HVAC) system	<input type="checkbox"/>
Brief description.	

b) The modification of an existing, or incorporation of a new steering gear system	<input type="checkbox"/>
Brief description.	

c) The modification of an existing, or incorporation of a new main engine cooling system	<input type="checkbox"/>
Brief description.	

d) the modification of existing, or incorporation of new deck equipment (equipment is limited to a crane, anchor windlass, mooring winch, or towing winch) and hydraulic system(s) to power this equipment	<input type="checkbox"/>
Brief description.	

e) the modification of an existing, or incorporation of a new environmental system (equipment is limited to ballast water treatments system or sewage treatment system)	<input type="checkbox"/>
Brief description.	

EE#1: Project involved the modification of an existing, or incorporation of a new electrical power generation and distribution system that included at least 2 of the following electrical related activities that required regulatory approval from a Classification Society.

**Check box if the criteria applies and provide a brief description of the activity**

a) Electrical power system design including definition of power system topology	<input type="checkbox"/>
Brief description.	

b) Arc flash analysis	<input type="checkbox"/>
Brief description.	

c) Harmonics distortion analysis	<input type="checkbox"/>
Brief description.	

d) Protection coordination study	<input type="checkbox"/>
Brief description.	

e) Electrical load analysis	<input type="checkbox"/>
Brief description.	

f) Short circuit study	<input type="checkbox"/>
Brief description.	

g) Switchgear design and breaker sizing	<input type="checkbox"/>
Brief description.	

h) Electrical systems integration	<input type="checkbox"/>
Brief description.	

i) Failure modes and effects analysis	<input type="checkbox"/>
Brief description.	

*For proof of service, copies of bills of sale or regulatory documentation produced must be provided for each project. Sensitive or confidential information may be redacted/blacked out as appropriate. Note: proprietary or confidential information may be redacted from documents provided to Canada. However, the onus remains on the Bidder to provide sufficient information to demonstrate that the work was completed, as per the requirements specified for each criteria.*

*The supporting documentation is not required to show every single task provided in the above response.*

### Small Vessel - On Site Support

Use the 'Small Vessel - On Site Support Form' for this response.

Criteria#	Description	Max points available
SV#2	The Bidder has experience providing the following on-site services within a shipyard or repair yard for an in-service vessel 12 m to 43 m in length within the last 6 years (72 months from bid solicitation date). This must be demonstrated through a project supported by the Bidder.  The Bidder may use up to a maximum of 5 different projects to earn the total of 40 points (maximum potential score of 8 points per project).	/40

Criteria#	Description	Self-Assessment	Max points available per project
SV#2	a. performing structural condition surveys of decks, hulls, tanks, and superstructures for steel vessels	y/n	/8
	b. Performing structural condition surveys of decks, hulls, tanks, and superstructures for aluminum vessels	y/n	
	c. Performing main propulsion condition surveys including shaft line alignment surveys, bearing clearance and wear surveys, and vibration analysis of rotating machinery	y/n	
	d. performing test and trials acceptance for vessel fitted equipment on behalf of the vessel owner.	y/n	

Criteria - Small Vessel On-Site Support			
Criteria #	2	4	6
SV#2	The Respondent project demonstrated <b>one (1)</b> of the on-site services within a shipyard or repair yard for an in-service vessel 12 m to 43 m in length within the last 6 years.	The Respondent project demonstrated <b>two (2)</b> of the on-site services within a shipyard or repair yard for an in-service vessel 12 m to 43 m in length within the last 6 years.	The Respondent project demonstrated <b>three (3)</b> of the on-site services within a shipyard or repair yard for an in-service vessel 12 m to 43 m in length within the last 6 years.
			The Respondent project demonstrated <b>four (4)</b> of the on-site services within a shipyard or repair yard for an in-service vessel 12 m to 43 m in length within the last 6 years.

minimum score to pass section = 16

Small Vessel – On Site Support Form

The Bidder has experience providing the following on-site services within a shipyard or repair yard for an in-service vessel 12 m to 43 m in length within the last 6 years (72 months from bid solicitation date). The Bidder may use up to a maximum of 5 different projects to earn the total of 40 points (maximum potential score of 8 points per project)

Project Information	
Project Name:	
Name of Client/Owner:	
Vessel Name/Length/Country of Construction/Country of Operation:	
Title/Role of the Project/Contract:	
Phone Number:	
Email Address:	
Total duration of the Project:	
Project Start Date (MM/YYYY):	
Project End Date (MM/YYYY):	
Date Vessel Returned to Service (MM/YYYY):	

**Check box if the criteria applies and provide a brief description of the activity**

a) performing structural condition surveys of decks, hulls, tanks, and superstructures for steel vessels	<input type="checkbox"/>
Brief description.	

b) performing structural condition surveys of decks, hulls, tanks, and superstructures for aluminum	<input type="checkbox"/>
Brief description.	

c) performing main propulsion condition surveys including shaft line alignment surveys, bearing clearance and wear surveys, and vibration analysis of rotating machinery	<input type="checkbox"/>
Brief description.	

d) performing test and trials acceptance for vessel fitted equipment on behalf of the vessel owner.	<input type="checkbox"/>
Brief description.	

	Rated Technical Criteria	Max points available
Criteria#	Description	/80
TC#1	<b>Transport Canada:</b> The Bidder has experience providing engineering services for a new vessel construction design or vessel modification for an in-service vessel built to Transport Canada Marine Safety regulations in the last 5 years.	/16
CO#1	<b>Government Contracting:</b> The Bidder has experience acting as the prime contractor for engineering services for a new vessel construction or in-service modification project for a Transport Canada, DND or CCG vessel project in the last 3 years.	/16
LCC#1	<b>Lifecycle Costing:</b> The Bidder has experience providing propulsion system lifecycle costing analysis. For this example, a propulsion system is defined as the diesel propulsion engines and/or electric propulsion motors in the last 60 months.	/16
DE#1	<b>Diesel Electric:</b> The Bidder has experience providing electrical engineering services for a new vessel construction design or vessel modification to incorporate a diesel electric propulsion system.	/16
IMO#1	<b>IMO Tier 3:</b> The Bidder has experience providing engineering services for a new vessel construction design or vessel modification for a propulsion system meeting IMO Tier 3 emission standards.	/16
	<b>Max points available</b>	<b>/80</b>

Experience with TC				
criteria #	0	8	16	
TC#1	The Bidder does not have experience providing engineering services for a new vessel construction design or vessel modification for an in-service vessel built to Transport Canada Marine Safety regulations in the last 5 years	The Bidder has experience providing engineering services for <u>one</u> new vessel construction design or vessel modification for an in-service vessel built to Transport Canada Marine Safety regulations in the last 5 years	The Bidder has experience providing engineering services for <u>two</u> new vessel construction design or vessel modification for an in-service vessel built to Transport Canada Marine Safety regulations in the last 5 years	
Government Contracting				
criteria #	0	8	16	
CO#1	The Bidder does not have experience acting as the contracting lead or project manager as the engineering services provider for a new vessel construction or in-service modification project for a Transport Canada, DND or CCG vessel project in the last 3 years	The Bidder has experience acting as the prime contractor for engineering services of a new vessel construction or in-service modification project for Department of National Defence (DND) or Transport Canada vessel project in the last 3 years	The Bidder has experience acting as the prime contractor for engineering services for a new vessel construction or in-service modification project for a Canadian Coast Guard vessel project in the last 3 years	
Lifecycle Costing				
criteria #	0	8	16	
LCC#1	The Bidder does not have experience providing propulsion system lifecycle costing analysis. For this example, a propulsion system is defined as the diesel engines and/or electric propulsion motors.	The Bidder has experience providing propulsion system lifecycle costing analysis on <u>one</u> project in the last 60 months. For this example, a propulsion system is defined as the diesel engines and/or electric propulsion motors.	The Bidder has experience providing propulsion system lifecycle costing analysis on <u>two</u> projects in the last 60 months. For this example, a propulsion system is defined as the diesel engines and/or electric propulsion motors.	
Diesel Electric				
criteria #	0	4	8	16
DE#1	The Bidder does not have experience providing electrical engineering services for a new vessel construction design for or vessel modification to incorporate a diesel electric propulsion system.	The Bidder has experience providing electrical engineering services for <u>the design of one new vessel with a diesel electric propulsion system</u> .	The Bidder has experience providing electrical engineering services for <u>modification of one vessel to incorporate a diesel electric propulsion system</u> .	The Bidder has experience providing electrical engineering services for <u>one new vessel construction AND modification of two vessels to incorporate a diesel electric propulsion system</u> . Note: this cannot be two vessels of the same class.
IMO Tier 3				
criteria #	0	4	8	16
IMO#1	The Bidder does not have experience providing engineering services for a new vessel construction design or vessel modification for a propulsion system meeting IMO Tier 3 emission standards.	The Bidder has experience providing engineering services for one new vessel construction design meeting IMO Tier 3 emission standards.	The Bidder has experience providing engineering services for <u>one vessel</u> modification of an in-service vessel for a propulsion system meeting IMO Tier 3 emission standards.	The Bidder has experience providing engineering services for <u>one new vessel construction design AND modification of two vessels</u> for a propulsion system meeting IMO Tier 3 emission standards. Note: this cannot be two vessels of the same class.

minimum score to pass section = 32

Rated Technical Criteria		Max points available
Criteria#	Description	/24
#1	The Bidder has experience performing the structural design for a Polar Class (PC3) or equivalent icebreaking hull in the last 10 years for a new vessel, or structural modification for a PC3 icebreaking hull for an in-service vessel in the last 10 years	/12
#2	The bidder has experience performing the design and integration of propulsion and steering systems for a Polar Class 3 (PC3) icebreaking vessel in the last 10 years for a new vessel, or the modification of propulsion and steering systems for an in-service Polar Class 3 (PC3) icebreaking vessel in the last 10 years. For this example, a propulsion and steering system includes the engines, shaft lines, propellers, steering gear, and thrusters	/12
<b>Max points available</b>		<b>/24</b>

Structures			12
Criteria #	0	4	8
#1	The Bidder does not have experience providing the structural design for a PC3 or equivalent icebreaking hull in the last 10 years for a new vessel or structural modification for a PC3 or equivalent icebreaking hull for an in-service vessel in the last 10 years	The Bidder has experience providing the structural design for a PC3 or equivalent icebreaking hull in the last 10 years for a new vessel	The Bidder has experience providing the structural design for a PC3 or equivalent icebreaking hull in the last 10 years for a new vessel and structural modification for PC3 or equivalent icebreaking hulls for in-service vessels in the last 10 years.
Propulsion			12
Criteria #	0	4	8
#2	The bidder does not have experience performing the design and integration of propulsion and steering systems for a PC3 or equivalent icebreaking vessel in the last 10 years for a new vessel, or the modification of propulsion and steering systems for an in-service PC3 or equivalent icebreaking vessel in the last 10 years. For this example, a propulsion and steering system includes the engines, shaft lines, propellers, and steering gear	The bidder has experience performing the design and integration of propulsion and steering systems for a PC3 or equivalent icebreaking vessel in the last 10 years for a new vessel. For this example, a propulsion and steering system includes the engines, shaft lines, propellers, and steering gear	The bidder has experience performing the design and integration of propulsion and steering systems for a PC3 or equivalent icebreaking vessel in the last 10 years for a new vessel and the modification of propulsion and steering systems for an in-service PC3 or equivalent icebreaking vessel in the last 10 years. For this example, a propulsion and steering system includes the engines, shaft lines, propellers, and steering gear

minimum score to pass section = 8

Rated Technical Criteria		Max points available
Criteria #	Description	
<b>CAP#1</b>	The Bidder has a plan to have onsite support within the Western, Central, and Atlantic regions for extended periods of time amounting to a number of weeks.	/6
<b>CAP#2</b>	The Bidder provides the details for the available technical resources to support this Contract. <i>Note: These resources cannot be the same resources identified for any of the TM-Knowledge criteria. Students will not be accepted for the purposes of this criteria. All resources must be located in Canada for this criterion.</i>	/56
<b>Max points available</b>		<b>/62</b>

Capacity	
<b>Criteria #</b>	0
<b>CAP#1</b>	The Bidder does not have a plan to have onsite support within all three of Western, Central, and Atlantic regions
	The Bidder has a plan to have onsite support within all three of the Western, Central, and Atlantic regions

Available Resources	
<b>Criteria #</b>	0-20 Points Marine Electrical
<b>CAP#2</b>	2 points for every Marine electrical resource available to support this Contract up to a maximum of 8 Marine Electrical resources.
	0-20 Points Naval Architecture
	2 points for every Naval Architecture resource available to support this Contract up to a maximum of 10 Naval Architecture resources.
	0-20 Points Marine Mechanical
	2 points for every Marine Mechanical resource available to support this Contract up to a maximum of 10 Marine Mechanical resources.

Responses must use the below format. Note that all names provided below will be cross referenced for the financial evaluation.

Name	Discipline	Degree/certification	Organization	Marine experience (years)	Reference projects (project name and year only)

minimum score to pass section = 34

Criteria #	Rated Technical Criteria	Maximum Points Available
Criteria #	<b>Large Vessel - Engineering Changes</b>	<b>/150</b>
LV1	The Bidder has performed engineering activities related to modifications that have been incorporated within in-service vessels over 43 m in length within the last 6 years. The Bidder can use up to a maximum of 10 projects.	/150
Criteria #	<b>Large Vessel - On Site Support</b>	<b>/30</b>
LV2	The Bidder has experience providing the following on-site services within a shipyard or repair yard for an in-service vessel over 43 m in length within the last 6 years.	/30
Criteria #	<b>Small Vessel - Engineering Changes</b>	<b>/150</b>
SV1	The Bidder has performed engineering activities related to modifications that have been incorporated within in-service vessels 43 m or under in length within the last 6 years. The Bidder can use up to a maximum of 10 projects.	/150
Criteria #	<b>Small Vessel - On Site Support</b>	<b>/40</b>
SV2	The Bidder has experience providing the following on-site services within a shipyard or repair yard for an in-service vessel 43 m and under in length within the last 6 years.	/40
Criteria #	<b>General</b>	<b>/80</b>
TC1	The Bidder has experience providing engineering services for a new vessel construction design or vessel modification for an in-service vessel built to Transport Canada Marine Safety regulations in the last 5 years.	/16
CO1	The Bidder has experience acting as the contracting lead or project manager as the engineering services provider for a new vessel construction or in-service modification project for a federal or provincial government vessel project.	/16
LCC1	The Bidder has experience providing propulsion system lifecycle costing analysis. For this example, a propulsion system is defined as the diesel engines and/or electric propulsion motors.	/16
DE1	The Bidder has experience providing electrical engineering services for a new vessel construction design for or vessel modification to incorporate a diesel electric propulsion system.	/16
IMO1	The Bidder has experience providing engineering services for a new vessel construction design or vessel modification for a propulsion system meeting IMO Tier 3 emission standards	/16
Criteria #	<b>Icebreaking</b>	<b>/24</b>
I1	The Bidder has experience performing the structural design for a PC3 icebreaking hull in the last 10 years for a new vessel, or structural modification for a PC3 icebreaking hull for an in-service vessel in the last 10 years	/12
I2	The bidder has experience performing the design and integration of propulsion and steering systems for a PC3 icebreaking vessel in the last 10 years for a new vessel, or the modification of propulsion and steering systems for an in-service PC3 icebreaking vessel in the last 10 years. For this example, a propulsion and steering system includes the engines, shaft lines, propellers, and steering gear	/12
Criteria #	<b>Capacity</b>	<b>/62</b>
CAP1	Bidders must demonstrate how they plan to support each of the three (3) identified regions in terms of personnel <b>availability</b> for shipboard visits and to support modification work performed by repair yards (assuming modification work is to be in the same region as the vessels)	/6
CAP2	The Bidder provides the details for the available technical resources to support this Contract. <i>Note: These resources cannot be the same resources identified for any of the TM-Knowledge criteria. Students will not be accepted for the purposes of this criteria. All resources must be located in Canada for this criteria.</i>	/56
	<b>Total</b>	<b>/536</b>