



## 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

## REQUEST FOR PROPOSAL

## DEMANDE DE PROPOSITION

**Proposal To: Public Works and Government  
Services Canada**

We hereby offer to sell to Her Majesty the Queen in right of Canada, in accordance with the terms and conditions set out herein, referred to herein or attached hereto, the goods, services, and construction listed herein and on any attached sheets at the price(s) set out therefor.

**Proposition aux: Travaux Publics et Services  
Gouvernementaux Canada**

Nous offrons par la présente de vendre à Sa Majesté la Reine du chef du Canada, aux conditions énoncées ou incluses par référence dans la présente et aux annexes ci-jointes, les biens, services et construction énumérés ici sur toute feuille ci-annexée, au(x) prix indiqué(s).

**Comments - Commentaires**

**Vendor/Firm Name and Address**

**Raison sociale et adresse du**

**fournisseur/de l'entrepreneur**

**Issuing Office - Bureau de distribution**

Marine Machinery and Services / Machineries et services  
maritimes

11 Laurier St. / 11, rue Laurier

Place du Portage III, 8B3

Gatineau

Québec

K1A 0S5

<b>Title - Sujet</b> CCGS Limnos Mooring Winches	
<b>Solicitation No. - N° de l'invitation</b> F2599-215001/A	<b>Date</b> 2021-05-28
<b>Client Reference No. - N° de référence du client</b> F2599-215001	
<b>GETS Reference No. - N° de référence de SEAG</b> PW-\$\$ML-060-28239	
<b>File No. - N° de dossier</b> 060ml.F2599-215001	<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 2021-07-16</b> Heure Avancée de l'Est HAE	
<b>F.O.B. - F.A.B.</b> Specified Herein - Précisé dans les présentes <b>Plant-Usine:</b> <input type="checkbox"/> <b>Destination:</b> <input type="checkbox"/> <b>Other-Autre:</b> <input checked="" type="checkbox"/>	
<b>Address Enquiries to: - Adresser toutes questions à:</b> Therrien, Jeremy	<b>Buyer Id - Id de l'acheteur</b> 060ml
<b>Telephone No. - N° de téléphone</b> (819) 271-7187 ( )	<b>FAX No. - N° de FAX</b> ( ) -
<b>Destination - of Goods, Services, and Construction:</b> <b>Destination - des biens, services et construction:</b>  Specified Herein Précisé dans les présentes	

**Instructions: See Herein**

**Instructions: Voir aux présentes**

<b>Delivery Required - Livraison exigée</b> See Herein – Voir ci-inclus	<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>

**CCGS LIMNOS - MOORING WINCHES  
REQUEST FOR PROPOSAL (RFP)**

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**CCGS LIMNOS - MOORING WINCHES  
REQUEST FOR PROPOSAL (RFP)****PART 1 - GENERAL INFORMATION****1.1 Introduction**

The bid solicitation is divided into seven parts plus annexes, as follows:

**Part 1 - General Information:** provides a general description of the requirement;

**Part 2 - Bidder Instructions:** provides the instructions, clauses and conditions applicable to the bid solicitation;

**Part 3 - Bid Preparation Instructions:** provides Bidders with instructions on how to prepare their bid;

**Part 4 - Evaluation Procedures and Basis of Selection:** indicates how the evaluation will be conducted, as well as presents the evaluation criteria that must be addressed in the bid, and the basis of selection;

**Part 5 - Certifications and Additional Information:** includes the certifications and additional information to be provided;

**Part 6 - Resulting Contract Clauses:** includes the clauses and conditions which will apply to the resulting Contract;

**Annex A - Statement of Work;**

**Annex B - Basis of Payment;**

**Annex C - Mandatory Technical Criteria Evaluation;**

**Annex D - Point-rated Technical Criteria Evaluation;**

**Annex E - Electronic Payment of Invoices; and**

**Annex F - List of Names.**

**1.2 Security Requirements**

No Security Requirement is associated with this bid solicitation.

**1.3 Statement of Work**

The requirement is detailed under the article entitled "Statement of Work", of Part 6 - Resulting Contract Clauses.

**1.4 Debriefings**

Bidders may request a debriefing on the results of the bid solicitation process. Bidders must make the request to the Contracting Authority within 15 business days from receipt of the results of the bid solicitation process.

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**1.5 Transmission by the 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 - Bidder Instructions, and Part 3 - Bid Preparation Instructions, of the bid solicitation, for further information.

**1.6 Mandatory Vessel Visit**

A mandatory vessel visit is associated with this requirement where personnel security screening isn't required. For more information, consult Part 2 - Bidder Instructions.

**1.7 Bidders' Conference**

A Bidders' conference is associated with this requirement where personnel security screening isn't required. For more information, consult Part 2 - Bidder Instructions.

## 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 (SACC) Manual (<https://buyandsell.gc.ca/policy-and-guidelines/standard-acquisition-clauses-and-conditions-manual>) issued by Public Works and Government Services Canada (PWGSC).

Bidders 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, apply to and form part of the bid solicitation.

Subsection 5.4 - Submission of Bids, of Standard Instructions 2003 (2020-05-28), Goods or Services - Competitive Requirements, is amended as follows:

Delete: sixty (60) days  
Insert: 90 consecutive days

All other provisions remain in effect.

### 2.2 Submission of Bids

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

### 2.3 Transmission by the epost Connect Service

Unless specified otherwise in the bid solicitation, bids may be submitted by using the epost Connect service ([https://www.canadapost.ca/web/en/products/details.page?article=epost\\_connect\\_send\\_a](https://www.canadapost.ca/web/en/products/details.page?article=epost_connect_send_a)) provided by Canada Post Corporation.

The only acceptable email address to use with epost Connect for responses to bid solicitations issued by Public Works and Government Services Canada (PWGSC) Headquarters is: [tpsgc.dgareceptiondessoumissions-abbidReceiving.pwgsc@tpsgc-pwgsc.gc.ca](mailto:tpsgc.dgareceptiondessoumissions-abbidReceiving.pwgsc@tpsgc-pwgsc.gc.ca), or, if applicable, the email address identified in the bid solicitation.

To transmit a bid using epost Connect service, the Bidder must either:

- a. send directly its bid only to the specified PWGSC Bid Receiving Unit, using its own licensing agreement for epost Connect provided by Canada Post Corporation; or
- b. send as early as possible, and in any case, at least six business days prior to the bid solicitation closing date and time, (in order to ensure a response), an email that includes the bid solicitation Number to the specified PWGSC Bid Receiving Unit requesting to open an epost Connect conversation. Requests to open an epost Connect conversation received after that time may not be answered.

If the Bidder sends an email requesting epost Connect service to the specified Bid Receiving Unit in the bid solicitation, an officer of the Bid Receiving Unit will then initiate an epost Connect conversation. The epost Connect conversation will create an email notification from Canada Post Corporation prompting the Bidder to access and action the message within the conversation. The Bidder will then be able to transmit its bid afterward at any time prior to the bid solicitation closing date and time.

If the Bidder is using its own licensing agreement to send its bid, the Bidder must keep the epost Connect conversation open until at least 30 business days after the bid solicitation closing date and time.

The bid solicitation Number should be identified in the epost Connect message field of all electronic transfers.

It should be noted that the use of epost Connect service requires a Canadian mailing address. Should a Bidder not have a Canadian mailing address, they may use the Bid Receiving Unit address specified in the bid solicitation in order to register for the epost Connect service.

For bids transmitted by epost Connect service, Canada will not be responsible for any failure attributable to the transmission or receipt of the bid including, but not limited to, the following:

- a. receipt of a garbled, corrupted or incomplete bid;
- b. availability or condition of the epost Connect service;
- c. incompatibility between the sending and receiving equipment;
- d. delay in transmission or receipt of the bid;
- e. failure of the Bidder to properly identify the bid;
- f. illegibility of the bid;
- g. security of bid data; or
- h. inability to create an electronic conversation through the epost Connect service.

The Bid Receiving Unit will send an acknowledgement of the receipt of bid document(s) via the epost Connect conversation, regardless of whether the conversation was initiated by the supplier using its own license or the Bid Receiving Unit. This acknowledgement will confirm only the receipt of bid document(s) and will not confirm if the attachments may be opened nor if the content is readable.

Bidders must ensure that they are using the correct email address for the Bid Receiving Unit when initiating a conversation in epost Connect or communicating with the Bid Receiving Unit and should not rely on the accuracy of copying and pasting the email address into the epost Connect system.

A bid transmitted by epost Connect service constitutes the formal bid of the Bidder and must be submitted in accordance with [Section 5](#) - Submission of Bids, of Standard Instructions [2003](#) (2020-05-28), Goods or Services - Competitive Requirements.

## 2.4 Improvement of Requirement during the Bid Solicitation

Should Bidders consider that the specifications or Annex A - 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 7 consecutive days before the bid solicitation closing date. Canada will have the right to accept or reject any or all suggestions.

## 2.5 Enquiries

All enquiries must be submitted in writing to the Contracting Authority no later than 5 consecutive days before the bid solicitation 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 marked "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.

## 2.6 Applicable Laws

The 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.

## 2.7 Bid Challenge and Recourse Mechanisms

Canada encourages suppliers to first bring their concerns to the attention of the Contracting Authority.

Several mechanisms are available to potential suppliers to challenge aspects of the procurement process up to and including Contract Award. Information on potential complaint bodies are set out on the [Bid Challenge and Recourse Mechanisms \(https://buyandsell.gc.ca/for-businesses/selling-to-the-government-of-canada/bid-follow-up/bid-challenge-and-recourse-mechanisms\)](https://buyandsell.gc.ca/for-businesses/selling-to-the-government-of-canada/bid-follow-up/bid-challenge-and-recourse-mechanisms) webpage, such as:

- a. Office of the Procurement Ombudsman (OPO); and
- b. Canadian International Trade Tribunal (CITT).

There are strict deadlines for filing complaints, and the time periods vary depending on the complaint body in question.

## 2.8 Green Strategy

As specified in the [Policy on Green Procurement \(https://www.tbs-sct.gc.ca/pol/doc-eng.aspx?id=32573\)](https://www.tbs-sct.gc.ca/pol/doc-eng.aspx?id=32573), and the [Greening Government Strategy \(https://www.canada.ca/en/treasury-board-secretariat/services/innovation/greening-government/strategy.html\)](https://www.canada.ca/en/treasury-board-secretariat/services/innovation/greening-government/strategy.html), the Government of Canada is committed to net-zero carbon and climate-resilient operations, while also reducing environmental impacts beyond carbon, including on waste, water and biodiversity. Led by the Centre for Greening Government of the Treasury Board of Canada Secretariat, the Government of Canada will ensure that Canada is a global leader in government operations that are net-zero, resilient and green.

Bidders are encourage to contribute to environmental objectives, such as:

- a. reducing greenhouse gas emissions and air contaminants;
- b. improving energy and water efficiency;
- c. reducing ozone depleting substances;
- d. reducing waste and supporting reuse and recycling;
- e. reducing hazardous waste;
- f. reducing toxic and hazardous chemicals and substances; and
- g. supporting biodiversity.

## 2.9 Mandatory Vessel Visit

It is mandatory that the Bidder or a representative of the Bidder visit the Work site. Arrangements have been made for the vessel visit to be held at the Canada Center for Inland Waters, 867 Lakeshore Road, Burlington, Ontario L7S 1A1, on Tuesday June 29<sup>th</sup>, 2021. The first vessel visit will begin at 10:00 am EDT (UTC -4), and the second vessel visit will begin at 1:00 pm EDT (UTC -4).



Bidders must communicate with the Contracting Authority no later than Monday June 28<sup>th</sup>, 2021 at 11:59 pm EDT (UTC -4), to confirm attendance and provide the names of the individuals who will attend. Bidders will be required to sign an attendance sheet. Bidders should confirm in their bid that they have attended the vessel visit. Bidders who do not attend a mandatory vessel visit or do not send a representative will not be given an alternative appointment and their bid will be declared non-responsive. Any clarifications or changes to the bid solicitation resulting from the vessel visit will be included as a bid solicitation amendment.

Bidders should use the following format to identify each attendee:

Name: \_\_\_\_\_  
 Title: \_\_\_\_\_  
 Organization: \_\_\_\_\_  
 BN: \_\_\_\_\_ (Business Number)  
 PBN: \_\_\_\_\_ (Procurement Business Number)  
 Address: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 Telephone: \_\_\_\_\_  
 Cellphone: \_\_\_\_\_  
 Facsimile: \_\_\_\_\_  
 Email address: \_\_\_\_\_

Bidders should specify their preferred vessel visit time between the 2 previously mentioned periods. The Contracting Authority might have to distribute the Bidders in a different period then the one they would prefer if the gathering is going against COVID-19 rules. The distribution of Bidders per vessel visit is left to the Contracting Authority to decide.

There's a limit of 5 attendees allowed per Bidder to prevent creating a gathering going against COVID-19 rules. Free parking is available to attendees. In order to access the premises, attendees must wear CSA approved footwear, a CSA approved hard hat, and a mask. A safety briefing as well as a COVID-19 Canadian Coast Guard Screening Questionnaire (Annex G) will happen prior to the vessel visit. Attendees will be distributed passes to access the premises.

## 2.10 Bidders' Conference

A Bidders' conference will be held virtually over the application Microsoft Teams, Zoom or Skype (at the Contracting Authority's discretion), on Wednesday June 30<sup>th</sup>, 2021. The conference will begin at 10:00 am EDT (UTC -4). The scope of the requirement specified in the bid solicitation will be reviewed during the conference and questions will be answered. It is recommended that Bidders who intend to bid attend or send a representative.

Bidders are requested to communicate with the Contracting Authority before the conference to confirm attendance. Bidders should provide in writing to the Contracting Authority, the names of the individuals who will be attending and a list of issues they wish to table no later than Wednesday June 30<sup>th</sup>, 2021 at 8:00 am EDT (UTC -4). Any clarifications or changes to the bid solicitation resulting from the Bidders' conference will be included as a bid solicitation amendment. Bidders who do not attend will not be precluded from bidding.

Bidders should use the following format to identify each attendee:

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

Solicitation No. - N° de l'invitation

F2599-215001/A

Client Reference No. - N° de référence du client

F2599-215001

Amendment No. - N° de la modification

File No. - N° de dossier

060ml.F2599-215001

Buyer's ID - ID de l'acheteur

060ml

CCC No./FMS No. - N° CCC/N° VME

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BN: \_\_\_\_\_ (Business Number)  
PBN: \_\_\_\_\_ (Procurement Business Number)  
Address: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
Telephone: \_\_\_\_\_  
Cellphone: \_\_\_\_\_  
Facsimile: \_\_\_\_\_  
Email address: \_\_\_\_\_

## **2.11 Work Period**

The Work must be performed and completed during the period of January 4<sup>th</sup>, 2022 to March 4<sup>th</sup>, 2022 inclusive.

By bidding, the Bidder certifies that they have sufficient material and individuals allocated or available and that the above Work period is adequate to both complete the known Work and absorb a reasonable amount of unscheduled Work.

## **2.12 Condition of Material**

Material supplied must be new and in accordance with the latest issue of the drawing, Model Number, Part Number, specifications and description, as applicable, in accordance with Annex A - Statement of Work.

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## **PART 3 - BID PREPARATION INSTRUCTIONS**

### **3.1 Bid Preparation Instructions**

Bids should be in separately bound sections as follows:

- Section I: Technical Bid in a soft copy in a PDF format;
- Section II: Financial Bid in a soft copy in a PDF format; and
- Section III: Certifications and Additional Information in a soft copy in a PDF format.

Due to the nature of the bid solicitation, bids transmitted by hard copy, facsimile or email will not be accepted.

Bids should be in the following format:

- a. use 8.5 inches X 11 inches (216 mm X 279 mm) paper; and
- b. use a numbering system corresponding to that of the bid solicitation.

Bidders must demonstrate their compliance with the following sections of the bid solicitation by providing substantial information describing completely and in detail how the requirement is met or addressed. Bidders must provide with their Technical Bid, a document indicating clearly where the substantial information for each of the sections identified below can be found:

#### **Section I: Technical Bid**

Bidders should explain and demonstrate how they propose to meet the requirements and how they will carry out the Work.

Bidders must submit their Technical Bid in accordance with the Mandatory Technical Criteria Evaluation table detailed under the article entitled "Mandatory Technical Criteria", of Part 4 - Evaluation Procedures and Basis of Selection, and the Point-rated Technical Criteria Evaluation table detailed under the article entitled "Point-rated Technical Criteria", of Part 4 - Evaluation Procedures and Basis of Selection.

#### **Section II: Financial Bid**

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

Bidders must submit their Financial Bid in accordance with:

- a. the article entitled "Financial Evaluation", of Part 4 - Evaluation Procedures and Basis of Selection;
- b. the article entitled "Basis of Payment", of Part 6 - Resulting Contract Clauses; and
- c. Annex B - Basis of Payment.

Bidders must submit firm prices for all items listed in Annex B - Basis of Payment.

#### **Section III: Certifications and Additional Information**

Bidders must submit the Certifications and Additional Information required under Part 5 - Certifications and Additional Information.

### **3.2 Electronic Payment of Invoices**

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

The requirement does not offer exchange rate fluctuation risk mitigation. Requests for exchange rate fluctuation risk mitigation will not be considered. All bids including such provision will render the bid non-responsive.

### 3.4 Accessible Procurement

In accordance with the [Treasury Board Contracting Policy \(https://www.tbs-sct.gc.ca/pol/doc-eng.aspx?id=14494\)](https://www.tbs-sct.gc.ca/pol/doc-eng.aspx?id=14494) and the [Accessible Canada Act \(https://laws.justice.gc.ca/eng/acts/A-0.6/index.html\)](https://laws.justice.gc.ca/eng/acts/A-0.6/index.html), departments or agencies must consider accessibility criteria and features when procuring goods or services. Therefore, Bidders are encouraged to highlight all the accessibility features and components of their bid for this bid solicitation and must:

- a. demonstrate how the Bidder's proposed goods and/or services meet the accessibility requirement at delivery; or
- b. describe how the Bidder would deliver its goods and/or services under any resulting Contract in a way that satisfies the mandatory requirement.

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

### **4.1 Evaluation Procedures**

Bids will be assessed in accordance with the entire requirement of the bid solicitation including the Technical and Financial Evaluation Criteria.

An evaluation team composed of representatives of Canada will evaluate the bids.

#### **4.1.1 Technical Evaluation**

##### **4.1.1.1 Mandatory Technical Criteria**

The Bidder must complete the Mandatory Technical Criteria Evaluation table in Annex C - Mandatory Technical Criteria Evaluation. If the Bidder fails any Mandatory Technical Criterion, the bid will be technically non-compliant.

The Bidder must explain and demonstrate how they meet the requirements and how they are compliant with all Mandatory Technical Criteria by providing substantial information describing completely and in detail how each requirement is met or addressed. Simply repeating the statement contained in the bid solicitation is not sufficient.

##### **4.1.1.2 Point-rated Technical Criteria**

The Bidder should complete the Point-rated Technical Criteria Evaluation table in Annex D - Point-rated Technical Criteria Evaluation.

The Bidder should explain and demonstrate how they meet the requirements and how they are compliant with all Point-rated Technical Criteria by providing substantial information describing completely and in detail how each requirement is met or addressed. Simply repeating the statement contained in the bid solicitation is not sufficient.

#### **4.1.2 Financial Evaluation**

Bids must be submitted in Canadian dollars (CAD), Applicable Taxes excluded, in accordance with the current issue of DDP Place of Destination (Delivered Duty Paid) Incoterms, Canadian customs duties and excise taxes included.

##### **4.1.2.1 Firm Prices**

The Bidder is required to submit firm prices that will apply during the resulting Contract period.

The Bidder must complete Annex B - Basis of Payment. If the Annex is not completed, the bid will be financially non-compliant.

### **4.2 Basis of Selection - Lowest Evaluated Price per Point**

To be declared responsive, a bid must:

- a. comply with all the requirements of the bid solicitation; and
- b. meet all Mandatory Technical Criteria;

The rating is performed on a scale of 100 points.

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Bids not meeting (a) and (b) will be declared non-responsive. Neither the responsive bid with the highest number of points nor the one with the lowest evaluated price will necessarily be accepted. The responsive bid with the lowest evaluated price per point will be recommended for award of a Contract.

If more than one responsive bid has the same lowest evaluated price per point, the responsive bid from these that obtained the highest number of points will be recommended for award of a Contract.

## PART 5 - CERTIFICATIONS AND ADDITIONAL INFORMATION

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

Compliance with the certifications Bidders provide to Canada is subject to verification by Canada during the evaluation of bids and after Contract Award. The Contracting Authority will have the right to ask for additional information to verify Bidders' compliance with the certifications before award of a Contract. The bid will be declared non-responsive during the evaluation of bids or the Contractor in default during the resulting Contract period if any certification made by the Bidder is untrue, whether made knowingly or unknowingly. Failure to comply with the certifications or to comply with the request for information of the Contracting Authority will also render the bid non-responsive or constitute a default under the resulting 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 [Integrity Declaration Form \(https://www.tpsgc-pwgsc.gc.ca/ci-if/declaration-eng.html\)](https://www.tpsgc-pwgsc.gc.ca/ci-if/declaration-eng.html), to be given further consideration in the procurement process.

### 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 period within which to provide the information. Failure to provide the certifications or the additional information listed below within the period provided will render the bid non-responsive.

#### 5.2.1 Integrity Provisions - Required Documentation

In accordance with the section entitled "Information to be provided when bidding, contracting or entering into a real property agreement" of the [Ineligibility and Suspension Policy \(http://www.tpsgc-pwgsc.gc.ca/ci-if/politique-policy-eng.html\)](http://www.tpsgc-pwgsc.gc.ca/ci-if/politique-policy-eng.html), the Bidder must provide the required documentation, as applicable, to be given further consideration in the procurement process. The Bidder should complete Annex F - List of Names.

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

By bidding, 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](https://www.canada.ca/en/employment-social-development/programs/employment-equity/federal-contractor-program.html#s4) available at the bottom of the [Employment and Social Development Canada \(ESDC\) - Labour \(https://www.canada.ca/en/employment-social-development/programs/employment-equity/federal-contractor-program.html#s4\)](https://www.canada.ca/en/employment-social-development/programs/employment-equity/federal-contractor-program.html#s4) webpage.

Canada will have the right to declare a bid non-responsive during the evaluation of bids or the Contractor in default during the resulting Contract period, 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](https://www.canada.ca/en/employment-social-development/programs/employment-equity/federal-contractor-program.html#s4).

#### 5.2.3 List of Proposed Subcontractors

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If the bid includes the use of subcontractors, the Bidder agrees, upon request from the Contracting Authority, to provide a list of all subcontractors including a description of the things to be purchased, a description of the Work to be performed and the location of the performance of that Work. The list should not include the purchase of off-the-shelf items, software and such standard articles and materials as are ordinarily produced by manufacturers in the normal course of business, or the provision of such incidental services as might ordinarily be subcontracted in performing the Work.

#### **5.2.4 Recommended Spare Parts List**

Bidders must quote the cost of the Recommended Spare Parts List (RSPL) and of the related documentation required in their bid. The list must indicate the approximate number of line items.



## **PART 6 - RESULTING CONTRACT CLAUSES**

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

### **6.1 Security Requirements**

No Security Requirement is applicable to the Contract.

### **6.2 Statement of Work**

The Contractor must provide the items and perform the Work in accordance with Annex A - Statement of Work.

### **6.3 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 (SACC) Manual (<https://buyandsell.gc.ca/policy-and-guidelines/standard-acquisition-clauses-and-conditions-manual>) issued by Public Works and Government Services Canada (PWGSC).

#### **6.3.1 General Conditions**

2035 (2020-05-28), General Conditions - Services - Higher Complexity, apply to and form part of the Contract.

#### **6.3.2 Supplemental General Conditions**

4012 (2012-07-16), Goods - Higher Complexity; apply to and form part of the Contract.

### **6.4 Term of Contract**

#### **6.4.1 Contract Period**

The Contract period is from the date of Contract Award to \_\_\_\_\_ inclusive.

#### **6.4.2 Work Period**

The Work must be performed and completed during the period of January 4<sup>th</sup>, 2022 to March 4<sup>th</sup>, 2022 inclusive.

The Contractor certifies that they have sufficient material and individuals allocated or available and that the above Work period is adequate to both complete the known Work and absorb a reasonable amount of unscheduled Work.

#### **6.4.3 Work Location**

The Work must be performed at the:

Canada Center for Inland Waters  
867 Lakeshore Road  
Burlington, Ontario L7S 1A1

#### **6.4.4 Delivery Date**

All the deliverables must be completed and received \_\_\_\_\_ ("consecutive days" or "week(s)" or "month(s)") from the effective date of the Contract.

#### 6.4.5 Shipping Instructions - DDP Place of Destination (Delivered Duty Paid) Incoterms

Goods must be consigned to the destination specified in the Contract and delivered in accordance with the current issue of DDP Place of Destination (Delivered Duty Paid) Incoterms.

#### 6.4.6 Prepaid Transportation Costs

The Contractor must prepay transportation costs. Prepaid transportation costs must be shown as a separate item on the invoice, supported by a certified copy of the prepaid transportation bill of lading.

### 6.5 Authorities

#### 6.5.1 Contracting Authority

The Contracting Authority for the Contract is:

Name: Jeremy Therrien  
 Title: Senior Procurement Officer  
 Directorate: Public Services and Procurement Canada  
 Marine Services and Small Vessels Sector  
 Refit, Logistics and Small Vessel Construction Directorate  
 Machinery and Logistics Support Division - ML  
 Address: 11 Laurier Street, Place du Portage III, 6A2-25  
 Gatineau, Quebec K1A 0S5  
 Cellphone: (819) 271-7187  
 Email address: [Jeremy.Therrien@tpsgc-pwgsc.gc.ca](mailto:Jeremy.Therrien@tpsgc-pwgsc.gc.ca)

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.

#### 6.5.2 Technical Authority

The Technical Authority for the Contract is:

Name: \_\_\_\_\_  
 Title: \_\_\_\_\_  
 Directorate: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 Address: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 Telephone: \_\_\_\_\_  
 Cellphone: \_\_\_\_\_  
 Facsimile: \_\_\_\_\_  
 Email address: \_\_\_\_\_

(The Contracting Authority will insert the information at Contract Award)

The Technical Authority is the representative of the department or agency for whom the Work is being carried out under the Contract and is responsible for all matters concerning the technical content of the Work under the Contract. Technical matters may be discussed with the Technical Authority, however the Technical Authority has no authority to authorize changes to the scope of the Work. Changes to the scope of the Work can only be made through a Contract amendment issued by the Contracting Authority.

### 6.5.3 Inspection Authority

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 Annex A - Statement of Work, 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.

### 6.5.4 Contractor's Representatives

The Contractor's Representatives for the Contract are:

#### General enquiries

Name: \_\_\_\_\_  
Title: \_\_\_\_\_  
Organization: \_\_\_\_\_  
BN: \_\_\_\_\_ (Business Number)  
PBN: \_\_\_\_\_ (Procurement Business Number)  
Address: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
Telephone: \_\_\_\_\_  
Cellphone: \_\_\_\_\_  
Facsimile: \_\_\_\_\_  
Email address: \_\_\_\_\_

#### Delivery follow-up

Name: \_\_\_\_\_  
Title: \_\_\_\_\_  
Organization: \_\_\_\_\_  
BN: \_\_\_\_\_ (Business Number)  
PBN: \_\_\_\_\_ (Procurement Business Number)  
Address: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
Telephone: \_\_\_\_\_  
Cellphone: \_\_\_\_\_  
Facsimile: \_\_\_\_\_  
Email address: \_\_\_\_\_

Suppliers interested in doing business with the federal government are encouraged to [Register as a Supplier](https://buyandsell.gc.ca/for-businesses/selling-to-the-government-of-canada/register-as-a-supplier) (<https://buyandsell.gc.ca/for-businesses/selling-to-the-government-of-canada/register-as-a-supplier>) on the [Supplier Registration Information \(SRI\)](https://srisupplier.contractsCanada.gc.ca/index-) system (<https://srisupplier.contractsCanada.gc.ca/index->

[eng.cfm?af=ZnVzZWFjdGlvbj1yZWdpc3Rlci5pbmRybyZpZD03](#)) to be assigned a Procurement Business Number (PBN).

## 6.6 Payment

### 6.6.1 Basis of Payment - Firm Price

In consideration of the Contractor satisfactorily completing all of its obligations under the Contract, the Contractor will be paid a firm price, as specified in Annex B - Basis of Payment, for an amount of CAD \_\_\_\_\_. Customs duties are included and Applicable Taxes are excluded.

(The Contracting Authority will insert the information at Contract Award)

No increase in the total liability of Canada or in the price of the Work resulting from any design change, modification or interpretation 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 Contracting Authority before their incorporation into the Work.

### 6.6.2 Method of Payment - Single Payment

Canada will pay the Contractor upon completion and delivery of the Work in accordance with the payment provisions of the Contract if:

- a. an accurate and complete invoice and any other documents required by the Contract have been submitted in accordance with the invoicing instructions provided in the Contract;
- b. all such documents have been verified by Canada; and
- c. the Work delivered has been accepted by Canada.

### 6.6.3 Electronic Payment of Invoices

The Contractor accepts to be paid with the following Electronic Payment Instruments:

- a. Visa Acquisition Card;
- b. MasterCard Acquisition Card; or
- c. Direct Deposit (Domestic and International).

### 6.6.4 Travel and Living Expenses

The Contractor will be responsible for travel and living expenses incurred, Canada will not reimburse these Costs.

### 6.6.5 Customs Duties, Excise Taxes and Applicable Taxes - Non-resident

The Contractor is responsible for customs clearance of any tools, equipment or spare parts imported into Canada by its employees or a subcontractor and its employees for use in performing the Work under the Contract. The Contractor is responsible for any customs duties, excise taxes and Applicable Taxes, assessed by the customs officials and payable to the Canada Border Services Agency.

## 6.7 Invoicing Instructions

The Contractor must submit invoices in accordance with the section entitled "Invoice Submission", of the General Conditions. Invoices cannot be submitted until all Work identified in the invoice is completed.

Invoices must be distributed as follows:

- a. the original and one copy must be forwarded to the address shown on page 1 of the Contract for certification and payment;
- b. one copy must be forwarded to the Technical Authority; and
- c. one copy must be forwarded to the Contracting Authority.

## 6.8 Applicable Laws

The Contract must be interpreted and governed, and the relations between the parties determined, by the laws in force in \_\_\_\_\_ (Province or territory).

(The Contracting Authority will insert the information at Contract Award)

## 6.9 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 [4012](#) (2012-07-16), Goods - Higher Complexity;
- c. the General Conditions [2035](#) (2020-05-28), Services - Higher Complexity;
- d. Annex A - Statement of Work;
- e. Annex B - Basis of Payment; and
- f. the Contractor's bid dated \_\_\_\_\_, as amended on \_\_\_\_\_.

(The Contracting Authority will insert the information at Contract Award)

## 6.10 Insurance - No Specific Requirement

The Contractor is responsible for deciding if insurance coverage is necessary to fulfill its obligation under the Contract and to ensure compliance with any applicable law. Any insurance acquired or maintained by the Contractor is at its own expense and for its own benefit and protection. It does not release the Contractor from or reduce its liability under the Contract.

## 6.11 Dispute Resolution

The parties agree to maintain open and honest communication about the Contract during and after the performance of the Work.

The parties agree to consult and co-operate in the furtherance of the Contract and promptly notify the other parties and attempt to resolve problems or differences that may arise.

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.

Options of alternative dispute resolution services are set out on the [Dispute Resolution \(https://buyandsell.gc.ca/for-businesses/selling-to-the-government-of-canada/contract-management/dispute-resolution\)](https://buyandsell.gc.ca/for-businesses/selling-to-the-government-of-canada/contract-management/dispute-resolution) webpage, such as:

- a. Alternative dispute resolution (ADR);
- b. Office of the Procurement Ombudsman (OPO); and
- c. Business Dispute Management Program (BDM).

## 6.12 Certifications and Additional Information

### 6.12.1 Compliance

Compliance with the certifications provided by the Contractor in its bid is a condition of the Contract and subject to verification by Canada during the Contract period. If the Contractor does not comply with any certification or it is determined that any certification made by the Contractor in its bid is untrue, whether made knowingly or unknowingly, Canada may terminate the Contract for default.

### 6.12.2 Welding Certification

The Contractor must ensure that welding is performed by a welder certified by the Canadian Welding Bureau (CWB) in accordance with the current issue of the following Canadian Standards Association (CSA) standards:

- a. CSA W47.1 - Certification of Companies for Fusion Welding of Steel (Division level: 2);
- b. CSA W59 - Welded Steel Construction; and
- c. CSA W59.2 - Welded Aluminum Construction.

In addition, welding must be done in accordance with the requirements of the applicable drawings and specifications.

Before the commencement of any fabrication Work, and upon request from the Technical Authority, the Contractor must provide approved welding procedures and/or a list of welding personnel they intend to use in the performance of the Work. The list must identify the CWB welding procedure qualifications attained by each of the personnel listed and must be accompanied by a copy of each person's current CWB certification to CSA welding standards.

### 6.13 Permission to Subcontract

When, pursuant to the General Conditions applicable to the Contract, the consent of the Minister is required to subcontract a portion of the Work, the Contractor must submit to the Contracting Authority the form [PWGSC-TPSGC 1137 \(http://publiservice-app.pwgsc.gc.ca/forms/pdf/1137.pdf\)](http://publiservice-app.pwgsc.gc.ca/forms/pdf/1137.pdf) - Application for Permission to Subcontract.

### 6.14 Condition of Material

The Contractor must provide material that is new production of current manufacture supplied by the principal manufacturer or its accredited agent. The material must in accordance with the latest issue of the drawing, Model Number, Part Number, specifications and description, as applicable, that was in effect on the bid solicitation closing date.

### 6.15 Shelf Life

The Contractor must ensure that the Items in Annex A - Statement of Work, will contain 75% of the authorized shelf life in accordance with the current issue of ISO 2230 - Rubber Products - Guidelines for Storage, at date of delivery.

### 6.16 Requirement - Marine

The Contractor must:

- a. carry out the alterations of the Canadian Coast Guard Ship Limnos, in accordance with the Requirement in Annex A - Statement of Work, of the Contract; and
- b. carry out any approved unscheduled Work not covered in the above paragraph (a).

#### **6.17 Vessel Manned Refits**

The vessel will be manned during the Work period and will be considered to be in commission. The vessel during that period will remain in the care or custody of Canada and under its control.

Firefighting equipment must be readily accessible and made available by the Contractor should a fire emergency arise. The Contractor must take adequate precautions when burning or welding is carried out in compartments or other confined areas of the vessel.

#### **6.18 Government Site Regulations**

The Contractor must comply with all regulations, instructions and directives in force on the site where the Work is performed.

#### **6.19 Work Site Access**

Authorized representatives of Canada must have access to any site where any part of the Work is being carried out at any time during Working hours to make examinations and such tests of the Work as they may think fit.

#### **6.20 Vessel - Access by Canada**

Canada reserves the right to have its personnel carry out limited Work on equipment on board the vessel. This Work will be carried out at times mutually acceptable to Canada and the Contractor.

#### **6.21 Identification Badge**

Any individual assigned to the performance of any part of the Work that is performed on government premises must wear in a conspicuous place the identification badge issued to that individual by Canada.

When an individual is required to wear a safety helmet, the Contractor, if requested to do so by the Contracting Authority, must paint the number appearing on the badge on the front of the safety helmet.

#### **6.22 Foreign Nationals - Canadian Contractor**

The Contractor must comply with Canadian immigration requirements applicable to foreign nationals entering Canada to Work temporarily in fulfillment of the Contract. If the Contractor wishes to hire a foreign national to Work in Canada to fulfill the Contract, the Contractor should immediately contact the nearest Service Canada regional office to enquire about Citizenship and Immigration Canada's requirements to issue a temporary Work permit to a foreign national. The Contractor is responsible for all costs incurred as a result of non-compliance with immigration requirements.

#### **6.23 Foreign Nationals - Foreign Contractor**

The Contractor must comply with Canadian immigration legislation applicable to foreign nationals entering Canada to Work temporarily in fulfillment of the Contract. If the Contractor wishes to hire a foreign national to Work in Canada to fulfill the Contract, the Contractor should immediately contact the nearest Canadian Embassy, Consulate or High Commission in the Contractor's country to obtain instructions, information on Citizenship and Immigration Canada's requirements and any required documents. The Contractor is responsible to ensure that foreign nationals have the required information, documents and authorizations before performing any Work under the Contract in Canada. The Contractor is responsible for all costs incurred as a result of non-compliance with immigration requirements.

#### **6.24 Salvage**

All scrap and waste material will become the property of the Contractor who must remove them from the site.

## 6.25 Hazardous Waste Disposal

The Contractor must dispose of any hazardous waste removed or uncovered in the performance of the Work in accordance with any applicable law.

## 6.26 Age Control of Elastomeric Materials

The Contractor must apply age control for age sensitive elastomeric materials in accordance with the current issue of ISO 2230 - Rubber Products - Guidelines for Storage, to all elastomeric items.

Canada will not accept products that do not comply with the above specification.

## 6.27 Electrical Equipment

All electrical equipment supplied under the Contract must be certified or approved for use in accordance with the current issue of the Canadian Electrical Code, Part 1, before delivery, by a certification organization accredited by the Standards Council of Canada.

## 6.28 Procedures for Design Change or Additional Work

These procedures must be followed for any design change or additional Work:

1. When Canada requests design change or additional Work:
  - a. The Technical Authority will provide the Contracting Authority with a description of the design change or additional Work in sufficient detail to allow the Contractor to provide the following information:
    - i. any impact of the design change or additional Work on the requirement of the Contract;
    - ii. a price breakdown of the cost (increase or decrease) associated with the implementation of the design change or the performance of the additional Work using either the form [PWGSC-TPSGC 1686 \(http://www.tpsgc-pwgsc.gc.ca/app-acq/forms/1686-eng.html\)](http://www.tpsgc-pwgsc.gc.ca/app-acq/forms/1686-eng.html) - Quotation for Design Change or Additional Work, or the form [PWGSC-TPSGC 1379 \(http://publiservice-app.pwgsc.gc.ca/forms/pdf/1379.pdf\)](http://publiservice-app.pwgsc.gc.ca/forms/pdf/1379.pdf) - Work Arising or New Work; and
    - iii. a schedule to implement the design change or to perform the additional Work and the impact on the Contract delivery schedule.
  - b. The Contracting Authority will then forward this information to the Contractor.
  - c. The Contractor will return the form to the Contracting Authority for evaluation and negotiation. Once agreement has been reached, the form must be signed by all parties in the appropriate signature blocks. This constitutes the written authorization for the Contractor to proceed with the Work, and the Contract will be amended accordingly.
2. When the Contractor requests design change or additional Work:
  - a. The Contractor must provide the Contracting Authority with a request for design change or additional Work in sufficient detail for review by Canada.
  - b. The Contracting Authority will forward the request to the Technical Authority for review.
  - c. If Canada agrees that a design change or additional Work is required, then the procedures detailed in paragraph 1 are to be followed.



- d. The Contracting Authority will inform the Contractor in writing if Canada determines that the design change or additional Work is not required.

### 3. Approval

The Contractor must not proceed with any design change or additional Work without the written authorization of the Contracting Authority. Any Work performed without the Contracting Authority's written authorization will be considered outside the scope of the Contract and no payment will be made for such Work.

## 6.29 Government Property

Government Property must be used only for the purpose of performing the Contract.

## 6.30 Excess Goods

The quantity of goods to be delivered by the Contractor is specified in the Contract. The Contractor remains liable for any shipment in excess of that quantity whether the excess quantity is shipped voluntarily or as a result of an error by the Contractor. Canada will not make any payment to the Contractor for goods shipped in excess of the specified quantity. Canada will not return the said goods to the Contractor unless the Contractor agrees to pay for all the costs related to the return, including but not limited to administrative, shipping and handling costs. Canada will have the right to deduct such costs from any invoice submitted by the Contractor.

## 6.31 Access to Facilities and Equipment

Canada's facilities, equipment, documentation and personnel are not automatically at the disposal of the Contractor. If access to government premises, computer systems (micro computer netWork), Working space, telephones, terminals, documentation and personnel for consultation is required by the Contractor to perform the Work, the Contractor must advise the Contracting Authority of the need for such access in a timely fashion. If the Contractor's request for access is approved by Canada and arrangements are made to provide access to the Contractor, the Contractor, its subcontractors, agents and employees must comply with all the conditions applicable at the Work site. The Contractor must further ensure that the facilities and equipment are used solely for the performance of the Contract.

## 6.32 Wood Packaging Materials

All wood packaging materials used in shipping must conform to the [International Standards for Phytosanitary Measures](#), [ISPM 15](#) - Regulation of Wood Packaging Material in International Trade.

Pertinent additional information on Canada's import and export programs is provided in the following Canadian Food Inspection Agency policy directives:

- a. [D-98-08](#) - Entry Requirements for Wood Packaging Materials Produced in All Areas Other Than the Continental United States; and
- b. [D-13-01](#) - Canadian Heat Treated Wood Products Certification Program (HT Program).

## 6.33 Incomplete Assemblies

The Contractor must not ship incomplete assemblies unless the authorization for such shipment has been obtained before from the Contracting Authority.

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## **ANNEX A STATEMENT OF WORK**

### **1.0 GENERAL NOTES**

#### **1.1 Identification**

These General Notes describe the CCG requirements applicable to all accompanying Technical Specifications.

#### **1.2 Vessel Particulars**

Name: CCGS Limnos  
ON: 328088  
Type: Twin Screw, Mid Shore Science Vessel  
Class of Voyage: NC1 Limited, IW1  
Year Built: 1968  
Shipbuilder: Port Weller Dry Docks Limited, St. Catharines

#### Principal Dimensions:

Length O.A.: 44.8 m (147'-0")  
Length Load Waterline: 41.3 m (135'-6")  
Breadth Moulded: 9.75 m (32'-0")  
Depth Moulded: 3.66 m (12'-0")  
Mean Draft Moulded: 2.6 m (8'-0")

#### Tonnages:

Gross: 489 Tons  
Registered: 146 Tons

Displacement: 615 Tons

#### Propulsion:

Twin Thrust Master azimuthing propulsion units; twin Caterpillar C18 diesel engines @ 1000 total B.H.P.

#### **1.3 References**

Applicable regulations and documentation:

Publications	
	CCG paint standard
FSSM	Fleet Safety and Security Manual
TP3177E	Standard for the Control of Gas Hazards in Vessels to be Repaired or Altered
TP127E	Transport Canada Marine Safety Electrical Standard

IEEE 45	Recommended Practice for Electrical Installation on Ships
70-000-000-EU-JA-001	Specification for the Installation of Shipboard Electronic Equipment
CSA W47.1	Certification of Companies for Fusion Welding of Steel Structures Division 2 Certification
CSA W47.2	Certification of Companies for Fusion Welding of Aluminum
CSA W59	Welded Steel Construction - Metal Arc Welding
CSA W59.2	Welded Aluminum Construction
ISO 4413:2010 Hydraulic Fluid Power	General Rules and Safety Requirements for Systems and their Components
IEC 60529	Ingress Protection Code
ISO 3730:2012	Shipbuilding and Marine Structures - Mooring Winches
MOHS	Maritime Occupational Health and Safety
<b>Acts</b>	
CSA	Canada Shipping Act
CLC	Canada Labour Code

#### 1.4 Occupational Health and Safety

- 1.4.1 The Contractor and all sub-contractors must follow Occupational Health and Safety (OHS) procedures in accordance with applicable federal and provincial OHS regulations ensuring that Contractor activities are carried out in a safe manner and do not endanger the safety of any personnel.
- 1.4.2 The Contractor and the Contractor's employees, including any sub-contractors must attend a safety orientation meeting of the vessel prior to the commencement of any work in order to familiarize the Contractor's employees with ship specific hazards and permit systems for work protocols as well as procedures for Security, Hazard Prevention, Hazard Intervention and Pre-Job Safety Assessments. The Contractor will have access to an uncontrolled copy of the Fleet Safety and Security Manual.
- 1.4.3 The Contractor must comply with the Fleet Safety and Security Manual, DFO/5737 and shipboard work instructions in addition to the applicable Canada Labour Code regulations while performing work involving the following:
- Hot Work;
  - Work Aloft;
  - Confined Space Entry;
  - Gas Freeing for Entry and Hot Work;
  - Lock Out/Tag Out; and
  - Pre-Job Safety Assessments.

- 1.4.4 For the purpose of the Lock Out/Tag Out procedure the Contractor must supply locks and locking devices for the Contractor's employees in addition to those provided by the Chief Engineer for the ship's crew.

### **1.5 Access to Worksite**

- 1.5.1 The Contractor must ensure the Technical Authority and CCG staff has unrestricted access to the worksite at all times during the Contract period.
- 1.5.2 Workplace Hazardous Materials Information System (WHIMS).
- 1.5.3 The Contractor must provide the Technical Authority with Material Data Sheets (MDS) for all Contractor supplied WHIMS controlled products.
- 1.5.4 The Technical Authority will provide the Contractor with access to MDS sheets for all controlled products on the ship for all specified work items.

### **1.6 Smoking in the Work Space**

- 1.6.1 The Contractor must ensure compliance with the Non-Smokers' Health Act. The Contractor must ensure that every employer, and any person acting on behalf of an employer, must ensure that persons refrain from smoking in any work space under the control of the employer. The Contractor must ensure that there is absolutely no smoking onboard the vessel.

### **1.7 Clean and Hazard Free Worksite**

- 1.7.1 Before the Contractor starts any work on the vessel the Contractor's Quality Assurance Representative, the Technical Authority or Inspection Authority must walk through each space and area where work is to take place, including access and removal routes and areas adjacent to those where the work is to be done as a result of this specification. The Contractor's Quality Assurance Representative must take digital pictures of each area showing the outfit therein and download the photos in JPG format onto a transferable digital storage device such as a flash drive. Each picture must be dated and labeled as to the location on the vessel.
- 1.7.2 Copies of these digital pictures are to be provided to the Technical Authority or Inspection Authority for reference purposes within 48 hours of the start of the Contract.
- 1.7.3 The Contractor, during the work period must maintain those areas of the vessel which Contractor personnel use to access those areas where work is to be undertaken, in a clean condition, free from debris and remove garbage daily.
- 1.7.4 Areas that pose a hazard as a result of the specification work are to be secured and clearly identified by the Contractor with signage to advise and protect all personnel from the hazard in accordance with applicable Canada Labour Code requirements.
- 1.7.5 Upon completion of this Contract, the Contractor must be responsible for the removal of all garbage generated from the work of this specification and for returning all areas accessed during the Contract to the state of cleanliness in which the vessel was at the start of the Contract period.
- 1.7.6 Once all known work and final clean-up has been completed the Contractor's QA Representative, the Technical Authority or Inspection Authority must perform a 'walk through' of the vessel to view all areas where work was performed by the Contractor. Any deficiencies or damage noted must be recorded and compared to the photos and if deemed to have been caused by the Contractor as a result of the work the damage must be repaired by the Contractor at no cost to the Coast Guard.

## **1.8 Fire Protection**

- 1.8.1 The Contractor must notify the Technical Authority and obtain written approval from the Technical Authority prior to disturbing, removing, isolating, deactivating/disabling or locking out any part of the fire detection or suppression systems, including heat and smoke sensors.
- 1.8.2 The Contractor must ensure protection against fire at all times including when working on the ship's fire detection and suppression systems. This may be accomplished as suggested below and only with the written permission of the Technical Authority:
- Disabling only one portion of a system at a time;
  - By maintaining system function using spares while work is in progress; and
  - Other means acceptable to and approved by the Technical Authority.
- 1.8.3 The Contractor must note that failure to take the necessary precautions while performing work on the vessel's fire suppression system(s) could result in the accidental discharge of the fire suppression agent(s). The Contractor must recharge and certify at his cost, container(s) or systems that are discharged as a result of such work.

## **1.9 Touch-up/Disturbed Paint**

- 1.9.1 Unless stated otherwise, the Contractor must supply and apply two coats of marine primer compatible with the vessel's existing coating system to all new and disturbed metal surfaces.
- 1.9.2 The Contractor must prepare all new and disturbed steelwork to the paint manufacturer's specifications prior to painting.

## **1.10 CCG Employees and Others on the Vessel**

- 1.10.1 CCG/DFO employees and other personnel such as manufacturer's representatives and/or Transport Canada Marine Safety (TCMS) or Class surveyors may carry-out other work including work items not included in this specification, onboard the vessel during this work period. Every effort will be made by the Technical Authority to ensure this work and the associated inspections and/or surveys do not interfere with the Contractor's work. The Contractor will not be responsible for coordinating the related inspections or payment of inspection fees for this work unless otherwise specified.

## **1.11 Regulatory Inspections and/or Class Surveys**

- 1.11.1 The Contractor must contact, coordinate and schedule all regulatory inspections and/or class surveys by the applicable authority: i.e. TCMS, Health Canada (HC), Environment Canada or others as required by the specification.
- 1.11.2 Any documentation generated by the above inspections and/or surveys to show that the inspections and/or surveys were conducted (i.e. original signed and dated certificates) must be provided to the Technical Authority with copies to the Inspection Authority.
- 1.11.3 The Contractor must not substitute inspection by the Technical Authority or Inspection Authority for the required regulatory inspections or class surveys.
- 1.11.4 The Contractor must provide timely advance notification (minimum of 24 hours) of scheduled regulatory inspections and/or class surveys to the Technical Authority and Inspection Authority so they may witness the inspection.

### **1.12 Test Results and Data Book**

- 1.12.1 The Contractor must develop a Test and Trials Plan which must include as a minimum, all tests and trials stated in the specification. This plan must be provided for Technical Authority and Inspection Authority review 2 weeks prior to the originally scheduled Tests and Trials commencement.
- 1.12.2 All tests, measurements, calibrations and readings must be recorded, signed by the person taking the measurements, dated and provided in report format both in hard copy and electronic format, to the Technical Authority, Inspection Authority and TCMS.
- 1.12.3 The Contractor must provide to the Technical Authority and Inspection Authority current and valid calibration certificates for all instrumentation used in the Test and Trials Plan showing that the instruments have been calibrated in accordance with the manufacturer's instructions.
- 1.12.4 All documentation from the Contract must be provided in electronic format, PDF for documents and DWG for drawings, and delivered to the Technical Authority on completion of the Contract.

### **1.13 Contractor Supplied Materials and Tools**

- 1.13.1 The Contractor must ensure all materials are new and unused.
- 1.13.2 The Contractor must ensure replacement material such as jointing, packing, insulation, small hardware, oils, lubricants, cleaning solvents, preservatives, paints, coatings, etc. are in accordance with the equipment manufacturer's drawings, manuals and instructions.
- 1.13.3 Where no particular item is specified or where substitution must be made, the Technical Authority must approve the substituted item in writing. The Contractor must provide information about materials used, certificate of grade and quality of various materials to the Technical Authority and Inspection Authority prior to use.
- 1.13.4 The Contractor must provide all equipment, devices, tools and machinery such as craneage, staging, scaffolding and rigging necessary for the completion of the work in this specification.
- 1.13.5 The Contractor must provide waste disposal services for any oil, oily waste or other hazardous or controlled waste generated by the work of this specification. The Contractor must provide waste disposal certificates for all of the above generated waste and the disposal certificates must indicate that the disposal was in accordance with Federal, Provincial and Municipal regulations in effect.

### **1.14 Government Supplied Materials & Tools (GSM)**

- 1.14.1 All tools are Contractor supplied unless otherwise stated in the technical specifications.
- 1.14.2 Where tools are supplied by the Technical Authority they must be returned by the Contractor in the same condition as when they were borrowed. Borrowed tools must be inventoried and signed for by the Contractor on receipt and return to the Technical Authority. All GSM must be used in accordance with their intended use.
- 1.14.3 Any GSM must be received by the Contractor and stored in a secure warehouse or storeroom having a controlled environment appropriate for the equipment as per manufacturer's instructions.

### **1.15 Restricted Areas**

- 1.15.1 The Contractor must not enter the following areas except to perform work as required by the specifications: all cabins, offices, workshops, Engineers' office, Wheelhouse, Control Room, Galley, Mess Rooms, Lounge areas and any other areas restricted by signage.
- 1.15.2 The Contractor must give the Technical Authority 24 hours advance notice prior to working in any accommodation areas or office spaces, allowing CCG adequate time to secure the areas.

#### **1.16 Contractor Inspections and Protection of Equipment and the Worksite**

- 1.16.1 The Contractor must coordinate an inspection with the Technical Authority and Inspection Authority on the condition and location of items to be removed prior to carrying out the specified work or to gain access to a location to carry out the work.
- 1.16.2 Any damage incurred as a result of the Contractor's work and that is attributable to the Contractor's work performance must be repaired by the Contractor at his expense. Materials used in any replacement or repairs must meet the criteria for Contractor supplied material noted above in Section 1.13 - Contractor Supplied Materials and Tools.
- 1.16.3 The Contractor must protect all equipment and surrounding areas from damage. Work areas are to be protected from the ingress of water, welding and blasting grit etc. Temporary covers to work areas must be installed.

#### **1.17 Recording of Work in Progress**

- 1.17.1 The Technical Authority and Inspection Authority may record any work in progress using various means including, but not limited to photography and video, digital or film.

#### **1.18 Lead Paint and Paint Coatings**

- 1.18.1 The Contractor must not use lead based paints.
- 1.18.2 CCG ships have been painted with lead based paints in the past and as a result some of the Contractor's processes such as grinding, welding and burning may release this lead from the coatings. The Contractor must ensure that coatings in the affected work areas are tested for lead content and that the work is performed in accordance with applicable Federal, Provincial and Municipal regulations.
- 1.18.3 The Contractor must provide Health Canada (HC) product approval for underwater hull surface paints controlled by HC and the Pest Management Regulatory Agency.

#### **1.19 Asbestos Containing Materials**

- 1.19.1 The Contractor must not use any asbestos containing materials.
- 1.19.2 Handling of any asbestos containing materials must be performed by personnel trained and certified in the removal of asbestos in accordance with Federal, Provincial and Municipal regulations in effect and in accordance with the Fleet Safety and Security Manual. The Contractor must provide the Technical Authority and Inspection Authority with disposal certificates for all asbestos containing material removed from the vessel indicating that the disposal was in accordance with Federal, Provincial and Municipal regulations in effect.

#### **1.20 Removed Materials and Equipment**

- 1.20.1 All removed equipment as a result of this specification must remain the property of the Coast Guard unless otherwise instructed in the specification sections.



### 1.21 Welding Certification

- 1.21.1 For any work requiring the application of fusion welding for steel structures the Contractor and the sub-contractor welders must be certified by the Canadian Welding Bureau in accordance with CSA Standards W47.1-03, latest revision - Certification of Companies for Fusion Welding of Steel Division 2 Certification as a minimum. Current copies of certification (including those of the welders) must be provided to the Technical Authority and Inspection Authority.

### 1.22 Electrical Installations

- 1.22.1 All electrical installations and repairs must be carried out in accordance with the latest revisions of Transport Canada Marine Safety Electrical Standard TP127E and IEEE Standard 45 Recommended Practice for Electrical Installation on Ships.

### 1.23 Electric Power

- 1.23.1 CCG will allow the Contractor to use a 115 VAC, 1 Phase, 15 Amps Shipboard receptacle for the Contract period.

## 2.0 LIST OF ACRONYMS

CA	Contract Authority
CCG	Canadian Coast Guard
CLC	Canada Labour Code
CSA	Canadian Standards Association
CSM	Contractor Supplied Material
CWB	Canadian Welding Bureau
DFO	Department of Fisheries and Oceans
FSR	Field Service Representative
FSSM	Fleet Safety & Security Manual (CCG)
GSM	Government Supplied Materials
HC	Health Canada
HPUs	Hydraulic Power Units
IEEE	Institute of Electrical and Electronic Engineers
IT	Inspection Authority
LOA	Length Over All
MDs	Material Data Sheet
OHS	Occupational Health and Safety
RO	Registered Organization
SSMS	Safety & Security Management System
TA	Technical Authority
TBS	Treasury Board of Canada Secretariat
TCMS	Transport Canada Marine Safety
WHMIS	Workplace Hazardous Material Information System

## 3.0 REQUIREMENT

- 3.1.1 The CCGS Limnos has a requirement to replace their existing forward and aft mooring winches. The Contractor must remove the existing mooring winches and hydraulic power packs and procure and install new forward and aft mooring winches and hydraulic power packs. The contractor must ensure the deck is sufficiently strengthened to support the new mooring winches. The replacement mooring winches are to be hydraulic, each fitted with a wandering lead and each having their own dedicated hydraulic power pack. Both new mooring winches and hydraulic power packs are to be of the same make and model.



#### 4.0 REFERENCES

Documents:

2019-07-19 - Revised Asbestos Reassessment Report - L014.pdf

Drawings:

Drawing Number	Drawing Name
47-H-200/2	General Arrangement
47-H-200/1	Insulation Plan
47-3041-1	Hydraulic Deck Machinery Piping Layout
47-H-1	Construction Sections
47-H-2	Profile and Decks
47-M1	Arrangement of Machinery sheet 1
47-M1	Arrangement of Machinery sheet 2
09-0624-01	Electrical power single line diagram main distribution
Figure 1 and 2	Hand drawn references to forward mooring winch ship construction

#### 5.0 MOORING WINCH AND POWER PACK REQUIREMENTS

##### 5.1 Manufacturer

- 5.1.1 The Contractor must ensure the new mooring winch manufacturer has a Canadian distributor that is able to provide parts and service to the vessel, which operates in the Great Lakes, within 5 business days of receipt of purchase order.

##### 5.2 Mooring Winch Requirements

- 5.2.1 The new mooring winches must be approved by Transport Canada or a Registered Organization showing that the design and performance of the new mooring winches and all of the related components meet the requirements of the Canada Shipping Act 2001 and all applicable regulations for use as a mooring winch.
- 5.2.2 The new mooring winches must be all steel construction with continuous welds.
- 5.2.3 The new mooring winches must be capable of functioning as designed under the following operating conditions:
- For equipment installed on exposed decks: air temperatures of - 25°C to 35°C;
  - For equipment installed in machinery spaces: air temperatures of 10°C to 50°C;
  - Heeling angle of  $\pm 15^\circ$  from the horizontal; and
  - Trim angle of  $\pm 5^\circ$  from the longitudinal.
- 5.2.4 The new mooring winches and all on exposed deck components must be designed for use in a marine environment.
- 5.2.5 The arrangement of the new mooring winches and hydraulic power units (HPUs), when installed, must allow the crew to carry out routine preventative maintenance without removal of the equipment.

- 5.2.6 The Contractor must provide a conceptual drawing for installation showing access points for routine maintenance; serviceable items and instrumentation must be readily visible and accessible.
- 5.2.7 The conceptual drawing must be provided to the TA in the 7 consecutive days following Contract Award.
- 5.2.8 The new mooring winches must be painted with a three coat, zinc enriched epoxy paint system or similar heavy duty corrosion resistant coating in accordance with the paint manufacturer's specifications. Coatings must not contain any lead.
- 5.2.9 The new mooring winches must spool to port and starboard in accordance with General Arrangement drawing 47-H-200/2.
- 5.2.10 The color of the new mooring winches must be Beige/Buff: RAL Design 070 7040.
- 5.2.11 Nominal dimensions for the new mooring winches must not exceed 52 in x 48 in x 42 in (L x W x H). These new mooring winches will be installed in a manner similar to the existing arrangement detailed in the General Arrangement Drawing Number 47-H-200/2 such that the center of the drum will be aligned with the existing Port Colborne fairleads on the port and starboard sides.
- 5.2.12 If gearboxes are fitted to the system, they must be fitted with a means for checking the oil level, a drain plug, inspection covers to permit visual inspection of the gear teeth, and a thermostatic controlled heater if the gearbox is on exposed deck.

### **5.3 Operational Requirements**

- 5.3.1 The new mooring winch drum must accommodate steel wire 394 ft (120 m) long, 5/8 in diameter wire and 22,046 lbs (10 MT) breaking strength minimum.
- 5.3.2 The pulling capacity of the new mooring winches must be at least 5,000 lbs (2.27 MT).
- 5.3.3 The light line speed of the new mooring winches must be at least 3.6 ft/s (1.1 m/s).
- 5.3.4 The minimum nominal line speed of the new mooring winches must be at least 1.3 ft/s (0.4 m/s).
- 5.3.5 The creep speed of the new mooring winches must be no more than 0.3 ft/s (0.1 m/s).
- 5.3.6 The holding load must be able to resist a pull equal to 80% of the specified minimum breaking strength of the steel mooring wire stated in paragraph 5.3.1, without any permanent deformation of the strength members of the new mooring winch and without brake slip.
- 5.3.7 The new mooring winches and HPUs must be fitted with safety systems to prevent machinery damage from electrical, mechanical or hydraulic overload conditions.
- 5.3.8 The new mooring winches must be fitted with an automatic fail safe spring applied disc brake that holds the load when the control is in neutral, when hydraulic pressure and electric power is removed from the system.
- 5.3.9 The drum does not have to be able to declutch from the drive.

### **5.4 Electrical Requirements**

- 5.4.1 All electrical connections and equipment must be in accordance with TP127E and IEEE 45.

- 5.4.2 The new mooring winches and HPUs must be powered using existing available power: 460 Volts, 3 Phase, 50 Amps, 60 Hz.
- 5.4.3 The new forward mooring winch breaker is located on the aft bulkhead of the sewage compartment and the new aft mooring winch breaker is located on the starboard aft bulkhead of the engine room.
- 5.4.4 The IP rating of the electrical components and connections must meet the requirements of the installation location and intended service in accordance with the IEC 60529 Ingress Protection Code, i.e. the lowest protection grade of electrical equipment on exposed decks exposed to the weather is IP 56 or equivalent.
- 5.4.5 Exterior electrical enclosures are to be 316 Stainless Steel.
- 5.4.6 The new mooring winches must be provided with junction boxes rated to minimum of IP 56 incorporating a screw clamp terminal strip for completing the connections between the power supply, HPU, and control systems during installation. The terminal strips must be labelled to clearly identify the terminals matching the wiring diagram to be provided by the supplier.
- 5.4.7 The HPUs must be provided with junction boxes rated to minimum of IP 56 incorporating a screw clamp terminal strip for completing the connections between the power supply, mooring winch, and control systems during installation. The terminal strips must be labelled to clearly identify the terminals matching the wiring diagram to be provided by the supplier.
- 5.4.8 The control stations must be provided with junction boxes rated to minimum of IP 56 incorporating a screw clamp terminal strip for completing the connections between the power supply, mooring winch, and HPU during installation. The terminal strips must be labelled to clearly identify the terminals matching the wiring diagram to be provided by the supplier.

## **5.5 Hydraulic Power Unit (HPU) Requirements**

- 5.5.1 The hydraulic power and control systems must meet the requirements of ISO 4413:2010 - Hydraulic Fluid Power - General Rules and Safety Requirements for Systems and their Components.
- 5.5.2 The HPUs may be located on exposed deck at the mooring winch location or below deck at the location the current HPUs are located.
- 5.5.3 The HPUs must be fitted with an hour meter.
- 5.5.4 The HPUs must be designed for the environmental conditions expected at the installation location, whether on exposed deck or below deck. If the HPU is on exposed deck the electric motor must be fitted with an anti-condensation heater.
- 5.5.5 For the forward mooring winch, if locating below deck, the new HPU (reservoir, pump, motor, filter and control panel) must fit into the space currently occupied by the existing power pack in the sewage compartment. Available footprint is 96 in x 36 in x 34 in (L x W x H).
- 5.5.6 For the aft mooring winch, if locating below deck, the new HPU (reservoir, pump, motor, filter and control panel) must fit into the space currently occupied by the existing power pack in the starboard thruster compartment with. Available footprint is 46 in x 38 in x 48 in (L x W x H).
- 5.5.7 If the HPU is installed below deck, the HPU may be the manufacturer's standard color, or white if no standard exists. If the HPU is incorporated into the mooring winch foundation on exposed

deck, the color of the HPU must match the mooring winch as defined in paragraph 5.2.9 of Article 5.2 - Mooring Winch Requirements.

5.5.8 The hydraulic system for the new mooring winches must be equipped with a thermostatically controlled heater to keep the oil at a suitable temperature to prevent excess pressures on start up and to permit immediate operation under the expected environmental conditions.

5.5.9 The HPU must be air cooled with sufficient cooling capacity to maintain safe operating temperatures for at least 30 minutes of continuous duty pull.

5.5.10 If located below deck, each HPU must be equipped with a local control panel with the minimum following features:

- Main power switch capable of lockout for service;
- Pressure gauges suitable to monitor performance and adjustment;
- Power available indicator;
- Start/stop pushbutton and running indicator; and
- Audible and visual alarm indication.

5.5.11 If the HPU is incorporated into the mooring winch foundation, the local control panel outlined in the previous paragraph is not required.

## **5.6 Mooring Winch Operator Control**

### **5.6.1 Local Control Station Requirements**

5.6.1.1 The control station on the forward mooring winch is to be designed and positioned so that it can be easily operated from the forward end of the mooring winch with the operator facing aft.

5.6.1.2 The control station for the aft mooring winch is to be designed and positioned so that it can be easily operated from the inboard (port side) of the mooring winch with the operator facing forward.

5.6.1.3 The control stations must be fitted with the following:

- Power available indication light;
- Start/stop pushbutton and running indicator;
- Audible and visual alarm indication;
- Two stage low oil level alarm/shutdown with delay to prevent false alarms due to surging resulting from rolling or pitching motions:
  - o First stage low oil level alarm to warn that oil level is below recommended limit; and
  - o Second stage oil level has dropped to a critical level below the low level and will trigger shutdown to protect the pump from running dry.
- High temperature indicator (alarm only);
- Joystick;
- Switch to transfer control between the local panel and the wandering lead;
- Indicator to show the station in control (local control panel or wandering lead); and
- A corrosion resistant receptacle for the wandering lead connection, fitted with a cap when wandering lead is not connected.

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- 5.6.1.4 Each control console must be fitted with a hinged lid to provide operator access and, when closed, prevent the ingress of water and ice. Tarp covers for the protection of the controls are not acceptable.
- 5.6.1.5 Each control console must be a minimum of IP 56 stainless steel surface mount enclosure with the controls and indicators identified in paragraph 5.6.1.3, mounted on a panel. The controls must be able to be operated while user is wearing gloves.
- 5.6.1.6 Clearly legible identification labels including operating instructions for the various functions must be provided in English, inside the control console in compliance with a labelling standard that is acceptable to Transport Canada Marine Safety.
- 5.6.1.7 The joystick must return to the neutral/braking position automatically when released.
- 5.6.1.8 The joystick must be configured so that the heave direction is towards the operator and the payout direction is away from the operator.
- 5.6.1.9 The joystick must be operational when the local control station transfer switch is in the local position regardless of the wandering lead being plugged in or not.
- 5.6.1.10 The receptacle must be fitted with an attached cover that can be closed and sealed to achieve a minimum of IP 56 when the wandering lead is disconnected.
- 5.6.1.11 The receptacle must be orientated to minimize the strain on the cable when the wandering lead is connected.
- 5.6.1.12 The position of the receptacle must not interfere with access to the local operator panel when the wandering lead is connected and must be located as to not cause a tripping hazard.
- 5.6.2 Wandering Lead Requirements**
- 5.6.2.1 Three wandering leads are to be provided, one for each mooring winch and one spare.
- 5.6.2.2 The three wandering leads must be interchangeable between the forward and aft mooring winches.
- 5.6.2.3 The wandering lead assembly including the cable, connector, casing, and joystick must be a minimum of IP 56 and intended for use on exposed decks in a marine shipboard environment.
- 5.6.2.4 The voltage to the wandering lead assembly must not exceed 55 Volts.
- 5.6.2.5 The wandering lead must be clearly labelled to identify the function of the joystick using materials and means of attachment in compliance with a known labelling standard that is acceptable to Transport Canada Marine Safety.
- 5.6.2.6 The controller must be fitted with a joystick of the same model as the local control console for interchangeability of parts.
- 5.6.2.7 The face of the controller must be fitted with handle style guards that will not interfere with the operation of the joystick, and will protect the joystick from damage and minimize the risk of accidental operation if dropped or placed incorrectly.
- 5.6.2.8 The wandering lead must have a 25 ft length of cable with a rugged outer jacket and must be flexible in various marine temperature conditions for the intended service as a powered connection to a tethered controller.

- 5.6.2.9 The cable must be terminated with a strain relief to protect the cable from extreme bending when it is connected to the receptacle.
- 5.6.2.10 The end of the cable to be connected to the mooring winch must be fitted with male end of corrosion resistant minimum IP 56 connector to mate with the receptacle provided on the local panel.
- 5.6.2.11 The plug connector must include a cap to seal the plug end when it is not connected so that it maintains IP 56 rating. This cap must be connected to the plug or cable to prevent losing it when it is not installed.
- 5.6.2.12 The opposite end of the cable where it is connected to the casing of the wandering lead must be fitted with a strain relief and IP 56 gland where it passes into the casing. The strain relief is intended to protect this connection from the strain of dragging the cable around on the exposed deck.
- 5.6.2.13 The controller must be fitted with a shoulder/neck strap to safely support the weight of the controller during operation and to allow the operator to move around and release both hands from the controller without putting it down on the exposed deck.
- 5.6.2.14 The controller must be fitted with a hook so it can be hung from a 1 in schedule 40 pipe when not in use.

## **6.0 REMOVAL AND INSTALLATION**

### **6.1 Removal of Existing Mooring Winches and HPUs**

- 6.1.1 The Contractor must spool off existing wires from the forward and aft mooring winches for reuse with the new mooring winches.
- 6.1.2 The Contractor must remove and disposed of the existing mooring winches following all Federal, Provincial, Municipal and environmental regulations.
- 6.1.3 If the existing bed plate is not used for the installation of the new mooring winches, the Contractor must remove and disposed of it, following all Federal, Provincial, Municipal and environmental regulations.
- 6.1.4 If the bed plate is removed, the Contractor must ensure all disturbed paint above and below deck is recoated according to the CCG Paint standard and in accordance with the paint manufacturer's specifications.
- 6.1.5 The Contractor must remove and dispose of the existing HPUs including all piping from the HPUs to the existing mooring winches.
- 6.1.6 The Contractor must remove existing hydraulic lines and ensure that all deck penetrations are repaired using full penetration welding and insert plates. Doubler plates or penetration blanks must not be used.
- 6.1.7 The Contractor must remove the current motor starter including the wiring from the breaker panel to the starter and the wire from the starter to the motor.

### **6.2 Installation**

6.2.1 The Contractor must develop and have approved by TCMS or RO, installation drawings for the new mooring winches and the HPUs, taking the following into consideration:

- The Contractor must ensure deck construction is sufficient for the size and pull strength of new mooring winches.
- The Contractor must install new mooring winches in the same location of the existing mooring winches;
- The Contractor must install HPUs either on exposed deck or in previous location;
- The Contractor must confirm measurements prior to calculations and design; and
- The deck framing under the forward mooring winch is different than shipboard construction drawings (see references Figure 1 and 2), all measurements are to be confirmed by the Contractor before calculations and installation.

6.2.2 Contractor must provide to the TA approved installation drawings for the new mooring winches. The drawings must include, but not limited to:

- Bed plate design. If the current bed plate is going to be used all welds are to be NDT tested before the new mooring winches are installed. Any weld defects found must be repaired by the Contractor, cost to be covered by the form [PWGSC-TPSGC 1379](http://publisservice-app.pwgsc.gc.ca/forms/pdf/1379.pdf) (<http://publisservice-app.pwgsc.gc.ca/forms/pdf/1379.pdf>) - Work Arising or New Work; and
- Deck loading calculations taking into consideration the weight and brake holding force of the new mooring winches.

6.2.3 If deck strengthening is required for either or both new mooring winches, Contractor must complete the strengthening as per TCMS/RO approved drawings. Cost to be covered by the form [PWGSC-TPSGC 1379](http://publisservice-app.pwgsc.gc.ca/forms/pdf/1379.pdf) (<http://publisservice-app.pwgsc.gc.ca/forms/pdf/1379.pdf>) - Work Arising or New Work.

6.2.4 The Contractor must install new mooring winches and HPUs as per the approved installation drawings.

6.2.5 The Contractor must respool existing wires on the new forward and aft mooring winches.

6.2.6 The Contractor must provide and install new electrical wiring that meets TP127E and IEEE 45 regulations between the motor starter and the shipboard breaker.

6.2.7 If the HPUs are located in the current location below deck, the Contractor must install new hydraulic piping between the HPUs and the mooring winches.

6.2.8 If the HPUs are located in the current location below deck, the Contractor must remove the old wire for the start and stop buttons and must install new CSM wires and glands with new CSM IP 56 buttons and enclosures.

## 7.0 PROOF OF PERFORMANCE

7.1.1 Prior to acceptance of the new mooring winch, the Contractor must arrange for a Factory Acceptance Test (FAT) of the new mooring winches that clearly demonstrates and documents the new mooring winch capabilities.

7.1.2 The Contractor must ensure the new mooring winches are functionally tested for performance and safe operation using all provided controls (local, remote, wandering leads). This includes the demonstration of all operational and safety functions, as well as any additional tests required to satisfy the requirements of this specification.



- 7.1.3 The Technical Authority (and/or delegate), with 5 business days' notice, must be given the opportunity to witness the Factory Acceptance Test.
- 7.1.4 After the new mooring winches are installed, the Contractor must, under the supervision of the FSR, complete functional testing of the new mooring winches as per manufacturer recommended commissioning tests.

## 8.0 DELIVERABLES

- 8.1.1 The Contractor must supply the following new equipment, as per specification:
- a. Forward Mooring Winch with associated HPU;
  - b. Aft Mooring Winch with associated HPU;
  - c. Forward Mooring Winch Operator Control Station;
  - d. Aft Mooring Winch Operator Control Station; and
  - e. 3 wandering leads.
- 8.1.2 The Contractor must supply the following documentation, in English, at time of delivery:
- a. Certificate of approval from TCMS/RO for the new mooring winches;
  - b. Certificate of Compliance with a known international standard for the design of the new mooring winches;
  - c. Operation and maintenance manuals, including parts list, schematics, wiring diagrams, operating instructions, spare parts list and detailed maintenance schedule over life of the new mooring winches in hard copy and electronic copy in searchable PDF;
  - d. Installation and commissioning package including a list of connections (electrical and hydraulic) between the various components showing the number, type, size, and terminal fittings required during installation; general guidance drawings for the foundations and all connections; details of commissioning requirements;
  - e. Factory Acceptance Test documentation;
  - f. 1 year Warranty for parts and service, starting after commissioning tests are completed. Warranty documentation must be provided;
  - g. Updated AS FITTED General Arrangement 47-H-200/2;
  - h. Updated AS FITTED Hydraulic Deck Machinery Piping Layout 47-3041-1;
  - i. Approved new mooring winch installation drawings; and
  - j. Deck calculations and if strengthening required, approved deck strengthening drawings.
- 8.1.3 All documentation to be provided in electronic format, in English. Manuals and reports are to be submitted in a PDF format, all drawings to be provided in a DWG format. Accepted method of delivery for electronic material by email or flash drive.
- 8.1.4 The Contractor must supply, at time of delivery, a 1 year supply of required parts based on OEM maintenance schedule including all parts/oil required for a break-in period. Typical use would be 100 hours of operation per year.



Solicitation No. - N° de l'invitation  
**F2599-215001/A**  
 Client Reference No. - N° de référence du client  
**F2599-215001**

Amendment No. - N° de la modification  
 File No. - N° de dossier  
**060ml.F2599-215001**

Buyer's ID - ID de l'acheteur  
**060ml**  
 CCC No./FMS No. - N° CCC/N° VME

**ANNEX B  
 BASIS OF PAYMENT**

Basis of Payment					
Item	Description	Quantity	Unit of Issue	Unit Price (CAD)	Sub-total (CAD) (C x E = F)
A	B	C	D	E	F
1	Forward Mooring Winch with associated HPU	1	Each		
2	Aft Mooring Winch with associated HPU	1	Each		
3	1 year worth of Spare Parts as per recommendation of the manufacturer for 100 hours of operation for Forward Mooring Winch with associated HPU	1	Each		
4	1 year worth of Spare Parts as per recommendation of the manufacturer for 100 hours of operation for Aft Mooring Winch with associated HPU	1	Each		
5	Forward Mooring Winch Operator Control Station	1	Each		
6	Aft Mooring Winch Operator Control Station	1	Each		
7	Wandering lead	3	Each		
8	Documentation	1	Each		
9	Installation Work	1	Each		
Total (CAD)					

### ANNEX C MANDATORY TECHNICAL CRITERIA EVALUATION

The Bidder must complete the Mandatory Technical Criteria Evaluation table. If the table is not completed, the bid will be technically non-compliant.

The Bidder must explain and demonstrate how they meet the requirements and how they are compliant with all Mandatory Technical Criteria; by providing substantial information describing completely and in detail how each requirement is met or addressed. Simply repeating the statement contained in the bid solicitation is not sufficient.

Mandatory Technical Criteria Evaluation			
Item	Mandatory Technical Criterion	Requirement	References at Pages
M1	The Bidder must provide the name, address and a testimonial from the Canadian distributor that would provide the proposed mooring winches for this requirement.	Testimonial from the Canadian distributor	
M2	The Bidder must provide mooring winches approval certificates and specification sheets for 3 mooring winches with a pulling capacity of at least 5,000 lbs (2.27 MT) previously installed on 3 separate vessels, from the Canadian distributor stated in M1.  The documentation must specify the vessel it is related to.	Certificate of approval from Transport Canada Marine Safety (TCMS) or a Registered Organization (RO), and specification sheets.	
M3	The Bidder must provide equipment (mooring winches, davits, cranes, windlasses, etc.) approval certificates and fitted drawings for 3 equipment with a pulling capacity of at least 5,000 lbs (2.27 MT) previously installed by the bidder on 3 separate vessels.  The documentation must specify the vessel it is related to.	Certificate of approval from Transport Canada Marine Safety (TCMS) or a Registered Organization (RO), and fitted drawings.	
M4	The Bidder must demonstrate the proposed mooring winches for this requirement can be started and operated under full load using the electrical power provided (460 Volts, 50 Amps, 60 Hz, 0.85 lagging power factor, three phase breaker).	Calculations showing the Full load amperage (FLA) and starting current of the proposed mooring winches; taking into consideration the wire runs from the breaker to the motor starter and hydraulic load (including the pipe runs from the HPU to the mooring winch if it is fitted separately).	
M5	The Bidder must provide a Factory Acceptance Test plan for the proposed mooring winches for this requirement.	Factory Acceptance Test plan	

## ANNEX D

### POINT-RATED TECHNICAL CRITERIA EVALUATION

The Bidder should complete the Mandatory Technical Criteria Evaluation table.

The Bidder should explain and demonstrate how they meet the requirements and how they are compliant with all Point-rated Technical Criteria; by providing substantial information describing completely and in detail how each requirement is met or addressed. Simply repeating the statement contained in the bid solicitation is not sufficient.

If the Bidder can not explain and demonstrate how they meet a requirement, they will be awarded the minimum number of point available for the requirement.

Point-rated Technical Criteria Evaluation				
Item	Point-rated Technical Criterion	Requirement	References at Pages	Points Allocation
P1	<p>The Bidder should demonstrate if:</p> <ul style="list-style-type: none"> <li>- each hydraulic power pack is on the exposed deck in one unit with the mooring winch; or</li> <li>- each hydraulic power pack is bellow deck.</li> </ul>	Substantial information		<p>100 points:</p> <ul style="list-style-type: none"> <li>- each hydraulic power pack is on the exposed deck in one unit with the mooring winch.</li> </ul> <p>90 points:</p> <ul style="list-style-type: none"> <li>- each hydraulic power pack is bellow deck.</li> </ul>

## ANNEX E ELECTRONIC PAYMENT INSTRUMENTS

The Bidder accepts to be paid with the following Electronic Payment Instruments:

- ☐ VISA Acquisition Card;
- ☐ MasterCard Acquisition Card; or
- ☐ Direct Deposit (Domestic and International).

## ANNEX F LIST OF NAMES

All suppliers, regardless of their status under the policy, must submit the following information when participating in a procurement process or real property transaction:

- a. suppliers that are corporate entities, including those bidding as joint ventures, must provide a complete list of the names of all current directors or, for a privately owned corporation, the names of the owners of the corporation;
- b. suppliers bidding as sole proprietors, including sole proprietors bidding as joint ventures, must provide a complete list of the names of all owners; or
- c. suppliers that are a partnership do not need to provide a list of names.

During the evaluation of bids, a supplier must, within 10 business days, inform the Contracting Authority in writing of any changes affecting the list of names submitted.

During performance of a Contract or real property agreement, a supplier has a continuing obligation to inform the Registrar of Ineligibility and Suspension in writing, within 10 business days, of:

- a. any charge, conviction or other circumstance relevant to the policy with respect to itself, its affiliates and its first-tier subcontractors; and
- b. any change affecting the list of names submitted.

Canada may verify information provided by a supplier at any time during the period of a Contract or real property agreement or the period during which any other instrument (e.g. Standing Offer, Supply Arrangement) is valid. Canada may request additional information, including validations from a third party, consent forms and other evidentiary elements, proving such matters as identity and eligibility to Contract or enter into a real property agreement with Canada. The supplier must provide the requested information within the time specified. Failure to do so may render the supplier ineligible to Contract or enter into a real property agreement with Canada.

Name: _____	Title: _____
Name: _____	Title: _____
Name: _____	Title: _____
Name: _____	Title: _____
Name: _____	Title: _____

## ANNEX G COVID-19 CANADIAN COAST GUARD SCREENING QUESTIONNAIRE

### PROTECTED A (WHEN COMPLETED)

#### Privacy Notice Statement

As per Standard personal information bank [Occupational Health and Safety](#) - PSE 907, personal information is collected under the authority of sections 124 and 125 of the *Canada Labour Code* for the purpose of screening people prior to accessing a CCG-only regional facility or a CCG vessel to ensure the health and safety of personnel. It may be used for contact tracing and disclosed to the Public Health Agency of Canada and/or provincial/territorial/local health authorities. Failure to provide this information may result in your entry being denied. Respondent verbally consents to the disposal of their personal information 30 days after the questionnaire is completed. In the case of individuals joining a vessel prior to deployment, forms will be disposed after 2 full crew cycles. You have the right to the correction of, access to, and protection of your personal information under the *Privacy Act* and to file a complaint with the Privacy Commissioner of Canada over CCG/DFO's handling of your information.

This screening questionnaire must be completed daily for any person seeking to gain access to a CCG-only regional facility or a CCG vessel. Individuals must answer all questions honestly and should not attempt to enter a CCG-only regional facility or vessel if they have COVID-19 symptoms (including a fever, cough, or respiratory problems).

Questions asked at the initial CCG entry point	Response/Process
1. Have you travelled outside of Canada in the last 14 days, or been in close contact (less than 2 meters) with someone who recently travelled outside of Canada?	____ (Yes/ No)  If yes, see NOTES below.
2. In the last 14 days, have you been in close contact (less than 2 meters) with anyone with COVID-19 symptoms, or a confirmed case of COVID-19 where appropriate personal protection equipment (PPE) has not been donned, or been at a potential exposure site announced by regional health authorities?	____ (Yes/ No)  If yes, proceed to Question 2a.
2a. Have you consulted local Public Health authorities with respect to this close contact?	____ (Yes/ No)  If yes, proceed to Question 2b.  If no, deny access.
2b. Did local Public Health authorities recommend that you self-isolate or be tested for COVID-19 as a result of this close contact?"	____ (Yes/ No)  If yes, deny access.  If no, refer to NOTES.

<p>3. Are you experiencing a sudden onset of any of the following symptoms which may be attributed to COVID-19 rather than for example seasonal allergies or a known medical condition:</p> <ul style="list-style-type: none"> <li>- new or worsening cough</li> <li>- shortness of breath or difficulty breathing</li> <li>- temperature equal to or over 37.5°C</li> <li>- feeling feverish</li> <li>- chills</li> <li>- fatigue or weakness</li> <li>- muscle or body aches</li> <li>- new loss of smell or taste</li> <li>- headache (new, persistent, unexplained, unusual or long-lasting. Not related to other known causes or conditions)</li> <li>- gastrointestinal symptoms (abdominal pain, diarrhea, vomiting)</li> <li>- feeling very unwell</li> </ul>	<p>____ (Yes/ No)</p> <p>If yes to 1 or more of the listed symptoms which are not attributable to another known medical situation, see NOTES below.</p>
<p>4. Please note that taking acetaminophen (for example, Tylenol) or ibuprofen (for example, Advil, Motrin) may reduce body temperature and mask the symptoms attributed to COVID-19.</p>	<p>Temperature verified (indoors or in a warm vehicle) at point of entry:</p> <p>____ (Yes/ No)</p> <p>If temperature is 37.5°C or above but below 38°C, see NOTES below.</p> <p>If temperature is 38°C or above, deny access.</p>
<p>5. Are you currently waiting for a COVID-19 testing appointment or test results from a COVID-19 test?</p> <p>*CCG crew members being tested for COVID-19 prior to deployment to the Arctic are exempt from the self-isolation requirement.</p>	<p>____ (Yes/ No)</p> <p>If yes, see NOTES below. If no, proceed to final steps.</p>

**Employee Name:** \_\_\_\_\_

**Screening officer Name:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**Approved for Access (Y/N):** \_\_\_\_\_

**NOTES**

If an employee's or visitor's (including essential workers) response to any of the above questions has referred them to these NOTES, the employee or visitor must abide the following:

1. The employee or visitor must don a face covering if not already wearing one, unless medically exempt.
2. The employee will be asked to move to a designated safe waiting area, where they are to call their manager/superintendent to inform them of the situation. The visitor will have to contact the individual they are visiting to inform them of the situation.
3. The employee or visitor will be asked to contact local public health guidance for the current direction on actions to be taken: for example, self-isolation, seek testing, etc.

If an employee's response to any of the above questions has referred them to these NOTES, the screening officer will:

1. direct the employee to the safe waiting area.
2. contact their chain of command as per their work instructions.

If an employee's response to any of the above questions has referred them to these NOTES, the employee's manager will:

1. review the responses provided by the employee, seek clarifying / additional information.
2. perform a high level risk assessment in which the following elements are considered at a minimum: the functions in the organization the employee performs, the environment within which the functions are performed, potential risks to other employees and persons of allowing access, can telework arrangements be made.
3. inform the employee of the decision to allow or deny access.