



**RETURN BIDS TO:**

**RETOURNER LES SOUMISSIONS À:**

Bid Receiving - PWGSC / Réception des soumissions -  
TPSGC

11 LaurierSt./ 11, rue Laurier

Place du Portage, Phase III

Core 0B2 / Noyau 0B2

Gatineau

Québec

K1A 0S5

Bid Fax: (819) 997-9776

**SOLICITATION AMENDMENT  
MODIFICATION DE L'INVITATION**

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

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

**Comments - Commentaires**

**Vendor/Firm Name and Address**

Raison sociale et adresse du  
fournisseur/de l'entrepreneur

**Issuing Office - Bureau de distribution**

Infrastructure Maintenance and Solution Services  
Division (FK)

L'Esplanade Laurier,

East Tower 4th Floor

L'Esplanade Laurier,

Tour est 4e étage

140 O'Connor, Street

Ottawa

Ontario

K1A 0R5

|   |   |
|---|---|
| <b>Title - Sujet</b> Maintenance services on overhead do<br>Services d'entretien pour portes basculantes, appareils de quai et plateformes é                                |   |
| <b>Solicitation No. - N° de l'invitation</b><br>EJ196-201764/A  | <b>Amendment No. - N° modif.</b><br>001     |
| <b>Client Reference No. - N° de référence du client</b><br>20201764   | <b>Date</b><br>2021-06-21                   |
| <b>GETS Reference No. - N° de référence de SEAG</b><br>PW-\$\$FK-317-80129  |   |
| <b>File No. - N° de dossier</b><br>fk317.EJ196-201764   | <b>CCC No./N° CCC - FMS No./N° VME</b>      |
| <b>Solicitation Closes - L'invitation prend fin</b><br><b>at - à 02:00 PM</b> Eastern Standard Time EST<br><b>on - le 2021-07-30</b> Heure Normale du l'Est HNE             |   |
| <b>F.O.B. - F.A.B.</b><br><b>Plant-Usine:</b> <input type="checkbox"/> <b>Destination:</b> <input checked="" type="checkbox"/> <b>Other-Autre:</b> <input type="checkbox"/> |   |
| <b>Address Enquiries to: - Adresser toutes questions à:</b><br>Gauthier, Martin   | <b>Buyer Id - Id de l'acheteur</b><br>fk317 |
| <b>Telephone No. - N° de téléphone</b><br>(613) 404-8642 ( )  | <b>FAX No. - N° de FAX</b><br>( ) -         |
| <b>Destination - of Goods, Services, and Construction:</b><br><b>Destination - des biens, services et construction:</b>   |   |

Instructions: See Herein

Instructions: Voir aux présentes

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

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FK317  
CCC No./N° CCC - FMS No./N° VME

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**This amendment is raised to add all the Annex to the requisition**

**ALL REMAINING TERMS AND CONDITIONS ARE UNCHANGED**

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## **ANNEX "A"**

### **STATEMENT OF WORK**

(See document attached)

|   |   |   |
|---|---|---|
| Public Works and<br>Government Services<br><br>Canada | Statement of Work<br>EJ196-201764<br><b>ANNEX A</b> | Maintenance Services<br>Overhead Doors, Dock Levelers<br>And Scissor Lifts<br>Dated: 31/01/2021 |
|---|---|---|

### **SW 1. General Requirement**

The Contractor must furnish all necessary tools, services, materials and labour to execute the work required for the maintenance of the equipment on the terms and conditions contained herein and must execute such work in a careful and workmanlike manner.

### **SW 2. Scope of Work - All inclusive, comprehensive preventive maintenance**

The Contractor must provide the following services:

1. Labour for all inspections, cleaning, lubrication, adjustment and repairs.
2. All replacement parts, components and material. Also, provide all associated electrical and electronic controls for the equipment on the Equipment Inventory list at SW5
3. Replace any defective system component and parts with parts and components matching the original manufacturer's specifications, to maintain the integrity of the system.
  - 3.1 Replacement parts and components must be new or manufacturer warranted (rebuilt) "as new". Such parts and components must be approved by the Technical Authority prior to being used.
4. Provide for review, within 30 days after contract award, a complete schedule of inspections and repairs in accordance with the manufacturers recommendation and the frequencies noted below. If revisions to the schedule are requested, the Contractor must revise the schedule at no additional cost.
5. Service the equipment in such a manner as to maintain the operational integrity of the complete system in accordance with the original design or subsequent approved design modifications approved by the manufacturer.
6. The Contractor must maintain the equipment at its original performance level to provide conditions within the range required by the equipment being served by this system or as otherwise specified by the Technical Authority.
7. The Contractor is responsible to obtain at its own expense - the engineering data required to ensure the proper operation and adjustment of the equipment listed in SW 5 Equipment Inventory. Possession of the wiring diagrams alone will not suffice. The contractor is responsible to obtain a copy of detailed adjustment procedures from the manufacturer and complete detailed operational descriptions of all equipment included in the Contract.
8. It is the responsibility of the Contractor to notify the Technical Authority by phone within an hour (1) and subsequently to follow up with a written report by e-mail within twenty-four (24) hours of any negligent operation or misuse of the equipment by others.

|   |   |   |
|---|---|---|
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|---|---|---|

## 9. Extra Work

- 9.1 The Contractor must notify the Technical Authority by phone within an hour (1) and subsequently to follow up with a written report by e-mail within twenty-four (24) hours of any equipment failure requiring a repair(s) and/or negligent operation or misuse of the equipment by others.
- 9.2 The Contractor may be required to make the repair(s) or replace components necessitated by such occurrence at extra cost. The Contractor must calculate the cost based on Basis of Pricing "Pricing Schedule 2" and complete the "Cost Estimate Form for Extra Work". Written authorization must be obtained from the Technical Authority prior to conducting any extra work.
- 9.3 The Contractor must identify modifications or improvements to the equipment or system(s) that will enhance equipment serviceability, life expectancy and/or efficiency. The Contractor must submit an estimated cost of the repairs in accordance with the "As an When Requested Work" Pricing Schedule 2 in the Contract. Written authorization must be obtained from the Technical Authority prior to conducting any extra work.
- 9.4 The Contractor must calculate the cost of the repairs (SW2.9.1), modifications or improvements (SW2.9.2)

## 10. Environment Protection

The Contractor must conform to all applicable environmental laws and regulations in effect.

In the event of an accidental spill, (oils, chemicals) the Contractor must notify the Technical Authority immediately so that remedial action can be taken.

## 11. Codes and Standards

The Contractor must follow all applicable codes, guidelines and standards, such as, but not limited to The Canadian Electrical Code, the National Building Code, the Ontario Building Code, the National Fire Code, as well as all Provincial and Territorial Acts and Regulations, all Municipal By-laws in Effect, and any other relevant Legislation from any level of Canadian governments, in force that is applicable to the performance of the Work.

### **SW 3. Schedule of Maintenance**

1. All equipment must be inspected monthly or more frequently if found necessary, to provide trouble free operation of the equipment.
2. The performance of the Work required must provide for operation of the complete system(s) based on original design or subsequent approved design modifications, and must be as recommended by the manufacturer(s).
3. Unless otherwise directed, all-inclusive preventive maintenance must be performed during regular working hours, Monday through Friday, from 07:00 to 17:00 hours excluding statutory holidays. Contractor must provide at least twenty-four (24) hours' notice to the Technical Authority prior to visiting the site and receive confirmation of approved access.

|   |   |   |
|---|---|---|
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|---|---|---|

4. Emergency Calls:

- 4.1 The Contractor must provide twenty-four (24) hour, seven (7) days a week emergency call back service for the duration of the contract.
- 4.2 The Contractor must respond within 30 minutes and be on site ready to work within two (2) hours of receiving the emergency call. All service for emergency calls must be executed by a qualified technician named in the contract.
5. Conduct periodic tests of the Control Systems where applicable, to ensure all circuits and settings are properly adjusted to suit requirements of the design capabilities of the system as originally furnished by the manufacturer. The frequency of testing controls will be according to manufacturer's specifications.
6. The Contractor must provide direct supervision of maintenance technicians or by a Field Superintendent to ensure quality workmanship and proper service of the equipment.

**SW 4. Contacting and Reporting**

1. The Contractor must report to the Technical Authority, in writing (E-mail), within 24 hours after each non-scheduled visit.
2. The Contractor must call to the attention of the Technical Authority: any potentially hazardous use of the equipment and/or any potential health hazard within the immediate environment of the equipment. A follow up report must be submitted in writing via E-mail to the Technical Authority within 24 hours.
3. Upon request, by the Technical Authority, the Contractor must provide copies of the complete wiring schematic or diagrams, copies of detailed adjustment procedures and detailed operational descriptions for the equipment listed in para 5: Equipment Inventory.
4. The Contractor must notify the Technical Authority of any malfunction of the equipment problems which cannot be corrected immediately must be reported within four (4) hours to the Technical Authority. A verbal report could be made by phone and must be followed up with a written report by E mail, within twenty-four (24) hours.
5. The Contractor must submit a signed, written report for all scheduled visit, along with the check lists quarterly. A check list provided in para 6: Overhead Door and Sliding Gate Lift Checklist, must be completed for each piece of equipment listed in the Equipment Inventory.
6. Reports are to include:
  - A) date and time of inspection
  - B) building name & location
  - C) mechanic's name and signature
  - D) equipment identification (model & serial #s and location)
  - E) work completed
  - F) parts replaced
  - G) condition of equipment

**SW 5. Equipment Inventory**

Building: 455 boul. De la Carrière Gatineau, Québec

| No of Units | Location Room #   | Make       | Model              | ID/Serial No. | Details                             |
|-------------|-------------------|------------|--------------------|---------------|-------------------------------------|
| 1           | Loading Dock      | Manaras    | Thermanite T175-20 | 120605069     | Roll up door 1HP,575V,3Ph           |
| 1           | Main Loading Dock | Manaras    | Thermanite T175-20 | 120511049     | Roll up door 1HP,575V,3Ph           |
| 1           | Main Loading Dock | Blue Giant | HU 6008-30         | 339633-02     | 30,000lbs, 110-120V, 1Ph, 60HZ      |
| 1           | Main Loading Dock | Blue Giant | ED5/72x96          | 360110-02     | 6,000 lbs, 5HP, 550-600V, 3Ph, 60HZ |

Building: Food Production Facility: 1170 Algoma Road Ottawa Ontario

| No of Units | Location Room #             | Make  | Model                           | ID/Serial No.       | Details  |
|-------------|-----------------------------|---|---------------------------------|---------------------|--|
| 6           | Loading Dock Area           | Micanan   | Pro-HHDN                        | # 188640-(1-6)      | Thermos top Overhead Garage Doors: ¾ Hp, 575V, 3 ph, 60 hz               |
| 4           | Loading Dock                | 2 Pentalift (Doors 1 and 2)<br>2 Blue Giant (Doors 5 and 3) | NA                              | NA                  | Dock Levelers  |
| 2           | Loading Dock (Kitchen Area) | 1. Albany (By entrance)<br>2. Rytech                        | 1.Thermal Freeze<br>2.Predadoor | # 39825-1-1<br># NA | Roll Up Curtain Doors 2.Duty Motor Inverter1.5 hp 1 SES-63-M1-40TC90.S-4 |
| 1           | Loading Dock (Shipping)     | Micanan   | Pro-GH                          | # 189791            | Rolling Steel Door: ¾ Hp, 230V, 3Ph                                      |

|   |   |   |
|---|---|---|
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|---|---|---|

Building: Rideau Committee Room Building: 1 Wellington St, Ottawa Ontario

| No of Units | Location Room #   | Make          | Model    | ID/Serial No.       | Details                                    |
|-------------|-------------------|---------------|----------|---------------------|--|
| 1           | Loading Dock Area | Overhead Door | RBD-103  | Asset Tag 80-155-03 | Metal Overhead Door:1Hp, 3Phase, 60Hz      |
| 1           | Loading Dock Area | Overhead Door | RBD-103  | Asset Tag 80-155-02 | Metal Overhead Door:1Hp, 3Phase, 60Hz      |
| 1           | Loading Dock Area | Manaras       | MSJ      | Serial # 91-050130  | Garade Overhead Door : 3Phase, ¼ Hp, 208 V |
| 1           | Loading Dock Area | Level Rite    | LR-LT201 | Asset Tag 05-230-01 | Dock Leveler : 1Hp, 600 V, 60Hz            |

Building: Justice Building: 249 Wellington St, Ottawa Ontario

| No of Units | Location Room #   | Make      | Model     | ID/Serial No. | Details                         |
|-------------|-------------------|-----------|-----------|---------------|---------------------------------|
| 1           | Loading Dock Area | Breakaway | PRO-RCGHW | 134076        | Roll Up Door 1Hp, 1Phase, 230 V |



**SW 6. Overhead Door and Sliding Gate Lift Checklists**

**Overhead Doors**

Building: \_\_\_\_\_

Location: \_\_\_\_\_

Contract #: EJ196-201764

Equipment: \_\_\_\_\_

|                       | G | F | P | RAC | RR | Remarks |
|-----------------------|---|---|---|-----|----|---------|
| swing panels          |   |   |   |     |    |         |
| rollers               |   |   |   |     |    |         |
| guide supports        |   |   |   |     |    |         |
| door carrier assembly |   |   |   |     |    |         |
| swing panel pivot     |   |   |   |     |    |         |
| breakaway latch       |   |   |   |     |    |         |
| limiting arms         |   |   |   |     |    |         |
| pull handle           |   |   |   |     |    |         |
| static arrester       |   |   |   |     |    |         |
| weather seal          |   |   |   |     |    |         |
| vertical jambs        |   |   |   |     |    |         |
| horizontal headers    |   |   |   |     |    |         |
| aluminum tubes        |   |   |   |     |    |         |
| vinyl standoffs       |   |   |   |     |    |         |
| nylon rollers         |   |   |   |     |    |         |
| spring bottom         |   |   |   |     |    |         |
| guide roller assembly |   |   |   |     |    |         |
| rubber shell          |   |   |   |     |    |         |
| ball bearing assembly |   |   |   |     |    |         |
| limiting arm          |   |   |   |     |    |         |
| top pivot             |   |   |   |     |    |         |
| manual slider         |   |   |   |     |    |         |
| wall switch           |   |   |   |     |    |         |
| operator housing      |   |   |   |     |    |         |
| soft start switch     |   |   |   |     |    |         |
| swing power operator  |   |   |   |     |    |         |
| connecting harness    |   |   |   |     |    |         |
| power reset box       |   |   |   |     |    |         |
| push bars             |   |   |   |     |    |         |

**G** = Good    **F** = Fair    **P** = Poor    **RAC** = Repaired as per contract    **RR** = Repair requested

Public Works and  
Government Services  
Canada

Statement of Work  
EJ196-201764  
**ANNEX A**

Maintenance Services  
Overhead Doors, Dock Levelers  
And Scissor Lifts  
Dated: 31/01/2021

**Sliding Gate Lift**

Building: \_\_\_\_\_

Location: \_\_\_\_\_

Contract #: EJ196-201764

Equipment: \_\_\_\_\_

|                       | G | F | P | RAC | RR | Remarks |
|-----------------------|---|---|---|-----|----|---------|
| Relief Valve          |   |   |   |     |    |         |
| Remarks               |   |   |   |     |    |         |
| Lower Speed Control   |   |   |   |     |    |         |
| Hydraulic Oil Level   |   |   |   |     |    |         |
| Bypass                |   |   |   |     |    |         |
| Lift Tension          |   |   |   |     |    |         |
| Lift Chain            |   |   |   |     |    |         |
| Cable Tension         |   |   |   |     |    |         |
| Shock Pivot           |   |   |   |     |    |         |
| Guard Rails           |   |   |   |     |    |         |
| Controls              |   |   |   |     |    |         |
| Harness               |   |   |   |     |    |         |
| Hose Assembly         |   |   |   |     |    |         |
| Cyc Package           |   |   |   |     |    |         |
| Actuating Cable       |   |   |   |     |    |         |
| Structural Int        |   |   |   |     |    |         |
| Operating Cycle       |   |   |   |     |    |         |
| Curb Angle            |   |   |   |     |    |         |
| Safety Shirt          |   |   |   |     |    |         |
| Trip Bars             |   |   |   |     |    |         |
| Hold Down Box         |   |   |   |     |    |         |
| Drive Chain           |   |   |   |     |    |         |
| Pin Wear              |   |   |   |     |    |         |
| Trips                 |   |   |   |     |    |         |
| Elec Connections      |   |   |   |     |    |         |
| Hydraulic Connections |   |   |   |     |    |         |
| Fasteners             |   |   |   |     |    |         |
| Lip Actuator          |   |   |   |     |    |         |
| Shock Cable           |   |   |   |     |    |         |
| Cyc Stop Cable        |   |   |   |     |    |         |
| Guard Rails           |   |   |   |     |    |         |
| Controls              |   |   |   |     |    |         |

**G** = Good    **F** = Fair    **P** = Poor    **RAC** = Repaired as per contract    **RR** = Repair requested

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Buyer ID - Id de l'acheteur  
FK317  
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## **ANNEX “B”**

### **SECURITY REQUIREMENTS CHECK LIST**

(See document attached)



Government  
of Canada

Gouvernement  
du Canada

Contract Number / Numéro du contrat

EJ196 20 1764

Security Classification / Classification de sécurité  
UNCLASSIFIED

SECURITY REQUIREMENTS CHECK LIST (SRCL)

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

PART A - CONTRACT INFORMATION / PARTIE A - INFORMATION CONTRACTUELLE

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





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

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

If Yes, indicate the level of sensitivity:

Dans l'affirmative, indiquer le niveau de sensibilité :

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

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

Document Number / Numéro du document :

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

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

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

Special comments:

Commentaires spéciaux :

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

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

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

If Yes, will unscreened personnel be escorted?

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

☒ No ☐ Yes  
Non Oui

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

**INFORMATION / ASSETS / RENSEIGNEMENTS / BIENS**

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

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

**PRODUCTION**

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

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

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

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



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

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

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

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

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

**SUMMARY CHART / TABLEAU RÉCAPITULATIF**

| Category<br>Catégorie                          | PROTECTED<br>PROTÉGÉ |   |   | CLASSIFIED<br>CLASSIFIÉ          |                           | NATO   |  |             |   |  | COMSEC               |   |   |                                  |                           |
|--|----------------------|---|---|----------------------------------|---------------------------|--|--|-------------|---|--|----------------------|---|---|----------------------------------|---------------------------|
|  | A                    | B | C | CONFIDENTIAL<br><br>CONFIDENTIEL | SECRET<br><br>TRES SECRET | TOP SECRET<br><br>NATO RESTRICTED<br><br>NATO DIFFUSION RESTREINTE | NATO CONFIDENTIAL<br><br>NATO CONFIDENTIEL | NATO SECRET | COSMIC TOP SECRET<br>COSMIC TRES SECRET |  | PROTECTED<br>PROTÉGÉ |   |   | CONFIDENTIAL<br><br>CONFIDENTIEL | SECRET<br><br>TRES SECRET |
|  |                      |   |   |                                  |                           |  |  |             |   |  | A                    | B | C |                                  |                           |
| Information / Assets<br>Renseignements / Biens |                      |   |   |                                  |                           |  |  |             |   |  |                      |   |   |                                  |                           |
| Production                                     |                      |   |   |                                  |                           |  |  |             |   |  |                      |   |   |                                  |                           |
| IT Media /<br>Support TI                       |                      |   |   |                                  |                           |  |  |             |   |  |                      |   |   |                                  |                           |
| IT Link /<br>Lien électronique                 |                      |   |   |                                  |                           |  |  |             |   |  |                      |   |   |                                  |                           |

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

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

☒ No ☐ Yes  
Non Oui

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

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

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

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

☒ No ☐ Yes  
Non Oui

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

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





**PART D - AUTHORIZATION / PARTIE D - AUTORISATION**

13. Organization Project Authority / Chargé de projet de l'organisme

|   |   |   |
|---|---|---|
| Name (print) - Nom (en lettres moulées)         | Title - Titre                                     | Signature   |
| Olsen, Sean                                     | Property and Facility Officer                     |   |
| Telephone No. - N° de téléphone<br>613-990-7187 | Facsimile No. - N° de télécopieur<br>613-990-7197 | E-mail address - Adresse courriel<br>sean.olsen@pwgsc.gc.ca |
|   |   | Date<br>2019/11/05  |

14. Organization Security Authority / Responsable de la sécurité de l'organisme

|   |  |  |
|---|--|--|
| Name (print) - Nom (en lettres moulées)         | Title - Titre                          | Signature  |
| Boult, Charles                                  | SO                                     |  |
| Telephone No. - N° de téléphone<br>819-775-5546 | Facsimile No. - N° de télécopieur<br>- | E-mail address - Adresse courriel<br>charles.boult@pwgsc-tpsgc.gc.ca |
|   |  | Date   |

15. Are there additional instructions (e.g. Security Guide, Security Classification Guide) attached?  
Des instructions supplémentaires (p. ex. Guide de sécurité, Guide de classification de la sécurité) sont-elles jointes?

☐ No  
Non

☐ Yes  
Oui

16. Procurement Officer / Agent d'approvisionnement

|   |                                   |   |
|---|-----------------------------------|---|
| Name (print) - Nom (en lettres moulées)         | Title - Titre                     | Signature   |
| SEAN OLSEN                                      | A/PRM                             |   |
| Telephone No. - N° de téléphone<br>613-853-2817 | Facsimile No. - N° de télécopieur | E-mail address - Adresse courriel<br>sean.olsen@pwgsc.gc.ca |
|   |                                   | Date<br>2019-11-05  |

17. Contracting Security Authority / Autorité contractante en matière de sécurité

|  |                                   |           |
|--|-----------------------------------|-----------|
| Name (print)   | Title - Titre                     | Signature |
| Anik Farrell - CSO<br>613-946-5194<br><a href="mailto:anik.farrell@tpsgc-pwgsc.gc.ca">anik.farrell@tpsgc-pwgsc.gc.ca</a> |                                   |           |
| Telephone  | E-mail address - Adresse courriel | Date      |

Solicitation No. - N° de l'invitation  
EJ196-201764/A  
Client Ref. No. - N° de réf. du client  
EJ196-201764

Amd. No. - N° de la modif.  
File No. - N° du dossier  
fk317.EJ196-201764

Buyer ID - Id de l'acheteur  
FK317  
CCC No./N° CCC - FMS No./N° VME

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**ANNEX "C"**

**COST ESTIMATE FORM FOR EXTRA WORK**

(See document attached)



## Cost Estimate Form For Extra Work ANNEX C

**Contractor:** \_\_\_\_\_

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

|  |   |
|--|---|
| <p><b>Description of Work:</b></p><br><br><br><br><br><br><br> | <p>(Please attach a separate sheet if required)</p> |
|--|---|

|  |              |                             |               |
|--|--------------|-----------------------------|---------------|
|  |              | Hourly Rate as per Contract |               |
| I Direct Costs   | No. of Hours | Rate                        | Total         |
| <b>i Direct Labour</b>                                     |              |                             |               |
| Repair Work Labour   |              |                             |               |
| Emergency Calls Labour                                     |              |                             |               |
| Other Labour (Specify:_____)                               |              |                             |               |
| Total Direct Labour  |              |                             | \$ _____(i)   |
| <b>ii Direct Material Costs *</b>                          |              |                             |               |
| Replacement Parts  |              |                             |               |
| Repair Parts   |              |                             |               |
| Other Material (Specify:_____)                             |              |                             | \$ _____(ii)  |
| Total Direct Material Costs                                |              |                             |               |
| <b>iii Other Direct Costs</b>                              |              |                             |               |
| Other (Specify:_____)                                      |              |                             |               |
| Total Other Direct Costs                                   |              |                             | \$ _____(iii) |
|  |              |                             |               |
| II Total Price   |              |                             | Total         |
| Total Direct Costs (i + ii + iii) (Applicable Taxes extra) |              |                             | \$ _____      |
|  |              |                             |               |

**Note:** \*Materials will be charged at our laid-down cost plus a mark-up in accordance with Pricing Schedule 2.

Name: \_\_\_\_\_  
(Please print)

Signature: \_\_\_\_\_

Solicitation No. - N° de l'invitation  
EJ196-201764/A  
Client Ref. No. - N° de réf. du client  
EJ196-201764

Amd. No. - N° de la modif.  
File No. - N° du dossier  
fk317.EJ196-201764

Buyer ID - Id de l'acheteur  
FK317  
CCC No./N° CCC - FMS No./N° VME

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## **ANNEX “D” to PART 3 OF THE BID SOLICITATION**

### **ELECTRONIC PAYMENT INSTRUMENTS**

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

- ☐ ( ) VISA Acquisition Card;
- ☐ ( ) MasterCard Acquisition Card;
- ☐ ( ) Direct Deposit (Domestic and International);
- ☐ ( ) Electronic Data Interchange (EDI);
- ☐ ( ) Wire Transfer (International Only);
- ☐ ( ) Large Value Transfer System (LVTS) (Over \$25M)

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**ANNEX "E"**  
**Voluntary Certification to Support the Use of Apprentices**

1. To encourage employers to participate in apprenticeship training, Contractors bidding on construction and maintenance contracts by Public Works and Government Services Canada (PWGSC) are being asked to sign a voluntary certification, signaling their commitment to hire and train apprentices.
2. Canada is facing skills shortages across various sectors and regions, especially in the skilled trades. Equipping Canadians with skills and training is a shared responsibility. In Economic Action Plan (EAP) 2013, the Government of Canada made a commitment to support the use of apprentices in federal construction and maintenance contracts. Contractors have an important role in supporting apprentices through hiring and training and are encouraged to certify that they are providing opportunities to apprentices as part of doing business with the Government of Canada.
3. Through the Economic Action Plan 2013 and support for training programs, the Government of Canada is encouraging apprenticeships and careers in the skilled trades. In addition, the government offers a tax credit to employers to encourage them to hire apprentices. Information on this tax measure administered by the Canada Revenue Agency can be found at: [www.cra-arc.gc.ca](http://www.cra-arc.gc.ca). Employers are also encouraged to find out what additional information and supports are available from their respective provincial or territorial jurisdiction.
4. Signed certifications will be used to better understand contractor use of apprentices on Government of Canada maintenance and construction contracts and may inform future policy and program development.
5. The Contractor hereby certifies the following:  
*In order to help meet demand for skilled tradespeople, the Contractor agrees to use, and require its subcontractors to use, reasonable commercial efforts to hire and train registered apprentices, to strive to fully utilize allowable apprenticeship ratios<sup>1</sup> and to respect any hiring requirements prescribed by provincial or territorial statutes.*

The Contractor hereby consents to this information being collected and held by PWGSC, and Employment and Social Development Canada to support work to gather data on the hiring and training of apprentices in federal construction and maintenance contracts.

*Name:*

*Signature:*

*Company Name:*

*Company Legal Name:*

*Solicitation Number:*

*Optional information to provide:*

*Number of apprentices planned to be working on this contract:*

*Trades of those apprentices:*

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<sup>1</sup> The journeyman-apprentice ratio is defined as the number of qualified/certified journeymen that an employer must employ in a designated trade or occupation in order to be eligible to register an apprentice as determined by provincial/territorial (P/T) legislation, regulation, policy directive or by law issued by the responsible authority or agency.