

CANADIAN HERITAGE**INVITATION TO TENDER**

REQUEST NUMBER: 10210860

PROJECT TITLE: Construction of the Snowflake Kingdom for Winterlude at Jacques-Cartier Park in Gatineau

REQUEST DATE: October 5, 2021

CLOSING DATE AND TIME: November 15, 2021, 2:00 p.m. (EST)

ADDRESS ALL ENQUIRIES: Lise Berniquez
Procurement and Contract Specialist
Contracting and Materiel Management Directorate
Chief Financial Officer Branch
Canadian Heritage
E-mail: pch.contracts-contracting.pch@pch.gc.ca

The Department of Canadian Heritage has a requirement for the above services to be carried out in accordance with the Statement of Work attached hereto as Annex A.

If you are interested in undertaking this project, submit your proposal by **2 p.m. EST: November 15, 2021** by using the following accepted submission method:

IMPORTANT: Submission via e-mail

Please note that because of the present circumstances associated with the COVID-19, PCH will exceptionally only accept offers by e-mail. Offers transmitted by facsimile or mail to PCH will not be accepted.

The PCH e-mail server cannot accept any e-mail transmission that is 14 MB or plus. It is the responsibility of the Offeror to assure that their complete e-mail offer be delivered to PCH by the specified date and time. Indicate the title of the Request for Standing Offers (RFSO) in the e-mail object, the e-mail address is the following:

PCH.contracts-contracting.PCH@pch.gc.ca

RFP: 10210860

Attention: Lise Berniquez

If due to e-mail or document size issues it is necessary to send documents using more than one e-mail, this is acceptable but they must be referenced to each other. Offers that arrive after the specified date and time will not be accepted. Offerors are encouraged to keep a confirmation that the e-mail was sent and delivered.

Bidders submitting a proposal are also requested to complete the Bid and Acceptance Form on page 10. By signing and submitting this form, Bidders are confirming that they have read the entire invitation to tender (IT) including the documents incorporated by reference into the IT and that:

1. They consider themselves and their products able to meet all the mandatory requirements in the bid solicitation;
2. Their bid is valid for the period requested in the bid solicitation;
3. All the information provided in the bid is complete, true and accurate; and,
4. If they are awarded a contract, they will accept all the terms and conditions set out in the resulting contract clauses included in the Contract Documents.

INVITATION TO TENDER

CONSTRUCTION OF THE SNOWFLAKE KINGDOM FOR WINTERLUDE AT JACQUES-CARTIER PARK IN GATINEAU

IMPORTANT NOTICE TO BIDDERS

PROMPT PAYMENT IN THE CONSTRUCTION INDUSTRY

Prompt Payment Principles

Public Services and Procurement Canada advocates that construction-related payments should follow these three principles:

- Promptness: The department will review and process invoices promptly. If disputes arise, Public Services and Procurement Canada will pay for items not in dispute, while working to resolve the disputed amount quickly and fairly
- Transparency: The department will make construction payment information such as payment dates, company names, contract and project numbers, publicly available; likewise, contractors are expected to share this information with their lower tiers
- Shared responsibility: Payers and payees are responsible for fulfilling their contract terms including their obligations to make and receive payment, and to adhere to industry best practices

For more information: <http://www.tpsgc-pwgsc.gc.ca/biens-property/divulgation-disclosure/psdic-ppci-eng.html>

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Under clause R2710T, the following GI's are included by reference and are available at the following Web Site <https://buyandsell.gc.ca/policy-and-guidelines/standard-acquisition-clauses-and-conditions-manual/5/R>

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SPECIAL INSTRUCTIONS TO BIDDERS (SI)

SI01 BID DOCUMENTS

1. The following are the bid documents:
 - a. Invitation to Tender - Page 1;
 - b. Special Instructions to Bidders;
 - c. General Instructions - Construction Services - Bid Security Requirements R2710T (2021-04-01)
 - d. Clauses & Conditions identified in "Contract Documents";
 - e. Drawings and Specifications;
 - f. Bid and Acceptance Form and related Appendix(ces); and,
 - g. Any amendment issued prior to solicitation closing.

Submission of a bid constitutes acknowledgement that the Bidder has read and agrees to be bound by these documents.

2. General Instructions - Construction Services - Bid Security Requirements R2710T is incorporated by reference and is set out in the Standard Acquisition Clauses and Conditions (SACC) Manual, issued by Public Works and Government Services Canada (PWGSC). The SACC Manual is available on the PWGSC Web site: <https://buyandsell.gc.ca/policy-and-guidelines/standard-acquisition-clauses-and-conditions-manual/5/R>

SI02 ENQUIRIES DURING THE SOLICITATION PERIOD

1. Enquiries regarding this bid must be submitted in writing to the Contracting Officer named on the Invitation to Tender - Page 1 as early as possible within the solicitation period. Except for the approval of alternative materials as described in GI15 of R2710T, enquiries should be received no later than five (5) calendar days prior to the date set for solicitation closing to allow sufficient time to provide a response. Enquiries received after that time may not result in an answer being provided.
2. To ensure consistency and quality of the information provided to Bidders, the Contracting Officer shall examine the content of the enquiry and shall decide whether or not to issue an amendment.
3. All enquiries and other communications related to this bid sent throughout the solicitation period are to be directed ONLY to the Contracting Officer named on the Invitation to Tender - Page 1. Failure to comply with this requirement may result in the bid being declared non-responsive.

SI03 REVISION OF BID

A bid may be revised by letter or by e-mail in accordance with GI10 of R2710T. The e-mail address is indicated on page 1.

SI04 BID RESULTS

1. Following solicitation closing, bid results may be obtained by contacting the Contracting Authority at the following e-mail address: pch.contrats-contracting.pch@pch.gc.ca .

SI05 INSUFFICIENT FUNDING

In the event that the lowest compliant bid exceeds the amount of funding allocated for the Work, Canada in its sole discretion may

- a. cancel the solicitation; or
- b. obtain additional funding and award the Contract to the Bidder submitting the lowest compliant bid; and/or

SI06 BID VALIDITY PERIOD

1. Canada reserves the right to seek an extension to the bid validity period prescribed in BA04 of the Bid and Acceptance Form. Upon notification in writing from Canada, Bidders shall have the option to either accept or reject the proposed extension.
2. The provisions expressed herein do not in any manner limit Canada's rights in law or under GI11 of R2710T.

SI07 WEB SITES

The connection to some of the Web sites in the solicitation documents is established by the use of hyperlinks. The following is a list of the addresses of the Web sites:

Treasury Board Appendix L, Acceptable Bonding Companies
<http://www.tbs-sct.gc.ca/pol/doc-eng.aspx?id=14494§ion=text#appL>

Buy and Sell
<https://www.achatsetventes-buyandsell.gc.ca>

Canadian economic sanctions
<http://www.international.gc.ca/sanctions/index.aspx?lang=eng>

Contractor Performance Evaluation Report (Form PWGSC-TPSGC 2913)
<http://www.tpsgc-pwgsc.gc.ca/app-acq/forms/documents/2913.pdf>

Bid Bond (form PWGSC-TPSGC 504)
<http://www.tpsgc-pwgsc.gc.ca/app-acq/forms/documents/504.pdf>

Performance Bond (form PWGSC-TPSGC 505)
http://www.tpsgc-pwgsc.gc.ca/app-acq/forms/documents/505_eng.pdf

Labour and Material Payment Bond (form PWGWSC-TPSGC 506)
<http://www.tpsgc-pwgsc.gc.ca/app-acq/forms/documents/506.pdf>

Standard Acquisition Clauses and Conditions (SACC) Manual
<https://buyandsell.gc.ca/policy-and-guidelines/standard-acquisition-clauses-and-conditions-manual/5/R>

PWGSC, Industrial Security Services
<http://ssi-iss.tpsgc-pwgsc.gc.ca/index-eng.html>

PWGSC, Code of Conduct and Certifications
<http://www.tpsgc-pwgsc.gc.ca/app-acq/cndt-cndct/contexte-context-eng.html>

Construction and Consultant Services Contract Administration Forms Real Property Contracting
<http://www.tpsgc-pwgsc.gc.ca/app-acq/forms/formulaires-forms-eng.html>

Declaration Form
<http://www.tpsgc-pwgsc.gc.ca/ci-if/formulaire-form-eng.html>

Trade agreements
<https://buyandsell.gc.ca/policy-and-guidelines/Policy-and-Legal-Framework/Trade-Agreements>

CONTRACT DOCUMENTS (CD)

1. The following are the contract documents:
 - a. Contract Page when signed by Canada;
 - b. Duly completed Bid and Acceptance Form and any Appendices attached thereto;
 - c. Drawings and Specifications;
 - d. General Conditions and clauses

GC1	General Provisions – Construction Services	R2810D	(2017-11-28);
GC2	Administration of the Contract	R2820D	(2016-01-28);
GC3	Execution and Control of the Work	R2830D	(2019-11-28);
GC4	Protective Measures	R2840D	(2008-05-12);
GC5	Terms of Payment	R2850D	(2019-11-28);
GC6	Delays and Changes in the Work	R2860D	(2019-05-30);
GC7	Default, Suspension or Termination of Contract	R2870D	(2018-06-21);
GC8	Dispute Resolution	R2880D	(2019-11-28);
GC8	Dispute Resolution	R2882D	(2019-11-28);
GC8	Dispute Resolution	R2884D	(2019-11-28);
GC9	Contract Security	R2890D	(2018-06-21);
GC10	Insurance	R2900D	(2008-05-12);
	Allowable Costs for Contract Changes Under GC6.4.1	R2950D	(2020-05-28);
	Supplementary Conditions		
 - e. Any amendment issued or any allowable bid revision received before the date and time set for solicitation closing;
 - f. Any amendment incorporated by mutual agreement between Canada and the Contractor before acceptance of the bid; and,
 - g. Any amendment or variation of the contract documents that is made in accordance with the General Conditions.
2. The documents identified by title, number and date above are incorporated by reference and are set out in the Standard Acquisition Clauses and Conditions (SACC) Manual, issued by Public Works and Government Services Canada (PWGSC). The SACC Manual is available on the PWGSC Web site: [Subsection 5.R - Real Property Contracting - Buyandsell.gc.ca](https://www.pwgsc.gc.ca/subsection-5.R-Real-Property-Contracting-Buyandsell.gc.ca)
3. The language of the contract documents is the language of the Bid and Acceptance Form submitted.

SUPPLEMENTARY CONDITIONS (SC)**SC01 SECURITY RELATED REQUIREMENTS, DOCUMENT SAFEGUARDING**

There are no security requirements within this contract.

SC02 LIMITATION OF LIABILITY

GC1.6 of R2810D is deleted and replaced with the following:

GC1.6 Indemnification by the Contractor

1. The Contractor shall indemnify and save Canada harmless from and against all claims, demands, losses, costs, damages, actions, suits, or proceedings whether in respect to losses suffered by Canada or in respect of claims by any third party, brought or prosecuted and in any manner based upon, arising out of, related to, occasioned by, or attributable to the activities of the Contractor in performing the Work, provided such claims are caused by the negligent or deliberate acts or omissions of the Contractor, or those for whom it is responsible at law.
2. The Contractor's obligation to indemnify Canada for losses related to first party liability shall be limited to:
 - a. In respect to each loss for which insurance is to be provided pursuant to the insurance requirements of the Contract, the Commercial General Liability insurance limit for one occurrence as referred to in the insurance requirements of the Contract
 - b. In respect to losses for which insurance is not required to be provided in accordance with the insurance requirements of the Contract, the greater of the Contract Amount or \$5,000,000, but in no event shall the sum be greater than \$20,000,000.

The limitation of this obligation shall be exclusive of interest and all legal costs and shall not apply to any infringement of intellectual property rights or any breach of warranty obligations.

3. The Contractor's obligation to indemnify Canada for losses related to third party liability shall have no limitation and shall include the complete costs of defending any legal action by a third party. If requested by Canada, the Contractor shall defend Canada against any third party claims.
4. The Contractor shall pay all royalties and patent fees required for the performance of the Contract and, at the Contractor's expense, shall defend all claims, actions or proceedings against Canada charging or claiming that the Work or any part thereof provided or furnished by the Contractor to Canada infringes any patent, industrial design, copyright trademark, trade secret or other proprietary right enforceable in Canada.
5. Notice in writing of a claim shall be given within a reasonable time after the facts, upon which such claim is based, became known.

SC03 INSURANCE TERMS

- 1) Insurance Contracts
 - a) The Contractor must, at the Contractor's expense, obtain and maintain insurance contracts in accordance with the requirements of the Certificate of Insurance. Coverage must be placed with an Insurer licensed to carry out business in Canada.
 - b) Compliance with the insurance requirements does not release the Contractor from or reduce its liability under the Contract. The Contractor is responsible for deciding if additional insurance coverage is necessary to fulfill its obligation under the Contract and to ensure compliance with any

applicable law. Any additional insurance coverage is at the Contractor's expense, and for its own benefit and protection.

2) Period of Insurance

- a) The policies required in the Certificate of Insurance must be in force from the date of contract award and be maintained throughout the duration of the Contract.
- b) The Contractor must be responsible to provide and maintain coverage for Products/Completed Operations hazards on its Commercial General Liability insurance policy, for a period of six (6) years beyond the date of the Certificate of Substantial Performance.

3) Proof of Insurance

- a) Before commencement of the Work, and no later than thirty (30) days after acceptance of its bid, the Contractor must deposit with Canada a Certificate of Insurance on the form attached herein.
- b) Upon request by Canada, the Contractor must provide originals or certified true copies of all contracts of insurance maintained by the Contractor pursuant to the Certificate of Insurance.

4) Insurance Proceeds

In the event of a claim, the Contractor must, without delay, do such things and execute such documents as are necessary to effect payment of the proceeds.

5) Deductible

The payment of monies up to the deductible amount made in satisfaction of a claim must be borne by the Contractor.

BID ACCEPTANCE FORM (BA)

BA01 IDENTIFICATION

10210860 - Construction of the Snowflake Kingdom for Winterlude at Jacques-Cartier Park in
Gatineau, Québec.

BA02 BUSINESS NAME AND ADDRESS OF BIDDER

Name: _____

Address: _____

Telephone: _____ Fax: _____ PBN: _____

BA03 OFFER

The Bidder offers to Canada to perform and complete the Work for the above named project in accordance with the Bid Documents for the **TOTAL BID AMOUNT INDICATED IN APPENDIX 1**.

BA04 BID VALIDITY PERIOD

The bid shall not be withdrawn for a period of (sixty) 60 days following the date of solicitation closing.

BA05 ACCEPTANCE AND CONTRACT

Upon acceptance of the Contractor's offer by Canada, a binding Contract shall be formed between Canada and the Contractor.

BA06 CONSTRUCTION TIME

See annex A – Statement of work.

BA07 BID SECURITY

The Bidder is enclosing bid security with its bid in accordance with GI08 - Bid Security Requirements of R2710T - General Instructions - Construction Services - Bid Security Requirements.

BA08 SIGNATURE

Name and title of person authorized to sign on behalf of Bidder (Type or print)

Signature

Date

APPENDIX 1 – COMBINED PRICE FORM

- 1) The prices per unit shall govern in establishing the Total Extended Amount. Any arithmetical errors in this Appendix will be corrected by Canada.
- 2) Canada may reject the bid if any of the prices submitted do not reasonably reflect the cost of performing the part of the work to which that price applies.

LUMP SUM

The Lump Sum Amounts designate Work to which a Lump Sum Arrangement applies.

- The location and usual dimensions of the slides are provided for reference. The location and dimensions of the slides may change depending on the year's theme, the amount of snow and/or weather conditions.
- The structures described in Attachment 1 of Annex A form the basis of this contract.
- An all-inclusive lump-sum price (excluding taxes) must be indicated for each item for the duration of the event, based on the data presented in Annex "A", the Statement of Work.

Item No.	Description	(A)	(B)
		Winterlude 2022	Winterlude 2023 Option Year
		All-inclusive lump-sum price (excluding tax)	All-inclusive lump-sum price (excluding tax)
1	Management costs - Heavy and light equipment and tools for fulfillment of the mandate. Includes all costs for use of the machinery during construction, operation and dismantling (i.e., transportation, use, fuel and maintenance).	\$	\$
2	Management costs - General management Includes all costs for resources and administrative expenses.	\$	\$
Subtotal*		\$	\$
Applicable taxes __%		\$	\$
TOTAL		\$	\$

TOTAL FOR THE PURPOSE OF FINANCIAL EVALUATION (Sub-totals A + B)	\$
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APPENDIX 1 (cont'd)
TABLE OF UNIT PRICES

The table of unit prices refers to the portion of additional work that is subject to a unit price arrangement.

Hourly rate for additional work, as needed.

Description	Hourly Rate Winterlude 2022	Hourly Rate Winterlude 2023
Machinery*		
D4 bulldozer	\$	\$
Snow-grooming machine (minimum or equivalent to a BR-350) with a blade at least 4 meters wide (imperial system: approx. 12')	\$	\$
Back-hoe	\$	\$
Formwork		
Additional formwork (assembly and dismantling)	\$	\$

*Machinery: the hourly rate includes the machinery, operator and fuel.

APPENDIX 2 - INTEGRITY PROVISIONS

(Text copied from the Ineligibility and Suspension Policy [Ineligibility and Suspension Policy - Government of Canada's Integrity Regime - Accountability - PSPC \(tpsgc-pwgsc.gc.ca\)](https://www.tpsgc-pwgsc.gc.ca))

List of names: All Bidders, regardless of their status under the Policy, must submit the following information when participating in a procurement process or real property transaction:

- Bidders 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;
- Bidders Bidding as sole proprietors, including sole proprietors bidding as joint ventures, must provide a complete list of the names of all owners; or
- Bidders that are a partnership do not need to provide a list of names.

If the list of names has not been received in a procurement process or real property transaction by the time the evaluation of Bids or Offers is completed, or has not been received in a procurement process or real property transaction where no Bid/Offer will be submitted, the Contracting Authority will inform the Bidder of a time within which to provide the information. Providing the required names is a mandatory requirement for award of a contract or real property agreement. Failure to provide the list of names within the time specified will render a Bid or Offer non-responsive, or the Bidder otherwise disqualified for award of a contract or real property agreement.

APPENDIX 3 - LISTING OF SUBCONTRACTORS

- 1) In accordance with GI07 – Listing of Subcontractors and Suppliers of R2410T (2020-05-28) - General Instructions - Construction Services GI07 - Listing of Subcontractors and Suppliers of R2710T- General Instructions - Construction Services - Bid Security Requirements, the Bidder should provide a list of Subcontractors with his Bid.
- 2) The Bidder should submit the list of Subcontractors and for any portion of the Work valued at 20% or greater of the submitted Bid Price.

	Subcontractor	Division	Estimated value of work
1			
2			
3			
4			
5			

APPENDIX 4 – VOLUNTARY CERTIFICATION TO SUPPORT THE USE OF APPRENTICES
(page 1 de 2)**PUBLIC WORKS AND GOVERNMENT SERVICES CANADA APPRENTICE PROCUREMENT INITIATIVE**

1. To encourage employers to participate in apprenticeship training, Bidders, 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. 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. 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: [Canada Revenue Agency/Agence du revenu du Canada - Canada.ca](https://www.cra.gc.ca/Canada-Revenue-Agency/Agence-du-revenu-du-Canada-Canada.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 on page 2 of 2 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 trades people, 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 * 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.

To support this initiative, a voluntary certification signaling the Contractor's commitment to hire and train apprentices is available at page 2 of 2.

If you accept fill out and sign page 2 of 2.

** The journey-person-apprentice ratio is defined as the number of qualified/certified journeypersons 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.*

Voluntary Certification

(To be filled out and returned with bid on a voluntary basis)

(page 2 of 2)

Note: The contractor will be asked to fill out a report every six months or at project completion as per sample "Voluntary Reports for Apprentices Employed during the Contract" provided at Annex C

Name: _____

Signature: _____

Company Name: _____

Company Legal Name: _____

Solicitation Number: _____

Number of company employees: _____

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

Trades of those apprentices:

ANNEX A

STATEMENT OF WORK

1. Title

Construction of the Snowflake Kingdom for Winterlude in the north section of Jacques-Cartier Park in Gatineau.

2. Background information

2.1 Background

Winterlude is a winter festival that began in 1979. Over the years, this festival has become an international event and has attracted thousands of visitors from around the world to the National Capital Region. Among the activities organized on the official Ottawa–Gatineau sites is the Snowflake Kingdom. This outdoor fun park is made of snow and provides family fun. It has been built in the Jacques-Cartier Park in Gatineau for many years. There is also snow tubing, games, entertainment and giant snow sculptures.

2.2 Terminology

- Slide: Sliding corridor inside the mounds of snow
- Formwork: (construction) Wooden frame used to mould a block of snow for three-dimensional (3D) sculptures
- Structure: Pile of snow that surrounds the slides
- 3D sculpture: Block of snow ready to be sculpted after the formwork is removed
- Coproducer: In this case, the City of Gatineau is the coproducer of the Snowflake Kingdom
- PCH: Canadian Heritage

Objective of the requirements

3.1 Objective

The selected Contractor will be responsible for building, setting up, maintaining and dismantling the Snowflake Kingdom. The work will be done in collaboration with the PCH Technical Authority and according to the plans provided.

3.2 Scope

The construction of the Snowflake Kingdom is grouped into three (3) main periods. The construction period, the maintenance period and the dismantling period. During these periods, the Contractor will have to adapt to the specific needs of each, which include but are not limited to needs related to machinery, human resources or schedule and number of hours required to perform the required tasks. Depending on the conditions, it is also possible that dismantling work will be required during the earlier periods.

The Contractor will be responsible for building and maintaining the giant snow playground at Jacques-Cartier Park in Gatineau. The Contractor will have to use artificial snow to set up and build the snow structures and sliding corridors as per the site plan. Normally, there are an average of ten (10) sliding corridors, spread over one (1) or two (2) snow mounds (the number may vary depending on the need and weather conditions). On average, these tube-sliding corridors are three (3) meters wide, separated by a low snow wall and the length varies according to the site and the plans established each year. More details will be provided in Annex A. Plans will be produced in the fall by Canadian Heritage and the Contractor will be asked to share its expertise on the desired slide plans. In light of COVID-19 and all the changes/adaptations that may be required, PCH reserves the right to modify any details regarding the event, such as but not limited to corridors (dimensions, type of slide [with or without tubes], etc.), site plan and activities on the site during the development period of the project. These changes will be shared with the Contractor as soon as possible and should not affect the Contractor's workload in a way that would increase the load.

The Contractor will also be responsible for the day-to-day maintenance of the site's snowy surfaces using the snow-grooming machine, including all mounds and entertainment areas (e.g. learn to ski, obstacle course), low snow walls, etc., as well as the uphill slopes/access ramps and sliding corridors in the sliding structures.

3.3 Tasks, activities, deliverables and milestones

3.3.1 Construction period

The construction period is the period before the event. Ideally, the construction period begins with the production of artificial snow in early January or as soon as possible. During snow production, the Contractor must be present to, among other things, work with the Technical Authority and the Contractor responsible for snow production in order to optimize, according to weather conditions, the locations where snow is to be produced; communicate its snow quantity requirements for each of the mounds and the site; move snow using its machinery, etc. During the Kingdom's construction, other suppliers, including PCH, the City of Gatineau and its contractors, will also be busy preparing the Snowflake Kingdom. The construction of the structures must be completed no later than one week prior to the event to allow the coproducers and its contractors to set up various things on and around the snow mounds. Sliding corridors must be completed no later than two (2) days prior to the opening. Certain structures may need to be completed earlier if they contain a sculpture wall or another project. The coproducers will establish a preliminary schedule for the construction period. The Contractor will be consulted to help develop this schedule. The schedule will be revised as needed, depending on weather conditions and other external factors. PCH will need to approve any changes to the schedule in advance.

3.3.1.1 Responsibilities of the Contractor during the construction period

A) General

- Assign a foreperson to carry out the mandate. This person must:
 - Be the person in charge and be present on the site at all times during the construction and dismantling work;
 - Be present during strategic periods when the artificial snow is being produced;
 - Maintain constant communication with the PCH Technical Authority;
 - After having seen the production schedule developed by PCH and its coproducer, submit their work schedule to PCH and validate it with the PCH Technical Authority;
 - Ensure that their employees respect and follow the applicable occupational health and safety code as well as site-specific rules.

In the event that the foreperson cannot be present, a replacement may be identified and submitted to PCH in advance. The replacement must be able to make decisions on behalf of the Contractor in addition to performing the foreperson's duties.

- In cooperation with the PCH Technical Authority, the Contractor will coordinate the construction of the snow playground and adapt the daily work schedule according to the weather conditions, the site and the availability of machinery, all while respecting the deadlines established by PCH.
- Provide an arrival and departure schedule for their work teams on site (this schedule must include all workers present on the site as well as personnel assigned to construction and/or machinery operators).
- Coordinate the work of its machinery with that of the coproducer, or any other contractors on site, so that the work is done safely. The coproducer's machinery is subject to change daily depending on the conditions and availability and will be shared with the Contractor each morning.
- Attend and provide an update at daily meetings with PCH representatives and other partners. A schedule will be developed and approved by PCH.
- Make sure that the structural specifications are respected based on the specifications in the site plan (AutoCAD or other software used by PCH), provided by PCH before the work begins. The Contractor may be consulted to potentially review the site plan with the Technical Authority to maximize operations and ensure that the public's experience is maintained as intended by PCH. This would be applicable if, but not limited to, dealing with unfavourable weather conditions, site conditions or snow production.
- Ensure that safety regulations for the structures and their construction are respected, based on existing federal-provincial and municipal codes.
- Make sure that all deadlines are met.

- Inform the PCH Technical Authority of any complications and/or proposed modifications to the snow structures prior to executing them.
- Make sure that the machinery and other necessary equipment are operational and available at all times for construction, maintenance and dismantling.
- Provide all heavy and/or light machinery, which must be recent and in good condition, as well as competent operators based on but not limited to this list:
 - Snow-grooming machine adapted for the work to be performed;
 - Backhoe;
 - Bulldozer;
 - Loader, tractor, excavator or any other equipment the Contractor may deem necessary for construction and dismantling of the snow structures.
- Provide all equipment, material and absorbent products for environmental protection in case of hydraulic leaks, fuel leaks or other leaks from machinery or the use of a temporary tank on site. The equipment, material and absorbent products must be on the property, ready to be used at any time, as soon as the Contractor's machinery is present.
- Report any spills to authorities as well as to the PCH Technical Authority and properly dispose of all materials based on current standards.
- Provide all operational equipment for the machinery, that is, the diesel, gas and/or fluids as well as the diesel and/or gas tank.
- Provide all the materials and light tools needed for:
 - Daily maintenance of the machinery;
 - Assembly of the wood formwork;
 - Improvements to the construction of low walls, corridors and sliding structures.

B) Site maintenance and creation of snow mounds, sliding hills and low walls

The artificial snow produced will be blown as close as possible to the location indicated by the PCH Technical Authority, the coproducer and the Contractor, weather permitting. During construction, the Contractor may need to move snow in order to position/flatten the mounds for the slides and the other areas as required to prepare for the Kingdom's construction. In addition, due to wind and conditions beyond everyone's control, there will be snow that will need to be moved and coordinated by the Contractor once production is complete in order to position the final mound for the slides.

Once this step is complete, the Contractor must:

- Move snow using its machinery to set up and build the structure as well as the sliding corridors;
- Build the snow structures (sliding corridors, uphill slopes/access ramps, low walls, start and finish areas, etc.) with its machinery;
- Groom and maintain the site to allow the machinery and workers to move throughout the project;
- Pack the park's snowy surface and maintain the uphill slopes/access ramps for the sliding corridors and structures; and
- If necessary, set up low protective walls on the site.

C) Snow formwork for sculptures

- It is the Contractor's responsibility to transport the wood formwork and hardware back and forth for the 3D sculptures. The formwork is stored at 1740 Woodroffe Avenue, Ottawa.
- The Contractor will, upon delivering the formwork to the site, assemble three formwork structures to blow the five snow blocks.
- Once the formwork structures are assembled, the Contractor must move these to the locations within the site indicated by the PCH Technical Authority.
- The Contractor must inform the PCH Technical Authority 48 hours ahead of time (business days) to pick up and/or return the formwork.

- The coproducer will use front-facing snow blowers to blow the snow into the forms. The Contractor will use the backhoe (or equivalent machinery) to stabilize the formwork while it is being filled with snow. The machinery will also be used to complete the assembly of the final panels of the formwork structure and completely fill it. The coproducers will coordinate the time required for the front-facing blowers based on their availability and the assembly requirements.
- Once the formwork has been used, the Contractor must dismantle, pick up and return the formwork to the National Capital Commission (NCC) warehouse. The Contractor must submit a report with photos for each box on the parts that were damaged or need to be replaced. The Contractor will notify the PCH coproducer as soon as the damage or breakage is reported. See Attachment 1 to Annex A for the details.

D) Other work

- Use machinery according to specific site needs, such as, but not limited to, moving mobile offices around the site.
- Interpret the site plans and/or structural drawings.

3.3.2 Maintenance period

The maintenance period is phase 2 of the project and begins when the construction ends. That is, it begins once the public has access to the site and lasts until the final day of activities. During this period, the Contractor will be responsible for maintaining each sliding corridor as well as all public access ramps and all the site's snowy surfaces used for operations and the public.

The Contractor must, on a daily basis and as necessary, depending on weather conditions, carry out a visual inspection of all snow structures at the park (slides, sliding corridors, uphill slopes/access ramps and low walls) to ensure their integrity and public safety. It must report its findings to the PCH Technical Authority at least twice a day, that is, in the morning before the park opens and once during the day, depending on the weather. The Contractor, jointly with the PCH Technical Authority, may be required to destroy one or more structures, parts of slides or other elements if these are deemed a public safety hazard.

When the weather changes drastically (e.g. a sudden freeze), the Contractor may, under the close supervision and at the request of the PCH Technical Authority, conduct repair work on one or several sliding corridors and/or the entire property when the site is open to the public.

3.3.2.1 Responsibilities of the Contractor during the maintenance period

A) General

- During the maintenance period, assign a site supervisor (may be the foreperson) to be on site during the day and/or based on the day's weather conditions in order to evaluate the sliding structures and low protective walls to determine their soundness and/or the necessary maintenance work.
- The Contractor must ensure that the site supervisor is able to operate the snow-grooming machine. This will facilitate any emergency interventions that may be required to keep the service safe and enjoyable for visitors.
- Make sure that the machinery and other necessary equipment are operational and available at all times for construction, maintenance and dismantling.
- The days and times for daily maintenance will be communicated to the Contractors before the work begins.
- The days and times for major repair work are the days when the site is closed to the public.
- The Contractor and the PCH Technical Authority will work together to evaluate all structures and the condition of snowy surfaces in order to determine the work to be done on each of them.
- The Contractor must, after the assessment, assign workers to the repair or major repair work for the sliding structures.
- The Contractor, with the PCH Technical Authority, may decide to demolish one or more of the 3D sculptures if one or more of them are deemed unsafe. The Contractor will then have to assign operators with machinery to destroy the sculpture and spread the snow on the ground.

- Daily maintenance is required before the park opens to the public.
- Maintenance must be performed outside of operating hours, after any snow and/or rain, in accordance with the specifications in Attachment 1 to Annex A.

Note:

- a) On days when the site is open to the public, all vehicles and machinery must be removed from the site one half hour before the site opens. Site maintenance should therefore be completed thirty (30) minutes prior to opening. In the event of weather conditions that may cause additional work, the Contractor will need to adjust its start time so that the work is completed by the same time as other days.
- b) When site conditions dictate, the Contractor may be required to perform maintenance work on the site during operating hours. In coordination with the Contractor, PCH will close the relevant area or sections so the Contractor can perform the work, such as grooming, safely.

3.3.3 Dismantling period

The dismantling period usually begins two days after the last day of Winterlude and lasts until the work is completed and until the PCH Technical Authority is satisfied. Light dismantling work is to be expected the day after the event ends to move some equipment.

Based on previous years, the dismantling lasts approximately seven (7) to ten (10) days of continuous and extensive work in order to meet the site occupation schedule agreed upon with the landowner. The work must be done according to the established schedule and by areas as agreed upon with all stakeholders. During the dismantling of the snow structures, PCH, the City of Gatineau and other contractors will also be working to remove equipment from the site. During this period, all snow structures, snow piles (contingency snow) and sculptures must be entirely demolished and levelled. The depth of snow on the ground must not exceed 1.5 m over the entire site. In addition, the depth of snow on the ground in certain areas (i.e. paved path, bike path) must not exceed one (1) meter. These items will be indicated and shared with the Contractor each year.

Note:

These snow depths are subject to change from year to year as specified by the landowner. The snow depth allowed for each area of the park will be shared with the Contractor as soon as possible.

3.3.3.1 Responsibilities of the Contractor during the dismantling period**A) General**

- a) Assign a site supervisor (may be the foreperson) to be on site at all times during the dismantling period.
- b) Provide the necessary labour and equipment so that dismantling can be done within the required timelines.
- c) Cover all costs associated with damages to park property or infrastructure caused by the Contractor's negligence.
- d) Make sure that the machinery and other necessary equipment are operational and available at all times for construction, maintenance and dismantling.

Note:

PCH reserves the right to close the park permanently due to inclement weather or public hazards. The PCH Technical Authority will inform the Contractor to dismantle the snow structures at the time it deems appropriate.

3.4 Technical, operational and organizational environment

The Contractor must work in winter conditions that are sometimes difficult. It will therefore have to adapt to the climate and work through any weather-related challenges that may arise. In addition, the Contractor may be required to work long hours in order to respect the schedule established by PCH and to maintain the site. The facilities are all temporary.

3.5 Reporting requirements

The Contractor's supervisor (foreperson) must provide the number of hours worked per operator, per machine, for every day worked, for all periods of Winterlude. The template provided by the Contractor must be approved in advance by PCH.

During the three (3) periods of Winterlude (construction, maintenance and dismantling), the Contractor must immediately inform the PCH Technical Authority in the event of any damage, incident, accident or near-miss at the site involving machinery and/or human error. An incident or accident report must be provided immediately. A hard copy of the report must be given to the PCH Technical Authority within eight hours of the incident or accident, as well as an electronic copy delivered by email. In the case at hand, the damages, incidents, and/or near-misses are as follows:

- Any damage to the ground, property or trees at the site;
- Any damage to real property, equipment, vehicles and/or other machinery at the site;
- Any spills caused by the machinery due to breakdown or human error or an employee of the Contractor;
- Any incidents, accidents or near-misses involving one or more employees of the Contractor;
- Any spills, incidents, accidents or near-misses witnessed by the Contractor or any of its employees.

The PCH Technical Authority will organize a meeting with the Contractor in late March to discuss the three Winterlude periods (construction, maintenance and dismantling). Thereafter, the Contractor will have thirty (30) days to provide the post-mortem report to the PCH Technical Authority.

3.6 Project management control procedures

PCH will organize a meeting with the Contractor during the planning period to present all the construction requirements for the event. The Contractor will be able to consult the plan, provide feedback and make suggestions for consideration by PCH. The Contractor must keep a record of the following for the duration of the project:

- The work schedule for operators;
- The operators' technical records, with a copy of their competency card and licence or permit if applicable, and the health and safety board combined with the production trailer.

During the construction period, one (or more) daily meetings will take place between the Contractor and the PCH Technical Authority to establish priorities and adjust the schedule if necessary.

During the maintenance period, a meeting will be held at a time agreed upon by the Contractor and the PCH Technical Authority for the purpose of identifying the requirements, repairs and major repair work for the site's closed days.

Any changes that the Contractor may have to make concerning the work to be carried out at the site must first be approved by the PCH Technical Authority. Any change that may result in additional costs must be approved in advance, in writing, by the Contracting Authority.

All problems and issues must be reported to the PCH Technical Authority. During the contract period, communication in the field must be fluid between the PCH Technical Authority and the Contractor at all times. If the Contractor has any issue with another stakeholder or contractor at the site, the situation must be referred strictly to the PCH Technical Authority.

4. Constraints

4.1 Language of work

Work may be conducted in French or English.

4.2 Work location and access restrictions

- The work will be carried out at Jacques-Cartier Park in Gatineau (Hull sector), Quebec.
- Equipment must be picked up and returned to the NCC warehouse at the following address: 1740 Woodroffe Avenue, Ottawa, Ontario
- A 60–90-minute pre-event meeting will be held either by videoconference or at PCH's offices located at 15 Eddy Street, Gatineau (Hull sector), Quebec, at the discretion of PCH. Once on site as a visitor, the Contractor must be accompanied by a PCH employee at all times. The application used and details of the meeting will be shared with the Contractor in advance. A 120-minute post-event meeting will be held after the event is completed and reports are submitted to PCH.

4.3 Occupational health and safety

While performing work for PCH, the Contractor must comply with all federal, provincial and municipal laws and regulations regarding occupational health and safety. When federal, provincial or municipal provisions treat the same subject matter differently, the Contractor must comply with the strictest provision.

The Contractor acknowledges that it has been notified by PCH that the site on which it is performing work may be considered a "construction site" pursuant to federal, provincial or municipal laws and regulations and that the Contractor may be subject to all federal, provincial and municipal laws and regulations regarding occupational health and safety in the construction industry.

The Contractor is responsible for all costs resulting from the Contractor's compliance with the federal, provincial and municipal laws and regulations regarding occupational health and safety (including occupational health and safety in the construction industry).

The Contractor must submit a copy of all necessary permits related to construction or to the performance of its tasks in the province of Quebec.

5. Support provided by PCH

PCH responsibility for the three (3) periods:

- Appoint and assign the Technical Authority who will be the resource person, as well as a replacement. In the absence of the Technical Authority or their replacement, a PCH manager will also be appointed;
- Provide site plans for the snow structures described in Attachment 1 of Annex A. The structure plan and layout may vary depending on the event's theme;
- Liaise with the coproducer of Snowflake Kingdom to make at least 30,000 to 35,000 m³ of snow at designated areas of the park;
- Coordinate the availability (work schedule) of the coproducer's heavy machinery (front-facing snow blower, loader, backhoe). Availability will be determined between the PCH Technical Authority and the coproducer and will be sent to the Contractor. It is agreed that the availability of the coproducer's heavy machinery will be limited during poor weather due to other priorities and that it should not be considered essential to the construction of the Kingdom;
- Coordinate all movements and strategic operations of heavy machinery with the Contractor and coproducer in order to respect the schedule established by PCH;
- Mark the various locations from which snow must be removed for vehicular traffic and/or the programming zone;
- Provide the Contractor with four (4) vehicle passes for the duration of the Winterlude assembly and dismantling periods. During Winterlude operations, provide the Contractor with two (2) vehicle passes;
- Provide security and general lighting for the park. Security will not be responsible for specifically monitoring the Contractor's machinery and equipment, but will provide general site security during the set-up, during operations and up to five (5) days following the end of the event;
- Provide an adequate workspace that will serve as a headquarters where the Contractor can store light equipment and take breaks;
- Coordinate with the NCC 48 business hours in advance to pick up and return the formwork to the warehouse located at 1740 Woodroffe Avenue, Ottawa, Ontario.

6. Term of contract

6.1 Contract period

The contract period begins on the date of award until March 31, 2022, and includes an option to extend it for one (1) year to the 2023 Winterlude.

For administrative purposes, the initial contract period will be valid until September 30, 2022.

6.2 Option to extend

The Contractor grants Canada the irrevocable option to extend the term of the contract by one (1) additional one-year period under the same terms and conditions. The Contractor agrees that, during the extended period of the contract, it will be paid in accordance with the applicable provisions as set out in Appendix 1.

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

7. Authorities

7.1 Contracting Authority

The Contracting Authority for the contract is:

Lise Berniquez
Procurement and Contract Specialist
Contracting and Materiel Management Directorate
Canadian Heritage

E-mail: pch.contracts-contracting.pch@pch.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 anyone other than the Contracting Authority.

7.2 Project Authority

The Project Authority for the Contract is:

(to be provided at contract award)

The Project Authority is the representative of the department or agency for whom the Work is being carried out under the Contract and is responsible for all matters concerning the technical content of the Work under the Contract. Technical matters may be discussed with the Project Authority, however the Project 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.

7.3 PCH Technical Authority

(to be provided at contract award)

The Technical Authority is the representative of the department or agency for which the work is being carried out under the contract and is responsible for all matters concerning the technical content of 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 work can only be made through a contract amendment issued by the Contracting Authority.

7.4 Contractor's representative

(to be provided at contract award)

ATTACHMENT 1 TO ANNEX A**CONSTRUCTION AND MAINTENANCE SPECIFICATIONS****1. General notes**

Unless otherwise specified, the Contractor must:

- a) Where other materials must be installed to build or improve the structures, drive all support posts into the ground to a depth of at least 1 m (imperial system: approx. 3') and solidify them by freezing the base with water and wet snow;
- b) Depending on the availability of the coproducer's machinery, coordinate snow blowing in the areas identified for sliding structures and 3D sculptures. The Contractor must be able to ensure the set-up runs smoothly, even if the coproducer's machinery is not available;
- c) Ensure that all sliding structures are built so as to discourage the public from climbing on dangerous parts (which may include the slide's outer walls);
- d) Flatten the top of the structures and/or slides as much as possible (elimination of bumps and snowballs) to increase safety and esthetics;
- e) Build the sliding corridors wide enough so that the snow-grooming machine or other machinery can access them for maintenance. Minimum width: 3 m (imperial system: approx. 9');
- f) Build every sliding corridor with protective snow edges/low walls so that users are safe when moving about;
- g) Maintain all access ramps and slide exit areas so that users are as safe as possible when moving about.
- h) Where necessary, help the PCH Technical Authority to flatten and/or remove snow from vehicular traffic and/or programming areas or paths. These areas must be free of excess snow and scraped to reduce the chance of skidding or slipping. At least 15 cm (imperial system: approx. 6") must remain on the ground.
- i) Prior to the installation of the tent floor, use machinery to remove snow from the surface of the area for the shelter tent, which measures 18 m x 27 m (imperial system: approx. 60' x 90').

2. Description of structures and sculptures

The locations and dimensions are set out below for reference purposes in order to assess the work to be performed. The exact location of the slides within the park may change and their dimensions and specifications may vary based on the annual theme, the quantity of snow and/or weather conditions.

Entire site, aerial photo of Jacques-Cartier Park, 2018 edition (example only):



2.1 Sliding structures

In 2022, the site will have an average of 10 tubing corridors (depending on weather conditions and the amount of snow). For the time being, the tubing corridors are all planned in the same structure. If the need arises, a second structure could be put in place. This will not affect the total number of sliding corridors planned.

2.1.1 General specifications for all sliding structures

The PCH Technical Authority will establish the specifications based on the design of the sliding structure. Every sliding structure is independent, but must respect the following requirements. This is a general description of a typical installation and will be adapted according to the needs and the site:

- **Sliding corridors:**
 1. Must be the width of the snow-grooming machine (approximately 3 m or 6' with the imperial system)
- **Outer walls:**

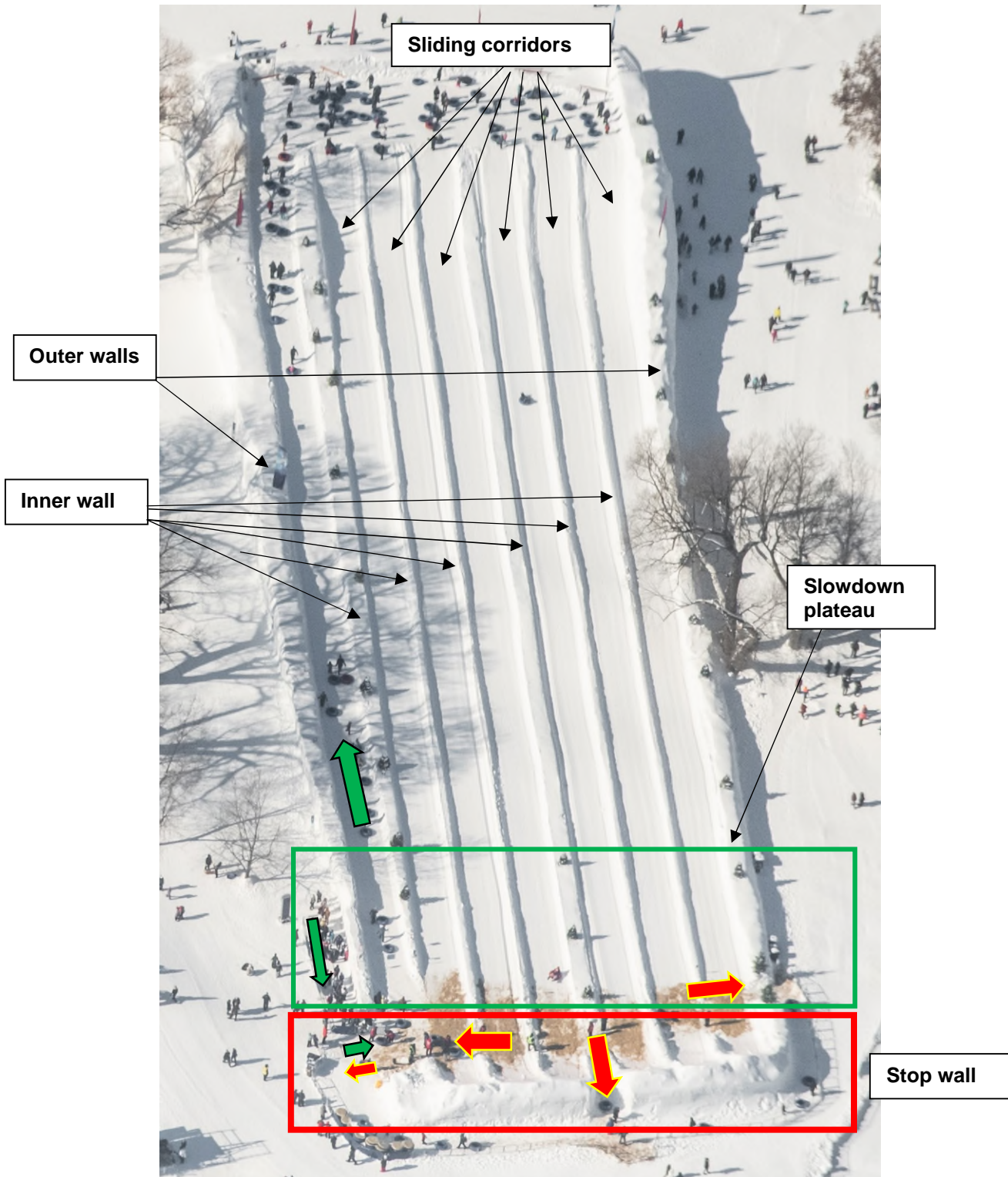
The outer walls may vary depending on the size and height and whether they feature an engraved sculpture.

 1. Maximum height: none
 2. Minimum height: 2 m (imperial system: approx. 6') in height at the base of the structure
 3. Maximum width: 4 m (imperial system: approx. 12') thick
 4. Minimum width: 2 m (imperial system: approx. 6') thick
- **Inner wall:**

The inner low walls protect users on both sides of the sliding corridors. These specifications must be from the launch platform all the way to the stop wall:

1. Maximum height: Maximum height: 1.21 m (imperial system: approx. 4')
 2. Minimum height: 0.6 m (imperial system: approx. 2')
 3. Total width: 0.6 m (imperial system: approx. 2') thick
- **Slowdown plateau:**
 1. Must be the same width as the sliding structure.
 2. Must be flat and at least 20 m long (imperial system: approx. 65')
 3. Must have inner low walls and low walls at the end to keep sliders safe.
 - **Stop wall (at end of slide, when deemed necessary by the Technical Authority and/or the Contractor):**
 1. Minimum height: 1 m (imperial system: approx. 3')
 2. Must be squared or sloped. This will be discussed and decided between the Contractor and the PCH Technical Authority.
 3. When deemed necessary, must be designed so that the PCH Technical Authority can place a rectangular safety mat.
 - **Exits**
 1. Shall be laid out as shown on the plan or, if a change is necessary, as discussed with the PCH Technical Authority. Typically, at the bottom of the slide every two corridors.
 2. One or more exits at the bottom of the slide must be wide enough to accommodate the machinery needed to maintain the slide corridors.

Below is an example of a tube-sliding structure:



3. Wood formwork for 3D sculptures

The Contractor must:

- Notify the PCH Technical Authority 48 hours in advance before picking up and/or returning the formwork and hardware to the NCC warehouse. A flatbed truck with a winch is strongly recommended for transportation purposes.
- Assemble three formwork structures for a total of five sculpture blocks and move each one within the site. Formwork dimensions:
 - 12' x 12' on the ground x 16' in height (or 3.65 m x 3.65 m x 4.87 m).
- Once the formwork structures are at the site, the Contractor must assign a suitable team to assemble and mount the formwork structures.
- For assembly purposes, each of the 16 panels and four 15 cm x 15 cm beams (imperial system: approx. 6" x 6") for the formwork are identified and must be assembled based on the instructions specific to each (see photo).
- Once the formwork is assembled, the Contractor and its team, jointly with the PCH Technical Authority, will position each one.
- The operators of the front-facing blowers belonging to the Snowflake Kingdom coproducer will fill up the formwork with snow, with the help of the Contractor and the PCH Technical Authority. The backhoe will be needed during this process to keep the formwork in place while the snow is being blown into it.
- The Contractor must remove the formwork after 24 hours and/or according to the weather forecast. Before removing the formwork, the Contractor must contact the PCH Technical Authority, to obtain approval to proceed.
- Once all five blocks of snow are made, the Contractor's team must dismantle all the parts of a given formwork structure and strap them together for delivery to the NCC warehouse.
- Gather all hardware and return it to the NCC warehouse at the same time as the formwork is returned.
- Replace all damaged wood with new pieces of the same size and of equivalent or better quality.

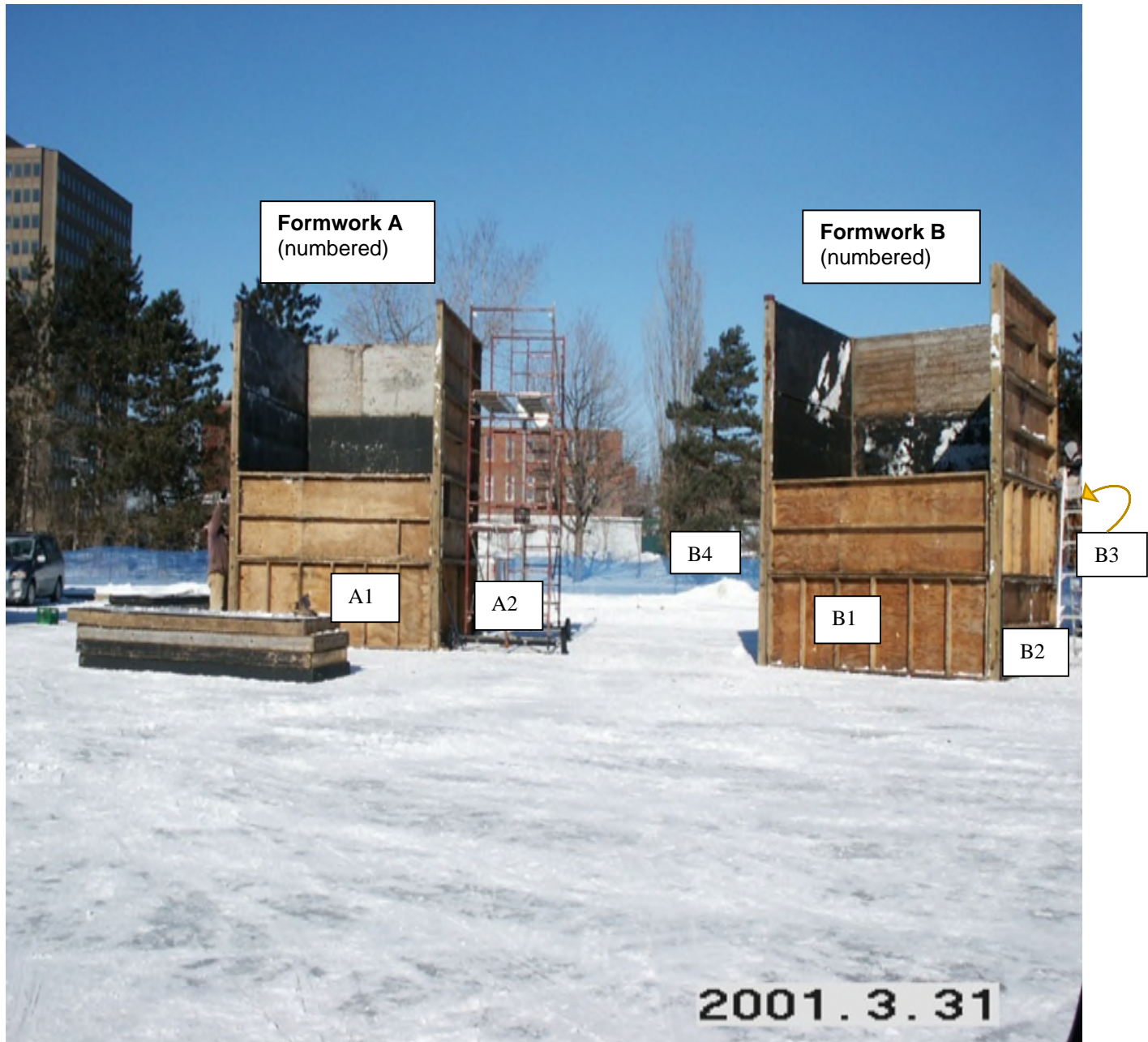
Note:

1. Any damage to the panels and/or loss of hardware will be charged to the Contractor and must be replaced by materials of equivalent or better quality.
2. Any damage and/or loss must be replaced before the equipment is returned to the warehouse.

PCH must:

- Notify the NCC warehouse 48 hours before the pick-up and/or return of the formwork.
- Jointly with the Contractor, inspect the condition of the formwork before the month of November (or as soon as possible once the contract is awarded). This inspection is conducted at the NCC warehouse.
- Provide the formwork and hardware for its assembly. Not provide any other tool or equipment for assembly and dismantling.
- Mark the areas at the site where the formworks are to be placed.
- Check with the coproducer to validate the schedule for the snow-blowing machinery used to fill the formwork.

Formwork assembly:



Note: scaffolding, ladders and/or other equipment and tools are not provided by PCH and/or the coproducer.

Blowing of snow into formwork:

The last two panels must be left open to fill the formwork. These panels are installed progressively as the formwork is filled.



Dismantle of formwork:



ANNEX B

MANDATORY EVALUATION CRITERIA

Construction of the Snowflake Kingdom				
Mandatory requirements		Meets	Does not meet	Cross-reference to proposal
M1	<p>The bidder must clearly demonstrate in its bid that the firm or its resources have at least five (5) years of experience building this type of structure/fabrication*.</p> <p>*This type of structure/fabrication is defined as follows: downhill/cross-country ski slopes and/or trails, snow slides, or bicycle racetrack.</p>			
M2	The bidder must provide all prices in Appendix 1.			

ANNEX C – CERTIFICATE OF INSURANCE (Not required at solicitation closing)
CERTIFICATE OF INSURANCE
Page 1 of 2

Description and Location of Work	Contract No.
	Project No.

Name of Insurer, Broker or Agent	Address (No., Street)	City	Province	Postal Code
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Name of Insured (Contractor)	Address (No., Street)	City	Province	Postal Code
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Additional Insured
Her Majesty the Queen in Right of Canada as represented by the Minister of Canadian Heritage

Type of Insurance	Insurer Name And Policy Number	Inception Date D / M / Y	Expiry Date D / M / Y	Limits of Liability		
				Per Occurrence	Annual General Aggregate	Completed Operations Aggregate
Commercial General Liability				\$	\$	\$
Umbrella/Excess Liability				\$	\$	\$
				\$		Aggregate
				<input type="checkbox"/> Per Incident <input type="checkbox"/> Per Occurrence		\$

I certify that the above policies were issued by insurers in the course of their Insurance business in Canada, are currently in force and include the applicable insurance coverage's stated on page 2 of this Certificate of Insurance, including advance notice of cancellation / reduction in coverage.

Name of person authorized to sign on behalf of Insurer(s) (Officer, Agent, Broker)

Telephone number

Signature

Date D / M / Y

CERTIFICATE OF INSURANCE

Page 2 of 2

General

The insurance policies required on page 1 of the Certificate of Insurance must be in force and must include the insurance coverage listed under the corresponding type of insurance on this page.

The policies must insure the Contractor and must include Her Majesty the Queen in Right of Canada as represented by the Minister of Public Works and Government Services as an additional Insured.

The insurance policies must be endorsed to provide Canada with not less than thirty (30) days' notice in writing in advance of a cancellation of insurance or any reduction in coverage.

Without increasing the limit of liability, the policies must protect all insured parties to the full extent of coverage provided. Further, the policies must apply to each Insured in the same manner and to the same extent as if a separate policy had been issued to each.

Commercial General Liability

The insurance coverage provided must not be substantially less than that provided by the latest edition of IBC Form 2100.

The policy must either include or be endorsed to include coverage for the following exposures or hazards if the Work is subject thereto:

- (a) Blasting.
- (b) Pile driving and caisson work.
- (c) Underpinning.
- (d) Removal or weakening of support of any structure or land whether such support be natural or otherwise if the work is performed by the insured contractor.

The policy must have the following minimum limits:

- (a) **\$5,000,000** Each Occurrence Limit;
 - (b) **\$10,000,000** General Aggregate Limit per policy year if the policy contains a General Aggregate;
- and,
- (c) **\$5,000,000** Products/Completed Operations Aggregate Limit.

Umbrella or excess liability insurance may be used to achieve the required limits.

