



RETURN BIDS TO:

RETOURNER LES SOUMISSIONS À:

Bid Receiving - PWGSC / Réception des
soumissions - TPSGC

11 Laurier St. / 11, rue Laurier

Place du Portage, Phase III

Core 0B2 / Noyau 0B2

Gatineau

Québec

K1A 0S5

Bid Fax: (819) 997-9776

LETTER OF INTEREST

LETTRE D'INTÉRÊT

Comments - Commentaires

Vendor/Firm Name and Address

Raison sociale et adresse du

fournisseur/de l'entrepreneur

Issuing Office - Bureau de distribution

Aerospace Spares and Logistics / Pièces de rechange
aérospatiales et logistiques

11 Laurier St. / 11, rue Laurier

8C1, Place du Portage

Gatineau

Québec

K1A 0S5

Title - Sujet J85 PROPULSION GROUP SUSTAINMENT	
Solicitation No. - N° de l'invitation W8485-22SA02/A	Date 2021-10-28
Client Reference No. - N° de référence du client W8485-22SA02	GETS Ref. No. - N° de réf. de SEAG PW-\$\$BY-241-28385
File No. - N° de dossier 241by.W8485-22SA02	CCC No./N° CCC - FMS No./N° VME
Solicitation Closes - L'invitation prend fin at - à 02:00 PM Eastern Standard Time EST on - le 2021-11-23 Heure Normale du l'Est HNE	
F.O.B. - F.A.B. Plant-Usine: <input type="checkbox"/> Destination: <input type="checkbox"/> Other-Autre: <input type="checkbox"/>	
Address Enquiries to: - Adresser toutes questions à: Luqman(bydiv), Muhammad	Buyer Id - Id de l'acheteur 241by
Telephone No. - N° de téléphone (819) 230-4922 ()	FAX No. - N° de FAX (819) 997-0437
Destination - of Goods, Services, and Construction: Destination - des biens, services et construction: Specified Herein Précisé dans les présentes	

Instructions: See Herein

Instructions: Voir aux présentes

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

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Addendum 1	MTBFKME

ANNEXES & APPENDICES TO PART 7 FOR EACH RESULTING CONTRACT:

Annex A	Performance Work Statement
Appendix 1	Propulsion Group Equipment Scope
Appendix 2	Annual Activity Forecast and Change Order Process
Appendix 3	Information Management Environment
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PART 1 GENERAL INFORMATION

1.1 Introduction

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

- 1.1.1.** Part 1 - General Information: provides a general description of the requirement;
- 1.1.2.** Part 2 - Bidder Instructions: provides the instructions, clauses and conditions applicable to the bid solicitation;
- 1.1.3.** Part 3 - Bid Preparation Instructions: provides bidders with instructions on how to prepare their bid;
- 1.1.4.** Part 4 - Evaluation Procedures and Basis of Selection: indicates how the evaluation will be conducted, the evaluation criteria that must be addressed in the bid, and the basis of selection;
- 1.1.5.** Part 5 - Certifications and Additional Information: includes the certifications and additional information to be provided;
- 1.1.6.** Part 6 - Security, Financial and Other Requirements: includes specific requirements that must be addressed by Bidders; and
- 1.1.7.** Part 7 - Resulting Contract Clauses: includes the clauses and conditions that will apply to any resulting contract.

1.2 Summary

- 1.2.1.** The Department of National Defence (DND), Director General Aerospace Equipment Program Management (DGAEPM), has a requirement for airworthy, cost-effective, and performance-based, support for the General Electric J85 CAN-40 Propulsion Group (PG) systems of the Royal Canadian Air Force (RCAF) CT114 Tutor fleet. This is a long-term requirement to the End of Life of the aircraft fleet.
- 1.2.2.** It is Canada's intention to have the Contract with the successful Bidder signed by Spring 2022. These contracts will be awarded initially for four (4) years and with successful performance has the potential to be extended by up to an additional four (4) 12 month periods. The Contract extensions will be exercised and awarded based upon the successful achievements as identified in Part 7 Annex D, Performance Management Specification. The intent is for the Contract to allow Director General of Aerospace Engineering Program Management (DGAEPM) to work with Industry and maintain the systems effectively and efficiently. The volume of work in the proposed contract will be dependent upon the operational requirements of the aircraft fleets. Bidders are advised that the price for the proposal as calculated in their Financial Bid, will form the Basis of Payment and is firm for the duration of the Contract.

1.2.3. There are security requirements associated with this requirement. For additional information, consult Part 6 - Security, Financial and Other Requirements, and Part 7 - Resulting Contract Clauses. For more information on personnel and organization security screening or security clauses, bidders should refer to the Industrial Security Program (ISP) of Public Works and Government Services Canada (<http://ssi-iss.tpsgc-pwgsc.gc.ca/index-eng.html>) website.

1.2.4. This bid solicitation is to establish a contract with task authorizations for the delivery of the requirement detailed in the bid solicitation to the Identified Users across Canada, excluding locations within Yukon, Northwest Territories, Nunavut, Quebec, and Labrador that are subject to Comprehensive Land Claims Agreements (CLCAs). Any requirement for deliveries within CLCAs areas within Yukon, Northwest Territories, Nunavut, Quebec, or Labrador will have to be treated as a separate procurement, outside the resulting contract.

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

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

1.2.7. The Federal Contractors Program (FCP) for employment equity applies to this procurement; see Part 5 - Certifications, Part 7 - Resulting Contract Clauses.

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

1.2.9. The Phased Bid Compliance Process applies to this requirement.

1.3 Debriefings

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

1.4 Additional Information

1.4.1. Third Party Contracts, Canada has engaged the assistance of the following private sector Contractors in the preparation of the bid solicitation:

- a) Valcom Consulting - Mr. Jim Miller and Mr. Michel Petitpas
- b) HKA Global Inc. – Mr. Peter Woods and Mr. Bruce Maynard
- c) Conoscenti Technologies Inc. – Mr. Michel Brown

PART 2 BIDDER INSTRUCTIONS

2.1. Standard Instructions, Clauses and Conditions

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

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

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

Subsection 5.4 of 2003, Standard Instructions - Goods or Services - Competitive Requirements, is amended as follows:

DELETE: 60 days

INSERT: 120 days

2.2. Submission of Bids

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

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

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

Note: Bids will not be accepted if emailed directly to this email address. This email address is to be used to open an epost Connect conversation, as detailed in Standard Instructions 2003, or to send bids through an epost Connect message if the bidder is using its own licensing agreement for epost Connect.

2.2.2. Due to the nature of the bid solicitation, bids transmitted by facsimile to PWGSC will not be accepted.

2.3. Former Public Servant

2.3.1. N/A

2.4. Enquiries - Bid Solicitation

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

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

2.5. Applicable Laws

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

Bidders may, at their discretion, substitute the applicable laws of a Canadian province or territory of their choice without affecting the validity of their bid, by deleting the name of the Canadian province or territory specified and inserting the name of the Canadian province or territory of their choice. If no change is made, it acknowledges that the applicable laws specified are acceptable to the Bidders.

2.6. Improvement of Requirement During Solicitation Period

Should bidders consider that the specifications or Statement of Work contained in the bid solicitation could be improved technically or technologically, bidders are invited to make suggestions, in writing, to the Contracting Authority named in the bid solicitation. Bidders must clearly outline the suggested improvement as well as the reason for the suggestion. Suggestions that do not restrict the level of competition nor favour a particular bidder will be given consideration provided they are submitted to the Contracting Authority at least fourteen (14) days before the bid closing date. Canada will have the right to accept or reject any or all suggestions.

2.7. Bid Challenge and Recourse Mechanisms

- (a) Several mechanisms are available to potential suppliers to challenge aspects of the procurement process up to and including contract award.
- (b) Canada encourages suppliers to first bring their concerns to the attention of the Contracting Authority. Canada's Buy and Sell website, under the heading "Bid Challenge and Recourse Mechanisms" contains information on potential complaint bodies such as:
 - Office of the Procurement Ombudsman (OPO)
 - Canadian International Trade Tribunal (CITT)
- (c) Suppliers should note that there are strict deadlines for filing complaints, and the time periods vary depending on the complaint body in question. Suppliers should therefore act quickly when they want to challenge any aspect of the procurement process.

Solicitation No. - N° de l'invitation
W8485-22SA02/A
Client Ref. No. - N° de réf. du client
W8485-22SA02

Amd. No. - N° de la modif.
File No. - N° du dossier
237bbW8485-22SA02

Buyer ID - Id de l'acheteur
237bb
CCC No./N° CCC - FMS No./N° VME

2.8. Optional Site Visit

N/A

PART 3 BID PREPARATION INSTRUCTIONS

3.1. Bid Preparation Instructions

3.1.1. If the Bidder chooses to submit its bid electronically, Canada requests that the Bidder submits its bid in accordance with section 08 of the 2003 standard instructions. The epost Connect system has a limit of 1GB per single message posted and a limit of 20GB per conversation.

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

- Section I: Technical Bid
- Section II: Financial Bid
- Section III: Certifications
- Section IV: Industrial Technological Benefits and Value Proposition Bid

If the Bidder chooses to submit its bid in hard copies, Canada requests that the Bidder submits its bid in separately bound sections as follows:

- Section I: Technical Bid (4 x hard copies with 1 marked "MASTER) and 2 soft copies on USB key)
- Section II: Financial Bid (2 x hard copies with 1 marked "MASTER) and 1 soft copy on USB key)
- Section III: Certifications (2 x hard copies with 1 marked "MASTER) and 1 soft copy on USB key)
- Section IV: Industrial Technological Benefits and Value Proposition Bid (4 x hard copies with 1 marked "MASTER) and 2 soft copies on USB key)

If there is a discrepancy between the wording of the soft copy on electronic media and the hard copy, the wording of the hard copy will have priority over the wording of the soft copy.

If the Bidder is simultaneously providing copies of its bid using multiple acceptable delivery methods, and if there is a discrepancy between the wording of any of these copies and the electronic copy provided through epost Connect service, the wording of the electronic copy provided through epost Connect service will have priority over the wording of the other copies.

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

3.1.3. Canada requests that Bidders follow the format instructions described below in the preparation of their bid:

- a) use 8.5 x 11 inch (216 mm x 279 mm) paper;
- b) use a numbering system that corresponds to the bid solicitation.

3.1.4. In April 2006, Canada issued a policy directing federal departments and agencies to take the necessary steps to incorporate environmental considerations into the procurement process Policy on Green Procurement (<http://www.tpsgc-pwgsc.gc.ca/ecologisation-greening/achats-procurement/politique-policy-eng.html>). To assist Canada in reaching its objectives, Bidders should:

- a) use 8.5 x 11 inch (216 mm x 279 mm) paper containing fibre certified as originating from a sustainably-managed forest and containing minimum 30% recycled content; and
- b) use an environmentally-preferable format including black and white printing instead of colour printing, printing double sided/duplex, using staples or clips instead of cerlox, duotangs or binders.

3.2. Section I: Technical Bid

3.2.1. Bidders must submit their technical bid and provide the required mandatory documents as requested in the Technical Mandatory Evaluation, found at Attachment 1. In their technical bid, Bidders should demonstrate their understanding of the requirements contained in the bid solicitation and explain how they will meet these requirements. Bidders should demonstrate their capability in a thorough, concise and clear manner for carrying out the work.

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

3.3. Section II: Financial Bid

3.3.1. This Section will serve as the repository for all prices, costs, and other financial data. Prices and costs that appear in Section II shall not appear in any other Section of their Bid(s).

- a) Bidders must submit their Financial Bid in accordance with the Financial Evaluation Worksheets found at Attachment 2. Bidders must input financial information identified as green fields in the Financial Evaluation Worksheets.

3.4. Section III: Certifications

Bidders must submit the certifications and additional information required under Part 5. All Certifications may be validated at the time of the bid and must remain valid for the duration of the Contract.

3.5. Section IV: Industrial Technological Benefits and Value Proposition Bid

Bidders must submit their Industrial Technological Benefits (ITB) Value Proposition bid as indicated in Attachment 3.

3.6. Bidder's Proposed Site(s) or Premises Requiring Safeguarding Measures

- 3.6.1.** As indicated in Part 6 under Security Requirements, the Bidder must provide the full addresses of the Bidder's and proposed individual(s)' site(s) or premises for which safeguarding measures are required for Work Performance:

Street Number / Street Name, Unit / Suite / Apartment Number
City, Province, Territory / State
Postal Code / Zip Code
Country

- 3.6.2.** The Company Security Officer (CSO) must ensure through the Industrial Security Program (ISP) that the Bidder and proposed individual(s) hold a valid security clearance at the required level, as indicated in Part 6 – Security, Financial and Other Requirements.

PART 4 EVALUATION PROCEDURES AND BASIS OF SELECTION

4.1. Evaluation Procedures

- (a) Bids will be assessed in accordance with the entire requirement of the bid solicitation including the Technical, Financial and Value Proposition evaluation criteria.
- (b) An evaluation team composed of representatives of Canada will evaluate the bids.
- (c) The evaluation team will determine if there are two (2) or more bids with a valid Canadian content certification with the bids coming from two or more Bidders that are not affiliated within the meaning used in the Competition Act, R.S.C., 1985, c. C-34. In that event, only those bids with a valid certification will be eligible to be awarded a contract; otherwise, all bids will be eligible. If at any point in the evaluation process it is found, whether by determination of invalidity of certifications, determination that bids are non-responsive or withdrawal of bids by Bidders, that there are no longer two (2) or more responsive bids with a valid certification, then all responsive bids will be eligible to be awarded a contract. Canada may conduct the validation of Canadian content certifications at any time in the evaluation process including doing so concurrently with other steps.
- (d) Canada will use the Phased Bid Compliance Process described below.

4.1.1 Phased Bid Compliance Process

4.1.1.1 (2018-07-19) General

- (a) Canada is conducting the PBCP described below for this requirement.
- (b) Notwithstanding any review by Canada at Phase I or II of the PBCP, Bidders are and will remain solely responsible for the accuracy, consistency and completeness of their Bids and Canada does not undertake, by reason of this review, any obligations or responsibility for identifying any or all errors or omissions in Bids or in responses by a Bidder to any communication from Canada.

THE BIDDER ACKNOWLEDGES THAT THE REVIEWS IN PHASE I AND II OF THIS PBCP ARE PRELIMINARY AND DO NOT PRECLUDE A FINDING IN PHASE III THAT THE BID IS NON-RESPONSIVE, EVEN FOR MANDATORY REQUIREMENTS WHICH WERE SUBJECT TO REVIEW IN PHASE I OR II AND NOTWITHSTANDING THAT THE BID HAD BEEN FOUND RESPONSIVE IN SUCH EARLIER PHASE. CANADA MAY DEEM A BID TO BE NON-RESPONSIVE TO A MANDATORY REQUIREMENT AT ANY PHASE. THE BIDDER ALSO ACKNOWLEDGES THAT ITS RESPONSE TO A NOTICE OR A COMPLIANCE ASSESSMENT REPORT (CAR) (EACH DEFINED BELOW) IN PHASE I OR II MAY NOT BE SUCCESSFUL IN RENDERING ITS BID RESPONSIVE TO THE MANDATORY REQUIREMENTS THAT ARE THE SUBJECT OF THE NOTICE OR CAR, AND MAY RENDER ITS BID NON-RESPONSIVE TO OTHER MANDATORY REQUIREMENTS.

- (c) Canada may, in its discretion, request and accept at any time from a Bidder and consider as part of the Bid, any information to correct errors or deficiencies in the Bid that are clerical or administrative, such as, without limitation, failure to sign the Bid or any part or to checkmark a box in a form, or other failure of format or form or failure to acknowledge; failure to provide a procurement business number or contact information such as names, addresses and telephone numbers; inadvertent errors in numbers or calculations that do not change the amount the Bidder has specified as the price or of any component thereof that is subject to evaluation. This shall not limit Canada's right to request or accept any information after the bid solicitation closing in circumstances where the bid solicitation expressly provides for this right. The Bidder will have the time period specified in writing by Canada to provide the necessary documentation. Failure to meet this deadline will result in the Bid being declared non-responsive.
- (d) The PBCP does not limit Canada's rights under Standard Acquisition Clauses and Conditions (SACC) 2003 (2020-05-28) Standard Instructions – Goods or Services – Competitive Requirements nor Canada's right to request or accept any information during the solicitation period or after bid solicitation closing in circumstances where the bid solicitation expressly provides for this right, or in the circumstances described in subsection (c).
- (e) Canada will send any Notice or CAR by any method Canada chooses, in its absolute discretion. The Bidder must submit its response by the method stipulated in the Notice or CAR. Responses are deemed to be received by Canada at the date and time they are delivered to Canada by the method and at the address specified in the Notice or CAR. An email response permitted by the Notice or CAR is deemed received by Canada on the date and time it is received in Canada's email inbox at Canada's email address specified in the Notice or CAR. A Notice or CAR sent by Canada to the Bidder at any address provided by the Bidder in or pursuant to the Bid is deemed received by the Bidder on the date it is sent by Canada. Canada is not responsible for late receipt by Canada of a response, however caused.

4.1.1.2 (2018-03-13) Phase I: Financial Bid

- (a) After the closing date and time of this bid solicitation, Canada will examine the Bid to determine whether it includes a Financial Bid and whether any Financial Bid includes all information required by the solicitation. Canada's review in Phase I will be limited to identifying whether any information that is required under the bid solicitation to be included in the Financial Bid is missing from the Financial Bid. This review will not assess whether the Financial Bid meets any standard or is responsive to all solicitation requirements.
- (b) Canada's review in Phase I will be performed by officials of the Department of Public Works and Government Services.
- (c) If Canada determines, in its absolute discretion that there is no Financial Bid or that the Financial Bid is missing all of the information required by the bid solicitation to be included in the Financial Bid, then the Bid will be considered non-responsive and will be given no further consideration.

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

4.1.1.3 (2018-03-13) Phase II: Technical Bid/Value Proposition

- (a) Canada’s review at Phase II will be limited to a review of the Technical Bid/Value Proposition to identify any instances where the Bidder has failed to meet any Eligible Mandatory Criterion. This review will not assess whether the Technical Bid/Value Proposition meets any standard or is responsive to all solicitation requirements. Eligible Mandatory Criteria are all mandatory technical/value proposition criteria that are identified in this solicitation as being subject to the PBCP. Mandatory technical/value proposition criteria that are not identified in the solicitation as being subject to the PBCP, will not be evaluated until Phase III.

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- (b) Canada will send a written notice to the Bidder (Compliance Assessment Report or “CAR”) identifying any Eligible Mandatory Criteria that the Bid has failed to meet. A Bidder whose Bid has been found responsive to the requirements that are reviewed at Phase II will receive a CAR that states that its Bid has been found responsive to the requirements reviewed at Phase II. Such Bidder shall not be entitled to submit any response to the CAR.
- (c) A Bidder shall have the period specified in the CAR (the “Remedy Period”) to remedy the failure to meet any Eligible Mandatory Criterion identified in the CAR by providing to Canada in writing additional or different information or clarification in response to the CAR. Responses received after the end of the Remedy Period will not be considered by Canada, except in circumstances and on terms expressly provided for in the CAR.
- (d) The Bidder’s response must address only the Eligible Mandatory Criteria listed in the CAR as not having been achieved, and must include only such information as is necessary to achieve such compliance. Any additional information provided by the Bidder which is not necessary to achieve such compliance will not be considered by Canada, except that, in those instances where such a response to the Eligible Mandatory Criteria specified in the CAR will necessarily result in a consequential change to other parts of the Bid, the Bidder shall identify such additional changes, provided that its response must not include any change to the Financial Bid.
- (e) The Bidder’s response to the CAR should identify in each case the Eligible Mandatory Criterion in the CAR to which it is responding, including identifying in the corresponding section of the original Bid, the wording of the proposed change to that section, and the wording and location in the Bid of any other consequential changes that necessarily result from such change. In respect of any such consequential change, the Bidder must include a rationale explaining why such consequential change is a necessary result of the change proposed to meet the Eligible Mandatory Criterion. It is not up to Canada to revise the Bidder’s Bid, and failure of the Bidder to do so in accordance with this subparagraph is at the Bidder’s own risk. All submitted information must comply with the requirements of this solicitation.
- (f) Any changes to the Bid submitted by the Bidder other than as permitted in this solicitation, will be considered to be new information and will be disregarded. Information submitted in accordance with the requirements of this solicitation in response to the CAR will replace, in full, only that part of the original Bid as is permitted in this Section.
- (g) Additional or different information submitted during Phase II permitted by this section will be considered as included in the Bid, but will be considered by Canada in the evaluation of the Bid at Phase II only for the purpose of determining whether the Bid meets the Eligible Mandatory Criteria. It will not be used at any Phase of the evaluation to increase any score that the original Bid would achieve without the benefit of such additional or different information. For instance, an Eligible Mandatory Criterion that requires a mandatory minimum number of points to achieve compliance will be assessed at Phase II to determine whether such mandatory minimum score would be achieved with such additional or different information submitted by the Bidder in response to the CAR. If so, the Bid will be considered responsive in respect of such Eligible Mandatory

Criterion, and the additional or different information submitted by the Bidder shall bind the Bidder as part of its Bid, but the Bidder's original score, which was less than the mandatory minimum for such Eligible Mandatory Criterion, will not change, and it will be that original score that is used to calculate any score for the Bid

- (h) Canada will determine whether the Bid is responsive for the requirements reviewed at Phase II, considering such additional or different information or clarification as may have been provided by the Bidder in accordance with this Section. If the Bid is not found responsive for the requirements reviewed at Phase II to the satisfaction of Canada, then the Bid shall be considered non-responsive and will receive no further consideration.
- (i) Only Bids found responsive to the requirements reviewed in Phase II to the satisfaction of Canada, will receive a Phase III evaluation.

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

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

4.1.2 (2017-07-31) Technical/Value Proposition Evaluation

4.1.2.1 (2017-07-31) Mandatory Technical/Value Proposition Criteria

The Phased Bid Compliance Process will apply to all mandatory technical/value proposition criteria as found in Attachment 1 and 4 to this RFP.

4.1.2.2 Point-Rated Value Proposition Criteria

The Phased Bid Compliance Process will apply to all point-rated value proposition criteria as found in Attachment 4 to this RFP.

4.1.2.3 Financial Evaluation

4.1.2.3.1 Mandatory Financial Criteria

The Bidder must submit pricing information in Canadian dollars IAW Attachment 2 for all items and for all years (including option years), applicable taxes excluded, all applicable Customs Duties and Excise taxes included.

The information submitted in the green cells of Attachment 2, Financial Bid Evaluation worksheet will be used for the following purposes:

- To develop the fully loaded rates;
- To establish the Bidder's individual CLIN Scores as well as the Bidder's Total CLIN Score;

- The Bidder's Total CLIN Score will be used for the Basis of Selection; and
- The fully loaded rates identified in the winning Bidder's Financial Bid Evaluation, will be used to populate the Basis of Payment fields in the resulting Contract(s), Part 7, Annex B.

4.1.2.3.2 Financial Capability

The Bidder must have the financial capability to fulfill this requirement. To determine the Bidder's financial capability, the Contracting Authority may, by written notice to the Bidder, require the submission of some or all of the financial information (as requested in Part 6, Article 6.2) during the evaluation of bids.

4.2 Basis of Selection

4.2.1 Highest Combined Rating of Value Proposition Merit and Price

1. To be declared responsive, a bid must:
 - a. comply with all the requirements of the bid solicitation;
 - b. meet all mandatory technical/value proposition/financial criteria; and
 - c. obtain the required minimum points specified (as described and indicated in Article 3 of Attachment 4, Value Proposition Evaluation Plan) and minimum mandatory requirements (as described and indicated in Article 2 of Attachment 4, Value Proposition Evaluation Plan).
2. Bids not meeting (a) or (b) or (c) will be declared non-responsive.
3. The selection will be based on the highest responsive combined rating of value proposition merit and price. The ratio will be 15% for the value proposition merit and 85% for the price.
4. To establish the value proposition merit score, the overall value proposition score for each responsive bid will be determined as follows: *total number of points obtained / maximum number of points available multiplied by the ratio of 15%.*
5. To establish the pricing score, each responsive bid will be prorated against the lowest evaluated price and the ratio of 85%.
6. For each responsive bid, the value proposition merit score and the pricing score will be added to determine its combined rating.
7. Neither the responsive bid obtaining the highest value proposition score nor the one with the lowest evaluated price will necessarily be accepted. The responsive bid with the highest combined rating of value proposition merit and price will be recommended for award of a contract.

The table below illustrates an example where all three bids are responsive and the selection of the contractor is determined by a 15/85 ratio of value proposition merit and price, respectively. The total available points equals 135 and the lowest evaluated price is \$45,000 (45).

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File No. - N° du dossier
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Buyer ID - Id de l'acheteur
237bb
CCC No./N° CCC - FMS No./N° VME

Basis of Selection - Highest Combined Rating Value Proposition Merit (15%) and Price (85%)

	Bidder 1	Bidder 2	Bidder 3
Overall Value Proposition Score	115/135	89/135	92/135
Bid Evaluated Price	\$55,000.00	\$50,000.00	\$45,000.00
Value Proposition Merit Score	115/135 x 15 = 12.78	89/135 x 15 = 9.89	92/135 x 15 = 10.22
Calculations Price Score	45/55 x 85 = 69.54	45/50 x 85 = 76.5	45/45 x 85 = 85
Combined Rating	82.32	86.39	95.22
Overall Rating	3 rd	2 nd	1 st

PART 5 CERTIFICATIONS AND ADDITIONAL INFORMATION

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

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

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

5.1. Certifications Required with the Bid

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

5.1.1. Integrity Provisions - Declaration of Convicted Offences

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

5.1.1.1 Canadian Content Certification

This procurement is conditionally limited to Canadian goods and Canadian services. Subject to the evaluation procedures contained in the bid solicitation, bidders acknowledge that only bids with a certification that the goods and services offered are Canadian goods and Canadian services, as defined in clause A3050T, may be considered.

Failure to provide this certification completed with the bid will result in the goods and services offered being treated as non-Canadian goods and non-Canadian services.

The Bidder certifies that:

() a minimum of 80 percent of the total bid price consist of Canadian goods and Canadian services as defined in paragraph 5 of clause A3050T.

For more information on how to determine the Canadian content for a mix of goods, a mix of services or a mix of goods and services, consult Annex 3.6, Example 2, of the Supply Manual.

5.1.1.2 SACC Manual clause A3050T (2020-07-01) Canadian Content Definition

5.2. Certifications Precedent to Contract Award and Additional Information

The certifications and additional information listed below should be submitted with the bid but may be submitted afterwards. If any of these required certifications or additional information is not completed and submitted as requested, the Contracting Authority will inform the Bidder of a time frame within which to provide the information. Failure to provide the certifications or the additional information listed below within the time frame specified will render the bid non-responsive.

5.2.1 Integrity Provisions – Required Documentation

In accordance with the section titled Information to be provided when bidding, contracting or entering into a real property agreement of the Ineligibility and Suspension Policy (<http://www.tpsgc-pwgsc.gc.ca/ci-if/politique-policy-eng.html>), the Bidder must provide the required documentation, as applicable, to be given further consideration in the procurement process.

5.2.2 Federal Contractors Program for Employment Equity – Bid Certification

By submitting a bid, the Bidder certifies that the Bidder, and any of the Bidder's members if the Bidder is a Joint Venture, is not named on the Federal Contractors Program (FCP) for employment equity "FCP Limited Eligibility to Bid" list

(http://www.labour.gc.ca/eng/standards_equity/eq/emp/fcp/list/inelig.shtml) available from Employment and Social Development Canada (ESDC) - Labour's website.

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

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

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

FEDERAL CONTRACTORS PROGRAM FOR EMPLOYMENT EQUITY – CERTIFICATION

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

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

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

Complete both A and B.

A. Check only one of the following:

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

OR

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

B. Check only one of the following:

- ☐ B1. The Bidder is not a Joint Venture.

OR

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

PART 6 SECURITY, FINANCIAL AND OTHER REQUIREMENTS

6.1. Security Requirements

6.1.1. Before the award of a contract the following conditions must be met:

- (a) the Bidder must hold a valid organization security clearance as indicated in Part 7 - Resulting Contract Clauses;
- (b) the Bidder's proposed individuals requiring access to classified or protected information, assets or sensitive work site(s) must meet the security requirements as indicated in Part 7 - Resulting Contract Clauses;
- (c) the Bidder must provide the name of all individuals who will require access to classified or protected information, assets or sensitive work sites;
- (d) the Bidder's proposed location of work performance and document safeguarding must meet the security requirements as indicated in Part 7 - Resulting Contract Clauses;
- (e) the Bidder must provide the address(es) of proposed site(s) or premises of work performance and document safeguarding as indicated in Part 3 - Section IV Additional Information.

6.1.2. Bidders are reminded to obtain the required security clearance promptly. Any delay in the award of a contract to allow the successful Bidder to obtain the required clearance will be at the entire discretion of the Contracting Authority.

6.1.3. For additional information on security requirements, Bidders should refer to the Industrial Security Program (ISP) of Public Works and Government Services Canada (<http://ssi-iss.tpsgc-pwgsc.gc.ca/index-eng.html>) website.

6.2. Financial Capability

SACC Manual clause A9033T (2012-07-16) Financial Capability

6.3. Controlled Goods Program- Bid

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

J85
PROPULSION GROUP SUSTAINMENT
(PGS)

ATTACHMENT 1

TECHNICAL MANDATORY EVALUATION

Attachment 1 – J85 PGS Technical Mandatory Evaluation

J85 PGS Technical Mandatory Evaluation

MC #	Title	Mandatory Requirement	Method of Compliance	Compliant YES/NO
1	U.S. Department of State Technical Assistance Agreement (TAA)	<p>The Bidder must, at bid closure, have been issued a U.S. Department of State TAA required for General Electric Aviation (GE Aviation) to share technical data in support R&O activities of the J85-CAN-40 or J85 thrust engines and associated systems;</p> <p>or</p> <p>The Bidder must, at bid closure, have an agreement with GE Aviation supporting a future U.S. Department of State TAA to allow access and use of J85-CAN-40 manufacturer's technical data required for the performance of the sustainment activities defined in Part 7, Annex A, Performance Work Statement (PWS).</p>	<p>The Bidder must provide a copy of the active U.S. Department of State TAA in support of R&O activities for the J85-CAN-40 or J85 thrust engine and associated systems;</p> <p>or</p> <p>The Bidder must provide proof, in the form of a signed letter from GE Aviation, that GE Aviation will support a future U.S. Department of State TAA to allow access and use of J85-CAN-40 manufacturer's technical data.</p>	
2	Repair & Overhaul (R&O) Capability - Thrust Engines	<p>The Bidder must, at bid closure, have the in-house capability to perform R&O services on thrust engines.</p> <p>For this specific requirement and associated Method of Compliance, the term "in-house" capability refers to elements that are within the premises, operations and ownership of the Bidder.</p>	<p>The Bidder must provide the following as evidence that it has the in-house capability to perform the core R&O services on thrust engines:</p> <ul style="list-style-type: none">Contract numbers and client names where the Bidder currently performs the core R&O services of J85-CAN-40 or other thrust engine; <p>and/or</p>	

Attachment 1 – J85 PGS Technical Mandatory Evaluation

MC #	Title	Mandatory Requirement	Method of Compliance	Compliant YES/NO
			<ul style="list-style-type: none"> Contract number and client names where, within the past five year, the Bidder performed R&O of J85-CAN-40 or other thrust engine. <p><i>NOTE: PSPC reserves the right to contact references to validate any information being provided by the Bidder.</i></p>	
3	R&O Capability – Third Line Repairables	The Bidder must, at bid closure, have the ability to implement R&O services for all in-scope propulsion equipment identified in Part 7, Annex A, Appendix 1 in accordance with the transition timelines in Part 7, Annex A, Section 2.	<p>The Bidder must provide the following evidence that it has the ability to implement R&O services for all in-scope propulsion equipment identified in Part 7, Annex A, Appendix 1 in accordance with the timelines in Part 7, Annex A, Section 2:</p> <ul style="list-style-type: none"> For each J85 engine assemblies/ sub-assemblies where the R&O capability will be conducted in-house, the Bidder must provide the Contract numbers and client names where the Bidder currently performs R&O of propulsion systems; and/or For each J85 engine assemblies/sub-assemblies where the Bidder will pursue a commercial arrangement with Sub-contractors and Suppliers to perform the R&O services, the Bidder must provide a copy of an executed Memorandum of Understanding, Teaming Agreement, or an actual contract with the potential Sub-contractor or Supplier along with their 	

Attachment 1 – J85 PGS Technical Mandatory Evaluation

MC #	Title	Mandatory Requirement	Method of Compliance	Compliant YES/NO
			<p>Contract numbers and client names, as proof the capability will be in place in accordance with the timelines in Part 7, Annex A, Section 2.</p> <p><i>NOTE: PSPC reserves the right to contact references to validate any information being provided by the Bidder.</i></p>	
4	R&O Capability – J85 Engine Components Listed in Part 7 Annex A appendix 1	<p>The Bidder must have the in-house capability to perform R&O services on J85 Engine components in accordance with the timelines in Part 7, Annex A, Section 2.</p> <p>For this specific requirement and associated Method of Compliance, the term "in-house" capability refers to elements that are within the premises, operations and ownership of the Bidder.</p>	<p>The Bidder must provide the following evidence :</p> <ul style="list-style-type: none">Contract number and client names for a Contract where, within the past year, the Bidder has performed R&O services on the J85 Engine components that form the basis AMC/Branch License;orA written commitment that the Bidder will acquire all required resources including all tooling, and establish an in-house capability to perform R&O services on the J85 Engine components in accordance with the timelines in Part 7, Annex A, Section 2. <p><i>NOTE: PSPC reserves the right to contact references to validate any information being provided by the Bidder.</i></p>	

Attachment 1 – J85 PGS Technical Mandatory Evaluation

MC #	Title	Mandatory Requirement	Method of Compliance	Compliant YES/NO
5	Airworthiness	<p>The Bidder must, at bid closure, hold a valid Airworthiness Accreditation or Recognition by the Department of National Defence (DND) Technical Airworthiness Authority for the performance of Maintenance and Engineering Services on thrust engines and related systems and provide a copy of its approved Airworthiness Process Manuals;</p> <p>or</p> <p>The Bidder must, at bid closure, hold a valid Airworthiness Accreditation from an Airworthiness Regulatory Authority recognized by the DND Technical Airworthiness Authority for the performance of Maintenance and Engineering Support Services on thrust engines and related systems and provide a copy of its approved Airworthiness Process Manuals.</p>	<p>The Bidder must provide a signed letter from the DND Technical Airworthiness Authority or from another Airworthiness Regulatory Authority recognized by the DND Technical Airworthiness Authority attesting that its organization is currently accredited and/or recognized as a Maintenance, and Technical and/or Design organization.</p> <p>and</p> <p>The Bidder must provide a copy of its Regulator-approved airworthiness process manuals.</p> <p><i>Note: the DND Technical Airworthiness Authority recognizes the following civil and military Airworthiness Regulatory Authorities:</i></p> <ol style="list-style-type: none"> 1) TCCA; 2) FAA; 3) EASA; 4) RAAF MAA; 5) UK MoD MAA; and 6) Any other civil or military Airworthiness Regulatory Authority found acceptable to the DND Technical Airworthiness Authority. 	
6	Contract Transition & Implementation Plan	The Bidder must provide, at bid closure, its Contract Transition and Implementation Plan (CTIP) in accordance with Part 7, Annex A, Appendix 4, CDRL PM-004.	<p>The Bidder must provide its Contract Transition and Implementation Plan (CTIP) in accordance with Part 7, Annex A, Appendix 4, CDRL PM-004.</p> <p>The Bidder's CTIP must provide a methodology to address all of the transition and implementation requirements of Part 7, Annex A, Section 2.</p>	

Attachment 1 – J85 PGS Technical Mandatory Evaluation

MC #	Title	Mandatory Requirement	Method of Compliance	Compliant YES/NO
7	Program Handbook	The Bidder must provide, at bid closure, an abbreviated version of the Program Handbook in accordance with Part 7, Annex A, Appendix 4, CDRL PM-001.	<p><i>NOTE: An "abbreviated" version will be required at the time of bid submission. The specific CTIP requirements that need to be addressed in the abbreviated version are clearly identified with the term (ABB.) adjunct to the requirements below.</i></p> <p>The Bidder must provide an abbreviated version of the Program Handbook that describes its proposed program management structure, and the overall concept of support for the execution of each of the Support Services described in Part 7, Annex A.</p> <p><i>NOTE: An "abbreviated" version will be required at the time of bid submission. The specific PHbk requirements that need to be addressed in the abbreviated version are clearly identified with the term (ABB.) adjunct to the requirements below.</i></p>	
8	Access to Technical Data	The Bidder must have access to the Technical Data required to provide Engineering Support for all in-scope engine sub-assemblies / accessories listed in Part 7, Annex A, Appendix 1, Tab "Scope TACs", I accordance with the timelines in Part 7, Annex A, Section 2.	<p>The Bidder must provide the following evidence that it has or will put in place the necessary regulatory, legal, and commercial arrangements with OEMs or equivalent organizations to access and use the Technical data required to provide Engineering Support for all in-scope J85 sub-assemblies/ accessories listed in Part 7, Annex A, Appendix 1, Tab "Scope TACs", in accordance with the timelines in Part 7, Annex A, Section 2:</p> <ul style="list-style-type: none"> For all in-scope equipment listed at Annex A, Appendix 1, the Contract numbers and Company names that currently provide the Bidder with the required Technical Data; 	

Attachment 1 – J85 PGS Technical Mandatory Evaluation

MC #	Title	Mandatory Requirement	Method of Compliance	Compliant YES/NO
			<p>and/or</p> <ul style="list-style-type: none"> For all in-scope equipment listed at Annex A, Appendix 1, a confirmation that the OEM or equivalent organization possess the required Technical Data, and will support the Bidder in the provision of Engineering Support Services. <p><i>NOTE: PSPC reserves the right to contact references to validate any information being provided by the Bidder.</i></p>	
9	Publications Management and Publishing support Services	The Bidder must have the ability to provide Publications Management and Publishing Support Services in accordance with Part 7, Annex A, Section 8 and the timelines in Part 7, Annex A, Section 2.	<p>The Bidder must provide the following evidence that it has the capability to provide Publications Management and Publishing Support Services in accordance with Part 7, Annex A, Section 8 and the timelines in Part 7, Annex A, Section 2:</p> <ul style="list-style-type: none"> Contract number and client names for a Contract where the Bidder currently performs Publications Management and Publishing Support Services; <p>or</p> <ul style="list-style-type: none"> A detailed plan in accordance with Part 7, Annex A, Section 8 and commitment the Bidder will implement in-house capability to perform Publications Management and Publishing Support Services in accordance with the timelines in Part 7, Annex A, Section 2; 	

Attachment 1 – J85 PGS Technical Mandatory Evaluation

MC #	Title	Mandatory Requirement	Method of Compliance	Compliant YES/NO
			<p>or</p> <ul style="list-style-type: none">A copy of an executed Memorandum of Understanding with a potential Sub-contractor or Supplier with proof that the capability will be in place in accordance with the timelines in Part 7, Annex A, Section 2. <p><i>NOTE: PSPC reserves the right to contact references to validate any information being provided by the Bidder.</i></p>	
10	Materiel Support Services	The Bidder must have the ability to provide Materiel Support Services in accordance with Part 7, Annex A, Section 6 and the timelines in Part 7, Annex A, Section 2.	<p>The Bidder must provide the following evidence that it has the ability to provide Materiel Support Services in accordance with Part 7, Annex A, Section 6 and the timelines in Part 7, Annex A, Section 2:</p> <ul style="list-style-type: none">Contract number and client names where the Bidder currently performs Materiel Support Services of equivalent scope; <p>or</p> <ul style="list-style-type: none">A detailed plan in accordance with Part 7, Annex A, Section 6 including a methodology and commitment the Bidder will implement in-house capability to perform Materiel Support Services in accordance with the timelines in Part 7, Annex A, Section 2;	

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MC #	Title	Mandatory Requirement	Method of Compliance	Compliant YES/NO
			<p>or</p> <ul style="list-style-type: none">A copy of an executed Memorandum of Understanding with a potential Sub-contractor or Supplier as proof the capability will be in place in accordance with the timelines in Part 7, Annex A, Section 2. <p><i>NOTE: PSPC reserves the right to contact references to validate any information being provided by the Bidder.</i></p>	

INSTRUCTIONS TO BIDDERS

The Bidder must provide the following financial information as part of this section:

- 1 Bidders are requested to complete the "**Cover Page**" of Attachment 2.
- 2 The Bidder must populate each green cell identified in the worksheet titled "**Financial Input**".
- 3 All cells are to be populated to 2 decimal places.
- 4 All green cells in the worksheet titled "**Financial Input**", which identify Fully Loaded Labour Rates (*Inc Profit but not including any taxes*) are to be populated as Canadian Dollars per hour.
- 5 All green cells in the worksheet titled "**Financial Input**", which identify Material Handling Rate and/or Subcontract Rate (*Inc Profit but not including any taxes*) are to be populated as Canadian Dollars per \$100 of Material or per \$100 of Subcontract cost.
- 6 Any green cell in the worksheet titled "**Financial Input**", that the Bidders leaves blank will be calculated as a 0 automatically, and any negative (-) values bid will automatically make the Bidder non-complaint.
- 7 The Bidder is not to alter any of the formulae and/or prepopulated data contained in the worksheet titled "**Financial Input**", or the bid may be rendered non-compliant.
- 8 Bidders acknowledge by completing and submitting the worksheet titled "**Financial Input**", these values will be used to calculate the Financial Evaluation Score (of cells Z9..Z16) which will be used in the Basis of Selection to determine the winning Bidder.

The Resulting Contract Basis of Payment Rates will be based on the values identified in the winning Bidder's Financial Bid and these rates will be used to invoice the work performed in accordance with the PWS at Annex A [**NOTE: A yearly escalation of 3% is applied to CLINs 1 to 5 and 7 after year 4 to determine rates for future years. and the rates for CLINs 6 and 8 will remain unchanged for future years**].
- 9
- 10 Each rate submitted by the Bidder for CLINs #1-5 and #7 cannot be greater than 3% more than the previous year for the same CLIN.

FINANCIAL EVALUATION PROCEDURES

- A. Each value in a CLIN category is multiplied by a Quantity for Evaluation Purposes* and an Escalatory Factor for a score of each year for the CLIN (see Total CLIN Scores for each Year for Evaluation Purposes - Z9 to Z16).

*Quantities for Evaluation Purposes are for evaluation purposes only and DO NOT represent any kind of commitment of minimum, maximum and expected volumes.

B. All of the Year scores in a CLIN will be added together for a CLIN Score for each CLIN.

C. All of the CLIN Scores will be added together for a Total CLIN Score (Blue Cell or Z18).

D. Each Bidder will be assigned a Financial Evaluation Score using the following formula:

$(\text{Lowest Total CLIN Score} / \text{Bidder's Total CLIN Score}) * 85 = \text{Bidder's Financial Evaluation Score}$.

The Lowest Total CLIN Score will be divided by the Bidder's Total CLIN Score then multiplied by 85. The result will be the Bidder's Financial Evaluation Score.

Attachment 3: Financial Evaluation

Cover Page

RFP # W8485-22-SA02

Bidders name and nature of the legal entity:

Dated:

Signed on behalf of the above:

Printed name:

Position:

Attachment 3: Financial Evaluation

Cover Page

RFP # W8485-22-SA02

Bidders name and nature of the legal entity:

Dated:

Signed on behalf of the above:

Printed name:

Position:

J85-CAN-40
PROPULSION GROUP SUSTAINMENT
(PGS)

Industrial and Technological Benefits (ITB)

Value Proposition
Bidder Instructions

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1 INTRODUCTION

- 1.1 On February 5, 2014, the Government of Canada announced the Defence Procurement Strategy (DPS). One of the objectives of the DPS is to leverage purchases of defence equipment to create jobs and economic growth in Canada. The Industrial and Technological Benefits (ITB) policy has objectives that will be achieved through a weighted and rated Value Proposition (VP) that will form part of the evaluation plan to award the Contract.
- 1.2 The strategic VP objective for the J85-CAN-40 Propulsion Group Sustainment project (the Project) is to leverage Canada's Key Industrial Capabilities (KIC) of In-Service Support, which is a leading competency and critical industry service. This objective has been informed by extensive industry engagement and consultation, as well as by in-depth analyses of capabilities related to the procurement.
- 1.3 The Bidder must submit a responsive VP Proposal (Proposal) at bid closing. The Proposal will be deemed responsive by the ITB Authority if it meets i) the Mandatory Requirements outlined in Section 4; and ii) the Minimum Assessment Values outlined in Section 3 of the VP Evaluation Plan (Evaluation Plan). Should the Proposal be deemed responsive, it will then be evaluated related to the rated criteria outlined in Section 6 and receive points as outlined in Section 4 of the Evaluation Plan.
- 1.4 VP evaluation results will be conveyed to the Contracting Authority, who will then integrate them into the overall bid evaluation results, as outlined in Section ~~XXX~~ of the procurement's evaluation plan.
- 1.5 It is the responsibility of the ITB Authority, in cooperation with the regional development agencies and subject matter experts, to ensure that Proposals are evaluated as outlined in the Evaluation Plan.

2 GENERAL INSTRUCTIONS

- 2.1 In preparing its Proposal, the Bidder should be guided by these Bidder Instructions, as well as by the Evaluation Plan and the ITB Terms and Conditions. All three documents provide important guidance, definitions and/or contractual provisions related to the ITB policy. Defined terms not otherwise defined in this document have the meaning given to them in the ITB Terms and Conditions and the Request for Proposal, including appendices, to which these Bidder Instructions are attached.

- 2.2 The Proposal must be submitted in a separate, self-contained volume. Only the Proposal is reviewed during the evaluation. In order to facilitate the evaluation process, any material contained in another section of the Bid but relevant to the Proposal should be repeated in the Proposal.
- 2.3 One (1) electronic copies of the Proposal is required.
- 2.4 The Proposal, and its receipt, storage and protection by the ITB Authority, is governed by applicable federal laws and processes.

3 CANADA's ITB OBJECTIVES

- 3.1 Canada wishes to ensure that its investments in defence-related goods and services generate economic benefit to Canada and have long-term and high-value impacts on Canadian industry, in advanced technology areas. The Proposal should clearly indicate how proposed business activities support Canada's ITB objectives set out below, and how they will be achieved if the Bidder wins the ensuing Contract.
- 3.2 Defence Sector: A core objective of the ITB policy is to ensure that defence procurement supports the economic development and long-term sustainment of Canada's Defence Sector. The Bidder is encouraged to propose a maximum amount of business activities in Canada involving work directly on the procurement, and work in the Defence Sector more broadly.
- 3.3 Supplier Development: The development of supplier productivity and competitiveness among Canadian-based suppliers is a key objective of the ITB policy. The Bidder is encouraged to propose meaningful opportunities for growth and supply chain integration to suppliers across Canada.
- 3.4 Research and Development (R&D): An important objective of the ITB policy is to encourage innovation, as R&D can position Canadian Companies to move up the value chain and capture market opportunities. The Bidder is encouraged to propose R&D investments in Canada and locate high value research and engineering work in Canada, positioning Canadian companies to benefit from its subsequent commercialization.
- 3.5 Exports: Canada's Defence Sector is export intensive, and a key ITB objective is to strengthen Canada's success in tapping traditional and non-traditional export markets to share in long-term jobs and growth that result from success in foreign

markets. The Bidder is encouraged to demonstrate that it and its suppliers can leverage the Project into future export success from Canada.

- 3.6 Regional Development: The regional development objectives of the ITB policy are to encourage long-term quality improvements to the capability, capacity, international competitiveness and growth potential of Canadian Companies in those regions where Canada has established specific initiatives to promote economic growth and diversification through procurement. Canadian Companies in all the Designated Regions of Canada should have the opportunity to participate in the Project.
- 3.7 Small and Medium Businesses (SMB): It is an objective of Canada to encourage the participation of SMB as suppliers on major federal procurements and to increase their competitiveness and export market access. Canadian SMB should have the opportunity to participate in the Project.

4 MANDATORY REQUIREMENTS

- 4.1 There are eight (8) mandatory requirements that the Bidder must meet in its Proposal. The omission of any part of the following eight (8) requirements will result in the Proposal being deemed not responsive:
 - 4.1.1 Requirement One: The Proposal must commit to achieving Transactions, measured in Canadian content value (CCV), valued at not less than 100 percent of the Contract Price (including options), to be achieved within the Achievement Period. For the winning Bidder, its commitment to not less than 100 percent will become an Obligation that must be achieved under the Contract.
 - 4.1.2 Requirement Two: The Bidder must commit to achieving not less than 60 percent of the Contract Price (including options) in Direct Transactions, measured in CCV.
 - 4.1.3 Requirement Three: The Bidder must commit to achieving not less than 15 percent of the Contract Price (including options) in SMB Supplier Transactions, measured in CCV.
 - 4.1.4 Requirement Four: The Bidder must commit to achieving not less 5 percent of the Contract Price (including options) in Supplier Development in Transactions, measured in CCV.

- 4.1.5 Requirement Five: The Bidder must commit to achieving not less than fifty thousand (\$50,000) in Skills Development and Training within In-Service Support, measured in CCV
- 4.1.6 Requirement Six In its Proposal, the Bidder must:
- 4.1.6.1 specify its Bid Price not including taxes and rounded to the nearest dollar;
 - 4.1.6.2 identify Transactions that are detailed, fully described and equal in total to not less than 30 percent of the Bid Price measured in CCV;
 - 4.1.6.3 commit to identifying, one (1) year after the Effective Date of the Contract, additional Transactions that are detailed, fully described and bring the cumulative total of identified Transactions to not less than 60 percent of the Contract Price (including options), measured in CCV; and,
 - 4.1.6.4 commit to identifying, three (3) years after the Effective Date of the Contract, additional Transactions that are detailed, fully described and bring the cumulative total of identified Transactions to 100 percent of the Contract Price (including options), measured in CCV.
- 4.1.7 Requirement Seven: The Bidder must accept and comply with all of the ITB Terms and Conditions.
- 4.1.8 Requirement Eight: The Proposal must contain the following components, each of which is more particularly described in Section 5:
- 4.1.8.1 Company Business Plan;
 - 4.1.8.2 ITB Management Plan;
 - 4.1.8.3 Regional Development Plan;
 - 4.1.8.4 Small and Medium Business Development Plan;
 - 4.1.8.5 A compliant export target market overview;
 - 4.1.8.6 Detailed sheets for proposed Transactions being submitted by the Bidder, accompanied by a summary chart of them; and
 - 4.1.8.7 Mandatory requirements certificate, as set out in Appendix A, signed by a duly authorized company official.
 - 4.1.8.8 Rated criteria certificate, as set out in Appendix B, signed by a duly authorized company official.

5 ASSESSMENT OF MANDATORY REQUIREMENTS

- 5.1 The following section details the content that is expected to be in each of the components of the mandatory requirements referred to above in Section 4.1.6. The Plans will be assessed during the evaluation, based on quality and risk, as outlined in Section 3.1 of the Evaluation Plan. The export target market overview (Overview) will be assessed during the evaluation as outlined in Section 4.3.2 of the Evaluation Plan.
- 5.2 Each Plan and the Overview should respond to all of the requested items outlined below. Responses should be detailed and, wherever appropriate, provide an indication of how items will contribute to the Bidder meeting Canada's ITB objectives.
- 5.3 Each Plan should address, wherever appropriate, the Bidder's approach to the following risk areas:
 - 5.3.1 Experience (i.e. practise elsewhere);
 - 5.3.2 Capability (i.e. know-how and tools in place);
 - 5.3.3 Planning (i.e. organized, proactive);
 - 5.3.4 Resources (i.e. team, facilities, information); and
 - 5.3.5 Engagement (i.e. interaction with stakeholders)
- 5.4 Company Business Plan
 - 5.4.1 The purpose of the company business Plan is to demonstrate the ability of the Bidder to assemble, plan and describe its proposed team to complete the work on the Project. The Plan should also demonstrate the ability of the Bidder and its team to meet the ITB objectives. The anticipated length of the Plan is approximately 7-10 pages, depending on the size of the Bidder's team.
 - 5.4.2 The Bidder's company business Plan should contain the following information:
 - 5.4.2.1 An outline of the structure, conduct and performance of the business operations of the Bidder and each of its proposed Eligible Donors that are performing work on the Project;

- 5.4.2.2 A detailed overview of the proposed role of each company in delivering the work on the Project, the proposed location of that work, and the key personnel in each company who would be responsible for delivering that work;
- 5.4.2.3 An organizational chart for each company outlining its worldwide corporate operations, that clearly states the corporate family structure, parent and subsidiary relationships, and the location of key responsibility centres (i.e. headquarters, manufacturing, service centres, R&D, marketing);
- 5.4.2.4 A list of each company's existing Canadian facilities, including the location, date of establishment, nature of operations, number of employees, and place within the worldwide corporate structure; and
- 5.4.2.5 A description of the broad and long-term impacts of the Work on the Canadian economy and how these respond to the ITB objectives in Section 3.

5.5 ITB Management Plan

- 5.5.1 The purpose of the ITB Management Plan is to demonstrate the Bidder's ability to develop, implement, manage and report on the Obligations for the full duration of the Achievement Period. It is also the place for Bidder to formally list its proposed Eligible Donors. The anticipated length of the Plan is approximately 6-8 pages.
- 5.5.2 The ITB Management Plan should include the following information:
 - 5.5.2.1 A description of the ITB management functions and associated organization that the Bidder envisions necessary to successfully meet the Obligations. It should include a summary of the methods, processes and procedures that the Bidder will use to identify, submit, track, record keep and report on ITB activities. The summary should be presented in a level of detail sufficient to demonstrate that the Bidder fully understands its obligations;
 - 5.5.2.2 The name, contact details and biographical information of the Bidder's ITB official(s) assigned to the Project and/or job descriptions for the proposed positions;

- 5.5.2.3 An explanation of the Bidder's internal processes for ITB organization, advocacy and awareness, both specific to the Project and in general. The Bidder should include a description of how ITB considerations will be factored into the company's broader decision-making processes, along with how these decisions will be documented and tracked;
- 5.5.2.4 A description of any previous ITB/IRB/offset obligations that have been undertaken by the Bidder over the past ten (10) years, in Canada and elsewhere, along with a brief overview of the achievement status of each project; and
- 5.5.2.5 A list of the Bidder's proposed Eligible Donors and contact details for each, along with details and documentation justifying how each company meets the Eligible Donor criteria outlined in the ITB Terms and Conditions.
 - All proposed Eligible Donors are subject to review and approval by the ITB Authority during evaluation. Only those proposed Eligible Donors that are found to meet the criteria will be included on the list of Eligible Donors in the ensuing Contract. Any proposed Transaction with a company not meeting the Eligible Donor criteria will be rejected.

5.6 Regional Development Plan

- 5.6.1 The purpose of the Regional Development Plan is to demonstrate the Bidder's commitment to providing opportunities and assistance for businesses in the Designated Regions of Canada. The anticipated length of the Plan is approximately 5-7 pages.
- 5.6.2 The Regional Development Plan should include the following information:
 - 5.6.2.1 Identification and description of the Bidder's proposed Transactions in the Designated Regions of Canada, the total of which will become Obligations to be achieved under Article 3 of the ITB Terms and Conditions. The Plan may also identify any higher regional commitment target to which the Bidder is prepared to commit contractually;

- 5.6.2.2 A description of the Bidder's business rationale for its regional approach;
- 5.6.2.3 A description of the activities and approaches undertaken to date by the Bidder and its proposed Eligible Donors that have resulted in the distribution of proposed Transactions to the Designated Regions of Canada;
- 5.6.2.4 A description of the activities and approaches that will be undertaken after Contract award until the end of the Achievement Period to improve the opportunities available to the Designated Regions of Canada; and
- 5.6.2.5 A description of how regional considerations are factored into the Bidder's ITB decision-making processes.

5.7 Small and Medium Business (SMB) Development Plan

- 5.7.1 The purpose of the SMB Development Plan is to demonstrate the Bidder's commitment to providing opportunities, assistance and encouragement to SMB in Canada. The anticipated length of the Plan is approximately 5-7 pages.
- 5.7.2 The SMB Development Plan should include the following information:
 - 5.7.2.1 Identification and description of the Bidder's proposed Transactions involving SMB in Canada, the total of which, or fifteen percent (15%) of the Contract Price, whichever is higher will become Obligations to be achieved under Article 3 of the ITB Terms and Conditions;
 - 5.7.2.2 A description of the activities and approaches undertaken to date by the Bidder and its proposed Eligible Donors that have resulted in the proposed distribution of SMB Transactions;
 - 5.7.2.3 A description of the activities and approaches that will be undertaken after Contract award until the end of the Achievement Period to improve the opportunities available to SMB;
 - 5.7.2.4 A description of how SMB considerations are factored into the Bidder's ITB decision-making processes; and

- 5.7.2.5 A description of any initiatives and/or assistance (at a broad corporate level or specific to the Project) that would be provided to SMB to help stimulate and promote them, both as potential suppliers to the Project and for their capability to pursue and undertake new business activities. Examples could include financing or special payment provisions.

5.8 Export Target Market Overview

- 5.8.1 The Proposal must include an Overview, as part of the Bidder's international export strategy, which demonstrates that the Bidder and its suppliers can leverage the Project into future export success.
- 5.8.2 The Overview should, in as much detail as possible, provide information identifying the international markets that the Bidder and its suppliers intend to target and provide sufficient information to Canada to determine whether a realistic assessment of export potential has been provided and that the Bidder can reasonably achieve this potential. The anticipated length of the Overview is under ten (10) pages.
- 5.8.3 The Bidder's Overview must contain detailed responses to four (4) or more of the following criteria:
- Identify the specific markets that are targeted, including an assessment of the size of the market potential;
 - Describe any barriers affecting market entry from Canada and the related mitigation strategies;
 - Identify whether buyers have been identified and whether the Bidder's solution is a procurement priority of potential buyers in targeted markets (e.g. has a Request for Proposal been issued?);
 - Describe the direct or indirect market entry approach (e.g. government to government contract, direct commercial contract, agent, local partner, setting up local operations); and,
 - Describe the Bidder's competitive advantage (e.g. has the offering already been sold commercially?).

5.9 Company Gender and Diversity Plan

5.9.1 The purpose of the gender and diversity Plan is to demonstrate the Bidder's approach to increasing diversity by improving the proportion of designated groups as defined in the Employment Equity Act in a firm's senior management structure, working level, and supply chains. The anticipated length of the Plan is 1- 3 pages.

5.9.2 The gender and diversity Plan may include, but is not limited to, the following items:

5.9.2.1 Any public statements that the Bidder has released promoting diversity, inclusion, and equality within its organizations;

5.9.2.2 Any of Bidder's existing corporate no-tolerance policies related to discrimination against designated groups as defined in the Employment Equity Act;

5.9.2.3 Any of the Bidder's existing or planned training to educate its workforce on diversity and inclusion;

5.9.2.4 Any of the Bidder's other planned corporate activities to increase or promote diversity and inclusion in its workforce;

5.9.2.5 Any available statistics on the proportion of designated groups employed in the Bidder's firm at the senior management and working level; and

5.9.2.6 The Bidder's approach for factoring gender and diversity into its supplier selection methods, with consideration for businesses that are predominantly led by designated groups as defined in the Employment Equity Act.

5.9.2.7 Bidder's gender and diversity Plan will be reviewed only to confirm that it is present in the Proposal.

5.10 Detailed transaction sheets

5.10.1 The Proposal will provide a separate and detailed transaction sheet for each Transaction that the Bidder proposes and for which it is prepared to commit contractually. A template of the transaction sheet is attached as

Appendix B to the ITB Terms and Conditions. The Bidder is encouraged to use this template, to promote administrative consistency and ease.

- 5.10.2 In addition to the individual transaction sheets, the Bidder will include a summary chart of all of its proposed Transactions. The summary chart should clearly identify each Transaction and provide a breakdown, with appropriate sub-totals and percentages, by: direct, indirect, region, SMB and rated criteria. The summary chart should provide a very brief description of how each proposed Transaction aligns with the rated criteria, to compliment the more detailed justifications located in the transaction sheet. The Bidder may use a format of its choice for the summary chart.
- 5.10.3 The Bidder should include a forecast plan for the Transactions due 1 and 3 years following the Effective Date of the Contract, respectively. The forecast plan should include such information as, but not limited to: a list of any Canadian Companies being considered; and/or, the specific capabilities being sought from Canadian suppliers.
- 5.10.4 The Bidder is strongly encouraged to fully complete every section of the transaction sheet, as outlined below, so that the proposed Transaction can be properly evaluated. The Bidder should also provide details and documentation within its Proposal, as indicated, in support of Transaction eligibility. Failure to adequately describe and/or document the proposed Transaction may result in it being rejected as not meeting the Transaction eligibility criteria.
- 5.10.5 Identifying a Transaction for the purposes of Section 4.1.3 means presenting a signed transaction sheet to the ITB Authority, which names both a specific Eligible Donor and a specific Recipient, describes the business activity in detail, provides valuation information, and complies with the Bidder Instructions and the ITB Terms and Conditions with respect to eligibility criteria, valuation, transaction types and banking.
- 5.10.6 In the event that the Bidder identifies Transactions in its Proposal valued at more than any minimum requirement stated in the Bidder Instructions:
- 5.10.6.1 no additional points will be scored in the rated evaluation, above those outlined in the Evaluation Plan; and

5.10.6.2 the Obligation values in Article 3 of the Terms and Conditions will be increased to match the total value of those Transactions.

5.10.7 Instructions for transaction sheets:

5.10.7.1 Overview

- Title and number (*provide a brief title identifying the activity and a unique number in simple, sequential order, for reference purposes*)
- Date of submission (*date of Proposal*)
- Tranche (*the Proposal is tranche 1*)

5.10.7.2 Contractor information (*information regarding the proposed Contractor on the Project*)

5.10.7.3 Donor information (*information regarding the proposed Donor on the Project*)

5.10.7.4 Recipient information (*Notes: i) the company description should include locations, business history and core capabilities; ii) see Article 8.1.5 of the Terms and Conditions for other Recipient requirements.*)

5.10.7.5 Valuation and time phasing (*specify the overall CCV values as applicable, plus the detailed commitment schedule broken out by 12 month periods, which mirror the Reporting Periods*)

- For the purposes of the evaluation process, the multiplied or enhanced value of a proposed Transaction involving a credit multiplier, future sales achievement or CCV enhancement, as described in Article 7 of the Terms and Conditions, will not be considered. Only the face value of the initial investment, or the estimated CCV, in the proposed Transaction will be considered. Any multiplied credit values, future sales achievements or enhanced CCV will be counted after the Effective Date of the Contract.

5.10.7.6 Transaction details

- Type of Transaction (*direct or indirect, pooled, banked*)
- Description of Transaction (*provide a detailed description of the proposed activity, including: nature of work; location of work in Canada, estimated quantities and timelines; any end-use market, platform or program; and, other relevant information*)
- VP activity (*yes or no*)
 - Defence related (*yes, no or dual-use*)
 - R&D (*yes or no*)
 - Supplier development (*yes or no*)
 - Export (*yes or no*)
- Justification for VP classifications above (*clearly demonstrate and document alignment with VP requirements*)
- Activity type (*i.e. purchase, investment*)
- North American Industry Classification Code System (NAICS) categorizing type of business activity (*enter a primary, secondary, and tertiary NAICS code*)
- Business activity type (*pick one business activity type that applies best*)
- Investment framework (*if applicable*)
 - Allowable investment type (*i.e. cash grant, cash purchase of shares, licence for brand or trademark, licence for IP, loan of employee, transfer of equipment, transfer of software, or transfer of systems*)
 - Type of R&D or commercialization activity (*i.e. test analysis, applied research, business planning, feasibility studies*)
 - Business Plan (*template in Appendix D of Terms and Conditions*)
 - Valuation documentation included (*agreement or in-kind valuation report, as appropriate*)

5.10.7.7 Consortium member information (*if applicable*);

5.10.7.8 Transaction eligibility criteria *(be as specific and detailed as possible in addressing how a proposed Transaction meets each eligibility criteria, which are outlined in the ITB Terms and Conditions. Guidance is provided in the ITB website Info Bulletin “Preparing a transaction sheet”. Include all details, documentation and certificates in the Proposal)*

5.10.7.9 Other

- Canadian government assistance *(describe the date and details of any assistance provided -- either to the specific activity, the Eligible Donor, or the Recipient -- from any level of government in Canada)*
- CCV overview *(indicate which CCV calculation method was used)*
- Level of technology *(for Indirect Transactions, indicate whether the level of technology is the same or higher than the Project)*

5.10.7.10 Signature (an authorized official at the Bidder’s or proposed Eligible Donor’s company)

5.11 Mandatory requirements certificate

5.11.1 The Bidder must submit with its Proposal the mandatory requirements certificate (Appendix A), completed with their company name and Bid Price, and signed and dated by a company official duly authorized to bind the company.

6 RATED CRITERIA

6.1 Value Proposition: The Bidder should provide information and details on its VP commitments, proposed Transactions, and international export strategy, which will be rated as described in Section 4 of the Evaluation Plan. The Bidder should complete and submit the rated criteria certificate (Appendix B), signed and dated by a company official duly authorized to bind the company.

6.1.1 Direct Instructions – The Proposal should include the Bidder’s commitment to achieve Direct Transactions involving Direct Activities over and above the mandatory requirement Direct criterion in Section 4.1.2. The commitment should be expressed as a percentage of the Contract Price, including options, measured in CCV. This commitment

will become an Obligation to be completed within the Achievement Period.

The Proposal should include the Bidder's proposed Direct Transactions. Direct Transactions identified in the Proposal will become Obligations to be completed within the Achievement Period.

- 6.1.2 Research and Development in In-Service Support – The Proposal should include the Bidder's commitment to achieve Transactions involving Research and Development Activities. The Commitment should be expressed as a percentage of the Contract Price, including options and measured in CCV. This commitment will become an Obligation to be completed within the Achievement Period.

The Proposal should include the Bidder's proposed Transactions involving Research and Development Activities. The Bidder should describe in its Proposal how the proposed Transactions align with Research and Development and should provide supporting details and documentation. Transactions that align with Research and Development that are identified in the Proposal will become Obligations to be completed within the Achievement Period.

- 6.1.3 Supplier Development in In-Service Support - The Proposal should include the Bidder's Commitment to achieve Transactions involving Supplier Development. The Commitment should be expressed as a percentage of the Contract Price, including options and measured in CCV. This Commitment will become an Obligation to be completed within the Achievement Period.

The Proposal should include the Bidder's proposed Transactions involving Supplier Development. The Bidder should describe in its Proposal how the proposed Transactions align with Supplier Development and should provide supporting details and documentation. Failure to demonstrate this alignment may result in zero points at evaluation. Transactions that align with Supplier Development that are identified in the Proposal will become Obligations to be completed within the Achievement Period.

- 6.1.4 International Export Strategy Instructions – The Proposal should include an international export strategy, demonstrating that the Bidder and its suppliers can leverage the Project into future export success.

The international export strategy should, in as much detail as possible, provide information on the Bidder's plan to maximize export activities for Canadian industry related to the Project. The strategy should provide information that responds to each of the points below, related to capacity to export and export activities.

6.2 Capacity to Export: The international export strategy should demonstrate that the Bidder and/or its proposed Eligible Donors have the capacity to successfully carry out their export plans and provide sufficient information to enable Canada to determine, at the time of bid evaluation, whether the conditions for success will be in place at the time of Contract award and will remain in place. All the components detailed below are required in order to successfully manage an export program; therefore VP points will only be awarded for the capacity to export section if the Bidder can demonstrate at the time of bid evaluation that all of the capacity of export components will be fulfilled at the time of Contract award. More specifically, the Bidder and/or its suppliers should demonstrate that:

- they have the decision-making authority to pursue exports from Canada, by providing:
 - evidence that the necessary company signing authorities are in place to pursue international sales;
 - details describing the extent of the decision-making authority with regard to pursuing export contracts.
- they have access to the Intellectual Property rights needed to export from Canada to the target market(s), by providing evidence of access such as:
 - proof of access to the Intellectual Property (i.e a copy of a transfer or licensing agreement for the Intellectual Property);
 - proof of ownership of the Intellectual Property (i.e registration number of the Intellectual Property);
 - other evidence proving access and/or ownership
 - description why no Intellectual Property right is required for the implementation of target market exports.
- their Canadian-based operations have and will maintain a World Product Mandate to export the product/service outside of Canada, by providing evidence such as:

- contract or certification or other documentation to illustrate that they have a World Product Mandate for a product or service with exclusive authority to export outside of Canada.
- Details and evidence of the exclusive authority to export the product/service globally, which does not require a World Product Mandate.
- they have a management team in place to pursue international sales from Canada, by providing:
 - details describing the team and its organizational structure.
- they have set aside and are using human and financial resources to pursue international market opportunities from Canada, by providing:
 - a description of the resources and an overview of their use.

6.3 Export Commitment/Identified Transactions

- Commitment – The Bidder may identify a Commitment measured in CCV (as a percentage of the Contract Price) to achieve Transactions involving export activity within the Achievement Period.
- Identified Transactions – The Bidder may identify Transactions involving export activity within the Achievement Period.

6.3.1 The Contract will require the Contractor to report on its international export strategy and activities on an annual basis for the duration of the Project, as referenced in Article 4.1.1.4 of the ITB Terms and Conditions. Reporting on the export activities, including the status of the export Transactions and confirmation that the capacity to export conditions remain in place, will be an Obligation.

7 BANKING AND POOLING

7.1 Banking and pooling are described in the ITB Terms and Conditions. The Bidder may use bank Transactions, or a pooled portion thereof, as part of its Proposal.

- 7.1.1 The Bidder submitting a bank Transaction in its Proposal should include:
 - i) a copy of the approved banked transaction sheet; and, ii) the most recent annual bank statement, authorized by the ITB Authority and dated before the release date of the Request for Proposal (RFP) to which the Proposal responds.
- 7.1.2 The Bidder submitting a pooled portion of a bank Transaction should include the most recent bank statement for that portion, authorized by the ITB Authority and dated before the release date of the RFP to which the Proposal responds.
- 7.1.3 In all cases, the value on the bank statement will be the one used during the evaluation process.
- 7.1.4 A pooled Transaction, or portion thereof, may only be included in the Proposal if it originates from the bank.
- 7.2 If a bank Transaction is used as part of a Proposal, the evaluation committee will consider the Transaction as accepted for meeting the Transaction eligibility criteria, with the exception of Eligible Donor.
 - 7.2.1 A bank Transaction will be evaluated to confirm that it meets the Eligible Donor criteria for the Project, outlined in Article 8 of the Terms and Conditions.
- 7.3 Acceptance of a Transaction in the bank does not guarantee Value Proposition points. All bank Transactions will be evaluated to determine Value Proposition scoring, as outlined in the Evaluation Plan.
- 7.4 The Bidder may submit bank Transactions of any CCV value in its Proposal. The entire CCV value of bank Transactions submitted in the Proposal will become an Obligation to be achieved under Article 3 of the Contract. However, any CCV value of bank Transactions that exceeds 50 percent of the total for all Transactions identified in the Proposal will not be counted in the evaluation.
- 7.5 The Bidder is encouraged to submit any proposed bank Transactions to the ITB bank well in advance of RFP release. Any bank Transaction, or portion thereof, included in the Proposal where the date of the authorized bank statement falls after the RFP release date for the Project will not be considered in the mandatory or rated evaluation. Further, that bank Transaction will not become a commitment to be achieved under the Contract.

Appendix A - Mandatory requirements certificate

The Bidder, _____, declares and certifies that through this Proposal for the Project, the Bidder satisfies the following requirements:

Mandatory Requirement	Specific Terms and Conditions Commitment
1. Commits to achieving Transactions valued at not less than ____ percent of the Contract Price (<i>100 percent or the percentage represented by the total of all identified Transactions, whichever is higher</i>), (including options) measured in Canadian content value (CCV), to be achieved within the Achievement Period.	Article 3.1.1
2. Commit to achieving not less than sixty percent (60%) of the Contract Price (including options) in Direct Transactions, measured in CCV.	Article 3.1.3.2
3. Commit to achieving not less than 15 percent of the Contract Price (including options) in Small and Medium Business Transactions, measured in CCV.	Article 3.1.5
4. Commit to achieving not less than 5 percent of the Contract Price (including options) in Supplier Development Transactions in In-Service Support, measured in CCV.	Article 3.1.3.3
5. Commit to achieving not less than fifty thousand dollars (\$50,000) in Skills Development and Training in In-Service Support, measured in CCV.	Article 3.1.3.4
6. (a). Identifies its Bid Price (not including taxes and rounded to the nearest dollar) \$	
6 (b). Identifies Transactions equal in total to not less than 30 percent of its Bid Price , measured in CCV.	Article 3.1.1, 3.1.2, 3.1.3, 3.1.4 and 3.1.5
6 (c). Commits to identifying, one (1) year after the Effective Date of the Contract, additional Transactions that bring the cumulative total of identified Transactions to at least 60 percent of the Contract Price (including options), measured in CCV;	Article 3.2.1
6 (d). Commits to identifying, three (3) years after the Effective Date of the Contract, additional Transactions that bring the cumulative total of identified Transactions to 100 percent of the Contract Price (including options), measured in CCV.	Article 3.2.2
7. Accepts all of the ITB Terms and Conditions.	All articles and appendices

8. Has submitted all the following required components of a Proposal: <ul style="list-style-type: none"> • Company business plan; • ITB management plan; • Regional development plan; • Small and medium business development plan; • Export target market overview • Detailed Transaction sheets, accompanied by a summary chart of all them 	Appendix A
<ul style="list-style-type: none"> • This mandatory requirements certificate, duly completed, signed and dated. 	

IN WITNESS THEREOF THIS MANDATORY REQUIREMENTS CERTIFICATE HAS BEEN SIGNED THIS _____ DAY OF _____ BY A SENIOR COMPANY OFFICIAL WHO IS DULY AUTHORIZED TO BIND THE COMPANY.

SIGNATURE

NAME AND TITLE OF SENIOR COMPANY OFFICIAL

Appendix B - Rated criteria certificate

The Bidder, _____, declares and certifies that, through this Proposal for the J85-CAN-40 Propulsion Group Sustainment Project, the Bidder makes the following Commitments, in response to the rated criteria outlined in section 6:

Rated Criteria <i>(adjust as required)</i>	Bidder Commitment Above Minimum Requirement	Maximum Points Available for Commitment Above Minimum Requirement	Terms and Conditions Commitment
Direct		20	
Commitment	%		Article 3.1.3.1
Identified Transactions	%		Article 3.1.3.1
	<i>Article 3.1.3.1 will include the percentage value of either the commitment or the identified Transactions, whichever is higher</i>		
Small and Medium Business		15	
Commitment	%		Article 3.1.4
Identified Transactions	%		
	<i>Article 3.1.4 will include the percentage value of either the commitment or the identified Transactions, whichever is higher</i>		
Research and Development (in In-Service Support)		10	
Commitment	%		Article 3.1.3.2
Identified Transactions	%		Article 3.1.3.2
	<i>Article 3.1.3.2 will include the percentage value of either the commitment or the identified Transactions, whichever is higher</i>		
Supplier Development (in In-Service Support)		15	
Commitment	%		Article 3.1.3.3
Identified Transactions	%		Article 3.1.3.3
	<i>Article 3.1.3.3 will include the percentage value of either the commitment or the identified Transactions, whichever is higher</i>		
Skills Development and Training (in In-Service Support)		30	
Commitment	%		Article 3.1.3.4
Identified Transactions	%		Article 3.1.3.4

	<i>Article 3.1.3.4 will include the percentage value of either the commitment or the identified Transactions, whichever is higher</i>		
International Export Strategy		<i>10</i>	
Capacity to Export	-Maintain capacity to export conditions -Annual reporting		Article 3.1.3.6 Article 4.1.1.4
Export Transaction Commitment	%		Article 3.1.3.6
Export Identified Transactions	%		Article 3.1.3.6
	<i>Article 3.1.3.6 will include the percentage value of either the commitment or the identified Transactions, whichever is higher</i>		

IN WITNESS THEREOF THIS RATED CRITERIA CERTIFICATE HAS BEEN SIGNED
THIS _____ DAY OF _____ BY A SENIOR COMPANY
OFFICIAL WHO IS DULY AUTHORIZED TO BIND THE COMPANY.

SIGNATURE

NAME AND TITLE OF SENIOR COMPANY OFFICIAL

J85-CAN-40
PROPULSION GROUP SUSTAINMENT (PGS)

Industrial and Technological Benefits (ITB)

Value Proposition Evaluation Plan

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1	INTRODUCTION
2	MANDATORY REQUIREMENTS
3	MINIMUM ASSESSMENT VALUES
4	RATED EVALUATION
5	PROCESS

1. INTRODUCTION

- 1.1. The purpose of the Value Proposition (VP) Evaluation Plan (Evaluation Plan) is to describe the methodology that will be used to evaluate the VP Proposal (Proposal) submitted by the Bidder.
- 1.2. The Proposal will be evaluated as either responsive or not responsive. The Proposal will be deemed responsive if it: i) meets all of the mandatory requirements outlined in Section 2; and, ii) meets the minimum assessment values outlined in Section 3.
- 1.3. All responsive bids will then be evaluated based on rated criteria, as outlined in Section 4.
- 1.4. The results of the evaluation will be conveyed to the Contracting Authority. The results will then be integrated into the overall bid evaluation results, as outlined in section *TBD* of the J85-CAN-40 Propulsion Group Sustainment (PGS) project's (the Project) evaluation plan.
- 1.5. The Bidder is strongly encouraged to closely review the entire Bidder Instructions document.
- 1.6. Defined terms not otherwise defined in this document have the meaning given to them in the ITB Terms and Conditions and the Request for Proposal, including appendices, to which this Evaluation Plan is attached.

2. MANDATORY REQUIREMENTS

- 2.1. The chart below details each mandatory requirement and how the ITB Authority will assess whether it has been met. The Proposal will be assessed as responsive or not responsive. To be considered responsive, all mandatory requirements must be met.

Mandatory Requirement	Method to Confirm
1. Bidder commits to achieving Transactions, measured in Canadian content value (CCV), valued at not less than 100 percent of the Contract Price <i>[100 percent or the total CCV of identified Transactions, whichever is higher]</i> , to be achieved within the Achievement Period.	Mandatory requirements certificate is duly signed and submitted.

2. The Bidder commits to achieving not less than sixty percent (60%) of the Contract price in Direct Transactions, measured in CCV.	Mandatory requirements certificate is duly signed and submitted
3. Bidder commits to achieving not less than 15 percent of the Contract Price in Small and Medium Business Transactions, measured in CCV.	Mandatory requirements certificate is duly signed and submitted.
4. Bidder commits to achieving not less than 5 percent of the Contract Price in Supplier Development Transactions, measured in CCV.	Mandatory requirements certificate is duly signed and submitted.
5. Bidder commits to achieving not less than \$50,000 in Skills Development and Training Transactions, within In-Service Support, measured in CCV.	Mandatory requirements certificate is duly signed and submitted.
6.	Mandatory requirements certificate is duly signed and submitted, with Contract Price provided.
a) Bidder has specified its Contract Price not including taxes and rounded to the nearest dollar.	
b) Bidder has identified Transactions which are detailed, fully described and equal in total to not less than 30 percent of the Contract Price measured in CCV.	CCV value of each Transaction in the Proposal is totalled, then compared against the Contract Price. Mandatory requirements certificate is duly signed and submitted.
c) Bidder commits to identifying one (1) year after Contract award, Transactions that are detailed, fully described and bring the cumulative total of identified Transactions to not less than 60 percent of the Contract Price, measured in CCV.	Mandatory requirements certificate is duly signed and submitted.
d) Bidder commits to identifying three (3) years after Contract award, Transactions that are detailed, fully described and bring the cumulative total of identified Transactions to 100 percent of the Contract Price, measured in CCV	Mandatory requirements certificate is duly signed and submitted.
7. Bidder accepts all of the ITB Terms & Conditions.	Mandatory requirements certificate is duly signed and submitted.

8. Bidder submits all the required components in its Proposal: <ul style="list-style-type: none">• Company Business Plan• ITB Management Plan• Regional Development Plan• Small and Medium Business Development Plan• Compliant export target market overview• Detailed transaction sheets, accompanied by a summary chart of all Transactions• Signed Mandatory requirements certificate• Rated criteria certificate, as set out in Appendix B, signed by a duly authorized company official	Presence of each required component in the Proposal and the Mandatory requirements certificate is duly signed and submitted.
--	--

Table 2-1: Mandatory Requirements Evaluation Chart

3. MINIMUM ASSESSMENT VALUES

3.1. The Plans will be evaluated to determine if they meet the minimum assessment values below.

3.1.1. The Bidder's four Plans will be evaluated to confirm that they are present in the Proposal. The Plans are then assessed for quality and for risk, using the assessments in Tables 3-1 and 3-2.

3.1.2. Quality will be assessed as to whether the Plans respond to the requested components outlined in Section 5 of the Bidder Instructions, the level of detail in the component, and how well the content of the Plan meets the ITB Objectives outlined in Section 3 of the Bidder Instructions.

3.1.3. Quality will be assessed on a scale of one (1) to four (4), using the values below in Table 3-1.

VALUE	PLAN – QUALITY ASSESSMENTS
4	SUPERIOR Plan contains detailed responses to four or more of the requested items in Section 5.4 to 5.7, both inclusive, as applicable, of the Bidder Instructions. The Plan demonstrates that many of Canada’s ITB Objectives will be met.
3	GOOD Plan contains detailed responses to three of the requested items in Section 5.4 to 5.7, both inclusive, as applicable, of the Bidder Instructions. The Plan demonstrates that several of Canada’s ITB Objectives will be met.
2	POOR Plan contains detailed responses to two of the requested items in Section 5.4 to 5.7, both inclusive, as applicable, of the Bidder Instructions. The Plan demonstrates that some of Canada’s ITB Objectives will be met.
1	VERY WEAK Plan contains detailed response to one or less of the requested items in the Section 5.4 to 5.7, both inclusive, as applicable, of the Bidder Instructions. The Plan does not demonstrate that Canada’s ITB Objectives will be met.

Table 3- 1, Plan Quality Assessments

3.1.4. Risk will be assessed as to whether the Plans respond to the risk areas outlined in Section 5 of the Bidder Instructions and the level of detail provided.

3.1.5. Risk will be assessed on a scale of one (1) to four (4), using the values below in Table 3-2.

VALUE	PLAN - RISK ASSESSMENTS
4	SUPERIOR Plan contains a detailed response to four or more of the risk areas in Section 5.3 of the Bidder Instructions, such that the probability of failure to achieve is extremely low.
3	GOOD Plan contains a detailed response to three of the risk areas in Section 5.3 of the Bidder Instructions, such that the probability of failure to achieve is low.

VALUE	PLAN - RISK ASSESSMENTS
2	POOR Plan contains a detailed response to two of the risk areas in Section 5.3 of the Bidder Instructions, such that the probability of failure to achieve is moderate.
1	VERY WEAK Plan contains a detailed response to one or less of the risk areas in Section 5.3 of the Bidder Instructions, such that the probability of failure to achieve is significant.

Table 3- 2, Plan Risk Assessments

3.1.6. The Quality and Risk assessments agreed to by evaluators will be multiplied together and the sums added together to determine the final Plans assessment value for the Proposal.

3.1.7. The Bidder must achieve or exceed a final Plans assessment value of thirty-two (32) (out of a possible sixty-four (64)).

EXAMPLE:

Plan	Quality (A)	Risk (B)	Assessment Value (C) <i>(C) = (A) x (B)</i>
Company Business Plan	4	3	12
ITB Management Plan	2	3	6
Regional Development Plan	4	4	16
SMB Development Plan	4	2	8
Final plans assessment value			42

Table 3.3 - Example

3.2. Evaluation of export target market overview (Overview)

3.2.1. The Bidder's Overview will be evaluated to confirm that it is present in the Proposal. It will then be assessed as compliant or non-compliant. A compliant overview must contain detailed responses to four (4) or more of the criteria listed in section 5.8.3 of the Bidder Instructions.

3.3. Evaluation of proposed Transactions

- 3.3.1. The Bidder's proposed Transactions will be evaluated to determine whether they comply with the Bidder Instructions and with the ITB Terms and Conditions, with respect to eligibility criteria, valuation, banking and transaction types.
- 3.3.2. If a proposed Transaction does not meet the criteria outlined in 3.3.1, it will be rejected and will receive no further consideration during the mandatory or rated evaluation, or in the Contract.
- 3.3.3. If a proposed Transaction meets the criteria outlined in 3.3.1, it will then be evaluated using the rated evaluation criteria outlined in Section 4.

4. RATED EVALUATION

- 4.1. The Bidder's proposed Commitments and Transactions will be evaluated against the rated criteria as described below.

- 4.1.1. Direct (20 points):

- For a Commitment to achieve Transactions involving Direct work activities, as defined in the ITB Terms and Conditions Article 1.1.13 over and above the mandatory Direct criterion as defined in the ITB Terms and Conditions Article 3.1.2, and measured in CCV and identified as a percentage, rounded to the nearest whole number, of the resulting Contract Price, the Commitment will be rated as follows:

- 1 point will be awarded per each 1 percent of Commitment, up to a maximum of **20** points.

- 4.1.2. Research and Development (in In-Service Support) (10 points):

- For a Commitment to achieve Transactions involving Research and Development as defined in the ITB Terms and Conditions Article 1.1.31 and measured in CCV and identified as a percentage, rounded to the nearest whole number, of the resulting Contract Price, the Commitment will be rated as follows:

- 1 point will be awarded per each 1 percent of commitment, up to a maximum of 10 points.

- 4.1.3. Supplier Development (in In-Service Support) (15 points):

For a Commitment to achieve Transactions involving Supplier Development as defined in the ITB Terms and Conditions Article 1.1.37 over and above the mandatory Supplier Development criterion as defined in the ITB Terms and Conditions Article 3.1.3.3 and measured in CCV and identified as a percentage, rounded to the nearest whole number, of the resulting Contract Price, the Commitment will be rated as follows:

1 point will be awarded per 1 percent of commitment, up to a maximum of 15 points.

4.1.4. Skills Development and Training (30 points):

For a Commitment to achieve Transactions involving Skills Development and Training work, as defined in the ITB Terms and Conditions Article 1.1.3.5 over and above the mandatory Skills Development and Training criterion as defined in the ITB Terms and Conditions article 7.4, and measured in CCV and identified as a dollar value rounded to the nearest whole number, the Commitment will be rated as follows:

1 point will be awarded per \$50,000 committed to, up to a maximum of 30 points.

4.1.5. Small and Medium Business (15 points):

For a Commitment to achieve Transactions involving Small and Medium Business work activities, as defined in the ITB Terms and Conditions Article 1.1.36 over and above the mandatory Small and Medium Business criterion as defined in the ITB Terms and Conditions Article 7.2, and measured in CCV and identified as a percentage, rounded to the nearest whole number, of the resulting Contract Price, the Commitment will be rated as follows:

1 point will be awarded per each 1 percent of Commitment, up to a maximum of 15 points.

4.1.6. International Export Strategy (10 points):

The capacity to export (as defined in the Terms and Conditions Article 1.1.15), as part of the International Export Strategy and outlined in Section 6.1.(d) of the Bidder Instructions will be scored on a pass/fail as follows:

-
- To achieve a pass score, the bidder must successfully demonstrate that they meet all five of the capacity to export criteria in Section 6.2 of the Bidder Instructions.
 - Failure to successfully demonstrate this will result in a fail score for this section and the export commitment and any Value Proposition points related to export activity will not be rated.

If you receive a pass score, this criterion will be scored as follows:

For a Commitment to achieve Export Transactions in Aircraft ISS as defined in the ITB Terms and Conditions Article 1.1.15, and measured in CCV and identified as a percentage, rounded to the nearest whole number, of the resulting Contract Price, the Commitment will be rated as follows:

1 point will be awarded per 1 percent Commitment, up to a maximum of 10 points.

- 4.2. Any identified Transactions in Proposal will be assessed to determine whether they align with each of the rated evaluation criteria identified in sections 4.1.1 through 4.1.5. The Bidder should provide a level of detail sufficient to support the claim that the Transaction fits within a given criteria.
 - 4.2.1. Transactions where the Bidder does not demonstrate alignment with the rated evaluation criteria will , not be included as part of the Bidder's Commitments in the rated evaluation, but would be included as a Commitment to be achieved in the Contract.
 - 4.2.2. Transactions where the Bidder demonstrates alignment with the rated evaluation criteria will be included as part of the Bidder's Commitments in the rated evaluation and included as a Commitment to be achieved in the Contract.
 - 4.2.2.1. In the event that the Bidder identifies Transactions in its Proposal valued at more than 100 percent of the Contract Price, no additional points will be earned in the rated evaluation, above those outlined in the Evaluation Plan. Additionally in this event, the Obligation values in Article 3.1.1 of the Terms and Conditions would be increased to match the total value of those Transactions.

4.3. One identified Transaction may be aligned with multiple criteria and will be scored as such, up to the maximum total points. All Transactions and Commitments identified in the Proposal will be included as a Commitment and/or Obligation to be achieved in the ensuing Contract.

4.3.1. In the event that the total of the Bidder's Transactions identified in the Proposal aligning with any of the rated VP criteria, expressed as a percentage of Contract Price, is greater than the Bidder's Commitment in the same VP criteria as indicated on the Rated Criteria Certificate, the higher value will be considered as the Bidder's Commitment in the rated evaluation and be included as an Obligation to be achieved in Article 3 of the ensuing Contract.

4.4. Table 4.3 below summarizes the rated evaluation scoring:

Criteria	Available Points	Basis of Evaluation
Defence	<i>20</i>	
Commitment	<i>x</i>	Commitment on signed rated criteria certificate 0% = 0 pts 1-20% = 1 pts for each 1% ≥20% = 0 pts
Small and Medium Business	<i>15</i>	
Commitment	<i>x</i>	Commitment on signed rated criteria certificate % = 0 pts 1-15% = 1 pts for each 1% ≥15% = 0 pts
Research and Development in ISS	<i>10</i>	
Commitment	<i>x</i>	Commitment on signed rated criteria certificate 0% = 0 pts

		1-10% = 1 pts for each 1% ≥10% = 0 pts
Supplier Development in ISS	<i>15</i>	
Commitment	<i>x</i>	Commitment on signed rated criteria certificate 0% = 0 pts 1-20% = 1 pts for each 1% ≥20% = 0 pts
Skills Development and Training In ISS	<i>30</i>	
		Commitment on signed rated criteria \$0-\$49,999 = 0 pts \$50,000-\$1,500,000 = 1 pts for each \$50,000 ≥\$1,500,000 = 0 pts
Export Strategy	<i>10</i>	
Capacity to export		Content of international export strategy Commitments on signed rated criteria certificate 0% = 0 pts 1-10% = 1 pts for each 1% ≥10% = 0 pts
Total Points	<i>100</i>	

Table 4.3 – Transaction Scoring

4.5. Total VP Score: The Bidder's scores for commitments and identified Transactions will be totaled to reach a Total VP Score, which will then be weighted at fifteen percent (15) of the total available score for the Project's overall bid evaluation.

5. PROCESS

5.1. The evaluation is led by the ITB Authority, with participation from representatives of the regional development agencies, and, if required, other subject matter experts.

-
- 5.2. Evaluation assessments and scoring will be carried out by consensus, wherein the Bidder's Proposal will be read, discussed and each evaluator will agree to a score for each rated element. Consensus on broader issues will be sought, such that evaluators agree on the need for and nature of any clarifying questions or advice sought from outside experts. Where consensus on scoring, issues or other questions cannot be reached following discussion, the ISED Evaluation Lead will make the final decision.
- 5.3. The ITB Authority will hold overall responsibility for ensuring that the members of the evaluation team carry out their responsibilities. The ITB Authority will act as the liaison between the evaluation team and outside officials.

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Solicitation No. - N° de l'invitation
W8485-22SA02/A

Amd. No. - N° de la modif.

Buyer ID - Id de l'acheteur
237bb

Client Ref. No. - N° de réf. du client
W8485-22SA02

File No. - N° du dossier
237bb W8485-22SA02

CCC No./N° CCC - FMS No./N° VME

Annex F
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Annex H

Government Supplied Material and Government Furnished Equipment
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Non-Disclosure Agreement (*NOTE: Will be supplied in final RFP*)

Annex I

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

7.1 Requirement

- 7.1.1** The Department of National Defence (DND), Director General Aerospace Equipment Program Management (DGAEPM), has a requirement for airworthy, cost-effective, and performance-based, support for the General Electric J85 CAN-40 Propulsion Group (PG) systems of the Royal Canadian Air Force (RCAF) CT114 Tutor fleet. This is a long-term requirement to the End of Life of the aircraft fleet.

The scope of the requirements includes:

Section 1 – Introduction
Section 2 – Transition Requirements;
Section 3 – Program Management;
Section 4 – Engineering Support Services;
Section 5 – Maintenance Support Services;
Section 6 – Materiel Support Services;
Section 7 – Training Support Services;
Section 8 – Technical Data and Publications Management Support Services;
Section 9 – Information Management Support Services; and
Section 10 – Resource Requirements.

- 7.1.2** The above support requirements are described detail in Part 7, Annex A, Performance Work Statement, and related Appendices.
- 7.1.3** During the period of the Contract, the work to be performed by the Contractor will be in accordance with the documents contained in Part 7, Annexes A to I inclusive and their related Appendices.
- 7.1.4** As part of the requirement of this Contract, the Contractor must demonstrate that they are ready and capable of commencing the Work authorized under the Terms of the Contract, by fulfilling the transition requirements. If the Contractor fails to demonstrate successful transition and readiness to start the work, in compliance with Annex A, Performance Work Statement, then without prejudice to the rights of the Minister, the Crown may action Default by the Contractor.

7.2 Security Requirements

- 7.2.1** The Contractor/Offeror must, at all times during the performance of the Contract/Standing Offer, hold a valid Facility Security Clearance at the level of SECRET, issued by the Contract Security Program (CSP), Public Works and Government Services Canada (PWGSC).
- 7.2.2** This contract includes access to Controlled Goods. Prior to access, the contractor must be registered in the Controlled Goods Program of Public Works and Government Services Canada (PWGSC).
- 7.2.3** The Contractor/Offeror personnel requiring access to PROTECTED information, assets or sensitive site(s) must EACH hold a valid personnel security screening at the level of SECRET, granted or approved by the CSP, PWGSC.
- 7.2.4** The Contractor/Offeror MUST NOT remove any PROTECTED information or assets from the identified site(s), and the Contractor/Offeror must ensure that its personnel are made aware of and comply with this restriction.

7.2.5 Subcontracts which contain security requirements are NOT to be awarded without the prior written permission of the CSP, PWGSC.

7.2.6 The Contractor/Offeror must comply with the provisions of the:

- (a) Security Requirements Check List and security guide; and
- (b) Industrial Security Manual (Latest Edition).

7.3 Standard Clauses and Conditions

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

7.3.1 General Conditions

7.3.1.1 2035 (2020-05-28), General Conditions - Higher Complexity - Services, apply to and form part of the Contract.

Article 2035 08 (2008-05-12) Replacement of Specific Individuals, is amended as follows:

DELETE: In its entirety

Article 2035 12 (2013-03-21) Invoice Submission, Sub-article 1 is amended as follows:

DELETE: In its entirety

INSERT:

1. Invoices must be submitted in the Contractor's name. The Contractor must submit invoices in accordance with the Article titled Invoicing Instructions – Monthly Invoices; invoices must only apply to the Contract.

Article 2035 19 (2008-05-12) Ownership, is amended as follows:

DELETE: In its entirety

INSERT:

1. Unless provided otherwise in the Contract, the Work or any part of the Work belongs to Canada after delivery and acceptance by or on behalf of Canada.
2. Despite any transfer of ownership, the Contractor is responsible for any loss or damage to the Work or any part of the Work until it is delivered to Canada in accordance with the Contract. Even after delivery, the Contractor remains responsible for any loss or damage to any part of the Work caused by the Contractor or any subcontractor.
3. Upon transfer of ownership to the Work or any part of the Work to Canada, the Contractor must, if requested by Canada, establish to Canada's satisfaction that the title is free and clear of all claims, liens, attachments, charges or encumbrances. The Contractor must execute any conveyances and other instruments necessary to perfect the title that Canada may require.

Article 2035 30 (2020-05-28) Termination for convenience, is amended as follows:

DELETE: In its entirety

INSERT:

1. At any time before the completion of the Work, the Contracting Authority may, by giving notice in writing to the Contractor, terminate for convenience the Contract or part of the Contract. Once such a notice of termination for convenience is given, the Contractor must comply with the requirements of the termination notice. If the Contract is terminated in part only, the Contractor must proceed to complete any part of the Work that is not affected by the termination notice. The termination will take effect immediately or, as the case may be, at the time specified in the termination notice.
2. If a termination notice is given pursuant to subsection 1, the Contractor will be entitled to be paid, for costs that have been reasonably and properly incurred to perform the Contract to the extent that the Contractor has not already been paid or reimbursed by Canada. The Contractor will be paid:
 - a) on the basis of the Contract Price, for all completed work that is inspected and accepted in accordance with the Contract, whether completed before, or after the termination in accordance with the instructions contained in the termination notice;
 - b) the Cost to the Contractor plus a fair and reasonable profit for all work terminated by the termination notice before completion; and
 - c) all costs incidental to the termination of the Work incurred by the Contractor but not including the cost of severance payments or damages to employees whose services are no longer required, except wages that the Contractor is obligated by statute to pay.
3. Canada may reduce the payment in respect of any part of the Work, if upon inspection, it does not meet the requirements of the Contract.
4. The total of the amounts, to which the Contractor is entitled to be paid under this section, together with any amounts paid, due or becoming due to the Contractor must not exceed the Contract Price. The Contractor will have no claim for damages, compensation, loss of profit, allowance arising out of any termination notice given by Canada under this section except to the extent that this section expressly provides. The Contractor agrees to repay immediately to Canada the portion of any advance payment that is unliquidated at the date of the termination.

7.3.2 Supplemental General Conditions

- 7.3.2.1** 4006 (2010-08-16), Contractor to Own Intellectual Property Rights in Foreground Information, apply to and form part of the Contract.

Article 4006 02 (2008-05-12) Records and Disclosure of Foreground, Sub-article 1 is amended as follows:

DELETE: In its entirety

INSERT:

1. Information during and after the performance of the Contract, the Contractor must keep detailed records of the Foreground Information, including details of its creation, ownership and about any sale or transfer of any right in the Foreground Information. The Contractor must report and fully disclose to Canada all Foreground Information as required by the Contract. If the Contract does not specifically state when and how the Contractor must do so, the Contractor must provide this information when requested by the Contracting Authority or a representative of the department or agency for which the Contract is performed, whether before or after the completion of the Contract.

7.4 Term of Contract

7.4.1 Period of the Contract

7.4.1.1 The initial period of the Contract is from award date until 31 March 2026.

7.4.1.1.1 The first year of the Contract is defined as the period between contract award date and 31 March 2023, it is not 12 months in duration.

7.4.2 The Contractor grants to Canada the irrevocable option to extend the term of the Contract by up to four (4) additional 12 month period(s) under the same conditions. Canada reserves the right to exercise more than one (1) option period at a time. The Contractor agrees that, during the extended period of the Contract, it will be paid in accordance with the applicable provisions as set out in the Basis of Payment. The Government of Canada (GOC) representatives of the Executive Steering Committee (ESC) will be the exclusive authority to render the decision to award Contract Extension(s).

7.4.3 There is also the potential to have the Contract extended beyond End of Life (ELE) of 2030. The ELE is defined as the approved CT114 fleet ELE date, plus any additional period of time to incorporate future approved ELE extensions. Such extensions will be governed the same way (as described above) wrt performance and payment in accordance with the applicable provisions set out in the Basis of Payment.

7.4.4 The Contractor acknowledges that the nature of the services provided under the Contract requires continuity and that a transition period may be required at the end of the Contract. The Contractor agrees that Canada may, at its discretion, extend the Contract by a period of up to (twelve) 12 months under the same conditions to ensure the required transition. The Contractor agrees that, during the extended period of the Contract, it will be paid in accordance with the applicable provisions as set out in the Basis of Payment.

7.4.5 The Contracting Authority will advise the Contractor of the extension by sending a written notice to the Contractor at least 30 calendar days before the contract expiry date. The extension will be evidenced for administrative purposes only, through a contract amendment.

7.5 Task Authorizations

7.5.1 Canada's Obligation – Portion of the Work – Task Authorizations

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

7.5.2 Task Authorization – Department of National Defence

- 7.5.2.1** The administration of the Task Authorization process will be carried out by: National Defence – DAP 2-2-3. This process includes monitoring, controlling and reporting on expenditures of the contract with task authorizations to the Contracting Authority.

7.5.3 Task Authorization Process

7.5.3.1 Task Authorization:

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

7.5.3.2 Task Authorization Process:

- 7.5.3.2.1** The Technical" Authority will provide the Contractor with a description of the task using the DND 626, Task Authorization Form.
- 7.5.3.2.2** The Task Authorization (TA) will contain the details of the activities to be performed, a description of the deliverables, and a schedule indicating completion dates for the major activities or submission dates for the deliverables. The TA will also include the applicable basis(bases) and methods of payment as specified in the Contract.
- 7.5.3.2.3** The Contractor must provide the Technical Authority), within 10 calendar days of its receipt, the proposed total estimated cost for performing the task and a breakdown of that cost, established in accordance with the Basis of Payment specified in the Contract
- 7.5.3.2.4** The Contractor must not commence work until a TA authorized by the Technical Authority has been received by the Contractor. The Contractor acknowledges that any work performed before a TA has been received will be done at the Contractor's own risk.

7.5.4 Task Authorization Limit

- 7.5.4.1** The Procurement Authority may authorize individual task authorizations up to a limit of \$100,000.00, Applicable Taxes included, inclusive of any revisions.
- 7.5.4.2** Any task authorization to be issued in excess of that limit must be authorized by the the Contracting Authority before issuance.

7.6 Authorities

7.6.1 Contracting Authority

The Contracting Authority for the Contract is:

Name:	Ricardo Mastantuono
Title:	Supply Team Leader Public Services and Procurement Canada Acquisitions Branch
Directorate:	Aerospace Equipment Program
Address:	11 Laurier St.

Solicitation No. - N° de l'invitation
W8485-22SA02/A

Amd. No. - N° de la modif.

Buyer ID - Id de l'acheteur
237bb

Client Ref. No. - N° de réf. du client
W8485-22SA02

File No. - N° du dossier
237bb W8485-22SA02

CCC No./N° CCC - FMS No./N° VME

Telephone: GATINEAU, QC., K1A0S5
819-420-1744
E-mail address: ricardo.mastantuono@tpsgc-pwgsc.gc.ca

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

7.6.2 Technical Authority

The Technical Authority for the Contract is:

Name: _____
Title: _____

Directorate: _____
Address: _____
Telephone: _____
E-mail address: _____

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

7.6.3 Procurement Authority

The Procurement Authority for the Contract is:

Name: _____
Title: _____

Directorate: _____
Address: _____
Telephone: _____
E-mail address: _____

The Procurement Authority is the representative of the department or agency for whom the Work is being carried out under the Contract. The Procurement Authority is responsible for the implementation of tools and processes required for the administration of the Contract. The Contractor may discuss administrative matters identified in the Contract with the Procurement Authority however the Procurement 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.

Solicitation No. - N° de l'invitation
W8485-22SA02/A

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Buyer ID - Id de l'acheteur
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File No. - N° du dossier
237bb W8485-22SA02

CCC No./N° CCC - FMS No./N° VME

7.6.4 Contractor Representative

Name: _____
Title: _____
Address: _____
Telephone: _____
E-mail address: _____

7.6.5 Quality Assurance Authority (Department of National Defence) - Canadian-based Contractor

- 7.6.5.1** All work is subject to Government Quality Assurance performed at the Contractor's or subcontractor's facility, and at the installation site, by the Director of Quality Assurance, or its designated Quality Assurance Representative (QAR).

Director of Quality Assurance
National Defence Headquarters
MGen George R. Pearkes Building
101 Colonel By Drive
Ottawa, ON K1A 0K2
E-mail: ContractAdmin.DQA@forces.gc.ca

- 7.6.5.2** Within forty-eight (48) hours of contract award, the Contractor must contact the QAR. The name, location and phone number of the QAR can be obtained from the nearest National Defence Quality Assurance Region (NDQAR) listed below:

- Atlantic - Halifax 902-427-7224 or 902-427-7150
- Quebec - Montreal 514-732-4410 or 514-732-4477
- Quebec - Quebec City 418-694-5998, ext. 5996
- National Capital Region - Ottawa 819-939-8605 or 819-939-8608
- Ontario - Toronto 416-635-4404, ext. 6081 or 2754
- Ontario - London 519-964-5757
- Manitoba/Saskatchewan - Winnipeg 204-833-2500, ext. 6574
- Alberta - Calgary 403-410-2320, ext. 3830
- Alberta - Edmonton 780-973-4011, ext. 2276
- British Columbia - Vancouver 604-225-2520, ext. 2460
- British Columbia - Victoria 250-363-5662

- 7.6.5.3** The Contractor is responsible for performing, or having performed, all inspections and tests necessary to substantiate that the material or services provided conform to the requirements of the Contract.

- 7.6.5.4** The Contractor must provide, at no additional cost, all applicable test data, all technical data, test pieces and samples as may reasonably be required by the QAR to verify conformity to the requirements of the Contract. The Contractor must forward at its expense such technical data, test data, test pieces and samples to such location as the QAR may direct.

- 7.6.5.5** Quality control, inspection and test records that substantiate conformity to the specified requirements, including records of corrective actions, must be retained by the Contractor for three (3) years from the date of completion or termination of the Contract and must be made available to the QAR upon request.

And/Or

7.6.6 Quality Assurance Authority (Department of National Defence) - Foreign-based and United States Contractor

- 7.6.6.1** All work is subject to Government Quality Assurance performed at the Contractor's or subcontractor's facility, and at the installation site, by the Director of Quality Assurance, or its designated Quality Assurance Representative (QAR).

Director of Quality Assurance
National Defence Headquarters
Major-General George R. Pearkes Building
101 Colonel By Drive
Ottawa, ON K1A 0K2
E-mail: ContractAdmin.DQA@forces.gc.ca

- 7.6.6.2** If the Contractor has not been contacted by the QAR performing GQA in the contractor's facility or area within forty-five (45) working days of award of the Contract, the Contractor must notify the Contracting Authority
- 7.6.6.3** Where no official arrangements for mutual GQA have been concluded, the Department of National Defence will arrange for the GQA services to be conducted by a National Quality Assurance Authority acceptable to the Director of Quality Assurance. If the GQA services must be provided on a cost-recovery basis, the costs for the services must be accrued against the Contract and be discharged through separate invoicing.
- 7.6.6.4** The Contractor is responsible for performing, or having performed, all inspections and tests necessary to substantiate that the materiel or services provided conform to the requirements of the Contract.
- 7.6.6.5** The Contractor must provide, at no additional cost, all applicable test data, all technical data, test pieces and samples as may reasonably be required by the QAR to verify conformity to the requirements of the Contract. The Contractor must forward at its expense such technical data, test data, test pieces and samples to such location as the QAR may direct
- 7.6.6.6** Quality control, inspection and test records that substantiate conformity to the specified requirements, including records of corrective actions, must be retained by the Contractor for three (3) years from the date of completion or termination of the Contract and must be made available to the QAR upon request.

7.7 Payment

7.7.1 Basis of Payment

- 7.7.1.1** In consideration of the Contractor satisfactorily completing its obligations under the Contract, the Contractor will be paid in accordance with Annex B, Basis of Payment.

7.7.2 Travel and Living Expenses - National Joint Council Travel Directive

- 7.7.2.1** With the exception of Travel and Living costs identified in a DND 626 – Task Authorization form, all Travel and Living costs will be included as part of the Contractor's overhead.

7.7.2.2 Travel and Living costs identified in a DND 626 must be accompanied by the approval documentation and receipts for direct expenses. Travel and Living costs identified in a DND 626 must be accompanied by the approval documentation and receipts for direct expenses. The Contractor will be reimbursed its authorized travel and living expenses reasonably and properly incurred in the performance of a DND 626 Task Authorization, at cost, without any allowance for profit and/or administrative overhead, in accordance with the meal, private vehicle and incidental expenses provided in Appendices B, C and D of the National Joint Council Travel Directive and with the other provisions of the directive referring to "travellers", rather than those referring to "employees". Canada will not pay the Contractor any incidental expense allowance for authorized travel.

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

7.7.2.4 All payments are subject to government audit.

7.7.3 Limitation of Expenditure

7.7.3.1 Canada's total liability to the Contractor under the Contract must not exceed \$ ___ TBD ___. Customs duties are included and Applicable Taxes are extra.

7.7.3.2 No increase in the total liability of Canada or in the price of the Work resulting from any design changes, modifications or interpretations of the Work, will be authorized or paid to the Contractor unless these design changes, modifications or interpretations have been approved, in writing, by the Contracting Authority before their incorporation into the Work. The Contractor must not perform any work or provide any service that would result in Canada's total liability being exceeded before obtaining the written approval of the Contracting Authority. The Contractor must notify the Contracting Authority in writing as to the adequacy of this sum:

- a) when it is 75 percent committed,
- b) four (4) months before the contract expiry date, or
- c) as soon as the Contractor considers that the contract funds provided are inadequate for the completion of the Work, whichever comes first.

7.7.3.3 If the notification is for inadequate contract funds, the Contractor must provide to the Contracting Authority a written estimate for the additional funds required. Provision of such information by the Contractor does not increase Canada's liability.

7.7.4 Limitation of Expenditure - Cumulative Total of all Task Authorizations

7.7.4.1 Canada's total liability to the Contractor under the Contract for all authorized Task Authorizations (TAs), inclusive of any revisions, must not exceed the sum of \$ ___ TBD ___. Customs duties are included and Applicable Taxes are extra.

7.7.4.2 No increase in the total liability of Canada will be authorized or paid to the Contractor unless an increase has been approved, in writing, by the Contracting Authority.

7.7.4.3 The Contractor must notify the Contracting Authority in writing as to the adequacy of this sum:

- a. when it is 75 percent committed,

b. four (4) months before the contract expiry date, or

c. as soon as the Contractor considers that the sum is inadequate for the completion of the Work required in all authorized TAs, inclusive of any revisions, whichever comes first.

7.7.4.4 If the notification is for inadequate contract funds, the Contractor must provide to the Contracting Authority, a written estimate for the additional funds required. Provision of such information by the Contractor does not increase Canada's liability.

7.7.5 Funding by Fiscal Year

7.7.5.1 Despite the Total Estimated Cost (Limitation of Expenditure) specified in the Contract, and unless otherwise authorized in writing by the Contracting Authority, the maximum amount which may be paid for work completed in the periods specified is as follows:

Period of 1st April 20__ to 31 March 20__ : \$__ TBD__ (initial approved funding)

Period of 1st April 20__ to 31 March 20__ : \$__ TBD__ (initial approved funding)

Period of 1st April 20__ to 31 March 20__ : \$__ TBD__ (initial approved funding)

Period of 1st April 20__ to 31 March 20__ : \$__ TBD__ (initial approved funding)

Period of 1st April 20__ to 31 March 20__ : \$__ TBD__ (initial approved funding)

7.7.6 Supplementary Payment Authorizations

7.7.6.1 Basis of Payment - Task Authorizations

7.7.6.2 In consideration of the Contractor satisfactorily completing all of its obligations under the authorized DND 626 -Task Authorization, the Contractor will be paid a ceiling price, subject to downward adjustment OR the firm unit price(s) as negotiated between Canada and the Contractor and reflected in the authorized DND 626 - Task Authorization. The rates found in Annex B, Basis of Payment, apply to work performed under a DND 626 -Task Authorization. Customs duties are included and Applicable Taxes are extra.

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

7.7.7 Basis of Payment – Value Change Proposal

7.7.7.1 Value Change Proposals (VCP) are a financial incentive for the Contractor to analyze a work requirement with the aim of reducing costs while maintaining or improving performance. Value Change Proposals may address any aspect of the work including engineering processes, workflow, test procedures, supply support, program management, maintenance, or any area that can produce savings that are measurable and repeatable. The VCP administration, conditions and payment are defined in Annex B, Basis of Payment, Tables 1 and 2 (see Performance Payment Adjustment) and Annex D, Performance Management Specification, Para 1.8.2.2.3.

7.7.7.2 The benefits to the Contractor arising from an accepted VCP shall be determined on a case by case basis and will depend on the business case. The benefits are the sharing ratio for the Development and Implementation costs, the sharing of the Cost Savings, and the duration of the VCP validity. The Economic Price Adjustment Article will not apply to amounts owed the Contractor due to VCPs.

7.7.8 Monthly Payment

7.7.8.1 Canada will pay the Contractor on a monthly basis for work performed (i.e. goods delivered and/or services rendered) during the month covered by the invoice in accordance with the payment provisions of the Contract if:

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

7.8 Invoicing Instructions - Monthly Invoice

7.8.1 The Contractor must submit an invoice for payment using the form titled PWGSC TPSGC 1111, Claim for Progress Payment. The following information must be included in each invoice:

7.8.1.1 All applicable information detailed under the section entitled "Invoice Submission" of the general conditions;

7.8.1.2 Line 001, Third Line In-Plant Maintenance price: The product of the total number of hours performed in the conduct of the services defined in Annex B, Basis of Payment, Table 1/Table 2 (as applicable), line item 001 multiplied by the fully loaded hourly labour rate identified in Annex B, Basis of Payment, Table 1/Table 2 (as applicable), line item 001;

7.8.1.3 Line 002, Second and First Line Maintenance price: The product of the total number of hours performed in the conduct of the services defined in Annex B, Basis of Payment, Table 1/Table 2 (as applicable), line item 002 multiplied by the fully loaded hourly labour rate identified in Annex B, Basis of Payment, Table 1/Table 2 (as applicable), line item 002;

7.8.1.4 Line 003, Task-Based Technical Investigations and Engineering Support price: The sum of the prices for all Task Authorizations completed during the invoice period as defined in Annex B, Basis of Payment, Table 1/Table 2 (as applicable), line item 003;

- 7.8.1.5** Line 004, Task-Based Publication and Training, Materiel Transition, and End of Fleet Life Disposal Support price: The sum of the prices for all Task Authorizations completed during the invoice period as defined in Annex B, Basis of Payment, Table 1/Table 2 (as applicable), line item 004;
- 7.8.1.6** Line 005, Task-Based Mobile Repair Party (MRP) or Out of Plant Work price: The sum of the prices for all Task Authorizations completed during the invoice period as defined in Annex B, Basis of Payment, Table 1/Table 2 (as applicable), line item 005;
- 7.8.1.7** Line 006, Material Handling Rate – Contractor Furnished Material, Contract Issue Spares and Government Furnished Overhaul Spares (CFM, CIS and GFOS) price: The price of all CFM spares during the reporting period and the Material Handling for all applicable CFM, CIS, and GFOS spares are to be calculated and identified as follows:
- a) The sum of the Laid Down Cost (Annex B, Basis of Payment, Para 3.2) of all CFM either embodied or supplied through the Customer Supply Window (CSW) or Pack-Up Kit (PUK), based on the process defined in Annex B, Basis of Payment, Figure 1;
 - b) The product of the Laid Down Cost of all CFM multiplied by the Material Handling Rate identified in Annex B, Basis of Payment, Table 1/Table 2 (as applicable), line item 006;
 - c) The product of the Laid Down Cost (Annex B, Basis of Payment, Para 3.2) of all CIS and GFOS, either embodied or supplied through the Customer Supply Window (CSW) or Pack-Up Kit (PUK), based on the process defined in Annex B, Basis of Payment, Figure 1, multiplied by the Material Handling Rate identified in Annex B, Basis of Payment, Table 1/Table 2 (as applicable), line item 006; and
 - d) The Contractor must identify the source of the costing by Method (A, B, C, D, E, F, G or H) for each item as derived using Annex B, Basis of Payment, Figure 1.
- 7.8.1.8** Line 007, Monthly First and Second Line CIS/GFOS Material Handling Fixed Prices: the sum of all Annex B, Basis of Payment, Table 1/Table 2 (as applicable), line item 007 fixed prices for each Main Operating Base.
- 7.8.1.9** Line 008, Subcontract Rate price: The price of all subcontracted work completed during the invoice period calculated and identified as follows:
- a) The sum of the price to the Contractor of all subcontracts completed as identified in subcontractors invoices to the Contractor;
 - b) The product of the sum of all completed subcontracts multiplied by the Subcontractor Rate identified in Annex B, Basis of Payment, Table 1/Table 2 (as applicable), line item 008; and
 - c) The Contractor must provide the subcontractor's invoice as supporting documentation to the invoice.

7.8.1.10 Line 009, Performance Payment Adjustment: The performance and non-performance payment adjustments that are applicable during the invoice period, as described in Annex B, Basis of Payment, Appendix 1, identified and detailed separately by the following types of Adjustments: Category A Gain Share, Category B Gain Share, KPI Performance Reward and/or KPI-3 Pain Share. The payment adjustments must be identified as:

- a) Type of adjustment;
- b) Performance Period; and
- c) Calculation of adjustment amount per Annex B, Basis of Payment, Appendix 1.

7.8.1.11 Line 010, Holdbacks: For applicable holdbacks, as defined in Annex B, Basis of Payment, Appendix 1, Para 6, the Contractor must identify the amount of the holdbacks as follows:

- a) Each holdback amount applied (as a negative value) in the invoice period detailed by the calculation of its amount; and
- b) Each released amount (as a positive value) applied in the invoice period detailed and identified by:
 - i. Source of the holdback being released;
 - ii. Performance Period and Score allowing release of holdback;
 - iii. Calculation of holdback being released per Annex B, Basis of Payment, Appendix 1; and
 - iv. Total amount of holdback released.

7.8.1.12 Line 011, Liquidated Damages: Liquidated Damages, as defined in Annex B, Basis of Payment, Appendix 1, Para 6 and Para 7 must be invoiced as a negative amount on the invoice and each application of Liquidated Damages detailed by:

- a) Source of Liquidated Damages. The applicable Performance Metric and the performance score for each instance;
- b) Applicable Liquidated Damages listed by each instance; and
- c) Total amount of Liquidated Damages for the invoice period.

7.8.2 Applicable Taxes must be calculated on the total amount of the invoice before any negative Holdback is applied. At the time a holdback is released (positive), there will be no Applicable Taxes payable as it was invoiced and payable before the negative Holdback was applied.

7.8.3 The Contractor must prepare and certify one original and two copies of the Monthly Invoice. The original and one copy must be forwarded to the Procurement Authority (PA) and one copy must be forwarded to the Contract Authority (CA) both as identified under the section entitled "Authorities" of the Contract. An electronic copy of the Monthly Invoices and CDRL/DID MAT-004, Monthly Data Report must be submitted at the same time to the PA in Microsoft Excel format.

7.8.4 The Contractor must prepare all invoices in Canadian Dollars. For invoicing purposes the Contractor must use the foreign exchange rate published by the Bank of Canada on the last day of the invoice period, which is the last day of the month.

7.8.5 The Contractor must only include items in the invoice for which the goods and/or services have been completed and delivered.

7.8.6 Holdbacks

7.8.6.1 Holdbacks are applicable to “KPI-4 Behaviour” during the period when there are no longer option years available to be awarded, and if the Contractor receives a “fail” rating (as specified in Annex D, Performance Management Specification, Para 2.7). In this case, Canada will make monthly payments, up to 90% percent of the amount invoiced and approved by Canada if the invoice is submitted in accordance with Invoicing Instructions – Monthly Invoice. The 10% holdback may be released in accordance with Annex B, Basis of Payment, Appendix 1.

7.8.7 Liquidated Damages

7.8.7.1 If the Contractor performance as measured by KPI-1 falls in Performance Band V as specified in the Annex D, Performance Management Specification, Para 1.8.3.5 and Annex B, Basis of Payment, Appendix 1, Para 7, the Contractor agrees to pay to Canada liquidated damages in the amount of \$ ___TBD___ for each calendar day the metric is in Performance Band V. The total amount of the liquidated damages must not exceed \$ ___TBD___ of the amount invoiced during the corresponding KPI performance period (6 months).

7.8.7.2 Canada and the Contractor agree that the amount stated above is their best pre-estimate of the loss to Canada in the event of such a failure, and that it is not intended to be, nor is it to be interpreted as, a penalty.

7.8.7.3 Canada will have the right to withhold, drawback, deduct or set off from and against the amounts of any monies owing at any time by Canada to the Contractor, any liquidated damages owing and unpaid under this section.

7.8.7.4 Nothing in this section must be interpreted as limiting the rights and remedies which Canada may otherwise have under the Contract.

7.8.8 Canadian Customs Duties and Sales Taxes - Foreign Based Contractor

7.8.8.1 Intentionally left blank.

7.8.9 Time Verification

7.8.9.1 Time charged and the accuracy of the Contractor's time recording system are subject to verification by Canada, before or after payment is made to the Contractor. If verification is done after payment, the Contractor must repay any overpayment, at Canada's request.

7.8.10 Discretionary Audit

7.8.10.1 The following are subject to government audit before or after payment is made:

- a) The amount invoiced under the Contract, as computed in accordance with the Basis of Payment, including time charged.

- b) The accuracy of the Contractor's systems required to support the performance nature of the contract, such as but not limited to the labour time recording system, and the systems required to process information related to the Performance Management Specification (PfMS), and Industrial and Technological Benefits (ITB).
- c) The data, information, or documentation necessary to support the contractual requirements of the performance nature of the contract to allow the Crown the ability to evaluate the fairness of price, and other performance metrics including but not limited to those outlined in Annexes D, Performance Management Specification. The purpose for such verification is strictly for the management of the contract as specified in the contract.

7.8.10.2 Any payments made pending completion of the audit must be regarded as interim payments only and must be adjusted to the extent necessary to reflect the results of the said audit. If there has been any overpayment, the Contractor must repay Canada the amount found to be in excess.

7.8.10.3 Any funds awarded under Annex B, Basis of Payment, line item 9, will not be considered as profit.

7.9 Certifications and Additional Information

Compliance

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

7.9.1 Federal Contractors Program for Employment Equity - Default by the Contractor

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

7.10 Applicable Laws

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

7.11 Priority of Documents

7.11.1 If there is a discrepancy between the wording of any documents that appear on the list, the wording of the document that first appears on the list has priority over the wording of any document that subsequently appears on the list.

- a) the Articles of Agreement;
- b) The General Conditions;

- c) The Supplemental General Conditions;
- d) Annex B, Basis of Payment;
- e) Annex A, Performance Work Statement;
- f) Annex C, Security Requirements Check List;
- g) Annex D, Performance Management Specification;
- h) Annex E, Industrial and Technological Benefits Terms and Conditions;
- i) Annex F, Government Supplied Material and Government Furnished Equipment;
- j) Annex G, Information Technology Security Requirements;
- k) Annex H, Loan of Defence Materiel Agreement;
- l) Annex I, Non-Disclosure Agreement; and
- m) the Contractor's bid dated ___TBD___.

7.12 Defence Contract

SACC Manual clause A9006C (2012-07-16) Defence Contract

7.12.1 Canadian Forces Site Regulations

- 7.12.1.1** The Contractor must comply with all standing orders or other regulations, instructions and directives in force on the site where the Work is performed.

7.12.2 Access to Facilities and Equipment

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

7.12.3 Work Site Access

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

7.12.4 Foreign Nationals

7.12.4.1 Foreign Nationals (Canadian Contractor)

SACC Manual clause A2000C (2006-06-16) Foreign Nationals (Canadian Contractor)

And/Or

7.12.4.2 Foreign Nationals (Foreign Contractor)

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

7.13 Insurance

SACC Manual clause G1005C (2016-01-28) Insurance – No Specific Requirement

7.13.1 Warranty

- 7.13.1.1** Despite inspection and acceptance of the Work by or on behalf of Canada and without restricting any other provision of the Contract or any condition, warranty or provision imposed by law, the Contractor warrants that, for twelve (12) months (or any other period stated in the Contract), the Work will be free from all defects in design, material or workmanship, and will conform to the requirements of the Contract. The warranty period begins on the date of delivery, or if acceptance takes place at a later date, the date of acceptance. With respect to Government Property not supplied by the Contractor, the Contractor's warranty will extend only to its proper incorporation into the Work.
- 7.13.1.2** In the event of a defect or non-conformance in any part of the Work during the warranty period, the Contractor, at the request of Canada to do so, must as soon as possible repair, replace or otherwise make good at its own option and expense the part of the Work found to be defective or not in conformance with the requirements of the Contract.
- 7.13.1.3** The Work or any part of the Work found to be defective or non-conforming will be returned to the Contractor's plant for replacement, repair or making good. However, when in the opinion of Canada it is not expedient to remove the Work from its location, the Contractor must carry out any necessary repair or making good of the Work at that location. In such cases, the Contractor will be paid the fair and reasonable Cost (including reasonable travel and living expenses) incurred in so doing, with no allowance for profit, less an amount equal to the Cost of rectifying the defect or non-conformance at the Contractor's plant.

- 7.13.1.4** Canada must pay the transportation cost associated with returning the Work or any part of the Work to the Contractor's plant pursuant to subsection 7.13.13. The Contractor must pay the transportation cost associated with forwarding the replacement or returning the Work or part of the Work when rectified to the delivery point specified in the Contract or to another location directed by Canada.
- 7.13.1.5** The Contractor must remedy all data and reports pertaining to any correction or replacement under this section, including revisions and updating of all affected data, manuals, publications, software and drawings called for under the Contract, at no cost to Canada.
- 7.13.1.6** If the Contractor fails to fulfill any obligation described in this section within a reasonable time of receiving a notice, Canada will have the right to remedy or to have remedied the defective or non-conforming work at the Contractor's expense. If Canada does not wish to correct or replace the defective or non-conforming work, an equitable reduction will be made in the Contract Price.
- 7.13.1.7** The warranty period is automatically extended by the duration of any period or periods where the Work is unavailable for use or cannot be used because of a defect or non-conformance during the original warranty period. The warranty applies to any part of the Work repaired, replaced or otherwise made good pursuant to subsection 7.13.1.2, for the greater of:
- 7.13.1.7.1** the warranty period remaining, including the extension, or
 - 7.13.1.7.2** ninety (90) days or such other period as may be specified for that purpose by agreement between the Parties.

7.14 Controlled Goods

- 7.14.1** The Contract involves controlled goods as defined in the Schedule to the Defence Production Act. The Contractor must identify those controlled goods to the Department of National Defence.
- 7.14.2** As the Contract requires production of or access to controlled goods that are subject to the Defence Production Act R.S. 1985, c. D-1, the Contractor and any subcontractor are advised that, within Canada, only persons who are registered, exempt or excluded under the Controlled Goods Program (CGP) are lawfully entitled to examine, possess or transfer controlled goods. Details on how to register under the CGP are available at: <http://ssi-iss.tpsgc-pwgsc.gc.ca/dmc-cgd/index-eng.html>.
- 7.14.3** When the Contractor and any subcontractor proposed to examine, possess or transfer controlled goods are not registered, exempt or excluded under the CGP at time of contract award, the Contractor and any subcontractor must, within seven (7) working days from receipt of written notification of the contract award, ensure that the required application(s) for registration or exemption are submitted to the CGP. No examination, possession or transfer of controlled goods must be performed until the Contractor has provided proof, satisfactory to the Contracting Authority, that the Contractor and any subcontractor are registered, exempt or excluded under the CGP.
- 7.14.4** Failure of the Contractor to provide proof, satisfactory to the Contracting Authority, that the Contractor and any subcontractor are registered, exempt or excluded under the CGP, within thirty (30) days from receipt of written notification of contract award, will be considered a default under the Contract except to the extent that Canada is responsible for the failure due to delay in processing the application.

- 7.14.5** The Contractor and any subcontractor must maintain registration, exemption or exclusion from the CGP for the duration of the Contract and in any event for so long as they will examine, possess or transfer controlled goods.

7.15 Priority Rating

- 7.15.1** Canada is a participant in the United States Defense Priorities and Allocations System and this defence contract is eligible for a priority rating. The Defence Priorities and Allocations Officer, Public Works and Government Services Canada, must advise the Contractor as to the appropriate priority rating within sixty (60) days of the date of the Contract.

And/Or

7.15.2 Priority Rating Canadian Based Contractor

- 7.15.2.1** The Contract concerns a Canadian defence requirement and therefore is eligible to be assigned a "U.S. Priority Rating" for any materials/services imported from the United States which may be required in the performance of the Work. Accordingly, the Contractor must:

- a) make an application to the Defence Priorities and Allocations Officer, Public Works and Government Services Canada (PWGSC), either by e-mail (DGAPrioritesdedefense.ACQBDefencePriorities@pwgsc-tpsgc.gc.ca) or by facsimile (819-956-1459); and
- b) include this clause in subcontracts with Canadian-based contractors, and quote the PWGSC Contract Number indicated in the Contract.

- 7.15.2.2** Failure to comply with the above may impact on the Contractor's delivery commitments. Therefore, the Contractor is responsible for any breach of the Contract that arises from such a failure.

7.16 End User Certificate

- 7.16.1** Canada certifies that the goods, services or both ordered under the Contract are purchased by Canada for the exclusive use of the Canadian Armed Forces.

7.17 Release Documents

7.17.1 Release Documents (Department of National Defence): Canadian-Based Contractor

- a) Unless otherwise directed by the Department of National Defence (DND) Quality Assurance Authority, the signature of the DND Quality Assurance Representative on the release document is not required.
- b) The Contractor will obtain access to DND's system of record, DRMIS, during the contract transition period. In the event DRMIS is not available material must be released for shipment using either DND form *CF 1280*, Certificate of Release, Inspection and Acceptance, or a release document containing the same information. The Contractor must prepare the release document(s).
- c) In the event DRMIS is not available, for return of repair and overhaul material to the Canadian Forces Supply System Upgrade, use forms DND 2227/DND 2228 in lieu of DND form CF 1280.

And/Or

7.17.2 Release Documents (Department of National Defence): United-States Based Contractor

The Contractor will obtain access to DND's system of record, DRMIS, during the contract transition period. In the event DRMIS is not available material must be released for shipment using a DD Form 250, Material Inspection and Receiving Report, or a release document containing the same information and acceptable to the Quality Assurance Representative. The Contractor must prepare the release document(s).

And/Or

7.17.3 Release Documents (Department of National Defence): Foreign-Based Contractor

The Contractor will obtain access to DND's system of record, DRMIS, during the contract transition period. In the event DRMIS is not available material must be released for shipment using a Certificate of Conformity in accordance with NATO STANAG 4107 which must be prepared by the Contractor.

7.18 Bar Coding – Package Marking

7.18.1 The Contractor must apply, on the package, bar code information for item(s) identified by the PA, with Application Identifier(s) provided by the PA, using bar code symbology UCC/EAN-128 (Uniform Code Council/EAN International). Below the bar code symbol, the Contractor must apply the Human-Readable Interpretation (HRI) markings.

7.18.2 The bar code marking(s) must be legible, applied to a printable surface or label and positioned in accordance with the Canadian Forces Packaging Specification D-LM-008-002/SF-001, marking for Storage and Shipment

7.19 Inspection and Acceptance

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

7.20 Quality Management Systems

7.20.1 Quality Plan

No later than 30 days after the effective date of the Contract, the Contractor must submit for acceptance by the Department of National Defence (DND) a Quality Plan prepared according to the latest issue (at contract date) of *ISO 10005:2018 "Quality management systems - Guidelines for quality plans"*. The Quality Plan must describe how the Contractor will conform to the specified quality requirements of the Contract and specify how the required quality activities are to be carried out, including quality assurance of subcontractors.

The Contractor must include a traceability matrix from the elements of the specified quality requirements to the corresponding paragraphs in the Quality Plan.

The documents referenced in the Quality Plan must be made available when requested by Public Works and Government Services Canada or DND.

If the Quality Plan was submitted as part of the bidding process, the Contractor must review and, where appropriate, revise the submitted plan to reflect any changes in requirements or planning which may have occurred as a result of pre-contract negotiations.

Upon acceptance of the Quality Plan by DND, the Contractor must implement the Quality Plan. The Contractor must make appropriate amendments to the Quality Plan throughout the term of the contract to reflect current and planned quality activities. Amendments to the Quality Plan must be acceptable to DND.

If the Contract includes the option for software design, development or maintenance of software, the Contractor must interpret the requirements of *ISO 9001:2015 "Quality management systems - Requirements"*, according to the guidelines of the latest issue (at contract date) of *ISO/IEC 90003:2018 "Software engineering - Guidelines for the application of ISO 9001:2015 to computer software"*.

7.20.2 ISO 9001:2015 Quality Management Systems - Requirements (Quality Assurance Code Q)

7.20.2.1 In the performance of the Work described in the Contract, the Contractor must comply with the requirements of: *ISO 9001:2015 - Quality management systems – Requirements*, published by the International Organization for Standardization (ISO), current edition of date of submission of Contractor's bid.

7.20.2.2 It is not intended that the Contractor be registered to ISO 9001; however, the Contractor's quality management system must address all requirements appropriate to the scope of the Work. Only exclusions in accordance with clause A.5 and 4.3 of ISO 9001 are acceptable.

7.20.2.3 Assistance for Government Quality Assurance (GQA)

7.20.2.3.1 The Contractor must provide the Quality Assurance Representative (QAR) with the accommodation and facilities required for the proper accomplishment of GQA and must provide any assistance required by the QAR for evaluation, verification, validation, documentation or release of product.

7.20.2.3.2 The QAR must have the right of access to any area of the Contractor's or subcontractor's facilities where any part of the Work is being performed. The QAR must be afforded unrestricted opportunity to evaluate and verify Contractor conformity with quality system procedures and to validate product conformity with the requirements of the Contract. The Contractor must make available for reasonable use by the QAR the equipment necessary for all validation purposes. Contractor personnel must be made available for operation of such equipment as required.

7.20.2.3.3 When the QAR determines that GQA is required at a subcontractor's facilities, the Contractor must provide for this in the purchasing document and forward copies to the QAR, together with relevant technical data as the QAR may request.

7.20.2.3.4 The Contractor must notify the QAR of non-conforming product received from a subcontractor when the product has been subject to GQA.

7.20.2.3.5 For the design, development or maintenance of software, the Contractor must interpret the requirements of *ISO 9001:2015 "Quality management systems - Requirements"*,

according to the guidelines of the latest issue (at Contract Award) of *ISO/IEC 90003:2018 "Software engineering - Guidelines for the application of ISO 9001:2015 to computer software"*.

7.21 Access to DND Computer System – Non-Disclosure Agreement

- 7.21.1** For purposes of carrying out its work under the Contract, the Contractor and its personnel as required, whether as employee, subcontractor, agent, or otherwise, must be given access to the DND Enterprise Resource Planning (ERP) application known as the Defence Resource Management Information System (DRMIS), also sometimes referred to as either one of its parent applications, the Financial Management Accounting System (FMAS) or the Materiel Acquisition and Support Information System (MASIS). In performance of the work, the Contractor agrees that it and its personnel will restrict their use of and access to only the DRMIS data and associated data tables which are required to carry out the work under the Contract. The Contractor also agrees that neither it nor any of its personnel will access any information or data from DRMIS that is not specifically required to perform the work under the Contract nor use or disclose any such information or data for any purpose whatsoever. The Contractor agrees that it will by contract subject its subcontractors at any tier and agents who have access to DRMIS to the same obligation and restriction before any of them is permitted to access the DRMIS system.
- 7.21.2** The Contractor must require every individual personnel performing Work pursuant to the Contract and who will be given access to DRMIS to sign the Access and Non-Disclosure Agreement attached at Annex I. The Contractor must deliver each such Access and Non-Disclosure Agreement to the Technical Authority before the individual personnel is permitted to access DRMIS. Every individual personnel requiring access to DRMIS must obtain a Public Key Infrastructure (PKI) card in accordance with the recently implemented Two-Factor Authentication (A-LM-184-001/JS-001 Chapter 1.1).
- 7.21.3** The Contractor agrees to notify the Contracting Authority immediately when the Contractor becomes aware of any actual or potential breach of this Contract or of an Access and Non-Disclosure Agreement, including the name or names of the persons who have committed or have planned to commit a breach and all information that the Contractor is reasonably able to obtain as to the nature of the breach and the data in DRMIS that was accessed in breach of the Contract, the Contract or an Access and Non-Disclosure Agreement. The Contractor must immediately transmit to the Contracting Authority any notice it receives from a subcontractor at any tier of any breach or potential breach.

7.21.4 The Contractor agrees that where it becomes aware that any of its personnel or the personnel of any subcontractor at any tier have breached this Contract (or the equivalent in a subcontract at any tier) or an Access and Non-Disclosure Agreement, or have been given access to DRMIS without having been required to sign the Access and Non-disclosure Agreement, and unless Canada determines that no advantage to a bidder in a procurement could have resulted from the breach, the Contractor must, for a period of two (2) years commencing on the date of the last possibility of access to DRMIS by that person, not use the services of or information from that person in preparing, participating in, or advising on any bid in a competitive procurement by Canada in which unauthorized access to DRMIS could provide an advantage to a bidder. The restriction in the preceding sentence applies as well to any bid of a subcontractor at any tier whose personnel is guilty of the breach, or to any bid in which the subcontractor at any tier, as applicable, is a participant, subcontractor or provides advice or assistance to a bidder. The Contractor agrees that Canada may, in a call for tenders or Request for Proposal for any such competitive procurement, provide that all bidders must certify that they have not, in the preparation of a bid, used the services of or information from a person who has committed a breach referred to in this paragraph whose name will be listed in the tender call or Request for Proposal documents.

7.21.5 The Contractor agrees that if Canada receives or discovers credible evidence, in the sole opinion of Canada, of a breach of this Contract or of an Access and Non-Disclosure Agreement, or such evidence sufficient to create a reasonable apprehension of such a breach that, in Canada's sole opinion, if known would present a significant risk of a successful legal challenge to a competitive procurement, Canada will have sufficient grounds for disqualification of any bid of the Contractor or in which the Contractor is a participant, subcontractor or advisor, or if a contract has already been awarded to the bidder of such a bid, Canada will have sufficient grounds to terminate that contract for default. The Contractor will ensure that all subcontractors at any tier are aware of and bound by this Contract and Para 7.21.5 in relation to procurement by Canada or a contract awarded by Canada.

7.21.6 The remedies in Para 7.21.5 are not applicable to a breach described in Para 7.21.4 by personnel unless the conditions of Para 7.21.5 are met, and either (a) the breach was directed, requested or condoned by the Contractor's or subcontractor's management or supervisor of the personnel, as applicable, or (b) the Contractor or subcontractor, as applicable, has used or contributed in a bid information obtained as a result of such a breach, or has otherwise benefitted from the breach.

7.21.7 Canada has the right to monitor and record all activities associated with the use of DND computer systems.

7.22 Flight Safety

7.22.1 The Contractor must comply with and participate in the Department of National Defence/Canadian Forces (DND/CF) Flight Safety (FS) Program, as stated in A-GA-135-001/AA 001, "Flight Safety for the Canadian Forces".

7.22.2 The Contractor must implement the following before conducting work on CF weapons systems including maintenance, modification and flying operations and before the beginning of flying operations:

- a) a FS Program which mirrors the CF program's goals and objectives and includes the appointment of a FS manager or representative who will administer the program, establish investigative process for FS occurrences and reporting mechanism in accordance with the guidelines established in the A-GA-135-001/AA-001, "*Flight Safety for the Canadian Forces*". The FS Program must be made available for review on request from Directorate of Flight Safety (DFS);

- b) a process to report and investigate any FS occurrences, incident or accident, in accordance with the guidelines and timelines established in the FS manual above; and
- c) an Emergency Response Plan that details the actions to be taken by the Contractor in response to accidents or incidents involving a DND aircraft under contract as well as the support provided to DFS investigations into those accidents/incidents, as described in the FS manual above.

7.22.3 The Contractor must, with a two-week notice, allow DND /CF designated personnel to have access to all relevant data, documentation and facilities, for the purpose of conducting a FS survey.

7.23 Tooling Loaned by Department of National Defence

7.23.1 The tooling listed in the supporting Department of National Defence (DND) loan agreement, and detailed in Annex F, is required to perform the Work under the Contract and will be supplied at MOB by DND. All other Special Tools and Test Equipment is the responsibility of the Contractor. Calibration and maintenance of Government provided tools are the responsibility of the Contractor. The provided tooling remains the property of Canada.

7.23.2 Upon completion of the Contract, the Contractor must inspect the tooling provided to the Contractor by DND for condition and count and must repair, replace or reimburse any items found unserviceable. The Contractor must report non-repairable items and list any components that have been lost or are non-repairable and send the list to the Contracting Authority. Each item will also include a Materiel Condition Tag CF 942. At the completion of the Contract, the Contractor must have in its possession a complete set of tooling in serviceable condition.

7.23.3 The Contractor must return the tooling prepaid immediately upon completion of the Contract to the point of issue for catalogued material. Non catalogued stock (without NATO Stock Numbers), will be directed through consultation between the Life Cycle Material Managers (LCMMs), technical authorities and Disposal, Sales, Artefacts & Loans (DSAL).

7.23.4 The items must be packaged in accordance with best commercial standards to ensure safe arrival at destination. Items must be tagged with a CF 942 tag identifying:

- a) description;
- b) kit number;
- c) quantity;
- d) condition; and
- e) Technical Inspector (name, signature, telephone number).

7.23.5 Items not identified or packaged as required above and that are found to be unserviceable will be returned to the Contractor. The Contractor will be responsible for return shipping costs and associated labour costs involved.

7.23.6 Hazmat items must be clearly marked and made safe for redistribution in accordance with the Transport of Dangerous Goods Act and its regulations.

7.24 Surplus Government Property

- 7.24.1** If, during the period of or at the time of completion of the Contract, the Contractor determines that government property such as tooling, test equipment and materials is surplus, the Contractor must report such surplus to the Contracting Authority by providing a spreadsheet that identifies all surplus government property. The spreadsheet must include as a minimum, the quantity, unit of issue, description of items including part number, location of property and classification of property. The classification of property field must identify if the surplus property must be classified as a controlled or a non-controlled good, which is either new serviceable, used serviceable or repairable, used unserviceable or scrap. The Contractor must complete and submit to the Contracting Authority Form CF152, Material Adjustment Report.
- 7.24.2** If some or all of the surplus property is not required by Canada, then Canada may give the Contractor the right of first refusal to purchase the property at fair market value to be negotiated with Crown Assets Distribution.

7.25 Hazardous Waste Disposal

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

7.26 Government Supplied Technical Documents

- 7.26.1** If required, the Contractor must obtain the government drawings and publications or other technical documents from the nearest National Defence Quality Assurance Region office.
- 7.26.2** At contract completion, the Contractor must provide the Technical Authority with a list of all Department of National Defence-owned Canadian Forces Technical Orders and electronic data material, with a request for disposal instructions.

7.27 Catalogue of Material on CD-ROM

- 7.27.1** The Department of National Defence will provide a copy of the Canadian Government Catalogue of Material (CGCM) on CD-ROM, Publication A-LM-137-COM/LX-001 to the Contractor, upon written request to the National Defence Quality Assurance Representative (NDQAR) specified in the Contract. The CGCM includes limited rights data of certain NATO countries or manufacturers that are proprietary. Therefore, as required by NATO Standardization Agreement (STANAG) 4438, to have access to the CGCM, the Contractor must sign a non-disclosure agreement and protect the data in accordance with the conditions of the agreement.
- 7.27.2** The provision of the CGCM will be coordinated through the NDQAR.

7.28 Unauthorized Codes

- 7.28.1** The Contractor guarantees that the electronic medium and software provided to Canada under the Contract have no viruses or unauthorized codes, whether or not through fault or negligence on the part of the Contractor. If Canada suffers any loss or damage due to viruses or unauthorized codes, the Contractor must reimburse all the expenses incurred by Canada to return its systems to their initial condition.

7.29 Material

7.29.1 Military Aviation Replacement Parts - Maintenance of Records

- 7.29.1.1** The Contractor must retain, maintain and keep available for review, for three (3) years following delivery of the last item under the contract, records of the manufacturer sufficient to constitute proof of origin. Such records include the following:
- a) sufficient information to identify the item by type, class, style, grade (including lot or batch number), cast number, the source of the part, and the date and place of manufacture, as appropriate;
 - b) the name and description (or other positive identification) of, and the application issue of, the specification, drawing, process and inspection requirements, as appropriate;
 - c) records of all inspections and tests carried out, including those carried out on behalf of either the manufacturer or the Contractor;
 - d) copies of any Certificate of Conformance or Certificate of Compliance issued by the manufacturer; and
 - e) any other relevant technical data.

7.29.2 Military Aviation Replacement Parts - Airworthiness Documentation

- 7.29.2.1** The Contractor must provide airworthiness documentation, for each unit of issue, within the interior packaging or attached to the good(s) supplied:

_____.

7.29.3 Condition of Material

- 7.29.3.1** The Contractor must provide material that is new production of current manufacture supplied by the principal manufacturer or its accredited agent. The material must conform to the latest issue of the applicable drawing, specification and part number, as applicable, that was in effect on the bid closing date.

7.29.4 Delivery of Dangerous Goods/Hazardous Products

- 7.29.4.1** The Contractor must mark dangerous goods/hazardous products material which is classed as dangerous / hazardous as follows:
- a) shipping container - in accordance with the [Transportation of Dangerous Goods Act](#), 1992, c. 34; and
 - b) immediate product container - in accordance with the [Hazardous Products Act](#), R.S., 1985, c. H-3.
- 7.29.4.2** The Contractor must provide both an English and a French Safety Data Sheet (SDS), indicating the product's NATO Stock Number (NSN) as follows:
- a) one (1) hard copy – to be enclosed with the shipment; and
 - b) one (1) electronic copy – sent to the following address: SDS.FDS@forces.gc.ca.
- 7.29.4.3** The Contractor will be responsible for any damages caused by improper packaging, labelling or carriage of goods/products.
- 7.29.4.4** The Contractor must ensure they adhere to all levels of regulations regarding dangerous goods/hazardous products as set forth by federal, provincial and municipal laws and by-laws.
- 7.29.4.5** The Contractor must contact the consignee (i.e. Supply Depot Traffic Section) at least 48 hours before shipping dangerous goods/hazardous products in order to schedule a receiving time.

7.29.5 Shipment of Dangerous Goods/Hazardous Products

- 7.29.5.1** The Contractor must label and ship goods falling within the Hazardous Products Act, R.S.C. 1985, c. H-3 and regulation(s) in accordance with the said Act and regulation(s) accompanied by the required material safety data sheet(s) completed in either English or French. The label must clearly identify the contents of the hazardous material and the material safety data sheet must explain what those hazards are.

7.29.6 Dangerous Goods / Hazardous Products - Labelling and Packaging Compliance

- 7.29.6.1** The Contractor must ensure proper labelling and packaging in the supply and shipping of dangerous goods/hazardous products to the Government of Canada.
- 7.29.6.2** The Contractor will be held liable for any damages caused by improper packaging, labelling or carriage of dangerous goods/hazardous products.
- 7.29.6.3** The Contractor must clearly mark all merchandise labels with the percentage of volume that is a hazardous item. Failure to do so will result in the Contractor being held responsible for damages caused in the movement of goods/products by government vehicles or government personnel.
- 7.29.6.4** The Contractor must adhere to all applicable laws regarding dangerous goods/hazardous products.

7.29.7 Wood Packaging Material

- 7.29.7.1** All wood packaging materials used in shipping must conform to the International Standards for Phytosanitary Measures No. 15: Regulation of Wood Packaging Material in International Trade (ISPM 15).
- 7.29.7.2** Pertinent additional information on Canada's import and export programs is provided in the following Canadian Food Inspection Agency policy directives:
- 7.29.7.3** D-98-08 - Entry Requirements for Wood Packaging Materials Produced in All Areas Other Than the Continental United States
- 7.29.7.4** D-01-05 - The Canadian Wood Packaging Certification Program (CWPCP)

7.30 Shipping & Customs

7.30.1 Shipping Instructions – Delivery at Destination

Goods must be consigned to the destination specified in the Contract and delivered: *Delivered Duty Paid (DDP) (15 Wing Moose Jaw, Building #143, Door #13, Moose Jaw, SK, S6H 7Z8) Incoterms 2010* for shipments from a commercial contractor.

7.30.2 Transportation Costs

The Contractor must ship the goods prepaid via to *(15 Wing Moose Jaw, Building #143, Door #13, Moose Jaw, SK, S6H 7Z8)*. Prepaid transportation costs must be shown as a separate item on the invoice, supported by a certified copy of the prepaid transportation bill of lading.

7.30.3 Customs Duties - Contractor Importer

1. As the goods to be supplied under the Contract are defence supplies, customs duties on importation to Canada may be remitted under the Tariff Item Number 9982.00.00 of the Schedule to the Customs Tariff.
2. Remission of customs duties payable may be granted under the Tariff Item Number 9982.00.00 when the total contract value of the defence supplies is C\$250,000 or more. This reflects the import value of the goods plus the duty that would be applicable in the absence of the Customs Tariff.
3. The Contractor will be responsible for pre-arranging remission on importation or for paying customs duties on importation and applying to Canada Border Services Agency for a refund. The Contractor is also responsible for applying to Public Works and Governments Services Canada in good time for the certification required by the Customs Tariff.

J85
PROPULSION GROUP SUSTAINMENT
(PGS)

ANNEX A
PERFORMANCE WORK STATEMENT (PWS)

Annex A – J85 PGS Performance Work Statement

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Annex A – J85 PGS Performance Work Statement

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1 Introduction

1.1 Purpose

- 1.1.1 The Department of National Defence (DND), Director General Aerospace Equipment Program Management (DGAEPM), has a requirement for airworthy, cost-effective, and performance-based, support for the General Electric J85-CAN-40 Propulsion Group (PG) systems of the Royal Canadian Air Force (RCAF) CT114 Tutor fleet. This is a long-term requirement to the End of Life of the aircraft fleet.

1.2 PWS Structure and Organization

- 1.2.1 This Performance Work Statement (PWS) describes the Work that Canada requires the Contractor to perform. Tied to this PWS is a Performance Management Specification (PfMS) (Annex D) that describes the performance outcomes required by Canada.
- 1.2.2 This PWS describes the Work that is to be accomplished (the “what”) while the method for accomplishing this work (the “how”) is to be defined by the Contractor. Where the performance of the Work is tied directly to established policies or regulations, reference will be made directing the Contractor to policies that must be met.
- 1.2.3 The PWS is divided into 10 sections:
- a. Section 1 – Introduction;
 - b. Section 2 – Transition Requirements;
 - c. Section 3 – Program Management;
 - d. Section 4 – Engineering Support Services;
 - e. Section 5 – Maintenance Support Services;
 - f. Section 6 – Materiel Support Services;
 - g. Section 7 – Training Support Services;
 - h. Section 8 – Technical Data and Publications Management Support Services;
 - i. Section 9 – Information Management Support Services; and
 - j. Section 10 – Resource Requirements.

1.3 Background

- 1.3.1 The J85-CAN-40 gas turbine engine, hereafter referred to as the J85 engine, is a variant of the General Electric J85 engine that was adapted for the CT114 Tutor aircraft. The engine was manufactured by Orenda, then a subsidiary of Hawker-Siddeley Canada Ltd, under license from General Electric - the J85 Original Equipment Manufacturer (OEM). The CT114 was procured from Canadair in the mid-1960s to train student pilots. Since the year 2000 the CT114 has been flown in the air demonstration role by 431 Squadron “Snowbirds” and in aircraft flight test at the Aerospace Engineering Test Establishment (AETE) in Cold Lake. There is currently 45 active engines and approximately 50 engines in long term storage at ATESS, Trenton, Ontario.
- 1.3.2 The CT114 fleet Estimated Life Expectancy (ELE) is 2030, with no anticipated unknown period. It is anticipated that the CT114 Tutor fleet will be replaced in 2030.

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- 1.3.3 The J85 First Line maintenance is performed by RCAF technicians of 431 Squadron Moose Jaw, Saskatchewan. In addition to military personnel, on site contractors support 431 Squadron PG sustainment activities by performing Second Level maintenance, periodic inspections, test cell operations.

1.4 In-Service Support Organization

- 1.4.1 Within the Department of National Defence, the Assistant Deputy Minister (Materiel) (ADM (Mat)) is responsible for the delivery of materiel and services required by the Canadian Armed Forces (CAF). Under the responsibility of ADM (Mat), the Director General Aerospace Equipment Program Management (DGAEPM) Division, is charged with the in-service support of aircraft fleets. The Directorate of Aerospace Equipment Program Management (Fighters and Trainers), DAEPM (FT), is the directorate within DGAEPM responsible, amongst other fleets, for the in-service support of the CT114 fleet.
- 1.4.2 DAEPM (FT) 6-2 is the Technical Authority for the J85 engine and is also identified as the Propulsion Group Sustainment team (PGS team). The PGS team is responsible for planning and providing systems engineering and maintenance support for J85 engine throughout its life cycle.
- 1.4.3 Located in the National Capital Region (NCR), the CT114 Weapon System Manager (WSM) Organization provides technical engineering support for the weapon system and has overall responsibility for the sustainment and lifecycle management of the CT114 Fleet. Within the WSM Accredited Technical Organization (ATO), the Senior Design Engineer (SDE) is the Type Certificate Holder (TCH) for the CT114 fleet.

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1.5 Operational Planning Overview

- 1.5.1 1 Canadian Air Division Headquarters (1 Cdn Air Div HQ), the Royal Canadian Air Force's operational command, determines the required Yearly Flying Rate (YFR) for each of its aircraft fleets to meet the mandates assigned to the RCAF by the Government of Canada.
- 1.5.2 YFR does vary from year to year, but should remain in the approximate range of 2,500 hours to 3,300 hours except for the sundown phase of the CT114 fleet.

1.6 Concept of Support

- 1.6.1 The J85 PGS Enterprise is designed to support the CT114 Fleet in the context of its operations worldwide. The Contractor will be an integral part of the PGS Enterprise. The Enterprise combines all of the organizations that play a role in the delivery of the outcomes required by Canada in support of the CT114 fleet's Propulsion Group.
- 1.6.2 The Concept of Support for the J85 PGS Contract is based on the effective implementation of Performance-Based Contracting best practices in order to deliver the J85 PGS Enterprise outcomes as follows:
- a. **Availability and Reliability**, in that the Contractor will provide ready for installation J85 engine spares to the RCAF when required and improve the availability of CT114 aircraft by reducing the frequency of engine related unserviceability's;
 - b. **Affordability**, whereby the Contractor will deliver affordable J85 In-Service Support by actively reducing the maintenance cost per operating hour, and rationalizing the quantity of J85 spares in Canada's inventory;
 - c. **Behaviour**, whereby the Contractor will provide the required goods and services in a responsive, cooperative and pro-active manner thereby fostering positive and trusting relationships with the RCAF and Canada; and
 - d. **Industrial and Technological Benefits (ITBs)**, leveraging the Contract to create jobs and economic growth in Canada.

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1.7 PWS Key Features

1.7.1 Program Management

1.7.1.1 Canada retains full responsibility for Program Management within the J85 PGS Enterprise, including coordination of resources and activities across the Enterprise; however, the Contractor will perform internal Program Management within Contract scope.

1.7.1.2 The J85 PGS PWS gives the Contractor the flexibility to control and execute the Work in order to best meet the performance outcomes, and assigns to the Contractor, accountability for the results.

1.7.2 Engineering Support

1.7.2.1 To enable optimization of the J85 PGS Contract performance outcomes, the Contractor will be responsible for the Continuing Airworthiness activities required to support the J85 engine. The Contractor will be required to seek and to obtain acceptance from the Technical Airworthiness Authority (TAA) for the scope and depth of airworthiness authority necessary to execute its comprehensive Engineering Support Services. This will include most functions traditionally associated with an ATO.

1.7.2.2 Responsibility for Continuing Airworthiness provides a framework for the Contractor to identify the need for maintenance program changes; prepare and approve technical data in accordance with approved airworthiness processes to support changes deemed necessary; and implement those changes through publication amendments or other appropriate means.

1.7.3 Maintenance Support

1.7.3.1 General

1.7.3.1.1 The approved maintenance program for the J85 engine includes all First, Second, and Third Level maintenance activities, both scheduled and unscheduled.

1.7.3.2 First Level Maintenance

1.7.3.2.1 First Level maintenance is a Canada responsibility, executed by RCAF units. Through Maintenance Support Services, the Contractor will have a supporting role wrt improving First Level maintenance troubleshooting and repair proficiencies.

1.7.3.3 Second Level Maintenance

1.7.3.3.1 Second Level maintenance is currently performed at Second Line (Moose Jaw) and at Contractor Third Line facilities. This PWS introduces a significant change in the Second Line maintenance concept. The Contractor will be accountable for Second Line production outputs in order to meet the performance outcomes. Because of the need to improve technical proficiency at First Line, 431 Sqn may rotate RCAF technicians through the Engine Bay and the Engine Test facility (ETF) for familiarization/training purposes; however, the work will be performed by Contractor personnel.

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1.7.3.3.2 To facilitate Contractor accountability for Second Line production outputs, Canada will make available its Engine Repair facilities, Engine Test Facilities, and associated equipment. This information will be provided to the Contractor as an input to the Annual Activity Forecast (AAF).

1.7.3.4 Third Level Maintenance

1.7.3.4.1 Third Level Maintenance Repair and Overhaul (R&O) is the Contractor's responsibility.

1.7.4 Materiel Support

1.7.4.1 The Contractor will be responsible for the provision of materiel to First, Second and Third Line, a function currently performed by the Canadian Forces Supply System (CFSS). The Contractor will establish Customer Supply Window (CSW) at 15 Wing, Moose Jaw in order to manage the issue and return of parts to meet RCAF requirements. Furthermore, the Contractor will be responsible for the procurement of new or replacement spares, thereby effecting a transition of the materiel supply support from Contract Issue Spares (CIS) to Contractor Furnished Materiel (CFM).

1.7.4.2 The Contractor will assume the Life Cycle Management (LCM) responsibilities for all PG systems parts and support equipment. In addition to the planning, forecasting, and management of the current consumables and repairables inventory, the Materiel Support Services include materiel distribution, transportation, warehousing and disposal while maintaining compliance with Total Asset Visibility requirements. It is expected that the Contractor will implement Industry's best practices in order to foster stock levels optimization.

1.7.4.3 The Contractor is responsible for the provision of all materiel.

1.7.5 Training Support

1.7.5.1 Formal training for First and Second Line technicians is a Canada responsibility. Since proficiency levels of RCAF technicians will directly contribute to PGS performance outcomes, the Contractor may employ its field resources to provide mentoring, coaching, technical briefs, or other initiatives that will lead to improved proficiency.

1.7.6 Technical Data and Publications Management Support

1.7.6.1 In conjunction with its engineering support responsibilities, the Contractor will be required to maintain and update J85 engine technical data, as well as maintain all J85 technical publications approved maintenance program and listed at Appendix 6, List of References.

1.7.7 Information Management Support

1.7.7.1 Canada currently uses fleet-specific IM/IT systems that have been developed and implemented over the years. Some of these systems are deemed mandatory and operationally critical, and their continuous support and maintenance is the Contractor's responsibility. Beyond the mandatory systems, the Contractor may use IM/IT solutions that best support the Contract outcomes sought by Canada.

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1.7.8 Resource Requirements

- 1.7.8.1 Unless otherwise stated in the PWS, the Contractor is to submit a proposal to the TA for Contractor resource requirements to be embedded at DND facilities to best meet support services requirements.

1.8 Governance

- 1.8.1 The governance for the J85 PGS enterprise solution is described at Annex D, Performance Management Specification (PfMS).

2 Transition Requirements

2.1 Start-Up and Services Transition

2.1.1 General

- 2.1.1.1 The Contractor must assume responsibility for the full scope of Work described within this PWS by the end of the Transition Period in accordance with Table 1 (below).
- 2.1.1.2 The Contractor must develop and deliver a Contract Transition and Implementation Plan (CTIP) in accordance with CDRL PM-004.
- 2.1.1.3 The Contractor must meet the following transition requirements:
- a. Comply with the Readiness Review Process (RRP);
 - b. Achieve Basic Operational Capability (BOC) in accordance with Table 1 below;
 - c. Achieve Initial Operational Capability (IOC) in accordance with Table 1 below; and
 - d. Achieve Full Operational Capability (FOC) in accordance with Table 1 below.

2.1.2 Readiness Review Process

- 2.1.2.1 The BOC, IOC and FOC assessments will be conducted via the RRP consisting of an initial Contract Kick-Off Meeting followed by a series of Readiness Review Meetings (RRMs).
- 2.1.2.2 The CTIP will be used as a source document in generating the Readiness Review Process (RRP) Basic Operational Capability (BOC), Initial Operational Capability (IOC) and Full Operational Capability (FOC) checklists.
- 2.1.2.3 Contract Kick-Off Meeting. The Contract Kick-Off Meeting will address transition issues including, but not limited to:
- a. Review and discuss the Contractor's CTIP (CDRL PM-004); and
 - b. Review and discuss the Program Handbook (CDRL PM-001).
- 2.1.2.4 Readiness Review Meetings. The goal of the RRM's will be to evaluate the transition progress against the CTIP, review the BOC, IOC and FOC checklists, as well as to resolve issues that may arise. The RRM's will take place every two weeks, at the discretion of Canada, until IOC. RRM's will take place once per

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month after IOC and until FOC. The meetings will take place either in person, by tele-conference, or video-conference as directed by the TA.

- 2.1.2.5 Progress Review Meetings (PRMs) and Technical Review Meetings (TRMs), as defined in Section 3, will begin after IOC and may be held in conjunction with RRM.

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2.1.3 Transition Milestones

2.1.3.1 The Contract includes the following transition milestones:

- a. Operational Start Date. Operational Start Date (OSD) is to be set by the Contracting Authority and likely matching the date of the contract approval. BOC. The Contractor must demonstrate the capability to provide those support services deemed critical and essential as defined in Table 1, 30 days after OSD, or as defined in Table 1;
- b. IOC. The Contractor must demonstrate the capability to provide an initial level of readiness to support the activities within the scope of the Contract as defined in Table 1, six months after OSD, or as defined in Table 1; and
- c. FOC. The Contractor must demonstrate the capability to support all activities within scope of this Contract achieve 12 months after OSD, or as defined in Table 1.

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Table 1: Transition Milestones

No.	PWS Ref.	Activity	BOC	IOC	FOC	Remarks	Activity may require TAA/TPT?
5	4	Obtain provisional ATO accreditation.	X			As determined by the TAA after first engagement with Contractor. Provisional Accreditation/Recognition shall be no later than IOC.	
6	4	Obtain full ATO accreditation.			X	As determined by TAA after accreditation audit of Contractor. Full Accreditation/Recognition shall be no later than 12 months.	
7	4	Demonstrate capability to perform Technical Investigations and Engineering Support.	X				TAA
8	4	Perform Continuing Airworthiness Functions: perform all activities and submit TDPs to Canada for approval.		X			TAA
9	4	Perform Continuing Airworthiness Functions: perform all activities and approve within Appendix 7, Decisions of Significance, scope.			X	This is contingent on status of airworthiness authorities granted as part of Provisional and/or Full accreditation by the TAA)	TAA
10	4	Provide Technical Support (para 4.5.4).	X			As soon as possible but no later than 60 days after OSD	TAA
11	5	Obtain provisional AMO accreditation.	X			As determined by TAA after first engagement with Contractor. Provisional Accreditation/Recognition shall be no later than IOC.	
12	5	Obtain full AMO accreditation.			X	As determined by TAA after accreditation audit of Contractor. Full Accreditation/Recognition shall be no later than 12 months.	
13	5	Provide Repair & Overhaul (R&O) services and Second Level maintenance	X				

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No.	PWS Ref.	Activity	BOC	IOC	FOC	Remarks	Activity may require TAA/TPT?
15	5	Establish in-house capability to perform R&O for J85 Matched kit, turbine and engine.			X		
17	5	Control Second Line output.	X				
18	5	Demonstrate capability to augment First Line production.		X			
19	5	Provide technical expertise at First Line.	X				
20	5	Perform Second and Third Level maintenance on support equipment.			X		
21	5	Manufacture parts in accordance with CFTOs and/or approved drawings.		X			TAA
22	5	Demonstrate capability to provide Mobile Repair Party (MRP).		X			
23	6	Plan and forecast materiel requirements (consumables and accountables in support of all maintenance activities).		X			
24	6	Determine and establish sparing levels at each storage location in support of all maintenance activities.		X			
25	6	Obtain provisional AMSO accreditation.	X			As determined by TAA after first engagement with Contractor. Provisional Accreditation/Recognition shall be no later than IOC.	
26	6	Obtain full AMSO accreditation.			X	As determined by TAA after accreditation audit of Contractor. Full Accreditation/Recognition shall be no later than 12 months.	
27	6	Establish Customer Supply Window at MOB ⁺ and begin issue of Contractor-held PG spares.		X			
28	6	Establish Customer Supply Window at MOBs to manage transactions of materiel for all in-scope consumables and accountables.			X		

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No.	PWS Ref.	Activity	BOC	IOC	FOC	Remarks	Activity may require TAA/TPT?
29	6	Conduct procurement activities of consumables and accountables (repairables).	X				
30	6	Use DRMIS for control of R&O activities.		X			
31	6	Implement and comply with R&O policies of A-LM-184-001/JS-001 as specified in PWS Part 6.	X				
32	6	Perform stocktaking and cataloguing of all GFOS in DRMIS.		X			
33	6	Left blank intentionally.					
34	6	Provide a prioritized listing of spares and quantities that are to be relocated to the Contractor's facilities from DND depots and other locations.	X			This must be completed within 30 days of Contract Award.	
35	6	Demonstrate capability to provide warehousing for GFOS/CIS and all Canada-owned materiel currently held at Third Line.	X			This must be completed within 45 days after Contract Award.	
36	6	Provide warehousing for all PG spares identified in Appendix 1, Propulsion Group Equipment Scope, and Annex F (Government Supplied Materiel and Government Furnished Equipment – GSM and GFE).			X		
37	6	Use of DRMIS transactions for movement and issue of DND-owned materiel by Contractor.		X			
38	6	Establish sizing formulae for PUKs.		X			
39	6	Control, manage and stock PG systems spares PUKs.		X			
40	6	Sustain deployed PUKs.		X			
41	6	Take on Supply Manager responsibilities for all consumables and accountables (repairables) listed in Appendix 1, Propulsion Group Equipment Scope.		X			

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No.	PWS Ref.	Activity	BOC	IOC	FOC	Remarks	Activity may require TAA/TPT?
42	6	Demonstrate capability to catalogue and maintain current stock codes in DRMSIS.		X			
43	6	Demonstrate capability to prepare and submit disposal plans/paperwork.		X			
44	6	Demonstrate capability to conduct disposal activities at Third Line.		X			
45	7	Demonstrate capability to provide training on new equipment, tools, IM/IT system introduced and/or maintained by the Contractor.		X			
46	7	Demonstrate capability to provide assistance for technical familiarization of Canada personnel.			X		
47	7	Implement First Line maintenance proficiency initiatives.			X		
48	7	Implement Second Line maintenance proficiency initiatives.			X		
49	8	Manage, maintain and make available PG systems Technical Data to Canada.		X			TAA
50	8	Obtain, manage and use technical data from Original Equipment Manufacturers (OEM).		X			TAA
51	8	Process urgent PDRs, UCRs and publication change requests submitted by Canada and provide revised publications in PDF format.	X				TAA
52	8	Monitor and action all PDRs, UCRs and process publication change requests and submit revised publications in the required format (PDF/XML, paper, etc.).		X			TAA
53	8	Provide steady-state publications management and publishing services			X		TAA

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No.	PWS Ref.	Activity	BOC	IOC	FOC	Remarks	Activity may require TAA/TPT?
54	9	Develop, maintain and support initial EIES capability with access to all contract deliverables and documentation/data produced in support of the Contract.		X			TAA
55	9	Finalize implementation of all EIES features.			X		TAA
56	9	Report Performance Metrics via the EIES.		X			
57	9	Provide access to historical PG deliverables and data through the EIES.			X		TAA
58	9	Establish a Disaster-Recovery system for all EIES data.		X			
59	9	Provide field support for and input to ADAM and associated tools to ensure ongoing availability.	X				
60	9	Transfer all ADAM-related IM/IT infrastructure (software and hardware), including PERFORMAS.	X			Transfer of ADAM (and associated system) hardware to Contractor must be completed within 45 days after OSD, to be coordinated as to avoid impact to Operations, and a maximum of 48-hrs system downtime.	
61	9	Use of Canada-Supported IT systems (ADAMS, FSISM, Unsatisfactory Condition Reports (UCRS), , Materiel and Training Support Services.	X				
62	9	Provide data exchange services (ADAM Data).	X				
63	9	Demonstrate compliance with IM/IT Regulations (Para 9.4).	X				
64	10						
65	10	Establish a Materiel Support Transition Liaison Services	X			As soon as possible but no later than 60 days.	
66	10	Fulfill Contractor personnel resources requirements at the MOB (10.2.1.5).	X			As soon as possible but no later than 60 days after OSD.	

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No.	PWS Ref.	Activity	BOC	IOC	FOC	Remarks	Activity may require TAA/TPT?
67	10	Provide First and Second Line maintenance and troubleshooting expertise, IM/IT support, as well as engineering and technical support on a 24/7 basis.		X			TAA for engineering and technical support
68	11	Establish performance measurement, tracking and reporting capabilities.		X			
69	11	Implement full performance management framework to meet performance targets.			X	Refer to Annex D, Performance Management Specification (PfMS), for amplifying details and precise timelines.	

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2.1.4 Airworthiness Implementation

2.1.4.1 The process for Airworthiness implementation, also referred to Initial Airworthiness, will depend on the Contractor's existing scope of accreditations, and the recognized regulatory agency under which it is currently accredited.

2.1.4.2 Typically, there are three (3) possible avenues:

- a. Contractor is already accredited by the DND TAA for similar scope. The Contractor must submit its existing TAA-approved Airworthiness Process Manuals (Engineering, Maintenance and Materiel). DND TAA staff will review and advise on changes and/or new requirements in support of the scope of this Contract;
- b. Contractor is accredited by another recognized regulatory agency for similar scope. The Contractor must submit its approved Airworthiness Process Manuals (APMs) and, as directed by DND TAA staff, prepare and submit a DND Airworthiness Supplement (CDRL AW-002); and
- c. Contractor has partial accreditation for similar scope. The Contractor must submit any existing Process Manuals (CDRL AW-003/004/005) and will be directed by DND TAA staff to amend or draft and submit the required APMs in support of the scope of this Contract.

2.1.4.3 The CTIP will outline the Contractor's strategy for achieving formal DND TAA accreditation/recognition by FOC.

2.1.4.4 The Contractor must apply directly to the DND TAA for accreditation within one week of Contract award.

2.1.4.5 Regardless of the DND TAA acceptance avenue, the Contractor must submit a draft Airworthiness Management Plan (AMP) (CDRL AW-001) to the DND TAA no later than two weeks after Contract Award, and a revised AMP within two weeks of the initial engagement with DND TAA staff. The AMP will be evaluated by DND TAA staff to develop the Provisional Accreditation parameters.

2.1.5 Materiel Support Implementation

2.1.5.1 In addition to those transition activities listed in Table 1 required to reach steady-state, the Contractor must perform the following one-time activities to transition Materiel Support services. These activities will be task-based as detailed in Tables 1 and 2 of Annex B, Basis of Payment, and must be completed no later than FOC.

2.1.5.1.1 The Contractor must coordinate with Canada the transportation, receipt and bringing on charge of all CIS and Government Furnished Overhaul Spares (GFOS) from the Supply Depots and from the current PG contract incumbent's location, if applicable.

2.1.5.1.2 The Contractor must bring on charge, as CIS to DND's system of record, all GFOS. Until this is completed, GFOS must be accounted for in the Contractor's automated accounting system.

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- 2.1.5.1.3 The Contractor must, for PGS unique parts, assist DND to eliminate min/max levels and reduce stock levels to zero at the Canadian Forces Supply Depots, Second Line Supply Locations and other Supply Locations (for PGS unique parts, the Stock Code (SC) will persist in DND systems despite zero stock levels at depots).
- 2.1.5.1.4 The Contractor must, for common parts currently managed by the J85 TA (where common parts are parts that are required to support weapon systems other than the J85 PG systems), assist DND in migrating the management role to the next highest DND consumer of the common part. The Contractor must then supply those parts to DND in support of the J85 PG systems only.
- 2.1.5.1.5 The Contractor must, for common parts not currently managed by the J85 TA, assist Canada in notifying the appropriate manager to reduce their annual consumption/repair forecast accordingly. The Contractor must then supply those parts to DND in support of the J85 PG systems only.
- 2.1.5.1.6 The Contractor must conduct an initial inventory rationalization for the current DND-owned PG systems spares inventories. The purpose of the rationalization is to remove spares from inventory that are not required to sustain the fleet until the fleet is withdrawn from service.
- 2.1.5.1.7 The Contractor must, for inventory that has been identified as being in excess of that required to meet fleet ELE (Para 2.1.6.1.6), perform the disposal activities as approved by the TA.
- 2.1.5.2 The Contractor must identify the small temporary infrastructure changes required to establish its Customer Supply Window (CSW) at the User Unit, such as the building of cages in the Engine Repair Facilities (ERFs)/Supply buildings, installing trailers for parts storage, etc. The Contractor will be responsible for bearing the costs associated shelving and furniture requirement to setup the CSW.
- 2.1.5.3 For permanent changes to buildings such as mezzanines, the Contractor will be required to submit a proposal based on a business case via a "Category B" Value Change Proposal, and to obtain Canada's endorsement of the proposed infrastructure and funding plan.
- 2.1.6 **Training Support Implementation**
- 2.1.6.1 In addition to those transition activities listed in Table 1, and required to reach steady-state training support services, the Contractor must facilitate and participate in a one-time Technical Proficiency Working Group with RCAF First and Second Line representatives to refine and align the Contractor Training Support Services to existing DND programs and policies. This Working Group must take place before FOC.

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2.2 Close-Out and Services Transition Out

2.2.1 General

- 2.2.2.1 The Contractor must prepare and submit a Contract Close-Out Plan (CCOP) in accordance with CDRL PM-005.

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3 Program Management

3.1 General

- 3.1.1 Canada is responsible for PGS Program Management at the Enterprise level.
- 3.1.2 The Contractor must perform the required internal program management over the Contract scope to meet the performance outcomes and contracted requirements.

3.2 Planning

3.2.1 Program Handbook

- 3.2.1.1 The Contractor must prepare, maintain and update the Program Handbook (PHbk) in accordance with CDRL PM-001.
- 3.2.1.2 The Contractor must execute its program management activities in accordance with the Canada-accepted PHbk.

3.3 Communications and Relation Management

3.3.1 Support Services Reviews and Reporting

- 3.3.1.1 The Contractor must participate in the following governance forums:
 - a. Strategic Review Meetings (SRMs);
 - b. Joint Management Review Meetings (JMRMs); and
 - c. Ad hoc meetings.
- 3.3.1.2 The Contractor must participate in the following monthly management forums:
 - a. Progress Review Meetings (PRMs); and
 - b. Technical Review Meetings (TRMs).
- 3.3.1.3 The Contractor must participate in the above meetings in person, by teleconference or video-conference as directed by Canada.

3.4 Activity and Service Coordination

3.4.1 Contractor Services Delivery Coordination

- 3.4.1.1 The Contractor must appoint a representative responsive to the Technical Authority for services delivery coordination over the full scope of work in this PWS. The Contractor representative must have the ability to rapidly mobilize Contractor resources to make timely decisions and coordinate effective support to the WSM across the full spectrum of services in this PWS.

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3.4.2 Annual Activity Forecast

3.4.2.1 Canada will provide, on an annual basis, the input required for the AAF, along with any assumptions and unknowns. The inputs will be as follows:

- a. Next year planned YFR and forecasted YFR to ELE;
- b. Current and future expected fleet size;
- c. Number of aircraft in plant with approximate schedule;
- d. Number of active aircraft assigned to non-flying roles with approximate schedule;
- e. Major aircraft modification programs with approximate schedule;
- f. Schedule of planned air demonstration shows for the next year;
- g. Reconfirmation of performance metric targets;
- h. Pack-Up Kit (PUK) requirements
- i. Planned ELE and amendment when applicable;
- j. Mandated Contractor travel requirements (planned symposium, conferences, visits to bases, etc.);
- k. Potential what-if scenarios to be addressed by the Contractor in the AAF;
- l. Forecast Task Based Services requirements; and
- m. Nature and quantity of approved Value Change Proposal (VCPs).

3.4.2.2 The Contractor must prepare and submit the AAF in accordance with CDRL PM-003 based on the inputs provided by Canada.

3.4.2.3 Changes affecting the AAF must be documented in accordance with the Change Order, CDRL PM-006.

3.4.3 Long-Term Activity Forecast

3.4.3.1 The Contractor must prepare, submit and maintain the Long-Term Activity Forecast (LTAF) in accordance with CDRL PM-002 based on the inputs provided by Canada on an annual basis as listed in para 3.4.2.1.

3.4.4 Additional Work Management

3.4.4.1 The Contractor must manage and control Additional Work Requirements (AWRs). The AWR approach employed must be described in the Canada-accepted PHbk. AWRs will be submitted to Canada for approval and tasked using a DND 626.

3.5 Cooperation with External Agencies

3.5.1 As part of the platform-level weapon systems management strategy, the Contractor must seek TA support prior to establishing working-level relationships with other CT114 fleet sustainment contractors (Primary Air Vehicle, Avionics, miscellaneous out-of-scope component R&O contractors) that may be required from time to time in support of J85 PGS activities.

3.5.2 The Contractor must seek TA support prior to establishing communication with other DND and/or foreign military agencies that may be required from time to time in support of J85 PGS activities.

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4 Engineering Support Services

4.1 General

- 4.1.1 The Contractor must perform all Engineering Support Services required to sustain the PG systems and support equipment identified in Appendix 1, Propulsion Group Equipment Scope. Canada will not be conducting these activities; however, Canada will retain specific approval authorities complementary to the Contractor's scope and depth of airworthiness authority defined in Appendix 7, Decisions of Significance.

4.2 Planning Engineering Support Services

- 4.2.1 The Contractor must provide Engineering Support Services in accordance with the Canada-accepted PHbk (CDRL PM-001).

4.3 Reporting Engineering Support Services

- 4.3.1 The Contractor must produce and maintain engineering records in support of all engineering support activities. Engineering records include all airworthiness-related documentation that meets the criteria for retention as part of the Type Record, Technical Record or Organizational Record in accordance with the Technical Airworthiness Manual (TAM), Part 5, Chapter 5.
- 4.3.2 The Contractor must provide the TA access to the engineering records via the Electronic Information Environment System (EIES) as defined in Section 9.

4.4 Technical Regulation

- 4.4.1 The Contractor must obtain and maintain TAA acceptance as an Accredited Technical Organization (ATO) in order to perform Engineering Support Services.
- 4.4.2 The Contractor must develop, deliver and maintain the Engineering Process Manual (EPM) in accordance with CDRL AW-003.
- 4.4.3 The Contractor must perform all engineering activities in accordance with the Technical Airworthiness Manual and DND TAA-approved EPM.

4.5 Engineering Support Services - Details

4.5.1 General

- 4.5.1.1 Engineering Support Services include three streams: Technical Investigation and Engineering Support (TIES), Continuing Airworthiness, and Technical Support.

4.5.2 Technical Investigations and Engineering Support

- 4.5.2.1 In order to meet the Contract outcomes, the Contractor must perform Technical Investigations and Engineering Support (TIES) in support of design changes or maintenance program changes. TIES may include:

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- a. Technical Investigations (TIs);
 - b. Engineering Studies (ESs); and
 - c. Support to flight safety investigations.
- 4.5.2.2 TIES may be Contractor-initiated or TA-requested. Contractor-initiated TIES will not be reimbursed as a direct labour item (Annex B, Basis of Payment, Tables 1 and 2); hence, Contractor-initiated TIES do not need to be forecasted by the Contractor as part of the AAF process. As a result, in-year Contractor-initiated TIES do not require a signed DND 626 Task Authorization Form.
- 4.5.2.3 The Contractor must support TA-requested TIES, on an as and when requested basis, and as authorized by a duly signed DND 626 Task Authorization Form.
- 4.5.2.4 The Contractor must deliver TA-requested TIES in accordance with CDRL ES-001.
- 4.5.3 **Continuing Airworthiness**
- 4.5.3.1 The Contractor must perform all Continuing Airworthiness activities for the components listed in Appendix 1, Propulsion Group Equipment Scope, within the scope and depth of airworthiness authority identified in Appendix 7, Decisions of Significance.
- 4.5.3.2 The Contractor must perform the Continuing Airworthiness functions mandated by the TAM, Part 3, and further amplified below:
- a. Conduct and Control of Maintenance. The Contractor's scope for Conduct and Control of Maintenance is primarily defined in Section 5 of this PWS. However, as part of the Engineering Support Services, the Contractor must:
 - i. Manage the approved First, Second and Third Level J85 PG systems maintenance program by ensuring continued accuracy and adequacy of the technical content of the maintenance publications listed in Appendix 1, Propulsion Group Equipment Scope;
 - ii. Monitor and amend the maintenance program to ensure its effectiveness based on actual in-service experience and implement changes to accommodate approved modifications or as required as a result of monitoring activities; and
 - iii. Support the TA in assessing requests for Deviations to the Approved Maintenance Program;
 - b. Design Change Certification. Design change certification including modifications, alterations, changes to the maintenance program, alternate parts, development of new repair schemes and non-standard repairs as defined in the TAM;
 - c. Configuration Management. In-service configuration management includes configuration identification, control, status accounting and audits for the engine, secondary power systems and GCU, in compliance with the TAM and the CT114 Configuration Management Plan (CMP). Specifically:
 - i. The Contractor must review on an annual basis the CT114 CMP, identified in Appendix 6, List of References, and provide recommendations for updates to ensure

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that it is accurate and reflects the activities of the Contractor with respect to Configuration Management (CM); and

- ii. The Contractor must obtain configuration control numbers from the WSM for all technical airworthiness processes and forward the completed Technical Data Packages (TDP) to the CT114 WSM for retention; and

d. Product Usage Monitoring. Product Usage Monitoring includes:

- i. Reviewing, responding to and implementing corrective action to Unsatisfactory Condition Reports (UCRs) and Pre-Installation Failure (PIF) reports;
- ii. Assessing Airworthiness Directives received from the TAA or other regulatory agencies, Original Equipment Manufacturer (OEM) dispositions and Airworthiness and Aviation Safety Documents (AASDs) received from the TA for applicability and acceptability to the J85 PG systems. (AASDs include, for instance, service bulletins from other J85 engine users).
- iii. Assessing applicability and relevance of Component Improvement Program (CIP) engineering and technical programs to Canada and initiating necessary follow-up actions;
- iv. Monitoring Flight Safety occurrence reports, and recommending and implementing Preventive Measures (PM) resulting from Flight Safety occurrences as required;
- v. Preparing and monitoring the progress of Special Inspection at First and Second Line in accordance with the DGAPEM procedure EMT09.034;
- vi. Provide engineering support to the CT114 Aging Aircraft Assessment Plan for secondary power systems. This consists in assessing USN failure mode dispositions provided by the TA for applicability and similarity, conducting an assessment of defined aging threats, and providing a recommendation on airworthiness of the systems until ELE;
- vii. Monitoring, tracking, and identifying airworthiness risk to the TA; and, as required, prepare airworthiness risk assessments including the staffing of Records of Airworthiness Risk Management (RARM) (CDRL ES-003);
- viii. Providing Input to the Annual Airworthiness Report (AAR) as per (CDRL ES-004); and
- ix. Providing inputs to the TA in support of product usage monitoring in the form of a Quarterly Reliability and Supportability Report for PG systems (CDRL ES-005).

- 4.5.3.3 Airworthiness-related Functions Retained by Canada. The Contractor must submit to the TA, all Design Change Technical Data Packages (TDPs) in support of airworthiness processes for which DND has retained approval authority as identified in Appendix 7, Decisions of Significance. The Contractor must submit the Design Change TDP in accordance with CDRL ES-002. The Contractor may make recommendations to the TA for changes to the maintenance program affecting equipment and publications not included in Appendix 1, Propulsion Group Equipment Scope, if such changes will benefit the J85 PGS Contract outcomes, and/or, are necessary as a result of changes to PG systems technical data.

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4.5.4 Technical Support

4.5.4.1 The Contractor must provide timely and accurate systems expertise to the TA, field maintenance personnel and other applicable agencies including:

- a. Liaison Engineering as defined in Section 10;
- b. Attendance at meetings, conferences, and symposiums as requested by the TA to provide technical support; and
- c. Accompanying and participating in visits by WSM staff to the MOB or other locations as required by Canada in support of PG systems sustainment.

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5 Maintenance Support Services

5.1 General

- 5.1.1 The Contractor must perform Third Level maintenance, repair and overhaul, and assist with First and Second Level maintenance on all PG system components and support equipment identified in Appendix 1, Propulsion Group Equipment Scope.

5.2 Planning Maintenance Support Services

- 5.2.1 The Contractor must provide Maintenance Support Services in accordance with the Canada-accepted PHbk (CDRL PM-001).

5.3 Reporting Maintenance Support Services

- 5.3.1 Not used.

5.4 Technical Regulation

- 5.4.1 The Contractor must obtain and maintain TAA acceptance as an Accredited Maintenance Organization (AMO) in order to perform Maintenance Support Services.
- 5.4.2 The Contractor must develop, deliver and maintain a Maintenance Process Manual (MPM) in accordance with CDRL AW-005.
- 5.4.3 The Contractor must perform all maintenance, repair and overhaul activities in accordance with the TAM and DND TAA-approved MPM.
- 5.4.4 The P-series Canadian Forces Technical Orders (CFTOs) (C-05-005-PXX/AM-001) define the processes and policies that DND follows to accomplish maintenance and engineering operational objectives within CF airworthiness rules and standards, as well as other applicable orders and legislation. Where Contractor maintenance activities are performed in conjunction with DND personnel at First and Second Lines, the Contractor must demonstrate compliance with the P-series CFTOs.
- 5.4.5 DND policy governing calibration is C-06-020-001/AM-001 – Test Equipment Calibration Policy. Most test equipment, test apparatus and some tools require an initial and subsequent periodic inspection and calibration to ensure their accuracy. The Contractor must demonstrate that it achieves an equivalent outcome through its calibration program.

5.5 Maintenance Support Services - Details

5.5.1 General

- 5.5.1.1 The transfer of PG systems scope and depth of maintenance between Lines of maintenance is a Decision of Significance as described in Appendix 7, Decisions of Significance.

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5.5.2 Third Level Maintenance

- 5.5.2.1 The Contractor must perform Third Level maintenance at Third Line on the PG system components listed in Appendix 1, Propulsion Group Equipment Scope, in accordance with the Depot Level maintenance instructions in the CFTOs listed in Appendices 1 and 6, Repair Engineering Instructions issued by the OEM, Non-Standard Repair/Military Support Instructions, applicable approved modifications, and special inspections.

5.5.3 Second Level Maintenance

- 5.5.3.1 The Contractor must control production output by determining the production requirements of Second Level maintenance activities carried out at Second Line. This includes work performed in the Engine Repair Facility (ERF) and Engine Test Facility (ETF).
- 5.5.3.2 The Contractor must perform Second Level maintenance activities using Contractor personnel at Second Line.
- 5.5.3.3 The Contractor:
- a. Must set priorities for the work including optimization of engine builds;
 - b. Must provide technical expertise and provide mentoring to RCAF personnel assigned to First Line for technical proficiency purposes (as defined in Section 7);
 - c. Must provide production capability / output in order to meet Contract outcomes:
 - i. Contractor field resources assigned to perform Second Level maintenance at Second Line must be authorized under the Contractor's AMO accreditation to perform and certify Second Level maintenance on the PG systems, up to and including Maintenance Release and Major Component Weapon System Release (as defined in C-05-005-P03/AM-001); and
 - ii. Contractor field resources assigned to perform Second Level maintenance activities at Second Line must carry out the supporting tasks associated with the maintenance carried out including, but not limited to housekeeping, tool control and shop clean-up.
 - d. May recommend and assist in implementing improvements to Second Line maintenance operations deemed beneficial in order to meet Contract outcomes, such as Industry's best practices and workflow optimization;
 - e. Must oversee the flow of materiel in and out of the Engine Repair Facility and Engine Test Facility, and optimize stock levels; and
 - f. Must supervise Contractor personnel.
- 5.5.3.4 The Contractor is responsible for the work carried out in the Engine Repair Facility and Engine Test Facility, which currently includes:

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a. Engines & Tail Pipes:

- i. Build-up and tear-down;
- ii. Repairs / replacements as a result of TX, FOD, FCU Change, Comp Blade Change, Hot End Inspections, etc.);
- iii. Modifications;
- iv. Inspections (Periodic, Out-of-Sequence, Special, etc.);
- v. Testing and preservation; and
- vi. First Line Replaceable Unit (FLRU) replacement, inspection, modification and testing;

b. First Line Replaceable Units (FLRUs):

- i. Perform electrical checks, in accordance with the Component Evaluation logic, on FLRUs removed from engines received from first line for troubleshooting. This process ensures that serviceable FLRUs are not inadvertently routed to Third Line.

c. Support Equipment:

- i. Inspection/minor repair;

d. Storage:

- i. Provide storage for engines removed during aircraft Periodic inspections - includes loading and unloading from a Removal and Installation (R&I) stand;

e. Engine Test Cell:

- i. Operating the Test Cell;
- ii. Routine maintenance, fault-finding and servicing of the Engine test cell;
- iii. Conduct performance, fault-finding and serviceability runs of engines;
- iv. Service engines after test;
- v. Engine troubleshooting and on-engine replacement of FLRUs; and
- vi. On-engine testing of removed engine components in accordance with the Component Evaluation Logic; and

f. Shipping Container:

- i. Installation and removal of engines and modules; and
- ii. Inspection/minor repair.

5.5.3.5 The Contractor must perform all Second Level maintenance not carried out at Second Line on PG system components listed in Appendix 1, Propulsion Group Equipment Scope. This maintenance must be carried out at Third Line in accordance with the CFTOs listed in Appendices 1 and 6.

5.5.3.6 The Contractor may submit recommendations to transfer, either on a temporary or permanent basis, Second Level maintenance activities between 15 Wing Moose Jaw and the Contractor's facility (Third Line) based on sound business case analyses.

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5.5.4 First Level Maintenance

- 5.5.4.1 Canada performs First Level maintenance on the J85 PG systems in accordance with First Line publications, as listed in Appendices 1 and 6.
- 5.5.4.2 The Contractor must provide technical assistance to RCAF technicians on the performance of First Level maintenance in order to meet the Contract outcomes.
- 5.5.4.3 The Contractor must provide timely and accurate First Level maintenance expertise to the TA, field maintenance personnel and other applicable agencies as defined in Section 10.
- 5.5.4.4 When requested, the Contractor is to augment First Level maintenance in garrison with technicians to repair/replace installed engines to support flying activities at 15 Wing, MJ.

5.5.5 Support Equipment

- 5.5.5.1 The Contractor shall be responsible for performing maintenance on the items listed in Appendix 1, Propulsion Group Equipment Scope, which are used at Third Line facilities.
- 5.5.5.2 The Contractor shall be responsible for monitoring / coordinating the required maintenance activities to ensure availability and serviceability of the items listed in Appendix 1, Propulsion Group Equipment Scope, and used at Second Line facilities.

5.5.6 Manufacturing

- 5.5.6.1 The Contractor must manufacture J85 PG systems parts when local manufacture is called for by CFTOs and/or approved drawings.
- 5.5.6.2 The Contractor must manufacture tooling and support equipment when called for in, and in accordance with, CFTOs and/or approved drawings.

5.5.7 Mobile Repair Party

- 5.5.7.1 The Contractor must provide Mobile Repair Party (MRP) services as authorized by a duly signed DND 626 Task Authorization form. A MRP is defined as one or more Contractor employee that is tasked to travel to the location of the aircraft within North America and to repair/replace the applicable engine.

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6 Materiel Support Services

6.1 General

- 6.1.1 The Contractor must provide Materiel Support Services for Contract Issued Spares (CIS), Government Furnished Overhaul Spares (GFOS) and equipment identified in Appendix 1, Propulsion Group Equipment Scope, and Annex F, GSM and GFE.

6.2 Planning Materiel Support Services

- 6.2.1 The Contractor must provide Materiel Support Services in accordance with the Canada-accepted PHbk (CDRL PM-001).
- 6.2.2 The Contractor must plan and forecast the materiel requirements and determine an appropriate procurement strategy to ensure adequate materiel support to First, Second and Third Level maintenance in order to achieve Contract and Enterprise outcomes.
- 6.2.3 The Contractor may raise Cooperative Logistics (COLOG) requisitions for DND approval. Where the Contractor determines that obtaining spares / consumables through COLOG is the optimal solution, Canada shall be requested to acquire these items which will be provided to the Contractor as Government Owned Material (GOM) upon receipt. GOM constitutes GFM, GFE and Loan Equipment. DND's PA reserves the right to opt to procure equipment through COLOG or other means as the optimal procurement solution. The Contractor will not be held accountable for unreasonable delays in obtaining items through the CFSS or COLOG when it can be clearly demonstrated that this action was in the best interest of Canada.
- 6.2.4 The Contractor must determine the sparing levels to be held at each storage location (SLoc) in support of maintenance, repair and overhaul activities, including but not limited to stock held at MOBs, in Pack-Up Kits (PUKs) and at Contractor location(s).

6.3 Technical Regulation

- 6.3.1 The Contractor must comply with the requirements for materiel support activities of the following publications when dealing with DND-owned materiel:
- a. A-LM-007-100/AG-001: Canadian Forces Supply Administration Manual;
 - b. A-LM-184-001/JS-001: Special Instructions Repair and Overhaul Contractor; and
 - c. C-05-005-001/AG-001: Technical Airworthiness Manual.
- 6.3.2 The Contractor must obtain and maintain TAA acceptance as an Accredited Material Support Organization (AMSO) in order to perform Material Support Services. The Contractor must develop, deliver and maintain a Material Support Process Manual (MSPM) in accordance with CDRL AW-005.
- 6.3.3 In order to ensure that DND's interests are protected in terms of DND-owned materiel, the NDQAR reserves the right to carry out audits on the Contractor's materiel management system.

6.4 Procurement

6.4.1 Vendor Selection

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- 6.4.1.1 The Contractor is responsible for the vendor selection and the procurement of replacement parts to support First, Second and Third Level maintenance. The Contractor must only procure approved airworthy replacement parts that fulfill the TAA requirements of the Technical Airworthiness Manual (Part 5, Chapter 2).

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6.4.2 Codification & Cataloguing Support

- 6.4.2.1 When a stock code is required, the Contractor must initiate the process to catalogue items using the MI Requestor in order to support the issuance of materiel. The Contractor must maintain existing data, such as stock codes and kits on DND's inventory systems.
- 6.4.2.2 The Contractor must perform cataloguing activities, including inputting and maintaining spares data in DND's system of record.

6.4.3 Petroleum, Oils and Lubricants

- 6.4.3.1 The Contractor is not responsible for procuring Petroleum, Oils & Lubricants (POL) for First Line maintenance requirements.
- 6.4.3.2 The Contractor must procure all required POL with the exclusion of aviation fuels and engine oils to support Second Line maintenance requirements. When the Contractor requires aviation fuels and engine oils for Second Line, the Contractor must order through 15 Wing Supply.
- 6.4.3.3 The Contractor must procure all required POL to support Third Line maintenance requirement.

6.5 Warehousing Operations

6.5.1 Inventory Management

- 6.5.1.1 The Contractor must provide warehousing for the care, custody and control of PG inventories. The Contractor must accommodate current J85 inventories in segregated and secure storage areas.
- 6.5.1.2 The Contractor must comply with and manage materiel inspection, packaging, handling and preservation requirements, including the special requirements for air shipment and dangerous goods in accordance with A-LM-184-001/JS-001 for all Canada-owned materiel in its custody.

6.5.2 Use of DND System of Record

- 6.5.2.1 In order to ensure Total Asset Visibility of DND-owned materiel while in the care, custody and control of the Contractor, the Contractor must use DND's system of record as identified in Section 9. The Contractor must comply with the requirements for data fidelity, accuracy and visibility as per the Supply Administration Manual A-LM-007-100/AG-001. Canada will assign a Supply Manager (SM) code Contractor Repair Parts Account (CRPA), Repairable Materiel Account (RMA) and/or a Regional Repairable Materiel Account (RRMA) to the Contractor.

6.5.3 Customer Supply Window

- 6.5.3.1 The Contractor must issue all CIS and equipment to DND via the Customer Supply Window (CSW). Notably, all J85 engine issuances/returns shall be effected via CSW transactions.
- 6.5.3.2 The Contractor must establish a CSW at 15 Wing Moose Jaw to provide PG spares to the RCAF. The CSW should be co-located, space permitting, with the Engine Repair Facility.

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- 6.5.3.3 The CSW will be open for standard queries during RCAF day shift working hours, and during occasional night shifts when required. The Contractor will be responsible to provide CSW support after normal working hours, on call only, for unforeseen requirement.
- 6.5.3.4 All CIS which is a repairable item will be provided as a one-for-one exchange, where DND must return an unserviceable item in order to demand a serviceable item with the exception of support for:
- a. Troubleshooting, where the item will be returned no later than 30 calendar days; and
 - b. For Snowbirds Airshow
 - i. No later than 60 days, before beginning of the airshow season, a demand to fill the PUK is sent to the Contractor (at the CSW);
 - ii. In MJ, the contractor will be requested to replace U/S items for the PUK as required; and
 - iii. The RCAF will return the PUK no later than 21 days, following each swing and/or the end of the season.
- 6.5.4 **Handover Point, Ownership and Custody**
- 6.5.4.1 The ownership of CFM rests with the Contractor until it is physically transferred at the handover point upon which ownership transfers to Canada.
- 6.5.4.2 The handover point for CFM is CSW in Moose Jaw.
- 6.5.4.3 Canada will retain ownership of all existing GOM. The exchange of custody of GOM from Canada to the Contractor, or vice versa, occurs upon the physical transfer at the CSW
- a. CSW transaction where CIS items are issued to or are returned from First Line; and
- 6.5.4.4 The CSW is the sole point of physical exchange of GOM between Canada and the Contractor; both for unserviceable GOM being returned to the Contractor, as well as serviceable GOM being provided to Canada.
- 6.5.5 **Controlled Goods**
- 6.5.5.1 The Contractor must restrict Controlled Goods (CG) materiel access to authorized individuals only.
- 6.5.5.2 The Contractor must prepare the End User Certificate and distribute as per regulations.
- 6.5.6 **Discrepancies**
- 6.5.6.1 The Contractor must action discrepancies in shipments in accordance with Chapter 2.1 of A-LM-184-001/JS-001.
- 6.5.7 **Stocktaking**

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- 6.5.7.1 For all Government Owned Materiel in Contractor Custody (GOCC), the Contractor must perform stocktaking activities in order to ensure accuracy between physical assets and holdings in the system of record. All DND-owned inventory held at the Contractor facility must be physically counted and reported, unless specified more frequently, once every two years.
- 6.5.7.2 The Contractor must account for all CIS and GFOS in either a manual or an automated system. Regardless of the system used, the Contractor must maintain an audit trail acceptable to DND.
- 6.5.7.3 The Contractor must create a stocktaking plan in accordance with Stocktaking Plan (CDRL LOG-002) to account for DRMIS storage locations.
- 6.5.7.4 The supporting Quality Assurance Representative (QAR) and ROCEA must be contacted by the Contractor two weeks prior to the scheduled stocktaking, in order to coordinate the counts.
- 6.5.7.5 Reconciliation for each storage location must be performed at a frequency based on the stock type:
- a) A & C Class items non-controlled goods – 100%
 - b) E Class Controlled equipment – counted monthly with serial number validation quarterly.
- 6.5.7.6 At the conclusion of every stocktaking, the Contractor must prepare a stocktaking summary report in accordance with Stocktaking Summary Report (CDRL LOG-003) for each DRMIS storage location that was counted physically.
- 6.5.7.7 If discrepancies are found, a Stocktaking Investigation Report, in accordance with Stocktaking Investigation Reporting (CDRL LOG-004), is to be completed and submitted to the supporting QAR and ROCEA within 30 days of the physical count.
- 6.5.7.8 For non-catalogued materiel, the Contractor must keep accurate records. When performing a stocktaking on any GOCCM that is not accounted for in DRMIS, the Contractor must:
- a) Compare the count results with the actual quantities recorded in the Contractor's local system;
 - b) Adjust their records should deficiencies be discovered;
 - c) advise the supporting NDQAR and Procurement Authority if there are any deficiencies via email within 5 days of completion, and
 - d) Prepare and submit a deficiency report in accordance with Stocktaking Investigation Reporting (CDRL LOG-004).
- 6.5.8 **GOM Inventory Rationalization**
- 6.5.8.1 In conjunction with the stocktaking schedule, the Contractor must carry out a review of J85 GOCCM to determine if holdings of any particular item:
- a. Exceeds the economic stock retention level;
 - b. Has become surplus to requirement as a result of end item disposal/retirement; or
 - c. Has become redundant because of a modification change notice, product improvement, etc.

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6.5.8.2 The Contractor must:

- a. Appropriately dispose of, and/or transfer, CIS and/or GFOS meeting para 6.5.8.1. criteria;
- b. Prepare/staff the necessary documentation associated with the disposal function in accordance with paragraph 6.10 (below); and
- c. Submit disposal documentation to DND for approval

6.6 Life Cycle Materiel Management & Obsolescence Management

6.6.1 The Contractor must perform all Life Cycle Materiel Management (LCMM) functions on in-scope PG equipment, associated spares and support equipment deemed necessary to meet Contract requirements and outcomes sought by Canada.

6.6.2 The Contractor is responsible for the obsolescence management of in-scope PG equipment and associated spares. The Contractor must develop strategies to address obsolescence of parts and equipment to ensure that the performance of contracted outcomes is not negatively affected, and to ensure compliance with Continuing Airworthiness requirements as described in Section 4.5.3 of this Annex.

6.7 Repair and Overhaul - Administration

6.7.1 General

6.7.1.1 The Contractor must comply with the R&O requirements for all DND-owned assets (as outlined in A-LM-184-001/JS-001) with the exception of the sections covering Accountable Advance Spares (AAS), Contractor Effectiveness Report (CER), First-in-First-out (FIFO), Free-Flow Equipment, Maximum Repair Cost (MRC), Priority Repair Request (PRR), Selection Notice and Priority Summary (SNAPS), and Turn Around Time (TAT).

6.7.1.2 The Contractor must comply immediately with all 'stop repair' instructions issued by Canada.

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6.7.2 Reduction to Spares

6.7.2.1 Reduction to spares is a disposal activity that must occur with appropriate authorization. The resulting piece parts will become GFOS. When the Contractor is directed by the EMT to reduce DND-owned assets into spares or scrap, the Contractor must:

- a) Disassemble the equipment in accordance with the applicable CFTO into subcomponents as directed by the TA;
- b) Assess the desired subcomponents for serviceability;
- c) Serviceable components that are catalogued in CGCS must be reported to the responsible NDQAR for induction to DRMIS;
- d) Serviceable components that are not catalogued must be reported to the TA via the ROCEA for direction; and
- e) The remaining parts and components are to be disposed in accordance with para 5.9 of this PWS.

6.7.3 Special Tooling

6.7.3.1 The Contractor must acquire all Special Tools and Test Equipment necessary to carry out work at Third Line; unless specifically provided by Canada, as per Annex F (GSM and GFE). All GSM and GFE will be accounted for on a separate loan agreement.

6.7.4 Initiation of R&O

- 6.7.4.1 The Contractor must initiate a Work Order on DND's System of Record.
- 6.7.4.2 The Contractor is responsible to maintain and update the Work Order, including accumulated labour hours; and all materiel issued to or removed from the equipment.

6.7.5 Identification Marking

- 6.7.5.1 The Contractor must restore the original marking information for all equipment assemblies, their packaging and/or components after overhaul or reconditioning.
- 6.7.5.2 The Contractor must add the following information immediately adjacent to the original identification markings or previous reconditioning markings:
 - a. Reconditioner's identification, date of reconditioning, inspector's stamp/number; and
 - b. When it is not practicable to add this information to the part, it is permissible to annotate the information onto a suitable tag (to be attached to the part prior to shipping).

6.7.6 Completion of R&O

6.7.6.1 On completion of Repair and/or Overhaul, the Contractor must:

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- a. Stamp the “Contractor Certification” in accordance with Chapter 3.1 of A-LM-184-001/JS-001;
- b. Prepare and affix a CF942 Materiel Condition Tag in accordance with C-02-005-009/AM-000;
- c. Update applicable maintenance records;
- d. Close the Work Order on DND’s System of Record; and
- e. Issue the equipment to the serviceable SLoc of the CRPA account.

6.7.7 Warranty Consideration

- 6.7.7.1 The Contractor must ensure that CIS returned for warranty consideration will be actioned in accordance with Chapter 9 of A-LM-184-001/JS-001.

6.8 Mission Sparing Support – Air Demonstration Deployments with one PUK

- 6.8.1.1 The Contractor must support the concurrent deployment with a PUK while sustaining local flying at MOB.
- 6.8.1.2 The Contractor must prepare PUK for deployment; ensuring that items are packaged in the appropriate shipping containers, and that all materiel contained in the PUK has been prepared in accordance with regulations applicable to the transportation of dangerous and controlled goods.
- 6.8.2 **Re-supply of Deployment PUK during Airshow Season**
 - 6.8.2.1 The Contractor must prepare, stock and support the re-supply of the MSV Pack-Up Kit (PUK).
 - 6.8.2.2 Throughout a domestic or international deployment, the CSW at 15 Wing, Moose Jaw, must, at the request of the deployed unit, issue the spares required to replenish the deployed PUK as items are depleted or become time-expired.
 - 6.8.2.3 Re-supply of Deployment PUKs will not be subject to a one-for-one exchange policy (except as described in 6.5.3.4.).
 - 6.8.2.4 Items ordered by Canada for re-supply of Deployed Operations must be made available at the supporting MOB CSW in accordance with the regular CSW response time requirements.
 - 6.8.2.5 Re-supply items shall be appropriately packaged and preserved as required for shipment.
- 6.8.3 **Movement of PUKs and re-supply items**
 - 6.8.3.1 Canada is responsible for the movement of PUKs and replenishment items from the CSW to deployed locations. The pack-up kit is in the CMTT/Green Fleet (DRMIS SCM) truck (MSV) on the road during the show swings. RCAF will retain responsibility for stocking and managing the Pack-Up Kit.

6.9 Materiel Movement

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6.9.1 Transportation and Brokerage

- 6.9.1.1 The Contractor is responsible for transportation and customs brokerage documentation of CIS between the CSW and all other Contractor or sub-Contractor facilities. Once DND draws CIS from the CSW, DND will be responsible for the transportation to the required location (squadron or deployed location). Transportation of RFI engines received at the Window (virtual or physical) could/should remain with the Green Fleet.

6.9.2 Shipping Containers

- 6.9.2.1 Canada will provide existing specialized shipping containers as CIS. The Contractor must obtain an approved DND626 prior to the purchase of additional shipping containers. Once purchased, the Contractor must bring them on charge as CIS.

6.10 Materiel Disposal

6.10.1 General and Technical Regulations

- 6.10.1.1 The Contractor can make materiel disposal recommendations; however, DND must approve all Disposal Plans.
- 6.10.1.2 The Directorate of Supply Chain Operations (DSCO) is the functional authority for coordinating the disposal of all surplus assets on behalf of DND. The subsequent sale of materiel is the responsibility of the GC Surplus Team of PSPC.
- 6.10.1.3 The Contractor must comply with Defence Supply Chain (DSC) disposal framework and policies. If there is a discrepancy between the wording of any documents that appear on the list, the wording of the document that first appears on the list has priority over the wording of any document that subsequently appears on the list:
- a. DAOD 3013-0: Surplus Materiel
 - b. DAOD 3013-1: Disposal of Surplus Materiel
 - c. A-LM-184-001/JS-001: Special Instructions Repair and Overhaul Contractor;
 - d. A-LM-007-100/AG-001: Canadian Forces Supply Administration Manual;
 - e. A-LM-007-015/AG-001; and
 - f. Crown Assets Act.

- 6.10.1.4 The Contractor must perform all disposal activities to ensure non-conforming materiel does not make it into service in accordance with the TAM and its DND TAA-approved MSPM (CDRL AW-005).

- 6.10.1.5 The disposal of hazardous material is subject to Federal, Provincial and Municipal regulations and laws. The Contractor must adhere to these laws when disposing of items under this Contract.

6.10.2 Disposal Plan

- 6.10.2.1 The Contractor must identify PG systems assets that are in excess to DND's requirements.
- 6.10.2.2 The Contractor must develop, submit and maintain Disposal Plans in accordance with CDRL MAT-003.

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- 6.10.2.3 The Contractor shall monitor and execute the disposal of dormant stock as per the DND-approved Disposal Plan (CDRL MAT-003).
- 6.10.2.4 The Contractor must assist DND in maximizing the net disposal revenue while minimizing processing and overhead costs.
- 6.10.3 **Demilitarization**
- 6.10.3.1 The Contractor must prepare, and staff to the TA, all applicable forms and plans required for Canada to approve disposal actions; including identifying the condition of the goods, and making appropriate recommendations on acceptable demilitarization methods and facilities.
- 6.10.3.2 The Contractor must comply with DND policy for demilitarization of controlled goods.
- 6.10.4 **Scrapping Action**
- 6.10.4.1 The Contractor must ensure that spares designated for disposal are segregated from airworthy products.
- 6.10.4.2 The Contractor must mutilate any PG component to be scrapped such that it cannot be mistaken for a serviceable component. The method of mutilation must be agreed upon between the TA and the Contractor, and must comply with all applicable demilitarization requirements.
- 6.10.4.3 Any scrapping action at Second and Third Line for items with demilitarization requirements must be witnessed by Quality Assurance Representative (QAR). The Contractor must allow for QAR oversight of all disposal activities.
- 6.10.5 **End-of-Fleet-Life (EFL) and Fleet Major Reduction Disposal**
- 6.10.5.1 The specific disposal activities in support of the CT114 End-of-Fleet-Life (EFL) or in support of a major CT114 fleet aircraft reduction will be tasked using a duly signed DND 626.
- 6.11 **Materiel Administration**
- 6.11.1 **Document Retention**
- 6.11.1.1 The Contractor must file and retain the following auditable transaction documentation by applicable account (RMA or CRPA) warehouse either by Stock Code or by Requisition Number, in accordance with Chapter 8 of A-LM-184-001/JS-001:
- Stock Code sequence followed by requisition number; or
 - Requisition number.
- 6.11.1.2 The Contractor must account for/address the following:
- Materiel held on CRPA, RMA and RRMA must be in DND's system of record as per the Defence Supply Chain (DSC) automated procedures in accordance with A-LM-184-001/JS-001; and
 - Government Furnished Overhaul Spares (GFOS) in either a manual or an automated system. Regardless of the system used, the Contractor must maintain an audit trail acceptable to DND.

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6.11.2 Reporting Materiel Support Services

- 6.11.2.1 The Contractor must prepare and submit a Repair and Overhaul Report in accordance with CDRL MAT-001
- 6.11.2.2 The Contractor must deliver an Annual Contractor Held Inventory (CHI) Report in accordance with CDRL MAT-002.
- 6.11.2.3 The Contractor must deliver a Disposal Plan in accordance with CDRL MAT-003.
- 6.11.2.4 The Contractor must deliver a Monthly Data Report in accordance with CDRL MAT-004.

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7 Training Support Services

7.1 General

7.1.1 The Contractor must provide the following Training Support Services:

- a. Assistance to Canada in improving First and Second Line technicians' maintenance proficiency as necessary to achieve Contract outcomes; and
- b. Training for Canada personnel on new equipment, tools, and IM/IT systems introduced or maintained by the Contractor and to be used by Canada personnel.

7.2 Planning Training Support Services

7.2.1 The Contractor must perform Training Support Services in accordance with the Canada-accepted PHbk (CDRL PM-001).

7.3 Reporting Training Support Services

7.3.1 Not used.

7.4 Technical Regulation

7.4.1 Formal training of Canada technicians leading to trade-essential qualifications is provided by 2 Cdn Air Division and regulated through the Canadian Forces Individual Training and Education System (CFITES).

7.4.2 The authority to perform and certify on-aircraft and off-aircraft work is regimented by the TAM. In accordance with C-05-005-P03/AM-001, this authority is granted to RCAF technicians by a unit Senior Aircraft Maintenance Supervisor (SAMS) for each set of tasks applicable to First or Second Level maintenance in accordance with the 1 Cdn Air Div-approved Aircraft Weapon System Authorization Codes (A-PD-055-500/PQ-000).

7.4.3 The Contractor's Training Support Services must be compatible with these regulations.

7.5 Training Support Services - Details

7.5.1 First Line Maintenance Proficiency

7.5.1.1 Proficiency gains at First Line will contribute to Contract performance outcomes (e.g., improved availability through the reduction of No Fault Found findings) and can be achieved via initiatives such as: informal coaching; technical briefs; development of On-the-Job-Training (OJT) packages; and recommendation for Unit Employment Training Plans (UETP) improvements. As required, to meet the Contract performance outcomes, the Contractor may assist DND in improving First Line maintenance technical proficiency with particular focus on testing, troubleshooting, and repair skills of First Line Canada technicians.

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7.5.2 IM/IT Training Requirements

7.5.2.1 The Contractor must provide user training and user manuals to Canada personnel on IM/IT applications that are provided and/or supported by the Contractor. Training must be provided for new users, and for existing users where enhancements are implemented that affect the use of the application and/or data.

7.5.2.2 The Contractor must provide user training and user manuals for new tools, techniques, methods, or equipment introduced by the Contractor.

7.5.3 Additional Training Requirements

7.5.3.1 The Contractor must provide assistance for technical training of DND personnel when requested by Canada using a DND 626 tasking.

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8 Technical Data and Publications Management Support Services

8.1 General

- 8.1.1 The Contractor must provide Technical Data and Publications Management Support Services as defined in this Section.

8.2 Technical Data Management Support Services

- 8.2.1 The Contractor must perform all of the activities necessary to update and maintain the PG systems Technical Data including, but not limited to: collecting; organizing; storing; controlling; disseminating; using; and disposing of Technical Data.
- 8.2.2 The Contractor must perform Technical Data Management Support Services in accordance with the Canada-accepted PHbk (CDRL PM-001).
- 8.2.3 Contractor-managed Technical Data must be made available to Canada on request.
- 8.2.4 The Contractor must set up and maintain a repository for the collection and management of Logistic Support Analysis Records (LSAR) required in delivering performance-based sustainment services. This includes the records associated with Appendix 4, Contract Data Requirements List & Data Item Descriptions, and its Addendum 1, as well as the following Technical Data:
- a. Contractor-produced Technical Reports;
 - b. J85 and Secondary Power Systems Routine Engineering Orders (REOs);
 - c. J85 and Secondary Power Systems Engineering drawings (as received and in accordance with CDRL TD-001);
 - d. OEM-supplied data in support of the PG systems;
 - e. R&O maintenance documentation (ADAM portion of the Maintenance Record Set, Third Line Maintenance Reports, Certificates of Conformance for PG Systems and Components);
 - f. Bottom Line Measures and associated records;
 - g. J85 and Secondary Power Systems Non-Standard Repairs (NSRs);
 - h. Software documentation related to PG software systems;
 - i. J85 Second and Third Line CFTOs in accordance with Publication Management and Publishing Services; and
 - j. Other Technical Data as defined by the TA.
- 8.2.5 The Contractor must provide to the TA, the technical data generated in support of airworthiness processes as stated in Section 4.
- 8.2.6 The Contractor must review PG system related documentation received from the TA (originating from the OEM or other organization) and assess its impact on the PG system Technical Data. The assessment is to be staffed in accordance with paragraph 4.5.3.2.d.
- 8.2.7 The Contractor must provide, when requested by the TA, PG systems-related input and updates to the CT114 Canadian Military Aircraft Type Certificate (CMATC).

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8.3 Publication Management and Publishing Support Services

8.3.1 General

- 8.3.1.1 The Contractor must maintain, publish and distribute J85 PG Systems First, Second and Third Level maintenance and Operational publications as specified in Appendix 1, Propulsion Group Equipment Scope.
- 8.3.1.2 In addition to those publications listed in Appendix 1, Propulsion Group Equipment Scope, the Contractor is responsible for maintaining the currency and accuracy of the PG systems technical data contained in generic First, Second and Third Level CT114 maintenance publications.

8.3.2 Maintenance

- 8.3.2.1 The Contractor must perform the full spectrum of publication maintenance activities, as applicable to the in-scope J85 PG systems, to ensure adequate and airworthy publications are available to support maintenance, engineering, materiel and operational activities. The Contractor must ensure that the publications are kept up-to-date such that they accurately reflect the equipment or processes they support.
- 8.3.2.2 The Contractor must:
- Conduct periodic audits of publications to ensure current versions are adequate;
 - Review and action all incoming source data in conjunction with engineering support requirements stipulated in paragraph 4.5.3, including Publication Discrepancy Reports (PDRs) and UCRs;
 - Identify the impact of publication changes on the J85 PG technical data and all other publications;
 - Identify the impact of changes to J85 PG technical data on all First, Second and Third Level CT114 maintenance publications;
 - Prepare and approve the TDP in support of publication amendments in accordance with engineering support requirements of Section 4 paragraph 4.5.3, Appendix 7, Decisions of Significance, and applicable TAM policies; and
 - Maintain a master copy of each publication.

8.3.3 Publishing

- 8.3.3.1 The Contractor must comply with publishing standard C-01-100-100/AG-006, and other applicable specifications and instructions listed in Appendix 6, List of References, for all technical publications used by Canada personnel.
- 8.3.3.2 The Contractor must publish publication amendments in the same format as its parent publication.
- 8.3.3.3 The Contractor must conduct technical accuracy, verification and validation of proposed amendments.
- 8.3.3.4 The Contractor must translate amendments to bilingual publications and verify accuracy of translated amendments.

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8.3.4 Distribution

8.3.4.1 The vehicle for distribution of the First and Second Line publications resides primarily in the CT114 IETM application. The Contractor must submit XML source code and soft copy (PDF) of amendments, as identified in Appendix 1, Propulsion Group Equipment Scope, to the IETM administrator if the publication is published in the IETM.

8.3.4.2 The Contractor must reproduce, distribute and release the publication amendments in hardcopy format if not published in the IETM.

8.3.5 Task-based Publication Management and Publishing Support Services

8.3.5.1 In addition to the requirements above, the Contractor must provide TA-requested Publications Management and Publishing Support Services on an 'as when requested' basis, as authorized by a duly signed DND 626 Task Authorization form.

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9 Information Management Support Services

9.1 General

- 9.1.1 The Contractor must provide Information Management Support Services encompassing all of the activities and functions required to collect, warehouse, format and deliver data and information.
- 9.1.2 The PGS Contract-Electronic Information Environment (EIE) consists of a combination of existing Canada IT systems and existing Contractor IT systems.

9.2 Planning Information Management Support Services

- 9.2.1 The Contractor must perform Information Management Support Services in accordance with the Canada-accepted PHbk (CDRL PM-001).

9.3 Reporting Information Management Support Services

- 9.3.1 Not used.

9.4 Technical Regulation

- 9.4.1 The Contractor must comply with the following policies where applicable:
- a. Maintenance of the necessary IM/IT infrastructure to ensure compliance with the DND IM/IT Security Assessment and Authorization (SA&A) process in accordance with National Defence Security Orders and Directives (NDSOD) Chapter 7. This infrastructure must include all hardware, software, and networks including secure networks where required;
 - b. The PSPC Industrial Security Manual baseline security requirements for the safeguarding of DND/CF information and assets for all information systems that are owned by the Contractor and in which Canada-owned data resides or will reside;
 - c. The Royal Canadian Mounted Police (RCMP) Technical Security Standard for Information Technology (TSSIT) dated 1997 and the NDSOD for all Contractor-provided Information Systems that connect to DND Information systems or process and/or store classified and/or designated DND/CF data;
 - d. The Canadian Security Establishment (CSE) Information Technology Security Guidance publication ITSG-06 Clearing and Declassifying Electronic Data Storage Devices for all magnetic storage media provided by the Contractor which become Canada property, and for all magnetic storage media that are controlled by the Contractor and on which Canada-owned data resides or will reside; and
 - e. The CSE Information Technology Security Directive publication ITSD-22 Baseline Security Requirement for Network Security Zones assets provided by the Contractor which become Canada property, and for all information and IT assets that are owned by the Contractor Contractor and in which Canada-owned data resides or will reside.

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9.5 Information Management Support Services – Details

9.5.1 Electronic Information Exchange System

9.5.1.1 The Contractor must develop, maintain and support a secure EIES accessible for Canada users. The EIES must provide access to program management, performance and other PGS information, data and functions to complement the existing Canada-provided IT systems.

9.5.1.2 Specifically, the EIES must provide:

- a. Access to all contract deliverables;
- b. Access to all documentation and data produced in support of the Contract;
- c. Visibility into the mandated performance indicators (KPIs, and SHIs) in accordance with the schedules and definitions provided in CDRLs PF-001, PF-002, and PF-003; and
- d. Access to historical PG systems deliverables and data not already contained in the Canada-provided IT systems.

9.5.1.3 The EIES must incorporate, as a minimum, the following features of a document management system:

- a. Version control;
- b. Access control to authorized users; and
- c. Capability for Canada to upload files.

9.5.1.4 The Contractor must provide access to the EIES through a single interface accessible from any computer connected to the Defence Wide Area Network (DWAN).

9.5.1.5 The Contractor must provide an off-site disaster recovery system with a 24-hour interval back-up of all EIES data.

9.5.2 Canada-Provided IT Systems

9.5.2.1 General

9.5.2.1.1 DND has several IT systems that presently support the PGS program. Details regarding the existing applications, their interfaces and the databases related to each are found at Appendix 3, Information Management/Information Technology (IM/IT) Environment.

9.5.2.2 Mandatory Canada-Provided, Contractor-Supported IT Systems

9.5.2.2.1 Canada will provide the mandatory IT systems to be supported by the Contractor and associated hardware for management and use, including all data contained therein. The Contractor must provide Canada continued access and use of all existing and newly generated data.

9.5.2.2.2 The following Canada-provided ADAM IT systems fall under the mandatory category (as described in Appendix 3, IM/IT Environment)

9.5.2.2.3 The Contractor must support the software and hardware associated with the Canada-provided Contractor-Supported IT systems listed above.

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- 9.5.2.2.4 The Contractor is responsible for the routine maintenance of the software and hardware associated with the systems listed above. Routine maintenance is to include routine software updates to these software systems to ensure their continued compatibility with other systems.
- 9.5.2.2.5 Canada will retain the responsibility for the procurement of replacement hardware associated with these systems. The Contractor must recommend to Canada, upgrades or changes to address obsolescence issues or reduced performance of the system due to normal usage.
- 9.5.2.2.6 Automated Data for Aerospace Maintenance (ADAM) system ~~ADAM~~ is the TAA-approved J85 engine Electronic Record Keeping System. The Contractor must ensure that the integrity of the data input and stored in ADAM is maintained at all times and that ADAM remains compliant with TAM, Part 5, Section 2.
- 9.5.2.3 **Mandatory Canada-Provided, Canada-Supported IT Systems**
- 9.5.2.3.1 The Contractor must input data into, employ or interface fully with the following Canada-supported IT systems as required in order to meet program outcomes and First and Second Level maintenance data recording requirements. Maintenance and support for these systems are a DND responsibility.
- 9.5.2.3.2 Canada will provide access to the following IT systems:
- a. Defence Wide Area Network (DWAN);
 - b. Data Management System/Maintenance Record Set (ADAM/MRS);
 - c. Defence Resources Management Information System (DRMIS);
 - d. Flight Safety Information System (FSIS);
 - e. UCR Database;
 - f. Canadian Government Catalogue of Materiel (CGCM);
 - g. CT114 Publications and Library Management System (PALMS); and
 - h. CT114 Interactive Electronic Technical Manual (IETM).
- 9.5.2.3.3 Prior to being provided with user accounts for Canada-supported IT systems, designated Contractor personnel will be required to attend initial training. Canada will provide the required training. Training will be provided in the event of upgrades, amendments or replacements for any Canada-unique systems.
- 9.5.3 **Electronic Data Exchange Services**
- 9.5.3.1 The Contractor must facilitate electronic data exchange between PGS Contract IT systems and other DND data systems as described in Appendix 3, IM/IT Environment.

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10 Resource Requirements

10.1 General

- 10.1.1 This section defines the personnel resources that the Contractor must provide in order to enable the support services defined in Sections 2 through 9, as well as the Canada facilities made available to embedded Contractor personnel.

10.2 Personnel

10.2.1 General

- 10.2.1.1 The Contractor must establish its personnel resources to execute the Support Services defined in this PWS and to meet the performance outcomes defined in Annex D, Performance Management Specification (PfMS). Unless otherwise specified, Canada will not mandate nor direct the Contractor to allocate or retain personnel or resources to support the Work.

- 10.2.1.2 The Contractor must undertake all necessary recruitment, training, security clearance preparation and other human resources functions to ensure its personnel have the required skills, experience and qualifications to fulfill the Support Services requirements in this PWS.

- 10.2.1.3 The Contractor must provide personnel resources embedded within Canada facilities to provide the following services:

- 10.2.1.3.1 The following functions must be provided by Contractor personnel embedded at 15 Wing Moose Jaw:

- a. As defined in 5.5.3: Second Line maintenance production coordination, maintenance support, and, as required, production augmentation;
- b. As defined in 5.5.4: First Line maintenance support;
- c. As defined in 9.5.2: Field support for Contractor-maintained IM/IT systems; and
- d. As defined in 6.5.2: Customer Supply Window interface with Canada personnel.

- 10.2.1.3.2 The number of personnel assigned by the Contractor to perform the services at a given location is at the Contractor's sole discretion; however, a limited footprint is preferred.

- 10.2.1.4 Although Life Cycle Materiel Management functions have traditionally resided within the WSM organization in the NCR, the Contractor is not required to appoint dedicated Life Cycle Materiel Managers, nor co-locate the individuals performing those functions with the WSM in the NCR. Rather, the Contractor is free to structure the Materiel Management services detailed in this PWS and associated references as it sees fit, including the Materiel Customer Support service detailed in 6.5.1.

- 10.2.1.5 Contractor personnel assigned to work in Canada's facilities shall conform to the administrative and security regulations of the establishment to which they are assigned, and be available on-site during core business hours.

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10.2.1.6 The Contractor must make accessible a responsive point of contact during off-hours with the ability to reach back to the appropriate Contractor support services personnel in case of urgent operational need. The Contractor's point of contact must be able to coordinate provision of requested support services covering the scope of the PWS on a 24/7 basis, 365 days/year.

10.2.2 Personnel Certifications and Qualifications

10.2.2.1 Contractor personnel involved in performing airworthiness-related tasks must be authorized by the Contractor Senior Maintenance Manager, Senior Design Engineer or equivalent as defined in the TAA-approved Contractor airworthiness process manuals.

10.2.2.2 The Contractor must make available, upon request from the TAA, personnel airworthiness authorization records for all Contractor personnel involved in the performance of the work in this PWS.

10.2.2.3 Contractor personnel assigned to MOBs to provide technical support must have a minimum of 2 years of experience on the J85-CAN-40, and a minimum of 5 years of experience in aircraft and/or engine maintenance.

10.2.3 PG Systems Liaison Engineering

10.2.3.1 The Contractor must provide Liaison Engineering services responsive to the TA. Liaison Engineering is defined as the provision of technical advice beyond what can be provided by a simple review of the applicable CFTOs. The technical advice must be based on relevant, prior hands-on maintenance, maintenance supervision, or engineering support experience on the applicable systems.

10.2.4 Training for Contractor Personnel

10.2.4.1 The Contractor must provide qualified personnel with the necessary skills and qualifications. If one of the Contractor's personnel is replaced, then the replacement personnel may receive access to DND-specific training courses. The enrolment of Contractor personnel into the training course will require prior written approval by the TA and all associated costs must be absorbed by the Contractor.

10.2.4.2 For DND-generated changes to training requirements, the training will be provided by DND at no cost to the Contractor. Training may also be provided on DND-unique systems that have been recently implemented or changed.

10.3 Facilities

10.3.1 MOB Facility (15 Wing Moose Jaw)

10.3.1.1 Canada will provide office space for Contractor personnel at the MOB, as defined in Appendix 8, Wing Facility Support. Canada will furnish the offices, and provide telephone (CSN), and DWAN access.

10.3.1.2 Contractor personnel assigned to Second Line maintenance functions must share the existing Canada facilities and equipment with Canada personnel. Canada retains responsibility for the following Second Line maintenance facility support activities:

- a. Provision of serviceable Aircraft Maintenance Support Equipment (AMSE);
- b. Servicing and calibration of existing tooling required for Second Line maintenance; and

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- c. All other support activities mandated by DND, the RCAF, the Wing or Squadron, and related to the upkeep of the facilities.

10.3.1.3 Contractor personnel may operate the J85 Engine Test Facility (ETFs) as required in support of Second Line production; however, maintenance of the ETFs and associated equipment ~~are~~ is a Canada responsibility, including the maintenance of a service contract for ETF ~~its~~ calibration.

10.3.1.4 Maintenance of the J85 Engine Test Facility is currently accomplished through an omnibus contract for multiple RCAF fleets. Should the requirement arise, and upon successful completion of negotiations, Canada reserves the right to transfer this scope to the Contractor.

10.3.1.5 The Second Line Maintenance Facilities are described in Appendix 8, Wing Facility Support.

J85
PROPULSION GROUP SUSTAINMENT
(PGS)

ANNEX A
PERFORMANCE WORK STATEMENT (PWS)

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1 Introduction

1.1 Purpose

- 1.1.1 The Department of National Defence (DND), Director General Aerospace Equipment Program Management (DGAEPM), has a requirement for airworthy, cost-effective, and performance-based, support for the General Electric J85-CAN-40 Propulsion Group (PG) systems of the Royal Canadian Air Force (RCAF) CT114 Tutor fleet. This is a long-term requirement to the End of Life of the aircraft fleet.

1.2 PWS Structure and Organization

- 1.2.1 This Performance Work Statement (PWS) describes the Work that Canada requires the Contractor to perform. Tied to this PWS is a Performance Management Specification (PfMS) (Annex D) that describes the performance outcomes required by Canada.
- 1.2.2 This PWS describes the Work that is to be accomplished (the “what”) while the method for accomplishing this work (the “how”) is to be defined by the Contractor. Where the performance of the Work is tied directly to established policies or regulations, reference will be made directing the Contractor to policies that must be met.
- 1.2.3 The PWS is divided into 10 sections:
- a. Section 1 – Introduction;
 - b. Section 2 – Transition Requirements;
 - c. Section 3 – Program Management;
 - d. Section 4 – Engineering Support Services;
 - e. Section 5 – Maintenance Support Services;
 - f. Section 6 – Materiel Support Services;
 - g. Section 7 – Training Support Services;
 - h. Section 8 – Technical Data and Publications Management Support Services;
 - i. Section 9 – Information Management Support Services; and
 - j. Section 10 – Resource Requirements.

1.3 Background

- 1.3.1 The J85-CAN-40 gas turbine engine, hereafter referred to as the J85 engine, is a variant of the General Electric J85 engine that was adapted for the CT114 Tutor aircraft. The engine was manufactured by Orenda, then a subsidiary of Hawker-Siddeley Canada Ltd, under license from General Electric - the J85 Original Equipment Manufacturer (OEM). The CT114 was procured from Canadair in the mid-1960s to train student pilots. Since the year 2000 the CT114 has been flown in the air demonstration role by 431 Squadron “Snowbirds” and in aircraft flight test at the Aerospace Engineering Test Establishment (AETE) in Cold Lake. There is currently 45 active engines and approximately 50 engines in long term storage at ATESS, Trenton, Ontario.
- 1.3.2 The CT114 fleet Estimated Life Expectancy (ELE) is 2030, with no anticipated unknown period. It is anticipated that the CT114 Tutor fleet will be replaced in 2030.

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- 1.3.3 The J85 First Line maintenance is performed by RCAF technicians of 431 Squadron Moose Jaw, Saskatchewan. In addition to military personnel, on site contractors support 431 Squadron PG sustainment activities by performing Second Level maintenance, periodic inspections, test cell operations.

1.4 In-Service Support Organization

- 1.4.1 Within the Department of National Defence, the Assistant Deputy Minister (Materiel) (ADM (Mat)) is responsible for the delivery of materiel and services required by the Canadian Armed Forces (CAF). Under the responsibility of ADM (Mat), the Director General Aerospace Equipment Program Management (DGAEPM) Division, is charged with the in-service support of aircraft fleets. The Directorate of Aerospace Equipment Program Management (Fighters and Trainers), DAEPM (FT), is the directorate within DGAEPM responsible, amongst other fleets, for the in-service support of the CT114 fleet.
- 1.4.2 DAEPM (FT) 6-2 is the Technical Authority for the J85 engine and is also identified as the Propulsion Group Sustainment team (PGS team). The PGS team is responsible for planning and providing systems engineering and maintenance support for J85 engine throughout its life cycle.
- 1.4.3 Located in the National Capital Region (NCR), the CT114 Weapon System Manager (WSM) Organization provides technical engineering support for the weapon system and has overall responsibility for the sustainment and lifecycle management of the CT114 Fleet. Within the WSM Accredited Technical Organization (ATO), the Senior Design Engineer (SDE) is the Type Certificate Holder (TCH) for the CT114 fleet.

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1.5 Operational Planning Overview

- 1.5.1 1 Canadian Air Division Headquarters (1 Cdn Air Div HQ), the Royal Canadian Air Force's operational command, determines the required Yearly Flying Rate (YFR) for each of its aircraft fleets to meet the mandates assigned to the RCAF by the Government of Canada.
- 1.5.2 YFR does vary from year to year, but should remain in the approximate range of 2,500 hours to 3,300 hours except for the sundown phase of the CT114 fleet.

1.6 Concept of Support

- 1.6.1 The J85 PGS Enterprise is designed to support the CT114 Fleet in the context of its operations worldwide. The Contractor will be an integral part of the PGS Enterprise. The Enterprise combines all of the organizations that play a role in the delivery of the outcomes required by Canada in support of the CT114 fleet's Propulsion Group.
- 1.6.2 The Concept of Support for the J85 PGS Contract is based on the effective implementation of Performance-Based Contracting best practices in order to deliver the J85 PGS Enterprise outcomes as follows:
 - a. **Availability and Reliability**, in that the Contractor will provide ready for installation J85 engine spares to the RCAF when required and improve the availability of CT114 aircraft by reducing the frequency of engine related unserviceability's;
 - b. **Affordability**, whereby the Contractor will deliver affordable J85 In-Service Support by actively reducing the maintenance cost per operating hour, and rationalizing the quantity of J85 spares in Canada's inventory;
 - c. **Behaviour**, whereby the Contractor will provide the required goods and services in a responsive, cooperative and pro-active manner thereby fostering positive and trusting relationships with the RCAF and Canada; and
 - d. **Industrial and Technological Benefits (ITBs)**, leveraging the Contract to create jobs and economic growth in Canada.

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1.7 PWS Key Features

1.7.1 Program Management

1.7.1.1 Canada retains full responsibility for Program Management within the J85 PGS Enterprise, including coordination of resources and activities across the Enterprise; however, the Contractor will perform internal Program Management within Contract scope.

1.7.1.2 The J85 PGS PWS gives the Contractor the flexibility to control and execute the Work in order to best meet the performance outcomes, and assigns to the Contractor, accountability for the results.

1.7.2 Engineering Support

1.7.2.1 To enable optimization of the J85 PGS Contract performance outcomes, the Contractor will be responsible for the Continuing Airworthiness activities required to support the J85 engine. The Contractor will be required to seek and to obtain acceptance from the Technical Airworthiness Authority (TAA) for the scope and depth of airworthiness authority necessary to execute its comprehensive Engineering Support Services. This will include most functions traditionally associated with an ATO.

1.7.2.2 Responsibility for Continuing Airworthiness provides a framework for the Contractor to identify the need for maintenance program changes; prepare and approve technical data in accordance with approved airworthiness processes to support changes deemed necessary; and implement those changes through publication amendments or other appropriate means.

1.7.3 Maintenance Support

1.7.3.1 General

1.7.3.1.1 The approved maintenance program for the J85 engine includes all First, Second, and Third Level maintenance activities, both scheduled and unscheduled.

1.7.3.2 First Level Maintenance

1.7.3.2.1 First Level maintenance is a Canada responsibility, executed by RCAF units. Through Maintenance Support Services, the Contractor will have a supporting role wrt improving First Level maintenance troubleshooting and repair proficiencies.

1.7.3.3 Second Level Maintenance

1.7.3.3.1 Second Level maintenance is currently performed at Second Line (Moose Jaw) and at Contractor Third Line facilities. This PWS introduces a significant change in the Second Line maintenance concept. The Contractor will be accountable for Second Line production outputs in order to meet the performance outcomes. Because of the need to improve technical proficiency at First Line, 431 Sqn may rotate RCAF technicians through the Engine Bay and the Engine Test facility (ETF) for familiarization/training purposes; however, the work will be performed by Contractor personnel.

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1.7.3.3.2 To facilitate Contractor accountability for Second Line production outputs, Canada will make available its Engine Repair facilities, Engine Test Facilities, and associated equipment. This information will be provided to the Contractor as an input to the Annual Activity Forecast (AAF).

1.7.3.4 Third Level Maintenance

1.7.3.4.1 Third Level Maintenance Repair and Overhaul (R&O) is the Contractor's responsibility.

1.7.4 Materiel Support

1.7.4.1 The Contractor will be responsible for the provision of materiel to First, Second and Third Line, a function currently performed by the Canadian Forces Supply System (CFSS). The Contractor will establish Customer Supply Window (CSW) at 15 Wing, Moose Jaw in order to manage the issue and return of parts to meet RCAF requirements. Furthermore, the Contractor will be responsible for the procurement of new or replacement spares, thereby effecting a transition of the materiel supply support from Contract Issue Spares (CIS) to Contractor Furnished Materiel (CFM).

1.7.4.2 The Contractor will assume the Life Cycle Management (LCM) responsibilities for all PG systems parts and support equipment. In addition to the planning, forecasting, and management of the current consumables and repairables inventory, the Materiel Support Services include materiel distribution, transportation, warehousing and disposal while maintaining compliance with Total Asset Visibility requirements. It is expected that the Contractor will implement Industry's best practices in order to foster stock levels optimization.

1.7.4.3 The Contractor is responsible for the provision of all materiel.

1.7.5 Training Support

1.7.5.1 Formal training for First and Second Line technicians is a Canada responsibility. Since proficiency levels of RCAF technicians will directly contribute to PGS performance outcomes, the Contractor may employ its field resources to provide mentoring, coaching, technical briefs, or other initiatives that will lead to improved proficiency.

1.7.6 Technical Data and Publications Management Support

1.7.6.1 In conjunction with its engineering support responsibilities, the Contractor will be required to maintain and update J85 engine technical data, as well as maintain all J85 technical publications approved maintenance program and listed at Appendix 6, List of References.

1.7.7 Information Management Support

1.7.7.1 Canada currently uses fleet-specific IM/IT systems that have been developed and implemented over the years. Some of these systems are deemed mandatory and operationally critical, and their continuous support and maintenance is the Contractor's responsibility. Beyond the mandatory systems, the Contractor may use IM/IT solutions that best support the Contract outcomes sought by Canada.

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1.7.8 Resource Requirements

- 1.7.8.1 Unless otherwise stated in the PWS, the Contractor is to submit a proposal to the TA for Contractor resource requirements to be embedded at DND facilities to best meet support services requirements.

1.8 Governance

- 1.8.1 The governance for the J85 PGS enterprise solution is described at Annex D, Performance Management Specification (PfMS).

2 Transition Requirements

2.1 Start-Up and Services Transition

2.1.1 General

- 2.1.1.1 The Contractor must assume responsibility for the full scope of Work described within this PWS by the end of the Transition Period in accordance with Table 1 (below).
- 2.1.1.2 The Contractor must develop and deliver a Contract Transition and Implementation Plan (CTIP) in accordance with CDRL PM-004.
- 2.1.1.3 The Contractor must meet the following transition requirements:
- a. Comply with the Readiness Review Process (RRP);
 - b. Achieve Basic Operational Capability (BOC) in accordance with Table 1 below;
 - c. Achieve Initial Operational Capability (IOC) in accordance with Table 1 below; and
 - d. Achieve Full Operational Capability (FOC) in accordance with Table 1 below.

2.1.2 Readiness Review Process

- 2.1.2.1 The BOC, IOC and FOC assessments will be conducted via the RRP consisting of an initial Contract Kick-Off Meeting followed by a series of Readiness Review Meetings (RRMs).
- 2.1.2.2 The CTIP will be used as a source document in generating the Readiness Review Process (RRP) Basic Operational Capability (BOC), Initial Operational Capability (IOC) and Full Operational Capability (FOC) checklists.
- 2.1.2.3 Contract Kick-Off Meeting. The Contract Kick-Off Meeting will address transition issues including, but not limited to:
- a. Review and discuss the Contractor's CTIP (CDRL PM-004); and
 - b. Review and discuss the Program Handbook (CDRL PM-001).
- 2.1.2.4 Readiness Review Meetings. The goal of the RRM's will be to evaluate the transition progress against the CTIP, review the BOC, IOC and FOC checklists, as well as to resolve issues that may arise. The RRM's will take place every two weeks, at the discretion of Canada, until IOC. RRM's will take place once per

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month after IOC and until FOC. The meetings will take place either in person, by tele-conference, or video-conference as directed by the TA.

- 2.1.2.5 Progress Review Meetings (PRMs) and Technical Review Meetings (TRMs), as defined in Section 3, will begin after IOC and may be held in conjunction with RRM.

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2.1.3 Transition Milestones

2.1.3.1 The Contract includes the following transition milestones:

- a. Operational Start Date. Operational Start Date (OSD) is to be set by the Contracting Authority and likely matching the date of the contract approval. BOC. The Contractor must demonstrate the capability to provide those support services deemed critical and essential as defined in Table 1, 30 days after OSD, or as defined in Table 1;
- b. IOC. The Contractor must demonstrate the capability to provide an initial level of readiness to support the activities within the scope of the Contract as defined in Table 1, six months after OSD, or as defined in Table 1; and
- c. FOC. The Contractor must demonstrate the capability to support all activities within scope of this Contract achieve 12 months after OSD, or as defined in Table 1.

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Table 1: Transition Milestones

No.	PWS Ref.	Activity	BOC	IOC	FOC	Remarks	Activity may require TAA/TPT?
5	4	Obtain provisional ATO accreditation.	X			As determined by the TAA after first engagement with Contractor. Provisional Accreditation/Recognition shall be no later than IOC.	
6	4	Obtain full ATO accreditation.			X	As determined by TAA after accreditation audit of Contractor. Full Accreditation/Recognition shall be no later than 12 months.	
7	4	Demonstrate capability to perform Technical Investigations and Engineering Support.	X				TAA
8	4	Perform Continuing Airworthiness Functions: perform all activities and submit TDPs to Canada for approval.		X			TAA
9	4	Perform Continuing Airworthiness Functions: perform all activities and approve within Appendix 7, Decisions of Significance, scope.			X	This is contingent on status of airworthiness authorities granted as part of Provisional and/or Full accreditation by the TAA)	TAA
10	4	Provide Technical Support (para 4.5.4).	X			As soon as possible but no later than 60 days after OSD	TAA
11	5	Obtain provisional AMO accreditation.	X			As determined by TAA after first engagement with Contractor. Provisional Accreditation/Recognition shall be no later than IOC.	
12	5	Obtain full AMO accreditation.			X	As determined by TAA after accreditation audit of Contractor. Full Accreditation/Recognition shall be no later than 12 months.	
13	5	Provide Repair & Overhaul (R&O) services and Second Level maintenance	X				

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No.	PWS Ref.	Activity	BOC	IOC	FOC	Remarks	Activity may require TAA/TPT?
15	5	Establish in-house capability to perform R&O for J85 Matched kit, turbine and engine.			X		
17	5	Control Second Line output.	X				
18	5	Demonstrate capability to augment First Line production.		X			
19	5	Provide technical expertise at First Line.	X				
20	5	Perform Second and Third Level maintenance on support equipment.			X		
21	5	Manufacture parts in accordance with CFTOs and/or approved drawings.		X			TAA
22	5	Demonstrate capability to provide Mobile Repair Party (MRP).		X			
23	6	Plan and forecast materiel requirements (consumables and accountables in support of all maintenance activities).		X			
24	6	Determine and establish sparing levels at each storage location in support of all maintenance activities.		X			
25	6	Obtain provisional AMSO accreditation.	X			As determined by TAA after first engagement with Contractor. Provisional Accreditation/Recognition shall be no later than IOC.	
26	6	Obtain full AMSO accreditation.			X	As determined by TAA after accreditation audit of Contractor. Full Accreditation/Recognition shall be no later than 12 months.	
27	6	Establish Customer Supply Window at MOB ⁺ and begin issue of Contractor-held PG spares.		X			
28	6	Establish Customer Supply Window at MOB to manage transactions of materiel for all in-scope consumables and accountables.			X		

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No.	PWS Ref.	Activity	BOC	IOC	FOC	Remarks	Activity may require TAA/TPT?
29	6	Conduct procurement activities of consumables and accountables (repairables).	X				
30	6	Use DRMIS for control of R&O activities.		X			
31	6	Implement and comply with R&O policies of A-LM-184-001/JS-001 as specified in PWS Part 6.	X				
32	6	Perform stocktaking and cataloguing of all GFOS in DRMIS.		X			
33	6	Left blank intentionally.					
34	6	Provide a prioritized listing of spares and quantities that are to be relocated to the Contractor's facilities from DND depots and other locations.	X			This must be completed within 30 days of Contract Award.	
35	6	Demonstrate capability to provide warehousing for GFOS/CIS and all Canada-owned materiel currently held at Third Line.	X			This must be completed within 45 days after Contract Award.	
36	6	Provide warehousing for all PG spares identified in Appendix 1, Propulsion Group Equipment Scope, and Annex F (Government Supplied Materiel and Government Furnished Equipment – GSM and GFE).			X		
37	6	Use of DRMIS transactions for movement and issue of DND-owned materiel by Contractor.		X			
38	6	Establish sizing formulae for PUKs.		X			
39	6	Control, manage and stock PG systems spares PUKs.		X			
40	6	Sustain deployed PUKs.		X			
41	6	Take on Supply Manager responsibilities for all consumables and accountables (repairables) listed in Appendix 1, Propulsion Group Equipment Scope.		X			

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No.	PWS Ref.	Activity	BOC	IOC	FOC	Remarks	Activity may require TAA/TPT?
42	6	Demonstrate capability to catalogue and maintain current stock codes in DRMSIS.		X			
43	6	Demonstrate capability to prepare and submit disposal plans/paperwork.		X			
44	6	Demonstrate capability to conduct disposal activities at Third Line.		X			
45	7	Demonstrate capability to provide training on new equipment, tools, IM/IT system introduced and/or maintained by the Contractor.		X			
46	7	Demonstrate capability to provide assistance for technical familiarization of Canada personnel.			X		
47	7	Implement First Line maintenance proficiency initiatives.			X		
48	7	Implement Second Line maintenance proficiency initiatives.			X		
49	8	Manage, maintain and make available PG systems Technical Data to Canada.		X			TAA
50	8	Obtain, manage and use technical data from Original Equipment Manufacturers (OEM).		X			TAA
51	8	Process urgent PDRs, UCRs and publication change requests submitted by Canada and provide revised publications in PDF format.	X				TAA
52	8	Monitor and action all PDRs, UCRs and process publication change requests and submit revised publications in the required format (PDF/XML, paper, etc.).		X			TAA
53	8	Provide steady-state publications management and publishing services			X		TAA

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No.	PWS Ref.	Activity	BOC	IOC	FOC	Remarks	Activity may require TAA/TPT?
54	9	Develop, maintain and support initial EIES capability with access to all contract deliverables and documentation/data produced in support of the Contract.		X			TAA
55	9	Finalize implementation of all EIES features.			X		TAA
56	9	Report Performance Metrics via the EIES.		X			
57	9	Provide access to historical PG deliverables and data through the EIES.			X		TAA
58	9	Establish a Disaster-Recovery system for all EIES data.		X			
59	9	Provide field support for and input to ADAM and associated tools to ensure ongoing availability.	X				
60	9	Transfer all ADAM-related IM/IT infrastructure (software and hardware), including PERFORMAS.	X			Transfer of ADAM (and associated system) hardware to Contractor must be completed within 45 days after OSD, to be coordinated as to avoid impact to Operations, and a maximum of 48-hrs system downtime.	
61	9	Use of Canada-Supported IT systems (ADAMS, FSISM, Unsatisfactory Condition Reports (UCRS), , Materiel and Training Support Services.	X				
62	9	Provide data exchange services (ADAM Data).	X				
63	9	Demonstrate compliance with IM/IT Regulations (Para 9.4).	X				
64	10						
65	10	Establish a Materiel Support Transition Liaison Services	X			As soon as possible but no later than 60 days.	
66	10	Fulfill Contractor personnel resources requirements at the MOB (10.2.1.5).	X			As soon as possible but no later than 60 days after OSD.	

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No.	PWS Ref.	Activity	BOC	IOC	FOC	Remarks	Activity may require TAA/TPT?
67	10	Provide First and Second Line maintenance and troubleshooting expertise, IM/IT support, as well as engineering and technical support on a 24/7 basis.		X			TAA for engineering and technical support
68	11	Establish performance measurement, tracking and reporting capabilities.		X			
69	11	Implement full performance management framework to meet performance targets.			X	Refer to Annex D, Performance Management Specification (PfMS), for amplifying details and precise timelines.	

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2.1.4 Airworthiness Implementation

2.1.4.1 The process for Airworthiness implementation, also referred to Initial Airworthiness, will depend on the Contractor's existing scope of accreditations, and the recognized regulatory agency under which it is currently accredited.

2.1.4.2 Typically, there are three (3) possible avenues:

- a. Contractor is already accredited by the DND TAA for similar scope. The Contractor must submit its existing TAA-approved Airworthiness Process Manuals (Engineering, Maintenance and Materiel). DND TAA staff will review and advise on changes and/or new requirements in support of the scope of this Contract;
- b. Contractor is accredited by another recognized regulatory agency for similar scope. The Contractor must submit its approved Airworthiness Process Manuals (APMs) and, as directed by DND TAA staff, prepare and submit a DND Airworthiness Supplement (CDRL AW-002); and
- c. Contractor has partial accreditation for similar scope. The Contractor must submit any existing Process Manuals (CDRL AW-003/004/005) and will be directed by DND TAA staff to amend or draft and submit the required APMs in support of the scope of this Contract.

2.1.4.3 The CTIP will outline the Contractor's strategy for achieving formal DND TAA accreditation/recognition by FOC.

2.1.4.4 The Contractor must apply directly to the DND TAA for accreditation within one week of Contract award.

2.1.4.5 Regardless of the DND TAA acceptance avenue, the Contractor must submit a draft Airworthiness Management Plan (AMP) (CDRL AW-001) to the DND TAA no later than two weeks after Contract Award, and a revised AMP within two weeks of the initial engagement with DND TAA staff. The AMP will be evaluated by DND TAA staff to develop the Provisional Accreditation parameters.

2.1.5 Materiel Support Implementation

2.1.5.1 In addition to those transition activities listed in Table 1 required to reach steady-state, the Contractor must perform the following one-time activities to transition Materiel Support services. These activities will be task-based as detailed in Tables 1 and 2 of Annex B, Basis of Payment, and must be completed no later than FOC.

2.1.5.1.1 The Contractor must coordinate with Canada the transportation, receipt and bringing on charge of all CIS and Government Furnished Overhaul Spares (GFOS) from the Supply Depots and from the current PG contract incumbent's location, if applicable.

2.1.5.1.2 The Contractor must bring on charge, as CIS to DND's system of record, all GFOS. Until this is completed, GFOS must be accounted for in the Contractor's automated accounting system.

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- 2.1.5.1.3 The Contractor must, for PGS unique parts, assist DND to eliminate min/max levels and reduce stock levels to zero at the Canadian Forces Supply Depots, Second Line Supply Locations and other Supply Locations (for PGS unique parts, the Stock Code (SC) will persist in DND systems despite zero stock levels at depots).
- 2.1.5.1.4 The Contractor must, for common parts currently managed by the J85 TA (where common parts are parts that are required to support weapon systems other than the J85 PG systems), assist DND in migrating the management role to the next highest DND consumer of the common part. The Contractor must then supply those parts to DND in support of the J85 PG systems only.
- 2.1.5.1.5 The Contractor must, for common parts not currently managed by the J85 TA, assist Canada in notifying the appropriate manager to reduce their annual consumption/repair forecast accordingly. The Contractor must then supply those parts to DND in support of the J85 PG systems only.
- 2.1.5.1.6 The Contractor must conduct an initial inventory rationalization for the current DND-owned PG systems spares inventories. The purpose of the rationalization is to remove spares from inventory that are not required to sustain the fleet until the fleet is withdrawn from service.
- 2.1.5.1.7 The Contractor must, for inventory that has been identified as being in excess of that required to meet fleet ELE (Para 2.1.6.1.6), perform the disposal activities as approved by the TA.
- 2.1.5.2 The Contractor must identify the small temporary infrastructure changes required to establish its Customer Supply Window (CSW) at the User Unit, such as the building of cages in the Engine Repair Facilities (ERFs)/Supply buildings, installing trailers for parts storage, etc. The Contractor will be responsible for bearing the costs associated shelving and furniture requirement to setup the CSW.
- 2.1.5.3 For permanent changes to buildings such as mezzanines, the Contractor will be required to submit a proposal based on a business case via a "Category B" Value Change Proposal, and to obtain Canada's endorsement of the proposed infrastructure and funding plan.
- 2.1.6 **Training Support Implementation**
- 2.1.6.1 In addition to those transition activities listed in Table 1, and required to reach steady-state training support services, the Contractor must facilitate and participate in a one-time Technical Proficiency Working Group with RCAF First and Second Line representatives to refine and align the Contractor Training Support Services to existing DND programs and policies. This Working Group must take place before FOC.

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2.2 Close-Out and Services Transition Out

2.2.1 General

- 2.2.2.1 The Contractor must prepare and submit a Contract Close-Out Plan (CCOP) in accordance with CDRL PM-005.

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3 Program Management

3.1 General

- 3.1.1 Canada is responsible for PGS Program Management at the Enterprise level.
- 3.1.2 The Contractor must perform the required internal program management over the Contract scope to meet the performance outcomes and contracted requirements.

3.2 Planning

3.2.1 Program Handbook

- 3.2.1.1 The Contractor must prepare, maintain and update the Program Handbook (PHbk) in accordance with CDRL PM-001.
- 3.2.1.2 The Contractor must execute its program management activities in accordance with the Canada-accepted PHbk.

3.3 Communications and Relation Management

3.3.1 Support Services Reviews and Reporting

- 3.3.1.1 The Contractor must participate in the following governance forums:
 - a. Strategic Review Meetings (SRMs);
 - b. Joint Management Review Meetings (JMRMs); and
 - c. Ad hoc meetings.
- 3.3.1.2 The Contractor must participate in the following monthly management forums:
 - a. Progress Review Meetings (PRMs); and
 - b. Technical Review Meetings (TRMs).
- 3.3.1.3 The Contractor must participate in the above meetings in person, by teleconference or video-conference as directed by Canada.

3.4 Activity and Service Coordination

3.4.1 Contractor Services Delivery Coordination

- 3.4.1.1 The Contractor must appoint a representative responsive to the Technical Authority for services delivery coordination over the full scope of work in this PWS. The Contractor representative must have the ability to rapidly mobilize Contractor resources to make timely decisions and coordinate effective support to the WSM across the full spectrum of services in this PWS.

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3.4.2 Annual Activity Forecast

3.4.2.1 Canada will provide, on an annual basis, the input required for the AAF, along with any assumptions and unknowns. The inputs will be as follows:

- a. Next year planned YFR and forecasted YFR to ELE;
- b. Current and future expected fleet size;
- c. Number of aircraft in plant with approximate schedule;
- d. Number of active aircraft assigned to non-flying roles with approximate schedule;
- e. Major aircraft modification programs with approximate schedule;
- f. Schedule of planned air demonstration shows for the next year;
- g. Reconfirmation of performance metric targets;
- h. Pack-Up Kit (PUK) requirements
- i. Planned ELE and amendment when applicable;
- j. Mandated Contractor travel requirements (planned symposium, conferences, visits to bases, etc.);
- k. Potential what-if scenarios to be addressed by the Contractor in the AAF;
- l. Forecast Task Based Services requirements; and
- m. Nature and quantity of approved Value Change Proposal (VCPs).

3.4.2.2 The Contractor must prepare and submit the AAF in accordance with CDRL PM-003 based on the inputs provided by Canada.

3.4.2.3 Changes affecting the AAF must be documented in accordance with the Change Order, CDRL PM-006.

3.4.3 Long-Term Activity Forecast

3.4.3.1 The Contractor must prepare, submit and maintain the Long-Term Activity Forecast (LTAF) in accordance with CDRL PM-002 based on the inputs provided by Canada on an annual basis as listed in para 3.4.2.1.

3.4.4 Additional Work Management

3.4.4.1 The Contractor must manage and control Additional Work Requirements (AWRs). The AWR approach employed must be described in the Canada-accepted PHbk. AWRs will be submitted to Canada for approval and tasked using a DND 626.

3.5 Cooperation with External Agencies

3.5.1 As part of the platform-level weapon systems management strategy, the Contractor must seek TA support prior to establishing working-level relationships with other CT114 fleet sustainment contractors (Primary Air Vehicle, Avionics, miscellaneous out-of-scope component R&O contractors) that may be required from time to time in support of J85 PGS activities.

3.5.2 The Contractor must seek TA support prior to establishing communication with other DND and/or foreign military agencies that may be required from time to time in support of J85 PGS activities.

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4 Engineering Support Services

4.1 General

- 4.1.1 The Contractor must perform all Engineering Support Services required to sustain the PG systems and support equipment identified in Appendix 1, Propulsion Group Equipment Scope. Canada will not be conducting these activities; however, Canada will retain specific approval authorities complementary to the Contractor's scope and depth of airworthiness authority defined in Appendix 7, Decisions of Significance.

4.2 Planning Engineering Support Services

- 4.2.1 The Contractor must provide Engineering Support Services in accordance with the Canada-accepted PHbk (CDRL PM-001).

4.3 Reporting Engineering Support Services

- 4.3.1 The Contractor must produce and maintain engineering records in support of all engineering support activities. Engineering records include all airworthiness-related documentation that meets the criteria for retention as part of the Type Record, Technical Record or Organizational Record in accordance with the Technical Airworthiness Manual (TAM), Part 5, Chapter 5.
- 4.3.2 The Contractor must provide the TA access to the engineering records via the Electronic Information Environment System (EIES) as defined in Section 9.

4.4 Technical Regulation

- 4.4.1 The Contractor must obtain and maintain TAA acceptance as an Accredited Technical Organization (ATO) in order to perform Engineering Support Services.
- 4.4.2 The Contractor must develop, deliver and maintain the Engineering Process Manual (EPM) in accordance with CDRL AW-003.
- 4.4.3 The Contractor must perform all engineering activities in accordance with the Technical Airworthiness Manual and DND TAA-approved EPM.

4.5 Engineering Support Services - Details

4.5.1 General

- 4.5.1.1 Engineering Support Services include three streams: Technical Investigation and Engineering Support (TIES), Continuing Airworthiness, and Technical Support.

4.5.2 Technical Investigations and Engineering Support

- 4.5.2.1 In order to meet the Contract outcomes, the Contractor must perform Technical Investigations and Engineering Support (TIES) in support of design changes or maintenance program changes. TIES may include:

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- a. Technical Investigations (TIs);
 - b. Engineering Studies (ESs); and
 - c. Support to flight safety investigations.
- 4.5.2.2 TIES may be Contractor-initiated or TA-requested. Contractor-initiated TIES will not be reimbursed as a direct labour item (Annex B, Basis of Payment, Tables 1 and 2); hence, Contractor-initiated TIES do not need to be forecasted by the Contractor as part of the AAF process. As a result, in-year Contractor-initiated TIES do not require a signed DND 626 Task Authorization Form.
- 4.5.2.3 The Contractor must support TA-requested TIES, on an as and when requested basis, and as authorized by a duly signed DND 626 Task Authorization Form.
- 4.5.2.4 The Contractor must deliver TA-requested TIES in accordance with CDRL ES-001.
- 4.5.3 **Continuing Airworthiness**
- 4.5.3.1 The Contractor must perform all Continuing Airworthiness activities for the components listed in Appendix 1, Propulsion Group Equipment Scope, within the scope and depth of airworthiness authority identified in Appendix 7, Decisions of Significance.
- 4.5.3.2 The Contractor must perform the Continuing Airworthiness functions mandated by the TAM, Part 3, and further amplified below:
- a. Conduct and Control of Maintenance. The Contractor's scope for Conduct and Control of Maintenance is primarily defined in Section 5 of this PWS. However, as part of the Engineering Support Services, the Contractor must:
 - i. Manage the approved First, Second and Third Level J85 PG systems maintenance program by ensuring continued accuracy and adequacy of the technical content of the maintenance publications listed in Appendix 1, Propulsion Group Equipment Scope;
 - ii. Monitor and amend the maintenance program to ensure its effectiveness based on actual in-service experience and implement changes to accommodate approved modifications or as required as a result of monitoring activities; and
 - iii. Support the TA in assessing requests for Deviations to the Approved Maintenance Program;
 - b. Design Change Certification. Design change certification including modifications, alterations, changes to the maintenance program, alternate parts, development of new repair schemes and non-standard repairs as defined in the TAM;
 - c. Configuration Management. In-service configuration management includes configuration identification, control, status accounting and audits for the engine, secondary power systems and GCU, in compliance with the TAM and the CT114 Configuration Management Plan (CMP). Specifically:
 - i. The Contractor must review on an annual basis the CT114 CMP, identified in Appendix 6, List of References, and provide recommendations for updates to ensure

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that it is accurate and reflects the activities of the Contractor with respect to Configuration Management (CM); and

- ii. The Contractor must obtain configuration control numbers from the WSM for all technical airworthiness processes and forward the completed Technical Data Packages (TDP) to the CT114 WSM for retention; and

d. Product Usage Monitoring. Product Usage Monitoring includes:

- i. Reviewing, responding to and implementing corrective action to Unsatisfactory Condition Reports (UCRs) and Pre-Installation Failure (PIF) reports;
- ii. Assessing Airworthiness Directives received from the TAA or other regulatory agencies, Original Equipment Manufacturer (OEM) dispositions and Airworthiness and Aviation Safety Documents (AASDs) received from the TA for applicability and acceptability to the J85 PG systems. (AASDs include, for instance, service bulletins from other J85 engine users).
- iii. Assessing applicability and relevance of Component Improvement Program (CIP) engineering and technical programs to Canada and initiating necessary follow-up actions;
- iv. Monitoring Flight Safety occurrence reports, and recommending and implementing Preventive Measures (PM) resulting from Flight Safety occurrences as required;
- v. Preparing and monitoring the progress of Special Inspection at First and Second Line in accordance with the DGAPEM procedure EMT09.034;
- vi. Provide engineering support to the CT114 Aging Aircraft Assessment Plan for secondary power systems. This consists in assessing USN failure mode dispositions provided by the TA for applicability and similarity, conducting an assessment of defined aging threats, and providing a recommendation on airworthiness of the systems until ELE;
- vii. Monitoring, tracking, and identifying airworthiness risk to the TA; and, as required, prepare airworthiness risk assessments including the staffing of Records of Airworthiness Risk Management (RARM) (CDRL ES-003);
- viii. Providing Input to the Annual Airworthiness Report (AAR) as per (CDRL ES-004); and
- ix. Providing inputs to the TA in support of product usage monitoring in the form of a Quarterly Reliability and Supportability Report for PG systems (CDRL ES-005).

- 4.5.3.3 Airworthiness-related Functions Retained by Canada. The Contractor must submit to the TA, all Design Change Technical Data Packages (TDPs) in support of airworthiness processes for which DND has retained approval authority as identified in Appendix 7, Decisions of Significance. The Contractor must submit the Design Change TDP in accordance with CDRL ES-002. The Contractor may make recommendations to the TA for changes to the maintenance program affecting equipment and publications not included in Appendix 1, Propulsion Group Equipment Scope, if such changes will benefit the J85 PGS Contract outcomes, and/or, are necessary as a result of changes to PG systems technical data.

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4.5.4 Technical Support

4.5.4.1 The Contractor must provide timely and accurate systems expertise to the TA, field maintenance personnel and other applicable agencies including:

- a. Liaison Engineering as defined in Section 10;
- b. Attendance at meetings, conferences, and symposiums as requested by the TA to provide technical support; and
- c. Accompanying and participating in visits by WSM staff to the MOB or other locations as required by Canada in support of PG systems sustainment.

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5 Maintenance Support Services

5.1 General

- 5.1.1 The Contractor must perform Third Level maintenance, repair and overhaul, and assist with First and Second Level maintenance on all PG system components and support equipment identified in Appendix 1, Propulsion Group Equipment Scope.

5.2 Planning Maintenance Support Services

- 5.2.1 The Contractor must provide Maintenance Support Services in accordance with the Canada-accepted PHbk (CDRL PM-001).

5.3 Reporting Maintenance Support Services

- 5.3.1 Not used.

5.4 Technical Regulation

- 5.4.1 The Contractor must obtain and maintain TAA acceptance as an Accredited Maintenance Organization (AMO) in order to perform Maintenance Support Services.
- 5.4.2 The Contractor must develop, deliver and maintain a Maintenance Process Manual (MPM) in accordance with CDRL AW-005.
- 5.4.3 The Contractor must perform all maintenance, repair and overhaul activities in accordance with the TAM and DND TAA-approved MPM.
- 5.4.4 The P-series Canadian Forces Technical Orders (CFTOs) (C-05-005-PXX/AM-001) define the processes and policies that DND follows to accomplish maintenance and engineering operational objectives within CF airworthiness rules and standards, as well as other applicable orders and legislation. Where Contractor maintenance activities are performed in conjunction with DND personnel at First and Second Lines, the Contractor must demonstrate compliance with the P-series CFTOs.
- 5.4.5 DND policy governing calibration is C-06-020-001/AM-001 – Test Equipment Calibration Policy. Most test equipment, test apparatus and some tools require an initial and subsequent periodic inspection and calibration to ensure their accuracy. The Contractor must demonstrate that it achieves an equivalent outcome through its calibration program.

5.5 Maintenance Support Services - Details

5.5.1 General

- 5.5.1.1 The transfer of PG systems scope and depth of maintenance between Lines of maintenance is a Decision of Significance as described in Appendix 7, Decisions of Significance.

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5.5.2 Third Level Maintenance

- 5.5.2.1 The Contractor must perform Third Level maintenance at Third Line on the PG system components listed in Appendix 1, Propulsion Group Equipment Scope, in accordance with the Depot Level maintenance instructions in the CFTOs listed in Appendices 1 and 6, Repair Engineering Instructions issued by the OEM, Non-Standard Repair/Military Support Instructions, applicable approved modifications, and special inspections.

5.5.3 Second Level Maintenance

- 5.5.3.1 The Contractor must control production output by determining the production requirements of Second Level maintenance activities carried out at Second Line. This includes work performed in the Engine Repair Facility (ERF) and Engine Test Facility (ETF).
- 5.5.3.2 The Contractor must perform Second Level maintenance activities using Contractor personnel at Second Line.
- 5.5.3.3 The Contractor:
- a. Must set priorities for the work including optimization of engine builds;
 - b. Must provide technical expertise and provide mentoring to RCAF personnel assigned to First Line for technical proficiency purposes (as defined in Section 7);
 - c. Must provide production capability / output in order to meet Contract outcomes:
 - i. Contractor field resources assigned to perform Second Level maintenance at Second Line must be authorized under the Contractor's AMO accreditation to perform and certify Second Level maintenance on the PG systems, up to and including Maintenance Release and Major Component Weapon System Release (as defined in C-05-005-P03/AM-001); and
 - ii. Contractor field resources assigned to perform Second Level maintenance activities at Second Line must carry out the supporting tasks associated with the maintenance carried out including, but not limited to housekeeping, tool control and shop clean-up.
 - d. May recommend and assist in implementing improvements to Second Line maintenance operations deemed beneficial in order to meet Contract outcomes, such as Industry's best practices and workflow optimization;
 - e. Must oversee the flow of materiel in and out of the Engine Repair Facility and Engine Test Facility, and optimize stock levels; and
 - f. Must supervise Contractor personnel.
- 5.5.3.4 The Contractor is responsible for the work carried out in the Engine Repair Facility and Engine Test Facility, which currently includes:

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a. Engines & Tail Pipes:

- i. Build-up and tear-down;
- ii. Repairs / replacements as a result of TX, FOD, FCU Change, Comp Blade Change, Hot End Inspections, etc.);
- iii. Modifications;
- iv. Inspections (Periodic, Out-of-Sequence, Special, etc.);
- v. Testing and preservation; and
- vi. First Line Replaceable Unit (FLRU) replacement, inspection, modification and testing;

b. First Line Replaceable Units (FLRUs):

- i. Perform electrical checks, in accordance with the Component Evaluation logic, on FLRUs removed from engines received from first line for troubleshooting. This process ensures that serviceable FLRUs are not inadvertently routed to Third Line.

c. Support Equipment:

- i. Inspection/minor repair;

d. Storage:

- i. Provide storage for engines removed during aircraft Periodic inspections - includes loading and unloading from a Removal and Installation (R&I) stand;

e. Engine Test Cell:

- i. Operating the Test Cell;
- ii. Routine maintenance, fault-finding and servicing of the Engine test cell;
- iii. Conduct performance, fault-finding and serviceability runs of engines;
- iv. Service engines after test;
- v. Engine troubleshooting and on-engine replacement of FLRUs; and
- vi. On-engine testing of removed engine components in accordance with the Component Evaluation Logic; and

f. Shipping Container:

- i. Installation and removal of engines and modules; and
- ii. Inspection/minor repair.

5.5.3.5 The Contractor must perform all Second Level maintenance not carried out at Second Line on PG system components listed in Appendix 1, Propulsion Group Equipment Scope. This maintenance must be carried out at Third Line in accordance with the CFTOs listed in Appendices 1 and 6.

5.5.3.6 The Contractor may submit recommendations to transfer, either on a temporary or permanent basis, Second Level maintenance activities between 15 Wing Moose Jaw and the Contractor's facility (Third Line) based on sound business case analyses.

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5.5.4 First Level Maintenance

- 5.5.4.1 Canada performs First Level maintenance on the J85 PG systems in accordance with First Line publications, as listed in Appendices 1 and 6.
- 5.5.4.2 The Contractor must provide technical assistance to RCAF technicians on the performance of First Level maintenance in order to meet the Contract outcomes.
- 5.5.4.3 The Contractor must provide timely and accurate First Level maintenance expertise to the TA, field maintenance personnel and other applicable agencies as defined in Section 10.
- 5.5.4.4 When requested, the Contractor is to augment First Level maintenance in garrison with technicians to repair/replace installed engines to support flying activities at 15 Wing, MJ.

5.5.5 Support Equipment

- 5.5.5.1 The Contractor shall be responsible for performing maintenance on the items listed in Appendix 1, Propulsion Group Equipment Scope, which are used at Third Line facilities.
- 5.5.5.2 The Contractor shall be responsible for monitoring / coordinating the required maintenance activities to ensure availability and serviceability of the items listed in Appendix 1, Propulsion Group Equipment Scope, and used at Second Line facilities.

5.5.6 Manufacturing

- 5.5.6.1 The Contractor must manufacture J85 PG systems parts when local manufacture is called for by CFTOs and/or approved drawings.
- 5.5.6.2 The Contractor must manufacture tooling and support equipment when called for in, and in accordance with, CFTOs and/or approved drawings.

5.5.7 Mobile Repair Party

- 5.5.7.1 The Contractor must provide Mobile Repair Party (MRP) services as authorized by a duly signed DND 626 Task Authorization form. A MRP is defined as one or more Contractor employee that is tasked to travel to the location of the aircraft within North America and to repair/replace the applicable engine.

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6 Materiel Support Services

6.1 General

- 6.1.1 The Contractor must provide Materiel Support Services for Contract Issued Spares (CIS), Government Furnished Overhaul Spares (GFOS) and equipment identified in Appendix 1, Propulsion Group Equipment Scope, and Annex F, GSM and GFE.

6.2 Planning Materiel Support Services

- 6.2.1 The Contractor must provide Materiel Support Services in accordance with the Canada-accepted PHbk (CDRL PM-001).
- 6.2.2 The Contractor must plan and forecast the materiel requirements and determine an appropriate procurement strategy to ensure adequate materiel support to First, Second and Third Level maintenance in order to achieve Contract and Enterprise outcomes.
- 6.2.3 The Contractor may raise Cooperative Logistics (COLOG) requisitions for DND approval. Where the Contractor determines that obtaining spares / consumables through COLOG is the optimal solution, Canada shall be requested to acquire these items which will be provided to the Contractor as Government Owned Material (GOM) upon receipt. GOM constitutes GFM, GFE and Loan Equipment. DND's PA reserves the right to opt to procure equipment through COLOG or other means as the optimal procurement solution. The Contractor will not be held accountable for unreasonable delays in obtaining items through the CFSS or COLOG when it can be clearly demonstrated that this action was in the best interest of Canada.
- 6.2.4 The Contractor must determine the sparing levels to be held at each storage location (SLoc) in support of maintenance, repair and overhaul activities, including but not limited to stock held at MOBs, in Pack-Up Kits (PUKs) and at Contractor location(s).

6.3 Technical Regulation

- 6.3.1 The Contractor must comply with the requirements for materiel support activities of the following publications when dealing with DND-owned materiel:
- a. A-LM-007-100/AG-001: Canadian Forces Supply Administration Manual;
 - b. A-LM-184-001/JS-001: Special Instructions Repair and Overhaul Contractor; and
 - c. C-05-005-001/AG-001: Technical Airworthiness Manual.
- 6.3.2 The Contractor must obtain and maintain TAA acceptance as an Accredited Material Support Organization (AMSO) in order to perform Material Support Services. The Contractor must develop, deliver and maintain a Material Support Process Manual (MSPM) in accordance with CDRL AW-005.
- 6.3.3 In order to ensure that DND's interests are protected in terms of DND-owned materiel, the NDQAR reserves the right to carry out audits on the Contractor's materiel management system.

6.4 Procurement

6.4.1 Vendor Selection

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- 6.4.1.1 The Contractor is responsible for the vendor selection and the procurement of replacement parts to support First, Second and Third Level maintenance. The Contractor must only procure approved airworthy replacement parts that fulfill the TAA requirements of the Technical Airworthiness Manual (Part 5, Chapter 2).

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6.4.2 Codification & Cataloguing Support

- 6.4.2.1 When a stock code is required, the Contractor must initiate the process to catalogue items using the MI Requestor in order to support the issuance of materiel. The Contractor must maintain existing data, such as stock codes and kits on DND's inventory systems.
- 6.4.2.2 The Contractor must perform cataloguing activities, including inputting and maintaining spares data in DND's system of record.

6.4.3 Petroleum, Oils and Lubricants

- 6.4.3.1 The Contractor is not responsible for procuring Petroleum, Oils & Lubricants (POL) for First Line maintenance requirements.
- 6.4.3.2 The Contractor must procure all required POL with the exclusion of aviation fuels and engine oils to support Second Line maintenance requirements. When the Contractor requires aviation fuels and engine oils for Second Line, the Contractor must order through 15 Wing Supply.
- 6.4.3.3 The Contractor must procure all required POL to support Third Line maintenance requirement.

6.5 Warehousing Operations

6.5.1 Inventory Management

- 6.5.1.1 The Contractor must provide warehousing for the care, custody and control of PG inventories. The Contractor must accommodate current J85 inventories in segregated and secure storage areas.
- 6.5.1.2 The Contractor must comply with and manage materiel inspection, packaging, handling and preservation requirements, including the special requirements for air shipment and dangerous goods in accordance with A-LM-184-001/JS-001 for all Canada-owned materiel in its custody.

6.5.2 Use of DND System of Record

- 6.5.2.1 In order to ensure Total Asset Visibility of DND-owned materiel while in the care, custody and control of the Contractor, the Contractor must use DND's system of record as identified in Section 9. The Contractor must comply with the requirements for data fidelity, accuracy and visibility as per the Supply Administration Manual A-LM-007-100/AG-001. Canada will assign a Supply Manager (SM) code Contractor Repair Parts Account (CRPA), Repairable Materiel Account (RMA) and/or a Regional Repairable Materiel Account (RRMA) to the Contractor.

6.5.3 Customer Supply Window

- 6.5.3.1 The Contractor must issue all CIS and equipment to DND via the Customer Supply Window (CSW). Notably, all J85 engine issuances/returns shall be effected via CSW transactions.
- 6.5.3.2 The Contractor must establish a CSW at 15 Wing Moose Jaw to provide PG spares to the RCAF. The CSW should be co-located, space permitting, with the Engine Repair Facility.

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- 6.5.3.3 The CSW will be open for standard queries during RCAF day shift working hours, and during occasional night shifts when required. The Contractor will be responsible to provide CSW support after normal working hours, on call only, for unforeseen requirement.
- 6.5.3.4 All CIS which is a repairable item will be provided as a one-for-one exchange, where DND must return an unserviceable item in order to demand a serviceable item with the exception of support for:
- a. Troubleshooting, where the item will be returned no later than 30 calendar days; and
 - b. For Snowbirds Airshow
 - i. No later than 60 days, before beginning of the airshow season, a demand to fill the PUK is sent to the Contractor (at the CSW);
 - ii. In MJ, the contractor will be requested to replace U/S items for the PUK as required; and
 - iii. The RCAF will return the PUK no later than 21 days, following each swing and/or the end of the season.
- 6.5.4 **Handover Point, Ownership and Custody**
- 6.5.4.1 The ownership of CFM rests with the Contractor until it is physically transferred at the handover point upon which ownership transfers to Canada.
- 6.5.4.2 The handover point for CFM is CSW in Moose Jaw.
- 6.5.4.3 Canada will retain ownership of all existing GOM. The exchange of custody of GOM from Canada to the Contractor, or vice versa, occurs upon the physical transfer at the CSW
- a. CSW transaction where CIS items are issued to or are returned from First Line; and
- 6.5.4.4 The CSW is the sole point of physical exchange of GOM between Canada and the Contractor; both for unserviceable GOM being returned to the Contractor, as well as serviceable GOM being provided to Canada.
- 6.5.5 **Controlled Goods**
- 6.5.5.1 The Contractor must restrict Controlled Goods (CG) materiel access to authorized individuals only.
- 6.5.5.2 The Contractor must prepare the End User Certificate and distribute as per regulations.
- 6.5.6 **Discrepancies**
- 6.5.6.1 The Contractor must action discrepancies in shipments in accordance with Chapter 2.1 of A-LM-184-001/JS-001.
- 6.5.7 **Stocktaking**

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- 6.5.7.1 For all Government Owned Materiel in Contractor Custody (GOCC), the Contractor must perform stocktaking activities in order to ensure accuracy between physical assets and holdings in the system of record. All DND-owned inventory held at the Contractor facility must be physically counted and reported, unless specified more frequently, once every two years.
- 6.5.7.2 The Contractor must account for all CIS and GFOS in either a manual or an automated system. Regardless of the system used, the Contractor must maintain an audit trail acceptable to DND.
- 6.5.7.3 The Contractor must create a stocktaking plan in accordance with Stocktaking Plan (CDRL LOG-002) to account for DRMIS storage locations.
- 6.5.7.4 The supporting Quality Assurance Representative (QAR) and ROCEA must be contacted by the Contractor two weeks prior to the scheduled stocktaking, in order to coordinate the counts.
- 6.5.7.5 Reconciliation for each storage location must be performed at a frequency based on the stock type:
- a) A & C Class items non-controlled goods – 100%
 - b) E Class Controlled equipment – counted monthly with serial number validation quarterly.
- 6.5.7.6 At the conclusion of every stocktaking, the Contractor must prepare a stocktaking summary report in accordance with Stocktaking Summary Report (CDRL LOG-003) for each DRMIS storage location that was counted physically.
- 6.5.7.7 If discrepancies are found, a Stocktaking Investigation Report, in accordance with Stocktaking Investigation Reporting (CDRL LOG-004), is to be completed and submitted to the supporting QAR and ROCEA within 30 days of the physical count.
- 6.5.7.8 For non-catalogued materiel, the Contractor must keep accurate records. When performing a stocktaking on any GOCCM that is not accounted for in DRMIS, the Contractor must:
- a) Compare the count results with the actual quantities recorded in the Contractor's local system;
 - b) Adjust their records should deficiencies be discovered;
 - c) advise the supporting NDQAR and Procurement Authority if there are any deficiencies via email within 5 days of completion, and
 - d) Prepare and submit a deficiency report in accordance with Stocktaking Investigation Reporting (CDRL LOG-004).
- 6.5.8 **GOM Inventory Rationalization**
- 6.5.8.1 In conjunction with the stocktaking schedule, the Contractor must carry out a review of J85 GOCCM to determine if holdings of any particular item:
- a. Exceeds the economic stock retention level;
 - b. Has become surplus to requirement as a result of end item disposal/retirement; or
 - c. Has become redundant because of a modification change notice, product improvement, etc.

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6.5.8.2 The Contractor must:

- a. Appropriately dispose of, and/or transfer, CIS and/or GFOS meeting para 6.5.8.1. criteria;
- b. Prepare/staff the necessary documentation associated with the disposal function in accordance with paragraph 6.10 (below); and
- c. Submit disposal documentation to DND for approval

6.6 Life Cycle Materiel Management & Obsolescence Management

6.6.1 The Contractor must perform all Life Cycle Materiel Management (LCMM) functions on in-scope PG equipment, associated spares and support equipment deemed necessary to meet Contract requirements and outcomes sought by Canada.

6.6.2 The Contractor is responsible for the obsolescence management of in-scope PG equipment and associated spares. The Contractor must develop strategies to address obsolescence of parts and equipment to ensure that the performance of contracted outcomes is not negatively affected, and to ensure compliance with Continuing Airworthiness requirements as described in Section 4.5.3 of this Annex.

6.7 Repair and Overhaul - Administration

6.7.1 General

6.7.1.1 The Contractor must comply with the R&O requirements for all DND-owned assets (as outlined in A-LM-184-001/JS-001) with the exception of the sections covering Accountable Advance Spares (AAS), Contractor Effectiveness Report (CER), First-in-First-out (FIFO), Free-Flow Equipment, Maximum Repair Cost (MRC), Priority Repair Request (PRR), Selection Notice and Priority Summary (SNAPS), and Turn Around Time (TAT).

6.7.1.2 The Contractor must comply immediately with all 'stop repair' instructions issued by Canada.

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6.7.2 Reduction to Spares

6.7.2.1 Reduction to spares is a disposal activity that must occur with appropriate authorization. The resulting piece parts will become GFOS. When the Contractor is directed by the EMT to reduce DND-owned assets into spares or scrap, the Contractor must:

- a) Disassemble the equipment in accordance with the applicable CFTO into subcomponents as directed by the TA;
- b) Assess the desired subcomponents for serviceability;
- c) Serviceable components that are catalogued in CGCS must be reported to the responsible NDQAR for induction to DRMIS;
- d) Serviceable components that are not catalogued must be reported to the TA via the ROCEA for direction; and
- e) The remaining parts and components are to be disposed in accordance with para 5.9 of this PWS.

6.7.3 Special Tooling

6.7.3.1 The Contractor must acquire all Special Tools and Test Equipment necessary to carry out work at Third Line; unless specifically provided by Canada, as per Annex F (GSM and GFE). All GSM and GFE will be accounted for on a separate loan agreement.

6.7.4 Initiation of R&O

6.7.4.1 The Contractor must initiate a Work Order on DND's System of Record.

6.7.4.2 The Contractor is responsible to maintain and update the Work Order, including accumulated labour hours; and all materiel issued to or removed from the equipment.

6.7.5 Identification Marking

6.7.5.1 The Contractor must restore the original marking information for all equipment assemblies, their packaging and/or components after overhaul or reconditioning.

6.7.5.2 The Contractor must add the following information immediately adjacent to the original identification markings or previous reconditioning markings:

- a. Reconditioner's identification, date of reconditioning, inspector's stamp/number; and
- b. When it is not practicable to add this information to the part, it is permissible to annotate the information onto a suitable tag (to be attached to the part prior to shipping).

6.7.6 Completion of R&O

6.7.6.1 On completion of Repair and/or Overhaul, the Contractor must:

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- a. Stamp the “Contractor Certification” in accordance with Chapter 3.1 of A-LM-184-001/JS-001;
- b. Prepare and affix a CF942 Materiel Condition Tag in accordance with C-02-005-009/AM-000;
- c. Update applicable maintenance records;
- d. Close the Work Order on DND’s System of Record; and
- e. Issue the equipment to the serviceable SLoc of the CRPA account.

6.7.7 Warranty Consideration

- 6.7.7.1 The Contractor must ensure that CIS returned for warranty consideration will be actioned in accordance with Chapter 9 of A-LM-184-001/JS-001.

6.8 Mission Sparing Support – Air Demonstration Deployments with one PUK

- 6.8.1.1 The Contractor must support the concurrent deployment with a PUK while sustaining local flying at MOB.
- 6.8.1.2 The Contractor must prepare PUK for deployment; ensuring that items are packaged in the appropriate shipping containers, and that all materiel contained in the PUK has been prepared in accordance with regulations applicable to the transportation of dangerous and controlled goods.
- 6.8.2 **Re-supply of Deployment PUK during Airshow Season**
 - 6.8.2.1 The Contractor must prepare, stock and support the re-supply of the MSV Pack-Up Kit (PUK).
 - 6.8.2.2 Throughout a domestic or international deployment, the CSW at 15 Wing, Moose Jaw, must, at the request of the deployed unit, issue the spares required to replenish the deployed PUK as items are depleted or become time-expired.
 - 6.8.2.3 Re-supply of Deployment PUKs will not be subject to a one-for-one exchange policy (except as described in 6.5.3.4.).
 - 6.8.2.4 Items ordered by Canada for re-supply of Deployed Operations must be made available at the supporting MOB CSW in accordance with the regular CSW response time requirements.
 - 6.8.2.5 Re-supply items shall be appropriately packaged and preserved as required for shipment.
- 6.8.3 **Movement of PUKs and re-supply items**
 - 6.8.3.1 Canada is responsible for the movement of PUKs and replenishment items from the CSW to deployed locations. The pack-up kit is in the CMTT/Green Fleet (DRMIS SCM) truck (MSV) on the road during the show swings. RCAF will retain responsibility for stocking and managing the Pack-Up Kit.

6.9 Materiel Movement

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6.9.1 Transportation and Brokerage

- 6.9.1.1 The Contractor is responsible for transportation and customs brokerage documentation of CIS between the CSW and all other Contractor or sub-Contractor facilities. Once DND draws CIS from the CSW, DND will be responsible for the transportation to the required location (squadron or deployed location). Transportation of RFI engines received at the Window (virtual or physical) could/should remain with the Green Fleet.

6.9.2 Shipping Containers

- 6.9.2.1 Canada will provide existing specialized shipping containers as CIS. The Contractor must obtain an approved DND626 prior to the purchase of additional shipping containers. Once purchased, the Contractor must bring them on charge as CIS.

6.10 Materiel Disposal

6.10.1 General and Technical Regulations

- 6.10.1.1 The Contractor can make materiel disposal recommendations; however, DND must approve all Disposal Plans.
- 6.10.1.2 The Directorate of Supply Chain Operations (DSCO) is the functional authority for coordinating the disposal of all surplus assets on behalf of DND. The subsequent sale of materiel is the responsibility of the GC Surplus Team of PSPC.
- 6.10.1.3 The Contractor must comply with Defence Supply Chain (DSC) disposal framework and policies. If there is a discrepancy between the wording of any documents that appear on the list, the wording of the document that first appears on the list has priority over the wording of any document that subsequently appears on the list:
- a. DAOD 3013-0: Surplus Materiel
 - b. DAOD 3013-1: Disposal of Surplus Materiel
 - c. A-LM-184-001/JS-001: Special Instructions Repair and Overhaul Contractor;
 - d. A-LM-007-100/AG-001: Canadian Forces Supply Administration Manual;
 - e. A-LM-007-015/AG-001; and
 - f. Crown Assets Act.

- 6.10.1.4 The Contractor must perform all disposal activities to ensure non-conforming materiel does not make it into service in accordance with the TAM and its DND TAA-approved MSPM (CDRL AW-005).

- 6.10.1.5 The disposal of hazardous material is subject to Federal, Provincial and Municipal regulations and laws. The Contractor must adhere to these laws when disposing of items under this Contract.

6.10.2 Disposal Plan

- 6.10.2.1 The Contractor must identify PG systems assets that are in excess to DND's requirements.
- 6.10.2.2 The Contractor must develop, submit and maintain Disposal Plans in accordance with CDRL MAT-003.

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- 6.10.2.3 The Contractor shall monitor and execute the disposal of dormant stock as per the DND-approved Disposal Plan (CDRL MAT-003).
- 6.10.2.4 The Contractor must assist DND in maximizing the net disposal revenue while minimizing processing and overhead costs.
- 6.10.3 **Demilitarization**
- 6.10.3.1 The Contractor must prepare, and staff to the TA, all applicable forms and plans required for Canada to approve disposal actions; including identifying the condition of the goods, and making appropriate recommendations on acceptable demilitarization methods and facilities.
- 6.10.3.2 The Contractor must comply with DND policy for demilitarization of controlled goods.
- 6.10.4 **Scrapping Action**
- 6.10.4.1 The Contractor must ensure that spares designated for disposal are segregated from airworthy products.
- 6.10.4.2 The Contractor must mutilate any PG component to be scrapped such that it cannot be mistaken for a serviceable component. The method of mutilation must be agreed upon between the TA and the Contractor, and must comply with all applicable demilitarization requirements.
- 6.10.4.3 Any scrapping action at Second and Third Line for items with demilitarization requirements must be witnessed by Quality Assurance Representative (QAR). The Contractor must allow for QAR oversight of all disposal activities.
- 6.10.5 **End-of-Fleet-Life (EFL) and Fleet Major Reduction Disposal**
- 6.10.5.1 The specific disposal activities in support of the CT114 End-of-Fleet-Life (EFL) or in support of a major CT114 fleet aircraft reduction will be tasked using a duly signed DND 626.
- 6.11 **Materiel Administration**
- 6.11.1 **Document Retention**
- 6.11.1.1 The Contractor must file and retain the following auditable transaction documentation by applicable account (RMA or CRPA) warehouse either by Stock Code or by Requisition Number, in accordance with Chapter 8 of A-LM-184-001/JS-001:
- Stock Code sequence followed by requisition number; or
 - Requisition number.
- 6.11.1.2 The Contractor must account for/address the following:
- Materiel held on CRPA, RMA and RRMA must be in DND's system of record as per the Defence Supply Chain (DSC) automated procedures in accordance with A-LM-184-001/JS-001; and
 - Government Furnished Overhaul Spares (GFOS) in either a manual or an automated system. Regardless of the system used, the Contractor must maintain an audit trail acceptable to DND.

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6.11.2 Reporting Materiel Support Services

- 6.11.2.1 The Contractor must prepare and submit a Repair and Overhaul Report in accordance with CDRL MAT-001
- 6.11.2.2 The Contractor must deliver an Annual Contractor Held Inventory (CHI) Report in accordance with CDRL MAT-002.
- 6.11.2.3 The Contractor must deliver a Disposal Plan in accordance with CDRL MAT-003.
- 6.11.2.4 The Contractor must deliver a Monthly Data Report in accordance with CDRL MAT-004.

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7 Training Support Services

7.1 General

7.1.1 The Contractor must provide the following Training Support Services:

- a. Assistance to Canada in improving First and Second Line technicians' maintenance proficiency as necessary to achieve Contract outcomes; and
- b. Training for Canada personnel on new equipment, tools, and IM/IT systems introduced or maintained by the Contractor and to be used by Canada personnel.

7.2 Planning Training Support Services

7.2.1 The Contractor must perform Training Support Services in accordance with the Canada-accepted PHbk (CDRL PM-001).

7.3 Reporting Training Support Services

7.3.1 Not used.

7.4 Technical Regulation

7.4.1 Formal training of Canada technicians leading to trade-essential qualifications is provided by 2 Cdn Air Division and regulated through the Canadian Forces Individual Training and Education System (CFITES).

7.4.2 The authority to perform and certify on-aircraft and off-aircraft work is regimented by the TAM. In accordance with C-05-005-P03/AM-001, this authority is granted to RCAF technicians by a unit Senior Aircraft Maintenance Supervisor (SAMS) for each set of tasks applicable to First or Second Level maintenance in accordance with the 1 Cdn Air Div-approved Aircraft Weapon System Authorization Codes (A-PD-055-500/PQ-000).

7.4.3 The Contractor's Training Support Services must be compatible with these regulations.

7.5 Training Support Services - Details

7.5.1 First Line Maintenance Proficiency

7.5.1.1 Proficiency gains at First Line will contribute to Contract performance outcomes (e.g., improved availability through the reduction of No Fault Found findings) and can be achieved via initiatives such as: informal coaching; technical briefs; development of On-the-Job-Training (OJT) packages; and recommendation for Unit Employment Training Plans (UETP) improvements. As required, to meet the Contract performance outcomes, the Contractor may assist DND in improving First Line maintenance technical proficiency with particular focus on testing, troubleshooting, and repair skills of First Line Canada technicians.

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7.5.2 IM/IT Training Requirements

7.5.2.1 The Contractor must provide user training and user manuals to Canada personnel on IM/IT applications that are provided and/or supported by the Contractor. Training must be provided for new users, and for existing users where enhancements are implemented that affect the use of the application and/or data.

7.5.2.2 The Contractor must provide user training and user manuals for new tools, techniques, methods, or equipment introduced by the Contractor.

7.5.3 Additional Training Requirements

7.5.3.1 The Contractor must provide assistance for technical training of DND personnel when requested by Canada using a DND 626 tasking.

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8 Technical Data and Publications Management Support Services

8.1 General

- 8.1.1 The Contractor must provide Technical Data and Publications Management Support Services as defined in this Section.

8.2 Technical Data Management Support Services

- 8.2.1 The Contractor must perform all of the activities necessary to update and maintain the PG systems Technical Data including, but not limited to: collecting; organizing; storing; controlling; disseminating; using; and disposing of Technical Data.
- 8.2.2 The Contractor must perform Technical Data Management Support Services in accordance with the Canada-accepted PHbk (CDRL PM-001).
- 8.2.3 Contractor-managed Technical Data must be made available to Canada on request.
- 8.2.4 The Contractor must set up and maintain a repository for the collection and management of Logistic Support Analysis Records (LSAR) required in delivering performance-based sustainment services. This includes the records associated with Appendix 4, Contract Data Requirements List & Data Item Descriptions, and its Addendum 1, as well as the following Technical Data:
- a. Contractor-produced Technical Reports;
 - b. J85 and Secondary Power Systems Routine Engineering Orders (REOs);
 - c. J85 and Secondary Power Systems Engineering drawings (as received and in accordance with CDRL TD-001);
 - d. OEM-supplied data in support of the PG systems;
 - e. R&O maintenance documentation (ADAM portion of the Maintenance Record Set, Third Line Maintenance Reports, Certificates of Conformance for PG Systems and Components);
 - f. Bottom Line Measures and associated records;
 - g. J85 and Secondary Power Systems Non-Standard Repairs (NSRs);
 - h. Software documentation related to PG software systems;
 - i. J85 Second and Third Line CFTOs in accordance with Publication Management and Publishing Services; and
 - j. Other Technical Data as defined by the TA.
- 8.2.5 The Contractor must provide to the TA, the technical data generated in support of airworthiness processes as stated in Section 4.
- 8.2.6 The Contractor must review PG system related documentation received from the TA (originating from the OEM or other organization) and assess its impact on the PG system Technical Data. The assessment is to be staffed in accordance with paragraph 4.5.3.2.d.
- 8.2.7 The Contractor must provide, when requested by the TA, PG systems-related input and updates to the CT114 Canadian Military Aircraft Type Certificate (CMATC).

Annex A – J85 PGS Performance Work Statement

8.3 Publication Management and Publishing Support Services

8.3.1 General

8.3.1.1 The Contractor must maintain, publish and distribute J85 PG Systems First, Second and Third Level maintenance and Operational publications as specified in Appendix 1, Propulsion Group Equipment Scope.

8.3.1.2 In addition to those publications listed in Appendix 1, Propulsion Group Equipment Scope, the Contractor is responsible for maintaining the currency and accuracy of the PG systems technical data contained in generic First, Second and Third Level CT114 maintenance publications.

8.3.2 Maintenance

8.3.2.1 The Contractor must perform the full spectrum of publication maintenance activities, as applicable to the in-scope J85 PG systems, to ensure adequate and airworthy publications are available to support maintenance, engineering, materiel and operational activities. The Contractor must ensure that the publications are kept up-to-date such that they accurately reflect the equipment or processes they support.

8.3.2.2 The Contractor must:

- a. Conduct periodic audits of publications to ensure current versions are adequate;
- b. Review and action all incoming source data in conjunction with engineering support requirements stipulated in paragraph 4.5.3, including Publication Discrepancy Reports (PDRs) and UCRs;
- c. Identify the impact of publication changes on the J85 PG technical data and all other publications;
- d. Identify the impact of changes to J85 PG technical data on all First, Second and Third Level CT114 maintenance publications;
- e. Prepare and approve the TDP in support of publication amendments in accordance with engineering support requirements of Section 4 paragraph 4.5.3, Appendix 7, Decisions of Significance, and applicable TAM policies; and
- f. Maintain a master copy of each publication.

8.3.3 Publishing

8.3.3.1 The Contractor must comply with publishing standard C-01-100-100/AG-006, and other applicable specifications and instructions listed in Appendix 6, List of References, for all technical publications used by Canada personnel.

8.3.3.2 The Contractor must publish publication amendments in the same format as its parent publication.

8.3.3.3 The Contractor must conduct technical accuracy, verification and validation of proposed amendments.

8.3.3.4 The Contractor must translate amendments to bilingual publications and verify accuracy of translated amendments.

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8.3.4 **Distribution**

8.3.4.1 The vehicle for distribution of the First and Second Line publications resides primarily in the CT114 IETM application. The Contractor must submit XML source code and soft copy (PDF) of amendments, as identified in Appendix 1, Propulsion Group Equipment Scope, to the IETM administrator if the publication is published in the IETM.

8.3.4.2 The Contractor must reproduce, distribute and release the publication amendments in hardcopy format if not published in the IETM.

8.3.5 **Task-based Publication Management and Publishing Support Services**

8.3.5.1 In addition to the requirements above, the Contractor must provide TA-requested Publications Management and Publishing Support Services on an 'as when requested' basis, as authorized by a duly signed DND 626 Task Authorization form.

Annex A – J85 PGS Performance Work Statement

9 Information Management Support Services

9.1 General

- 9.1.1 The Contractor must provide Information Management Support Services encompassing all of the activities and functions required to collect, warehouse, format and deliver data and information.
- 9.1.2 The PGS Contract-Electronic Information Environment (EIE) consists of a combination of existing Canada IT systems and existing Contractor IT systems.

9.2 Planning Information Management Support Services

- 9.2.1 The Contractor must perform Information Management Support Services in accordance with the Canada-accepted PHbk (CDRL PM-001).

9.3 Reporting Information Management Support Services

- 9.3.1 Not used.

9.4 Technical Regulation

- 9.4.1 The Contractor must comply with the following policies where applicable:
- a. Maintenance of the necessary IM/IT infrastructure to ensure compliance with the DND IM/IT Security Assessment and Authorization (SA&A) process in accordance with National Defence Security Orders and Directives (NDSOD) Chapter 7. This infrastructure must include all hardware, software, and networks including secure networks where required;
 - b. The PSPC Industrial Security Manual baseline security requirements for the safeguarding of DND/CF information and assets for all information systems that are owned by the Contractor and in which Canada-owned data resides or will reside;
 - c. The Royal Canadian Mounted Police (RCMP) Technical Security Standard for Information Technology (TSSIT) dated 1997 and the NDSOD for all Contractor-provided Information Systems that connect to DND Information systems or process and/or store classified and/or designated DND/CF data;
 - d. The Canadian Security Establishment (CSE) Information Technology Security Guidance publication ITSG-06 Clearing and Declassifying Electronic Data Storage Devices for all magnetic storage media provided by the Contractor which become Canada property, and for all magnetic storage media that are controlled by the Contractor and on which Canada-owned data resides or will reside; and
 - e. The CSE Information Technology Security Directive publication ITSD-22 Baseline Security Requirement for Network Security Zones assets provided by the Contractor which become Canada property, and for all information and IT assets that are owned by the Contractor Contractor and in which Canada-owned data resides or will reside.

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9.5 Information Management Support Services – Details

9.5.1 Electronic Information Exchange System

9.5.1.1 The Contractor must develop, maintain and support a secure EIES accessible for Canada users. The EIES must provide access to program management, performance and other PGS information, data and functions to complement the existing Canada-provided IT systems.

9.5.1.2 Specifically, the EIES must provide:

- a. Access to all contract deliverables;
- b. Access to all documentation and data produced in support of the Contract;
- c. Visibility into the mandated performance indicators (KPIs, and SHIs) in accordance with the schedules and definitions provided in CDRLs PF-001, PF-002, and PF-003; and
- d. Access to historical PG systems deliverables and data not already contained in the Canada-provided IT systems.

9.5.1.3 The EIES must incorporate, as a minimum, the following features of a document management system:

- a. Version control;
- b. Access control to authorized users; and
- c. Capability for Canada to upload files.

9.5.1.4 The Contractor must provide access to the EIES through a single interface accessible from any computer connected to the Defence Wide Area Network (DWAN).

9.5.1.5 The Contractor must provide an off-site disaster recovery system with a 24-hour interval back-up of all EIES data.

9.5.2 Canada-Provided IT Systems

9.5.2.1 General

9.5.2.1.1 DND has several IT systems that presently support the PGS program. Details regarding the existing applications, their interfaces and the databases related to each are found at Appendix 3, Information Management/Information Technology (IM/IT) Environment.

9.5.2.2 Mandatory Canada-Provided, Contractor-Supported IT Systems

9.5.2.2.1 Canada will provide the mandatory IT systems to be supported by the Contractor and associated hardware for management and use, including all data contained therein. The Contractor must provide Canada continued access and use of all existing and newly generated data.

9.5.2.2.2 The following Canada-provided ADAM IT systems fall under the mandatory category (as described in Appendix 3, IM/IT Environment)

9.5.2.2.3 The Contractor must support the software and hardware associated with the Canada-provided Contractor-Supported IT systems listed above.

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- 9.5.2.2.4 The Contractor is responsible for the routine maintenance of the software and hardware associated with the systems listed above. Routine maintenance is to include routine software updates to these software systems to ensure their continued compatibility with other systems.
- 9.5.2.2.5 Canada will retain the responsibility for the procurement of replacement hardware associated with these systems. The Contractor must recommend to Canada, upgrades or changes to address obsolescence issues or reduced performance of the system due to normal usage.
- 9.5.2.2.6 Automated Data for Aerospace Maintenance (ADAM) system ~~ADAM~~ is the TAA-approved J85 engine Electronic Record Keeping System. The Contractor must ensure that the integrity of the data input and stored in ADAM is maintained at all times and that ADAM remains compliant with TAM, Part 5, Section 2.
- 9.5.2.3 **Mandatory Canada-Provided, Canada-Supported IT Systems**
- 9.5.2.3.1 The Contractor must input data into, employ or interface fully with the following Canada-supported IT systems as required in order to meet program outcomes and First and Second Level maintenance data recording requirements. Maintenance and support for these systems are a DND responsibility.
- 9.5.2.3.2 Canada will provide access to the following IT systems:
- a. Defence Wide Area Network (DWAN);
 - b. Data Management System/Maintenance Record Set (ADAM/MRS);
 - c. Defence Resources Management Information System (DRMIS);
 - d. Flight Safety Information System (FSIS);
 - e. UCR Database;
 - f. Canadian Government Catalogue of Materiel (CGCM);
 - g. CT114 Publications and Library Management System (PALMS); and
 - h. CT114 Interactive Electronic Technical Manual (IETM).
- 9.5.2.3.3 Prior to being provided with user accounts for Canada-supported IT systems, designated Contractor personnel will be required to attend initial training. Canada will provide the required training. Training will be provided in the event of upgrades, amendments or replacements for any Canada-unique systems.
- 9.5.3 **Electronic Data Exchange Services**
- 9.5.3.1 The Contractor must facilitate electronic data exchange between PGS Contract IT systems and other DND data systems as described in Appendix 3, IM/IT Environment.

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10 Resource Requirements

10.1 General

- 10.1.1 This section defines the personnel resources that the Contractor must provide in order to enable the support services defined in Sections 2 through 9, as well as the Canada facilities made available to embedded Contractor personnel.

10.2 Personnel

10.2.1 General

- 10.2.1.1 The Contractor must establish its personnel resources to execute the Support Services defined in this PWS and to meet the performance outcomes defined in Annex D, Performance Management Specification (PfMS). Unless otherwise specified, Canada will not mandate nor direct the Contractor to allocate or retain personnel or resources to support the Work.

- 10.2.1.2 The Contractor must undertake all necessary recruitment, training, security clearance preparation and other human resources functions to ensure its personnel have the required skills, experience and qualifications to fulfill the Support Services requirements in this PWS.

- 10.2.1.3 The Contractor must provide personnel resources embedded within Canada facilities to provide the following services:

- 10.2.1.3.1 The following functions must be provided by Contractor personnel embedded at 15 Wing Moose Jaw:

- a. As defined in 5.5.3: Second Line maintenance production coordination, maintenance support, and, as required, production augmentation;
- b. As defined in 5.5.4: First Line maintenance support;
- c. As defined in 9.5.2: Field support for Contractor-maintained IM/IT systems; and
- d. As defined in 6.5.2: Customer Supply Window interface with Canada personnel.

- 10.2.1.3.2 The number of personnel assigned by the Contractor to perform the services at a given location is at the Contractor's sole discretion; however, a limited footprint is preferred.

- 10.2.1.4 Although Life Cycle Materiel Management functions have traditionally resided within the WSM organization in the NCR, the Contractor is not required to appoint dedicated Life Cycle Materiel Managers, nor co-locate the individuals performing those functions with the WSM in the NCR. Rather, the Contractor is free to structure the Materiel Management services detailed in this PWS and associated references as it sees fit, including the Materiel Customer Support service detailed in 6.5.1.

- 10.2.1.5 Contractor personnel assigned to work in Canada's facilities shall conform to the administrative and security regulations of the establishment to which they are assigned, and be available on-site during core business hours.

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10.2.1.6 The Contractor must make accessible a responsive point of contact during off-hours with the ability to reach back to the appropriate Contractor support services personnel in case of urgent operational need. The Contractor's point of contact must be able to coordinate provision of requested support services covering the scope of the PWS on a 24/7 basis, 365 days/year.

10.2.2 Personnel Certifications and Qualifications

10.2.2.1 Contractor personnel involved in performing airworthiness-related tasks must be authorized by the Contractor Senior Maintenance Manager, Senior Design Engineer or equivalent as defined in the TAA-approved Contractor airworthiness process manuals.

10.2.2.2 The Contractor must make available, upon request from the TAA, personnel airworthiness authorization records for all Contractor personnel involved in the performance of the work in this PWS.

10.2.2.3 Contractor personnel assigned to MOBs to provide technical support must have a minimum of 2 years of experience on the J85-CAN-40, and a minimum of 5 years of experience in aircraft and/or engine maintenance.

10.2.3 PG Systems Liaison Engineering

10.2.3.1 The Contractor must provide Liaison Engineering services responsive to the TA. Liaison Engineering is defined as the provision of technical advice beyond what can be provided by a simple review of the applicable CFTOs. The technical advice must be based on relevant, prior hands-on maintenance, maintenance supervision, or engineering support experience on the applicable systems.

10.2.4 Training for Contractor Personnel

10.2.4.1 The Contractor must provide qualified personnel with the necessary skills and qualifications. If one of the Contractor's personnel is replaced, then the replacement personnel may receive access to DND-specific training courses. The enrolment of Contractor personnel into the training course will require prior written approval by the TA and all associated costs must be absorbed by the Contractor.

10.2.4.2 For DND-generated changes to training requirements, the training will be provided by DND at no cost to the Contractor. Training may also be provided on DND-unique systems that have been recently implemented or changed.

10.3 Facilities

10.3.1 MOB Facility (15 Wing Moose Jaw)

10.3.1.1 Canada will provide office space for Contractor personnel at the MOB, as defined in Appendix 8, Wing Facility Support. Canada will furnish the offices, and provide telephone (CSN), and DWAN access.

10.3.1.2 Contractor personnel assigned to Second Line maintenance functions must share the existing Canada facilities and equipment with Canada personnel. Canada retains responsibility for the following Second Line maintenance facility support activities:

- a. Provision of serviceable Aircraft Maintenance Support Equipment (AMSE);
- b. Servicing and calibration of existing tooling required for Second Line maintenance; and

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- c. All other support activities mandated by DND, the RCAF, the Wing or Squadron, and related to the upkeep of the facilities.

10.3.1.3 Contractor personnel may operate the J85 Engine Test Facility (ETFs) as required in support of Second Line production; however, maintenance of the ETFs and associated equipment ~~are~~ is a Canada responsibility, including the maintenance of a service contract for ETF ~~its~~ calibration.

10.3.1.4 Maintenance of the J85 Engine Test Facility is currently accomplished through an omnibus contract for multiple RCAF fleets. Should the requirement arise, and upon successful completion of negotiations, Canada reserves the right to transfer this scope to the Contractor.

10.3.1.5 The Second Line Maintenance Facilities are described in Appendix 8, Wing Facility Support.



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 / Ministère ou organisme gouvernemental d'origine NATIONAL DEFENCE		2. Branch or Directorate / Direction générale ou Direction DAEPMFT	
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 J85 Propulsion Group Repair and Overhaul.			
5. a) Will the supplier require access to Controlled Goods? Le fournisseur aura-t-il accès à des marchandises contrôlées?		<input type="checkbox"/> No Non	<input checked="" type="checkbox"/> Yes Oui
5. b) Will the supplier require access to unclassified military technical data subject to the provisions of the Technical Data Control Regulations? Le fournisseur aura-t-il accès à des données techniques militaires non classifiées qui sont assujetties aux dispositions du Règlement sur le contrôle des données techniques?		<input checked="" type="checkbox"/> No Non	<input type="checkbox"/> Yes Oui
6. Indicate the type of access required / Indiquer le type d'accès requis			
6. a) Will the supplier and its employees require access to PROTECTED and/or CLASSIFIED information or assets? Le fournisseur ainsi que les employés auront-ils accès à des renseignements ou à des biens PROTÉGÉS et/ou CLASSIFIÉS? (Specify the level of access using the chart in Question 7. c) (Préciser le niveau d'accès en utilisant le tableau qui se trouve à la question 7. c)		<input type="checkbox"/> No Non	<input checked="" type="checkbox"/> Yes Oui
6. b) Will the supplier and its employees (e.g. cleaners, maintenance personnel) require access to restricted access areas? No access to PROTECTED and/or CLASSIFIED information or assets is permitted. Le fournisseur et ses employés (p. ex. nettoyeurs, personnel d'entretien) auront-ils accès à des zones d'accès restreintes? L'accès à des renseignements ou à des biens PROTÉGÉS et/ou CLASSIFIÉS n'est pas autorisé.		<input checked="" type="checkbox"/> No Non	<input type="checkbox"/> Yes Oui
6. c) Is this a commercial courier or delivery requirement with no overnight storage? S'agit-il d'un contrat de messagerie ou de livraison commerciale sans entreposage de nuit?		<input checked="" type="checkbox"/> No Non	<input type="checkbox"/> Yes Oui
7. a) Indicate the type of information that the supplier will be required to access / Indiquer le type d'information auquel le fournisseur devra avoir accès			
Canada <input checked="" type="checkbox"/>		NATO / OTAN <input type="checkbox"/>	Foreign / Étranger <input type="checkbox"/>
7. b) Release restrictions / Restrictions relatives à la diffusion			
No release restrictions Aucune restriction relative à la diffusion <input checked="" type="checkbox"/>		All NATO countries Tous les pays de l'OTAN <input type="checkbox"/>	No release restrictions Aucune restriction relative à la diffusion <input type="checkbox"/>
Not releasable À ne pas diffuser <input type="checkbox"/>			
Restricted to: / Limité à : <input type="checkbox"/>		Restricted to: / Limité à : <input type="checkbox"/>	Restricted to: / Limité à : <input type="checkbox"/>
Specify country(ies): / Préciser le(s) pays :		Specify country(ies): / Préciser le(s) pays :	Specify country(ies): / Préciser le(s) pays :
7. c) Level of information / Niveau d'information			
PROTECTED A PROTÉGÉ A <input checked="" type="checkbox"/>		NATO UNCLASSIFIED NATO NON CLASSIFIÉ <input type="checkbox"/>	PROTECTED A PROTÉGÉ A <input type="checkbox"/>
PROTECTED B PROTÉGÉ B <input type="checkbox"/>		NATO RESTRICTED NATO DIFFUSION RESTREINTE <input type="checkbox"/>	PROTECTED B PROTÉGÉ B <input type="checkbox"/>
PROTECTED C PROTÉGÉ C <input type="checkbox"/>		NATO CONFIDENTIAL NATO CONFIDENTIEL <input type="checkbox"/>	PROTECTED C PROTÉGÉ C <input type="checkbox"/>
CONFIDENTIAL CONFIDENTIEL <input type="checkbox"/>		NATO SECRET NATO SECRET <input type="checkbox"/>	CONFIDENTIAL CONFIDENTIEL <input type="checkbox"/>
SECRET SECRET <input type="checkbox"/>		COSMIC TOP SECRET COSMIC TRÈS SECRET <input type="checkbox"/>	SECRET SECRET <input type="checkbox"/>
TOP SECRET TRÈS SECRET <input type="checkbox"/>			TOP SECRET TRÈS SECRET <input type="checkbox"/>
TOP SECRET (SIGINT) TRÈS SECRET (SIGINT) <input type="checkbox"/>			TOP SECRET (SIGINT) 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 / Non ☐ Yes / Oui

If Yes, indicate the level of sensitivity:

Dans l'affirmative, indiquer le niveau de sensibilité :

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

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

Document Number / Numéro du document :

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

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

☐

RELIABILITY STATUS
COTE DE FIABILITÉ

☐

CONFIDENTIAL
CONFIDENTIEL

☒

SECRET
SECRET

☐

TOP SECRET
TRÈS SECRET

☐

TOP SECRET- SIGINT
TRÈS SECRET - SIGINT

☐

NATO CONFIDENTIAL
NATO CONFIDENTIEL

☐

NATO SECRET
NATO SECRET

☐

COSMIC TOP SECRET
COSMIC TRÈS SECRET

☐

SITE ACCESS
ACCÈS AUX EMPLACEMENTS

Special comments:

Commentaires spéciaux : Secret clearance required for Embedded Contractors based at DND facilities.

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

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

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

If Yes, will unscreened personnel be escorted?

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

☐ No / Non ☐ Yes / Oui

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

INFORMATION / ASSETS / RENSEIGNEMENTS / BIENS

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

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

PRODUCTION

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

INFORMATION TECHNOLOGY (IT) MEDIA / SUPPORT RELATIF 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 / Non ☐ Yes / Oui

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



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

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

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

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

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

SUMMARY CHART / TABLEAU RÉCAPITULATIF

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

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

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

☒ No
Non

☐ Yes
Oui

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

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

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

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

☒ No
Non

☐ Yes
Oui

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

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



Government of Canada
Gouvernement du Canada

Contract Number / Numéro du contrat

W8485-22-SA02

Security Classification / Classification de sécurité
UNCLASSIFIED

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	
Mr. Fernand Seguin	PGS Project Manager	SEGUIN, FERNAND 494	Digitally signed by SEGUIN, FERNAND 494 Date: 2021.09.22 14:32:55 -04'00'
Telephone No. - N° de téléphone	Facsimile No. - N° de télécopieur	E-mail address - Adresse courriel	Date
613-854-1393	819-939-4237	Fernand.Seguin@forces.gc.ca	

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

Name (print) - Nom (en lettres moulées)	Title - Titre	Signature	
Sasa Medjovic	Senior security analyst	MEDJOVIC SASHA 234	Digitally signed by MEDJOVIC, SASHA 234 DN: cn=CA, o=GC, ou=ND-MDN, ou=Personnel, ou=INTERN, cn=MEDJOVIC, SASHA 234 Reason: I am the author of this document Location: your signing location here Date: 2021.10.07 16:03:29-04'00' Foxit PDF Editor Version: 11.0.0
Telephone No. - N° de téléphone	Facsimile No. - N° de télécopieur	E-mail address - Adresse courriel	Date
613-996-0286		sasa.medjovic@forces.gc.ca	

15. Are there additional instructions (e.g. Security Guide, Security Classification Guide) attached? Des instructions supplémentaires (p. ex. Guide de sécurité, Guide de classification de la sécurité) sont-elles jointes?	<input checked="" type="checkbox"/> No Non	<input type="checkbox"/> Yes Oui
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16. Procurement Officer / Agent d'approvisionnement

Name (print) - Nom (en lettres moulées)	Title - Titre	Signature	
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17. Contracting Security Authority / Autorité contractante en matière de sécurité

Name (print) - Nom (en lettres moulées)	Title - Titre	Signature	
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J85
PROPULSION GROUP SUSTAINMENT
(PGS)

ANNEX D

PERFORMANCE MANAGEMENT
SPECIFICATION (PfMS)

Annex D – J85 Performance Management Specification

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1 Performance Management Guidance

1.1 Purpose

- 1.1.1 The Performance Management Specification (PfMS) is the critical component of any Performance Based Contract in that it ties together the Basis of Payment (BoP) (Annex B) and the Performance Work Statement (PWS) (Annex A) to ensure the Canadian Government receives contracted performance while delivering ongoing Value for Money.
- 1.1.2 Sustainment of an aerospace weapons systems is a highly complex business requiring perpetual trade-offs and optimization. To achieve the desired outcomes, there is a need for a close working relationship between government and industry. Government of Canada (Canada) has the responsibility to be a Smart Buyer, necessitating transparency into cost and technical drivers, and to retain an active role in the service delivery. Industry has the responsibility to deliver against its commitments and to apply their expertise in an innovative and proactive manner to ensure Canada receives best value. Industry is also responsible to act in the best interest of government by bringing forward recommendations for continuous improvement as well as anticipating future support challenges and actively mitigating their impact. In return, Government will provide Industry a return on its investment and enable growth to its business and benefit to its employees and shareholders.
- 1.1.3 To ensure the entire sustainment Enterprise works in an aligned and collaborative manner, there is a need for a system to provide strategic governance and a set of remedies and rewards to incentivize relationships that are open, constructive and positive. There is also a need for simplified and clear metrics to monitor and assess performance against established targets as well as to provide a basis for analysis and recovery.
- 1.1.4 This PfMS establishes the system for planning, monitoring, assessing and driving improvement into the contracted portion of the sustainment Enterprise. The performance targets that have been associated with each of the outcomes are an important measuring stick to establish accountability for delivery. The PfMS therefore forms a part of the Enterprise Performance Management system and, in the end, is the key to delivering the outcomes required by the Royal Canadian Air Force (RCAF) and Canada.

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1.2 Scope

- 1.2.1 This PfMS defines the outcomes, the control system, the remedies and rewards, and the management tools that will be used to achieve the required performance and motivate the desired behaviors from the Contractor.

1.3 Principles

1.3.1 General

- 1.3.1.1 Canada has mandated that all sustainment programs be based on the following four Principles (*in italics*). They are included in this specification to provide context as well as to serve as a measuring stick to ensure the Performance Framework continues to be optimized and aligned with the original objectives. They shall be applied for strategic decision making and/or actions intended to adjust the Performance Framework.

1.3.2 Performance

- 1.3.2.1 *Defence equipment that is operationally ready and mission capable.*
- 1.3.2.2 RCAF Readiness as measured by personnel and material Readiness. The Outcomes and associated metrics have been selected and prioritized to ensure the key contributors to Readiness from the sustainment contract are measurable and achieved.

1.3.3 Value for Money

- 1.3.3.1 *The required Outcomes (i.e. fitness for purpose and quantity) are procured at a price commensurate with the market rate for comparable procurements (i.e. Should Cost).*
- 1.3.3.2 J85 sustainment will maximize the usable benefits of all the goods and services while at the same time minimizing costs. Value for Money takes into account the mix of quality, cost, resource use, fitness for purpose, timeliness, and convenience to judge whether or not, together, they constitute good value:
- a. Economy. A measure of an organization's ability to achieve goals at a lower cost;
 - b. Efficiency. A measure of an organization's ability to achieve goals by performing tasks at a reduced level of effort; and
 - c. Effectiveness. A measure of an organization's ability to achieve goals through the completion of activities by doing the proper tasks.

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1.3.4 Flexibility

1.3.4.1 *An adaptable and scalable support system that can be readily adjusted to changes in operational requirements and/or operating budgets.*

1.3.4.2 The J85 Sustainment Contract's mix and volume of goods and services will change significantly due to Fleet retirement and there is a possibility Canada will need to revise their forecast due to changing Government priorities.

1.3.5 Economic Benefits

1.3.5.1 *A Canadian Defence industrial capability strengthened by the delivery of high quality jobs, strong export potential and sustainable programs.*

1.3.5.2 Leveraging purchases of defence equipment and services to create jobs and economic growth in Canada. Economic Benefits will be achieved through the application of the Industrial and Technological Benefits (ITB) policy, including Value Proposition. The ITB Policy will ensure that Canada's investment in defence-related goods and services:

- a. Supports the long-term sustainability and growth of Canada's defence sector;
- b. Supports the growth of prime contractors as well as suppliers in Canada, including small and medium-sized enterprises (SMEs) in all regions of the country;
- c. Enhances innovation through research and technological development (R&D) in Canada; and
- d. Increases the export potential of Canadian-based firms.

1.4 Criteria

1.4.1 General

1.4.1.1 The following ten criteria are the Performance Based Sustainment Best Practices that have been identified as important for this particular requirement. They describe the considerations necessary for the establishment of a successful performance framework. Each criterion has a function in a performance framework in fostering the achievement of the four principles. A healthy performance framework balances all the considerations, maintains a clear line of sight on the outcomes, and is overseen by a rigorous Governance Process.

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1.4.2 Smart Buyer

1.4.2.1 The DND Program Management team requires sufficient product knowledge, business acumen and Program Management expertise to be able to make informed decisions and ensure ongoing Value for Money on behalf of Canada and Canadian taxpayers. This will require tools to monitor performance and perform what-if analyses to help balance the needs of the RCAF, DND and Contractor.

1.4.2.2 In other words, Canada requires visibility into the scope of goods and services that are delivered along with the associated price. While the means for determining Affordability changes over the course of the contract, the underlying constant is the requirement for price transparency across the entire Enterprise and over the entire span of a product's life cycle, including the goods and services provided by subcontractors. Understanding a program's "Should Cost" and developing Smart Buyers are enablers for achieving Value for Money.

1.4.3 Clearly Defined Outcomes

1.4.3.1 The clear definition of Outcomes as close as possible to the RCAF needs. The outcomes and how they will be measured is a prime consideration in any options review within the sustainment Enterprise.

1.4.4 Optimization

1.4.4.1 Optimization infers a balance that will require trade-offs between the outcomes through their associated metrics. The Governance function will play a role in designating the targets to be achieved by the Contractor to ensure the RCAF and Canada receives the correct balance of outcomes.

1.4.5 Continuous Improvement

1.4.5.1 The sustainment Enterprise must be adapting and changing on a continuous basis and delivering improvements that increase Value for Money. A fundamental objective of Performance Based Sustainment is a culture that approaches every challenge as an opportunity for improvement. Associated with this is the need to establish performance baselines at all levels then target and initiate improvement activity.

1.4.6 Remedies and Rewards

1.4.6.1 Remedies and Rewards are intended to drive the desired behaviors in fulfilling the performance outcomes and achieving the targets. Within the Contract, they take various forms that include financial, contract term, non-financial, decreased scope, and off ramps.

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1.4.7 Alignment

- 1.4.7.1 Alignment is required to ensure all stakeholders are motivated and controlled by, and delivering to a consistent set of requirements and with minimal conflicts. Alignment of interests must be ensured throughout the entire sustainment Enterprise. With all organizations working to the same goals, there should be a greater potential to maximize the performance of the Enterprise.

1.4.8 Scalable

- 1.4.8.1 A scalable sustainment system will readily respond to changing volumes and continue to deliver Operational Readiness despite changes to planned inputs.

1.4.9 Accountability

- 1.4.9.1 Organizational effectiveness requires ownership which is enabled through clear assignment of both authority and accountability for all the processes. Furthermore, attribution of benefits (i.e. money, performance improvement) will be required in order to ensure incentives and remedies are targeted and effective.

1.4.10 Balanced Risk

- 1.4.10.1 The sustainment Enterprise requires a risk management system to ensure the appropriate allocation of risk between Canada and the Contractor. Furthermore, options analyses on different elements of the Performance Framework must consider its impact on the allocation of risk.

1.4.11 Simplicity

- 1.4.11.1 While sustainment of aerospace weapon's systems is a highly complex undertaking, every attempt should be made to keep the complexity balanced with other criteria.

1.5 Outcomes

- 1.5.1 Outcomes are the desired resultant effect of the Contracted services on Canada. The following four statements describe the Outcomes for the J85 contract.

- 1.5.1.1 The Contractor will provide ready for installation J85 engine spares to the RCAF when required and improve the availability of CT114 aircraft by reducing the frequency of engine related unserviceability's.

- 1.5.1.2 The Contractor will deliver affordable J85 In-Service Support by actively reducing the maintenance cost per operating hour, and rationalizing the quantity of J85 spares in Canada's inventory.

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1.5.1.3 The Contractor will provide the required goods and services in a responsive, cooperative and pro-active manner thereby fostering positive and trusting relationships with the RCAF and Canada.

1.5.1.4 The Contractor will leverage the Contract to create jobs and economic growth in Canada.

1.6 Key Result Areas (KRAs)

1.6.1 The following Key Result Areas (KRAs) are the areas of performance that will be monitored by the performance framework to evaluate the extent to which the Outcomes are being fulfilled: Availability; Reliability; Affordability; Behaviour; and Economic Benefits.

1.7 Metrics

1.7.1 General

1.7.1.1 Metrics are assigned to each of the KRAs and are used to measure Contractor performance in delivering its contributions to the Enterprise Outcomes. Metrics are divided into two levels corresponding to their significance in achieving the outcomes. Collectively, the suite of metrics is important to enable effective Program Management and should be sufficient to monitor and drive improvement across the contracted KRAs.

1.7.2 Key Performance Indicators (KPIs)

1.7.2.1 The performance measures that evaluate the extent to which the Contractor has achieved the important or key outcomes are called KPIs. The determination of 'Key' is based on the impact the activity being measured has on the KRAs and in turn, the outcomes. Being that these measures are 'Key' it is worthwhile to ensure there are consequences associated with them. These indicators are a measure of past performance and, as such, are associated Remedies and Rewards based on previous Performance Periods.

1.7.3 System Health Indicators (SHIs)

1.7.3.1 The SHIs have been selected to provide the tools that will be required to monitor the health of the sustainment system and provide lead indicators to issues that, if not corrected, could result in degradation of the higher level outcomes. The SHIs cover all the KRAs and constitute the suite of metrics that will be monitored for negative trends and cautionary indications. There are no Rewards and Remedies beyond any directed recovery actions associated with the SHIs. The intent is to provide the Joint Management Team with a set of metrics that could, depending on the environment, be

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highlighted and reviewed as the principle basis of the management forums to drive analysis and recovery activity.

1.8 Rewards and Remedies

1.8.1 General

- 1.8.1.1 The system of Rewards and Remedies are intended to incentivize the Contractor to achieve the contracted outcomes and to drive continuous improvement into the sustainment enterprise. Canada will implement the Rewards and Remedies as contracted through the PfMS and based on the Contractor's measured performance.

1.8.2 Rewards

1.8.2.1 Option Period

- 1.8.2.1.1 Option years are a means for Canada to extend the period of performance subject to satisfactory performance in fulfilling the contracted outcomes. A criteria for determination of eligibility for Option Period(s) will be based on the Contractor having achieved a satisfactory score for all five KPIs (KPI-1 and 2 – Band I or Band II; KPI-3 – Superior or Pass; KPI-4 - Superior or Pass; and KPI-5 – Pass). The decision to exercise the option period(s) will be rendered prior to the final year of the extant contract. Canada reserves the right to exercise more than one option year at a time.

1.8.2.2 Gain Sharing

- 1.8.2.2.1 Canada recognizes that implementation of a Gain Sharing model represents a Win-Win outcome and it will incentivize continuous improvement by sharing the benefits from realized continuous improvement efforts. The Gain Sharing system acknowledges there will be a spectrum of improvements ranging from the very small with little noticeable benefit to the very large where the benefits are significant. There is also acknowledgement the number of minor improvements is very much higher than the number of major, step change improvements. There are therefore two categories of Gain Sharing.

- 1.8.2.2.2 Category A - Incremental Change. In regards to the incremental improvements that result in financial benefit in a continuous manner, the most effective approach is to track and quantify them using Maintenance Cost per Engine Flying Hour (M\$/EFH); the top level measure of sustainment costs. Category A Gain Sharing will therefore be based on reductions in M\$/EFH as measured using KPI-3. Some examples of the many sources of savings that could lead to Gain Sharing:

- a. Operational (Maintenance) Efficiency;

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- b. Improvements in Time on Wing;
- c. Material cost reductions. Includes repair vs replace, reduction in the quantity of parts, reduction in the cost of parts; and
- d. Reduction in support services.

1.8.2.2.3 Category B – Value Change Proposal (VCP). The VCP form of Gain Sharing addresses those substantial improvements that offer cost reductions from efficiency improvement that will require up-front investment. These will be the result of a dedicated project(s) for which the business case will have been demonstrated. VCPs may address any work across the full scope of the PWS. Savings that materialize from a completed and implemented VCP will be dispersed on a case-by-case basis at a sharing ratio that will factor in the non-recurring contribution from the Contractor.

1.8.2.2.4 A desired outcome of the contract is a rationalized quantity of J85 spares in Canada's inventory. A particular focus of Category B – VCP improvements is the establishment of a recommended inventory level and reducing the inventory of Government owned spares towards achieving the recommended inventory level. VCP projects that deliver improvements relating to rationalizing inventory could be the subject of an increased Gain Share incentive.

1.8.2.3 KPI Performance Reward

1.8.2.3.1 Canada recognizes the J85 engine is a critical system for the CT-114 fleet and that rendering additional available aircraft beyond the target amount will enable a more effective Snowbird capability. Canada will therefore compensate the contractor for having delivered in performance band I for KPI-1 and KPI-2 (as determined by the KPI-1 and KPI-2 Aggregate Adjusted Performance Score, para 2.3) in the form of a percentage of the total Price for the Goods and Services.

1.8.2.4 Good Will

1.8.2.4.1 Canada recognizes the intangible value of a contract with a large government client. Being the continuous incumbent supplier for Canada is sufficient to give the Contractor strong credibility with other customers.

1.8.3 Remedies

1.8.3.1 At Risk

1.8.3.1.1 The At Risk deduction is the financial consequence to the Contractor, in terms of a percentage of the total Price for the Goods and Services, for failing to attain the specified performance thresholds in KPI-1 and 2.

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1.8.3.2 Holdbacks

- 1.8.3.2.1 Holdbacks, in terms of a percentage of the Price for the Goods and Services, are a remedy for unsatisfactory behavioral performance as evaluated in KPI-4.

1.8.3.3 Pain Sharing

- 1.8.3.3.1 Pain Sharing is a financial remedy that is associated with an increasing M\$/EFH as measured by KPI-3.

1.8.3.4 Industrial and Technological Benefits (ITB) Liquidated Damages

- 1.8.3.4.1 Liquidated Damages (LDs) (Annex E, Article 17) will be applied in the event the Contractor fails to fulfill their ITB commitments outlined in Annex E, Article 2. The ITB Remedy will be invoked following the end of the ITB Achievement Period. The Penalty is applied on the basis that a failure to deliver the agreed to ITB program will result in damages to Canada in the form of a financial loss.

1.8.3.5 KPI related Liquidated Damages

- 1.8.3.5.1 Liquidated Damages (LDs) are warranted if the Contractor fails to deliver contract performance, as defined in KPI-1, to a basic level and thereby, cause undue strain on the RCAF support system. Canada retains the right to apply LDs in the event KPI-1 falls into Performance Band V.

1.9 Performance Review

1.9.1 General

- 1.9.1.1 The most important component of performance management is to ensure performance is in fact managed. To ensure regular oversight as well as to introduce the appropriate degree of authority, there are two levels of review: Governance/Strategic and Program Management; and two types of review periods.

1.9.2 Governance

- 1.9.2.1 Governance oversight is a key function of Performance Management that will ensure: strategic alignment, a balanced approach to achieving the Principles, and there is a body to act as an arbiter in the event behaviors or individual interests are eroding one or more of the Principles. The Governance function is carried out by the Executive Steering Committee.
- 1.9.2.2 To ensure the Performance Management system remains balanced, in other words, to ensure the Outcomes, Incentives and responsibilities are not in conflict, there may be a

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need to adjust the metrics, targets, rewards and remedies. To ensure the effectiveness of the performance framework, the Executive Steering Committee (ESC), will obtain the necessary recommendations from each TA, PA, CA and Contractor on required Contractual amendments. When and if necessary, the ESC will review and direct the implementation of these changes.

1.9.3 Strategic Performance Reviews

1.9.3.1 The purpose of Strategic Performance Reviews is to assess the Contractor's ability to deliver the outcomes and to ensure targets remain aligned with the Enterprise. The Strategic Review Meeting (SRM) is normally convened between four and six weeks following the end of each Canada Fiscal Year (31 March). The Strategic Review is to be conducted by the Executive Steering Committee (ESC).

1.9.3.2 Strategic Review Meetings (SRMs)

1.9.3.2.1 The Strategic Review Meetings must consist of:

- a. Review status of Action Items and Strategic Initiatives;
- b. Review of Performance;
- c. Assess the performance against the targets;
- d. Evaluate the need to de-scope (Off-Ramp) contract elements;
- e. Identify Action and Recovery activity; and
- f. Render a determination of warranted Rewards and Remedies, including Option Year(s) award (Industry participant excluded).

1.9.3.3 Attendees

1.9.3.3.1 The PSPC Senior Director, Aerospace Equipment Program Directorate will chair the Strategic Review Meeting and the members will be drawn at an equivalent seniority level from all the stakeholder organizations: DND and Industry Canada. The Contractor may, if requested, be invited to brief its point of view.

1.9.4 Program Management

1.9.4.1 Program Management of the J85 Enterprise, as defined in Annex A, is Canada's responsibility. Program Management includes coordination, prioritization, directing and monitoring all activities performed within the sustainment enterprise. An integral component of Program Management is the need to monitor the Contractor's performance and to prioritize and direct activities aimed at improving the sustainment enterprise's ability to fulfill the outcomes. The Contractor is responsible for program management of the activities within the scope of the contract. The purpose of Performance Reviews are to assess the Contractor's ability to deliver the contracted outcomes as evaluated by the

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KPIs and to ensure the goods and services delivered by the Contractor are fulfilling the needs of the J85 Enterprise.

1.9.4.2 The forum for Performance Reviews is the Joint Management Review Meeting (JMRM). Each JMRM must include:

- a. Review status of Action Items and on-going initiatives;
- b. Review performance against the SHIs that have been specified as active;
- c. Review performance of the KPIs against established targets, assess trends and initiate analysis and recovery activities;
- d. Identify and Track Action and Recovery activity;
- e. Review Gain Share initiatives and approve the implementation of Gain Share rewards based on demonstrated savings;
- f. Approve the Adjusted Performance Scores for each of the KPIs; and
- g. Approve any At Risk deduction that will be credited back to Canada.

1.9.4.3 The Joint Management Review Meeting will be chaired by DND Deputy Weapon System Manager and the attendees will be drawn from an equivalent seniority level from all the stakeholder organizations: Contractor, PSPC, and Industry Canada. It may include representatives from Major Subcontractors on an as-required basis.

1.9.4.4 Performance Period

1.9.4.4.1 The Performance Period is the period of time over which Contractor performance is evaluated and the basis upon which Remedies and Rewards are applied. The Performance Period for KPI-1 and 2 is six months and the cycle is aligned with the Canadian Government's fiscal year: 1 Apr to 30 Sep, and 1 Oct to 31 Mar. The performance period for KPI-3, -4 and -5 is the Canadian Government's fiscal year. The Performance Review will be undertaken after the completion of each Performance Period.

1.9.4.5 JMRM Timing

1.9.4.5.1 The Joint Management Review Meeting is to be convened between two and four weeks following the end of each Performance Period.

1.9.4.6 Review Period

1.9.4.6.1 The Review Period is an interim opportunity to report Contractor performance. The Review Periods are monthly and ensure timely resolution if there are unforeseen issues, opportunities and challenges. They offer the Contractor the opportunity to

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identify and correct performance shortcomings prior to the application of Remedies and Rewards.

1.9.4.6.2 The Contractor must generate and report the following metrics on a monthly basis and publish them on the Electronic Information Exchange System in accordance with CDRL/DID PF-002. The metrics will be reviewed at the monthly Progress Review Meeting (PRM):

- a. the KPI-1 and KPI-2 Achieved Performance Scores and Adjusted Performance Scores (APS);
- b. the KPI-3 Maintenance Cost per Engine Flying Hour (M\$/EFH); and
- c. the KPI-4 Behaviour.

1.9.4.7 Management Forums

1.9.4.7.1 The management forums consist of PRMs and Technical Review Meetings (TRMs). Management forum meetings will be held monthly and do not require attendance in person. The attendees will consist of the Service Delivery Team, including the Contract Authority (CA) (Chair, PRM), Technical Authority (TA) (Chair, TRM) and Procurement Authority (PA) as well as their counterparts from the Contractor. The aim of the forums is to monitor Contractor performance through the analysis of appropriate SHIs. Analysis and Recovery plans as well as initiating and monitoring Continuous Improvement activities are integral to the meeting and a set of Action Items and minutes will be developed and tracked.

1.10 PfMS Implementation Period

1.10.1 The PfMS will be active upon Contract Award. The transition of the Performance Management metrics, reporting and performance periods can be found in Annex A, Section 2.

1.11 Acronyms and a Glossary

1.11.1 The Acronyms and Glossary can be found in Annex A, Appendix 5.

2 KPI Performance Indicators

2.1 KPI Performance Bands

2.1.1 There are five (5) Performance Bands, reflecting five (5) different ranges of Achieved Performance for KPI-1 and KPI-2:

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- a. Performance Band I. This band represents levels of performance that exceed the Target Performance Level and for which the Contractor will be entitled to a Reward;
- b. Performance Band II. This band represents levels of performance that are slightly above or below the Required Performance Level set by Canada. This band allows for minor variations in results, which are considered to have a small, yet tangible, impact on the value of the Services provided to Canada. The Adjusted Performance Score in this band may be established to discourage performance that falls below the Target Performance Level;
- c. Performance Band III. This band represents levels of performance that may be tolerable in the short term but unsatisfactory in the long term, and is discouraged by Canada. When Achieved Performance in respect of KPI-1 and 2 is in this band, the Adjusted Performance Score will reduce rapidly as the Achieved Performance degrades;
- d. Performance Band IV. This band represents levels of performance where the Services delivered are considered to be unsatisfactory in the short term because Canada's ability to deliver the Outcome(s) required by the RCAF is significantly affected. In this band, the Adjusted Performance Score reduces very rapidly to zero (0); and
- e. Performance Band V. This band represents the levels of performance where the lack of performance is having an adverse impact on Canada's ability to deliver the Outcome(s) required by the RCAF. In this band, the Performance Score is zero (0) and LDs may be administered as a Remedy where it isn't possible to mitigate impact to Operations through other means.

2.2 Minimum Threshold

- 2.2.1 The Minimum Threshold is a level of Achieved Performance at the lower limit of Performance Band IV. This represents the level of Performance below which Canada's ability to deliver the Outcome(s) required by the RCAF will have an adverse impact on Operations. If the Contractor's performance, as measured by KPI-1, falls below the minimum performance threshold, Liquidated Damages may be administered as a Remedy where it isn't possible to mitigate the impact to Operations through other means in accordance with the Contract T&C's and Annex B, Appendix 1.

2.3 KPI-1 Availability: Demand Satisfaction Rate (DSR) – Engines & Tail Pipes

- 2.3.1 KPI-1 Demand Satisfaction Rate (DSR) – Engines and Tail Pipes is a measure of the Contractors performance in fulfilling the Availability KRA and satisfying demands to the handover point as defined in Annex A, paragraph 1.7.4 (Materiel Support) and Section 6 (Materiel Support Services).

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2.3.2 The following are key variables for the measurement of KPI-1:

- a. Demand is a demand for a quantity of one Engine or Tail Pipe (Annex A, Appendix 1), including the associated consumable parts, made by a Nominated Person to the handover point;
- b. Nominated Person is a person or position nominated as authorized to make demands in the DRMIS;
- c. Handover Point. The delivery point must be in accordance with Annex A, Section 6 (Materiel Support Services);
- d. Required Time. The time in which the Contractor must deliver the Engine or Tail Pipe to the Handover Point. The time count starts when the Demand is raised in the Contractor System of Record and stops when the Demand has been satisfied. The required time is two (2) hours. The Required Time has been established to allow the Contractor reasonable time to locate and retrieve items that may be at an off Base storage location.
- e. Unfulfilled Demands. In the event a Demand is not satisfied in the Required Time of two (2) hours, it will be registered as an Unfulfilled Demand.
- f. Unfulfilled Demands – Time to Fill. In the event of an Unfilled Demand, the Contractor has a Time to Fill of 48 hours. In the event an Unfulfilled Demand is not filled within the Time to Fill, another Unfulfilled Demand Event will be recorded. Unfilled Demands will be recorded every 48 hours thereafter, starting from time of original demand, for the purposes of tracking Time to Fill performance as an input to the KPI-1 metric;
- g. Satisfied is when the Contractor delivers the Engine or Tail Pipe to the handover point in an acceptable condition (being fit for purpose and/or in a useable state, as applicable) and recorded as receipted in the Contractor System of Record as well as in DRMIS within the Required Time by a Nominated Person; and
- h. Unfulfilled Demands - Deployed Pack Up Kit (PUK). In the case of Unfulfilled Demands from a deployed PUK occurring within 30 days of the start of the deployment, Time to Fill performance measures the time for the Contractor to satisfy the Demand at the supporting Main Operating Base (MOB) Customer Supply Window (CSW) or, when specified, the Air Port of Embarkation (APOE). In the event Canada directs the Contractor to drop ship the item to a location other than the CSW or APOE, the Demand will be deemed to have been filled. Unfulfilled Demands from a deployed PUK occurring after 30 days are not recorded as a Demand for the purposes of this KPI, but the Unfulfilled Demands for PUK replenishment are applicable to the KPI-1 performance metric.

2.3.3 Calculating the Contractor's Achieved Performance

2.3.3.1 The Contractor must calculate and report the Achieved Performance for a Review Period in accordance with Equation 1:

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$$\text{KPI-1 (DSR)} = \frac{(\text{Total Demands} - \text{Unfulfilled Demands})}{\text{Total Demands}}$$

Where:

KPI-1 (DSR) is the achieved Demand Satisfaction Rate for Engines and Tail Pipes expressed as a percentage

Unfulfilled Demands are the total number of Unfilled Demands within the review period.

Total Demands are the total number of Demands for Engines and Tail Pipes during the Review Period including Unfulfilled Demand Events.

Equation 1: KPI-1 Demand Satisfaction Rate Performance for a Review Period

2.3.4 Calculating the Contractor's Adjusted Performance Score

2.3.4.1 The Contractor must calculate and report the Adjusted Performance Score for KPI-1 for a Performance Period in accordance with Equation 2:

$$\text{KPI-1 (Adj-DSR)} = \frac{(\text{Total Demands} - \text{Total Unfulfilled Demands})}{\text{Total Demands}}$$

Where:

KPI-1 (DSR) is the achieved Demand Satisfaction Rate for Engines and Tail Pipes expressed as a percentage during the Performance Period.

Unfulfilled Demands are the total number of Unfilled Demands within the Performance Period.

Total Demands are the total number of Demands for Engines and Tail Pipes during the Performance Period including Unfulfilled Demand Events.

Equation 2: KPI-1 Adjusted Demand Satisfaction Rate Performance for a Performance Period

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Table 1: KPI-1 Adjusted Performance Curve Formula

If Achieved Performance (x) for KPI-1 for the Period is...	the Performance Band is...	the Adjusted Performance Score (APS) (%) is calculated using the following formula and values in Table 2...
$[A] \geq x > [B]$	Performance Band I	$APS = 2.5x - 145\%$ Up to maximum of 105%
$[B] \geq x > [C]$	Performance Band II	$APS = 100\%$
$[C] \geq x > [D]$	Performance Band III	$APS = 2.5x - 155\%$
$[D] \geq x > [E]$	Performance Band IV	$APS = 14x - 1190\%$
$x \leq [E]$	Performance Band V	$APS = 0\%$

Where A, B, C, D and E have the values in Table 2 below.

Table 2: KPI-1 Performance Thresholds and Adjusted Performance Scores

Performance Thresholds	Adjusted Performance Score
A = 100	105%
B = 98	100%
C = 94	80%
D = 90	70%
E = 85	0%

2.3.4.2 Figure 1 illustrates the relationship between the Achieved Performance and the Adjusted Performance Score for KPI-1 and the operation of the formula in Table 1.

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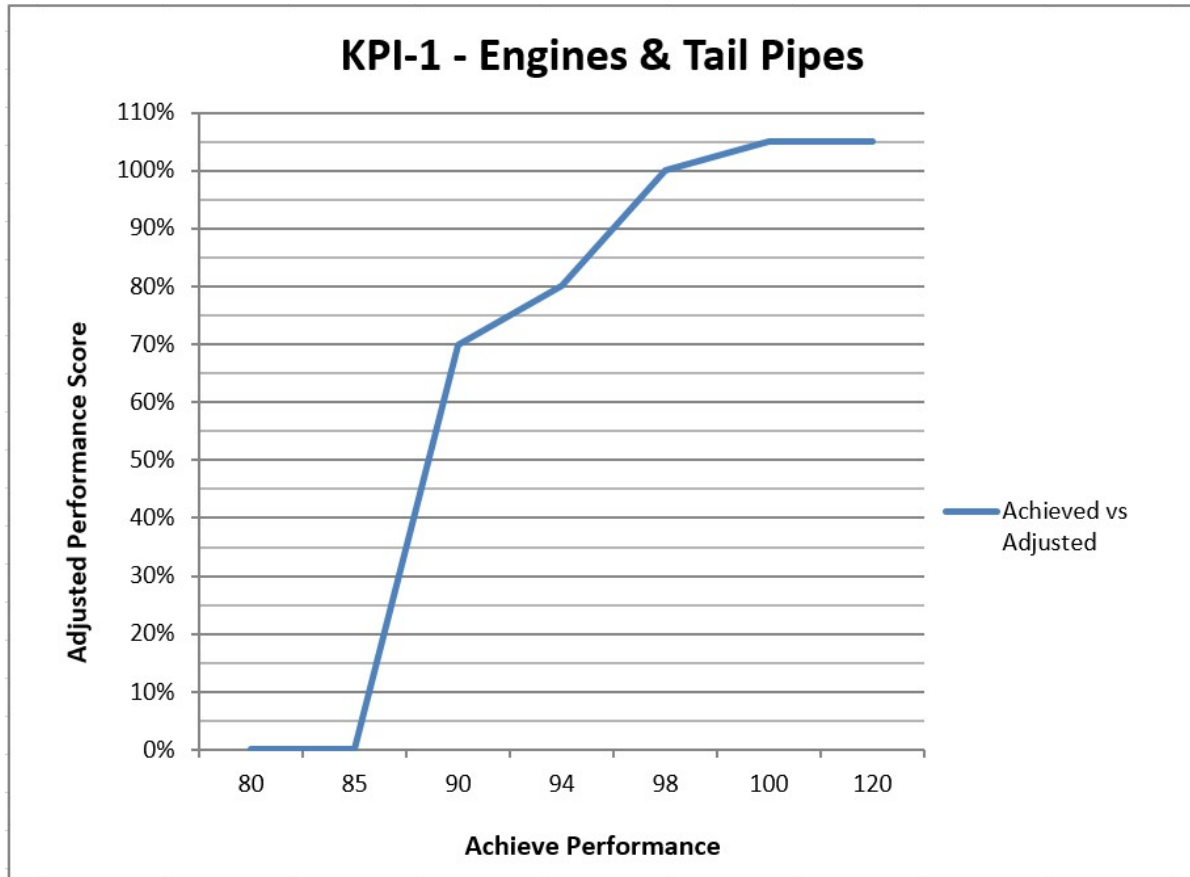


Figure 1: KPI-1 Adjusted Performance Score from Achieved Performance

2.3.5 Reporting of Achieved and Adjusted Performance Scores for KPI-1

2.3.5.1 The Contractor must calculate and report the following:

- a. Achieved Performance for KPI-1 for the Review Period in accordance with para 1.9.4.6;
- b. Adjusted Performance Score for KPI-1 for the Review Period in accordance with para 1.9.4.6.

2.4 KPI-2 Reliability: Mission Effect Trend (MET)

2.4.1 The Contractor will be evaluated according to their effectiveness at increasing the fleet's mean time between events where the J85 engine causes a Mission Effect. The MET is determined by dividing the total airframe hours in a defined period of time, by the total number of included First Line Mission Effects. This KPI will assess the

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Contractor's ability to assist the sustainment Enterprise in minimizing J85 maintenance related disruptions to operations and improving aircraft availability.

2.4.2 The following are the key variables for KPI-2 MET:

- a. Mission Effect. Includes all events recorded during the defined period that resulted in failure originating from a J85 in-scope Work Unit Code (WUC) as having a mission effect (either mission abort, partial mission abort, or mission delay). The event date will be based on the event date ("E DATE") field in the ADAM dataset. CF349 maintenance records raised for deferred defects or operational restrictions are excluded as are all maintenance records where the unserviceability was found at the Second or Third Line;
- b. Airframe Flying Hours (AFH). The airframe fleet flying hours in the defined period, using the data from the ADAM dataset;
- c. Mission Effect Average (18-month average). The Mission Effect Average (18-month average) is calculated by dividing the sum of 18 months of AFH by the sum of 18 months of MEE;
- d. Target. The Target performance level will be determined using a trailing 60 month moving average, calculated by dividing the sum of 60 months of AFH by the sum of 60 months of MEE; and
- e. KPI Score. The KPI score is determined by dividing the Airframe Hours by the Mission Effects over an 18 month period;
- f. Population Standard Deviation (σ). The population standard deviation to be used as an input to the Performance Bands determination is calculated using the previous 60 individuals/samples of the Mission Effect Average (18-month average) performance result (including, if required, the period of time prior to contract award);
- g. KPI-2 MET Achieved Performance Score. The KPI-2 MET Achieved Performance Score will be calculated at the end of each Performance Period using Equation 3.

$$\text{KPI-2 MET Achieved Performance} = \frac{\text{KPI Score} - \text{Target}}{\sigma}$$

Where:

KPI-2 MET Achieved Performance is the ratio of the difference between the KPI Score and the Target of KPI-2 performance in comparison to the Population Standard Deviation;

Target is the trailing 60 month moving average, calculated by dividing the sum of 60 months of AFH by the sum of 60 months of MEE; and

σ is the Population Standard Deviation of the previous five years of Mission Effect Average (18-month average) Performance Scores.

Equation 3: KPI-2 MET Achieved Performance for a Review Period

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2.4.3 Calculating the Adjusted Performance Score

2.4.3.1 The Contractor must calculate the Adjusted Performance Score for KPI-2 for a Performance Period using the formulae detailed below in Table 3.

Table 3: KPI-2 Adjusted Performance Curve Formula

If Achieved Performance (x) for KPI-2 for the Period is...	the Performance Band is...	the Adjusted Performance Score (APS) (%) is calculated using the following formula and values in Table 4...
$[A] \geq x > [B]$	Performance Band I	$APS = (0.1x + 0.95) \times 100\%$ Up to maximum of 105%
$[B] \geq x \geq [C]$	Performance Band II	$APS = 100\%$
$[C] > x > [D]$	Performance Band III	$APS = (0.4x + 1.2) \times 100\%$
$[D] \geq x > [E]$	Performance Band IV	$APS = (3.2x + 4.0) \times 100\%$
$x \leq [E]$	Performance Band V	$APS = 0\%$

Table 4: KPI-2 Performance Thresholds and Adjusted Performance Scores

Performance Threshold	Adjusted Performance Score
A = 1.00	105%
B = 0.50	100%
C = -0.50	100%
D = -1.00	80%
E = -1.25	0%

2.4.3.2 Figure 2 below illustrates the relationship between the Achieved Performance as a ratio of the Population Standard Deviation and the Adjusted Performance Score for KPI-2, and the operation of the formula in Table 3.

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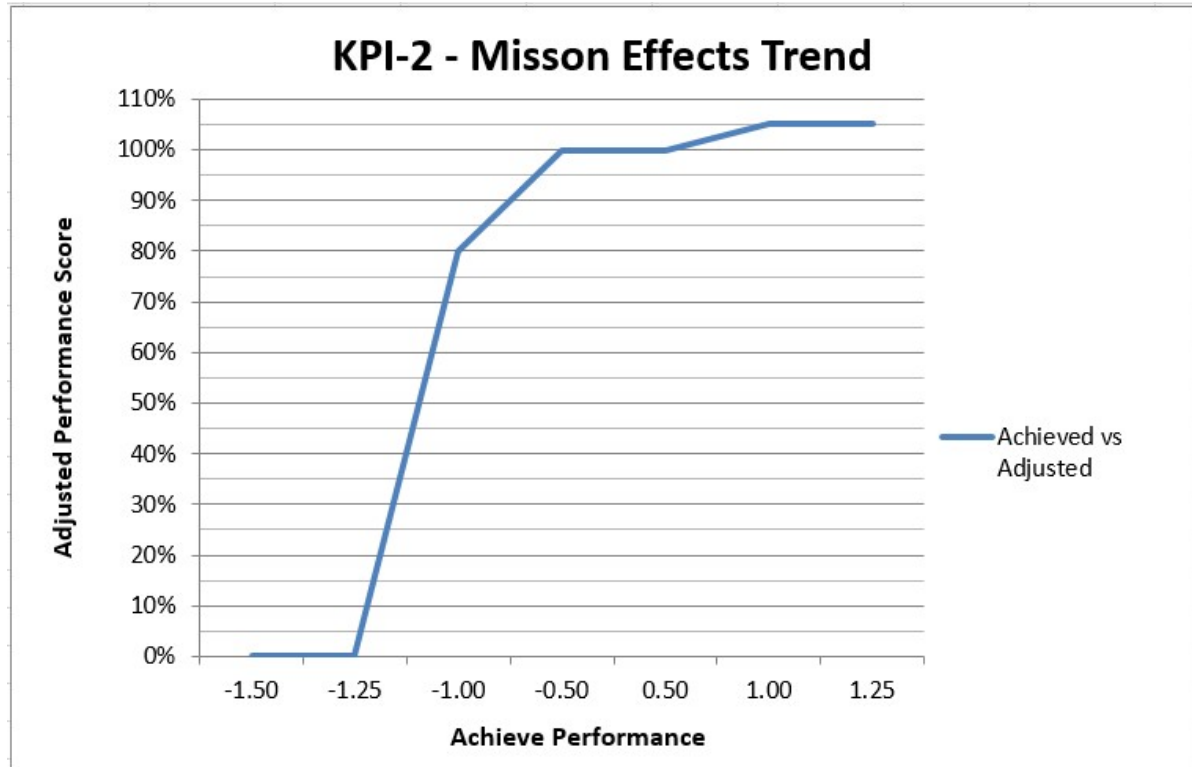


Figure 2: KPI-2 Adjusted Performance Score from Achieved Performance

2.5 Calculating KPI-1 and KPI-2 Aggregate Adjusted Performance Score

- 2.5.1 The Aggregate Adjusted Performance Score for KPI-1 and KPI-2 is a single number used to represent the Contractor's performance during a Performance Period against the two KPIs. The Aggregate Adjusted Performance Score is used to determine the KPI Performance Reward or the At Risk Remedy. The Aggregate Performance score requires, as input, the Adjusted Performance Scores from the KPI-1 and KPI-2, which is calculated using the Performance Score formulae.
- 2.5.2 The Contractor must calculate the Aggregate Adjusted Performance Score for KPI-1 and KPI-2 for the Performance Period in accordance with Equation 4:

$$\text{KPI-1and2}_{\text{ADJ}} = (\text{KPI-1}_{\text{ADJ}} + \text{KPI-2}_{\text{ADJ}}) / 2$$

Where:

KPI-1_{ADJ} is the Adjusted Performance Score for KPI-1 for the Performance Period;

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KPI-2_{ADJ} is the Adjusted Performance Score for KPI-2 for the Performance Period; and
KPI-1and2_{ADJ} is the Aggregate Adjusted Performance Score for KPI-1 and 2 for the
Performance Period.

Equation 4: KPI-1 and KPI-2 Aggregate Adjusted Performance Score

- 2.5.3 If the Aggregate Performance Score is greater than 100%, the difference between the achieved score and 100% is used to determine, in accordance with Annex B, Appendix 1, Para 5.2, the amount of the KPI Performance Reward.
- 2.5.4 If the Aggregate KPI Performance Score is less than 100%, the difference between the achieved score and 100% is used to determine, in accordance with Annex B, Appendix 1, Para 5.3, the amount of the At Risk Remedy.

2.6 KPI-3 Affordability: Cost Management

- 2.6.1 The Cost Management metric is intended to measure the Contractor's ability to fulfill the Affordability KRA and deliver cost savings through continuous improvement and to ensure sustainment costs are managed and reduced where possible while respecting the need to fulfill the contractual requirements.
- 2.6.2 A cost baseline M\$/EFH has been established by Canada as \$\$\$ and the cost baseline window (cost baseline M\$/EFH +/- 10%) is from \$\$\$ to \$\$\$\$. The Contractor's performance against KPI-3 will be evaluated based on that cost baseline window.
- 2.6.3 In the event of three subsequent years of Gain Share, or three subsequent years of Pain Share incentives being applied, Canada will consider adjusting the cost baseline window to more accurately reflect actual costs.
- 2.6.4 KPI-3 will be continue to be monitored and scored during the final two years of the contract, when the cost drivers will be changing; however, the Rewards and Remedies will not be applied.
- 2.6.5 A consideration of continuous improvement activity is the relative benefit of improvement efforts and a recognition of where the biggest opportunities for improvements lie. A key component of cost management is a means for establishing a Business Case based approach to management decisions. The challenge is to focus the limited resources on the tasks that will generate the greatest savings.

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2.6.6 Scoring

2.6.6.1 For the purposes of determining a Pass/Fail for KPI-3, the contractor will be granted a Pass if the annual M\$/EFH is within the cost baseline window (boundaries included). No Reward or Penalty will be implemented.

2.6.6.2 The Contractor will be granted a Superior rating if the annual M\$/EFH is lower than the cost baseline window. In such case, the Gain Share will be implemented in accordance with Annex B, Appendix 1.

2.6.6.3 The Contractor will be granted a Fail rating if the annual M\$/EFH is higher than the cost baseline window. In such case, the Pain Share Remedy will be implemented in accordance with Annex B, Appendix 1.

2.6.7 Maintenance Cost per Engine Flying Hour (M\$/EFH)

2.6.7.1 The Contractor must calculate M\$/EFH for a performance period by summing the price for the goods and services provided under this Contract over the period and dividing by the adjusted planned Flying Rate (FR). The M\$/EFH will be calculated using Equation 5:

$$M\$/EFH = \frac{(\sum \$ \text{ All Services } - \sum \$ \text{ Services para 2.6.7.3})}{EFH_A}$$

Where:

M\$/EFH is the Maintenance Cost per Engine Flying Hours for the period;

EFH_A is the adjusted FR that will be calculated using the following equation:

$$EFH_A = EFH_{planned} + (EFH_{actual} - EFH_{previous})$$

Where:

EFH_{planned} is the planned FR for the current period (an AAF input defined in Paragraph 3.4.2 of Annex A)

EFH_{actual} is the sum of all hours operated by all engines in the fleet during the previous performance period

EFH_{previous} is planned FR for the previous performance period

Equation 5 - M\$/EFH

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2.6.7.2 M\$/EFH Inclusions. The Contractor must include the following costs associated with the contracted services:

- a. Modifications to PG systems and components;
- b. Task-Based services; and
- c. Contract Issue Spares (CIS) and Government Furnished Overhaul Spares (GFOS). CIS and GFOS will be costed at the amount that is equivalent to the cost to Canada for the provision of a Customer Furnished Material (CFM) part in its place (laid down cost).

2.6.7.3 M\$/EFH Exclusions. The Contractor must exclude the following costs from the *M\$/EFH* calculation:

- a. The direct costs associated with an OEM-mandated part life reduction at the time the affected material is physically replaced;
- b. The costs associated with Contract Transition if deemed as non-recurring;
- c. Financial Rewards and Remedies;
- d. The cost of augmentation labour supplied by the Contractor as a direct consequence of the Royal Canadian Air Force (RCAF) not furnishing the labour commitments made in Canada's Input to the Annual Activity Forecast (AAF) in accordance with Annex A, Para 3.4.2.1;
- e. GST/HST;
- f. Material inflation; and
- g. Any other costs as agreed upon by the Joint Management Team.

2.6.7.4 The Material inflation index will be calculated annually by firstly establishing a parts list of the OEM parts that comprise a minimum of 80% of the total cost of material used in the previous year, starting with the most expensive items. The price for these parts will then be compared on a Year over Year basis and the annual difference will be used as the Material Inflation Index for the J85 program.

2.7 KPI-4: Behaviour

2.7.1 Description

2.7.1.1 It is recognized that in a complex program where flexibility and collaboration are required to deliver performance, positive relationships are critical for success. The Behaviour KRA is therefore considered a core Outcome of the Contracted services. The purpose of this metric is to continuously monitor the Contractor's performance in demonstrating positive working relationships with Canada and other third parties. The Contractor's behaviour must exhibit and be measured against the following nine attributes:

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- a. Airworthiness and Flight Safety. Commitment to promote a positive and healthy flight safety culture;
- b. Joint Problem Solving. Adopting a joint approach to diagnostics and problem solving;
- c. Anticipates Issues and takes Initiative. A Contractor that is mindful of future challenges and is proactive and open about mitigation;
- d. Willingness to Deliver. The Contractor will be expected to be cooperative and work beyond the contract to address issues that will impact the Enterprise and/or Outcomes;
- e. Responsiveness/Engagement. The ability for the Contractor to promptly respond to inquiries from DND & PSPC.;
- f. Initiative in supporting Fiscal Prudence. Canada requires the Contractor to assist in enabling a Smart Buyer capability and to seek ways to reduce sustainment costs;
- g. Leadership Engagement. Key leaders within the Contractor's organization who are actively involved and the Contractor exercising positive relationship management at all levels of the organization;
- h. Transparency. A culture of openness and willingness to share information in order to minimize surprises; and
- i. Shared Vision. A common source of misunderstanding within Enterprises composed of more than one entity is misalignment of vision amongst the parties and a failure to consider Canada's Sustainment Principles.

2.7.2 Scoring

- 2.7.2.1 This metric evaluates as Superior, Pass, or Fail, the Contractor's behaviour in fostering positive relationships. A Behaviour Assessment will be performed and based on at least one ScoreCard for each Review Period.
- 2.7.2.2 The overall assessment of KPI-4 performance for the Performance Period will consist of summing the four categories (superior, good, fair and poor) for all ScoreCards issued during the Performance Period. An aggregate rating will be determined using the guide in Table 7 – KPI-4 Monthly Assessment.
- 2.7.2.3 In the event KPI-4 falls below a Pass for a given Performance Period, holdbacks will start to be applied to the monthly invoices starting the first month of the next Performance Period. Holdbacks will continue for the remaining term of the Contract or until the Contractor receives a superior rating for a performance period. The

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Contractor has the ability to recover the entire holdback if, in a subsequent Performance Period, the Behavioral rating is improved to a Pass rating.

2.7.3 Reporting and Monitoring

- 2.7.3.1 The Contractor Behavioural assessment must be compiled by Canada and issued using the KPI-4 Monthly Assessment Form (Table 7). A behavioural assessment will be compiled for each Review Period by the CA within 10 business days of the end of each month and issued to the Contractor. The Contractor must include the assessment results for each of the Review Periods in the monthly KPI Performance Report (CDRL/DID PF-003).

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W8485-22SA02

Amd. No. - N° de la modif.
237bb

File No. - N° du dossier
237bbW8485-22SA02

Buyer ID - Id de l'acheteur
237bb

CCC No./N° CCC - FMS No./N° VME

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#	Attribute	Superior	Good	Fair	Poor
1	Airworthiness and Flight Safety	The Contractor actively promotes a positive and healthy flight safety culture. The Contractor is pro-active in reporting occurrences, in the prevention of occurrences, and in meeting all the principles of the Flight Safety Program.	The Contractor actively promotes a positive and healthy flight safety culture. The Contractor is fully compliant and collaborative in reporting occurrences, in the prevention of occurrences, and in meeting all the principles of the Flight Safety Program.	The Contractor applies minimal efforts to promote a positive and healthy flight safety culture. The Contractor is marginally compliant or negligent in reporting occurrences, in the prevention of occurrences, and in meeting all the principles of the Flight Safety Program.	The Contractor applies no efforts to promote a positive and healthy flight safety culture. The Contractor is not compliant in reporting occurrences, in the prevention of occurrences, and in meeting all the principles of the Flight Safety Program.
2	Joint Problem Solving	The Contractor always approaches problem solving in a joint manner.	The Contractor often approaches problem solving in a joint manner.	The Contractor infrequently approaches problem solving in a joint manner.	The Contractor is not committed to collaboratively resolving problems.
3	Anticipates Issues and takes Initiative	The Contractor is always mindful of future requirements, anticipates change, provides prompt notification of material issues and initiates constructive resolution.	The Contractor is often mindful of future requirements, occasionally anticipates change, provides prompt notification of material issues and considers options.	The Contractor is occasionally anticipates change and is tardy in notification of material issues.	The Contractor doesn't consider future requirements, resists change and/or fails to notify Canada of material issues.
4	Willingness to Deliver	The Contractor never attempts to 'hide behind the contract' and always displays a willingness to deliver, even if not expressly contracted to do so.	The Contractor rarely attempts to 'hide behind the contract' and often displays a willingness to deliver, even if not expressly contracted to do so.	The Contractor sometimes attempts to 'hide behind the contract' and rarely displays a willingness to deliver outside the contract boundary.	The Contractor regularly attempts to 'hide behind the contract'.
5	Responsiveness/Engagement	The Contractor responds promptly to reasonable and programmatic inquiries from DND & PSPC. The Contractor anticipates issues, provides early warning and initiates cooperative and constructive resolution as appropriate.	The Contractor responds willingly to reasonable and programmatic inquiries from DND & PSPC. The Contractor provides adequate notification of issues, and often initiates cooperative and constructive resolution. Engagement is demonstrated at most managerial level.	The Contractor does not always respond promptly to inquiries from DND & PSPC. The Contractor does not anticipate issues and seldom initiates cooperative and constructive resolution. Contractor is dis-engaged at times; management is not always interested in pursuing common goals.	The Contractor does not respond promptly to inquiries from DND & PSPC. The Contractor does not anticipate issues and does not initiate cooperative and constructive resolution. Contractor is dis-engaged; management is uninterested in pursuing common goals.
6	Initiative in supporting Fiscal Prudence	The Contractor is constantly and innovatively seeking ways to reduce sustainment cost and is proactive in helping Canada become a Smart Buyer.	The Contractor regularly seeks ways to reduce sustainment cost and help Canada become a Smart Buyer.	The Contractor occasionally seeks ways to reduce sustainment cost and help Canada become a Smart Buyer.	The Contractor rarely seeks ways to reduce sustainment cost and/or help Canada become a Smart Buyer.
7	Leadership Engagement	The Contractor always ensures key management participation and leaders continually demonstrate collaborative behaviors.	The Contractor often ensures key management participation and leaders often demonstrate collaborative behaviors.	The Contractor rarely ensures key management participation and leaders rarely demonstrate collaborative behaviors.	The Contractor's key management and leadership team are not active participants and/or leaders continually demonstrate uncooperative behaviors.
8	Transparency	The Contractor always displays a willingness to communicate freely and share critical information.	The Contractor often displays a willingness to communicate freely and share critical information.	The Contractor rarely displays a willingness to communicate freely and share critical information.	The Contractor withholds communication and/or will not share information that is outside of the contract boundary.
9	Shared Vision	A common understanding of the J85 concept of support and Canada's Sustainment Principles are effectively established throughout the organization.	An understanding of the J85 concept of support and Canada's Sustainment Principles are established throughout most of the organization.	Occasional differences in understanding of the J85 concept of support and Canada's Sustainment Principles are not shared throughout most of the organization.	There is no common understanding of the J85 concept of support and Canada's Sustainment Principles are not shared within the Contractor's organization.
Total number of		Superior Scores:	Good Scores:	Fair Scores:	Poor Scores:
Comments/Explanation:					
Signature:					
Date:					
Aggregate rating guide for the Performance Period: Superior: Six or more superior scores, no fair and no poor scores; Pass: More superior and good scores than fair and poor scores and no more than one poor score; Fail: Two or more poor scores					

Table 5: KPI-4 Monthly Assessment

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2.8 KPI-5: Industrial Technological Benefits

2.8.1 Introduction

- 2.8.1.1 The ITB Policy will ensure that Canada's significant investment in defence-related goods and services:
- a. Supports the long-term sustainability and growth of Canada's Defence sector;
 - b. Supports the growth of prime contractors as well as suppliers in Canada, including small and medium-sized enterprises (SMEs) in all regions of the country;
 - c. Enhances innovation through research and technological development (R&D) in Canada; and
 - d. Increases the export potential of Canadian-based firms.
- 2.8.1.2 Under the ITB Policy, companies awarded defence procurement contracts are required to undertake business activities in Canada, equal to the value of the contract.
- 2.8.1.3 The contractor must deliver against their ITB commitments and report annually to Canada (Annex E, Article 3) on the speed and quality of the delivery.
- 2.8.1.4 The contractor must achieve a Superior or Pass score included with their ITB Credit letter in order to have successfully met the performance requirements. A Pass score achieved for two consecutive years will be equal to a Fail score. The ITB Manager will assess the performance against the following criteria:
- a. **Year 2:**
 - i. Contractor is awarded credit against their ITB commitments at a rate within 20% of their forecasted achievement value;
 - ii. The Contractor submits eligible transactions equal to 60 percent of the contract value;
 - iii. The Contractor submits their Annual ITB report on time;
 - iv. The Contractor maintains their export capacity and achieves against it within 20% of their forecast;
 - v. The Contractor is responsive and available to work with Industry Canada officials on general issues or questions relating to reporting;

- b. **Year 3:**

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- i. Contractor is awarded credit against their ITB commitments at a rate within 20% of their forecasted achievement value;
- ii. The Contractor submits their Annual ITB report on time;
- iii. The Contractor maintains their export capacity and achieves against it within 20% of their forecast; and
- iv. The Contractor is responsive and available to work with Industry Canada officials on general issues or questions relating to reporting;

c. Year 4:

- i. Contractor is awarded credit against their ITB commitments at a rate within 20% of their forecasted achievement value;
- ii. The Contractor submits eligible transactions equal to 100 percent of the contract value;
- iii. The Contractor submits their Annual ITB report on time;
- iv. The Contractor maintains their export capacity and achieves against it within 20% of their forecast; and
- v. The Contractor is responsive and available to work with Industry Canada officials on general issues or questions relating to reporting; and

d. All following Years:

- i. Contractor is awarded credit against their ITB commitments as a rate within 20% of their forecasted achievement value;
- ii. The Contractor continues to submit eligible transactions such that 80% of the contract value is identified;
- iii. The Contractor submits their Annual ITB report on time;
- iv. The Contractor maintains their export capacity and achieves against it within 20% of their forecast; and
- v. The Contractor is responsive and available to work with Industry Canada officials on general issues or questions relating to reporting.

2.8.1.5 The assessment will be scored as follows:

- a. Superior: Contractor meets all assessment criteria and with no issues;
- b. Pass: Contractor status is accepted for all assessment criteria with some issues; and
- c. Fail: Contractor fails to meet all the assessment criteria.

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3 System Health Indicators

3.1 SHI Review Periods

- 3.1.1 There are no SHI Performance Periods as there are no associated Rewards and Remedies. The Contractor's SHI Review Period is monthly. The Contractor must have shared the SHI results through the Electronic Information Exchange System in accordance with CDRL/DID PF-001 prior to the PRMs. The PRMs serve to monitor the SHIs and ensure analysis and recovery activity is delivering the desired improvement. The active SHIs will be reviewed monthly during the management forums.

3.2 SHI Metrics

3.2.1 General

- 3.2.1.1 The Contractor must report the information/results of the SHIs as described below.

3.2.2 SHI-1 Actual vs Annual Activity Forecast (AAF)

Outcome: Affordability KRA

Description: This metric provides Canada with insight, through the year, into how actual deliverables and expenditures are progressing in comparison to the AAF. It includes:

- a. Dollars allocated to the contract for the fiscal year as defined in the accepted Annual Activity Forecast (excl. GST/HST) plotted on a cumulative month-over-month basis. At the close of every month, the invoiced year to date amount will be plotted as well as the revised forecast (if a revision is accepted) both in terms of \$ and as a percentage of the Annual Activity Forecast; and
- b. Monthly delivered and invoiced goods and services compared to the accepted AAF and, the revised forecast (if a revision is accepted) in terms of quantities of J85 engines and tail pipes and other major deliverables.

Target: No Target. Annual Activity will be demand based and will be a function of RCAF operations and maintenance. There will be additional constraints imposed through Canada's Program Management. The ability of the Contractor to predict and account for uncertainty and the AAF accuracy will be a function of the Contractor's value in delivering the contracted Outcomes.

Frequency: Monthly

Data Source: AAF (quantities of items to be sustained and services), Contract Line Items completed Actual vs Forecast (Quantity, % and \$), Invoiced amounts, approved forecast amendment

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Format: Graphical and with a financial reporting in the background. The R&O Report (CDRL/DID MAT-001) and Monthly Data Report (CDRL/DID MAT-004) that accompany the Invoice will provide material and cost details for each Overhaul or Repair Line Item that is completed and shipped during the reporting period.

Explanation: AAF will include factors outside of Contractor's control such as change of DND's allocation level (on-ramps, off-ramps). Refer to AAF Instruction Annex A, Appendix 2. An element of this metric is the comparison, in terms of quantity and price, of the actual R&O items supplied by the Contractor against the forecast that was used to develop the AAF. Lead Indicator for achieving AAF and for attaining the target M\$/EFH.

3.2.3 SHI-2 Continuous Improvements

Outcome: Affordability KRA

Description: Improvements including Maintenance, Parts list and Technical Training initiatives and their Potential Gain Share.

Target: No Target, information only.

Frequency: Monthly

Data Source: System to track all improvements in a database - contractor will establish a system to follow Gain Share initiatives and the associated financial benefit in the Contractor's EIES.

Format: Graphical and in Contractor format.

Explanation: Includes clarifications to inspection requirements, reviewing damage limits, consolidation of maintenance periodicity, policy changes, etc. Record of financial contribution eligible for Gain Sharing to raise awareness. Serves as a lead indicator for M\$/EFH reductions.

3.2.4 SHI-3 Government Owned Inventory Optimization

Outcome: Affordability KRA

Description: Value of Canadian Forces Inventory

Target: Optimal Level

Frequency: Quarterly

Data Source: DRMIS, and Contractor inventory tracking system

Format: Graphical and in Contractor format

Annex D – J85 Performance Management Specification

Explanation: Targets to be established at completion of transition of GSM and a rationalization of quantities, condition, configuration, applicability, and demand. CIS/GFOS will be divided into three categories; Consumables, Repairable Items and Lified Items. Goal is to show a trend of reducing value. In the case of the Consumables and Lified Items, the target will be zero. The Repairables target will be based on an optimal level that balances availability and Canada's working capital.

3.2.5 SHI-4 Average Time on Wing

Outcome: Reliability KRA

Description: Average Time on Wing J85 engines and tail pipes for all removal reasons in Airframe Hours.

Target: Info

Frequency: Semi-Annually

Data Source: ADAM, Time since last install measured in Airframe Hours

Format: Graphical and in Contractor format

Explanation: This is a lead indicator for the Affordability KRA in particular and can be used to assess the benefits of reliability improvement efforts. It will provide insight into non-inherent removals that may represent an opportunity for workscope optimization. The metric is trended over a sufficiently long period to prevent the trend from being 'lumpy' (e.g. three years).

3.2.6 SHI-5 Top Five Reliability Degraders

Outcome: Reliability KRA

Description: Top five items with the lowest Mean Time Between Failure with their MTBF indicated.

Target: Info. Goal is to remove one from the list per year through directed activity.

Frequency: Monthly

Data Source: ADAM. Time since last install of that component measured in Engine Flying Hours. Includes: P/N/, S/N, Description, Date Reason for Removal and Rectification.

Format: Tabular and in Contractor format

Explanation: Lead indicator to focus improvement initiatives. If one of the items is determined to have a reliability that is unchangeable, it will be removed from the list based on mutual agreement. The background data for this metric with the MTBF and reliability data is to be made available through the EIES.

Annex D – J85 Performance Management Specification

3.2.7 SHI-6 Troubleshooting Effectiveness

Outcome: Reliability KRA

Description: Number of No Fault Found (NFF) removals and the top five NFF items.

Target: Reducing trend starting from a baseline with an offset downwards based on an achievable target.

Frequency: Semi-Annually

Data Source: ADAM

Format: Graphical and Tabular in Contractor format

Explanation: Lead indicator for the Affordability KRA in particular and will evaluate the effectiveness of contracted support. As with SHI-5, the data for all the NFF incidents is to be made available within the Information Environment. It will be calculated as a ratio over the number of engine flying hours in the period.

3.2.8 SHI-7 First Line Maintenance Downtime

Outcome: Reliability KRA

Description: Elapsed time for rectification and total number of Propulsion related maintenance events.

Target: Track trending of time for number or rectifications and time to complete them

Frequency: Monthly

Data Source: ADAM

Format: Graphical and in Contractor format

Explanation: This metric will have an impact on RCAF operations. The intent would be to monitor current down time trends and assess for improvement opportunities.

3.2.9 SHI-8 Mission Aborts

Outcome: Reliability KRA

Description: Number of Mission Aborts attributable to the Propulsion System as a function of Engine Flying Hours.

Target: Reducing trend

Frequency: Monthly

Data Source: ADAM

Annex D – J85 Performance Management Specification

Format: Graphical and in Contractor format

Explanation: Mission aborts (includes CF349 Mission Effect Codes A and B) are a preventable occurrence with significant impact on RCAF Operations. Root causes will be assessed and mitigation strategies implemented.

3.2.10 SHI-9 Minimize Quality Defects

Outcome: Reliability KRA

Description: Number of defects attributable to poor quality as a percentage of transactions.

Target: Threshold to be established after transition

Frequency: Monthly

Data Source: Contractor Provided

Format: Graphical and in Contractor format

Explanation: Metric to be based on warranty claims raised through Pre-Installation Failures (PIFs), and CF543 forms with warranty as a cause factor. To be expressed as a percentage of total J58 engines and tail pipe demands over the same period.

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Annex G

**PROCESSING OF SENSITIVE
INFORMATION - IT SECURITY
REQUIREMENTS**
**DEPARTMENT OF NATIONAL DEFENCE /
CONTRACTOR NAME**

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Annex G – IT Security Requirements

1. INTRODUCTION

This document outlines the IT Security requirements for the Department's/Contractor current contract # W8485-13DL02/001BB with (*company name*) for the processing of sensitive data up to and including the level of Protected A. In absence of a formal Threat-Risk Assessment (TRA) and due to the IT portion of the Security clearance being contract specific, the intent of this document is to state the minimum safeguards required in order that the processing of sensitive information be approved by DAEPM(FT) IT Security Manager (IT Sec Mgr) / Information System Security Officer (ISSO), Luc Legault, (819) 939-4333.

Security is based upon layers of protection; that is, in order for the requirements of the IT Security (ITS) to effectively safeguard the information, they must be preceded and supported by other aspects of security and the associated policies. The physical, personnel and information security safeguards in accordance with the Policy on Government Security and ITS related Standards must exist *prior* to the implementation of ITS safeguards.

2. MANDATORY PREREQUISITES

2.1. PSPC Validation for Physical Security

The application of the security safeguards listed in this document are based on the *mandatory requirement* that the physical premises have been inspected, certified and accredited to process and store sensitive information by the Canadian Industrial Security Directorate (CISD), Public Services and Procurement Canada (PSPC). The Departmental Security Officer's (DSO) office will validate the certification and notify the IT Sec Mgr / ISSO.

A CISD Field Industrial Security Officer (FISO) will perform a bi-annual inspection to ensure that premises PSPC certification is maintained.

2.2. Personnel Security

All personnel who have access to the material being processed must hold valid Government of Canada security clearance at the appropriate level (dictated by the sensitivity of the material) and have the "*need to know*".

All (*company name*) personnel handling Department of National Defence (DND) Government of Canada sensitive information must attend a training/briefing session coordinated and delivered by the DND DSO, IT Sec Mgr / ISSO.

2.3. Information Security

All hard copy documents and other media formats must be handled and transported in accordance with Government of Canada guidelines. All hard copy documents and other media

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will be marked with the appropriate security classification as provided by DND. Any covering letter, transmittal form or circulation slip will be marked to indicate the highest level of classification of the attachments.

Transportation of information associated with this contract into or out of the physical premises must adhere to RCMP G1-009 “*Transport and Transmittal of Protected and Classified Information*”. *(Company name)* personnel may only transport documents associated with a DND contract into or out of the *security zone* with the approval of the DND’s DSO.

2.4. Security Policy Compliance Monitoring

On a frequency to be determined by the Safety, Security and Emergency Management Division (SSEMD), DND retains the right to conduct inspections of the *(company name)* facility to ensure compliance with Government of Canada standards and policies with respect to the handling, storage and processing of sensitive information.

3. MINIMUM IT SECURITY REQUIREMENTS

3.1. IT Security Policy Compliance and Monitoring

On a frequency to be determined by Technology Services Division/Information Technology Security, DND retains the right to conduct inspections of the *(company name, at location - if known)* facility to ensure compliance with Government of Canada standards and policies with respect to prevention, detection, response and recovery requirements in the *Operational Security Standard: Management of Information Technology Security*.

3.2. Adherence to Government of Canada Policies

All information technology related operations must adhere to the overall requirements outlined in the *Operational Security Standard: Management of Information Technology Security*. Specifically, sections 16-18 referring to prevention, detection, response and recovery.

3.2.1 Prevention

Prevention safeguards protect the confidentiality, integrity, and availability of information and IT assets.

3.2.2 Physical Security within the IT Security Environment

(Company name) will provide the IT Sec Mgr / ISSO with the list of physical safeguards which are implemented in the facility which is used to process and store sensitive information. All equipment processing sensitive information is to reside in a *security zone* as per RCMP - *Guide to the Application of Physical Security Zones*” (G1-026).

Annex G – IT Security Requirements

The equipment within the *security zone*, which is used to process the sensitive information, must be either standalone or on an '*island*' network (self-contained, used for the purposes of processing the information related to the contract and have no external connection to the internet or other network, internal or otherwise) or is authorized on the (*company name*)'s Corporate Network).

This island network must only be used for the processing and storage of information related to contracts/subcontracts with DND and no other party.

The use of wireless technology for the processing of sensitive information is prohibited.

3.2.3 Cryptography, Network Security and Perimeter Defence

The electronic storage of Protected A and/or Protected B information associated with this contract must be within a CISC approved IT environment.

Electronic transmission of Protected A information should be encrypted when supported by a Threat and Risk Assessment. However, Protected B information must be encrypted.

For Protected B information, the (*company name*) must segregate its networks into IT security zones and implement perimeter defence and network security safeguards. CSEC provides the ITSG-38 and ITSG-22 guidelines on this specific subject. As well, the Contractor/Supplier must apply strict control of all access to the protected zone where the information associated with this contract resides. Network perimeter defence safeguards (e.g. firewalls, routers) must be used to mediate all traffic and to protect servers that are accessible from the internet. The (*company name*) must use CSEC approved encryption technology to ensure confidentiality, integrity, authentication and non-repudiation.

The Need-to-Know principle must always be applied for Protected A and Protected B information and transmission must be restricted only to CISC approved recipients.

3.2.4 Storage, Disposal and Destruction of IT Media

All material such as CD/DVDs, flash/thumb drives, workstation hard disks, server hard disks, backup tapes and any other devices used to process or store sensitive information must be identified and itemized by model and serial number for hard disks, and by label for any other media which cannot be identified by model or serial number. These devices or material must be retained and properly stored or disposed of by DND IT Security personnel in the event of failure and replacement of the equipment or termination of the final contract.

The IT Sec Mgr / ISSO must be provided with the list of equipment and media being used. In addition, only equipment and media that has been identified, itemized and documented may be used to process sensitive information associated with DND contracts.

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In the event that equipment requires maintenance, support or replacement, no hardware associated with the processing or storage of sensitive information may be given to an outside vendor.

All media, when not in use, must be stored in a storage container which is RCMP-approved for the storage of sensitive information to the level of Secret (G1-001 “*Security Equipment Guide*”. The storage container must be verified by CISD and validated by the DND DSO’s Office.

3.2.4.1 Authorization and Access Control

(Company name) must provide the IT Sec Mgr / ISSO with a list of all individuals who have access to the sensitive information being processed for the Department, along with (company name) current policies and procedures for adding individuals to the environment and the process followed when an individual is removed from the environment.

In following the ‘principle of least-privilege’, (company name) must provide only the minimum access required for individuals to perform their duties.

3.2.4.2 Mobile Computing and Teleworking

Due to the fact that the requirements have stipulated an island-network configuration, mobile computing and teleworking need not be expressly addressed; however, it is important to state that the processing of sensitive information associated with DND-related contracts/subcontracts *may only* be performed in the facility which has been validated by the DND DSO.

3.2.4.3 Telecommunications Cabling

In the event a Local Area Network or the Corporate network is used (rather than standalone equipment), it is important to control and monitor access to telecommunications wiring, spaces and pathways to avoid inadvertent or deliberate connection to any other network.

3.2.4.4 Software Integrity and Security Configuration

(company name) should configure the security their operating systems and application software being used to process sensitive information in accordance with security best practices (such as the Microsoft Security Compliance Toolkits for servers and clients), Directorate of Aerospace Equipment Program Management (DAEPM) documentation. DAEPM must implement safeguards to "harden" servers and workstations processing sensitive information, and detail that information in a document to be delivered to the IT Sec Mgr / ISSO.

Annex G – IT Security Requirements

3.2.4.5 Malicious Code

(company name) must install, use and regularly update antivirus software and conduct scans on all electronic files from external systems.

3.2.5 Detection

It is important to have the ability to detect security related issues within the operating environment which processes sensitive information. Even though the systems are isolated, it is still useful to use sources such as system logs (event viewer), virus protection software and other system tools to monitor systems. In order to adequately protect information there must exist the ability to detect activity such as unauthorized access, unplanned disruption of systems or services or unauthorized changes to system hardware, firmware, or software. Detection mechanisms which are used by (company name) must be documented and provided to the IT Sec Mgr / ISSO.

3.2.6 Response and Recovery

3.2.6.1 Incident Response

The Policy on Government Security requires departments to 'establish mechanisms to respond effectively to IT incidents and exchange incident-related information with designated lead departments in a timely fashion'. Similarly, DND requires (company name) to have a documented incident response process. All documentation pertaining to incident response must be provided to the IT Sec Mgr / ISSO.

3.2.6.2 Incident Reporting

It is paramount that the DND DSO and IT Sec Mgr / ISSO are made aware of any security-related incidents with respect to the facilities and equipment used to process and store sensitive information associated with DND contracts and subcontracts if applicable.

(Company name) must report any security-related incidents to the DND DSO and IT Sec Mgr / ISSO within *two hours* of an incident being detected or reported. CISD shall also be notified of such incident.

3.2.6.3 Recovery

The ability to recover systems and information is extremely important in any IT environment. The Department of National Defence requires that (company name) demonstrate the ability to address systems recovery by providing documentation relating to systems and server backup policies (e.g. processes used, tests restores, retention periods and storage of backup media). This documentation shall be forwarded to the IT Sec Mgr / ISSO.

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Annex B Basis of Payment

Appendix 1:
Performance and Non-Performance Payment
Adjustment

Appendix 1 to Annex B: J85 Performance and Non-Performance Payment Adjustment

1. General

- 1.1. Payments to the Contractor by Canada may be adjusted based on the actual level of performance achieved by the Contractor. Performance elements with associated financial consequences are:

- 1.1.1. Key Performance Indicators (KPI); and
- 1.1.2. Gain Share.

- 1.2. The complete definition of these performance criteria are identified in Annex D - Performance Management Specification (PfMS). Annex D contains the formulas, necessary to calculate the values of KPIs. These values from Annex D will be used to determine the payment adjustment.

2. Category A Gain Share

- 2.1. The Performance Periods (PP) for KPI-3 are defined in Contract Clause 7.7.5, Funding by Fiscal Year.
- 2.2. A positive value of $\Delta M\$/EFH$ for the performance period, as calculated in Annex D, will trigger a Gain Share and will be shared between the Contractor and Canada on a 40:60 ratio, where the Contractor will receive 40% of the value of $\Delta M\$/EFH$ multiplied by the EFH_L in accordance with Equation 1.

$$Gain Share_{pp} = 0.4 * (\Delta M\$/EFH) * EFH_L$$

Equation 1 - $\Delta M\$/EFH$ Gain Share

- 2.3. The Total Gain Share payment adjustment must be invoiced to Canada on the PWGSC 1111 using Basis of Payment Line Item # 9, Performance Payment Adjustment, as found in Tables 1 and 2.

3. KPI-3 Pain Share

- 3.1. A negative value of $\Delta M\$/EFH$, as calculated in Annex D, will trigger Pain Sharing. The Contractor must reimburse Canada the lesser of:

- (i) 50% of the difference between the total amount claimed by the Contractor during the Performance Period and the total amount claimed by the Contractor during the Previous Performance Period (Equation 2); OR
- (ii) 20% of the total amount claimed by the Contractor during the Performance Period less any KPI penalties

$$Pain Share = 0.5 * (Claimed_{pp} - Claimed_{pp-1})$$

Where:

Claimed_{pp} is the Total Amount Claimed by the Contractor for the Performance Period
 Claimed_{pp-1} is the Total Amount Claimed by the Contractor for the Previous Performance Period

Equation 2 – $\Delta M\$/EFH$ Pain Share

Appendix 1 to Annex B: J85 Performance and Non-Performance Payment Adjustment

4. Category B Gain Share - Value Change Proposal

- 4.1 The Contractor is encouraged to seek and improve Canada's Value for Money in the delivery of the services. Category B Gain Share of Value Change Proposals (VCP) address those substantial improvements that offer cost reductions from efficiency improvement that will be the result of a dedicated project(s) for which the business case will have been demonstrated. Savings that materialize from a completed and implemented VCP will be dispersed on a case-by-case basis at an agreed sharing ratio. As an incentive, VCPs provide for the reimbursement of Development and Implementation costs as well as a sharing of the Cost Savings.
- 4.2 In order to qualify as a VCP under this Contract, and to ensure that savings can be shared, the proposed VCP must:
- be accepted by Canada;
 - result in overall savings to Canada; and
 - must not degrade overall PG system performance including availability, reliability and flexibility.
- 4.3 Definitions and Interpretations
- 4.3.1 "Savings" means all real savings to Canada in costs incurred under this contract that result directly from implementation of the VCP (such as any net decreases in the cost of operations, maintenance and logistics support) minus the development and implementation costs.
- 4.3.2 "Development and Implementation Costs" means the Allowable Costs, borne by either Canada or the Contractor, in developing, testing, prototyping and operationalizing the VCP. It does not include the cost associated with preparing, staffing and submitting the VCP proposal.
- 4.3.3 "Allowable Costs" are the Direct Material, Direct Labour and Other Direct Costs that are specifically identified as having been used in the Development and Implementation of the VCP.
- 4.4 VCP Preparation and Submission
- 4.4.1 Each VCP shall be submitted to the Contracting Authority in accordance with the Terms and Conditions (T&C) of the Contract and in Contractor format as a complete business case and, as a minimum, shall include the following:
- 4.4.1.1 A description of the difference between the existing process or condition and the proposed process or condition, the comparative improvements, the anticipated challenges associated with development, implementation and on-going delivery, a justification when an item's function or characteristics are being altered, the effect of any change on the end item's performance, and any pertinent objective comparisons for similar proposals;
- 4.4.1.2. A description of the requirements that must be changed if the VCP is accepted, including any suggested specification revisions;
- 4.4.1.3 The following financial data:
- A detailed price breakdown of the existing requirement with sufficient historical data to permit the assignment of a cost baseline;
 - A revised price breakdown of the requirement showing the benefit of the VCP;

Appendix 1 to Annex B: J85 Performance and Non-Performance Payment Adjustment

- c. An estimate of the Savings associated with the VCP;
 - d. A detailed breakdown of the Development and Implementation Costs associated with the VCP; and
 - e. A summary of the Return on Investment including the proposed Development and Implementation reimbursement, Cost Savings sharing ratio; and the VCP validity period.
- 4.4.1.4 Identification of any previous submissions of the VCP, including the dates submitted and previous action taken by Canada;
- 4.4.1.5 The Intellectual Property terms that may be associated with the VCP;
- 4.4.1.6 The schedule with key milestones and an indication of dependency on Canada's response; and
- 4.4.1.7 Any amendments to the Contractual requirements should the proposed change have an effect on contractual, configuration management or similar procedures.
- 4.5 Government Action
- 4.5.1 Canada will evaluate the VCP based on the merits including the business case and proposed cost savings. Within forty-five (45) calendar days of receipt of a VCP, Canada will notify the Contractor whether the VCP has been accepted or rejected; or request additional time to evaluate the VCP.
- 4.5.2 The Contractor shall not unreasonably deny the request for additional time.
- 4.5.3 Canada commits to process VCPs expeditiously; however, it will not be liable for any delay in acting upon a VCP.
- 4.5.4 The Contractor may withdraw the VCP, in whole or in part, at any time prior to its acceptance by Canada.
- 4.5.5 The decision to accept or reject all or part of the VCP is a unilateral decision made solely at the discretion of Canada.
- 4.5.6 If the VCP is not accepted, the Contracting Authority will notify the Contractor in writing. Canada is not responsible for the costs incurred by the Contractor in the submission of a VCP.
- 4.5.7 The VCP may be accepted, in whole or in part. If accepted, the VCP will be issued an identifier serial number for tracking purposes.
- 4.6 Sharing Ratio
- 4.6.1 Savings shall be shared between Canada and the Contractor at the ratio that was agreed to in the accepted VCP.
- 4.6.2 Allowable VCP Development and Implementation costs may be shared between Canada and the Contractor and will be reimbursed only upon acceptance and implementation of the VCP.
- 4.7 Payment

Appendix 1 to Annex B: J85 Performance and Non-Performance Payment Adjustment

- 4.7.1 Approved Category B VCPs must be incorporated in the Annual Activity Forecast (AAF). The Contractor must invoice Canada in arrears as a separate Line Item through the monthly invoice. The invoice will list each VCP number and indicate the number of each VCP that were applied during the invoice period. Canada shall reimburse the Contractor in accordance with the defined Sharing Ratio.
- 4.7.2 Canada shall reimburse the Development and Implementation Costs according to the agreed sharing ratio.
- 4.7.3 The Contractor will be eligible for sharing VCP savings for the period of time agreed to when the VCP was accepted.
- 4.8 Cost Verification
- 4.8.1 Details of VCP costs and savings shall be subject to verification by Canada and the Contractor is responsible for maintaining adequate records to support all aspects of the VCP in accordance with Clause 31 (Account and Audits) of 2035 (2020-05-28) General Conditions - Higher Complexity – Services.

5. KPI-1 and KPI-2 Aggregate Performance

- 5.1 A payment adjustment for KPI-1 and KPI-2 performance will be calculated using the Aggregate KPI-1 and 2_{ADJ}, as calculated in Annex D, multiplied by 20% of the total amount claimed by the Contractor during the Performance Period, in accordance with Equation 3.

$$KPI \text{ Performance Payment Adjustment} = (\text{Aggregate KPI-1 and 2}_{ADJ} - 100\%) * 0.2 * \text{Claimed}_{pp}$$

Where:

Claimed_{pp} is the Total Amount Claimed by the Contractor for the Performance Period exclusive of any Gain Share

Equation 3 – KPI Performance Payment Adjustment

- 5.2 A positive value of KPI Performance Payment Adjustment must be invoiced to Canada on the PWGSC 1111, using Basis of Payment Line Item # 9, Performance Payment Adjustment, as found in Tables 1 and 2.
- 5.3 A negative value of KPI Performance Payment Adjustment must be reimbursed, to a maximum of 1% of the total amount claimed by the Contractor during the Performance Period ($0.01 * \text{Claimed}_{pp}$), to Canada as a negative value on the PWGSC 1111 using Basis of Payment Line Item # 9, Performance Payment Adjustment, as found in Tables 1 and 2.

6 KPI-4 Holdbacks

- 6.1 Holdbacks are applicable to the Contract as described in Paras 1.8.3.2 and 2.7.2.3 of Annex D. Holdbacks will be released to the Contractor based on assessed performance for KPI-4: Behaviour. If the Contractor score is assessed as Pass or Superior for the Performance Period, 100% of the Holdback will be released. The Contractor must invoice Canada the released amount of the Holdback on the PWGSC 1111 using Basis of Payment Line Item # 10, Holdbacks, as found in Tables 1 and 2, after the assessment is completed for the Performance Period.

7 Liquidated Damages

Appendix 1 to Annex B: J85 Performance and Non-Performance Payment Adjustment

- 7.1 Canada retains the right to apply Liquidated Damages in accordance with Contract Clause 7.8.7 if the Contractor's performance, as measured by KPI-1, falls below the minimum performance threshold. If the Adjusted Performance Score at the end of a review period for KPI-1 was in Band V, as measured using a one month rolling average, the Contractor will be levied a single LD remedy. The frequency of reporting the performance measure will subsequently be increased to daily using a rolling average over the previous 30 days. For every day where the achieved performance remains in Band V, the Contractor will be liable for another LD remedy payment. On the day the achieved performance improves out of Band V, reporting on the KPI-1 achieved performance will be changed back to the regular review period.
- 7.2 The Liquidated Damages are exclusive of one another meaning the liquidated damages amount will be applied to the Contractor for each metric in Performance Band V.
- 7.3 The Contractor must reimburse Canada Liquidated Damages as a negative amount on the next invoice using Payment Line Item # 11, Liquidated Damages, as found in Tables 1 and 2.

8 Industrial and Technological Benefits (ITB) related Financial Adjustments

- 8.1 The Contractor must reimburse Canada Liquidated Damages from Industrial and Technological Benefits, as described in Annex E, on PWGSC 1111 as a negative amount using Basis of Payment Line Item # 11, Liquidated Damages, as found in Tables 1 and 2.

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APPENDIX 2

ANNUAL ACTIVITY FORECAST
&
CHANGE ORDER PROCESSES

Annex A, Appendix 2 – J85 PGS Annual Activity Forecast and Change Order Processes

2 Annual Activity Forecast and Change Order Processes

2.1 Introduction

2.1.1 The purpose of this Appendix is to provide instructions to the Annual Activity Forecast (AAF) and Change Order processes.

2.1.2 The overall AAF cycle is depicted in Figure 1.

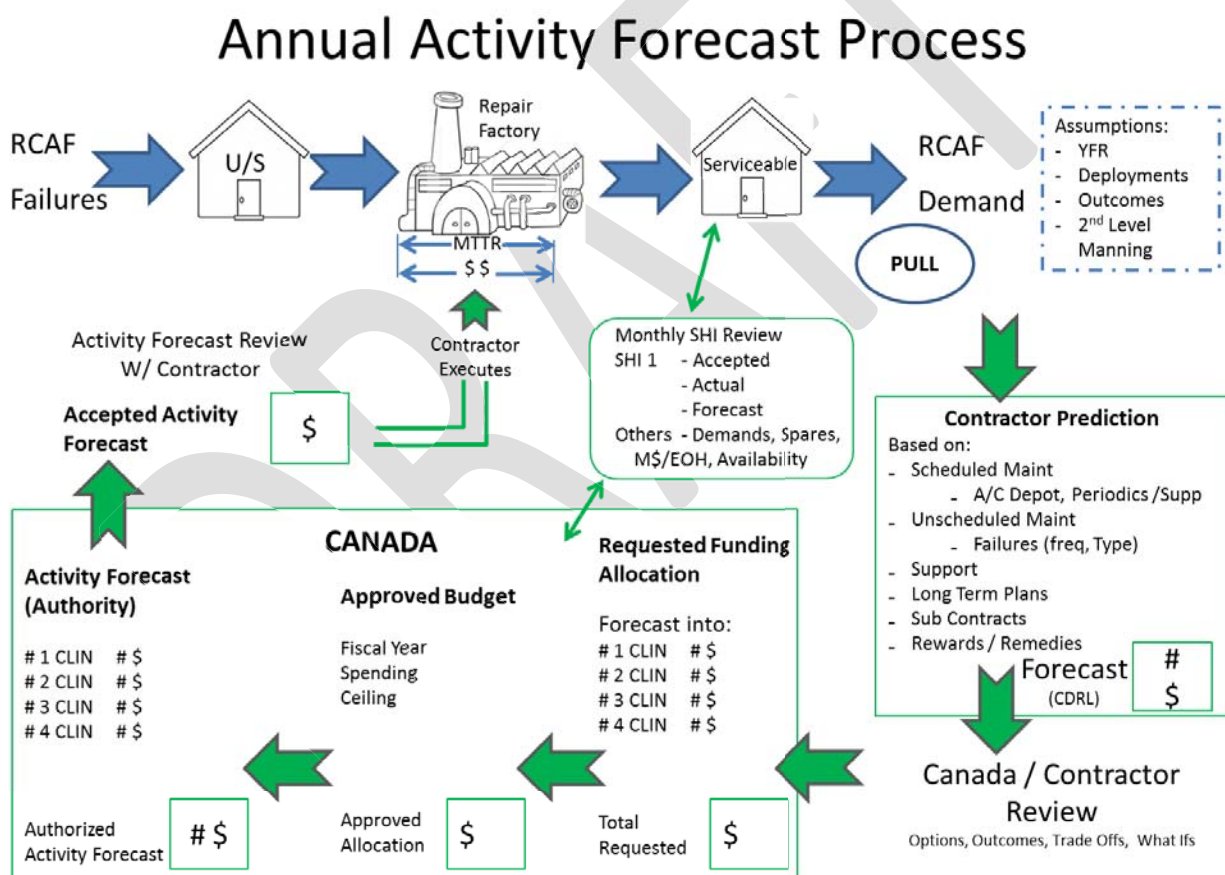


Figure 1: Annual Activity Forecast Cycle

2.2 AAF Process

2.2.1 Introduction

2.2.2.1 Throughout the life of the CT114 aircraft, Canada has directed and managed the J85 PG systems maintenance plan through a bottom-up analysis of logistical data in order to determine average repair costs (ARC) and maximum repair costs (MRC). Under the current Contract, the Contractor is responsible for all planning and forecasting activities, and as such the Annual Activity Forecast (AAF) process is adopted to provide Canada with visibility into forecasted activities and associated costs.

Annex A, Appendix 2 – J85 PGS Annual Activity Forecast and Change Order Processes

2.2.2 Canada Inputs to the AAF

- 2.2.2.1 By 1 September of each Fiscal Year (FY), Canada will provide Inputs to the AAF to the Contractor to initiate the next FY AAF. The Inputs to the AAF will be provided in accordance with the AAF inputs list in Annex A, Section 3.

2.2.3 Draft AAF

- 2.2.3.1 By 1 November of each FY, the Contractor will provide a draft AAF in accordance with CDRL PM-003.
- 2.2.3.2 The AAF is the Contractor's forecast of the level of effort required to meet the Contract outcomes (defined in Annex D and re-confirmed in the Inputs to the AAF) in the next FY. The AAF must therefore demonstrate how the Contractor translates the Inputs to the AAF provided by DND into a level of effort for the scope of Work specified in the PWS that will deliver the Contract outcomes and demonstrate value for money.
- 2.2.3.3 In developing the AAF, the Contractor must use all available historical data, short and long term plans (such as upcoming maintenance requirements, historical failure rates, parts buys schedule, etc) to develop an accurate forecast.
- 2.2.3.4 The AAF must present a clear and well-founded justification for the expected cost of the J85 PGS Contract for the upcoming FY.

2.2.4 AAF Review

- 2.2.4.1 Upon receipt of the draft AAF, Canada will review the submission.
- 2.2.4.2 Canada and the Contractor will then engage in discussions and negotiations to ensure that the production levels, level of effort schedule of work, and costing proposed are reasonable and comply with the guidance provided.
- 2.2.4.3 The AAF review process will include a discussion of options available to reduce or increase the sustainment cost and the potential effect on Contract outcomes, potential trade-offs, and what-if scenarios. In the course of these discussions the Contractor must be able to explain and justify how changes in the level of funding may require trade-offs or adjustments to Contract outcomes.
- 2.2.4.4 Canada will provide feedback resulting from the discussions by 1 December of each FY.

2.2.5 Funding Approval

- 2.2.5.1 The Contractor must update the AAF based on Canada's feedback, and submit a final AAF no later than 1 March.

2.2.6 Final AAF

- 2.2.6.1 The final AAF is used as a planning document by Canada to seek next FY funding approval for the J85 PGS Contract. Once funding has been secured, Canada will issue a Contract amendment to allocate the funds to the Contractor according to the agreed-upon cost of the final AAF for the next FY. The Contract Amendment will be issued no later than the third week of March for the next FY.

Annex A, Appendix 2 – J85 PGS Annual Activity Forecast and Change Order Processes

2.2.7 Execution

- 2.2.7.1 The Contractor will commence work on 1 Apr of the new FY.
- 2.2.7.2 The AAF, as a planning document and will be used to validate cost sharing.
- 2.2.7.3 The AAF is not maintained or updated in-year, as its sole purpose is to determine the financial allocation required to meet the Contract outcomes based on Canada's requirements for a given FY. Progress against the AAF will be reported in accordance with Annex D (Performance Management Specification) SHI-1.
- 2.2.7.4 Notwithstanding 2.2.7.3, in-year changes to Canada's Inputs to the AAF (such as a significant increase or reduction in YFR, permanent change in the Second Line maintenance production commitment, change in funding allocation, etc.), require a Change Order Process to be established and followed.

2.3 Change Order Process

- 2.3.1 The Change Order Process exists to account for in-year changes to the Inputs to the AAF parameters initially provided by Canada to initiate the AAF process.
- 2.3.2 A Change Order can be requested by either Canada or the Contractor.
- 2.3.3 Examples of potential drivers that could result in a Change Order are: changes to the budget, YFR changes, changes to RCAF manning availability at Second Line, or unforeseen circumstances outside of the Contractor's control such as OEM-mandated life reductions, etc.
- 2.3.4 Change Orders are drafted by the Contractor in accordance with CDRL PM-006, and must detail the financial impact of the change against the previously allocated funds.
- 2.3.5 Draft Change Orders are submitted to Canada for review. Discussions and negotiations will then follow, during which the Contractor must be able to justify the level of effort and costs associated with the change.
- 2.3.6 The final Change Order is approved through a change in the funding allocated to the Contract through a Contract amendment.

J85
PROPULSION GROUP SUSTAINMENT
(PGS)

APPENDIX 3

INFORMATION MANAGEMENT /
INFORMATION TECHNOLOGY
(IM/IT)
ENVIRONMENT

Annex A, Appendix 3 – J85 PGS Information Management / Information Technology (IM/IT) Environment

3 Information Management / Information Technology (IM/IT) Environment

- 3.1 The J85 IM/IT Environment is comprised of a few IM/IT tools that are maintained by different organizations.

PERFORMA

- 3.2 PERFORMA is a decision support software tool designed to provide equipment managers and decision-makers with quick and meaningful equipment performance information. Examples of the type of information include: Serial Number Tracking, Failures by Faults, Mods and SIs, Inspection Reports, Mean Time Between Failures and Operational Availability. PERFORMA's output is based on data from the CF 349, CF 543 and CF 335 forms.

Automated Data for Aircraft Maintenance (ADAM)

- 3.3 The ADAM system is used to automate aircraft maintenance recording and reporting. ADAM assists in maintenance management for 11 of the 14 aircraft fleets in use by the Canadian Forces at over 30 squadrons across Canada, and more than 350 aircraft in total. It is also used for this function on operational deployments and by third-line Contractors.
- 3.4 ADAM is accessed by headquarters personnel for fleet status, modification/special inspection status and engineering support information. ADAM tracks all inspections, components, fuel, mission data and maintains a history of all maintenance activities and component usage.

Defence Resource Management Information System (DRMIS)

- 3.5 DRMIS is the DND System of Record for Canada-owned materiel holdings.
- 3.6 DRMIS provides a single, integrated information system for the life cycle management of equipment. For the J85 PG systems, it is used for procurement and management of materiel holdings. It is based upon the SAP R/3 Enterprise Resource Planning (ERP) and OMEGA PS systems.
- 3.7 DRMIS is used by:
- a. Equipment program managers.
 - b. Industry suppliers and contractors.
- 3.8 Industry includes those suppliers and contractors with which DND has entered into a contractual agreement, and for which either an Electronic Data Interface (EDI) has been adopted for information exchange between the department and the Contractor, or for which the Contractor will employ DRMIS as a stand-alone system at its external site in support of the contract. The usage is influenced by the extent to which the Contractor provides support. Greater support means increased responsibility for technical data management.

Annex A, Appendix 3 – J85 PGS Information Management / Information Technology (IM/IT) Environment

Canadian Government Catalogue of Materiel (CGCM)

- 3.9 Current codification data (stock numbers, stock codes, reference numbers, equipment registration numbers, item names, technical authority codes, supply manager codes, etc.) is available from the Canadian Government Cataloguing System (CGCS). CGCS draws data from a variety of sources including DRMS to provide aggregated information for a given stock code including item identification, characteristics and associated reference numbers. When operational conditions prohibit the use of the CGCS or when there is no access to the DWAN, users look to an off-line tool – the Canadian Government Catalogue of Materiel (CGCM). The new CGCM can be copied from the DWAN, burnt to a DVD or a zip drive and then installed on a computer's hard drive. The CGCM data is refreshed on a weekly basis and is available for downloads on Tuesdays. The CGCM DVD is still being produced for Other Government Departments and Contractors who require the data for successful completion of their contracts. In order to obtain information that is as current as possible, organisations that have access to the DWAN and an operational requirement for an off-line copy of the CGCM, can now produce their own DVD copies.

Records, Documents and Information Management System (RDIMS)

- 3.10 RDIMS is a suite of software products, designed to provide Federal Government Departments with an economical document and records management system. Documents are placed in an electronic repository where DND/CAF employees and members can access them. The system provides quick and efficient storage and retrieval of documents. A profile is attached to every document created. The profile is much like a library catalogue card, containing an Author, Trustee, Document Title, Date and Description field for every document. RDIMS enables you to locate documents quickly by utilizing various search features. Searches to locate documents can be conducted based on the information in the profile, or by searching for text within the document. Users can also navigate through a relational hierarchical folder structure when related documents are grouped. Using RDIMS security settings, individuals can control who can have access and editing rights to their documents. These security settings can be changed at any time.
- 3.11 RDIMS provides electronic management of records throughout their life cycle. Under the control of Information Administrators, RDIMS has incorporated sound records management principles into its suite of products. Official file plans drafted in accordance with the [Defence Subject Classification and Disposition System \(DSCDS\)](#) are used as the basis for managing the retention and disposition of records regardless of their physical form. The management of retention and disposition of records is automated in the RDIMS environment. Measures such as versioning, modification and deletion controls, audit trails, etc., are standard in an RDIMS environment and are critical in ensuring the integrity of electronic records management.

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(PGS)

APPENDIX 4

CONTRACT DATA REQUIREMENTS LIST
&
DATA ITEM DESCRIPTIONS

Annex A, Appendix 4 – J85 PGS Contract Data Requirements List & Data Item Descriptions (CDRLs & DIDs)

4 Contract Data Requirements List/Data Item Descriptions (CDRL/DIDs)

4.1 Introduction

- 4.1.1 The Contract Data Requirements List (CDRL) contains the deliverable data requirements for the J85 PGS Contract.
- 4.1.2 The Contractor shall submit Contract deliverables listed in the CDRL, as amplified in the Data Item Deliverables (DIDs), for acceptance, approval, or information.

4.2 Data Submission

- 4.2.1 Deliverable Format. Format requirement for each deliverable is as stated at paragraph 10.1 of each DID.
- 4.2.2 Letter of Transmittal. Data must be transmitted via Letter of Transmittal on the EIES. The Letter of Transmittal must contain as a minimum, the Contract Number, the CDRL Item Number and Title. The prime contractor has responsibility for all data submitted by subcontractors. Receipt of data does not constitute acceptance.
- 4.2.3 Review of Data. DND has a maximum of 45 calendar days to review and accept or reject submitted data from the Contractor. If, prior to the expiry of this period, the Contractor has received no request for extension of review, or notice that the submitted data has been accepted or rejected, or a request for further information, the submitted data will be deemed to have been accepted by DND.
- 4.2.4 Use of Existing Data. Data required under the Contract may currently exist in a different format or use a different content structure than that specified in this Appendix. In such cases, the data may be acceptable provided that it contains the specified information and meets the requirement for its intended use. Where the Contractor wishes to submit existing data that does not meet the format or content structure requirements contained in this Appendix, then the Contractor shall seek Canada's approval to submit the existing data, in sufficient time for the data to be reformatted or restructured prior to the required delivery date should approval be denied.
- 4.2.5 Data Item Media. Subject to Paragraph 4.2.1, and unless otherwise specified within a DID:
- 4.2.5.1 All data items delivered in soft copy shall be submitted using software products compatible with the software in current use within the WSM (Microsoft Office 2010 products are presently being used).
- 4.2.5.2 All data items delivered in final copy shall be submitted in Adobe PDF format.
- 4.2.6 Format Instructions. Subject to paragraph 4.2.1, the format instructions contained in this paragraph shall be applied to all data items prepared under the Contract for delivery to Canada, unless otherwise specified in the appropriate DID or otherwise agreed, in writing, by Canada.
- 4.2.6.1 When data is delivered in the form of a document, it shall include the following identification information:
- a. The document reference number;

Annex A, Appendix 4 – J85 PGS Contract Data Requirements List & Data Item Descriptions (CDRLs & DIDs)

- b. The document title and date of issue;
 - c. The volume number (only applicable to multi-volume data items);
 - d. The version number/revision indicator;
 - e. The security markings or other restrictions, as applicable;
 - f. Requirements on the handling of the document;
 - g. The Contract number;
 - h. The CDRL line number, if the data is a data item; and
 - i. The name and address of the preparing organization.
- 4.2.6.2 When a data item is delivered in the form of a document, it shall contain a table of contents.
- 4.2.6.3 Where the body of the document is less than five (5) pages in length, the table of contents may be omitted.
- 4.2.6.4 When data is delivered in the form of a document, each page shall contain a unique page number and preferably display the document number, version, volume, and date of issue, as applicable.
- 4.2.7 Document Revisions. The following requirements apply to the revision of all documents delivered as Data Item Deliverable. The data shall be revised, if necessary, to reflect approved changes:
- 4.2.7.1 Revisions shall be in the form of either replacement pages or re-issues of the complete document;
- 4.2.7.2 A "revision" page shall be provided in the front of each revision, which shall contain as a minimum:
- a. A brief description of the reason for the revision including applicable authority;
 - b. Revision identification number of letter and date of revision; and
 - c. Appropriate administrative instructions, such as, revision instructions, security information, or other instructions.
- 4.2.7.3 Each revised page shall have the specific changes identified by a vertical line in the margin and include appropriate identification to the applicable revision number or letter. If a revision constitutes complete re-issuance of the document, no vertical lines shall be in the margin except those lines identifying changes made by that revision;
- 4.2.7.4 Each revised page shall contain the revision number or letter in the upper right hand corner of the page; and
- 4.2.7.5 Any time a revision is submitted, the title page of the document shall indicate the number or letter and the date of that revision.

Annex A, Appendix 4 – J85 PGS Contract Data Requirements List & Data Item Descriptions (CDRLs & DIDs)

4.3 CDRL Layout

4.3.1 Precedence of CDRL. The requirements stated in Blocks 8 through 16 of the CDRL take precedence over any requirements that may have been identified in the DIDs.

4.3.2 CDRL Layout. CDRL Blocks shall be interpreted as follows, noting that Block 16 is used for notes where other Blocks have insufficient room:

Block 1 - Item Number – denotes the CDRL Number assigned to the required data. Data Item Requirements are numbered using their corresponding CDRL Number. The “Alpha” identifiers on the CDRL/DID indicate the functional area to which the CDRL/DID applies. Identifiers are as follows:

- a) PM Program Management;
- b) AW Airworthiness;
- c) ES Engineering Support;
- d) TD Technical Data;
- e) MAT Materiel Support; and
- f) PF Performance Management.

Note: Some CDRL Numbers may be "reserved" or "not allocated".

Block 2 - Title – denotes the title of the data required, corresponding to the title used both in the main body of the PWS and in the relevant DID.

Block 3 - Subtitle – a subtitle is used only if the title requires further identification.

Block 4 - Data Item Number – denotes the number of the DID which describes the data to be submitted. DID Identification Numbers correspond with CDRL Numbers.

Block 5 - PWS Reference – denotes the specific PWS paragraph(s) that require(s) the data.

Block 6 - Technical Office – denotes Canada's office responsible for review of the Data Item to determine its adequacy.

Block 7 – DND Response Time – denotes the number of days DND has to review and accept or reject submitted data from the Contractor. After this time, if the Contractor has not received a request for extension from DND, the deliverable will be deemed to have been accepted by DND. DND response time will be as per paragraph 4.2.3 unless indicated otherwise.

Block 8 - Approval Code – denotes whether the data is to be submitted for approval, acceptance, or information:

- a) An “APP” in Block 8 means that the Deliverable End Item must be submitted for approval. An “Approve” deliverable requires Canada’s endorsement; in some cases Canada’s approval is required before the Contractor can move forward (e.g. PM-003).
- b) An “ACC” in Block 8 means that the Deliverable End Item must be submitted for acceptance. An “Accept” deliverable will be accepted by Canada with or without comments; comments may drive additional action but do not constitute a rejection (e.g. PM-001).

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- c) Unless otherwise specified in Block 16 of the CDRL, an "I" or a blank in Block 8 means that the deliverable will be reviewed by Canada for format, clarity and completeness. Once reviewed, the Deliverable shall be considered for information only.

Block 9 – Not Allocated.

Block 10 - Frequency – denotes the frequency of delivery of the data (to be read in conjunction with Block 11).

Block 11 - As of Date – denotes the "as of" or "cut-off" date for the data submitted within the deliverable (to be read in conjunction with Block 10).

Block 12 - Date of First Submission – specifies the date on which the data shall first be submitted (to be read in conjunction with Block 13).

Block 13 - Date of Subsequent Submission – specifies the required delivery date(s) for any subsequent data deliveries, if data is submitted more than once (to be read in conjunction with Block 12).

Note: For Blocks 8 to 16 the date(s) and frequencies may be expressed as day/month/year or in relation to specific events using the following codes:

ANNLY	Annually
ASGEN	As generated
ASREQ	As required
BID	At Time of Proposal Submission
CA	Contract Award
MACA	Months After Contract Award
MTHLY	Monthly
QRTLY	Quarterly
R/ASR	Revisions as required

Note: Revisions as required when material changes to the document occur and when scheduled with the Contractor.

S/ANNLY	Semi-Annually
WKLY	Weekly

Block 14 – Distribution and addresses – Unless otherwise indicated, since all deliverables are to be posted to the EIES, this block indicates the Office that the Contractor must advise when the deliverable has been posted.

Solicitation No. - N° de l'invitation
W8485-22SA02/A

Amd. No. - N° de la modif.

Buyer ID - Id de l'acheteur
237bb

Client Ref. No. - N° de réf. du client
W8485-22SA02

File No. - N° du dossier
237bbW8485-22SA02

CCC No./N° CCC - FMS No./N° VME

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Block 15 – Not Allocated.

Block 16 – Remarks – contains additional or clarifying information for Blocks 1 through 15.

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Annex A, Appendix 4 – J85 PGS Contract Data Requirements List & Data Item Descriptions (CDRLs & DIDs)

4.4 List of Contract Deliverables

4.4.1 The following table lists all contract deliverables.

#	Data Item Deliverables	CDRL /DID Numbers	Deliverable Due At	
			Proposal	IAW CDRL
1	Program Handbook	PM-001	X	X
2	Long-Term Activity Forecast	PM-002		X
3	Annual Activity Forecast	PM-003		X
4	Contract Transition Implementation Plan	PM-004	X	X
5	Contract Close-out Plan	PM-005		X
6	Change Order	PM-006		X
7	Airworthiness Management Plan	AW-001		X
8	DND Airworthiness Supplement	AW-002		X
9	Engineering Process Manual	AW-003	X*	X
10	Maintenance Process Manual	AW-004	X*	X
11	Materiel Support Process Manual	AW-005	X*	X
12	Engineering Reports	ES-001		X
13	Design Change Technical Data Package	ES-002		X
14	Record of Airworthiness Risk Management	ES-003		X
15	Inputs to the Annual Airworthiness Report	ES-004		X
16	Maintainability and Reliability Report	ES-005		X
17	Engineering Drawings	TD-001		X
18	Repair and Overhaul Report	MAT-001		X
19	Contractor Held Inventory Report	MAT-002		X
20	Disposal Plan	MAT-003		X
21	Monthly Data Report	MAT-004		X
22	Performance Report SHI	PF-001		X
23	Performance Report KPI	PF-002		X
24	Performance Report SPM	PF-003		X

Note (*): Bidders who currently hold a technical airworthiness organizational acceptance from an acceptable regulator must submit their existing airworthiness process manuals at bid time.

Annex A, Appendix 4 – J85 PGS Contract Data Requirements List & Data Item Descriptions (CDRLs & DIDs)

4.5 Contract Deliverable Requirement List

4.5.1 Program Management Deliverables

1. PM-001	2. Program Handbook	6. J85 TA	10. R/ASR	12. BID	14. CA, PA, TA
4. DID PM-001	5. Annex A, Paragraph. 3.2.1 7. & Sections 3, 4, 5, 6, 7, 9, and 10.	8. ACC 9.	11. BID.	13. See Block 16	15.
16. Abbreviated Program Handbook to be submitted with Bid. Complete Draft Plan to be submitted at IOC. Final Plan to be submitted at FOC. Revisions as required after FOC.					

1. PM-002	2. Long-Term Activity Forecast (LTAF)	6. J85 TA	10. ANNLY	12. 1 Dec 2016	14. CA, PA, TA
4. DID PM-002	5. Annex A, Paragraph. 3.4.2 7.	8. APP 9.	11. N/A	13. See block 16	15.
16. There will be no LTAF for the ongoing Fiscal Year (FY) at the time of Contract Award. The following year LTAF planning process will begin immediately after Contract Award such that the Contractor will submit the first LTAF in December 2016. Following this, LTAF submission schedule will be in accordance with the steady-state AAF process schedule outlined in Appendix 2.					

1. PM-003	2. Annual Activity Forecast (AAF)	6. J85 TA	10. ANNLY	12. 1 Dec 2016	14. CA, PA, TA
4. DID PM-003	5. Annex A Paragraph 3.4.1 7.	8. ACC 9.	11. N/A	13. See block 16	15.
16. There will be no AAF for the ongoing FY at the time of Contract Award. The following year AAF planning process will begin immediately after Contract Award such that the Contractor will submit a Draft AAF as per Block 12. Following this, the AAF submission will be in accordance with the steady-state AAF process schedule outlined in Appendix 2.					

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1. PM-004	2. Contract Transition Implementation Plan	6. J85 TA	10. R/ASR	12. BID	14. CA, PA, TA
4. DID PM-004	5. Annex A, Paragraph 2.1.1.2	7.	8. APP 9.	11. N/A	13. See block 16. 15.
16. Initial delivery to be made with Bid. Revision based on Canada feedback as part of the Kick-off Meeting must be submitted 14 days after meeting. Subsequent revisions as required.					

1. PM-005	2. Contract Close-Out Plan	6. J85 TA	10. R/ASR	12. 24 MACA	14. CA, PA, TA
4. DID PM-005	5. Annex A, Paragraph 2.2.1.1	7.	8. APP 9.	11. N/A	13. N/A 15.
16. N/A.					

1. PM-006	2. Change Order	6. J85 PA	10. R/ASR	12. ASREQ	14. CA, PA, TA
4. DID PM-006	5. Annex A, Paragraph 3.4.1.3	7.	8. APP 9.	11. N/A	13. ASREQ 15.
16. Change Orders will only be submitted if changes to the Inputs to the AAF require a change to the level of effort and associated funding. The Change Order process is defined in Appendix 2.					

Annex A, Appendix 4 – J85 PGS Contract Data Requirements List & Data Item Descriptions (CDRLs & DIDs)

1. AW-001	2. Airworthiness Management Plan	6. DTAES 4	10. See Block 16	12. See Block 16.	14. CA, PA, TA, TAA
4. DID AW-001	5. Annex A, Paragraph. 2.1.5.5	7. 8. APP 9.	11. N/A	13. ASREQ	15.
16. Initial delivery of the Airworthiness Management Plan no later than 2 weeks after initial engagement with TAA staff (refer to Annex B Section 2, paragraph 2.1.5.5).					

1. AW-002	2. DND Airworthiness Supplement	6. DTAES 4	10. See Block 16	12. See Block 16	14. CA, PA, TA, TAA
4. DID AW-002	5. Annex A, Paragraph. 2.1.5.2.b.	7. 8. APP 9.	11. N/A	13. ASREQ	15.
16. The Contractor must submit the DND Airworthiness Supplement (DAS) no later than 6 months prior to FOC. The DAS is required only if the airworthiness implementation is in accordance with Annex A, para 2.1.5.2.b.					

1. AW-003	2. Engineering Process Manual	6. DTAES 4	10. R/ASR	12. See Block 16.	14. CA, PA, TA, TAA
4. DID AW-003	5. Annex A, Paragraph 2.1.5.2.a. and c. & 4.4.1	7. 8. APP 9.	11. N/A	13. ASREQ	15.
16. If Contractor intends to implement Airworthiness in accordance with Annex A, Para 2.1.5.2.a or c., the Engineering Process Manual currently in use by the Contractor is required with the BID. Only manuals approved by a recognized regulatory organization will be accepted. The Engineering Process Manual, or any amendments required for full accreditation, must be submitted no later than 6 months prior to FOC.					

1. AW-004	2. Maintenance Process Manual	6. DTAES 4	10. R/ASR	12. See Block 16	14. CA, PA, TA, TAA
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Annex A, Appendix 4 – J85 PGS Contract Data Requirements List & Data Item Descriptions (CDRLs & DIDs)

4. DID AW-004	5. Annex A, Paragraph 2.1.5.2.a. and c. & 5.4.1	7.	8. APP	9.	11. N/A	13. ASREQ	15.
16. If Contractor intends to implement Airworthiness in accordance with Annex A, Para 2.1.5.2.a or c., the Maintenance Process Manual currently in use by the Contractor is required with the BID. Only manuals approved by a recognized regulatory organization will be accepted. The Maintenance Process Manual, or any amendments required for full accreditation, must be submitted no later than 6 months prior to FOC.							

1. AW-005	2. Material Support Process Manual		6. DTAES 4	10. R/ASR	12. See block 16.	14. CA, PA, TA, TAA
4. DID AW-005	5. Annex A, Paragraph. 2.1.5.2.a. and c. & 6.4.2	7.	8. APP	9.	11. N/A	13. ASREQ
15.						
16. If Contractor intends to implement Airworthiness in accordance with Annex A, Para 2.1.5.2.a or c., the Materiel Support Process Manual currently in use by the Contractor is required with the BID. Only manuals approved by a recognized regulatory organization will be accepted. The Materiel Support Process Manual, or any amendments required for full accreditation, must be submitted no later than 6 months prior to FOC.						

4.5.3 Engineering Support Deliverables

1. ES-001	2. Engineering Reports		6. J85 TA		10. ASGEN	12. ASREQ	14. CA, PA, TA
4. DID ES-001	5. Annex A, Paragraph. 4.5.2.5	7.	8. ACC	9.	11. N/A	13. ASREQ	15.
16. N/A.							

Solicitation No. - N° de l'invitation
W8485-22SA02/A
Client Ref. No. - N° de réf. du client
W8485-22SA02

Amd. No. - N° de la modif.
237bb
File No. - N° du dossier
237bbW8485-22SA02

Buyer ID - Id de l'acheteur
237bb
CCC No./N° CCC - FMS No./N° VME

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1. ES-002	2. Design Change Technical Data Package	6. J85 TA	10. ASGEN	12. ASREQ	14. CA, PA, TA
4. DID ES-002	5. Annex A, Paragraph. 4.5.3.3	7.	8. See Block 16	9.	11. N/A
				13. ASREQ	15.
16. Approval or acceptance requirement for Design Change Technical Data Package will vary depending on the Contractor's scope and depth of airworthiness authorization as specified in Appendix 7.					
1. ES-003	2. Record of Airworthiness Risk Management	6. J85 TA	10. R/ASR	12. ASREQ	14. CA, PA, TA
4. DID ES-003	5. Annex A, Paragraph. 4.5.3.2.d.vi	7.	8. APP	9.	11. N/A
				13. ASREQ	15.
16. N/A.					
1. ES-004	2. Inputs to the Annual Airworthiness Report	6. J85 TA	10. ANNLY	12. 1 Oct 2017	14. CA, PA, TA
4. DID ES-004	5. Annex A, Paragraph. 4.5.3.2.d.viii	7.	8. APP	9.	11. See Block 16
				13. ANNLY	15.
16. The Annual Airworthiness Report covers the period of 1 Oct to 30 Sep of the year. Inputs to the Annual Airworthiness Report will be required annually in time to be incorporated with the Fleet AAR by the WSM. The Contractor must submit draft Inputs to Annual Airworthiness Report by 15 Sep, with the final version by 1 Oct of each year.					

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1. ES-005	2. Maintainability and Reliability Report (J85)	6. J85 TA	10. QRTLY	12. See Block 16	14. CA, PA, TA
4. DID ES-005	5. Annex A, Paragraph 4.5.3.2.d.ix	7. 8. ACC	9. 11. N/A	13. See Block 16	15.
16. First submission date to be negotiated, but no later than 6 MACA. Subsequent: 1 April, 1 July, 1 October, 1 January.					

4.5.4 Technical Data and Publications Management Deliverables

1. TD-001	2. Engineering Drawings	6. J85 TA	10. ASREQ	12. ASREQ	14. CA, PA, TA
4. DID TD-001	5. Annex A, Paragraph 8.2.4	7. 8. ACC	9. 11. N/A	13. ASREQ	15.
16. N/A.					

4.5.5 Materiel Support Deliverable

1. MAT-001	2. Repair and Overhaul Report	6. J85 PA	10. MTHLY	12. 1 MACA	14. CA, PA
4. DID MAT-001	5. Annex A, Paragraph 6.11.2.1	7. 8. I	9. 11. Last day of month	13. With Invoice	15.
16. To be generated with each monthly invoice.					

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1. MAT-002	2. Contractor Held Inventory Report	6. J85 PA	10. ANNLY	12. 10 Apr 2017	14. CA, PA
4. DID MAT-002	5. Annex A, Paragraph 6.11.2.2	8. I	9. 11. 31 Mar	13. ANNLY	15.
16. First submission due 10 Apr 2017 for the period covering until 31 Mar 2017.					

1. MAT-003	2. Disposal Plan	6. J85 PA	10. ASREQ	12. 12 MACA	14. CA, PA, TA
4. DID MAT-003	5. Annex A, Paragraph 6.11.2.3	8. APP	9. 11. N/A	13. R/ASR	15.
16. N/A.					

1. MAT-004	2. Monthly Data Report	6. J85 PA	10. MTHLY	12. 1 MACA	14. CA, PA
4. DID MAT-004	5. Annex A, Paragraph 6.11.2.4	8. I	9. 11. Last day of month	13. With Invoice	15.
16. The Monthly Data Report will be provided with each monthly Invoice.					

Annex A, Appendix 4 – J85 PGS Contract Data Requirements List & Data Item Descriptions (CDRLs & DIDs)

1. PF-001	2. Performance Report - SHI	6. J85 TA	10. MTHLY	12. See Block 16.	14. CA, PA, TA
4. DID PF-001	5. Annex D, Paragraph 1.7.3 and Section 3.	8. I	9.	11. Last day of the month	13. MTHLY Exc block 16
16. First report to be issued 2 working days after the end of the performance period following IOC and every month thereafter. For SHIs where the frequency is specified as “real-time”, the SHI must be kept up-to-date at all times during working hours, with a maximum lag of 1-hr between the actual change and update of the indicator. For reporting periods the SHI’s will be reported on a monthly basis except for SHI’s 4 & 6 which will be on a semi-annual basis and SHI 3 will be reported Quarterly.					
1. PF-002	2. Performance Report – KPI-1 and KPI-2	6. J85 TA	10. MTHLY	12. See Block 16.	14. CA, PA, TA
4. DID PF-002	5. Annex D, Paragraph 1.7.2 and Section 2	8. I	9.	11. See Block 16.	13. S/ANNLY
16. The Contractor must report on their KPI-1 and KPI-2 performance within five business days of the end of each month following IOC. The first report covering a Performance Period is to be issued five business days after the end of the first full performance period following IOC and every 6 months thereafter.					
1. PF-003	2. Performance Report – KPI-3, KPI4 and KPI-5	6. J85 TA	10. See Block 16.	12. See Block 16.	14. CA, PA, TA
4. DID PF-003	5. Annex D, Paragraph 1.7.2 and Section 2	8. See Block 16.	9.	11. See Block 16.	13. See Block 16.
16. The Performance Period is annually. The Contractor will generate or update the metrics within ten business days of the end of the annual Performance Period that follows IOC and then ten business days of the end of every FY thereafter. In terms of the Review Periods the Contractor must report on their performance as follows:					
<ul style="list-style-type: none"> a. KPI-3 and KPI-4: the Review Periods are monthly. The Contractor must generate the metric within ten business days of the end of the quarter following IOC and then every quarter thereafter. The Contractor has an additional 10 days after receiving monthly KPI-4 to dispute any discrepancies. b. KPI-5: the Review Periods are semi-annually. The Contractor must generate the metric within ten business days of the end of the semi-annual FY following IOC and then every six months thereafter. 					

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Client Ref. No. - N° de réf. du client W8485-22SA02	File No. - N° du dossier 237bbW8485-22SA02	CCC No./N° CCC - FMS No./N° VME

Annex A, Appendix 4 – J85 PGS Contract Data Requirements List & Data Item Descriptions (CDRLs & DIDs)

4.6 Contract Deliverable Requirement List

1. Title Program Handbook	2. Identification Number PM-001
3. Description/Purpose The Program Handbook (PHbk) describes the Contractor's service delivery strategy across all lines of service. The Program Handbook is meant as a steady-state in-service guidebook to inform Canada personnel, and is divided into the following parts: Program Management, Engineering Support Services, Maintenance Support Services, Material Support Services, Training Support Services, Publications and Technical Data Management Support Services, Information Management Support Services, and Resources.	4. Delivery Date See CDRL
	5. Office of Primary Responsibility DAEPM(FT) 2-3-4
	6. Office of Collateral Responsibility PSPC (CA)
7. Application/Interrelationship Annex A, Sections 3, 4, 5, 6, 7, 9, and 10.	8. DND Reply Date See CDRL
	9. References
10. Preparation Instructions General Instructions 10.1 The Program Handbook must be in Contractor format. 10.2 An "abbreviated" version will be required at the time of bid submission. The specific PHbk requirements that need to be addressed in the abbreviated version are clearly identified with the term (ABB.) adjunct to the requirements below. 10.3 The Contractor must include additional information as required in addition to the specific information required below if it is deemed that it will aid in understanding the Contractor's service delivery strategy. Program Management 10.4 The Contractor must describe its approach to managing the programmatic aspects of the Work, including: a. (ABB.) The Contractor must describe how it will oversee the Work, including: i. Describe the Contractor's management structure in support of the Work with a clear outline of individuals' roles, responsibilities and accountabilities as it relates to the support services outlined in the PWS. ii. Provide the following:	

	<ol style="list-style-type: none"> 1. High level Organizational Chart illustrated down to the individual work stream management level. 2. Responsibility Matrix. 3. Contractor Program Manager Qualifications, responsibilities and authorities.
iii.	Define how the Contractor will interface and integrate with the Governance framework (defined in Section 1). Specifically, identify the individuals assigned to each Governance body.
b.	(ABB.) Communication and interaction with Canada: <ol style="list-style-type: none"> i. Describe the Contractor's mechanism to identify Decisions of Significance when they arise and to interface with DND to seek resolution of a Decision of Significance as defined in Appendix 7. ii. Describe how the Contractor will interface with the TA during day-to-day execution of the Work. iii. Describe how the Contractor will interface with field personnel at 1st line for technical advice and at 2nd line for management of shop outputs. iv. Delivery of reports and data.
c.	(ABB.) Outline the process for implementation of the Performance Management framework requirements and how it will be integrated into the Program Management function as defined in Annex D.
d.	(ABB.) Provide a list of subcontractors and define how subcontractor outputs will fit in with the Performance Management framework and in support of the PWS requirements.
e.	Outline the AAF and LTAF development process including planning, execution and change control.
f.	Describe the administrative procedure to receive, track and execute AWRs from Canada, or staff and submit AWRs to Canada.
g.	Description of the Contractor's Quality Management program and how it complies with the requirements of the DND Airworthiness Program and Part 7 – Resulting Contract Clauses. Documents referenced, if not widely available, must be made available on request by Canada.
h.	Outline the program Risk Management process including risk identification, assessment, mitigation, tracking and reporting, as well as the associated roles and responsibilities. This does not include technical or operational airworthiness risk.
Engineering Support Services	
10.5	The Contractor must describe its approach to executing the Engineering Support Services specified in the PWS, including: <ol style="list-style-type: none"> a. (ABB.) Describe the Contractor's Engineering Support Services organizational structure. Describe the responsibility and authority of each organizational unit, the role of subcontractors, and identify key positions or individuals and their roles and responsibilities in the execution of Engineering Support Services. b. For each Engineering Support stream (Technical Investigations and Engineering Support, Continuing Airworthiness and Technical Support), the Contractor must describe: <ol style="list-style-type: none"> i. (ABB.) The overall concept of support. ii. The resources allocated to each stream. This description shall include an overview of personnel resources in terms of discipline, specialty, skill level, and location, as well as material resources such as specialized software available to the Contractor in the performance of the work. c. (ABB.) Specifically in relation to Technical Investigations and Engineering Support, the Contractor must describe its capabilities to support a wide range of technical investigations,

	engineering studies, flights safety investigations, including reaching out to the OEM or other Contractors for specialist support.
d.	Specifically in relation to Continuing Airworthiness, the Contractor must describe its approach with respect to: <ul style="list-style-type: none"> i. (ABB.) Managing the maintenance program in order to ensure its in-service effectiveness, including addressing obsolescence issues and supportability; ii. (ABB.) Conducting design change certification activities in support of modifications, alterations, changes in the maintenance program (schedule), alternate parts, new repair schemes and non-standard repairs; iii. Configuration management in accordance the accepted CT114 CMP; iv. In-service product usage monitoring of all relevant sources of information and follow-on actions; v. Conducting ancillary activities (such as ILS and LSA) required in support of airworthiness functions such as Technical Airworthiness Clearance; and vi. Interfacing with Canada for approvals outside of the Contractor's scope of authority.
10.6	Overview of how verification and validation of the engineering programs, engineering products and services will be managed and performed.
10.7	(ABB.) Overview of the engineering decision making-process, its airworthiness effect, tracking system and documentation.
10.8	The Contractor must describe how the engineering support work performed under this contract will be carried out in compliance with the Canada-approved EPM.
Maintenance Support Services	
10.9	The Contractor must describe its approach to executing the Maintenance Support Services specified in the PWS, including: <ul style="list-style-type: none"> a. (ABB.) Describe the Contractor's Maintenance Support Services organizational structure. Describe the responsibility and authority of each organizational unit, the role of subcontractors, and identify key positions or individuals and their roles and responsibilities in the execution of Maintenance Support Services. b. For each Level of Maintenance (First, Second and Third), in accordance with the requirements set-out in the PWS, the Contractor must describe: <ul style="list-style-type: none"> i. (ABB.) The overall concept of support. ii. The resources allocated to each stream. This description shall include an overview of personnel resources in terms of discipline, specialty, skill level, and location, as well as material resources such as specialized software available to the Contractor in the performance of the work. c. Existing maintenance procedures and processes, including maintenance documentation, inspection and repair scheduling, materiel support forecasting/planning, coordination, activity time reporting process, and facility requirements planning; d. Procedures for control of tools and maintenance support equipment; e. Tool calibration procedures and standards; f. Procedures for increasing manpower loading to ensure PG system availability; g. External maintenance support relationships with sub-Contractors; h. Contractor quality assurance methodology; i. Production planning and verification methodology;

- j. A description of how the process manual will address PG maintenance service requirements, inspection, maintenance, acceptance and departure;
- k. A description of how the MRPs will be structured and provided.
- l. The Contractor must describe how the maintenance support work performed under this contract will be carried out in compliance with the Canada-approved MPM.

Material Support Services

10.10 The Contractor must describe its approach to executing the Material Support services specified in the PWS, including:

- a. **(ABB.)** Describe the Contractor's organization, roles, responsibilities, resources and key personnel (including warehouse manager and personnel conducting life cycle and supply management activities) allocated to Material Support Services and the structure (with an organizational chart) identifying the authority and responsibility of each organizational unit and the role of each subcontractor.
- b. Provide a list of Contractor personnel authorized to open DRMIS work orders.
- c. **(ABB.)** For each activity under Material Support Services, the Contractor must describe the overall concept of support.
- d. Identify compliant processes and procedures for the following activities for DND-owned materiel:
 - i. Procurement;
 - ii. Materiel Management Compliance;
 - iii. Mission Sparing Support (PUK)
 - iv. Inventory Controls;
 - v. Inventory Location(s) and Distribution;
 - vi. Goods receipt and issuance of spares;
 - vii. Repair and Overhaul (R&O) DRMIS procedures;
 - viii. DRMIS Work Order Controls;
 - ix. Cataloguing and Stocktaking;
 - x. Quality Assurance;
 - xi. Obsolescence Management;
 - xii. Disposal;
 - xiii. Supply Documentation;
 - xiv. Materiel Support Coordination;
 - xv. Materiel Airworthiness Assurance;
 - xvi. Hazardous Materiel;
 - xvii. Warehousing;
 - xviii. Materiel Inspection, Packaging, Handling and Preservation;
 - xix. Shipping;
 - xx. Customs;
 - xxi. Procurement or Manufacture of re-usable shipping containers and stands;
 - xxii. External materiel support relationships with Sub-Contractors;
 - xxiii. Controlled Goods Management; and
 - xxiv. Managing PG parts Warranty Program.

- e. In conjunction with the requirements above, the Contractor must also elaborate on the following:
 - i. **(ABB.)** The Customer Supply Window and materiel support Customer Services provided by the Contractor (i.e. during normal RCAF working hours and after-hours support).
 - ii. The provision of traceability and security of Canada-owned parts and equipment;
 - iii. Procedures related to Handover Points, Ownership and Custody;
 - iv. The process used for spares forecasting;
 - v. The processes related to PUKs:
 - 1. Deployment PUK request process;
 - 2. Standing PUK sizing methodology and sustainment process;
 - 3. Deployment PUK sizing methodology and sustainment process;
 - 4. Deployment PUK return process; and
 - 5. Process to request shipment of re-supply items to the Port of Embarkation.
 - vi. The stocktaking plan in accordance with A-LM-184-001/JS-001;
 - vii. The plan for obsolescence management , from a materiel perspective, including the following:
 - 1. a description of the processes that the Contractor will use to identify/forecast and track obsolescence on the PG equipment/systems; and
 - 2. the process that will be followed for the replacement of obsolete and unsupportable components.
- f. The Contractor must describe its procurement process. As a minimum this section must include:
 - i. **(ABB.)** The procurement strategies used to support the PWS;
 - ii. The procurement responsibilities within the Contractor's team/sub-Contractors;
 - iii. The processes used to ensure that procurements are conducted in a transparent and competitive manner;
 - iv. How the procurement processes are obligated upon sub-Contractors;
 - v. Under what circumstances and how the Contractor, or sub-Contractors will use procurement processes that, while not competitive in nature, provide best value for Canada;
- g. A description of how incentives, penalties and performance measure will be flowed down to sub-Contractors and vendors.

Training Support Services

- 10.11 The Contractor must describe its approach to executing the Training Support Services specified in the PWS, including:
 - a. **(ABB.)** Describe the Contractor's Training Support Services organizational structure. Describe the responsibility and authority of each organizational unit, the role of subcontractors, and identify key positions or individuals and their roles and responsibilities in the execution of Training Support Services.

- b. **(ABB.)** For each Training Support stream (training on equipment, tools, IM/IT systems introduced or maintained by the Contractor, assistance to technical training, 1st line technical proficiency, and 2nd line technical proficiency) the Contractor must describe:
 - i. The overall concept of support and an outline of the proposed methods/tools/initiatives envisioned to support the PWS requirements and how they will be tracked and reported.

Publications and Technical Data Management Support Services

10.12 The Contractor must describe its approach to executing the Publications and Technical Data Management services specified in the PWS, including:

- a. **(ABB.)** Describe the Contractor's Publications and Technical Data Management Support Services organizational structure. Describe the responsibility and authority of each organizational unit, the role of subcontractors, and identify key positions or individuals and their roles and responsibilities in the execution of Publications and Technical Data Management Support Services.
- b. **(ABB.)** For both Publications and Technical Data management the Contractor must describe:
 - i. The overall concept of support and an outline of the proposed methods/tools/initiatives envisioned to support the PWS requirements and how they will be tracked and reported.
- c. The Contractor must include a Technical Data Management Plan (TDMP) within the Program Handbook. The TDMP will include:
 - i. The TDMP Purpose, Scope and Objectives;
 - ii. The TDMP related policies and procedures;
 - iii. The definition of technical data elements, including those required to support the end product, and including both hardware and software items;
 - iv. Data Requirements Identification. A description of the procedures used to identify the technical data requirements of various company design and support organizations;
 - v. Management of technical data by Subcontractors. The TDMP must describe how Subcontractor's technical data will be managed and integrated into the Contractor's Technical Data Package;
 - vi. The engineering drawing standards or practices utilized, including information regarding technical data formats, version/revision control, authority levels defined for changes acceptance and release;
 - vii. Technical data lifecycle methodologies, including, but not limited to, control, maintenance, protection/security, storage, and repositories for technical documents and data;
 - viii. Identification of Technical Data users;
 - ix. Engineering Data Release Notice, its scope and limitations; and
 - x. Reference documents.
- d. The Contractor must provide an overview of the resources, in place or planned, to execute the Publications Management and Publishing Services required by the PWS. More specifically, the Contractor must elaborate on how the Contractor will fulfill its mandate towards publications in accordance with the requirements stated in para 8.3of the PWS.
- e. Additionally, the Contractor must summarize the internal workflow to conduct end-to-end publication management within its scope with minimal requirement for back-and-forth with Canada:

- i. Receiving and processing publication change requests, publication discrepancy reports and unsatisfactory condition reports affecting publications;
- ii. Evaluating the requirement for change in accordance with the Engineering Support Services requirements;
- iii. Preparing the technical data package to support a publication change;
- iv. Approving the technical data package to support a publication change in compliance with Appendix 7;
- v. Approve the publication change;
- vi. Make the changes;
- vii. Translate the changes as required;
- viii. Conduct of Quality Assurance, Quality Control, Validation, and Translation Accuracy Checks;
- ix. Approve the validation;
- x. Distribute the source code, soft copy, or hard copy of the updated publication in accordance with the format and distribution model for the publication (i.e. IETM: XML and soft copy, soft copy only; or hard copy format).

Information Management (IM) Support Services

- 10.13 The Contractor must describe its approach to executing the Information Management Support Services specified in the PWS, including:
- a. **(ABB.)** Describe the Contractor's IM Support Services organizational structure. Describe the responsibility and authority of each organizational unit, the role of subcontractors, and identify key positions or individuals and their roles and responsibilities in the execution of IM/IT Support Services.
 - b. For each IM Support stream (EIES, Canada-provided IT systems), the Contractor must describe:
 - i. **(ABB.)** The overall concept of support.
 - ii. The resources allocated to each stream. This description shall include an overview of personnel resources in terms of discipline, specialty, skill level, and location.
 - c. **(ABB.)** Describe the Electronic Information Exchange System solution and associated concept of support.
 - d. Elaborate on the following practices:
 - i. IM/IT tool and application development and maintenance;
 - ii. Proposal and delivery of system enhancements;
 - iii. Maintenance of data integrity;
 - iv. Data collection and delivery;
 - v. Process and data flow diagrams;
 - vi. Technical information training;
 - vii. Disaster Recovery;
 - viii. End user support; and
 - ix. Document and records management.
 - e. The Contractor must describe how it will comply with the IM regulatory requirements specified in the PWS.

Resources

- 10.14 The Contractor must describe how it will provide Resource support and how it will utilize the Canada-provided facilities as described in Section 10:
- a. For the Personnel Resources specified in Annex A, Para 10.2.1.3 , the Contractor must describe:

- | | | |
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| | i. | (ABB.) The qualification and experience level of the individuals, as well as their assigned roles, responsibilities, authorities, and place of work. |
| | ii. | (ABB.) The reporting structure and management framework for each resource. |
| | iii. | How the Contractor will comply with the applicable regulations and policies called for in Section 10 in the management of the Resources. |
| b. | | (ABB.) The contractor must describe how it will utilize the facilities provided by Canada. This description will include at minimum the number of Contractor personnel located at each Canada-provided facility and any equipment the Contractor will place in Canada facilities. |

1. Title Long-Term Activity Forecast	2. Identification Number PM-002
3. Description/Purpose The Long-Term Activity Forecast (LTAF) is an important document for long term planning purposes. This document provides a long-term PG support the current CT114 ELE, and possibly beyond. The plan is updated by the Contractor on an annual basis to reflect Canada's changing requirements.	4. Delivery Date See CDRL
	5. Office of Primary Responsibility DAEPM (FT) 2-3-4
	6. Office of Collateral Responsibility PSPC CA
7. Application/Interrelationship Annex A, PWS Paragraph 3.4.2.	8. DND Reply Date See CDRL
	9. References
10. Preparation Instruction 10.1 The LTAF must be prepared in Contractor format. 10.2 Canada will provide on an annual basis the input required for the Long-Term Activity Forecast (LTAF). The inputs provided are listed in Annex A, paragraph 3.4.2.1. 10.3 The LTAF will provide the long-term forecast for achieving the PGS Outcomes through to the current ELE, and will focus on providing an estimate of the required sustainment services for the upcoming 5-year period. 10.4 The LTAF must be reflective of both the system requirements and the support environment and must address and make recommendations on potential challenges associated with the following areas, as a minimum: <ul style="list-style-type: none"> a. PG systems usage spectrum; b. Fleet size and asset withdrawal from service; c. Performance Metrics and Targets effectiveness, challenges and levels; d. Current and predicted reliability with opportunities for improvement; e. Obsolescence; f. CIS Inventory and sparing levels for FLMA's and FLRU's; g. Materiel support ; h. Impacts from non-PGS CT114 support services; i. Regulatory environment changes (e.g. airworthiness); j. Significant modification programs; k. Changes to Scope of Services, and mix of Activities in terms of Type and Level of Effort; l. Business Cases to support investments by Canada (Category B in accordance with Annex D); and 	

m. Financial Forecast.

10.5 The LTAF must be consistent with the Program Handbook, as well as applicable Airworthiness Process Manuals.

1. Title Annual Activity Forecast	2. Identification Number PM-003
3. Description/Purpose The AAF is the Contractor's forecast of the financial allocation that will be required to meet the contracted Outcomes for the upcoming FY.	4. Delivery Date See CDRL
	5. Office of Primary Responsibility DAEPM(FT) 2-3-4
	6. Office of Collateral Responsibility PSPC (CA)
7. Application/Interrelationship Annex A, PWS Paragraph 3.4.1.	8. DND Reply Date See CDRL
	9. References N/A
10. Preparation Instructions 10.1 The AAF must be prepared and submitted in Contractor format. The format must be acceptable to the TA. 10.2 The AAF process is defined in Annex A, Appendix 2. 10.3 Canada will provide the input required for the Annual Activity Forecast (AAF) on an annual basis in accordance with Annex A, paragraph 3.4.2.1. 10.4 The Period covered by the AAF must be the upcoming FY. 10.5 The AAF must provide a reliable forecast of the funding that will be required by the Contractor in order to deliver the goods and services as described in the PWS, and in order to meet the Contracted Outcomes. The Contractor must also explain how and why the AAF differs from the forecast that had been included in the prior Long Term Activity Forecast for the same period. 10.6 The AAF structure is at the Contractor's discretion but must include, as a minimum: <ul style="list-style-type: none"> a. Executive Summary; b. Introduction; c. Period of the AAF and date of the draft; d. Overview of the Contracted services with an emphasis on upcoming issues, opportunities and challenges that could have a fiscal impact; e. Canada's AAF input; f. Assumptions; g. Program Risk; 	

- h. Schedule of Work;
- i. Demand Forecast in terms of numbers of FLMAs and FLRUs;
- j. Work scope forecast for the FLMAs and FLRUs in terms of the probable scope of work and the associated labour and material price;
- k. What-If scenarios based on options that have been identified in Canada's AAF input. The What-If scenarios to include possible alternatives Canada may need to consider;
- l. The forecast M\$/EFH for the period with an explanation of any variance;
- m. Record of revisions and changes based on discussions and negotiations with Canada after release of the draft and prior to release of the final AAF; and
- n. For Task Based services, for each Tasking:
 - i. Objective, Description and Deliverables. A restatement of Canada's requirement;
 - ii. Schedule;
 - iii. Quantity and type of resources (CLINs) and required expenses (including Travel and Living); and
 - iv. Price.

10.7 A monthly Fiscal Year cash-flow estimate must be provided.

1. Title Contract Transition Implementation Plan	2. Identification Number PM-004
3. Description/Purpose The Contract Transition Implementation Plan (CTIP) documents how work requirements will be introduced during the period from contract start until steady-state is achieved. The purpose of the CTIP is to demonstrate to DND that the Contractor has the necessary resources and capacity to meet BOC, IOC and FOC milestones as defined in Section 2 of Annex A.	4. Delivery Date See CDRL
	5. Office of Primary Responsibility DAEPM(FT) 2-3-4
	6. Office of Collateral Responsibility PSPC (CA)
7. Application/Interrelationship Annex A, Paragraph 2.1.1.	8. DND Reply Date See CDRL
	9. References
10. Preparation Instructions 10.1 The CTIP must be provided in Contractor format. 10.2 The CTIP must detail and describe how the Contractor plans to address all of the activities required to move from Contract Start to Basic Operational Capacity, Initial Operational Capacity and to Full Operational Capacity. The plan must demonstrate that the Contractor will be capable of performing all work described in the PWS within the timelines specified in Annex A, Section 2. 10.3 The plan must provide a schedule for all transition activities including all elements of the Readiness Review Process (RRP) and transition milestones. 10.4 The CTIP must make provision for Readiness Review Meetings (RRM). The purpose of these meetings is for the Contractor to present its progress against the CTIP milestones and discuss issues with Contract stakeholders. 10.5 The Contractor must develop BOC, IOC and FOC progress checklists compliant with PWS Section 2 Table 1 requirements for evaluation by the TA as part of the RRP. 10.6 Content 10.7 The CTIP must include the processes, activities and tasks planned by the Contractor in order to: <ul style="list-style-type: none"> a. Establish the program management, engineering, maintenance, materiel, training, technical data and publications, information management support services capabilities, including identifying and acquiring additional/specialized: <ul style="list-style-type: none"> i. Personnel; ii. Training; 	

	<ul style="list-style-type: none"> iii. Equipment; iv. Facilities; and v. Resources.
	<ul style="list-style-type: none"> b. Meet the transition milestones listed in Section 2, Table 1 of the PWS for all PWS activities; and c. Revise Canada-approved deliverables and process manuals as a result of review by Canada.
10.8	Additional CTIP requirements.
10.9	The Contractor must describe how it will transition the following critical support services areas:
10.10	<u>Activity and Service Coordination</u> <ul style="list-style-type: none"> a. The Annual Activity Forecast process will begin shortly after Contract Start, requiring the Contractor to deliver a draft AAF in accordance with the timeline specified in CDRL PM-003. Consequently, the CTIP must describe how the Contractor plans on proceeding with preparing the first draft AAF. b. The AAF exists in the context of the Long Term Activity Forecast (LTAF). Consequently, the CTIP must describe how the Contractor will proceed with preparing the first LTAF and how it will provide context for the draft AAF.
10.11	<u>Performance Management</u> <ul style="list-style-type: none"> a. The Contractor must detail how it will phase-in the Performance Management framework in accordance with Annex D.
10.12	<u>Sub-Contract Management</u> <ul style="list-style-type: none"> a. At contract award there will be a number of sub-contracts supporting PG systems components that Canada will continue to manage until Contract expiry. At that time, the Contractor will assume responsibility for these components. Within the CTIP, the Contractor will describe and detail its procedures and processes for integrating the responsibility for these components into its overall sub-Contracting management structure.
10.13	<u>Airworthiness Implementation</u> <ul style="list-style-type: none"> a. The Airworthiness Implementation section of this CTIP must describe the Contractor's current scope of Airworthiness Accreditation (if any) as an Accredited Technical Organization, Accredited Maintenance Organization and Accredited Materiel Support Organization. The Contractor must also indicate under which regulatory agency it is accredited. b. The CTIP must detail the Contractor's proposed course of action for Airworthiness Acceptance by the TAA, including identifying the requirement and estimated timeline for development, amendment, and submission of any existing or new process manuals. c. The CTIP must include the schedule for submission of the Airworthiness Management Plan (DID AW-001). The schedule must account for achievement of Provisional Airworthiness Accreditations in accordance with the Transition timelines requirements (Annex A, Section 2, Table 1), as well as DTAES's requirements for a full set of process manuals six months prior to the required full accreditation date.
10.14	<u>Government Furnished Equipment (GFE), Contract Issue Spares (CIS) and Government Furnished Overhaul Spares (GFOS)</u> <ul style="list-style-type: none"> a. The CTIP must identify what GFE is required, when it is required, and a plan for renting/leasing the required equipment until such time as the required GFE becomes available. b. The Contractor must indicate how it will identify, receive and integrate GFE/CIS and GFOS into the PGS program.

10.15 IM/IT Transition

- a. The Contractor must explain how the Canada-provided, Contractor-supported IM/IT systems (software and hardware) will be transitioned from the incumbent without impacting 1st Line CT114 operations, and with minimal impact to 2nd line maintenance. The Contractor must account for batch entry of data that may have been accumulated during any IM/IT server downtime caused by the transition. The CTIP must include an IM/IT Transition schedule.
- b. The Contractor must explain how it will implement new IM/IT systems such as the EIES.

10.16 Schedule and Budget

- a. The CTIP must include a schedule and an estimate of the costs associated with the Materiel Transition activities defined in Annex A, Para 2.1.6.1. Schedules are to be submitted in both hard-copy and electronically.

1. Title Contract Close-out Plan	2. Identification Number PM-005
3. Description/Purpose The Contract Close-out Plan (CCoP), is to identify/address tasks to be undertaken in the event of Contract completion/termination.	4. Delivery Date See CDRL
	5. Office of Primary Responsibility DAEPM(FT) 2-3-4
	6. Office of Collateral Responsibility
7. Application/Interrelationship Annex A, Paragraph PM-005.	8. DND Reply Date See CDRL
	9. References N/A
10. Preparation Instructions 10.1 The CCoP must be prepared in Contractor format and must include all applicable Contract close-out activities including, but is not limited to: <ul style="list-style-type: none"> a. A schedule of close-out events; b. Phase-out work associated with the contract; c. Phase-out of sub-contracting arrangements; d. Transfer of all Canada-owned assets, including all materiel (i.e. inventory of Canada-owned assets with the values, quantities, weights, cubic size, condition, packaging costs and locations); e. Transfer of any software and software licenses procured for work under this contract to DND; f. Providing information on how Canada could purchase Contractor-owned PG spares held in third line inventory; g. Return of technical publications; h. Transfer to Canada of all Crown-owned data, including but not limited to: <ul style="list-style-type: none"> i. configuration management data; ii. engineering data; iii. maintenance data; and iv. logistics support data; i. The transfer of any work in progress, such as outstanding purchase orders, work orders and R&O work; j. Plans for dealing with hazardous material (HAZMAT) and safety related issues; k. A disposition/disposal plan in the form of a draft instruction for all Canada-owned materiel, equipment and information inventory; l. Plans for the return of all background information provided by Canada; and 	

- m. Estimated costs and Contractor labour hours that will affect the closeout plans are also to be provided in the CCoP.

1. Title Change Order	2. Identification Number PM-006
3. Description/Purpose Change Orders exist to account for in-year changes to the Inputs to the AAF parameters initially provided by Canada to initiate the AAF process, and which could result in financial impacts against the previously allocated funds.	4. Delivery Date See CDRL
	5. Office of Primary Responsibility DAEPM(FT) 2-3-4
	6. Office of Collateral Responsibility DAP 5-2-3 PSPC (CA)
7. Application/Interrelationship Annex A, Paragraph 3.4.1.	8. DND Reply Date See CDRL
	9. References N/A
10. Preparation Instructions 10.1 The Change Order must be prepared and submitted in Contractor format. The format must be acceptable to DND and PSPC. 10.2 The Change Order process is defined in Appendix 2. 10.3 A Change Order may be requested by either Canada or the Contractor, and may be the result of either: <ul style="list-style-type: none"> a. An in-year change to the AAF planning guidance provided to the Contractor as part of the development of the current AAF (e.g. increase or reduction of the YFR, permanent change to the RCAF production capacity at Second Line, etc.); b. Extenuating circumstances outside of the Contractor's control (e.g. OEM-driven life reduction to a PG system component). 10.4 Change Orders must detail the financial impact of a change against the previously allocated funds, and must include: <ul style="list-style-type: none"> a. Proposal letter initiating the Change Order Process approval. The proposal letter must indicate: <ul style="list-style-type: none"> i. Contract number; ii. Change Order reference number; iii. Total estimated value of the change (by FY for multi-year tasks); iv. Rationale for the Change Order, with a detailed justification of how an in-year change to the Inputs to the AAF has or will impact the AAF forecast originally agreed upon with Canada and funded for the FY. The Rationale must clearly link how the change to the planning guidance requires a change to the scope of work and associated funding 	

- in order to enable the Contractor to meet the Contract Outcomes;
 - v. Risks and associated mitigating measures, and potential trade-offs that may be implemented if the Change Order is rejected by Canada;
 - vi. Terms and conditions of the Change Order; and
 - vii. Signature approval boxes for the TA and PA (and CA if the AAF value increases).
- b. Proposed schedule for implementation of the change; and
- c. Full costing associated with the Change Order, consistent with the financial information requirements of the AAF (CDRL PM-003).
- d. The Change Order must also clearly delineate potential gain sharing implications.

1. Title Airworthiness Management Plan (AMP)	2. Identification Number AW-001
3. Description/Purpose The Airworthiness Management Plan describes the airworthiness framework that, once implemented, will satisfy the TAA airworthiness acceptance requirements for the scope of airworthiness activities performed under the PWS.	4. Delivery Date See CDRL
	5. Office of Primary Responsibility DTAES 4
	6. Office of Collateral Responsibility DAEPM(FT) 2-3-4, DAP 5-2-3
7. Application/Interrelationship Annex A, Paragraph 2.1.5.	8. DND Reply Date See CDRL
	9. References C-05-005-001/AG-001 (Technical Airworthiness Manual)
10. Preparation Instructions 10.1 <u>Format.</u> The Airworthiness management Plan (AMP) must be in Contractor format. 10.2 <u>Timeline.</u> In accordance with Annex B, Section 2: <ul style="list-style-type: none"> a. Not later than one (1) week after contract start, the Contractor must apply directly to the TAA for accreditation, in accordance with TAM 1.4.2.S1; b. Initial delivery of the Airworthiness Management Plan no later than 2 weeks after initial engagement with TAA staff (refer to Annex A Section 2, paragraph 2.1.5); c. After receipt of the AMP, DND will conduct an initial Technical Airworthiness Management meeting to review: <ul style="list-style-type: none"> i. Acceptability of the AMP as a plan for obtaining formal TAA provisional accreditation/recognition; and ii. Acceptability of the AMP as an airworthiness operating plan for assuring the airworthiness of DND aeronautical products and Contractor services provided prior to formal TAA accreditation. d. Not later than two (2) weeks after the initial Technical Airworthiness Management meeting, the Contractor shall submit an updated AMP that incorporates the key decisions, agreements and direction obtained at the meeting. TAA and TA staff will approve and accept the final AMP, which functions as the basis for: <ul style="list-style-type: none"> i. Ensuring compliance with technical airworthiness requirements prior to issuing TAA provisional accreditation; ii. Preparing and submitting the Airworthiness Process Manuals or DND Airworthiness Supplement in accordance with CDRL AW-002, CDRL AW-003, CDRL AW-004 	

	and/or CDRL AW-005. The Contractor's physical location and business structure will govern how the airworthiness process manuals are arranged. The TAM does not preclude the organization from integrating all airworthiness requirements into one (1) Airworthiness Process Manual (APM);
	iii. Measuring progress toward achieving formal TAA accreditation; and
	iv. Achieving formal acceptance no later than twelve (12) months after contract award.
10.3	<u>Progress Reports.</u> Progress Reports on Technical Airworthiness Compliance must be submitted every two months until receipt of full TAA acceptance. The reports, in contractor format, must detail progress against the schedule provided in the AMP, identify problem areas and proposed solutions.
10.4	<u>Contents.</u> The AMP must include an executive summary of the proposed TAA acceptance solution, including how the contractor's existing regulatory approvals will meet some or all of the TAA accreditation and/or recognition requirements for an ATO, AMO, and AMSO.
10.5	The AMP shall identify a list and provide a brief description of all the Airworthiness Process Manual(s) that the Contractor will use or create to satisfy the TAA acceptance requirements.
10.6	For each of the following areas, the AMP shall describe how the Contractor's existing processes, control systems and regulatory approved Manuals will meet the TAM airworthiness requirements. In the event where no policy exists, the AMP shall provide a description of the proposed policy.
	a. <u>Engineering Support:</u>
	i. A description of the scope and depth of authority that the Contractor proposes to exercise relating to engineering support;
	ii. Developing and approving Non-Standard Repairs (NSR);
	iii. Accepting modification and repair data from approved OEMs for implementation;
	iv. Personnel authorization system for authorizing personnel involved in the development and approval of design changes, including:
	v. Eligibility criteria for personnel to perform and approve design changes,
	vi. A list of proposed engineering engine specialists, including their areas of specialty, who meet the TAM requirements for Design Engineer.
	vii. A description of the engineering process to be followed for managing the PG systems suite baseline configuration and resulting configuration changes;
	viii. A description of the process to be used for in-service monitoring of aeronautical products;
	ix. A description of the design data management system; and
	x. A description of the process to be used to enter into and sustain any engineering support arrangements with subcontractors.
	b. <u>Maintenance Support:</u>
	i. A description of the maintenance scope and depth of authority that the bidder proposes as related to the conduct of PG System Repair and Overhaul (R&O);
	ii. Authorization system for personnel conducting maintenance certifications;
	iii. Eligibility criteria for personnel conducting maintenance certifications such as Maintenance Release Authority (MRA) and Shop Certification Authority (SCA) as applicable;
	iv. Eligibility criteria for personnel granting authorizations to personnel conducting maintenance certifications including MRA and SCA as applicable;
	v. Eligibility criteria for personnel to perform maintenance;
	vi. A description of how the work management system the contractor uses to plan and certify maintenance within its AMO;
	vii. A description of the process for completion, correction and retention of technical

	records;
viii.	A description of the process that ensures that only approved aviation replacement parts are used including procurement, materiel control and disposal; and
ix.	A description of the process to be used to enter into and sustain any maintenance support arrangements with subcontractors.
c.	<u>Materiel Support:</u>
i.	A description of the scope and depth of authority that the Contractor proposes to exercise relating to materiel support;
ii.	A description of the material management system used by the contractor;
iii.	A description of the process for completion, correction and retention of materiel records;
iv.	A description of the process that ensures that only approved aviation replacement parts are used, including procurement processes, materiel control processes and disposal processes; and
v.	A description of the process to be used to enter into and sustain any materiel support arrangements with vendors.

1. Title DND Airworthiness Supplement (DAS)	2. Identification Number AW-002
3. Description/Purpose The DND Airworthiness Supplement is a TAA approved Airworthiness Process Manual that supplements the Contractor's existing regulatory approved process manuals.	4. Delivery Date See CDRL
	5. Office of Primary Responsibility DTAES 4
	6. Office of Collateral Responsibility DAEPM(FT) 2-3-4, DAP 5-2-3
7. Application/Interrelationship Annex A, Paragraph 2.1.5.2.	8. DND Reply Date See CDRL
	9. References C-05-005-001/AG-001 (Technical Airworthiness Manual)
10. Preparation Instructions 10.1 <u>Format</u> . The DND Airworthiness Supplement (DAS) must be in Contractor format. 10.2 <u>Timeline</u> . After contract award, the contractor must develop a DAS based on the Airworthiness framework described in the AMP (CDRL AW-001). 10.3 <u>Details</u> . The DAS must be compliant with the TAM for the scope of airworthiness activities described in the PWS to facilitate Contractor TAA recognition. 10.4 The Contractor may include the Engineering Process Manual (CDRL AW-004) and the Material Support Process Manual (CDRL AW-005) within the DAS.	

1. Title Engineering Process Manual	2. Identification Number AW-003
3. Description/Purpose The Engineering Process Manual (EPM) describes the Contractor's engineering processes and demonstrates compliance with the Technical Airworthiness Manual.	4. Delivery Date See CDRL
	5. Office of Primary Responsibility DTAES 4
	6. Office of Collateral Responsibility DAEPM(TH) 2, NDQAR, DTAES
7. Application/Interrelationship Annex A, PWS Paragraphs 2.1.5, 4.4.1. The EPM is required as part of the Contractor's undertaking to achieve TAA accreditation as an ATO. Once the EPM has been accepted by the TAA it will replace the procedural instructions contained in the Contractor's Airworthiness Management Plan (AMP).	8. DND Reply Date See CDRL
	9. References C-05-005-001/AG-001 (Technical Airworthiness Manual)
10. Preparation Instructions 10.1 <u>Format</u> . The Engineering Process Manual (EPM) must be in Contractor format. 10.2 <u>Timeline</u> . The Draft Version must be prepared and submitted within six (6) months of contact award, unless authorized otherwise by the TAA. The draft version shall describe a "steady-state" authorization control system. This is a description of how the organization will authorize its personnel to perform engineering and conduct airworthiness functions and activities after accreditation. 10.3 <u>Details</u> . The EPM must provide the information required by TAM 1.4.2.S1.3 to 1.4.2.S1.5. 10.4 While every ATO is unique, all EPMs share the requirement to cover general topics, depending upon the scope and depth of authority assigned to the organization, as found in TAM Part 1, Chapter 4, Annex A, Appendix 2 and if applicable, Annex E, Appendix 1. 10.5 The Contractor may include the EPM within the DND Airworthiness Supplement (AW-002), if applicable.	

1. Title Maintenance Process Manual	2. Identification Number AW-004
3. Description/Purpose The Maintenance Process Manual (MPM) describes the Contractor's maintenance processes and demonstrates compliance with the Technical Airworthiness Manual.	4. Delivery Date See CDRL
	5. Office of Primary Responsibility DTAES 4
	6. Office of Collateral Responsibility NDQAR, DTAES, PSPC
7. Application/Interrelationship Annex A, Paragraphs 2.1.5 and 5.4.1.	8. DND Reply Date See CDRL
	9. References C-05-005-001/AG-001 (Technical Airworthiness Manual)
10. Preparation Instructions 10.1 <u>Format</u> . The Maintenance Process Manual (MPM) must be in Contractor format. 10.2 <u>Timeline</u> . The Draft Version must be prepared and submitted within six (6) months of contact award, unless authorized otherwise by the TAA. The draft version shall describe a "steady-state" authorization control system. This is a description of how the organization will authorize its personnel to perform engineering and conduct airworthiness functions and activities after accreditation. 10.3 <u>Details</u> . The MPM must provide the information required by TAM 1.4.2.S1.3 to 1.4.2.S1.5. 10.4 While every AMO is unique, all MPMs share the requirement to cover general topics, depending upon the scope and depth of authority assigned to the organization, as found in TAM Part 1, Chapter 4, Annex C, Appendix 1.	

1. Title Materiel Support Process Manual	2. Identification Number AW-005
3. Description/Purpose The Material Support Process Manual (MSPM) describes the Contractor's materiel support processes and demonstrates compliance with the Technical Airworthiness Manual.	4. Delivery Date See CDRL
	5. Office of Primary Responsibility DTAES 4
	6. Office of Collateral Responsibility DAEPM(FT) 2-3-4-3
7. Application/Interrelationship Annex A, PWS Paragraphs 2.1.5 and 6.4.2.	8. DND Reply Date See CDRL
	9. References C-05-005-001/AG-001 (Technical Airworthiness Manual)
10. Preparation Instructions 10.1 <u>Format</u> . The Material Support Process Manual (MSPM) must be in Contractor format. 10.2 <u>Timeline</u> . The Draft Version must be prepared and submitted within six (6) months of contract award, unless authorized otherwise by the TAA. The draft version shall describe a "steady-state" authorization control system. This is a description of how the organization will authorize its personnel to perform engineering and conduct airworthiness functions and activities after accreditation. 10.3 <u>Details</u> . The MSPM must provide the information required by TAM 1.4.2.S1.3 to 1.4.2.S1.5. 10.4 While every AMSO is unique, all MSPMs share the requirement to cover general topics, depending upon the scope and depth of authority assigned to the organization, as found in TAM Part 1, Chapter 4, Annex D, Appendix 1. 10.5 The Contractor may include the MSPM within the DND Airworthiness Supplement (AW-002), if applicable.	

1. Title Engineering Reports	2. Identification Number ES-001
3. Description/Purpose Engineering Reports document and provide the results of technical investigations and engineering studies conducted by the Contractor.	4. Delivery Date See CDRL
	5. Office of Primary Responsibility DAEPM(FT) 2-3-4
	6. Office of Collateral Responsibility As specified
7. Application/Interrelationship Annex A, PWS Paragraph 4.5.2.	8. DND Reply Date See CDRL
	9. References N/A
10. Preparation Instructions 10.1 <u>Format.</u> The engineering reports must be in Contractor format. 10.2 For each completed Engineering task, the Contractor is to provide an engineering report. This report shall contain the following minimum information: <ul style="list-style-type: none"> a. Title and document number; b. Document dates (original and revision); c. Author and approver of document; d. Client (“prepared for”) and Contractor (“prepared by”) details; e. References to contract, specific tasking(s), and other documents as applicable; f. Record of changes and revision history; g. Executive summary; h. Introduction; i. Tasking Scope; j. Report Body; k. Conclusion(s); l. Recommendations; m. Future Requirements and Basic Engineering Data (in body or supporting annexes) to support the conclusions and recommendations provided; and n. A summary of all costs incurred in completing the tasking. 	

1. Title Design Change Technical Data Package	2. Identification Number ES-002
3. Description/Purpose A Technical Data Package must be prepared for every Design Change activity, where a design change can be a modification, alteration, non-standard repair, amendment to a flight manual or aircraft operating instructions, or an amendment to the approved maintenance program (including preventive maintenance, corrective maintenance, and approved parts lists).	4. Delivery Date See CDRL
	5. Office of Primary Responsibility DAEPM(FT) 2-3-4
	6. Office of Collateral Responsibility As specified
7. Application/Interrelationship Annex A, PWS Paragraph 4.5.3.	8. DND Reply Date See CDRL
	9. References C-05-005-001/AG-001 (Technical Airworthiness Manual)
10. Preparation Instructions 10.1 <u>Format.</u> The Technical Data Packages (TDP) must be in Contractor format. 10.2 <u>Process.</u> The completed TDP must be provided to the CT114 WSM Configuration manager upon completion of the change for filing and retention in accordance with the CT114 Configuration Management Plan. 10.3 <u>Details.</u> The Technical data package must include the following elements: <ul style="list-style-type: none"> a. <u>Configuration Control Number.</u> The Contractor must register each Design Change with the CT114 WSM Configuration Management section and obtain a configuration control number for the TDP. b. <u>Technical Review.</u> A technical review of the change must be conducted to determine if the change is valid, feasible and substantiated. The review must also evaluate the impact of the change on other areas of the Approved Maintenance Program and the Aircraft Operating Instructions (AOIs)/Flight Manual. The Contractor must ensure that the Technical Data Package accompanying the change contains, as a minimum, the following information: <ul style="list-style-type: none"> i. Identification of the affected items (i.e. Work Unit Code (WUC), part number (PN), drawing of applicable item from parts manual); ii. Description of the proposed change, including justification for the change; iii. Background information from activities conducted that triggered the initiation of the change proposal (this may include links to the product usage monitoring program); iv. All referenced/relevant supporting technical data (i.e. Flight Safety reports, OEM Service Bulletins, Airworthiness Directives, reliability monitoring data/analysis, findings from Special Inspections, Interim Inspections or engineering/local surveys, component repair and overhaul strip reports, etc.); v. Results of specialist reviews (if required), including all substantiating technical data 	

(Failure Modes and Effects Analysis (FMEA)/Maintenance Steering Group (MSG)-3 analysis, etc.);

- vi. Copies of all affected publication pages showing the current version and a draft with the proposed changes included;
 - vii. An assessment of the impact of the change on other aspects of the Approved Maintenance Program, such as other corrective or preventive maintenance publications, Contingency Aircraft Maintenance Program, the Elementary Task List and the Minimum Equipment List, if applicable; and
 - viii. An assessment of the impact of the change on the Aircraft Operating Instructions or the Flight Manual. In this case, 1 Cdn Air Div must be notified of the change through the WSM.
- c. Design Change Categorization. All changes must be assessed for their impact on the airworthiness of the weapon system using design change categorization. The TDP must include a record of the design change categorization and its approval by an authorized individual.
 - d. Design Change Certification. Where the Design Change is considered major, the TDP must include a Certification Plan in accordance with TAM Part 3 Chapter 2, and all airworthiness documentation necessary to support airworthiness approval.
 - e. Airworthiness Approval. Where the Design Change is considered major, the TDP must include a record of the airworthiness approval granted by an authorized individual. For minor design changes, the TDP must include a record of the technical approval granted by an authorized individual.
 - f. Technical Airworthiness Clearance. The TDP must include a Technical Airworthiness Clearance checklist to verify that all requirements of the TAC have been met, the associated substantiating documentation, and a record of the Technical Airworthiness Clearance granted by an authorized individual.

1. Title Records of Airworthiness Risk Management	2. Identification Number ES-003
3. Description/Purpose A Record of Airworthiness Risk Management (RARM) is the formal documentation of the risk assessment process, which includes hazard identification, risk assessment, risk control measures, risk tracking, technical and operational airworthiness approval and command acceptance of risk.	4. Delivery Date See CDRL
	5. Office of Primary Responsibility DAEPM(FT) 2-3-4
	6. Office of Collateral Responsibility DTAES 4
7. Application/Interrelationship Annex A, PWS Para 4.5.3.	8. DND Reply Date See CDRL
	9. References A. C-05-005-001/AG-001 (Technical Airworthiness Manual) B. Form AEPM215 (RARM) C. DGAEPM AF9000 DG01.003
10. Preparation Instructions 10.1 <u>Format</u> . Records of Airworthiness Risk Management (RARM) can be submitted in one of the following formats: <ul style="list-style-type: none"> a. RARM Database. For risk assessments, submitted as formal RARMs, the Contractor must submit the draft through the RARM database. Access will be provided by Canada through the DWAN. In the event that the database is unavailable, the Contractor must submit the draft RARM using template form AEPM215 (Reference B). The form will be provided, on request, by the TA. b. Contractor Format. For ad-hoc risk assessments submitted in support of Deviations to the Approved Maintenance Program or in other circumstances where a full RARM is not required, a technical airworthiness risk assessment may be submitted in Contractor format. 10.2 <u>Process</u> . The Contractor must approve the technical content of Risk Assessment; however, authority for risk acceptance (both technical and operational) is retained by Canada in accordance with Appendix 7. 10.3 Engagement of the Operational Airworthiness Authority, if required as part of the risk assessment process, must be coordinated through the TA. 10.4 Engagement of other Canada stakeholders such as DTAES or DFS in support of the risk assessment must be coordinated through the TA. 10.5 If a potential immediate risk situation that could degrade the level of safety of an aircraft or fleet is identified, it is acceptable for the Contractor to submit an Airworthiness Risk Alert (ARA) based on the preliminary information available at the time of the submission. The ARA must be submitted less than 24 hrs after identification of the risk, in the same format as a RARM. A full RARM must be submitted no later than 14 days after the ARA.	

10.6	<u>Details.</u>
10.6.1	The Contractor must prepare Records of Airworthiness Risk Management IAW References A and C (to be provided on request by the TA).
10.7	The Contractor must monitor RARM milestone activity due dates by notifying the TA and recommending appropriate courses of action for rectification.
10.8	The Contractor must provide updates to the RARM tracking logs and conduct RARM revisions on an annual basis, when new information becomes available, or as requested by the TA.
10.9	The Contractor must assist the TA in preparing briefings related to Records of Airworthiness Risk Management, as required.

1. Title Input to the Annual Airworthiness Report	2. Identification Number ES-004
3. Description/Purpose The TCH reports the outcome of the fleet in-service monitoring program to the TAA on an annual basis via the Annual Airworthiness Report (Technical). The Contractor must provide the TA with PG-specific inputs for incorporation into the fleet AAR (Tech).	4. Delivery Date See CDRL
	5. Office of Primary Responsibility DAEPM(FT) 2-3-4
	6. Office of Collateral Responsibility DTAES 7-2
7. Application/Interrelationship Annex A, PWS Paragraph 4.5.3.	8. DND Reply Date See CDRL
	9. References A. DGAEPM AF9000 TAA01.003 B. C-05-005-001/AG-001 – Technical Airworthiness Manual
10. Preparation Instructions 10.1 <u>Format.</u> The Input to the Annual Airworthiness Report (AAR) must be submitted in the format provided at Reference A (to be provided by the TA on request) and submitted in editable soft copy format (Microsoft Word). 10.2 <u>Details.</u> <ol style="list-style-type: none"> The Contractor must provide the PG-specific information for each of the sections and sub-sections of the AAR (Tech) applicable to the Contractor's support services according to the timeline provided by the TA on an annual basis. The AAR (Tech) template requires, amongst other things, that the TCH tabulate lists of all design changes, maintenance program changes, in-service airworthiness notices received from OEM or other users, and records of airworthiness risk management issued, raised or received during the previous year. The Contractor will provide the PGS-related portion of these data requirements through the Input to the Annual Airworthiness Report. The consolidated AAR (Tech) is typically submitted to the TAA in the Fall of every year. 	

1. Title Quarterly Reliability and Supportability Report	2. Identification Number ES-005
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3. Description/Purpose The CT114 TCH monitors platform-level reliability and maintainability data via a Logistic Support Monitoring (LSM) parameter report. The Contractor must provide the PG-specific data in a format compatible with the LSM report via the Quarterly Reliability/Supportability Report (QRSR).	4. Delivery Date See CDRL																				
	5. Office of Primary Responsibility DAEPM(FT) 2-3-4																				
	6. Office of Collateral Responsibility N/A																				
7. Application/Interrelationship Annex A, Paragraph 4.5.3.	8. DND Reply Date Nil.																				
	9. References Nil.																				
10. Preparation Instructions 10.1 <u>Format</u> . The Contractor must produce and deliver the QRSR in soft copy, using Microsoft Excel format. 10.2 The QRSR is provided as raw data extracted from CBMSS to meet the specific field definitions listed below, with each of the field making up a separate column and work unit codes a row. 10.3 <u>Details</u> . The following fields must be provided in the QRSR for each work unit code managed by the Contractor, tracked in CBMSS, and listed in Appendix 1: <table border="1" data-bbox="228 1117 1370 1829"> <thead> <tr> <th>Parameter</th> <th>Parameter Definition</th> <th>Comment</th> <th>CBMSS Extraction Requirement</th> </tr> </thead> <tbody> <tr> <td>WUC</td> <td>Work Unit Code / Part Number</td> <td>Identifies the item.</td> <td>All WUCs and applicable Part Numbers tracked in CBMSS (engine and airframe). Also, untracked WUCs for which CBMSS has Remove/Install SRVC events.</td> </tr> <tr> <td>Quarter</td> <td>Quarter such as 2005Q1</td> <td>3 Month Period (01 Jan - Mar);(01 Apr - Jun);(01 Jul -Sep);(01 Oct - Dec)</td> <td>Engine, use FFHrs. APU, use APU Hours.</td> </tr> <tr> <td>OH</td> <td>Component Operating Hours</td> <td>Operating Hours, Cycles, etc.</td> <td>Not required from CBMSS. ILS to use same accumulation as for airframe.</td> </tr> <tr> <td>CorRmvl</td> <td>Corrective Removals Qty (unscheduled)</td> <td>All corrective actions requiring the removal of the component (excludes planned/scheduled removals) by Qtr.</td> <td>Count of completed Removal events for non-lifed WUCs including the Remove/Install SRVC tasks, plus removal events for lifed items or their assemblies not associated with a PLCO</td> </tr> </tbody> </table>		Parameter	Parameter Definition	Comment	CBMSS Extraction Requirement	WUC	Work Unit Code / Part Number	Identifies the item.	All WUCs and applicable Part Numbers tracked in CBMSS (engine and airframe). Also, untracked WUCs for which CBMSS has Remove/Install SRVC events.	Quarter	Quarter such as 2005Q1	3 Month Period (01 Jan - Mar);(01 Apr - Jun);(01 Jul -Sep);(01 Oct - Dec)	Engine, use FFHrs. APU, use APU Hours.	OH	Component Operating Hours	Operating Hours, Cycles, etc.	Not required from CBMSS. ILS to use same accumulation as for airframe.	CorRmvl	Corrective Removals Qty (unscheduled)	All corrective actions requiring the removal of the component (excludes planned/scheduled removals) by Qtr.	Count of completed Removal events for non-lifed WUCs including the Remove/Install SRVC tasks, plus removal events for lifed items or their assemblies not associated with a PLCO
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			removal.
OnACRep	On A/C Repairs Qty / On Engine Repair	All System/Component corrective actions performed on the A/C / Engine. (Adjustments, minor repairs without removal of WUC, etc.)	Count of completed SRVC events excluding test cell runs, toolboard tasks and CBMSS Launching tasks.
Failure	= [OnACRep] + [CorRmv]	Sum of On A/C /Eng Repairs + sum of Corrective Removals ILS will Calculate	
OffACRep1	Off A/C Repair + NFF Qty (1st Line)	All MSI repairs counts and No Fault Found (NFF) counts, involving the removal of an item carried out at 1st line.	Count of faults raised with Aircraft being the Highest Assembly.
OffACRep2	Off A/C Repair + NFF Qty (2nd Line)	All MSI repairs counts and No Fault Found (NFF) counts, involving the removal of an item carried out at 2nd line.	Count of faults raised with Engine or Module being the Highest Assembly and item not returned to third line.
OffACRep3	Off A/C Repair + NFF Qty (3rd Line)	All MSI repairs counts and No Fault Found (NFF) counts, involving the removal of an item carried out at 3rd line.	Count of third line repair tasks declaring item serviceable.
Scrap	Discard Qty	Quantity of removed items (Scheduled & Unscheduled) that resulted in a scrap action by Qtr.	All transfer events to the CBMSS Quarantine database.
Induction3	3rd Line Inductions Qty	Quantity of Items of which were shipped to contractor (3rd line) for repairs	All transfer events to the CBMSS Third Line database.
MMHOther	Total Maintenance Man Hours due to Other maintenance activities	Total time in maintenance man Hrs excluding Robs and NFFs.	Summation of Labour Hours entered for CBMSS task events excluding Corrective Removal and their associated install events.
MMHOther_C nt	Quantity of Maintenance Records used to calculate	No comments	Total number of records used in summation of MMHOther Labour Hours.

	[MMHOther]			
RMHrs	Hrs Corrective Removals Qty	Maintenance man Hours required to perform the removal / replacement (Includes Trouble Shooting)	Summation of Labour Hours entered for CBMSS Corrective Removal tasks and their associated install events.	
RMHrs_Cnt	Quantity of RMHrs records used to calculate [RMHrs]	No comments	Total number of records used in summation of RMHRS Labour Hours.	
OffACNFF	Off A/C NFF Qty	Total Qty of Corrective Removals that resulted in a NFF at 1st, 2nd and 3rd line	Count of Faults signed off as NFF.	
TxRmvl	Qty of Time Expired/Overhaul Removals	Scheduled removals (Calendar time, TX, Overhaul)	All completed Removal events for lifed WUCs including their assemblies associated with a PLCO removal.	
OtherRmvl	Qty of Other Removals (Scheduled removals)	Scheduled removals other than Calendar time, TX, Overhaul.	All completed Removal events for Mods, SIs, Pers etc.	
WUC_Qty_perAC	WUC Quantity per A/C / Engine	Quantity of component per Engine Assembly	Quantity per System from CBMSS Baseline, identifying if per engine or oper AC.	

DATA ITEM DESCRIPTION	
1. Title Engineering Drawings	2. Identification Number TD-001
3. Description/Purpose Engineering Drawings record the configuration of an item and allow for configuration control and production activities.	4. Delivery Date See CDRL
	5. Office of Primary Responsibility DAEPM(FT) 2-3-4
	6. Office of Collateral Responsibility PSPCN/A
7. Application/Interrelationship Annex A, Para 8.2.4.	8. DND Reply Date N/A.
	9. References A. D 01-400-002/SF-000 dated 83-11-30, Drawings, Engineering and Associated Lists. B. D-LM-008-022/SG-000, Standard for Packaging of Documentation C. ASME Y14.100M-1998, Engineering Drawing Practices D. ASME Y14.24M - 1989, Types and Applications of Engineering Drawings E. ASME Y14.34M -1996, Associated Lists F. ISO 9660, Information Processing - Volume and File Structure of CDROM for Information Interchange G. Z234.1-00, Canadian Metric Practices Guide
10. Preparation Instructions 10.1 <u>Format</u> . Engineering Drawings, Associated Lists and Reference Documents must be provided IAW DTICS policy and procedures. These policies and procedures are listed in the References above. 10.2 <u>Details</u> . The Contractor must produce and maintain updated, accurate engineering drawings and associated lists and references.	

DATA ITEM DESCRIPTION	
1. Title Repair and Overhaul (R&O) Report	2. Identification Number MAT-001
3. Description/Purpose The R&O Activity Summary report provides a record of PG unique repairable items status and activities.	4. Delivery Date As per CDRL.
	5. Office of Primary Responsibility DAP 5-2-3
	6. Office of Collateral Responsibility DAEPM(FT) 2-3-4
7. Application/Interrelationship Annex A, Paragraph: 6.3.2.	8. DND Reply Date N/A.
	9. References A. A-LM-184-001/JS-001 Special Instructions for Repair and Overhaul Contractors B. A-LM-505-019/JS-001 LCMM Handbook
10. Preparation Instructions: 10.1 <u>Format</u> . The Contractor must produce and deliver the R&O Report in soft copy, using Microsoft Excel format. 10.2 The R&O Report is provided as raw data extracted from other IM/IT systems to meet the specific field definitions listed below, with each of the fields making up a separate column and work unit codes a row. 10.3 <u>Details</u> . The following fields must be provided in the R&O Report for each Contractor work order and the corresponding DRMIS Transaction number:	

Repair and Overhaul Data	Applies to repairable components sent to Third Line Depot
DRMIS Work Order Number	
Contractor Work Order Number	Link to CSW transaction and associated data
RMA code or RRMA code	
Work Unit Code (WUC)	
Repair disposition	i.e. repaired, reduced to spares, scrapped, sent

	to repairable reserve, or quarantined
Date Inducted	
Date Materiel returned into serviceable stock	
Scrapped Materiel	Includes Quarantine
Stock Code	
Description	
Quantity	
OEM Price or Market Value	
Sub-Total (CFM materiel)	
Labour	
Third Line In-Plant Maintenance	BoP Table 1, Line 1
Direct Labour Hours (Non-Repair Labour)	
Price per Hour by Labour Type	
Extended Labour Price	
Sub-Total (Labour)	
Sub-contractor charges	
Source of cost (venue)	
Total Transaction Price	
Date Released	
Labour associated with Reduction to Spares	
Stock Code of item reduced to spares	
Qty of item reduced to spares	
WIP	
Stock Code	
Part Number	
Part Description	
DRIMS work order number	
Qty completed by month	
Qty to be inducted by month to the end of FY	

DATA ITEM DESCRIPTION	
1. Title Contractor Held Inventory Report	2. Identification Number MAT-002
3. Description/Purpose The purpose of the CHI report is to account for DND-owned items that are not recorded in (DRMIS). The CHI items include (GFOS), Bonded Stock, and other inventory items not included in the DRMIS. CHI does not include DND loaned equipment.	4. Delivery Date See CDRL
	5. Office of Primary Responsibility DAP 5-2-3
	6. Office of Collateral Responsibility DAEPM(FT) 2-3-4, PSPC (CA)
7. Application/Interrelationship Annex A, Paragraph: 6.3.1.	8. DND Reply Date See CDRL.
	9. References N/A.
10. Preparation Instructions 10.1 The Contractor Held Inventory (CHI) report must follow Canada provided templates. The templates provided as an attachment to this DID are subject to change. 10.2 The report must contain three sections; Part A (Summary), Part B (Details, Repairables and Consumables) and Part C (Additional information). The following guidance is provided for each part. <u>Part A</u> 10.3 An individual Inventory Holdings report is required for Consumable Inventory and Repairable Inventory (see Part B). If the inventory cannot be reported/separated on the basis of consumable versus repairable, the Contractor shall state what the majority of the inventory would be classified as - repairable or consumable based on the following definitions: <ul style="list-style-type: none"> a. Government Furnished Overhaul Spares (GFOS) are non-catalogued inventory spares which are not purchased by the contractor but arise from: AAS transferred from another contractor; DND procurement with the US government; Spares salvaged from DND equipment; or de-catalogued CIS spares which are only to be used for third line. GFOS spares are not recorded in the Canadian Forces Supply System (CFSS). b. Bonded Stock - are inventory spares, which the Contractor has been authorized to purchase, on an exceptional basis, by DND using DND funds. Bonded stock is not recorded in the CFSS. c. Repairable Inventory – An item of Supply, which is designated as capable of being repaired. d. Consumable Inventory – An item of Supply that is not repairable. 10.4 The following information should also be provided, if available: <ul style="list-style-type: none"> a. Alternate part numbers or manufacture part numbers in addition to the part number listed above; b. Any additional field information that may help to classify the data; and/or 	

c. The Class of the item.

10.5 Loaned equipment from DND is not to be reported.

10.6 Whole Capital assets are not to be reported to DND. Whole assets are equipment that has been purchased by DND for the Contractor that is not inventory - i.e. vehicles, test equipment, etc).

Part B

“Repairable Template Input/Output Repairable Inventory Report for the Year Ending 31 March” and
“Consumable Template Input/Output Consumable Inventory Report for the Year Ending 31 March”:

Notes:

10.7 The closing inventory as at 31 Mar must be equal to the itemized listings provided in the consumable and repairable reports of ‘DND Owned Inventory Holdings as at 31 Mar.’

10.8 A separate Input/Output Inventory Report is required for Consumable Inventory and Repairable Inventory.

10.9 It is preferable to provide the data in a part number level format detailing the equipment platform supported, but the summary level report as outlined in the template is acceptable.

10.10 Report in one currency only and specify the currency if it is not Canadian

Part C

"Additional Information Requested for Year-End Reporting"

The following information is requested:

10.11 Description of the activities performed under the Repair and Overhaul (R&O) contract(s) supported by the inventory holdings if not supplied on the Part A spreadsheet (such as R&O on Hercules engines

10.12 Description of the activities performed under the Repair and Overhaul (R&O) contract(s) supported by the inventory holdings if not supplied on the Part A spreadsheet (such as R&O on Hercules engines);

10.13 How often stocktaking is performed on the contractor holdings of DND owned inventory;

10.14 Date of last stocktaking;

10.15 The accounting method used by the contractor to value the inventory reported first-in- first-out (FIFO), last-in-first-out (LIFO), historical cost or moving weighted average;

10.16 Is this a sub-contractor to another company? If so, who?

10.17 DND and contractor point of contact for the inventory report as at 31 Mar

PART A

DND OWNED INVENTORY HOLDINGS HELD BY CONTRACTORS

AS AT 31 MARCH 20XX

COMPANY	CONTRACT NUMBER	ITEM / PART NUMBER (NOTE 1)	EQUIPMENT PLATFORM THE ITEM SUPPORTS (NOTE 2)	NATO STOCK NUMBER (NSN) (NOTE 3)	STOCK CODE (SC) (NOTE 3)	ITEM DESCRIPTION	QUANTITY	UNIT OF MEASURE	UNIT COST	EXTENDED VALUE	CURRENCY (NOTE 4)	PROGRAM UNDER WHICH THE INVENTORY IS HELD (NOTE 5)	REPAIR FLAG "Y" CONSUMABLE FLAG "N" (NOTE 6)

NOTES

General Note: Inventory reported here should include all items that a contractor holds that belong to DND and that **are not already accounted for** in DRMIS.

Note 1: If you have an alternate part number or manufacture part number in addition to the part number listed, please provide that detail if possible. Also provide the Group Class if available. We would like any additional field information you have that may help to classify the data.

Note 2: Please specify if possible the equipment platform the inventory item supports. For example, if your inventory pertains to three aircraft types, put the specific aircraft type beside each inventory item part number.

Note 3: If the inventory item has a NSN or SC, please provide the number, if you have it readily available in your inventory system.

Note 4: Report in one currency only and specify the currency if it is not Canadian.

Note 5: If known, enter the program under which the inventory is held (e.g., GFOS, AAS, Bonded Stock, etc.).

Note 6: Please identify repair flag Y for a repairable item and N for a consumable item.

PART B**REPAIRABLE TEMPLATE****INPUT / OUTPUT REPAIRABLE INVENTORY REPORT****FOR THE YEAR ENDING 31 MARCH 20XX****Opening Inventory as at 1 April 20XX:****Plus: Cost of Goods Purchased or Acquired:****Minus: Consumption / Removals:****Closing Inventory as at 31 March 20XX:**

\$	-
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NOTES

Note 1: The closing inventory as at 31 March 20XX must be equal to the itemized listing of repairable items provided through Part A, DND Owned Inventory Holdings Held by Contractors as at 31 March 20XX.

Note 2: A separate Input / Output Inventory Report is required for Consumable Inventory and Repairable Inventory.

Note 3: Report in one currency only and specify the currency if it is not Canadian.

PART B**CONSUMABLE TEMPLATE****INPUT / OUTPUT CONSUMABLE INVENTORY REPORT****FOR THE YEAR ENDING 31 MARCH 20XX****Opening Inventory as at 1 April 20XX:****Plus: Cost of Goods Purchased or Acquired:****Minus: Consumption / Removals:****Closing Inventory as at 31 March 20XX:**

\$	-
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NOTES

Note 1: The closing inventory as at 31 March 20XX must be equal to the itemized listing of consumable items provided through Part A, DND Owned Inventory Holdings Held by Contractors as at 31 March 20XX.

Note 2: A separate Input / Output Inventory Report is required for Consumable Inventory and Repairable Inventory.

Note 3: Report in one currency only and specify the currency if it is not Canadian.

PART C**ADDITIONAL INFORMATION REQUESTED FOR YEAR END REPORTING**

Description of the activities performed under the Repair & Overhaul (R&O) contract(s) supported by the inventory holdings if not supplied on the Part A spreadsheet (i.e. R&O on Hercules engines).	
How often is a stocktaking performed on the contractor holdings of DND owned inventory?	
What is the date of last stocktaking?	
What accounting method is used by the contractor to value the inventory reported (FIFO, LIFO, historical cost or moving weighted average)?	
Is this a sub-contractor to another company? If so, who?	
DND and Contractor points of contact for the inventory report as at 31 March 20XX.	

NOTES

Note 1: Inventory reports may be subject to audit by the Office of the Auditor General (OAG).

1. Title Disposal Plan	2. Identification Number MAT-003
3. Description/Purpose The Disposal Plan outlines the Contractor's proposed method of disposal of J85 PG systems and parts at ELE.	4. Delivery Date See CDRL
	5. Office of Primary Responsibility PA
	6. Office of Collateral Responsibility CA, TA
7. Application/Interrelationship Annex A, Section 6	8. DND Reply Date See CDRL
	9. References A. A-LM-184-001/JS-001 B. A-LM-007-100/AG-001 C. C-05-005-001/AG-001 D. A-LM-007-015/AG-001
10. Preparation Instructions 10.1 The Disposal Plan must be delivered in Contractor format. 10.2 The Plan must outline how the Contractor will perform disposal activities IAW Canada policies and procedures outlined in Section 6 of the PWS and referred above.	

DATA ITEM DESCRIPTION	
1. Title Monthly Data Report	2. Identification Number MAT-004
3. Description/Purpose The Monthly Data Report provides a record of PGS Repair and Overhaul data.	4. Delivery Date As per CDRL.
	5. Office of Primary Responsibility DAP 5-2-3
	6. Office of Collateral Responsibility N/A
7. Application/Interrelationship Contract, Basis of Payment Section	8. DND Reply Date N/A.
	9. References C. A-LM-184-001/JS-001 Special Instructions for Repair and Overhaul Contractors D. A-LM-505-019/JS-001 LCMM Handbook
10. Preparation Instructions: 10.1 <u>Format.</u> The Contractor must produce and deliver the Monthly Data Report in soft copy, using Microsoft Excel format. 10.2 The Monthly Data Report is provided as raw data extracted from other IM/IT systems to meet the specific field definitions listed below, with each of the field making up a separate column and work unit codes a row. 10.3 <u>Details.</u> The following fields must be provided in the Monthly Data Report to provide data in support of the Program Management function. The data will be cross-referenced to the Monthly Invoice.	

Repair and Overhaul Data	Repairable components sent to third line for which an invoice has been issued
DRMIS Work Order Number	
Repaired Item (Completed)	
Work Unit Code (WUC)	
Stock Code	

Part Number	
Description	
Serial number, if applicable	
Labour Hours	
Material Cost	
Date Released	
CFM Replacement Parts	
Stock Code	
Part Number	
Description	
Quantity	
Unit Price (in accordance with Annex B, Figure 1)	
Mark-Up%	
Sub-Total (CFM material)	
CIS/GFOS Replacement Parts	
Stock Code	
Part Number	
Description	
Quantity	
Unit Price (in accordance with Annex B, Figure 1)	
Mark-Up%	
Sub-Total (CIS/GFOS material)	
Labour	
Third Line In-Plant Maintenance (Non-Repair Labour Hours)	
Third Line In-Plant Maintenance (Repair Labour Hours)	
Price per Hour	
Extended Labour Hours	
Sub-Total Labour Price	BoP Table 1, Line 1
Subcontractor charges	
Source of cost (venue)	
Nature of Subcontracted services	
Sub-Total (Subcontractor charges)	BoP Table 1, Line 9
Total Transaction Price for each Completed Repair Item	
Total Price	
Labour associated with Reduction to Spares	
Stock Code of item reduced to spares	
Qty of item reduced to spares	
Price per Hour by Labour Type	
Mobile Repair Party	BoP Table 1, Line 6
Task Number	
Hours	
Price per Hour by Labour Type	
Extended Price	
Price of Travel and Living Expenses	
Material supplied through MRP, CSW or PUK	BoP Table 1, Line 7
Stock Code	
Part Number	
Description	
Quantity	
Unit Price (in accordance with Annex B, Figure 1)	
Extended Price	
DRMIS Work Order Number	

Date Issued	
TIES	BoP Table 1, Line 4
Task Number	
Hours	
Price per Hour by Labour Type	
Extended Price	
Price of Travel and Living Expenses	
Publications and Training	BoP Table 1, Line 5
Task Number	
Hours	
Price per Hour by Labour Type	
Extended Price	
Travel and Living Expenses	
Task Number	
Per diem rates	
Other Travel and Living Expenses	
Invoices/Receipts	
Total Price per Task Number	

1. Title System Health Indicator (SHI) Reporting	2. Identification Number PF-001
3. Description/Purpose The SHI metrics measure the Contractor's performance as reported through the System Health Indicators during the review period.	4. Delivery Date See CDRL
	5. Office of Primary Responsibility DAEPM(FT) 2-3-4
	6. Office of Collateral Responsibility PSPC (CA)
7. Application/Interrelationship Annex D, Performance Management Specification, Section 4.	8. DND Reply Date See CDRL
	9. References N/A
10. Preparation Instructions 10.1 The SHIs metrics are not delivered to Canada in the form of a report. Rather, the Contractor must make the SHIs accessible to Canada through the Electronic Information Exchange System (EIES - Annex B, Section 9). 10.2 Each of the SHIs are defined in Annex D, Section 3 in terms of: a. The Outcome with which it is associated; b. A brief Description of the metric; c. The performance Target ; d. The Frequency the metric is required to be updated; e. The metric's Data Source ; f. The Format the metric shall be reported; and g. An Explanation to provide more insight into Canada's requirement. 10.3 For each SHI, the following information must be provided through the EIES: a. Source data used for each SHI; b. Calculation of the current value for each SHI; c. Scoring result for each SHI (if applicable); d. A trend of the SHI within the review period; e. Period-to-period trend of the SHI; f. Conclusions from an analysis of the SHI; g. Review of outstanding Action Items; and h. Identification of a new action items if the Target level of performance has not been achieved for the SHI. 10.4 The required data elements to support each SHI are defined in Addendum 1 to Appendix 4. 10.5 The SHIs shall be reported in Contractor format.	

1. Title Key Performance Indicator (KPI) Performance Report for KPI-1 and KPI-2	2. Identification Number PF-002
3. Description/Purpose The KPI-1 and KPI-2 Performance Report describes and documents the Contractor's performance during the KPI performance period.	4. Delivery Date See CDRL
	5. Office of Primary Responsibility DAEPM(FT) 2-3-4
	6. Office of Collateral Responsibility PSPC (CA)
7. Application/Interrelationship Annex D, Performance Management Specification, Section 2.	8. DND Reply Date See CDRL
	9. References N/A
10. Preparation Instructions 10.1 The reporting of KPI Performance must take on two forms: reporting of performance over the course of each monthly Review Period; and the reporting of performance over the course of each six month Performance Period. 10.2 <u>Review Period.</u> Contractor performance over the course of each KPI Review Period is not delivered to Canada in the form of a report. Rather, the Contractor must update and make the KPIs accessible to Canada through the Electronic Information Exchange System (EIES - Annex B, Section 9). 10.3 For each KPI-1 and KPI-2, the following information must be updated monthly and provided through the EIES: a. Source data used for each KPI; b. Calculation of the current score for each KPI; i. Achieve Performance Score for each KPI; ii. Adjusted Performance Score for each KPI; iii. Aggregate Performance Score for all KPIs; c. Month over month trends for each KPI; d. Insight into and Conclusions from an analysis of the KPIs; e. Review of outstanding Action Items; and f. Identification of new action items particularly if the Target level of performance is not being achieved for a KPI. 10.4 <u>Performance Period.</u> Contractor performance over the course of each Performance Period must be delivered to Canada in the form of a report that describes and documents the Contractor's performance for the KPI-1 and KPI-2 identified in the PfMS. 10.5 The KPI-1 and KPI-2 Performance Report shall be delivered in Contractor format. The KPI Performance Report shall be combined with PF-003 at the conclusion of each annual Strategic	

Performance Measure Performance Period.

10.6 The KPI Performance Report shall include, as a minimum:

- a. For each metric:
 - i. Source data used for each KPI;
 - ii. Calculation of the current score for each KPI;
 - 1. Achieve Performance Score for each KPI;
 - 2. Adjusted Performance Score for each KPI;
 - ;
 - 3. Aggregate Performance Score for all KPIs;
 - iii. Determination of an associated At Risk Amount;
 - iv. Month over month trends for each KPI;
 - v. Six month over six month trends for each KPI;
 - vi. Insight into and Conclusions from an analysis of the KPIs;
 - vii. Review of outstanding Action Items; and
 - viii. Identification of new action items particularly if the Target level of performance is not being achieved for a KPI.
- b. An Executive Summary focusing on the results of the Performance Management Program, suggested improvements to Contractor Performance, suggested improvements to the Performance Measures, and an assessment of the linkage between the Performance Management Specification and the Contractor's achieved results against the J85 PGS Outcomes.

10.7 The required data elements to support each KPI are defined in Addendum 1 to Appendix 4.

1. Title Key Performance Indicator (KPI) Performance Report for KPI-3, KPI-4 and KPI-5	2. Identification Number PF-003
3. Description/Purpose The KPI-3, KPI-4 and KPI-5 Performance Report describes and documents the Contractor's performance during the reporting period.	4. Delivery Date See CDRL
	5. Office of Primary Responsibility DAEPM(FT) 2-3-4
	6. Office of Collateral Responsibility PSPC (CA)
7. Application/Interrelationship Annex D, Performance Management Specification, Section 2.	8. DND Reply Date See CDRL
	9. References N/A
10. Preparation Instructions 10.1 The reporting of KPI-3, KPI-4 and KPI-5 Performance must take on two forms: reporting of performance over the course of each Review Period; and the reporting of performance over the course of each annual Performance Period. 10.2 <u>Review Period.</u> Contractor performance over the course of each Review Period is not delivered to Canada in the form of a report. Rather, the Contractor must update and make the KPI-3, KPI-4 and KPI-5 accessible to Canada through the Electronic Information Exchange System (EIES - Annex B, Section 9). 10.3 For each KPI-3, KPI-4 and KPI-5, the following information must be updated and provided through the EIES: a. Source data used for each KPI; b. Calculation of the current score (Superior, Pass, or Fail) for each KPI; c. Quarter over quarter trends for each KPI; d. Insight into and Conclusions from an analysis of the KPI; e. Review of outstanding Action Items; and f. Identification of new action items particularly if the Target level of performance is not being achieved for a KPI. 10.4 <u>Performance Period.</u> Contractor performance over the course of each Performance Period must be delivered to Canada in the form of a report that describes and documents the Contractor's performance for the KPI identified in the PfMS. 10.5 The Performance Report shall be delivered in Contractor format. The Performance Report shall be combined with PF-002. 10.6 The Performance Report shall include, as a minimum:	

	<p>a. For each metric:</p> <ul style="list-style-type: none"> i. Source data used for each KPI; ii. Calculation of the current score (Superior, Pass, Fail) for each KPI; iii. Determination of an associated Contract Option Year Award; iv. Quarter over quarter trends for each KPI; v. Year over year trend for each KPI; vi. Insight into and Conclusions from an analysis of the KPI; vii. Review of outstanding Action Items; and viii. Identification of new action items particularly if the Target level of performance is not being achieved for a KPI.
10.7	An Executive Summary focusing on the results of the Performance Management Program, suggested improvements to Contractor Performance, suggested improvements to the Performance Measures, and an assessment of the linkage between the Performance Management Specification and the Contractor's achieved results against the J85 PGS Outcomes.
10.8	The required data elements to support each KPI are defined in Addendum 1 to Appendix 4.

Annex A, Appendix 4, Addendum 1 – Performance Management Specification Data Map

Refer to MS Excel Spreadsheet.

From current J85 R&O contract

CONTRACT DATA REQUIREMENTS LIST

ITEM	DID	SOURCE	DATE REQUIRED
Technical Review Meetings	PM-001	SOW Para 10.2.	Every 4 months, or as directed by the TA .
Trend Monitoring Report	PM-002	SOW Para 4.4.	As directed by TA
Configuration Management and Configuration Control Plan	PM-003	SOW Paras 10.3, 10.4.	As per TA tasking instructions, once the WSM CM plan has been updated.
Program Management plan	PM-004	SOW Para 10.8.	Before Contract Award
Airworthiness Management Plan	AW-001	SOW Paras 10.7, 10.7.2, 10.7.3.	Within 2 weeks after contract award. Updated version to be submitted 1 month after TAM Meeting.
Maintenance Process Manual	AW-002	SOW Para 10.7.3	Within 6 months after contract award.
Engineering Process Manual	AW-003	SOW Para 10.7.3	Within 6 months after contract award.
Design Changes, Deviations and Waivers	SE-001	SOW Para 5.10	As required.
Engineering Drawings and Associated Lists	SE-002	SOW Para 4.7	As per TA tasking instructions.
Aerospace Engineering Change Proposals	SE-003	SOW Para 4.11	As required.
Canadian Forces Modification Leaflet	SE-004	SOW Para 4.2	As per TA tasking instructions.

Appendix 3

DATA ITEM DESCRIPTION	
1. TITLE Technical Review Meeting (TRMs)	2. IDENTIFICATION NUMBER DID PM-001
3. DESCRIPTION/PURPOSE 3.1 The purpose of the Technical Review Meeting will be a forum to discuss technical issues and significant events and milestones of the R&O, Repairs, Engineering services, and publication management activities associated with the J85-CAN-40 engine. 3.2 The Contractor shall be responsible for the preparation and submission of the Meeting Agenda and the Meeting Minutes.	4. DELIVERY DATE 4.1 TRMs every 4 months, or as directed by the TAA 4.2 Minutes at each TRMs and whenever amended at other times.
	5. OFFICE OF PRIMARY RESPONSIBILITY DAEPM(FT) 5-4
	6. OFFICE OF COLLATERAL RESPONSIBILITY Contracting Authority, Requisitioning Authority, CFQAR
	8. DND REPLY DATE As required.
7. APPLICATION/INTERRELATIONSHIP 7.1 Technical SOW Para 10.2	9. REFERENCES Mandatory as cited in Block 10.
10. PREPARATION INSTRUCTIONS 10.1 The Technical Review Meeting shall consist of, but not be limited to the following topics: <ul style="list-style-type: none"> a. the minutes of the previous meeting shall be reviewed and necessary corrections added to the minutes; b. a summary of the progress of current TIES taskings, repair and R&O activities, and publication management activities. c. a summary of significant events and milestones; and d. other items as required. 	

DID PM 001 - Page 1 of 2

Appendix 3

DATA ITEM DESCRIPTION	2. IDENTIFICATION NO(S)
TECHNICAL REVIEW MEETING	CDRL/DID PM-001
<p>10.2 The Contractor shall ensure that facilities, data, and personnel required to present and address engineering, technical, maintenance, manufacturing, publication management and logistics support requirements are present to facilitate an efficient and timely meeting.</p> <p>10.3 The Contractor shall be responsible to prepare an Agenda for the Technical Review Meeting in Contractor format. The Contractor shall submit a recommended agenda to the TA at least seven (7) days prior to the meeting.</p> <p>10.4 The Contractor shall be responsible for taking minutes of the Technical Review Meeting. A draft copy of the minutes shall be forwarded for review to the TA within 10 working days of the meeting date. The minutes shall be type written in Contractor format and must reflect the following:</p> <ul style="list-style-type: none">a. sponsor of the topic;b. topic/discussion;c. action required; andd. person responsible for taking the action. <p>10. 5 The minutes shall have a note prominently stating, “No agreement, clarification or any other item contained within these minutes shall, by being stated herein, serve to change any contractual price, delivery, specification, or otherwise modify the contract.</p> <p>10.6 Two (2) copies of the recommended agenda and the meeting minutes shall be delivered to the TA each time.</p>	

Appendix 3

DATA ITEM DESCRIPTION	
1. TITLE Trend Monitoring Report	2. IDENTIFICATION NUMBER DID PM-002
3. DESCRIPTION/PURPOSE 3.1 The Contractor shall monitor and record all failure trends, and provide an analysis of failure trends and recommended solutions in the report to the TA.	4. DELIVERY DATE As requested by TA
	5. OFFICE OF PRIMARY RESPONSIBILITY DAEPM(FT) 5-4
	6. OFFICE OF COLLATERAL RESPONSIBILITY CFQAR
	8. DND REPLY DATE As Required.
7. APPLICATION/INTERRELATIONSHIP 7.1 Technical SOW paragraphs 4.4.	9. REFERENCES Mandatory as per Block 10.
10. PREPARATION INSTRUCTIONS 10.1 The Trend Monitoring Report may be produced in Contractor format and submitted when requested by the TA. The TA shall approve the format of the report. 10.2 The report shall describe all failure trends, and include an analysis and recommended solution(s). 10.3 Two (2) copies of the report shall be submitted to the DND TA.	

Appendix 3

DATA ITEM DESCRIPTION	
1. TITLE Configuration Management and Configuration Control Plan	2. IDENTIFICATION NUMBER CDRL/DID PM-003
3. DESCRIPTION/PURPOSE 3.1 The Contractor shall submit for acceptance by DND a Configuration Management/Configuration Control (CM/CC) Plan. 3.2 Upon acceptance of the CM/CC Plan by DND, the Contractor must implement the plan. If necessary, the Contractor shall make appropriate amendments to the plan throughout the term of the contract as requested by DND.	4. DELIVERY DATE The TA will issue a tasking once the WSM CM Plan is updated
	5. OFFICE OF PRIMARY RESPONSIBILITY DAEPM(FT) 5-4
	6. OFFICE OF COLLATERAL RESPONSIBILITY CFQAR
	8. DND REPLY DATE As required.
7. APPLICATION/INTERRELATIONSHIP 7.1 Technical SOW paras 10.3 and 10.4.	9. REFERENCES WSM CM Plan and D-01-002-007/SG-001
10. PREPARATION INSTRUCTIONS 10.1 The Contractor shall prepare a Configuration Management and Configuration Control Plan for submission to the Technical Authority in accordance with D-01-002-007/SG-001. 10.2 Two (2) copies of the CM/CC Plan shall be submitted to the TA for approval.	

Appendix 3

DATA ITEM DESCRIPTION	
1. TITLE Program Management Plan	2. IDENTIFICATION NUMBER DID PM-004
3. DESCRIPTION/PURPOSE 3.1 The PMP shall be in Contractor's format 3.2. The Project Management Plan (PMP) shall describe and ensure that all Project Management (PM) activities are fully integrated with the Systems Engineering and Integrated Logistics Support (ILS) activities such that the schedule, cost and risk elements associated with the J85-CAN-40 engine and associated components Project are fully managed and controlled.	4. DELIVERY DATE Before contract award. Updated version 6 months after contract award
	5. OFFICE OF PRIMARY RESPONSIBILITY DAEPM(FT) 5-4
	6. OFFICE OF COLLATERAL RESPONSIBILITY Contracting Authority Requisitioning Authority CFQAR
7. APPLICATION/INTERRELATIONSHIP 7.1 Technical SOW paragraph 10.8.	8. DND REPLY DATE As required.
	9. REFERENCES
10. PREPARATION INSTRUCTIONS 10.1 Contractor's Organizational Breakdown Structure - The Contractor shall clearly identify in the PMP how the Contractor is organized to perform the tasks identified in this SOW. This will include the approach, methods and procedures required to successfully carry out the project management, systems engineering, integrated logistic support, provision of equipment and service tasks detailed in the SOW. 10.2 As part of the proposal, the Contractor shall submit a Project Management Plan detailing the specific organizational chart(s) which shall reflect the following: <ul style="list-style-type: none"> a. the Project Manager's position with the responsibility and authority as per the SOW; b. a hierarchical breakdown of positions complete with responsibilities; and c. the identification of all "key signatory" positions and personnel who will certify work. d. an implementation schedule to put in place the elements, which are not yet part of the Contractor's organization/facility. This shall also clearly indicate how the contract requirements will be met during peak periods or other contingencies. 	

- 10.3 Project Planning and Control – The Contractor shall identify all the functions to be carried out during the Contract and shall explain how these functions will be assigned.
- 10.4 Conflict Management – Details how the Contractor will manage conflict with the customer.
- 10.5 Organizational Interfaces – The Contractor will also identify organizational interfaces had discuss how these interfaces will be managed, especially the relationship and lines of communication between the Contractor’s project team members and:
- a. The contract Management
 - b. The PWGSC Contract Authority;
 - c. The DND Technical Authority;
 - d. The DND Requisition Authority, and
 - e. The subcontractors.
- 10.6 The use of documented processes prepared by and agreed to be both the TA and the Contractor to define these interfaces and mutual expectations is highly encouraged.
- 10.7 Requirements Management – The Contractor shall describe how requirements will be identified and tracked throughout the project life cycle.
- 10.8 Work Breakdown Structure – The Contractor shall include in the PMP a product-oriented Work Breakdown Structure (WBS), which shall encompass all work elements necessary for the accomplishment of each task as detailed in the SOW. The WBS shall be produced to a minimum of the third level and is to be used for co-ordination of technical and management activities. Lower levels shall be produced as required to avoid WBS elements spanning multiple product teams.
- 10.9 Work Breakdown Structure Dictionary – The WBS dictionary shall include the following information:
- a. WBS element ID;
 - b. A brief description of the activities scheduled;
 - c. Identification of the responsible Contractor’s department or product team; and
 - d. The identification and description of milestones.
- 10.10 Master Schedule – The Contractor shall prepare a Critical Path Method (CPM) master schedule reflecting the major activities (including Technical Review Meetings and Progress Review Meetings) and milestones for the contracted work. The schedule shall be generated and maintained by scheduling software such as Microsoft Project ’98. The schedule shall be displayed as a GANTT chart and include the following information as a minimum:
- a. Task ID;
 - b. Task name;
 - c. WBS element ID;
 - d. Start and stop dates;
 - e. Critical path;

- f. Slack (Slack is defined as the amount of time a task can slip before it affects another task's dates or the project finish date.);
- g. Performance metrics information; and;
- h. A legend describing any symbols used in the schedule.

10.11 Quality - The PMP shall document a Quality Plan prepared according to the latest issue (at contract date) of ISO 10005 - "Quality Management - Guidelines for Quality Plans.

10.11.1 Upon acceptance of the Quality Plan by DND, the Contractor must implement the plan. If necessary, the Contractor must make appropriate amendments to the plan throughout the term of the contract to reflect current and planned quality activities.

10.12 Publication management Services - The PMP shall describe how the Contractor will provide Publication Management Services for all changes, revisions, stock reprints, copy replications, supplements, leaflets, (leaflets are identified by two alpha characters, i.e., CD, CF, CS, NS, in code field five of the National Defence Index of Documentation (NDID) number), interim inspection instructions and technical bulletins related to the publications listed in Appendix 2.

10.13 Subcontract Management – To ensure effective surveillance and control of each subcontractor, the Contractor shall describe the process that will be used to control performance, cost, schedule of work to be completed by subcontractors.

10.14 Risk Management –The Contractor shall describe how risks to the Project will be identified, assessed and how risk control action will be developed and implemented, communicated and tracked. The Contractor shall provide an initial risk assessment with associated risk mitigation plan at proposal and this assessment shall be updated as additional risks are identified throughout this contract. Obsolescence issues shall also be dealt with in this section. The Contractor shall continuously monitor the project for risks and identify them as being low, medium or high. All risks, once identified, shall be reported to the Government within 48 hours. A risk mitigation sheet shall be provided to the government (within 10 business days) for all new medium and high risks. Attachment 1 to this DID provides guidance on the format of the risk mitigation sheet as well as a graph to classify low, medium and high risks. These mitigation plans shall be reviewed as often as deemed necessary by the government and Contractor PM's. The Contractor is encourage to use a risk management tool such as Risk Radar, this risk management software is available at: http://www.iceincusa.com/products_tools.htm

10.15 Upon the TA's acceptance of the Project Management Plan, the Contractor shall implement the approved plan. The plan shall contain a sign-off page that must be completed before the plan is implemented.

10.16 As required, the Contractor shall make appropriate amendments to the plan throughout the term of the contract to reflect current and planned activities (including process re-engineering, continuous improvement initiatives, or other innovations affecting the plan). The Contractor shall submit amendments to the plan to the TA for approval during Technical Review meetings.

Appendix 3

DATA ITEM DESCRIPTION	
1. TITLE Airworthiness Management Plan	2. IDENTIFICATION NUMBER DID AW-001
3. DESCRIPTION/PURPOSE 3.1 To describe the Contractor's plan for compliance to Technical Airworthiness Requirements	4. DELIVERY DATE 4.1 Within 2 weeks after contract award 4.2 Updated version 1 month after TAM Meeting.
	5. OFFICE OF PRIMARY RESPONSIBILITY DAEPM(FT) 5-4
	6. OFFICE OF COLLATERAL RESPONSIBILITY Contracting Authority Requisitioning Authority CFQAR
7. APPLICATION/INTERRELATIONSHIP 7.1 Technical SOW paragraph 10.7 7.2 The AMP shall function as the overall plan for: 7.2.1 Assuring the airworthiness of end products and services delivered in the period between contract award and the achievement of formal Technical Airworthiness Authority (TAA) accreditation; 7.2.2 Obtaining formal TAA accreditation, including the submission of a proposed Maintenance (MPM) Process Manual and Engineering (EPM) Process Manual; and 7.2.3 Measuring progress toward achieving formal TAA accreditation.	8. DND REPLY DATE As required. 9. REFERENCES TAM, see http://admmatapp.forces.ca/taa/tam/pubs_e.asp
10. PREPARATION INSTRUCTIONS 10.1 In the Contractor's own format, the AMP shall describe the Contractor's processes and control systems for ensuring the airworthiness of all aeronautical products and services in the period between contract award and formal TAA accreditation, including, but not limited to the following: Maintenance and engineering Support. a. Maintenance Support: i. A description of the scope and depth of authority that the Contractor proposes to exercise as related to the conduct J85-CAN-40 engine and associated components maintenance,	

- including a list of activities that the Contractor agrees must have DND Aircraft Engineering Officer (AEO) approval;
 - ii. Responsibilities for personnel conducting airworthiness related activities;
 - iii. Authorization system for personnel conducting maintenance certifications;
 - iv. Eligibility criteria for personnel conducting maintenance certifications including Aircraft Release Authority (ARA), Aircraft Certification Authority (ACA), Maintenance Release Authority (MRA) and Shop Certification Authority (SCA) as applicable;
 - v. Eligibility criteria for personnel granting authorizations to personnel conducting maintenance certifications including ARA and MRA as applicable;
 - vi. Eligibility criteria for personnel to perform maintenance;
 - vii. A description of the approved maintenance program and schedule to be followed;
 - viii. A description of the technical records proposed for use, including traceability of component histories;
 - ix. A description of the process for the completion, correction and retention of technical records;
 - x. A description of the process that ensures that only approved aviation replacement parts are used including procurement, materiel control and disposal; and
 - xi. A description of the process to be used to enter into and sustain any maintenance support arrangements with other companies.
- b. Engineering Support:**
- i. A description of the scope and depth of technical airworthiness authority that the Contractor proposes to exercise as related to the conduct of the J85-CAN-40 engine and associated components design change development, engineering support and technical management, including a list of the activities that require approval by the DND TA or TAA;
 - ii. Responsibilities for personnel conducting airworthiness-related activities;
 - iii. Personnel authorization system for authorizing personnel involved in the development and approval of design changes, including:
 - 1) Eligibility criteria for personnel to perform and approve design changes; and
 - 2) Eligibility criteria for personnel granting authorizations and personnel being granted authorizations;
 - iv. A description of the engineering process to be followed for managing the J85-CAN-40 engine and associated components design, including assigned design change and configuration management responsibilities;
 - v. A description of the design data management system; and
 - vi. A description of the process to be used to enter into and sustain any engineering support arrangements with other companies.
- 10.2 In the Contractor's own format, the AMP shall describe the Contractor's concept and schedule for achieving full Technical Airworthiness Manual (TAM) compliance and formal TAA accreditation within one year of contract award. The AMP shall include the Contractor's plan for submitting to the TAA, an Engineering and/or Maintenance Process Manual in accordance with the requirements of the DND TAM (CFTO C-05-005-001/AG-001) within 6 months of contract award. Note: DTA requires the MPM 6 months in advance of accreditation date.
- 10.3 Progress Reports on Technical Airworthiness Compliance shall be submitted every two months until receipt of formal TAA accreditation. The reports shall track progress against the schedule provided in the Airworthiness Management Plan (AMP), identify problem areas and proposed solutions.

Appendix 3

DATA ITEM DESCRIPTION	
1. TITLE Maintenance Process Manual (MPM)	2. IDENTIFICATION NUMBER DID AW-002
3. DESCRIPTION/PURPOSE 3.1 To describe the Contractor's Maintenance procedures and demonstrate compliance to the DND Technical Airworthiness Manual (AMP).	4. DELIVERY DATE 4.1 Within 6 months after contract award.
	5. OFFICE OF PRIMARY RESPONSIBILITY DAEPM(FT) 5-4
	6. OFFICE OF COLLATERAL RESPONSIBILITY Contracting Authority Requisitioning Authority CFQAR
7. APPLICATION/INTERRELATIONSHIP 7.1 The Draft MPM is required as part of the Contractor's undertaking to achieve TAA accreditation as an AMO. Once it has been approved by the TAA it will replace the procedural instructions contained in the Contractor's Airworthiness Management Plan (AMP)	8. DND REPLY DATE As required.
	9. REFERENCES TAM, see http://admmatapp.forces.ca/taa/tam/pubs_e.asp
10. PREPARATION INSTRUCTIONS	
10.1 The Contractor's MPM shall be developed to provide the information identified in the TAM Part 1, Chapter 4, paragraph 1.4.2.S1.3 and to comply with the requirements specified in the DND/CF Technical Airworthiness Program.	
10.2 While every AMO is unique, all MPMs share the requirement to cover the following general topics upon the scope and depth of authority assigned to the organization found in TAM Part 1 Chapter 4 Annex C Appendix 1, http://admmatapp.forces.ca/taa/tam/pubs_e.asp 3.	
10.3. The Draft Version shall be prepared and submitted within 6 months recommended of contract award unless authorized otherwise by TAA. The Draft Version shall describe a "steady state" authorization control system. This is a description of how the organization will authorize its personnel to perform maintenance and conduct airworthiness functions after accreditation.	
10.4. The Final Version shall comply with the requirements of the DND/CF Technical Airworthiness Program and the TAM, and shall be complied with by the Contractor in carrying out his responsibilities for Technical Airworthiness.	

Appendix 3

DATA ITEM DESCRIPTION	
1. TITLE Engineering Process Manual (EPM)	2. IDENTIFICATION NUMBER DID AW-003
3. DESCRIPTION/PURPOSE 3.1 To describe the Contractor's engineering procedures and demonstrate compliance to the DND/CF Technical Airworthiness Manual (TAM).	4. DELIVERY DATE 4.1 Within 6 months after contract award.
	5. OFFICE OF PRIMARY RESPONSIBILITY DAEPM(FT) 5-4
	6. OFFICE OF COLLATERAL RESPONSIBILITY Contracting Authority Requisitioning Authority CFQAR
7. APPLICATION/INTERRELATIONSHIP 7.1 The EPM is required as part of the Contractor's undertaking to achieve TAA accreditation as an ATO/ADO. Once it has been approved by the TAA it will replace the procedural instructions contained in the Contractor's Airworthiness Management Plan (AMP).	8. DND REPLY DATE As required.
	9. REFERENCES TAM, see http://admmatapp.forces.ca/taa/tam/pubs_e.asp
10. PREPARATION INSTRUCTIONS	
10.1 The Contractor's EPM shall be developed to provide the information identified in the TAM Part 1, Chapter 4, paragraph 1.4.2.S1.3 and Part 2 Chapter 4 Annex C Appendix 1 to comply with the requirements specified in the DND/CF Technical Airworthiness Program.	
10.2 While every ADO/ATO is unique, all EPMs share the requirement to cover the following general topics upon the scope and depth of authority assigned to the organization found in TAM Part 1 Chapter 4 Annex A Appendix 1, http://admmatapp.forces.ca/taa/tam/pubs_e.asp .	
10.3 The Draft Version shall be prepared and submitted within 6 months of contract award unless authorized otherwise by TAA. The Draft Version shall describe a "steady state" authorization control system. This is a description of how the organization will authorize its personnel to perform maintenance and conduct airworthiness functions after accreditation.	
10.4 The Final Version shall comply with the requirements of the DND/CF Technical Airworthiness Program and the TAM, and shall be complied with by the Contractor in carrying out his responsibilities for Technical Airworthiness.	

Appendix 3

DATA ITEM DESCRIPTION	
1. TITLE Design Changes, Deviations and Waivers	2. IDENTIFICATION NUMBER DID SE-001
3. DESCRIPTION/PURPOSE 3.1 Deviation Changes, Deviations and Waivers shall be presented to the Technical Authority for approval of any change or deviation in functional, calibration, test procedures, installation specifications or materials.	4. DELIVERY DATE As required.
	5. OFFICE OF PRIMARY RESPONSIBILITY DAEPM(FT) 5-2
	6. OFFICE OF COLLATERAL RESPONSIBILITY
	8. DND REPLY DATE As required.
7. APPLICATION/INTERRELATIONSHIP 7.1 Technical SOW paragraph 5.10.	9. REFERENCES D-02-006-008/SG-001
	10. PREPARATION INSTRUCTIONS 10.1 The Contractor shall prepare a Design Change, Deviation and Waiver Request for submission to the Technical Authority in accordance with D-02-006-008/SG-001. 10.2 Two (2) copies of the Design Change, Deviation and Waiver Request shall be submitted to the DND TA for approval.

Appendix 3

DATA ITEM DESCRIPTION	
1. TITLE Engineering Drawings and Associated Lists - Contractor Format	2. IDENTIFICATION NUMBER DID SE-002
3. DESCRIPTION/PURPOSE 3.1 Engineering Drawings, Associated Lists and Reference Documents shall be provided in accordance with the requirements and in the final form as specified in this DID.	4. DELIVERY DATE As per DND TA tasking instructions.
	5. OFFICE OF PRIMARY RESPONSIBILITY DAEPM(FT) 5-2
	6. OFFICE OF COLLATERAL RESPONSIBILITY DPTDS 2-2
	8. DND REPLY DATE As Required.
7. APPLICATION/INTERRELATIONSHIP 7.1 Technical SOW paragraph 4.7.	9. REFERENCES DOD-D-1000B dated 28 Oct 77 MIL-STD-100 As per attached drawing clause.

ENGINEERING DRAWINGS AND ASSOCIATED LISTS

CONTRACTOR FORMAT

1 General - Engineering Drawings, Associated Lists and Reference Documents shall be provided in accordance with the following requirements and in the final form specified below.

1.1 DPTDS 2-2 Technical Data Action Number (TDAN)

The following number has been assigned to control the acquisition of all Engineering Drawings and Associated Lists produced under this contract:

DPTDS 2-2 TDAN Number **984271006**

1.2 Governing Specification

DOD-D-1000B dated 28 October 1977C Military Specification, Drawings, Engineering and Associated Lists.

1.3 Governing Standard

MIL-STD-100C Department Of Defence Standard Practice For Engineering Drawing Practices.

1.4 Applicable Documents

ISO 9660 - Information Processing - Volume and File Structure of CD-ROM for Information Interchange

CAN/CSA-Z234.1-89 - Canadian Metric Practices Guide

D-LM-008-022/SG-000 - Standard for Packaging of Documentation

MIL-R-28002B - Raster Graphics Representation in Binary Format, Requirements For

MIL-STD-804C - Formats and Coding of Aperture, Camera, Copy, and Tabulating Cards

MIL-M-9868 - Microfilming of engineering data 35mm, Requirements For

MIL-C-9877 - Cards, Aperture

MIL-C-9949 - Cards, Copy

MIL-M-38761 - Microfilming and Photographing of Engineering/Technical Data and Related Documents, Requirements For

1.5 Drawing Level-

Level 2 - Engineering drawings and associated lists as defined by the governing specification.

2 Associated Lists C Data Lists shall be prepared at the item level of each assembly (or end item) declared for future production by the Technical Authority.

3 Reference Documents C Reference documents called up on the engineering drawings (excepting those that are government, society and readily available industrial specifications and standards) shall be included as part of the engineering drawings and associated lists.

4 Drawings C New Engineering Drawings and Associated Lists shall be prepared in accordance with the governing Specification/Standard and the clauses set out herein. Existing Contractor drawings shall be acceptable provided they meet the requirements as defined by Specification DOD-D-1000B (Para. 3.2).

Appendix 3

- 4.1 **Filenames/Batch Number Allocation** C Filenames and a batch number for the electronic files will be issued to the Contractor upon written request to the address specified in para. 6.7.7.
- 4.2 **Drawing System** C The use of mono-detail or multi-detail drawings is optional, however the mono-detail system is preferred by DND. Existing multi-detail drawings shall not be redrawn to satisfy the DND preference for a mono-detail system.
- 4.3 **Drawing Types** C The Contractor shall provide the necessary types of drawings that will satisfy the sophistication of the specified drawing level and shall be subject to the approval of both the DND Technical Authority and DPTDS 2-2.
- 4.4 **Revisions** C It is preferred that the Contractors revisions be incorporated into the master drawings.
- 4.5 **Parts Lists** C Parts lists shall be prepared integral to, or separate from their associated drawings.
- 4.6 **Control Drawings** C Control drawings as defined in the governing standard shall be prepared for commercial items approved for use in the design which are not defined by Government or nationally recognized industrial specifications and standards.
- 4.7 **Units of Measure:** The units of measure (metric or imperial) will be determined by the DND Technical Authority. Metric drawings shall comply with CAN/CSA -Z234.1-89 Canadian Metric Practices Guide.
- 5 **Proprietary Rights** - Intellectual proprietary rights with respect to drawings provided under this contract are governed by the **terms and general conditions** of the contract referenced herein.
- 6 **Deliverable Form** - Five (5) sets of The Engineering Drawings, Associated Lists and Reference Data shall be delivered in soft copy form as follows: (Note: final deliverables shall not be prepared prior to the provisions of Para 7 being met.)
 - 6.1 **Soft Copy Deliverables:** Soft copy deliverables shall include the Engineering Drawings, Associated Lists, Reference Data and the associated Metadata in electronic form.
 - 6.2 **Engineering Drawings:** Engineering Drawings shall be delivered as Raster files as further detailed herein. Files must be wholly raster (hybrid files shall not be delivered).
 - 6.3 **Associated Lists:** Associated Lists shall be delivered as Raster files as further detailed herein.
 - 6.4 **Reference Documents:** Reference Documents shall be delivered as Raster files as further detailed herein, or in a format deemed acceptable by DPTDS 2-2.
 - 6.5 **Multi-sheet drawings:** Multi-sheet drawings and associated lists are to be delivered one sheet per file.
 - 6.6 **Media of Delivery:** The following media forms are acceptable for final delivery of electronic data: File Compression shall not be used
 - a. Exabyte 8mm data cartridge formatted to EXB 8505, 14.0 GB, downward compatible to 2.3GB, 5.0GB & 10.0GB, (UNIX or NT OS).
 - b. CD-ROM, written in accordance with ISO 9660.
 - c. 3-1/2" Diskettes only if quantity of diskettes does not exceed 10.
- 6.7 **File Formats for Raster Data:** CALS type 1, CCIT, Group 4, Untitled Raster Data, as per MIL-R-28002B dated 14 December 1992.
 - 6.7.1 **Pel Density:** Raster image pixel element (Pel) density shall be 200 dpi.
 - 6.7.2 **Position of Pels:** Position of Pels shall be as follows:
 - a. Portrait Data: line progression 270 degrees, Pel path 0 degrees.

b. Landscape Data: line progression 270 degrees, Pel path 0 degrees.

6.7.3 Image Sizes: Image sizes shall be as outlined in tables 1 and 2:

Drawing Size	W x L (max) (mm)	Pels Per Line	Number of Lines
A4	210 X 297	1656	2344
A3	297 X 420	2344	3312
A2	420 X 594	3312	4680
A1	594 X 841	4680	6624
A0	841 X 1189	6624	9368
B1	707 X 1000	5567	7875

TABLE 1: Metric Drawing Sizes

Drawing Size	W x L (max) (inches)	Pels Per Line	Number of Lines
A	8.5X11	1704	2200
B	11X17	2200	3400
C	17X22	3400	4400
D	22X34	4400	6800
E	34X44	6800	8800
F	28X40	5600	8000
G	11X90	2200	18000
H	28X143	5600	28600
J	34X176	6800	35200
K	40X143	8000	28600
Legal	8.5X14	1704	2800

TABLE 2: North American Drawing Sizes

6.7.4 Cropping: Images must be cropped so that the engineering drawing is free from extraneous information.

6.7.5 Skew Correction: Images must be skew corrected to 0 degrees and 90 degrees.

6.7.7 File Names/Batch number Allocation C See para 4.1.

6.8 **Capture of Related Information (Metadata)**: Metadata shall be provided for all Engineering Drawings and Associated Lists and Reference Data deliverables. Metadata is defined as data that describes data objects (para 17.06.03, Automatic Data Processing (ADP) NATO Glossary (June 1991)). The Metadata being captured is required to provide index information related to the soft copy deliverables.

6.8.1 Each delivered image shall have a corresponding ASCII record delivered on separate media as outlined below.

6.8.2 Captured records may be delivered on any of the media types outlined herein, including 3-1/2" diskette (DOS format).

6.8.3 Each ASCII record shall have the following file structure.

- a. The field delimiter will be the single "|" (pipe) symbol.
- b. Empty fields will be delimited as "||", double pipe.
- c. Sample Metadata:

aza235.cal|az001|9775458|B|1|1|1|2|U|36376|A2|BRACKET|EDRN 001|

6.8.4 Fields shall be ordered as outlined in Table 3.

Order	Field Name	Length	Data Type	Field Definition/Details	Example Entry
1	File name	8	varchar2	- name of electronic file - (unique filename for uploading in database) Filenames will be issued with drawing numbers.	aza235.cal
2	Batch No	7	varchar2	- batch number - (used for uploading files in database) Batch number will be assigned with filenames.	az001
3	Document No.	25	varchar2	- this field will contain the document number	9775458
4	Revision	3	varchar2	- letter or number indicating the revision level If there is no rev, indicate with dash (A-@)	B
5	Sheet No. ____	8	varchar2	- sheet number x of y. Enter the value of x.	1
6	of ____	8	varchar2	- sheet number x of y. Enter the value of y.	1
7	Frame No ____	4	number	- frame number x of y. Enter the value of x. (this field is applicable only when capturing data from aperture cards) When field is not applicable, leave blank.	1
8	of ____	4	number	- frame number x of y. Enter the value of y. (this field is applicable only when capturing data from aperture cards) When field is not applicable, leave blank.	2
9	Data Rights	2	varchar2	- the data rights as specified in the contract.	U
10	Owner NSCM (CAGE CODE or NCAGE)	5	number	- this field shall contain the NATO Supply Code for Manufacturers (NSCM) of the Owner of the data..	36376
11	Size	2	varchar2	- the format size of the document.	A2
12	Title	240	varchar2	-Title of document.	BRACKET
13	Open field	10	varchar2	-This open field shall be used when two (2) or more documents have the same document number but are different documents. I.E. document 12345, document 12345 EDRN 001, then ADCR 001" would be entered in this field. When field is not applicable, leave blank.	EDRN 001

TABLE 3: INDEX FIELDS

Appendix 3

- 6.9 **Final Hard Copy Form** C **One (1)** set of Silver Halide and **One (1)** set of Diazo Duplicate 35mm aperture cards shall be prepared and supplied in accordance with the requirements listed below.

- a. **Silver Halide** - The Engineering Drawings, Associated Lists and Reference Documents shall be supplied in 35mm microfilm format in accordance with MIL-M-9868 type I, class 1, (Silver Halide, camera microfilm, negative type, clear line image). Microfilm shall be mounted in aperture cards conforming to MIL-C-9877, type I, class 1. Multi-sheet Documents shall be filmed on a single sheet per aperture card basis. Aperture card format, key punching, verifying and interpreting shall be in accordance with MIL-STD-804C, card code H/T (Article 5.4.b and Figure 3). Aperture card crest is optional and all detailed information except that in columns 48-49 and 78-80 is required.
- b. **Diazo Duplicate** - The Engineering Drawings, Associated Lists and Reference Documents shall be supplied in 35mm microfilm format in accordance with MIL-M-9868 II, class 2, (diazo microfilm, kind N, negative background, clear line image). Microfilm shall be mounted in aperture cards conforming to MIL-C-9949, type II, class 1. Multi-sheet Documents shall be filmed on a single sheet per aperture card basis. Aperture card format, key punching, verifying and interpreting shall be in accordance with MIL-STD-804C card code H/T Article 5.4.b and Figure 3). Aperture card crest is optional and all detailed information except that in columns 48-49 and 78-80 is required.

Appendix 3

7. **Quality Assurance Provisions:**

- 7.1 **Quality Assurance:** Quality Assurance of the Engineering Drawings and Associated Lists delivered on this contract is the responsibility of the Contractor.
- 7.2 **Acceptance:** Acceptance of the Engineering Drawings, Associated Lists and Reference Documents for technical content requirements will be the responsibility of the DND Technical Authority. Acceptance of the Engineering Drawings, Associated Lists, Reference Documents and Electronic Data Deliverables for format requirements will be the responsibility of **DPTDS 2-2**. Upon completion of the Engineering Drawings and Associated Lists, for each quarterly submission, one (1) Sample Package (minimum 20 drawing files) of softcopy form shall be forwarded to **DPTDS 2-2** for acceptance purposes only. If the package cannot be accepted, for reasons of either technical content or format, it may be necessary to re-submit the soft copy set.
- 7.3 **Raster Data Compatibility:** Raster Data Compatibility shall be established between **DPTDS 2-2** and the Contractor as follows:
- a. The Contractor shall provide 3 sample data files of different sizes (ie. A0 or E, A2 or D, A4 or A...) complete with the associated Metadata.
- b. It is the responsibility of the Contractor to ensure that digital data in raster format is delivered to the Department in the format identified above without any conversion or translation of delivered data required on the part of the Department.

- 8 **Packaging/Marking/Loss/Damage** C Reproducible and non-reproducible data shall be preserved, packaged and marked in accordance with CF Standard D-LM-008-022/SG-000. 35mm aperture cards shall be preserved, packaged and marked in accordance with MIL-M-38761. Exterior shipping containers shall be marked with the contract and/or task number and in the event of loss or damage while in shipment, the responsibility for replacement shall be that of the primary Contractor and shall be at the primary Contractor's expense.

- 9 **Delivery** C Soft copy (Raster Files) and/or aperture cards shall be forwarded to **DPTDS 2-2** (address as specified below):

National Defence Headquarters
MGen George R. Pearkes Building
OTTAWA ON K1A 0K2

Attention: **DPTDS 2-2-8**

Appendix 3

DATA ITEM DESCRIPTION	
1. TITLE Aerospace Engineering Change Proposal (AECp)	2. IDENTIFICATION NUMBER DID SE-003
3. DESCRIPTION/PURPOSE 3.1 AECp's are originated by Contractors to obtain DND approval for a proposed modification to aerospace equipment.	4. DELIVERY DATE As required.
	5. OFFICE OF PRIMARY RESPONSIBILITY DAEPM(FT) 5-4
	6. OFFICE OF COLLATERAL RESPONSIBILITY
	8. DND REPLY DATE As Required.
7. APPLICATION/INTERRELATIONSHIP 7.1 Technical SOW paragraph 4.11	9. REFERENCES C-05-002-001/AG-000
	10. PREPARATION INSTRUCTIONS 10.1 Aerospace Engineering Change Proposals shall be prepared in accordance with C-05-002-001/AG-000. 10.2 Four (2) copies of the Aerospace Engineering Change Proposal shall be submitted to the TA for approval.

DATA ITEM DESCRIPTION	
1. TITLE Canadian Forces Modification Leaflet	2. IDENTIFICATION NUMBER DID SE-004
3. DESCRIPTION/PURPOSE 3.1 The Contractor may be required to prepare Canadian Forces Modification Leaflets on an as required basis as requested by the Technical Authority.	4. DELIVERY DATE As per TA tasking instructions.
	5. OFFICE OF PRIMARY RESPONSIBILITY DAEPM(FT) 5-2
	6. OFFICE OF COLLATERAL RESPONSIBILITY
	8. DND REPLY DATE As Required.
7. APPLICATION/INTERRELATIONSHIP 7.1 Technical SOW paragraph 4.2	9. REFERENCES D-01-100-220/SF-000.
10. PREPARATION INSTRUCTIONS <p>10.1 The Contractor shall prepare a Canadian Forces Modification Leaflet in accordance with D-01-100-220/SF-000.</p> <p>10.2 The Technical Authority will be responsible for the selection of the NDID code number, determining whether the modification will be a Contractor Depot (CD) or field level (CF) type, and publishing the final version of the modification leaflet.</p> <p>10.3 Two (2) copies of the Modification Leaflet are required and are to be delivered to the TA.</p>	

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**J85
PROPULSION GROUP SUSTAINMENT
(PGS)**

**APPENDIX 5

ACRONYMS AND GLOSSARY**

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Acronyms

Acronyms	Definition
1 Cdn Air Div	1 Canadian Air Division
AAF	Annual Activity Forecast
AAR	Annual Airworthiness Report
AAS	Accountable Advance Spares
AASD	Airworthiness and Aviation Safety Document
AB	Alberta
AB	Afterburner
A/C	Aircraft
ACN	Advance Change Notice
ADF	Aircraft Data Files
ADM(Mat)	Assistant Deputy Minister (Materiel)
ADO	Accredited Design Organization
AECP	Aerospace Engineering Change Proposal
AEPM	Aerospace Engineering and Program Management
AICP	Aircraft Inspection Change Proposal
ALEX	Aircraft Life Extension
AMMIS	Aircraft Maintenance Management Information System
AMO	Acceptable Maintenance Organization
AMP	Airworthiness Management Plan
AMSE	Aircraft Maintenance Support Equipment
AMSO	Aircraft Maintenance Support Organization
APM	Airworthiness Process Manual
APU	Auxiliary Power Unit
ASB	Air Sustainment Board
ATE	Automatic Test Equipment
ATO	Accredited Technical Organization
AVS	Avionics
AWR	Additional Work Requirement
BLM	Bottom Line Measures
BOC	Basic Operational Capability
CA	Contract Authority
CAF	Canadian Armed Forces
CAS	Chief of the Air Staff
CCOP	Contract Close-out Plan
CCP	Contract Change Proposal
CD	Contractor Depot
CDRL	Contract Data Requirement List
CF	Canadian Forces
CFB	Canadian Forces Base
CFITES	Canadian Forces Individual Training and Education System
CFM	Contractor Furnished Material
CFPD	Canadian Forces Publication Depot
CFQAR	Canadian Forces Quality Assurance Region
CFSS	Canadian Forces Supply System
CFTO	Canadian Forces Technical Order

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Acronyms	Definition
CG	Controlled Goods
CGP	Controlled Goods Program
CHI	Contractor Held Inventory
CI	Contract Issued
CIP	Component Improvement Program
CIS	Contract Issue Spares
CM	Configuration Management
CMATC	Canadian Military Aircraft Type Certificate
CMP	Configuration Management Plan
CPMP	Contract Program Management Plan
CRPA	Contractor Repair Parts Account
CSE	Canadian Security Establishment
CSN	Canadian Switched Network
CSW	Customer Supply Window
CTAT	Controlled Technology Access and Transfer
CTIP	Contract Transition and Implementation Plan
DAEPM(FT)	Director Aerospace Equipment Program Management (Fighters and Trainers)
DCN	Drawing Change Notice
DGAEPM	Director General Aerospace Equipment Program
DID	Data Item Description
DMS	Data Management System
DND	Department of National Defense
DOB	Deployed Operating Base
DoD	Department of Defense
DPTDS	Director of Publications and Technical Data Services
DQA	Director Quality Assurance
DRMIS	Defence Resources Management Information System
DSC	Defence Supply Chain
DSCD	Defence Subject Classification & Disposition System
DSCO	Directorate of Supply Chain Operations
DWAN	Defence Wide Area Network
EDD	Estimated Delivery Date
EIES	Electronic Information Exchange System
ELE	Estimated Life Expectancy
EO	Engineering Officer
EPM	Engineering Process Manual
EPMS	Engineering Process Manual Supplement
ES	Engineering Study
ESC	Executive Steering Committee
ESIMP	Engine Structural Integrity Monitoring Program
ETAC	Escadron tactique de chasse
ETFs	Engine Test Facilities
F/A	Fighter/Attack
FLRU	Flight Line Replaceable Unit
FMS	Foreign Military Sales
FOC	Full Operational Capability
FOD	Foreign Object Damage
FOL	Forward Operating Location

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Acronyms	Definition
FSIS	Flight Safety Information System
GCU	Generator Converter Unit
GFE	Government Furnished Equipment
GFOs	Government Furnished Overhaul Spares
HPT	High Pressure Turbine
IAW	In Accordance With
IC	Industry Canada
IETM	Interactive Electronic Technical Manual
ILS	Integrated Logistics Support
IM/IT	Information Management/Information Technology
IOC	Initial Operational Capability
ISO	International Standards Organization
ITAR	International Traffic in Arms Regulation
ITB	Industrial and Technological Benefit
ITSD	Information Technology Security Directive
ITSG	Information Technology Security Guidance
JMRM	Joint Management Review Meeting
JMT	Joint Management Team
KPIs	Key Performance Indicators
LCMM	Life Cycle Material Management
LPM	Logistics Planning Model
LRU	Line Replaceable Units
LTAF	Long-Term Activity Forecast
MDADS	Maintenance Data Acquisition and Diagnostic System
METS	Mobile Engine Test Stand
MI	Materiel Identification
MOBs	Main Operating Bases
MPM	Maintenance Process Manual
MRB	Material Review Board
MRC	Maximum Repair Cost
MRO	Maintenance, Repair & Overhaul
MRP	Mobile Repair Party
MRS	Maintenance Record Set
MSI	Military Support Instruction
MSPM	Materiel Support Process Manual
NCR	National Capital Region
NDHQ	National Defence Headquarters
NDQAR	National Defence Quality Assurance Representative
NDSOD	National Defence Security Orders and Directives
NDT	Non Destructive Testing
NSR	Non-Standard Repair
OCN	Overhaul Change Notice
OEM	Original Equipment Manufacturer
OJT	On-Job-Training
OWSS	Optimized Weapon System Support
PA	Procurement Authority
PALMS	Publications And Library Management System
PAV	Primary Air Vehicle

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Acronyms	Definition
PDR	Publication Discrepancy Report
PER	Periodic Inspection
PfMS	Performance Management Specification
PIF	Pre-Installation Failure
PG	Propulsion Group
PGS	Propulsion Group Sustainment
PHbk	Program Handbook
PMS	Publication Management Services
POL	Petroleum, Oil, and Lubricant
PRM	Progress Review Meeting
PSPC	Public Service Procurement Canada
PUK	Pack-Up Kit
PWS	Performance Work Statement
QA	Quality Assurance
QAR	Quality Assurance Representative
QC	Quebec
R&O	Repair or Overhaul
R&I	Removal and Installation
RA	Requisition Authority
RCAF	Royal Canadian Air Force
RCMP	Royal Canadian Mounted Police
RDIMS	Record & Document Information Management System
REO	Routine Engineering Order
RFI	Ready for Installation
RMA	Repairable Materiel Account
RRM	Readiness Review Meeting
RRMA	Regional Repairable Material Account
RRP	Readiness Review Process
SA&A	Security Assessment and Authorization
SAC	Serviceability Assurance Check
SAMS	Senior Aircraft Maintenance Supervisor
SB	Service Bulletin
SDE	Senior Design Engineer
SHC	Stock Holding Code
SHI	Systems Health Indicator
SI	Special Inspection
SOW	Statement of Work
SPM	Strategic Performance Measure
SRM	Strategic Review Meeting
TA	Technical Authority
TAA	Technical Airworthiness Authority
TAM	Technical Airworthiness Manual
TCH	Type Certificate Holder
TDP	Technical Data Package
TF	Tactical Fighter
TF(OT)S	Tactical Fighter (Operational Training) Squadron
TFS	Tactical Fighter Squadron
TI	Technical Investigation

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Acronyms	Definition
TIES	Technical Investigation and Engineering Support
TLMR	Third Line Maintenance Report
TRM	Technical Review Meeting
TSN	Time Since New
TSO	Time Since Overhaul
TSSIT	Technical Security Standard for Information Technology
UCR	Unsatisfactory Condition Report
UETP	Unit Employment Training Plan
VfM	Value for Money
WG	Working Group
WSM	Weapon System Manager
WSSN	Weapon Systems Support Network
XML	Extensible Mark-up Language
YFR	Yearly Flying Rate

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Glossary

Accountable (Repairable): Any item of equipment separately accounted for upon acquisition, removal, transfer, sale, demolition, abandonment or write-off.

Accredited Design Organization: An organization that is accredited by the TAA to perform airworthiness management roles and technical airworthiness functions in the development of the design of aeronautical products, subsequent design changes to an approved type design or provision of engineering support to aeronautical products.

Accredited Maintenance Organization: An AMO is an organization accredited by the TAA to perform airworthiness management roles and technical airworthiness functions in the conduct of maintenance and/or repair and overhaul of aeronautical products.

Accredited Technical Organization: An ATO is an organization accredited by the TAA to perform airworthiness management roles and technical airworthiness functions in the conduct of the life cycle material management of an approved aeronautical product type.

Activities: A collection of processes or actions, performed by the Contractor, that uses a range of inputs to produce the desired outputs and ultimately outcomes to deliver benefits to DND. (e.g. Perform Program Management) In essence, activities describe "what we do".

Affordability (Outcome): Understanding the total cost of ownership and the underlying cost drivers in order to optimally balance Canada's requirements with budget.

Airworthiness Practice: Maintenance practices, used by both military and civil airworthiness authorities, that adhere to the fundamental principles as outlined in the Technical Airworthiness Manual (TAM): completed to accepted standards; performed by authorized individuals; accomplished within accredited organizations; and done using approved procedures.

Airworthiness Program: An airworthiness program contributes to aviation safety by influencing areas related to aeronautical products and their operation. The elements of an effective airworthiness program consist of an entire range of aviation activities including design, manufacture, maintenance, material support, facilities, personnel and operations. These elements are further defined in the TAM.

Approved Maintenance Program: The approved maintenance program for an aeronautical product specifies the maintenance activities, the technical and administrative actions necessary to keep an aeronautical product and associated systems, equipment, component parts and software in a fit and safe condition for flight.

Availability (Outcome): The Contractor will provide the right PG assets to Canada, ready for installation when and where required.

Base Year: The year that is used as the basis of comparison for the level of a particular economic index.

Best Practice: An effective method that is promoted to effect change and to ensure its continued use.

Capability: The power to achieve a desired operational effect in a nominated environment within a specified time and to sustain that effect for a designated period.

Continuing Airworthiness: Refers to activities necessary to ensure that aeronautical products continue to meet the appropriate airworthiness rules and standards throughout their operating life.

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Contracting Authority: The authority, delegated by the MND, to persons occupying specific DND/CAF positions or fulfilling specific organizational functions to enter into and sign contractual documents on behalf of the department.

Contract Close-Out Plan: Describes how the Contractor proposes to transfer in-service support, assets and responsibilities at the end of the contract period to DND or another supplier as specified by DND.

Contract Issue Spares (CIS): CIS are DND-owned materiel issued to the Contractor for incorporation into DND equipment including items undergoing repair, overhaul and modification. This materiel is catalogued; catalogued serviceable spare parts salvaged by the Contractors is included.

Contract Performance Management Specification: Describes in detail the performance management framework and associated processes.

Contract Repair Parts Account: CRPA is used as a system of record to record DND Materiel held by R&O contractors. The Materiel received by DND from R&O contractors must be accompanied with appropriate paperwork.

Contract Transition Period: The period of transitory implementation from contract award to steady-state operation.

Contractor Furnished Materiel: CFM is materiel supplied by a contractor during the performance of a contract.

Customer Supply Window: Access points, to be sufficiently supported by the PGS Contractor and to be established in locations as stated in the PWS, through which the Contractor must be available to provide PG equipment and items to Canada on an as and when required basis.

Depot Level Maintenance/Instructions: Refers to Third Level maintenance and Third Line CFTOs respectively.

Design Change: Act of making, or the outcome from, a change to the approved type design of an aeronautical product. It includes modifications which involves a physical changes to the approved configuration of an aeronautical product type, alterations which may involve changes in design operating limits, clearances of new stores for carriage on an aircraft, changes in functionality of installed systems, changes in the approved maintenance program including non-standard repairs, and changes in role, mission or task for an aeronautical product. (see TAM for further details).

Effectiveness: Effectiveness refers to the achievement of the objectives or other intended effects of a program, an operation or an activity.

Electronic Information Exchange System: A system to be developed, maintained, and supported by the Contractor; the system provides access to program management, performance and other PGS information, data and functions to complement the existing Canada-provided IT systems.

Engineering Support: Engineering Support encompasses all of the activities and associated functions necessary for the Contractor to deliver timely, accurate and airworthy engineering products, services and support. All engineering support required to support the PG will be the responsibility of the Contractor. DND will not be conducting these activities except when required for contract management and Decisions of Significance. Engineering support includes technical investigations, integrated logistics support, logistic support analysis, publication management and publishing services, technical data management services, configuration management and technical/engineering services.

Enterprise: The entire organization and associated arrangements required to sustain a Weapon System. The most 'forward' elements of the Enterprise are the maintenance functions performed on the aircraft and the required personnel and resources.

Flexibility (Outcome): Achieved through a robust and responsive sustainment system that delivers sustainment services in an adaptable manner.

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First Line Major Assemblies are the high value items transferred to the RCAF by the contractor and will be tracked for availability at the first line windows. These items either cannot be robbed as a complete assembly and/or the length of time for robbing them would lead to mission abort. From a contracted performance standpoint, Engines and Tailpipe assemblies availability requirement is planned at 100%.

First Line Repairable Units are repairable items transferred to the RCAF by the contractor to the RCAF and will be tracked for availability at the first line windows. The availability of other material required at the first line window, including consumables, will be monitored through System Health Indicators (SHIs).

Goods: Any item of merchandise, raw materials, or finished goods; any inventorial items or assets of any kind, including fixed assets, supplies, and items in process of production.

Governance: Establishment of policies, and continuous monitoring of their proper implementation, by the members of the governing body of an organization. It includes the mechanisms required to balance the powers of the members with the associated accountability.

Government Furnished Equipment (GFE): GFE is defined as equipment supplied by Canada to be used in the production process; for example, tooling, jigs, dies, production equipment. In addition, GFE includes IT hardware, test equipment and shipping containers.

Government Furnished Overhaul Spares (GFOS): GFOS are non-catalogued spares that are provided to the Contractor and arise from either:

- a. Accountable Advance Spares held by another contractor; or
- b. As a result of spare parts that are salvaged by the Contractor, on NDHQ and/or NDQAR authority, from DND materiel undergoing repair, overhaul, relifing or modification.

NOTE: Catalogued spare parts that are salvaged by the Contractor will become CIS.

NOTE: The GFOS inventory is a temporary inventory holding type until it is catalogued by the Contractor into the CIS inventory type.

Handover Point: The point where one party assumes "custody" or "ownership" of equipment and spares from the other party.

Information Management: Information management encompasses all activities and associated functions required to collect, warehouse, format and deliver data and information, including IM/IT management and software and hardware support.

Inputs: All the resources that contribute to the production and delivery of outputs. Inputs are "what we use to do the work". They include finances, personnel, equipment and infrastructure.

In-Service Support: ISS refers to all activities, including, but not limited to, engineering services (such as maintenance, repair, test and upgrade), logistics (such as parts supply, documentation and training) and related management functions, necessary to maintain a CF platform throughout its service life.

Intermediate Level Maintenance/Instructions: Refers to Second Level maintenance and Second Line CFTOs respectively.

Key Performance Indicator: A periodically assessed performance measure that is typically used to reflect delivery of performance against specified requirements, they are commonly linked to performance payments

Levels of Maintenance: Defines the complexity and scope of maintenance work. The more complex the task, the further it is conducted away from its operating unit. As a rule, First Level Maintenance describes maintenance and servicing actions that are carried out on or adjacent to the primary vehicle or system in its immediate operating

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locale. Second Level Maintenance involves the temporary removal from operational service and the relocation of the system or item to a specialized maintenance unit. Third Level Maintenance are those tasks for which specialized heavy maintenance activities are carried out, usually at some distance from the operational locale.

Liaison Engineering: Refers to the provision of a Contractor representative.

Life Cycle Management: Life Cycle Management consists of materiel support activities that are grouped into four distinct managerial Life Cycle Stages: Conception (those activities necessary to the development, definition and selection of a preferred means of satisfying a defence capability requirement), Acquisition (those activities directed towards the acquisition, installation and provision of initial and future logistics support resources for the preferred equipment or system), In-Service (those activities concerned with all facets of design, engineering and continuing logistics support for the materiel throughout its life cycle (including while in storage), and Disposal (those activities required to identify and remove surplus materiel from the CF inventory. This includes any associated support equipment and/or logistics support resources that are subsequently rendered no longer useful.)

Lines of Maintenance: Defines the primary roles of maintenance organizations. First Line Maintenance Units carry out First Level Maintenance; Second Line Maintenance Units carry out Second and some First Level Maintenance, and Third Line Units carry out Third Level Maintenance, along with some First and Second Level Maintenance, depending on circumstances. A prime factor for the allocation of a Line of Maintenance is the time allocation for repair and the availability of trained personnel, test equipment and parts. The LCMM must ensure the Line of Maintenance for particular maintenance tasks are correct by maintaining an updated maintenance plan.

Line Replaceable Unit: The lowest level of assembly normally removed from the system/equipment for maintenance. Such removal (and replacement) is normally accomplished at first line.

Maintainability: The ability of an item under stated conditions of use, to be retained in or restored to a specified condition when maintenance is performed by personnel having specified skill levels under stated conditions and using prescribed procedures and resources.

Maintenance: Maintenance activity includes the conduct of maintenance (performance, verification, recording and reporting of maintenance tasks), control of maintenance, servicing and elementary work.

Maintenance Support: Maintenance support includes all activities and functions, both scheduled and unscheduled, required to perform PG first, second and third level maintenance, as well as associated tooling and PG aircraft maintenance support equipment (AMSE) maintenance in accordance with the approved maintenance program.

Materiel: All moveable property, except for money, obtained by the government for issue on demand, or for sale to its administrative and operating units or to the public. The term is used to reference collectively such things as parts, components, items, units, equipment, assemblies, accessories, attachments, and processes etc., which are described in technical procurement documents.

Materiel Support: Encompasses all activities and associated functions required to provide and manage all present and future airworthy consumable and repairable PG parts and associated equipment. Materiel support includes planning, parts procurement, Repair and Overhaul (R&O), operational Pack-Up Kits (PUKs), inventory management, distribution and warehousing.

Mobile Repair Party: Refers to technicians performing maintenance away from the contractor's plant.

Non-Standard Repair: A repair not found in the approved maintenance policy and which constitutes a design change, making it subject to the design change certification process as detailed in the TAM.

Obsolescence Management: Managing obsolescence over the entire period of the contract.

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Operational Support: Operational support encompasses all Contractor activities required to sustain deployed operations, including mobile repair parties, technical services and engineering support.

Optimization: Finding an alternative with the most cost effective or highest achievable performance under the given constraints, by maximizing desired factors and minimizing undesired ones.

Outcome: The effects, benefits or consequences that occur either in the short, intermediate or long-term due to the Outputs of Contract Activities. (e.g. R&O Program is on schedule) Outcomes should relate clearly to an institution's strategic goals and objectives set out in its plans. Outcomes are "what we wish to achieve".

Output: The final products, or goods and services produced for delivery in order to achieve outcomes. Outputs may be defined as "what we produce or deliver."

Overhaul: The restoration of an item to its original condition/near life expectancy. It includes the replacement of worn, damaged, or life expired parts, the incorporation of approved modifications and the rework of components as necessary.

Pack-up Kit: A PUK is a kit, containing RFI engines, LRUs, repairables, and other PG equipment, which is prepared for deployments and which ensures self-sustained operations while supply lines are being established. PUK contents vary based on expected requirements of the deployment for which the PUK is required.

Performance: The act of performing; of doing something successfully.

Performance Based Contracting: The business arrangement or contracting strategy which defines the agreement between the user and the support provider for the delivery of a sub-set of a PBL system. The strategy espouses the concept of optimization, partnership and alignment and includes incentives to deliver continued improvement. The strategy is supported by detailed requirements relatively to outcomes, metrics, resources and stakeholder accountabilities.

Performance Framework: See *Framework*.

Petroleum, Oils, Lubricants: All petroleum and associated products used by the armed forces.

Preventative Maintenance: Preventive Maintenance is conducted at First, Second and Third line facilities (see C-05-005-P02/AM-001) to promote safe and effective operation of a weapon system over the span of its Estimated Life Expectancy (ELE). The preventive maintenance program consists of scheduled inspections that are designed to reduce the probability of failure and to minimize degradation of performance attributable to time and usage.

Procurement Authority: The Procurement/Contracting Officer/Clerk or RC Manager/Administrator who is delegated responsibility for some or all parts of the procurement process. The PA provides procurement, materiel management, contracting and financial management advice, support and oversight related to the procurement of goods and services for DND and the Canadian Armed Forces.

Program Management: Program Management is the process of managing the activities required to ensure available resources are efficiently and effectively utilized to achieve the Programs outcomes/objectives. Process of managing multiple related projects at once. Where project management is often used to describe one project, program management involves multiple projects that are all related and working toward the same goal or result.

Regional Repairable Material Account: These warehouses record assets undergoing repair, overhaul, modification, re-life or investigation at a 2nd line military maintenance facility. A RRMA is internal to DND.

Reliability (Outcome): Optimizing the in-service period between maintenance events with consideration given to ensuring Value for Money.

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Results: Outputs and Outcomes that are a result of project activities.

Repair: The identification and correction of those specific defects which degrade the performance of an item causing it to function below the specifications.

Repairable Material Account: These warehouses record assets undergoing repair, overhaul, modification, re-life or investigation at a military or civilian 3rd line maintenance facility.

Serviceable: The condition of an equipment which allows it to be used, shipped or held in stores without being subjected to any limitations not applicable to new equipment.

System Health Indicator: Used to reflect a variety of lead and lag requirements that provide the Buyer assurance that both KPIs and SPMs will be delivered.

Strategic Performance Measure: A performance measure that is typically used to reflect long term behaviours against Key Result Areas.

Requirement: An essential condition that a system has to satisfy.

Task: A Task is a description of a maintenance activity that may be broad or specific in scope. A Task may be specified for a system, sub-system, single component or skill-set, within the scope of a qualification. All defined tasks are published as "Authorization Codes" in the CF publication, A-PD-055-500/PQ-000 -- "CF Aircraft Weapon System Authorization Codes".

Technical Airworthiness Authority: The TAA is responsible for the regulation of the technical airworthiness aspects of design, manufacture, maintenance and materiel support of aeronautical products and the determination of the airworthiness acceptability of these products prior to operational service.

Technical Authority: The TA is the organization appointed by the owner/operator of an aeronautical product type to perform the life cycle materiel management of in-service aeronautical products.

Technical Data: Recorded information, regardless of format, for the purpose of recording scientific or technical data including software generated documentation. This does not apply to computer software or contractual, personnel, financial and administrative data. Technical Data is typically considered to include:

- a. Specifications;
- b. Engineering drawings and associated lists (parts, data and index lists);
- c. Software documentation;
- d. Standards;
- e. Logistics Support Analysis Record (LSAR);
- f. Repair and Overhaul (R&O) and maintenance documentation;
- g. Technical reports;
- h. Test plans, procedures and reports;
- i. Technical publications;
- j. Technical illustrations and diagrams;

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- k. Configuration management documentation;
- l. Inspection documentation; and
- m. Airworthiness certification and acceptance data.

Technical Data Management: Technical data management is the means through which the Department of National Defence (DND) maximizes the efficiency with which it plans, collects, organizes, controls, disseminates, uses and disposes of its technical data. Through technical data management, DND ensures that the value and potential value of technical data is identified and exploited to the fullest extent in support of the department's strategic aims and objectives.

Technical Proficiency: A high degree of competence or skill (expertise) in a particular discipline, normally acquired through frequent exposure to a variety of relevant tasks, contributing to more effective technicians.

Training: Learning activities that enable RCAF technicians to acquire pre-determined skillsets (i.e. level of technical know-how). This is primarily achieved via the conduct of formal courses supplemented by practical On-the-Job Training (OJT). The RCAF is responsible for the formal training of its technicians via its training establishments and OJT programs to develop the skillsets required to perform aircraft maintenance. The RCAF will continue to provide its technicians the qualifications necessary to be granted airworthiness authorizations.

Value for Money: Maximize the usable benefits of all the goods and services while at the same time minimizing costs. VFM takes account of the mix of quality, cost, and resource use, fitness for purpose, timeliness, and convenience to judge whether or not, together, they constitute good value.

- a. Economy. A measure of an organisation's ability to achieve goals at a lower cost;
- b. Efficiency. A measure of an organisation's ability to achieve goals by performing tasks (not necessarily the right tasks) at a reduced level of effort; and
- c. Effectiveness. A measure of an organisation's ability to achieve goals through the completion of activities by doing the right tasks.

Work: The use of the term "Work" or "work" in this Annex must be understood to mean Work as defined in the Terms and Conditions of the Contract.

YFR: Particular to each fleet, refers to the number of hours to be flown (airframe hours) for a fleet to meet its mandate as assigned by the Government of Canada. This directly translates into PGS equipment usage rates.

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APPENDIX 6

LIST OF REFERENCES

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6 List of References

6.1. General

- 6.1.1. The Contractor shall use the mandatory references and supplemental information in this appendix. Compliance with the requirements delineated in the documents, standards and specifications that appear in the body of the PWS and in Table A6.1 of this appendix is a mandatory requirement. Documents listed in Table A6.2 of this appendix are to be considered supplemental information unless they are specifically called up in a tasking. All documents utilized shall be of the most current version or as specified by DND.

6.2. Guidelines

- 6.2.1. The following guidelines are imposed with respect to the referenced publications:
- a. Precedence. Where documents listed herein contain reference to other documents, the lower tier documents shall be applicable to the extent that they are consistent with the overall system requirements. If there is a conflict between higher and lower tier documents, the higher tier document shall always take precedence. In the event of a conflict between documents at the same level, resolution shall be obtained from the Technical Authority (TA);
 - b. Authorities. Whenever a technical, managerial, or similar authority is mentioned in reference documents, it shall be interpreted as meaning the TA. In the event that there is a conflict in direction, the nature of this conflict is to be brought to the attention of the TA; and
 - c. Publications. The Contractor shall document all requirements for publications and submit these requirements through the WSM. The Contractor shall be responsible for maintaining all DND publications and reference documentation in their custody IAW DND standards.

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DND Documents, General. The following generic specifications, standards and policies listed in Table 1 below are applicable to this SOW:

Table 1

	DOCUMENT	DESCRIPTION
1.	A-LM-007-014/AG-001	Canadian Forces Supply Manual
2.	A-LM-184-001/JS-001	Special Instructions for Repair and Overhaul Contractors
3.	A-LM-188-001/JS-001	Supply Manual for POL/fuel Handling
4.	C-02-005-009/AM-000	Instructions and Conditioning of Material Returned and Held in the Supply System.
5.	C-02-005-011/AM-000	Mobile Repair Parties Manned By Contractor Personnel
f.	C-02-005-013/AM-000	Shelf Life and Storage of Material
6.	C-02-006-001/AF-001	Packaging of Materiel Preservation
7.	C-02-015-001/AG-000	CF777, Unsatisfactory Condition Reports (UCR)
8.	C-05-002-001/AG-000	Aerospace Engineering Change Proposal Procedures (AECPP)
9.	C-05-005-P02/AM-001	Air Weapon Systems Maintenance Basic Maintenance Policy Statements
10.	C-05-005-P04/AM-001	Aircraft Maintenance Record Set.
11.	C-05-005-P05/AM-001	Verification Of Maintenance
12.	C-05-005-P07/AM-001	Maintenance Program Implementation - Corrective Maintenance
13.	C-09-005-P09/AM-001	Maintenance Program Implementation – Support activities
14.	C-05-010-012/AM-000	Hydraulic System Contamination Causes and Control
15.	C-05-030-001/AG-001	Aircraft Maintenance Management Information System (AMMIS)
16.	C-12-010-040/TR-003	Standard Repair Procedures – Heat Treatment
17.	C-13-010-000/AM-001	Hydraulic Fluid Cleanliness and Related Environmental Control Standards at Contractor's Plants
18.	C-14-010-028/AM-000	Cleaning of Gas Turbine Aircraft Engines and Parts
19.	D-01-002-007/SG-001	Preparation of Configuration Management Plans
20.	D-01-100-214/SF-000	Preparation of Provisioning Documentation for Canadian Forces Equipment
21.	D-01-100-220/SF-000	Specification – Preparation of Modification Instruction
22.	D-01-400-002/SF-000	Drawings, Engineering and Associated Lists

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23.	D-02-002-001/SG-001	Standard Identification Marking of Canadian Military Property
24.	D-02-006-008/SG-001	The Design Change, Deviation and Waiver Procedures.
25.	D-05-001-001/SF-000	Age Control of Elastomeric Materials in Aerospace Systems.
26.	D-12-003-001/SF-000	Polyurethane Coating Systems for Aircraft and AMSE
27.	D-12-010-040/TR-008	Standards Repair Procedures Construction and Inspection of A/C cables
28.	D-LM-008-022/SG-000	Standard for Packaging of Documentation,
29.	D-LM-008-002/SF-001	Marking for Storage and Shipment
30.	D-QA-001-003/SF-001	Quality Control of Non-Destructive Testing.
31.	D-49-001-024/SF-001	Qualification of Fusion Welding for Contractors (Critical Military Applications) change Specification as follows: At paragraph 3.7.2.1(b) – The monthly x-ray testing requirement of welders is waived and is replaced by the following requirement: In the repair and Overhaul environment, welders shall be tested bi-annually using test coupons per AWS D17.1 Group IIIb Material (precipitation hardening nickel base) in both butt (1G) and fillet (2F) positions
32.	ISO 9001: 2000	Quality Management Systems Requirements

Safety Standards. The Contractor shall comply with current commercial industrial safety standards. In addition, the following safety standards listed in Table 2 shall apply.

Table 2

	REFERENCE NUMBER	DESCRIPTION - SAFETY STANDARDS PUBLICATIONS
a.	A-GA-135-001/AA-001	Flight Safety for the Canadian Forces
b.	C-02-040-009/AG-001	General Safety Program General Safety Standards
c.	C-05-040-005/TS -001	Safety Precautions & Accident Prevention (Painting an Aircraft & Aircraft Equipment)
d.	C-05-005-P10/AM-001	General Aircraft Maintenance Safety
e.	C-12-040-000/TS-001	Safety Precautions and Accident Prevention Instructions, General Safety Precautions for Aircraft Maintenance Activities.

2.7.1 Where the differences between commercial, DND and other applicable safety standards exist, the more stringent standard shall take precedence.

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- 2.8 **Environmental Standards.** The Contractor shall comply with current Canadian commercial industrial environmental standards.
- 2.9 **Repair and Overhaul Specifications.** The TA, as and when requested by the Contractor, will provide copies or access to drawings that are required for R&O purposes, to the extent available. It is understood that this type of information may have 3rd party intellectual property rights and will not be shared with other sub organizations without the explicit consent of the Crown.
- 2.9.1 Specific repair and overhaul technical instructions, specifications, and standards, as they apply to each line item are detailed at Table 3 below. In addition, the Contractor shall be responsible for ensuring that all applicable Overhaul Change Notice (OCN) and Military Support Instructions (MSI) applicable for each component are complied with during the R&O process.
- 2.10 **Canadian Forces Technical Orders.** The following CFTOs listed in Table 3 below are applicable to this SOW. The TA will provide copies of these CFTOs to the Contractor.

Table 3

Item	NDID	TITLE
001	C-13-F41-000/CD-000	ANTI-ICE VALVE – LIST OF THIRD LINE MODIFICATIONS INSTRUCTIONS
002	C-13-F41-000/MS-000	ANTI ICE VALVE HANDBOOK
003	C-13-212-000/MS-000	FUEL DRAIN VALVE HANDBOOK
004	C-13-229-000/CD-000	POWER DRIVEN ROTARY PUMP – LIST OF THIRD LINE MODIFICATIONS INSTRUCTIONS
005	C-13-229-000/MN-000	POWER DRIVEN ROTARY PUMP - REPAIR AND OVERHAUL INSTRUCTIONS
006	C-13-229-000/MZ-000	POWER DRIVEN ROTARY PUMP - PART LIST
007	C-13-632-000/MS-000	VARIABLE GEOMETRY ACTUATOR HANDBOOK
008	C-13-958-000/CD-000	SINGLE ELEMENT FUEL PUMP – LIST OF THIRD LINE MODIFICATIONS INSTRUCTIONS
009	C-13-958-000/CF-000	SINGLE ELEMENT FUEL PUMP– LIST OF SECOND LINE MODIFICATIONS INSTRUCTIONS
010	C-13-958-000/NS-000	SINGLE ELEMENT FUEL PUMP – SPECIAL INSPECTION INSTRUCTIONS
011	C-13-958-000/MN-000	SINGLE ELEMENT FUEL PUMP – REPAIR AND OVERHAUL INSTRUCTIONS

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Item	NDID	TITLE
012	C-13-958-000/MY-000	SINGLE ELEMENT FUEL PUMP – PART LIST
013	C-14-165-000/CD-000	LIST OF THIRD LINE MODIFICATION INSTRUCTIONS
014	C-14-165-000/CF-000	LIST OF FIRST AND SECOND LINE MODIFICATION INSTRUCTIONS
015	C-14-165-000/CS-000	LIST OF SPECIAL INFORMATION INSTRUCTIONS
016	C-14-165-000/MF-000	J85-CAN-40 ENGINE - DESCRIPTION AND MAINTENANCE INSTRUCTIONS
017	C-14-165-000/MP-000	J85-CAN-40 ENGINE – REPAIR AND OVERHAUL INSTRUCTIONS
018	C-14-165-000/MY-000	PARTS LIST - J85-CAN-40 ENGINE
019	C-14-165-000/NF-000	J85-CAN-40 ENGINE – CONSOLIDATED PERIODIC INSPECTION CARD SCHEDULE
020	C-14-165-000/NS-000	LIST OF SPECIAL INSPECTION INSTRUCTIONS
021	C-15-377-000/CD-000	OVERSPEED GOVERNOR HANDBOOK – MODELS 405690 & 8005-004, – LIST OF THIRD LINE MODIFICATIONS INSTRUCTIONS
023	C-15-377-000/MS-000	OVERSPEED GOVERNOR HANDBOOK – MODELS 405690 & 8005-004
024	C-15-429-000/MN-000	HANDBOOK WITH PARTS LIST - OIL COOLERS P/N 154410-3-1, 156880-1 AND 156490
025	C-15-524-000/CD-000	BLEED VALVE HANDBOOK – MODELS 405690 & 8005-004 – LIST OF THIRD LINE MODIFICATIONS INSTRUCTIONS
026	C-15-524-000/CF-000	BLEED VALVE HANDBOOK – MODELS 405690 & 8005-004 – LIST OF SECOND LINE MODIFICATIONS INSTRUCTIONS
027	C-15-524-000/MS-000	BLEED VALVE HANDBOOK
028	C-15-525-000/MS-000	FUEL NOZZLE ASSEMBLY HANDBOOK
029	C-15-527-000/CD-000	MAIN FUEL CONTROL – LIST OF THIRD LINE MODIFICATIONS INSTRUCTIONS
030	C-15-527-000/MN-000	MAIN FUEL CONTROL – REPAIR AND OVERHAUL INSTRUCTIONS
031	C-15-527-000/MY-000	MAIN FUEL CONTROL – PART LIST
032	C-15-596-000/MS-000	IGNITION EXCITER HANDBOOK
033	C-15-632-000/CD-000	OVERSPEED GOVERNOR HANDBOOK – MODELS 8005-008-8005-016 – LIST OF THIRD LINE MODIFICATIONS INSTRUCTIONS
034	C-15-632-000/MS-000	OVERSPEED GOVERNOR HANDBOOK – MODELS 8005-008-8005-016
035	C-19-490-000-/MF-000	FUEL MANIFOLD PRESSURE TEST STAND ASSEMBLY – NSN 4920-00-783-8091 – OPERATION AND MAINTENANCE INSTRUCTIONS WITH

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Item	NDID	TITLE
		ILLUSTRATED PARTS LIST
036	C-19-526-000-/MS-001	FUEL NOZZLE TESTER – PART NUMBER C73D47243-2 – OVERHAUL MANUAL WITH ILLUSTRATED PARTS LIST

Table A6.1 – List of Mandatory References	
A-GA-005-000/AG-001	DND Airworthiness Program
A-LM-007-015/AG-001	Disposal of Surplus Material Guidance (DSMG)
A-LM-007-100/AG-001	Canadian Forces Supply Administration Manual (SAM)
A-LM-184-001/JS-001	Special Instructions Repair and Overhaul Contractor
A-PD-055-500/PQ-000	Canadian Forces Aircraft Weapon System Authorization Codes
A-SJ-100-001/AS-000	National Defence Security Instruction
A-SJ-100-002/AS-001	DND Operational Security Standard for Information Systems
C-02-005-009/AM-009	Materiel Management Policy – Inspection and Conditioning of Materiel Returned to and Held in Supply System
C-02-005-011/AM-000	Procedures and Guidelines for Mobile Repair Parties Manned by Contractor Personnel
C-02-015-001/AG-000	Policy Procedures and Guidelines Unsatisfactory Condition Reporting
C-05-005-001/AG-001	Technical Airworthiness Manual
C-05-005-P02/AM-001	Aerospace Engineering and Maintenance Program Management
C-05-005-P03/AM-001	Aircraft Weapons System Maintenance – CF Maintenance Activity Authorizations and Training Standards
C-05-005-P04/AM-001	Aircraft Weapons Systems Maintenance – Aircraft Maintenance Record Set
C-05-005-P05/AM-001	Aircraft Weapons Systems Maintenance – Verification of Maintenance
C-05-005-P06/AM-001	Aircraft Weapons Systems Maintenance – Maintenance Program Implementation - Servicing
C-05-005-P07/AM-001	Aircraft Weapons Systems Maintenance – Maintenance Program Implementation – Corrective Maintenance
C-05-005-P08/AM-001	Aircraft Weapons Systems Maintenance – Maintenance Program Implementation – Preventive Maintenance
C-05-005-P09/AM-001	Aircraft Weapons Systems Maintenance – Maintenance Program Implementation – Support Activities
C-05-005-P10/AM-001	Aircraft Weapons Systems Maintenance – General Aircraft Maintenance Safety
C-05-005-P11/AM-001	A Quality Standard for Aerospace Engineering and Maintenance (QSAEM) – AF9000 Plus
C-05-005-P12/AM-001	Aerospace Equipment Program Management Division – Engineering Process Manual (EPM)
C-05-030-001/AG-001	Aircraft Maintenance Management Information System (AMMIS)
C-06-020-001/AM-001	Test Equipment Calibration Policy
Airworthiness Directives	
Canadian Security Establishment (CSE) Information Technology Security Directive ITSD-22	Baseline Security Requirement for Network Security Zones
Canadian Security Establishment (CSE) Information Technology	Clearing and Declassifying Electronic Data Storage Devices

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Table A6.1 – List of Mandatory References

Security Guidance ITSG-06	
DAOD 3013-0	Surplus Materiel
DAOD 3013-1	Disposal of Surplus Materiel
	International Air Transport Association (IATA) Regulations
	International Maritime Dangerous Goods Code (IMDG Code)
	International Traffic in Arms Regulations (ITARs)
	Public Works and Government Services Canada (PWGSC) Industrial Security Manual
	Royal Canadian Mounted Police (RCMP) Technical Security Standard for Information Technology (TSSIT), 1997
	Surplus Crown Assets Act
	TAA Advisories
TAA Advisory 2006-02	Tool Management Program
	Workplace Hazardous Material Information System (WHMIS) 2015 Policy

Table A6.2 – List of Supplemental References

A-AD-100-100/AG-000	National Defence Publishing – Policy and Administration Procedures
A-AD-121-F01/JX-000	Manual of Abbreviations for the Canadian Forces
A-GA-135-001/AA-001	Flight Safety for the Canadian Forces
A-LM-007-001/AG-001	Canadian Forces Supply Manual (ARCHIVED)
A-LM-187-001/JS-001	Packaging and Preservation Volume 1 – General Procedures
A-LM-505-019/JS-001	LCMM Activity Handbook
A-SJ-100-002/AS-002	Technical Security Standard for Information Technology
B-GA-297-001/TS-001	Safety Orders for the Canadian Forces Weapon Systems
C-01-100-100/AG-005	Acceptance of Commercial and Foreign Government Publications
C-01-100-100/AG-006	Specification – Writing, Format and Production of Technical Publications
C-02-006-001/AF-001	Preservation and Packaging of Material (Vol 1)
C-02-006-001/AF-002	Preservation, Packaging of Military Supplies (In Hardcopy Only)
C-02-006-001/AF-003	Packaging/Packing at Repair and Overhaul Contractors Located in USA
C-02-006-002/AG-000	Information Markings on CF Equipment
C-02-006-003/AG-000	Interim Inspection Instructions
C-02-006-004/AG-000	Special Inspection Instructions
C-02-010-004/AG-000	Use of Modification Labels
C-05-006-002/AG-001	Aircraft Servicing Hazard Emergency Marking
D-01-002-007/SG-001	Requirements for the Preparation of Configuration Management Plans
D-01-002-007/SG-002	Requirements for Configuration Identification (In Hardcopy Only)
D-01-002-007/SG-004	Requirements for Configuration Status Accounting (In Hardcopy Only)
D-01-002-007/SG-006	Criteria for the Selection of Configuration Items
D-01-002-007/SG-007 Cancelled	Functional Requirements for a Configuration Management Tool
D-01-100-201/SF-000	Specification for Preparation of Installation Instructions
D-01-100-202/SF-000	Specification – Preparation of Equipment Descriptions
D-01-100-203/SF-000	Specification for – Preparation of Operating Instructions
D-01-100-203/SF-001	Specification – Preparation of Operating Instructions (Aircraft)
D-01-100-204/SF-007	Specification – Preparation of Aircraft Equipment Codes and Inspection Requirements
D-01-100-205/SF-000	Specification – Preparation of Corrective Maintenance Instruction
D-01-100-206/SF-000	Specification – Preparation of Equipment Performance Standards and Test Procedures

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Table A6.2 – List of Supplemental References	
D-01-100-207/SF-000	Specification – Preparation of Parts Identification Lists
D-01-100-214/SF-000	Specification for Preparation of Provisioning Documentation for Canadian Forces Equipment
D-01-100-220/SF-000	Specification – Preparation of Modification Instructions
D-01-100-221/SF-000	Specification – Preparation of Special Information Instructions
D-01-100-222/SF-000	Specification – Preparation of Special Inspection
D-01-400-001/SG-001	Standard – Engineering Drawing Practices for Class 1 Drawings and Technical Data Lists
D-01-400-002/SF-000	Specification for Levels of Engineering Drawings and Associated Lists
D-02-002-001/SG-001	Identification Markings of Canadian Military Property
D-12-020-001/SF-001	Quality Control of Non-Destructive Testing (Aircraft, Missile, and Related Equipment Applications) (Controlled Goods Access Required)
D-49-001-024/SF-001	Canadian Forces Specifications – Fusion Welders (Aircraft and Missile Application)
D-LM-008-022/SG-000	Standards for Packaging of Documentation
	International Organization for Standardization (ISO) Standard ISO 9001:2015
	Logistics Planning Model (LPM Version 2) User Guide

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APPENDIX 7
DECISIONS OF SIGNIFICANCE

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7 Decisions of Significance

7.1 General

- 7.1.1 Canada will delegate decision-making authority to the Contractor to the maximum extent possible; however, the Contractor must defer to Canada for those decisions deemed “of significance”. Decisions of significance are divided into two categories: operational decisions and airworthiness decisions.

7.2 Operational Decisions

- 7.2.1 Operational Decisions must be retained by Canada to ensure minimal disruption to RCAF operations.

- 7.2.2 Decisions that impact operations include, but are not limited to:

- a. Changes that affect RCAF conducted maintenance, operations, and training activities (which includes aircrew procedures and tactics);
- b. Taskings and queries to RCAF units and Headquarters; and
- c. Decision to proceed with on-aircraft troubleshooting of snagged propulsion group systems at 1st Line and/or to remove an engine and route to 2nd Line.

- 7.2.3 The following changes or deviations from the approved ILS baselines are also considered Operational Decisions:

- a. PG systems limits or specified tolerances relative to:
 - i. Performance;
 - ii. Reduction in reliability, maintainability or survivability;
 - iii. Weight, balance, moment of inertia;
 - iv. Interface characteristics;
 - v. Electromagnetic characteristics; and
 - vi. Other technical requirements in the equipment specifications.
- b. Contractor Plans approved by Canada;
- c. Operating or maintenance procedures at 1st and/or 2nd line;
- d. Transfer of scope and depth of PG systems maintenance between lines of maintenance;
- e. Disposal of Canada owned assets;
- f. Safety;
- g. Compatibility or interoperability with interfacing systems, support equipment, support software, spares, trainers or training equipment/software;
- h. Operation or maintenance manuals not managed by the Contractor;
- i. Interchangeability, substitutionality, or replaceability as applied to configuration items, and to all subassemblies and parts except the pieces and parts of non-repairable subassemblies;
- j. Sources of configuration items or repairable items at any level defined by source-control drawings; and
- k. Skills, manning, training, or human factors design.

7.3 Airworthiness Decisions

- 7.3.1 Airworthiness authorities required in the conduct of the work will be delegated to the Contractor through the TAA Airworthiness Accreditation process. The detailed scope and depth of airworthiness authorities granted to the Contractor, including limitations, is identified in the Canada-approved Contractor Airworthiness Process Manuals (APMs). The Contractor will be permitted to make any airworthiness

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decision within the scope of its TAA-delegated authorities, the imposed limitations, and the accessibility of data:

- a. Scope. The Contractor must develop the capability to provide Canada with initial airworthiness, continuing airworthiness support and disposal expertise that satisfies the requirements of the Technical Airworthiness Manual (TAM), and establish and maintain a structured technical airworthiness management framework, including the achievement of appropriate accreditations required to support the airworthiness program elements and functions detailed in Table 1, below;
- b. Limitations. Although the Contractor will be permitted to make airworthiness decisions for which it possesses the requisite authority, the Contractor's airworthiness authority is limited by the Operational Decisions of Significance defined above. This means that the final approval (normally Technical Airworthiness Clearance (TAC)) on an airworthiness-related process that will result in a change or impact listed in the Operational Decisions above will be made by Canada; and
- c. Data. The Contractor must obtain the required OEM acceptable data and/or OEM approved data as required in support of engineering activities. As a general guideline, OEM acceptable data can typically be used to support activities considered minor design changes, whereas OEM approved data is typically needed for activities considered major design changes.

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Table 1: Contractor Scope & Depth of Airworthiness Authority for Engineering Support

Support Activity ⁱ	Scope	Limitations	Required for Provisional/Full
Design Change	a. Approve design change categorization b. Approve certification plans c. Conduct Type Design Examinations d. Approve certification compliance matrix e. Make findings of compliance f. Grant airworthiness approval g. Grant technical airworthiness clearance h. Recommend modification closure	<p>The design change activities must fall within the scope and depth of authority granted by the TAA through approval of the Contractor's EPM. Where the design change exceeds the Contractor's authority, the Contractor will manage the Certification process and obtain the required approvals, including OEM approved data as required. The Certification Plan will be used to manage Canada's level of involvement.</p> <p>Limitations:</p> <ul style="list-style-type: none"> • Extensive Design Changes as defined in TAM Part 3 Chapter 2 require TAA oversight. • Consultation with OAA or 1 Cdn Air Div A4 Maint staff is coordinated through the WSM. • TAC for modifications affecting RCAF operations as limited by the Operational Decisions of significance. 	a. Provisional b. Full c. Full d. Full e. Full f. Full g. Full h. Full
Repair Design	Develop and certify new repair schemes.	As per design change.	Full
Airworthiness Limitations	AWL changes must be certified and are treated as per design change activity.	As per design change. Furthermore, all airworthiness limitations must be approved by DTAES.	Full
Alternate Parts	Alternate part approvals require drawing change and are certified and treated as per design change activity.	As per design change.	Provisional
Master Minimum Equipment List	Provide approved data to support the change.	Changes to the MMEL will be managed and approved by Canada.	Provisional

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Support Activity ⁱ	Scope	Limitations	Required for Provisional/Full
Approved Flight Manual	Provide approved data to support the change.	Changes to the AFM will be managed and approved by Canada.	Provisional
Preventive Maintenance Program	a. Categorize preventive maintenance change b. Airworthiness approval c. TAC	As per design change.	a. Provisional b. Full c. Full
Corrective Maintenance Program	a. Categorize maintenance program change b. Technical approval c. TAC	As per design change.	a. Provisional b. Full c. Full
Aeronautical Product Recertification	a. Approve inspection methods b. Approve inspection instruction c. Issue Certificate of Conformance (CoC)	Canada involvement is coordinated through the WSM. This process can occur internal to the Contractor and sub-contractors. If it doesn't impact products delivered to Canada, the process is managed internally to the Contractor.	a. Provisional b. Provisional c. Provisional
Local Manufacture of Parts	Approve manufacturing instructions.	If the task is performed by embedded Contractor staff the approvals granted must be based on existing acceptable and/or approved data.	Full
Deviations to the Maintenance Program	Provide acceptable and/or approved data in support of the deviation request.	The deviation will be managed by Canada. Limitations: Approval and release of the deviation by Canada. If the task is performed by the embedded Contractor staff the approvals granted must be based on existing acceptable and/or approved data.	Provisional
Special Inspections	a. Provide acceptable and/or approved data and prepare Special Inspection package. b. Recommend Special Inspection closure.	Canada involvement is coordinated through the Special Inspection development process managed by the WSM.	a. Provisional b. Full

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Support Activity ⁱ	Scope	Limitations	Required for Provisional/Full
General Technical Queries	Provide acceptable and/or approved data in support of the technical query.	If the task is performed by embedded Contractor staff the information provided must be based on existing acceptable and/or approved data.	Provisional
Risk Management	Provide acceptable and/or approved data to support a Risk Assessment.	DND involvement is coordinated through the Risk Management process. Limitations: Risk acceptance (including no-risk RARMs) and RARM release by Canada.	Provisional
Flight Permits	Provide acceptable and/or approved data to support the issue of a Flight Permit.	Canada involvement is coordinated through Flight Permit process that is managed by the WSM. Limitations: Flight Permit approval and release by Canada.	Provisional
Configuration Management	Approve drawings and all substantiation reports used to establish and maintain the type design for the J85.	Configuration change requests and approvals are performed in accordance with the CT114 Configuration Management Plan. Limitation: Changes to the Configuration Management Plans approved by Canada.	Provisional
In-service Logistics Support	a. Perform reliability evaluations b. Perform level of repair analysis c. Perform part obsolescence reviews	No limitations.	Provisional
Airworthiness Monitoring	Evaluate and propose engineering solutions to in-service problems identified by: <ul style="list-style-type: none"> • OEM • Contractor suppliers • Other J85 users and operators • Regulatory bodies a. Make findings of applicability b. Approve follow-on action plan	Canada involvement is coordinated through the WSM as required.	a. Provisional b. Provisional

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Support Activityⁱ	Scope	Limitations	Required for Provisional/Full
Engine Structural Integrity Management Plan (ESIMP)	Develop and comply with the TAA-approved Engine Structural Integrity Program (ESIP), as soon as ESIP is developed.	The WSM will coordinate approval of the ESIMP with the TAA.	Full

ⁱ When required, the Contractor must coordinate with the WSM to seek Operational Airworthiness Authority or other Department of National Defence stakeholder's input to a proposed design change or other airworthiness process.

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APPENDIX 8
WING FACILITY SUPPORT

Annex A, Appendix 8 –J85 PGS Wing Facility Support

8 Wing Facility Support

8.1 General

- 8.1.1 Maintenance and supply facility supporting the J85 PG systems is located at 15 Wing Moose Jaw.
- 8.1.2 Maintenance Support activities performed at this location is detailed in Annex A, Section 5.
- 8.1.3 Materiel Support activities required to support First and Second Line maintenance at this location is detailed in Annex A, Section 6.
- 8.1.4 As defined in Annex A, Section 10, Contractor personnel in support of the PGS activities will have access to this facility. Furthermore, the Contractor must perform and structure the materiel support activities within the unique context of the base's infrastructure. This Appendix provides information on the Second Line maintenance facility and materiel support infrastructure and services which will be critical to the execution of the PGS scope.

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8.2 15 Wing Moose Jaw

8.2.1 Materiel Support

Facility	15 Wing Moose Jaw
Contractor Office Space	<p>Co-located with the Engine Inspection and Rebuild/Engine Test Facility (Hgr 6, Rm 106.1)</p> <p>Rm 106.1: Currently used by J85 Maintenance Contractor to carry out maintenance recording. There are two desks with DWAN workstations and printer.</p> <p>Rm 106.1.1: Currently used by J85 Maintenance Contractor carrying out supervisor functions. This office has one desk space with a DWAN workstation, telephone and two filing cabinets.</p> <p>Rm 106.1.2: Currently doubles as third engine maintenance recording area and a break room. This office has one desk space with a DWAN workstation, telephone, refrigerator and sofa chair.</p>
Customer Supply Window (CSW) & Warehousing	<p>There are options for the location of the CSW and warehousing in Hgr 6 and or Bldg 155.</p> <p>Hgr 6, Rm 113.1: Dividing this room equally with the currently supply storage area could provide the necessary space for the Contractor to set up the on base warehouse/CSW required to support operations. In addition, Building 79, Rm 138 was identified as a parts storage area that could be made available.</p> <p>Hgr 6, Floor: Optional use of a small portion of Hgr floor space for engines and jet pipes.</p> <p>Hgr 6, West Ramp: Optional use of Hgr 6 ramp area for Shipping Container storage.</p> <p>Hgr 6, Rm 106.1: QEC Kit storage area with shelving and consumption point with x3 existing storage Vidmars.</p> <p>Bldg 155: The west side of this bldg could be used as the warehouse/CSW required to support operations.</p>
Freight – Movement of Parts to and from CSW	<p>The standard operating procedures for shipments to/from the General Restricted Area (GRA) for co-located Contractors call for the Base Supply / Material Distributing Centre (MDC) to receive all incoming and outgoing deliveries for the Wing. Base Supply then notifies the Unit supply technician that a shipment is ready for pick-up.</p> <p>At this juncture, Canada cannot commit to making changes to the current Base Supply policies and procedures at the Wing. However, once the PGS Contract is in place and the Contractor has met all of the security clearance requirements, then possible hybrid scenarios/arrangements could be investigated. An example could be for the Contractor to receipt the material at the MDC and transfer it directly to their physical location themselves without the Base Supply staff handling the material whatsoever. Another example could be to have the materiel receipted at the Contractor's location directly once the proper security assessments have been conducted.</p> <p>In terms of the Material Handling Equipment (MHE), and similarly to the handling of shipments, Canada cannot commit to providing all required MHE to the PGS Contractor for his day-to-day</p>

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Facility	15 Wing Moose Jaw
	<p>operations when and where needed as MHE (truck, mule, forklift, etc.) is a shared unit/Wing asset.</p> <p>The Contractor must plan to be self-sufficient for the normal, day-to-day, in-scope materiel handling activities. It would be safe to assume that the Wing MHE/services could be made available for the exceptional requirements if the required equipment is available in a timely fashion.</p>
RFI Engines	Hgr 6, Rm 106.1: The Engine Inspection and Rebuild shop floor is used for storage of RFI engines. There is sufficient space for 6 complete engines.
Shipping Containers and Stands	There is space inside and outside to store engine shipping containers as required.

8.2.2 Second Line Maintenance Support

Facility	15 Wing Moose Jaw
Office Space in the engine inspection and rebuild room	<p>The following office space is available in the engine inspection and rebuild room (Rm 106.1).</p> <p>Rm 106.1: Currently used by J85 Maintenance Contractor to carry out maintenance recording. There are two desks with DWAN workstations and printer.</p> <p>Rm 106.1.1: Currently used by J85 Maintenance Contractor carrying out supervisor functions. This office has one desk space with a DWAN workstation, telephone and two filing cabinets.</p> <p>Rm 106.1.2: Currently doubles as third engine maintenance recording area and a break room. This office has one desk space with a DWAN workstation, telephone, refrigerator and sofa chair.</p>
Shop Space	<p>Shop space is located in the Hangar 6:</p> <p>Rm 106.1: Shop floor.</p> <ul style="list-style-type: none"> • Approximate square footage: 80' X 30' • Access points for movement of engines/parts • Workspaces (#): 4 Maint • Production Capacity (potential number of engine WIP): 4 Maintenance computers access via shop floor.
Other Shop Space	<p>Rm 106.1.4: Shop floor.</p> <ul style="list-style-type: none"> • Approximate square footage: 20' X 30' • Access points for movement of engines/parts • Overhead crane • Workspaces (#): 3 Floor Maintenance Stands • Production Capacity (potential number of engine/modules in WIP): Heavy Maintenance stands on the shop floor.

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Facility	15 Wing Moose Jaw
	<p>The Engine Test Facility is attached to the Engine Inspection and Rebuild Shop, in Hgr 6 Rm 106.1.7.</p> <p>Rm 106.1.6: Engine Test Facility w/ large test area for J85-CAN-40 engines.</p> <p>Rm 106.1.7: A large control room exists with operating spaces available for three persons.</p>

8.2.3 Base and Hangar/Floor Layout

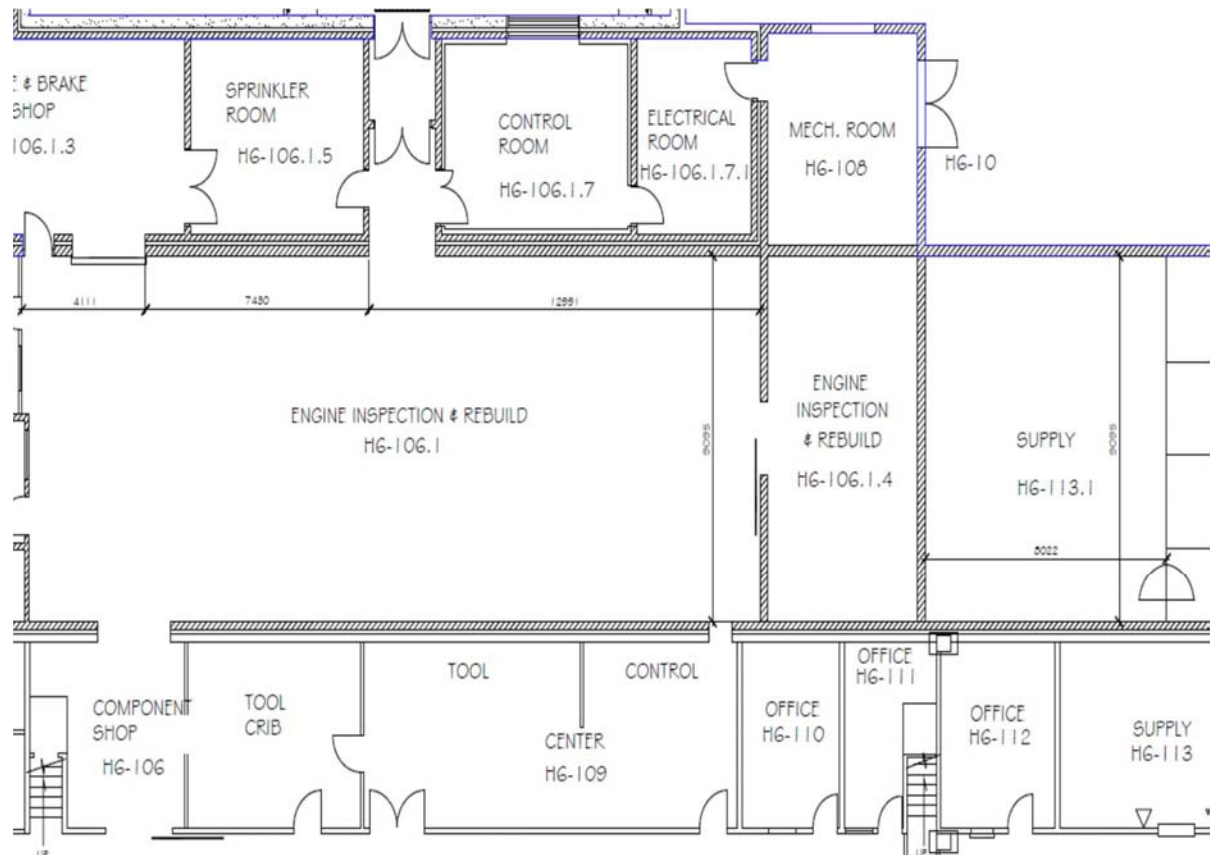
Hangar 6



Figure A.8.1 – Hangar 6

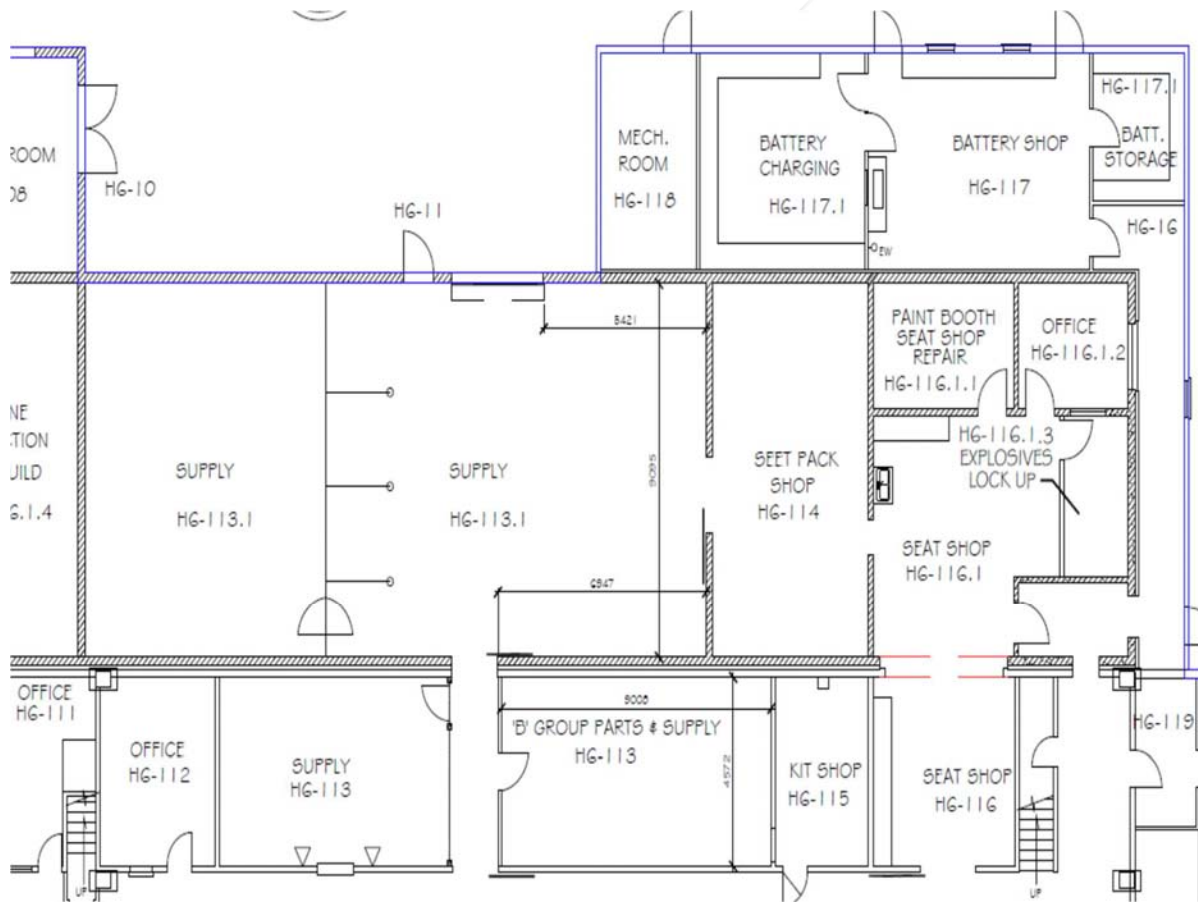
Annex A, Appendix 8 –J85 PGS Wing Facility Support

Hangar 6



Annex A, Appendix 8 –J85 PGS Wing Facility Support

Hangar 6



Annex A, Appendix 8 –J85 PGS Wing Facility Support

Building 155

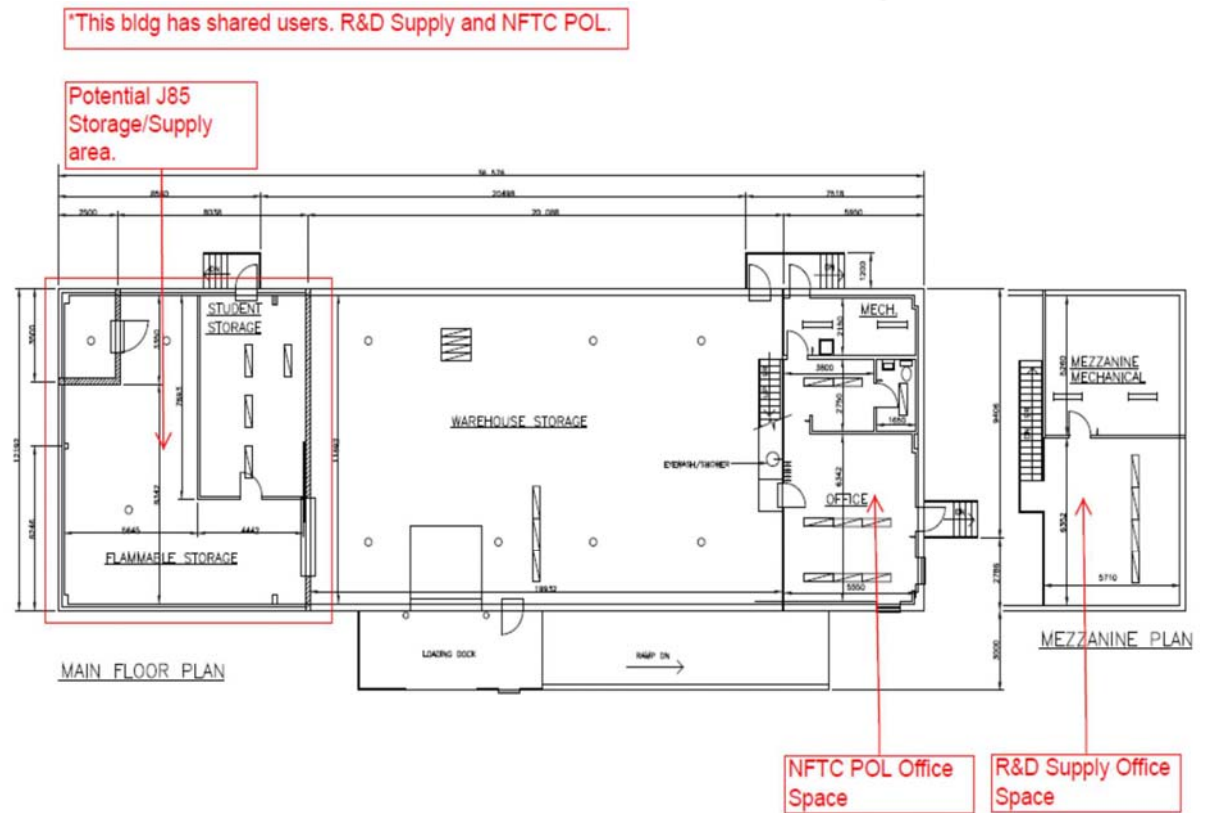


Figure A.8.2 – Building 155

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15 Wing Map

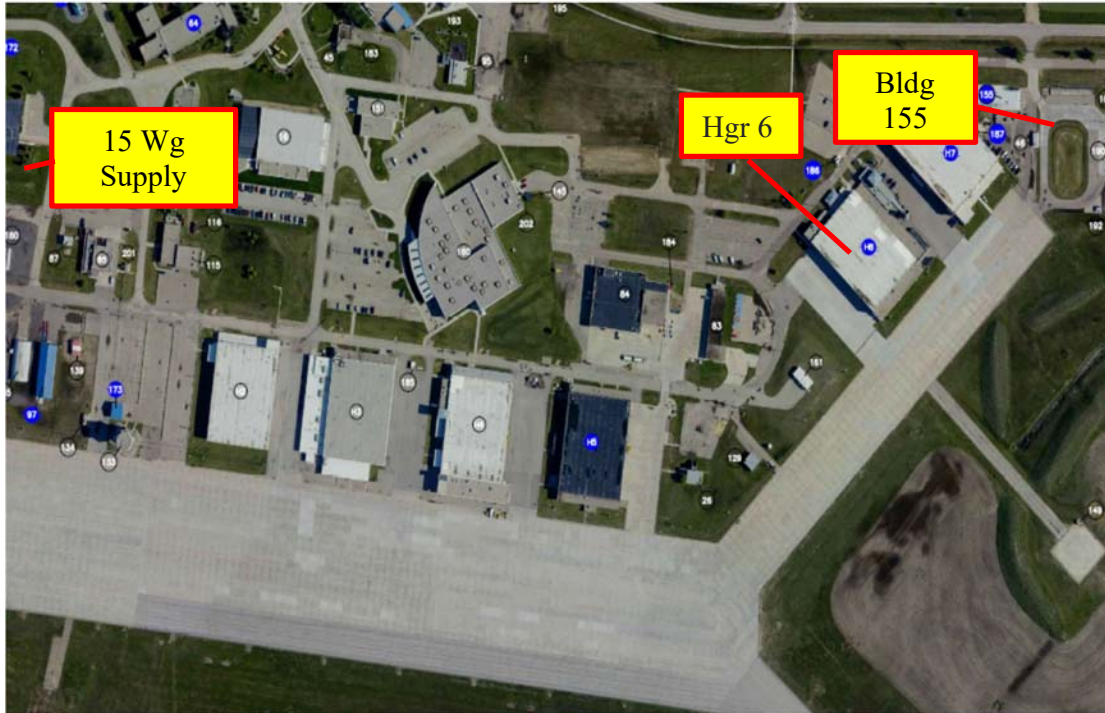


Figure A.8.3 – 15 Wing Moose Jaw Map

25 Canadian Forces Supply Depot

25 CFSD is located in the south sector of Canadian Forces Base Montreal, Montreal, QC. It provides materiel support to units throughout Eastern Canada and to deployed locations throughout the world.

25 CFSD is the largest military supply depot in the Canadian Armed Forces, holding over 278,000 different items. Numerous J85 engine related components and equipment are stored here.

The facility has approximately 148 000 m² of indoor storage and approximately another 46 000 m² of outdoor storage.

7 Canadian Forces Supply Depot

7 CFSD is located at the south-east corner of Steele Barracks at Canadian Forces Base Edmonton, Edmonton, AB.

7 CFSD is the largest supply depot in Western Canada, holding over 180,000 different items. Numerous J85 engine related components and equipment are stored here.

The facility has approximately 151 000 m² of indoor storage and approximately another 49 000 m² of outdoor storage.