



RETURN BIDS TO:
RETOURNER LES SOUMISSIONS À:
 Parks Canada Agency Bid Receiving Unit
 National Contracting Services

Bid Fax: 1-866-246-6893

Bid Email: soumissionsami-bidsrpc@pc.gc.ca

This is the only acceptable email address for responses to bid solicitation. Bids submitted by email directly to the Contracting Authority or to any other email address will not be accepted.

The maximum email file size is 15 megabytes. Parks Canada Agency (PCA) is not responsible for any transmission errors. Emails with links to bid documents will not be accepted.

INVITATION TO TENDER
APPEL D'OFFRES

Tender To: Parks Canada Agency

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

Soumission à: l'Agence Parcs Canada

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

Comments - Commentaires

Issuing Office - Bureau de distribution

Parks Canada Agency
Calgary, AB

Title-Sujet Grice Bay & McLean Point Remediation – Pacific Rim National Park Reserve		
Solicitation No. - No. de l'invitation 5P468-21-0110/A	Date: December 22, 2021	
GETS Reference No. – No de référence de SEAG PW-21-00980058	Client Ref. No. – No. de réf du client. 1568	
Solicitation Closes – L'invitation prend fin :		
at – à 2:00 PM	on – le January 18, 2022	Time Zone - Fuseau horaire MST – HNR
F.O.B. - F.A.B.		
Plant-Usine: <input type="checkbox"/>	Destination: <input checked="" type="checkbox"/>	Other-Autre: <input type="checkbox"/>
Address Inquiries to: - Adresser toute demande de renseignements à : Rebecca Chen rebecca.chen@pc.gc.ca		
Telephone No. - No de téléphone 587-439-3529	Fax No. – No de FAX: 1-866-246-6893	
Destination of Goods, Services, and Construction: Destinations des biens, services et construction:		
See Herein – Voir aux présentes		

TO BE COMPLETED BY THE BIDDER
À ÊTRE COMPLÉTÉ PAR LE SOUMISSIONNAIRE

Vendor/Firm Name – Nom du fournisseur/de l'entrepreneur	
Address - Adresse	
Name of person authorized to sign on behalf of the Vendor/Firm Nom de la personne autorisée à signer au nom du fournisseur/ de l'entrepreneur	
Titale - Titre	
Telephone No. - N° de téléphone: _____	
Facsimile No. - N° de télécopieur: _____	
Signature	Date

INVITATION TO TENDER

IMPORTANT NOTICE TO BIDDERS

COVID-19 Vaccination Requirement

This requirement is subject to the COVID-19 Vaccination Policy for Supplier Personnel. Failure to complete and provide the COVID-19 Vaccination Requirement Certification as required precedent to contract award will render the bid non-responsive.

SI11 COVID-19 Vaccination Requirement and Certification has been added

SC04 Compliance with on-site measures, standing orders, policies, and rules has been added

APPENDIX 4 - COVID-19 Vaccination Requirement Certification has been added

BIDS RECEIVED BY FAX AND EMAIL WILL BE ACCEPTED AS OFFICIAL. BIDS RECEIVED IN-PERSON OR BY COURIER WILL NOT BE ACCEPTED.

The only acceptable email address for responses to bid solicitations is soumissionsami-bidsrpc@pc.gc.ca. Bids submitted by email directly to the Contracting Authority or to any email address other than soumissionsami-bidsrpc@pc.gc.ca will not be accepted.

The only acceptable facsimile for responses to bid solicitations is 1-866-246-6893.

The maximum email file size that Parks Canada is capable of receiving is 15 megabytes. The Bidder is responsible for any failure attributable to the transmission or receipt of the emailed bid due to file size.

The Bidder should be cognisant of the size of the email as a whole, and not only the attachments. Please take into consideration that some attachments, when sent, may be resized during the email transfer. If the email size is too large, the Bidder should send the bid in multiple emails properly labeled with the solicitation number, project name, and indicate how many emails are included (ex. 1 of 2).

Emails with links to bid documents will not be accepted. Bid documents must be sent as email attachments.

REVISIONS TO BID AND CONTRACT SECURITY

Bidders are advised that the requirement for the submission of bonds has been revised. Bidders should submit their bonds in accordance with these revised instructions as identified below.

GI08 of R2710T has changed, see SI05 Bid Security Requirements.

GC9.2.2 of R2890D has changed, see SC06 Types and Amounts of Contract Security

TWO-SUBMISSION BID

This Bid shall be submitted following a “two-submission” procedure. Refer to SI04 of the Special Instructions to Bidders.

DIRECT DEPOSIT

The Government of Canada has replaced cheques with direct deposit payment(s), an electronic transfer of funds deposited directly into a bank account. New vendors who are awarded a contract will be required to register their direct deposit information with Parks Canada to receive payment.

Additional information on this Government of Canada initiative is available at:
<http://www.directdeposit.gc.ca>

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R2710T GENERAL INSTRUCTIONS - CONSTRUCTION SERVICES - BID SECURITY REQUIREMENTS (GI) (2021-04-01)

The following GI's are included by reference and are available at the following Web Site

<https://buyandsell.gc.ca/policy-and-guidelines/standard-acquisition-clauses-and-conditions-manual/5/R>

- GI01 Integrity Provisions - Bid
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Solicitation No. - N° de l'invitation
5P468-21-0110/A

Amd. No. - N° de la modif.

Contracting Authority - Autorité contractante
Rebecca Chen

Client Ref. No. - N° de réf. du client
1568

File Name - Nom du dossier
Grice Bay & McLean Point Remediation – Pacific Rim National Park Reserve

APPENDIX “1” COMBINED PRICE FORM
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APPENDIX “4” COVID-19 VACCINATION REQUIREMENT CERTIFICATION
APPENDIX “5” LISTING OF SUBCONTRACTORS AND SUPPLIERS

ANNEX “A” CERTIFICATE OF INSURANCE
ANNEX “B” ATTESTATION FORM

SPECIAL INSTRUCTIONS TO BIDDERS (SI)

SI01 BID DOCUMENTS

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

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

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

All reference to the Minister of Public Works and Government Services Canada shall be deleted and replaced with the Minister of the Environment for the purposes of the Parks Canada Agency. All reference to the Department of Public Works and Government Services Canada shall be deleted and replaced with the Parks Canada Agency.

3. **Bids received by fax and email will be accepted as official. Bids received in-person or by courier will not be accepted.**

R2710T section G109, add following paragraph;

5. Bids received by fax and email will be accepted as official and must meet the following requirements:

- a. Must be completed on the Bid and Acceptance Form
- b. Must indicate
 - Project number
 - Solicitation number
 - Bidder's name
 - Closing Date and Time
- c. Bidder must provide an electronic copy of their bid security. PCA will verify the validity of the bid security after closing.
- d. Must be received before tender closing time at fax number 1-866-246-6893 or by email at soumissionsami-bidsrpc@pc.gc.ca.

SI02 ENQUIRIES DURING THE SOLICITATION PERIOD

1. Enquiries regarding this bid must be submitted in writing to the Contracting Officer named on the Invitation to Tender - Page 1 at e-mail address rebecca.chen@pc.gc.ca. Except for the approval of alternative materials as described in G115 of R2710T, enquiries should be received no later Tuesday January 11, 2022 at 3pm PST to allow sufficient time to provide a response. Enquiries received after that time may result in an answer NOT being provided.
2. To ensure consistency and quality of the information provided to Bidders, PCA will examine the content of the enquiry and will decide whether or not to issue an amendment.

3. All enquiries and other communications related to this bid sent throughout the solicitation period must be directed **ONLY** to the Contracting Authority named in paragraph 1. above. Failure to comply with this requirement may result in the bid being declared non-compliant.

SI03 SITE VISIT & BIDDERS' TELECONFERENCE

There is no site visit scheduled for this requirement.

It is strongly recommended that proponents visit the project site and familiarize themselves with all locations of proposed Works. This includes at a minimum:

1. Radar Hill Parking Lot.
2. Grice Bay Access road (Pacific Rim Hwy to Grice Bay Parking Lot).
3. Grice Bay Parking Lot and Boat Launch.
4. McLean Pt Access Road (Grice Bay Parking lot to McLean Point). Parking at the Grice Bay Parking Lot and a 15-20 min walk over level terrain is required.
5. McLean Point. Parking at the Grice Bay Parking Lot and a 15-20 min walk over level terrain is required.
6. Any other locations the proponent deems necessary to fulfil the requirements of the proposed works.

The recommendation is based on:

- the number of locations involved in the delivery of the Works,
- the interconnectedness of the various project locations and components,
- the topography and site features,
- the sensitivity of the surrounding ecosystem,
- haul route challenges (McLean Pt and Grice Bay Access Roads) including tight routes, blind corners, aged road base, etc., and
- the space requirements for soil management and staging the excavations and tank and fuel line removals.

BIDDERS' TELECONFERENCE

A bidders' teleconference will be held on Wednesday January 5, 2022. The conference will begin at 2pm PST. The scope of the requirement outlined in the bid solicitation will be reviewed during the conference and questions will be answered. It is recommended that bidders who intend to submit a bid attend or send a representative.

Bidders are requested to communicate with the Contracting Authority before the conference to confirm attendance. The teleconference call coordinates will be provided to confirmed participants following notification of attendance with the Contracting Authority.

Any clarifications or changes to the bid solicitation resulting from the bidders' conference will be included as an amendment to the bid solicitation. Bidders who do not attend will not be precluded from submitting a bid.

SI04 SUBMISSION OF BID

Section GI09 of R2710T is replaced by the following:

1. The bid shall be submitted following a "two-submission" procedure.
2. The bid shall be addressed and submitted to the bid fax or email designated on the Front Page "Invitation to Tender" for the receipt of the bids. The bid must be received on or before the date and time set for solicitation closing.
3. The Qualifications Form (Appendix 3) and any required associated document(s), shall be labeled "Submission 1". The Bid and Acceptance Form (BA), Combined Price Form, and Bid Security shall be labeled "Submission 2".

Bidders submitting their documents via fax: please put a cover page in front of each submission labeled "Submission 1" and "Submission 2". Bidders submitting their documents via email: please attach 2 separate files each labeled "Submission 1" and "Submission 2".

4. Timely and correct delivery of bids is the sole responsibility of the Bidder.

SI05 BID SECURITY REQUIREMENTS

R2710T - General Instructions - Construction Services - Bid Security Requirements is modified as follow:

Delete GI08.2 and replace with the following:

2. A bid bond (form PWGSC-TPSGC 504) shall be in an approved form, properly completed, with valid and enforceable signatures and sealed by the approved bonding company whose bonds are acceptable to Canada either at the time of solicitation closing or as identified in Treasury Board Appendix L, Acceptable Bonding Companies.
- 2.1 A bid bond must be submitted in an electronic format if it meets the following criteria:
- a. The version submitted by the Bidder should be an electronic encrypted file with embedded digital certificate verifiable by Canada with respect to the totality and wholeness of the bond form, including: the content; all digital signatures; all digital seals; with the Surety Company, or an approved verification service provider of the Surety Company.
 - b. The version submitted must be viewable, printable and storable in standard electronic file formats compatible with Canada, and in a single file, allowable format pdf.
 - c. The verification may be conducted by Canada immediately or at any time during the life of the Bond and at the discretion of Canada.
 - d. Verification will be confirmed by the Surety Company, or an approved verification service provider of the Surety Company
 - e. Failure to submit an original or verifiable bond will render the bid non-compliant. Non-compliant bids will be given no further consideration.
- 2.2 Bonds failing the verification process will NOT be considered valid.
- 2.3 Bonds passing the verification process will be treated as original and authentic.

SI06 REVISION OF BID

A bid may be revised by facsimile or email in accordance with GI10 of R2710T. The facsimile number for receipt of revisions is 1-866-246-6893 and email is soumissionsami-bidsrpc@pc.gc.ca.

SI07 OPENING OF BIDS / EVALUATION

1. There will be no public opening at bid deposit time.
2. Submission 1 – Section 1: Qualifications and/or will be opened privately. This submittal (or These submittals) will be opened first to evaluate the submittal requirements. Requirements for Section 1: Qualifications will be evaluated on a point score. Failure to meet any or all of the mandatory requirement(s) will render the bid non-compliant and no other consideration will be given to the bid.

Bidders must complete and provide the following information. A proposal must be included as part of the bid submission in "Submission One - QUALIFICATIONS."

3. Submission 2 - Price: Only those submissions from Bidder's that meet the mandatory requirements of the Qualifications shall be opened. Submission 2 submittals will be evaluated against the mandatory requirements, failure to comply with any or all of the mandatory requirement(s) will render the bid non-compliant and no other consideration will be given to the bid.

In Submission 2, bidders must provide:

- The Bid and Acceptance Form (BA)

- Combined Price Form
- Bid Security

4. The highest point rated compliant bid will be recommended for contract award.

Bid results may be obtained from the Contracting Officer named on the cover page of the Invitation to tender following completed evaluation

SI08 COMPLETION OF SUBMISSION

The Bidder shall base the Bid on the applicable bid documents listed in the Special Instructions to Bidders. It is the responsibility of the Bidder to obtain clarification on any terms, conditions or technical requirements contained in this document.

SI09 INSUFFICIENT FUNDING

- 1) In the event that the highest rated compliant bid exceeds the amount of funding Canada has allocated for the work
 - (a) by 15% or less, Canada, at its sole discretion, shall either
 - (i) Cancel the solicitation; or
 - (ii) Obtain additional funding and, subject to the provisions of GI11 of the General Instructions to Bidders, award the Contract to the Bidder submitting the highest rated bid; or
 - (iii) Revise the scope of the work accordingly and negotiate, with the Bidder submitting the highest rated bid, a corresponding reduction in its bid price.
 - (b) by more than 15%, Canada, at its sole discretion, shall either
 - (i) Cancel the solicitation; or
 - (ii) Obtain additional funding and, subject to the provisions of GI11 of the General Instructions to Bidders, award the Contract to the Bidder submitting the highest rated bid; or
 - (iii) Revise the scope of the work accordingly and invite those who submitted compliant bids at the original solicitation to re-bid the work.
- 2) If negotiations or a re-bid are undertaken as is contemplated in subparagraphs 1)(a)(iii) or 1)(b)(iii) above, Bidders shall retain the same subcontractors and suppliers as they carried in their original bids.
- 3) If Canada elects to negotiate a reduction in the bid price as is contemplated in subparagraph 1)(a)(iii) herein and the negotiations fail to reach an agreement, Canada shall then exercise either of the options referred to subparagraphs 1)(a)(i) or 1)(a)(ii)

SI10 DEBRIEFINGS

After contract award, bidders may request a debriefing on the results of the bid solicitation process. Bidders should make the request to the Contracting Authority within fifteen (15) working days of receipt of the results of the bid solicitation process. The debriefing may be in writing, by telephone or in person.

SI11 COVID-19 VACCINATION REQUIREMENT AND CERTIFICATION

This requirement is subject to the COVID-19 Vaccination Policy for Supplier Personnel. Failure to complete and provide the COVID-19 Vaccination Requirement Certification (Appendix 4) as required precedent to contract award will render the bid non-responsive.

SI12 BID VALIDITY PERIOD

1. Canada reserves the right to seek an extension to the bid validity period prescribed in BA04 of the Bid and Acceptance Form. Upon notification in writing from Canada, Bidders shall have the option to either accept or reject the proposed extension.

2. If the extension referred to in paragraph 1. above is accepted, in writing, by all those who submitted bids, then Canada shall continue immediately with the evaluation of the bids and its approvals processes.
3. If the extension referred to in paragraph 1. above is not accepted in writing by all those who submitted bids then Canada shall, at its sole discretion, either
 - a. continue to evaluate the bids of those who have accepted the proposed extension and seek the necessary approvals; or
 - b. cancel the invitation to tender.
4. The provisions expressed herein do not in any manner limit Canada's rights in law or under GI11 of R2710T

SI13 CONSTRUCTION DOCUMENTS

The successful Contractor will be provided **with one electronic copy** of the sealed and signed drawings, the specifications and the amendments upon acceptance of the offer. Obtaining physical copies will be the responsibility of the Contractor including costs.

SI14 WEB SITES

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

Treasury Board Appendix L, Acceptable Bonding Companies

<http://www.tbs-sct.gc.ca/pol/doc-eng.aspx?id=14494§ion=text#appl>

Buy and Sell

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

Canadian economic sanctions

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

Contractor Performance Evaluation Report (Form PWGSC-TPSGC 2913)

<http://www.tpsgc-pwgsc.gc.ca/app-acq/forms/documents/2913.pdf>

Bid Bond (form PWGSC-TPSGC 504)

https://www.tpsgc-pwgsc.gc.ca/app-acq/forms/documents/504_2017.pdf

Performance Bond (form PWGSC-TPSGC 505)

http://www.tpsgc-pwgsc.gc.ca/app-acq/forms/documents/505_eng.pdf

Labour and Material Payment Bond (form PWGWSC-TPSGC 506)

<http://www.tpsgc-pwgsc.gc.ca/app-acq/forms/documents/506.pdf>

Standard Acquisition Clauses and Conditions (SACC) Manual

<https://buyandsell.gc.ca/policy-and-guidelines/standard-acquisition-clauses-and-conditions-manual/5/R>

PWGSC, Code of Conduct and Certifications

<http://www.tpsgc-pwgsc.gc.ca/app-acq/cndt-cndct/contexte-context-eng.html>

Construction and Consultant Services Contract Administration Forms Real Property Contracting

<http://www.tpsgc-pwgsc.gc.ca/app-acq/forms/formulaires-forms-eng.html>

Declaration Form

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

Trade agreements

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

CONTRACT DOCUMENTS (CD)

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

GC1	General Provisions – Construction Services	<u>R2810D</u>	(2017-11-28);
GC2	Administration of the Contract	<u>R2820D</u>	(2016-01-28);
GC3	Execution and Control of the Work	<u>R2830D</u>	(2019-11-28);
GC4	Protective Measures	<u>R2840D</u>	(2008-05-12);
GC5	Terms of Payment	<u>R2850D</u>	(2019-11-28);
GC6	Delays and Changes in the Work	<u>R2865D</u>	(2019-05-30);
GC7	Default, Suspension or Termination of Contract	<u>R2870D</u>	(2018-06-21);
GC8	Dispute Resolution	<u>R2880D</u>	(2019-11-28);
GC9	Contract Security	<u>R2890D</u>	(2018-06-21);
GC10	Insurance	<u>R2900D</u>	(2008-05-12);
	Allowable Costs for Contract Changes Under GC6.4.1	<u>R2950D</u>	(2015-02-25);
	Supplementary Conditions		
 - e. Any amendment issued or any allowable bid revision received before the date and time set for solicitation closing;
 - f. Any amendment incorporated by mutual agreement between Canada and the Contractor before acceptance of the bid; and
 - g. Any amendment or variation of the contract documents that is made in accordance with the General Conditions.
2. The documents identified by title, number and date above are incorporated by reference and are set out in the Standard Acquisition Clauses and Conditions (SACC) Manual, issued by Public Works and Government Services Canada (PWGSC). The SACC Manual is available on the PWGSC Web site:
<https://buyandsell.gc.ca/policy-and-guidelines/standard-acquisition-clauses-and-conditions-manual>

All reference to the Minister of Public Works and Government Services Canada shall be deleted and replaced with the Minister of the Environment for the purposes of the Parks Canada Agency. All reference to the Department of Public Works and Government Services Canada Shall be deleted and replaced with the Parks Canada Agency.
3. The language of the contract documents is the language of the Bid and Acceptance Form submitted.

SUPPLEMENTARY CONDITIONS (SC)

SC01 SECURITY RELATED REQUIREMENTS

There is no document security requirement applicable to this Contract.

SC02 INSURANCE TERMS

1) Insurance Contracts

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

2) Period of Insurance

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

3) Proof of Insurance

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

4) Insurance Proceeds

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

5) Deductible

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

SC03 CHANGES TO THE GENERAL CONDITIONS

ADD the following to GC8.4 of R2880D (2019-11-28)

GC8.4.5. The time periods for commencing and completing negotiations set out in GC8.4.1, GC8.4.2, and GC8.4.3 may be extended by Canada for a period of up to 30 days, if, in the sole opinion of Canada, an extension is required for any of the following reasons:

- a) the dispute is complex such that an assessment of the claim by a third party or other professional is required;
- b) during the course of negotiations, the Contractor raises new issues or items that were not identified in the notice of dispute;

c) if Canada or the Contractor requires additional time to consult or otherwise engage legal representation to advise on the dispute; and

d) if Canada or the Contractor is unable to commence or participate in negotiations due to circumstances that are unforeseen and beyond the control of Canada or the Contractor, as the case may be.

SC04 COMPLIANCE WITH ON-SITE MEASURES, STANDING ORDERS, POLICIES, AND RULES

The Contractor must comply and ensure that its employees and subcontractors comply with all security measures, standing orders, policies or other rules in force at the site where the Work is performed.

SC05 TYPES AND AMOUNTS OF CONTRACT SECURITY

Remove and Replace GC9.2.2. with the following

A performance bond (form PWGSC-TPSGC 505) and a labour and material payment bond (form PWGSC-TPSGC 506) referred to in subparagraph 1)(a) of GC9.2 shall be in a form and be issued by a bonding or surety company (see Treasury Board Appendix L, *Acceptable Bonding Companies*) that is approved by Canada. They are to be in the form of Signed and Sealed electronic digital version.

Electronic digital versions must meet the following;

1. A performance bond and a labour and material payment bond may be submitted in an electronic or digital format if it meets the following criteria:
 - 1.1. The versions submitted by the Contractor must be verifiable by Canada with respect to the totality and wholeness of the bonds form, including: the content; all digital signatures; all digital seals; with the Surety Company, or an approved verification service provider of the Surety Company.
 - 1.2. The versions submitted must be viewable, printable and storable in standard electronic file formats compatible with Canada, and in a single file. Allowable formats include pdf.
 - 1.3. The verification may be conducted by Canada immediately or at any time during the life of the bonds and at the discretion of Canada with no requirement for passwords or fees.
 - 1.4. The results of the verification must provide a clear, immediate and printable indication of pass or fail regarding Item 1.1.
2. Bonds failing the verification process will NOT be considered to be valid.

BID AND ACCEPTANCE FORM (BA)

BA01 IDENTIFICATION

5P468-21-0110/A Grice Bay & McLean Point Remediation – Pacific Rim National Park Reserve

Parks Canada Agency requires the services of a contractor to remove contaminated materials from Grice Bay and McLean Point. Included in the work will be replacement of the Grice Bay boat ramp and improvements to the parking area.

See specifications and drawings for further details on the requirement of this project.

BA02 BUSINESS NAME AND ADDRESS OF BIDDER

Legal Name: _____

Operating Name (if any): _____

Address: _____

Telephone: _____ Fax: _____ PBN: _____

E-mail address: _____

BA03 THE OFFER

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

Bidders are reminded that it is their responsibility to include in their bid all work as described in the drawings and specifications.

BA04 BID VALIDITY PERIOD

The bid must not be withdrawn for a period of thirty (30) days following the date of solicitation closing.

BA05 ACCEPTANCE AND CONTRACT

Upon acceptance of the Bidder's offer by Canada, a binding Contract will be formed between Canada and the Bidder. The documents forming the Contract will be the Contract Documents identified in "Contract Documents (CD)" section.

BA06 CONSTRUCTION TIME

The Contractor must perform and complete the Work by June 30, 2022

BA07 BID SECURITY

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

BA08 SIGNATURE

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

Signature

Date

APPENDIX 1 - COMBINED PRICE FORM

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

Note: Bidders are reminded that it is their responsibility to include in their bid all work as described in the drawings and specifications. Pricing for work not accounted for in the Unit Price Table including but not limited to Mobilization, De-Mobilization, etc. is to be included in the Lump Sum Table.

UNIT PRICE TABLE

The Unit Price Table designates Work to which a Unit Price Arrangement applies.

- (a) Work included in each item is as described in the referenced specification section.
- (b) The Price per Unit shall not include any amounts for Work that is not included in that unit price item.

REQUIRED WORK						
Item	Specification Reference	Class of Labour, Plant or Material	Unit of Measurement	Estimated Quantity (EQ)	Price per Unit applicable tax(es) extra (PU)	Extended amount (EQ x PU) applicable tax(es) extra
1	01 25 20 – 1.1.1 01 25 20 – 1.1.2 01 25 20 – 1.1.7 01 25 20 – 1.1.8	Mobilization/ Demobilization including Contractor documentation (pre-mobilization and close out submittals)	Lump Sum	1	\$	\$
2	01 25 20 – 1.1.3	Site Preparation	Lump Sum	1	\$	\$
3	01 25 20 – 1.1.4	Standby Time (if required)	hrs.	1	\$	\$
4	01 25 20 – 1.1.5	Access Road Decommissioning	Lump Sum	1	\$	\$
5	01 25 20 – 1.1.6	Site Restoration	Lump Sum	1	\$	\$
6	01 52 00 – 1.1.1	Site Facilities – Supply	Lump Sum	1	\$	\$
7	01 52 00 – 1.1.2	Site Facilities - Operation	Lump Sum	1	\$	\$
8	02 61 00.01 – 1.1.1	Contaminated Water Treatment Onsite - Supply	Lump Sum	1	\$	\$
9	02 61 00.01 – 1.1.2	Contaminated Water Treatment Onsite - Operation	Weekly	8	\$	\$
10	02 61 00.03 – 1.1.1	McLean Point Underground Storage Tank Removal and Disposal	Lump Sum	1	\$	\$
11	02 61 00.03 – 1.1.2	Fuel Distribution Lines Removal and Disposal	m	130	\$	\$
12	02 61 00.03 – 1.1.3	Monitoring Well Decommissioning	Per well	5	\$	\$
13	02 61 00.03 – 1.1.4	Remedial Soil Excavation (excludes void volume)	m ³	2,544	\$	\$

14	02 61 00.03 – 1.1.5	Excavation Backfill -Site Reuse (soil movement, placement and compaction within MP-EX1 and MP-EX2)	m ³	1,536	\$	\$
15	02 61 00.03 – 1.1.6	Backfill - Parking Lot Excavation Reuse (soil movement, placement, and compaction within MP-EX1 and MP-EX2)	m ³	1,188	\$	\$
16	02 61 00.04 – 1.1.1	Contaminated Soil Transport (based upon conversion of 2 T/m ³)	tonnes	2,016	\$	\$
17	02 61 00.05 – 1.1.1	Contaminated Soil Disposal (based upon conversion of 2 T/m ³)	tonnes	2,016	\$	\$
18	31 23 33 – 1.2.1	Parking lot Excavation (incl. asphalt removal, fill, organic material)	m ³	3,347	\$	\$
19	31 23 33 – 1.2.4	Asphalt disposal (based upon conversion of 2.3 T/m ³)	tonnes	381	\$	\$
20	31 23 33 – 1.2.5	Surficial Spreading- soil, organics, and granular material from Grice Bay Parking Lot at McLean Pt and Access Road	m ³	2,381	\$	\$
21	32 11 16	Parking Lot Imported Backfill Granular Sub-Base - Supply, Transport, and Work	m ³	3,180	\$	\$
22	32 11 23	Parking Lot Imported Backfill Granular Base - Supply, Transport, and Work	m ³	405	\$	\$
23	31 32 19 31 21 16.13	Parking Lot Composite Geogrid - Supply and Installation	m ²	2020	\$	\$
24	31 32 19 31 24 13 - 3.6.7 31 37 00	Parking Lot – Drainage Blanket inclusive of 200 mm graded angular rock, 300mm thickness and Non-Woven geotextile wrap	m ²	100	\$	\$
25	33 42 13	Pipe Culvert – Supply and Installation	Lump Sum	1	\$	\$
26	32 12 13.16 32 12 13.23 32 12 16	Parking Lot - Paving and Testing	Lump Sum	1	\$	\$
27	32 17 23	Parking Lot - Painting	Lump Sum	1	\$	\$
28	02 62 00.01 – 1.1.1	Boat Ramp - Concrete Cutting and Removal	Lump Sum	1	\$	\$
29	02 62 00.01 – 1.1.2	Boat Ramp Excavation	m ³	20	\$	\$
30	02 62 00.01 – 1.1.4 31 37 00	Boat Ramp Backfill-Imported	m ³	20	\$	\$
31	02 62 00.01 – 1.1.5	Pre-cast Concrete Slab - Transportation and Installation	Lump Sum	1	\$	\$
TOTAL EXTENDED AMOUNT for REQUIRED WORK (RW)						\$
Excluding applicable tax(es)						\$

OPTIONAL WORK						
Item	Specification Reference	Class of Labour, Plant or Material	Unit of Measurement	Estimated Quantity (EQ)	Price per Unit applicable tax(es) extra (PU)	Extended amount (EQ x PU) applicable tax(es) extra
1	31 32 19 31 21 16.13	Parking Lot Woven Geotextile - Provision and Installation (provisional, only if required)	m ²	700	\$	\$
TOTAL EXTENDED AMOUNT for OPTIONAL WORK (OW) Excluding applicable tax(es)						\$

TOTAL BID AMOUNT (RW + OW) Excluding applicable tax(es)	\$
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APPENDIX 2 - INTEGRITY PROVISIONS

Text copied from the Ineligibility and Suspension Policy <https://www.tpsgc-pwgsc.gc.ca/ci-if/guide-eng.html>

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

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

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

APPENDIX 3 - QUALIFICATION FORM (SUBMISSION 1)

- 1 General Information
 - 2 Proposal Requirements
 - 3 Submission Requirements and Evaluation
 - 4 Submission Requirements – Checklist
-

1 GENERAL INFORMATION

1.1 Reference to the Selection Procedure

An overview of the selection procedure can be found in SI07 Opening of Bids / Evaluation

2 PROPOSAL REQUIREMENTS

2.1 Requirement for Proposal Format

The following proposal format information should be implemented when preparing the proposal.

- Submit one (1) electronic copy
- Paper size should be - 216mm x 279mm (8.5" x 11")
- Minimum font size - 11 point Times or equal
- Minimum margins - 12 mm left, right, top, and bottom
- Double-sided submissions are preferred
- One (1) 'page' means one side of a 216mm x 279mm (8.5" x 11") sheet of paper
- 279mm x 432 mm (11" x 17") fold-out sheets for spreadsheets, organization charts etc. will be counted as two pages.
- The order of the proposals should follow the order established in the Request for Proposal SRE section

2.2 Specific Requirements for Proposal Format

The maximum number of pages (including text and graphics) to be submitted for the Rated Requirements under SRE 3.2 is twenty (20) pages.

The following are not part of the page limitation mentioned above;

- Covering letter
- Table of Contents and section dividers
- Integrity Provisions
- Front page of the ITT
- Front page of revision(s) to the ITT
- BA Form & Appendix 1 Combined Price Form
- CVs (curriculum vitae)

Consequence of non-compliance: any pages which extend beyond the above page limitation and any other attachments will be extracted from the proposal and will not be forwarded to the PCA Evaluation Board members for evaluation.

3 SUBMISSION REQUIREMENTS AND EVALUATION (SRE)

3.1 RATED REQUIREMENTS

3.1.1 Management Team (Maximum Points: 20)

Identify the multidisciplinary team that will be used to implement the work identified in the plans and specifications. Demonstrate relevant experience in projects with similar project complexity, crew size, and experience in coordinating with other trades. If the Proponent proposes to provide multi-disciplinary services which might otherwise be performed by a sub-contractor, this should be reflected here. The team identification should include but not be limited to:

Key Personnel (suggested minimum years of experience)

- Principal/senior manager(s) – minimum 10 years of experience
- Project manager(s) – minimum 10 years of experience
- Site supervisor(s) – minimum 10 years of experience
- Site health & safety officer(s) – minimum 4 years of experience
- Environmental technologist(s) – minimum 4 years of experience

Information to be supplied:

- Name of Proponent, company profile and description of overall role.
- Identify proposed project team
- Demonstrate Site Superintendent experience in the management of similar project complexity, crew size and experience in coordination with other trades in the completion of like projects
- Describe the qualifications, years of relevant experience and responsibilities for all key personnel and backup personnel.
- Identify backup personnel for each key personnel
- Identify any personnel performing more than one key role and identify the key roles.
- Subcontractors'/specialists' names (if any) and description of roles.
- Organization chart with key and other position titles, names and roles.
- In an Annex, provide a one-page resume for each member of the Key Personnel and backup personnel.

3.1.2 Past Performance (Maximum Points: 20)

Describe the accomplishments, achievements and experience either as prime contractor or in a sub-contractor capacity on projects.

Note that prime contractor and any sub-contractor experience must be relevant to the Grice Bay & McLean Point Remediation – Pacific Rim National Park Reserve.

Select a maximum three (3) projects performed within the last seven (7) years. Joint venture submissions are not to exceed the maximum number of projects. Only the first 3 projects listed in sequence will receive consideration and any others will receive none as though not included. Sufficient experience should be shown in all aspects of the work performed including (but not limited to):

- Understanding environmental remediation requirements and working with environmental consultants including an understanding of environmental sampling requirements, environmental regulations and quality guidelines, and environmental mitigation measures;
- Contaminated soil excavation, management, and haulage;
- Contaminated water management and treatment; and
- Asphalt paving and subgrade preparation including grading and culvert replacement.
- Site restoration

Preference will be given to projects that are comparable or relevant to the subject project in terms of challenges, issues and scope.

Information to be supplied:

- Brief project description and intent. Clearly indicate how the project is comparable to the subject Project of this Solicitation in terms of methodology, type, challenges, issues and scope,
- budget control and management - i.e. contract price & final construction cost - explain variation
- project schedule control and management - i.e. initial schedule and revised schedule - explain variation
- Subcontractors'/specialists' names used to complete the work and description of roles. Include identification of key personnel that will be used on this project if applicable.
- Client references - name, address, phone and fax of client contact at working level - references may be checked

The Proponent must possess the knowledge on the above projects. Past project experience from entities other than the Proponent will not be considered in the evaluation unless these entities form part of a joint venture Proponent.

Please indicate those projects which were carried out in joint venture and the responsibilities of each of the involved entities in each project.

3.1.3 Approach and Methodology (Maximum Point: 25 Pass Score: 17)

The project requires that the proponent understands the requirements of environmental remediation work and working with consultant and Departmental Representative directives concerning environmental quality of soil and water. This project includes buried and surface infrastructure removal, contaminated soil excavation and management, contaminated water treatment and management, and infrastructure reinstatement in a sensitive ecosystem subject to continued public use and access within a National Park Reserve. The Proponent proposal must demonstrate understanding of the project components, issues and challenges and how the contractor plans to respond to the challenges (e.g. surface and excavation water management and soil stockpiling and management during periods of increased precipitation, coordination of construction activities to minimize impact to stakeholders while ensuring the safety of workers and public and private users of the parking lot and boat launch facilities, etc.)

The project requires numerous activities at various locations (e.g. McLean Point, Grice Bay, Radar Hill Parking Lot) to be conducted in a coordinated and logically sequenced fashion. The Proponent must demonstrate an understanding of issues and challenges inherent to the required sequencing and milestones (e.g.: work below high water will be scheduled to occur during the least risk fisheries window for the region and during low-tide cycles to reduce impacts to marine resources; select material removed from Grice Bay is to re-used at the McLean Point site; woody debris from the Radar Hill site must be removed prior to a set date, etc.). The Proponent is to identify logical sequencing of all project activities, tasks and deliverables through all phases of the project.

Provide details of proposed work including (but not limited to) mobilization, soil removal, management and haulage, underground fuel tank and fuel distribution line removal, parking lot rehabilitation including grading and asphalt work, surface and groundwater treatment and management, environmental mitigation measures and health and safety management, and site restoration. Proponents will be rated on their understanding of the work to be performed, the important milestones, the constraints of the project and the completeness and logic of their proposed methodology. Identify potential risks in completing the work as stipulated within the time allotted and how those risks will be mitigated.

If the Proponent proposes to provide multi-disciplinary services by own forces which might otherwise be performed by a sub-contractor, this should be reflected here.

3.1.4 Work Schedule (Maximum Points: 20, Pass Score: 14)

Submit a Work Schedule in a GANTT chart format. Include in the Work Schedule major milestones, a breakdown of all phases of the work, work sequence, and time frames. Rating will be based on the completeness and logic of the proposed schedule in meeting the specified milestones completion date. Higher ratings will be assigned for earlier completion dates where they are logical and account for all constraints as identified in the solicitation documentation. Major milestones should include at a minimum (but not limited to) dates for excavation activities at each site, underground storage tank and fuel line infrastructure removal, boat launch reconstruction, parking lot reconstruction including culvert replacement,

grading, and asphalt work, movement of woody debris from the Radar Hill parking lot, placement of woody debris and site rehabilitation and final completion of the work.

3.1.5 Heavy Equipment and Specialized Environmental Equipment (*Maximum Points: 15*)

Provide details of all proposed heavy equipment and specialized environmental equipment, including sub-contractor's equipment needed to excavate, manage, and haul contaminated material; remove, load and haul underground storage tanks and fuel distribution lines; manage and treat surface and groundwater; transport, place and compact backfill; prep, unload and place boat launch components; prepare subgrade and asphalt resurfacing of the parking lot; load, haul and place woody debris; and, reinstate the site. Proponents will be rated on the adequacy/appropriateness of the equipment to meet the proposed schedule and the scope of work.

Information to be supplied:

Identify the equipment that will be used and contingency plans should any of the equipment fail. For all Equipment provide:

- Number and type of equipment
- Make and model
- Rated capacities
- Backup equipment (identifying the points above) and related contingency plans should the equipment fail.

3.2 EVALUATION AND RATING

In the first instance, price envelopes will remain sealed and only the technical components of the proposals which are responsive will be reviewed, evaluated and rated by a PCA Evaluation Board in accordance with the following to establish Technical Ratings:

Criterion	Weight Factor	Rating	Minimum Pass Mark	Weighted Rating
3.1.1 Management Team	2.0	0 - 10	N/A	0-20
3.1.2 Past Performance	2.0	0 - 10	N/A	0-20
3.1.3 Approach and Methodology	2.5	0 - 10	17	0-25
3.1.4 Schedule	2.0	0 - 10	14	0-20
3.1.5 Heavy & Specialized Equipment	1.5	0 - 10	N/A	0-15
Technical Rating	10.0		75	0-100

To be considered further, proponents **must** achieve a minimum Technical Rating of seventy-five (75) points out of the one hundred (100) points available as specified above.

No further consideration will be given to proponents not achieving the pass mark of seventy-five (75) points.

Generic Evaluation Table

PCA Evaluation Board members will evaluate the strengths and weaknesses of the Proponent's response to the evaluation criteria and will rate each criterion with even numbers (0, 2, 4, 6, 8 or 10) using the generic evaluation table below:

	INADEQUATE	WEAK	ADEQUATE	FULLY SATISFACTORY	STRONG
0 point	2 points	4 points	6 points	8 points	10 points
Did not submit information which could be evaluated	Lacks complete or almost complete understanding of the requirements.	Has some understanding of the requirements but lacks adequate understanding in some areas of the requirements.	Demonstrates a good understanding of the requirements.	Demonstrates a very good understanding of the requirements.	Demonstrates an excellent understanding of the requirements.
	Weaknesses cannot be corrected	Generally doubtful that weaknesses can be corrected	Weaknesses can be corrected	No significant weaknesses	No apparent weaknesses
	Proponent do not possess qualifications and experience	Proponent lacks qualifications and experience	Proponent has an acceptable level of qualifications and experience	Proponent is qualified and experienced	Proponent is highly qualified and experienced
	Team proposed is not likely able to meet requirements	Team does not cover all components or overall experience is weak	Team covers most components and will likely meet requirements	Team covers all components - some members have worked successfully together	Strong team - has worked successfully together on comparable projects
	Sample projects not related to this requirement	Sample projects generally not related to this requirement	Sample projects generally related to this requirement	Sample projects directly related to this requirement	Leads in sample projects directly related to this requirement
	Extremely poor, insufficient to meet performance requirements	Little capability to meet performance requirements	Acceptable capability, should ensure adequate results	Satisfactory capability, should ensure effective results	Superior capability, should ensure very effective results

4 SUBMISSION REQUIREMENTS - CHECKLIST

The following list of documents and forms is provided with the intention of assisting the bidder in ensuring a complete submission. The bidder is responsible for meeting all submission requirements.

Please follow detailed instructions in R2710T General Instructions – Construction Services, GI09 Submission of Bid, as amended in SI04 Submission of Bid.

All resumes and certification requests in Appendix 3 should be completed and submitted with the bid. If any of these required documents are not completed and submitted with the bid, the Contracting Authority will inform the bidder of a time frame within which to provide the information. Failure to comply with the request of the Contracting Authority and to provide the certifications within the time frame provided will render the bid non-responsive.

Please be advised that PCA reserves the right to contact the person named for project reference to verify the information contained herein.

SUBMISSION 1

- Proposal one (1) electronic copy
- Front page of ITT
- Front page(s) of any solicitation amendment

SUBMISSION 2

- The Bid and Acceptance Form (BA)
- Combined Price Form
- Bid Security

APPENDIX 4 - COVID-19 VACCINATION REQUIREMENT CERTIFICATION
(Not required at solicitation closing)

I, _____ (*first and last name*), as the representative of
_____ (*name of business*) pursuant to
_____ (*insert solicitation number*), warrant and certify that all personnel
that
_____ (*name of business*) will provide on the resulting Contract who access
federal government workplaces where they may come into contact with public servants will be:

(check the applicable option[s] below)

- (a) fully vaccinated against COVID-19;
- (b) for personnel that are unable to be vaccinated due to a certified medical contraindication, religion or other prohibited grounds of discrimination under the *Canadian Human Rights Act*, subject to accommodation and mitigation measures that have been presented to and approved by Canada; or
- (c) partially vaccinated against COVID-19 for a period of up to 10 weeks from the date of their first dose and subject to temporary measures that have been presented to and approved by Canada, immediately after which period the personnel will meet the conditions of (a) or (b) or will no longer access federal government workplaces where they may come into contact with public servants under this Contract;

until such time that Canada indicates that the vaccination requirements of the COVID-19 Vaccination Policy for Supplier Personnel are no longer in effect.

I certify that all personnel provided by _____ (*name of business*) have been notified of the vaccination requirements of the Government of Canada's COVID-19 Vaccination Policy for Supplier Personnel, and that the

_____ (*name of business*) has certified to their compliance with this requirement.

I certify that the information provided is true as of the date indicated below and will continue to be true for the duration of the Contract. I understand that the certifications provided to Canada are subject to verification at all times. I also understand that Canada will declare a contractor in default, if a certification is found to be untrue, whether made knowingly or unknowingly, during the bid or contract period. Canada reserves the right to ask for additional information to verify the certifications. Failure to comply with any request or requirement imposed by Canada will constitute a default under the Contract.

Signature: _____

Date: _____

Optional

For data purposes only, initial below if your business already has its own mandatory vaccination policy or requirements for employees in place. Initialing below **is not** a substitute for completing the mandatory certification above.

Initials: _____

Information you provide on this Certification Form and in accordance with the Government of Canada's COVID-19 Vaccination Policy for Supplier Personnel will be protected, used, stored and disclosed in accordance with the Privacy Act. Please note that you have a right to access and correct any information on your file, and you have a right to file a complaint with the Office of the Privacy Commissioner regarding the handling of your personal information. These rights also apply to all individuals who are deemed to be personnel for the purpose for the Contract and who require access to federal government workplaces where they may come into contact with public servants.

APPENDIX 5 - LISTING OF SUBCONTRACTORS AND SUPPLIERS

The Bidder must submit the list of Subcontractors and Suppliers for any division of the Work as listed in the table below. If "own forces" of the General Contractor are planned to be used to execute certain division(s) of work it must also be indicated in the table below.

	Subcontractor and Suppliers	Division
1		01 35 13.43
2		01 35 43
3		02 61 00.01
4		02 61 00.03
5		02 61 00.04
6		02 61 00.05
7		02 62 00.01
8		31 05 16
9		31 21 16.13
10		31 23 33
11		31 24 13
12		31 32 19
13		31 37 00
14		32 11 16
15		32 11 23
16		31 12 13.16
17		32 12 13.23
18		32 12 16
19		32 17 23
20		33 42 13

ANNEX A - CERTIFICATE OF INSURANCE (Not required at solicitation closing)

CERTIFICATE OF INSURANCE



Travaux publics et
Services gouvernementaux
Canada

Public Works and
Government Services
Canada

Description and Location of Work	Contract No.
	Project No.

Name of Insurer, Broker or Agent	Address (No., Street)	City	Province	Postal Code
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Name of Insured (Contractor)	Address (No., Street)	City	Province	Postal Code
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Additional Insured

Her Majesty the Queen in right of Canada as represented by the Minister of the Environment for the purposes of the Parks Canada Agency

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

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

Name of person authorized to sign on behalf of Insurer(s) (Officer, Agent, Broker)	Telephone number
Signature	Date D / M / Y

CERTIFICATE OF INSURANCE Page 2 of 2

General

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

The policies must insure the Contractor and must include Her Majesty the Queen in Right of Canada as represented by the Minister of the Environment for the purposes of the Parks Canada Agency.

The Policy shall be endorsed to provide the Owner with not less than 30 days' notice in writing in advance of any cancellation or change or amendment restricting coverage.

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

Commercial General Liability

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

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

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

The policy must have the following minimum limits:

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

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

Contractors Pollution Liability

The policy must have a limit usual for a contract of this nature, but not less than **\$1,000,000** per incident or occurrence and in the aggregate.

ANNEX B - ATTESTATION FORM

Attestation and Proof of Compliance with Occupational Health and Safety (OHS)

The following form must be completed and signed prior to commencing work on Parks Canada Sites.

Submission of this completed form, satisfactory to Parks Canada, is a condition of gaining access to the work place.

Parks Canada recognizes that federal OHS legislation places certain specific responsibilities upon Parks Canada as owner of the work place. In order to meet those responsibilities, Parks Canada is implementing a contractor safety regime that will ensure that roles and responsibilities assigned under Part II of the *Canada Labour Code* and the *Canada Occupational Health and Safety Regulations* are implemented and observed when involving contractor(s) to undertake works in Parks Canada work places.

Parks Canada Responsible Authority/Project Lead	Address	Contact Information
Project Manager/Contracting Authority (delete as required)		
Prime Contractor		
Subcontractor(s) (add additional fields as required)		

Location of Work

General Description of Work to be Completed

Mark "Yes" where applicable.

	A meeting has been held to discuss hazards and access to the work place and all known and foreseeable hazards have been identified to the contractor and/or subcontractor(s)
	The contractor and/or its subcontractor(s) will comply with all federal and provincial/territorial legislation and Parks Canada's policies and procedures, regarding occupational health and safety.
	The contractor and/or its subcontractor(s) will provide all prescribed safety materials, equipment, devices and clothing.
	The contractor and/or its subcontractor(s) will ensure that its employees are familiar with and use all prescribed safety materials, equipment, devices and clothing at all times.
	The contractor and/or its subcontractor(s) will ensure that its activities do not endanger the health and safety of Parks Canada employees.
	The contractor and/or its subcontractor(s) has inspected the site and has carried out a hazard assessment and has put in place a health and safety plan and informed its employees accordingly, prior to the commencement of the work.
	Where a contractor and/or its subcontractor(s) will be storing, handling or using hazardous substances in the work place, it will place warning signs at access points warning persons of the presence of the substances and any precautions to be taken to prevent or reduce any hazard of injury or death.
	The contractor and/or its subcontractor(s) will ensure that its employees are instructed in respect of any emergency procedures applicable to the site.

I, _____ (contractor), certify that I have read, understood and attest that my firm, employees and all sub-contractors will comply with the requirements set out in this document and the terms and conditions of the contract.

Name _____

Signature _____

Date _____