



**RETURN BIDS TO:  
RETOURNER LES SOUMISSIONS À :**

Bid Receiving/Réception des soumissions

Procurement Hub | Centre  
d'approvisionnement  
Fisheries and Oceans Canada | Pêches et  
Océans Canada  
301 Bishop Drive | 301 promenade Bishop  
Fredericton, NB, E3C 2M6

**Email / Courriel** : [DFOtenders-  
soumissionsMPO@dfo-mpo.gc.ca](mailto:DFOtenders-soumissionsMPO@dfo-mpo.gc.ca)

**REQUEST FOR PROPOSAL  
DEMANDE DE PROPOSITION**

Proposal to: Fisheries and Oceans Canada

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

Proposition à : Pêches et Océans 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 appendices ci-jointes, les biens  
et les services énumérés ici sur toute  
feuille ci-annexée, au(x) prix indiqué(s).

<b>Title / Titre</b> Spatial analysis of physical feasibility criteria for alternative salmonid aquaculture production technologies in B.C.		<b>Date</b> February 2, 2022
<b>Solicitation No. / N° de l'invitation</b> 30001659		
<b>Client Reference No. / No. de référence du client(e)</b> 30001659		
<b>Solicitation Closes / L'invitation prend fin</b> <b>At / à :</b> 14 :00 ADT (Atlantic Daylight Time) / HAA (Heure Avancée de l'Atlantique) <b>On / le :</b> March 15, 2022		
<b>F.O.B. / F.A.B.</b> Destination	<b>Taxes</b> See herein — Voir ci-inclus	<b>Duty / Droits</b> See herein — Voir ci-inclus
<b>Destination of Goods and Services / Destinations des biens et services</b> See herein — Voir ci-inclus		
<b>Instructions</b> See herein — Voir ci-inclus		
<b>Address Inquiries to : / Adresser toute demande de renseignements à :</b> Hannah State Senior Contracting Officer <b>Email / Courriel:</b> <a href="mailto:DFOtenders-soumissionsMPO@dfo-mpo.gc.ca">DFOtenders-soumissionsMPO@dfo-mpo.gc.ca</a>		
<b>Delivery Required / Livraison exigée</b> See herein — Voir en ceci	<b>Delivery Offered / Livraison proposée</b>	
<b>Vendor Name, Address and Representative / Nom du vendeur, adresse et représentant du fournisseur/de l'entrepreneur</b>		
<b>Telephone No. / No. de téléphone</b>	<b>Facsimile No. / No. de télécopieur</b>	
<b>Name and title of person authorized to sign on behalf of Vendor (type or print) / Nom et titre de la personne autorisée à signer au nom du fournisseur (taper ou écrire en caractères d'imprimerie)</b>		
<b>Signature</b>	<b>Date</b>	



## Table of Contents

<b>PART 1 - GENERAL INFORMATION .....</b>	<b>3</b>
1.1 SECURITY REQUIREMENTS .....	3
1.2 STATEMENT OF WORK.....	3
1.3 DEBRIEFINGS.....	3
1.4 TRADE AGREEMENTS .....	3
<b>1.5 PROCUREMENT OMBUDSMAN.....</b>	<b>3</b>
<b>PART 2 - BIDDER INSTRUCTIONS .....</b>	<b>4</b>
2.1 STANDARD INSTRUCTIONS, CLAUSES AND CONDITIONS .....	4
2.2 SUBMISSION OF BIDS .....	4
2.3 ENQUIRIES - BID SOLICITATION .....	4
2.4 APPLICABLE LAWS .....	4
2.5 BASIS FOR CANADA'S OWNERSHIP OF INTELLECTUAL PROPERTY .....	5
2.6 BID CHALLENGE AND RECOURSE MECHANISMS .....	5
<b>PART 3 - BID PREPARATION INSTRUCTIONS.....</b>	<b>6</b>
<b>3.1 BID PREPARATION INSTRUCTIONS .....</b>	<b>6</b>
<b>PART 4 - EVALUATION PROCEDURES AND BASIS OF SELECTION .....</b>	<b>9</b>
4.1 EVALUATION PROCEDURES .....	9
4.2 TECHNICAL EVALUATION .....	9
4.3 BASIS OF SELECTION .....	9
<b>PART 5 - CERTIFICATIONS.....</b>	<b>11</b>
5.1 CERTIFICATIONS REQUIRED WITH THE BID.....	11
5.2 CERTIFICATIONS PRECEDENT TO CONTRACT AWARD AND ADDITIONAL INFORMATION.....	11
<b>5.3 FORMER PUBLIC SERVANT.....</b>	<b>13</b>
<b>PART 6 - RESULTING CONTRACT CLAUSES .....</b>	<b>16</b>
6.1 SECURITY REQUIREMENTS .....	16
6.2 STATEMENT OF WORK.....	16
6.3 STANDARD CLAUSES AND CONDITIONS .....	16
6.4 TERM OF CONTRACT .....	17
<b>6.5 AUTHORITIES.....</b>	<b>17</b>
6.6 PROACTIVE DISCLOSURE OF CONTRACTS WITH FORMER PUBLIC SERVANTS.....	18
6.7 PAYMENT .....	18
6.8 INVOICING INSTRUCTIONS.....	19
6.9 CERTIFICATIONS AND ADDITIONAL INFORMATION .....	20
6.10 APPLICABLE LAWS .....	20
6.11 PRIORITY OF DOCUMENTS.....	20
6.12 FOREIGN NATIONALS (CANADIAN CONTRACTOR) AND/OR (FOREIGN CONTRACTOR).....	20
6.13 INSURANCE - G1005C (2016-01-28).....	20
6.14 DISPUTE RESOLUTION.....	21
6.15 ENVIRONMENTAL CONSIDERATIONS .....	21
<b>ANNEX "A" – STATEMENT OF WORK.....</b>	<b>22</b>
<b>ANNEX "B" – BASIS OF PAYMENT .....</b>	<b>31</b>
<b>ANNEX "C" - SECURITY REQUIREMENTS CHECK LIST.....</b>	<b>32</b>
<b>ANNEX "D" – EVALUATION CRITERIA.....</b>	<b>35</b>



## **PART 1 - GENERAL INFORMATION**

### **1.1 Security Requirements**

- The supplier and all individuals assigned to work on the contract or arrangement **MUST NOT** have access to PROTECTED or CLASSIFIED information/assets.
- The supplier and all individuals assigned to work on the contract or arrangement **MUST NOT** have unescorted access to restricted access areas of Fisheries and Oceans Canada facilities, or Canadian Coast Guard vessels.
- The supplier and all individuals assigned to work on the contract or arrangement **MUST NOT** remove any PROTECTED or CLASSIFIED information/assets from DFO site(s).
- Subcontractors or arrangements with a third party which contain security requirements are not to be awarded without the prior written permission of the Contracting Authority (i.e. a new SRCL must be submitted and processed following the same procedure as for the contract with security requirement).

### **1.2 Statement of Work**

The Work to be performed is detailed under Article 6.2 of the resulting contract clauses.

### **1.3 Debriefings**

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 or by telephone.

### **1.4 Trade Agreements**

The requirement is subject to the Canada-Chile Free Trade Agreement (CCFTA), Canada-Colombia Free Trade Agreement, Canada-Peru Free Trade Agreement (CPFTA), Canada-Panama Free Trade Agreement, Canada-Korea Free Trade Agreement (CKFTA), Canada - Ukraine Free Trade Agreement (CUFTA), Canada - European Union Comprehensive Economic and Trade Agreement (CETA), and the Canadian Free Trade Agreement (CFTA).

### **1.5 Procurement Ombudsman**

The Office of the Procurement Ombudsman (OPO) was established by the Government of Canada to provide an independent avenue for suppliers to raise complaints regarding the award of contracts under \$30,300 for goods and under \$121,200 for services. You have the option of raising issues or concerns regarding the solicitation, or the award resulting from it, with the OPO by contacting them by telephone at 1-866-734-5169 or by e-mail at [opo-boa@opo-boa.gc.ca](mailto:opo-boa@opo-boa.gc.ca). You can also obtain more information on the OPO services available to you at their website at [www.opo-boa.gc.ca](http://www.opo-boa.gc.ca).



---

## PART 2 - BIDDER INSTRUCTIONS

### 2.1 Standard Instructions, Clauses and Conditions

**As this solicitation is issued by Fisheries and Oceans Canada (DFO), any reference to Public Works and Government Services Canada or PWGSC or its Minister contained in any term, condition or clause of this solicitation, including any individual SACC clauses incorporated by reference, will be interpreted as reference to DFO or its Minister.**

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

Bids must be submitted by the date, time and place indicated on page 1 of the bid solicitation.

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

### 2.3 Enquiries - Bid Solicitation

All enquiries must be submitted in writing to the Contracting Authority no later than 10 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.

### 2.4 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.

## 2.5 Basis for Canada's Ownership of Intellectual Property

The Department of Fisheries and Oceans (DFO) has determined that any intellectual property rights arising from the performance of the Work under the resulting contract will belong to Canada, for the following reasons, as set out in the [Policy on Title to Intellectual Property Arising Under Crown Procurement Contracts](#):

- Where the main purpose of the Crown Procurement Contract, or the deliverables contracted for, is to generate knowledge and information for public dissemination.

## 2.6 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.



---

## PART 3 - BID PREPARATION INSTRUCTIONS

### 3.1 Bid Preparation Instructions

Canada requests that the Bidder submit **all** its **email** bid in separately saved sections as follows and **prior to the bid closing date, time and location**:

**Section I: Technical Bid** (one soft copy in PDF format)

**Section II: Financial Bid** (one soft copy in PDF format)

**Section III: Certifications** (one soft copy in PDF format)

**Important Note:**

**The maximum size per email (including attachments) is limited to 10MB. If the limit is exceeded, your email might not be received by DFO. It is suggested that you compress the email size to ensure delivery. Bidders are responsible to send their proposal and to allow enough time for DFO to receive the proposal by the closing period indicated in the RFP.**

**For bids transmitted by email, DFO will not be responsible for any failure attributable to the transmission or receipt of the email bid. DFO will send a confirmation email to the Bidders when the submission is received.**

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

**Section I: Technical Bid**

In their technical bid, Bidders should explain and demonstrate how they propose to meet the requirements and how they will carry out the Work.

**Section II: Financial Bid**

Bidders must submit their financial bid in accordance with the Pricing Schedule detailed in Attachment 1 to Part 3.

**Section III: Certifications**

Bidders must submit the certifications and additional information required under Part 5.



## ATTACHMENT 1 TO PART 3, PRICING SCHEDULE

The Bidder must complete this pricing schedule and include it in its financial bid.

The Bidder must provide a breakdown of costs in accordance with the following basis of payment for all professional services, including all associated costs necessary to carry out the required work in accordance with the Contract.

**Bidders must submit all prices in Canadian dollars. All deliverables are F.O.B. Destination, and Canadian Customs Duty included, and GST/HST extra, where applicable.**

**\* Payments will be issued based on percentage values listed in Annex “ B” Basis of Payment, and inserted at contract award.**

SCHEDULE OF PAYMENTS		
Phase Number	Deliverable(s)	All-Inclusive Cost (CAD)
1.	<ol style="list-style-type: none"> <li>1. <u>Siting criteria identified</u>: Identify and document required factors for feasibility of alternative salmonid aquaculture production technologies (“alternative technologies”) in B.C. such as, but not limited to: natural resources, infrastructure, acceptable transportation distances to processing and distribution centres, land use requirements, and availability of real estate. Documents to be provided in acceptable formats such as Microsoft Word.</li> <li>2. <u>Siting criteria quantified</u>: Siting Criteria identified in Deliverable 1 to be weighted for each of four alternative technologies: land-based closed-containment (i.e. recirculating aquaculture systems [RAS]); marine closed-containment (including semi-closed and fully closed); offshore technologies, and; hybrid systems (a combination of land-based closed-containment or marine semi-closed containment and traditional open net-pens). Documents to be provided in acceptable formats such as Microsoft Word.</li> </ol>	\$ _____
2.	<ol style="list-style-type: none"> <li>3. <u>Preliminary spatial analysis completed</u>: Analysis of known potential required factors (“siting criteria”) and applicability to different alternative aquaculture technologies, data to be provided in acceptable formats such as PDF, JPEG, ArcGIS or other Web map services.</li> <li>4. <u>Revised spatial analysis completed</u>: Following feedback and review by DFO project staff, revisions to the original analysis to be completed and revised datasets to be provided in acceptable formats such as PDF, JPEG, ArcGIS or other Web map services.</li> </ol>	\$ _____



3.	<p>5. <u>Datasets and map products completed</u>: Develop geospatial data set (e.g., a data layer) and map products identifying locations where alternative aquaculture technology would be suitable, to be provided in acceptable formats such as PDF, JPEG, ArcGIS or other Web map services.</p> <p>6. <u>Summary Report completed</u>: Summary report of findings, data and methods in Microsoft Word or other acceptable format.</p>	\$ _____
<b>SUBTOTAL: (Exclusive of Taxes)</b>		\$ _____

\*All invoices submitted are subject to review, audit, and acceptance of the work by the Project Authority.





---

## **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 and financial evaluation criteria.
- (b) An evaluation team composed of representatives of Canada will evaluate the bids.

### **4.2 Technical Evaluation**

#### **4.2.1 Mandatory Technical Criteria**

Please see Annex D for details.

#### **4.2.2 Point Rated Technical Criteria**

Please see Annex D for details.

#### **4.2.3 Financial Evaluation**

The price of the bid will be evaluated in Canadian dollars, Applicable Taxes excluded, FOB destination, Canadian customs duties and excise taxes included.

### **4.3 Basis of Selection**

#### **4.3.1 Basis of Selection – Highest Combined Rating of Technical Merit [70%] and Price [30%]**

1. To be declared responsive, a bid must:
  - a. comply with all the requirements of the bid solicitation; and
  - b. meet all mandatory criteria; and
  - c. obtain the required minimum of 50 points overall for the technical evaluation criteria which are subject to point rating.

The rating is performed on a scale of 70 points.
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 technical merit and price. The ratio will be 70% for the technical merit and 30% for the price.
4. To establish the technical merit score, the overall technical 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 70%.
5. To establish the pricing score, each responsive bid will be prorated against the lowest evaluated price and the ratio of 30%.



6. For each responsive bid, the technical merit score and the pricing score will be added to determine its combined rating.
7. Neither the responsive bid obtaining the highest technical score nor the one with the lowest evaluated price will necessarily be accepted. The responsive bid with the highest combined rating of technical 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 70/30 ratio of technical merit and price, respectively. The total available points equal 135 and the lowest evaluated price is \$45,000 (45).

<b>Basis of Selection - Highest Combined Rating Technical Merit (70%) and Price (30%)</b>				
		<b>Bidder 1</b>	<b>Bidder 2</b>	<b>Bidder 3</b>
<b>Overall Technical Score</b>		115/135	89/135	92/135
<b>Bid Evaluated Price</b>		\$55,000.00	\$50,000.00	\$45,000.00
<b>Calculations</b>	<b>Technical Merit Score</b>	$115/135 \times 70 = 59.63$	$89/135 \times 70 = 46.15$	$92/135 \times 70 = 47.70$
	<b>Pricing Score</b>	$45/55 \times 30 = 24.55$	$45/50 \times 30 = 27.00$	$45/45 \times 30 = 30.00$
<b>Combined Rating</b>		84.18	73.15	77.70
<b>Overall Rating</b>		<b>1st</b>	<b>3rd</b>	<b>2nd</b>



---

## **PART 5 - CERTIFICATIONS**

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 declaration form available on the [Forms for the Integrity Regime](http://www.tpsgc-pwgsc.gc.ca/ci-if/declaration-eng.html) website (<http://www.tpsgc-pwgsc.gc.ca/ci-if/declaration-eng.html>), to be given further consideration in the procurement process.

### **5.2 Certifications Precedent to Contract Award and Additional Information**

The certifications and additional information listed below should be submitted with the bid, but may be submitted afterwards. If any of these required certifications or additional information is not completed and submitted as requested, the Contracting Authority will inform the Bidder of a time frame within which to provide the information. Failure to provide the certifications or the additional information listed below within the time frame provided 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 procurement agreement of the [Ineligibility and Suspension Policy](http://www.tpsgc-pwgsc.gc.ca/ci-if/politique-policy-eng.html) (<http://www.tpsgc-pwgsc.gc.ca/ci-if/politique-policy-eng.html>), the Bidder must provide the required documentation, as applicable, to be given further consideration in the procurement process.

#### **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 available at the bottom of the page of the [Employment and Social Development Canada \(ESDC\) - Labour's](https://www.canada.ca/en/employment-social-development/programs/employment-equity/federal-contractor-program.html) website (<https://www.canada.ca/en/employment-social-development/programs/employment-equity/federal-contractor-program.html>).

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.



**5.2.3 Additional Certifications Precedent to Contract Award**

**5.2.3.1 Status and Availability of Resources**

SACC Manual clause [A3005T](#) (2010-08-16) Status and Availability of Resources

\_\_\_\_\_  
**Name and Signature of Bidder's Representative**

**5.2.3.2 Education and Experience**

SACC Manual clause [A3010T](#) (2010-08-16) Education and Experience

\_\_\_\_\_  
**Name and Signature of Bidder's Representative**

**5.2.3.3 List of Names for Integrity Verification Form**

Bidders must complete the List of Names for Integrity Verification form found in Attachment 1 to Part 5.

**5.2.3.4 Contractor's Representative**

The Contractor's Representative for the Contract is:

Name: \_\_\_\_\_  
Title: \_\_\_\_\_  
Address: \_\_\_\_\_  
Telephone: \_\_\_\_\_  
Facsimile: \_\_\_\_\_  
E-mail: \_\_\_\_\_

**5.2.3.5 Supplementary Contractor Information**

Pursuant to paragraph 221 (1)(d) of the Income Tax Act, payments made by departments and agencies under applicable services contracts (including contracts involving a mix of goods and services) must be reported on a T4-A supplementary slip.

To enable the Department of Fisheries and Oceans to comply with this requirement, the Contractor hereby agrees to provide the following information which it certifies to be correct, complete, and fully discloses the identification of this Contractor:

- a) The legal name of the entity or individual, as applicable (the name associated with the Social Insurance Number (SIN) or Business Number (BN), as well as the address and the postal code:

\_\_\_\_\_

- b) The status of the contractor (individual, unincorporated business, corporation or partnership:



- 
- c) For individuals and unincorporated businesses, the contractor's SIN and, if applicable, the BN, or if applicable, the Goods and Services Tax (GST)/Harmonized Sales Tax (HST) number:

- 
- d) For corporations, the BN, or if this is not available, the GST/HST number. If there is no BN or GST/HST number, the T2 Corporation Tax number must be shown:
- 

**The following certification signed by the contractor or an authorized officer:**

"I certify that I have examined the information provided above and that it is correct and complete"

---

Signature

---

Print Name of Signatory

### 5.3 Former Public Servant

Contracts awarded to former public servants (FPS) in receipt of a pension or of a lump sum payment must bear the closest public scrutiny, and reflect fairness in the spending of public funds. In order to comply with Treasury Board policies and directives on contracts awarded to FPSs, bidders must provide the information required below before contract award. If the answer to the questions and, as applicable the information required have not been received by the time the evaluation of bids is completed, Canada will inform the Bidder of a time frame within which to provide the information. Failure to comply with Canada's request and meet the requirement within the prescribed time frame will render the bid non-responsive.

#### Definitions

For the purposes of this clause, "former public servant" is any former member of a department as defined in the Financial Administration Act, R.S., 1985, c. F-11, a former member of the Canadian Armed Forces or a former member of the Royal Canadian Mounted Police. A former public servant may be:

- a. an individual;
- b. an individual who has incorporated;
- c. a partnership made of former public servants; or
- d. a sole proprietorship or entity where the affected individual has a controlling or major interest in the entity.

"lump sum payment period" means the period measured in weeks of salary, for which payment has been made to facilitate the transition to retirement or to other employment as a result of the implementation of various programs to reduce the size of the Public Service. The lump sum payment period does not include the period of severance pay, which is measured in a like manner.



"pension" means a pension or annual allowance paid under the Public Service Superannuation Act (PSSA), R.S., 1985, c. P-36, and any increases paid pursuant to the Supplementary Retirement Benefits Act, R.S., 1985, c. S-24 as it affects the PSSA. It does not include pensions payable pursuant to the Canadian Forces Superannuation Act, R.S., 1985, c. C-17, the Defence Services Pension Continuation Act, 1970, c. D-3, the Royal Canadian Mounted Police Pension Continuation Act, 1970, c. R-10, and the Royal Canadian Mounted Police Superannuation Act, R.S., 1985, c. R-11, the Members of Parliament Retiring Allowances Act, R.S. 1985, c. M-5, and that portion of pension payable to the Canada Pension Plan Act, R.S., 1985, c. C-8.

**Former Public Servant in Receipt of a Pension**

As per the above definitions, is the Bidder a FPS in receipt of a pension?

Yes ( )

No ( )

If so, the Bidder must provide the following information, for all FPSs in receipt of a pension, as applicable:

- a. name of former public servant;
- b. date of termination of employment or retirement from the Public Service.

By providing this information, Bidders agree that the successful Bidder's status, with respect to being a former public servant in receipt of a pension, will be reported on departmental websites as part of the published proactive disclosure reports in accordance with Contracting Policy Notice: 2012-2 and the Guidelines on the Proactive Disclosure of Contracts.

**Work Force Adjustment Directive**

Is the Bidder a FPS who received a lump sum payment pursuant to the terms of the Work Force Adjustment Directive?

Yes ( )

No ( )

If so, the Bidder must provide the following information:

- a. name of former public servant;
- b. conditions of the lump sum payment incentive;
- c. date of termination of employment;
- d. amount of lump sum payment;
- e. rate of pay on which lump sum payment is based;
- f. period of lump sum payment including start date, end date and number of weeks;
- g. number and amount (professional fees) of other contracts subject to the restrictions of a work force adjustment program.

For all contracts awarded during the lump sum payment period, the total amount of fees that may be paid to a FPS who received a lump sum payment is \$5,000, including Applicable Taxes.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Print Name of Signatory



## ATTACHMENT 1 TO PART 5 LIST OF NAMES FOR INTEGRITY VERIFICATION FORM

### Requirements

Section 17 of the [\*Ineligibility and Suspension Policy\*](#) (the Policy) requires suppliers, regardless of their status under the Policy, to submit a list of names with their bid or offer. The required list differs depending on the bidder or offeror's organizational structure:

- Suppliers including those bidding as joint ventures, whether incorporated or not, must provide a complete list of the names of all current directors.
- Privately owned corporations must provide a list of the owners' names.
- Suppliers bidding as sole proprietors, including sole proprietors bidding as joint ventures, whether incorporated or not, must provide a complete list of the names of all owners.
- Suppliers that are a partnership do not need to provide a list of names.

Suppliers may use this form to provide the required list of names with their bid or offer submission. Failure to submit this information with a bid or offer, where required, will render a bid or offer non-responsive, or the supplier otherwise disqualified for award of a contract or real property agreement. Please refer to [Information Bulletin: Required information to submit a bid or offer](#) for additional details.

List of names for [integrity verification form](#)



---

## PART 6 - RESULTING CONTRACT CLAUSES

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

### 6.1 Security Requirements

- The supplier and all individuals assigned to work on the contract or arrangement **MUST NOT** have access to PROTECTED or CLASSIFIED information/assets.
- The supplier and all individuals assigned to work on the contract or arrangement **MUST NOT** have unescorted access to restricted access areas of Fisheries and Oceans Canada facilities, or Canadian Coast Guard vessels.
- The supplier and all individuals assigned to work on the contract or arrangement **MUST NOT** remove any PROTECTED or CLASSIFIED information/assets from DFO site(s).
- Subcontractors or arrangements with a third party which contain security requirements are not to be awarded without the prior written permission of the Contracting Authority (i.e. a new SRCL must be submitted and processed following the same procedure as for the contract with security requirement).

### 6.2 Statement of Work

The Contractor must perform the Work in accordance with the Statement of Work at Annex "A".

### 6.3 Standard Clauses and Conditions

**As this contract is issued by Fisheries and Oceans Canada (DFO), any reference to Public Works and Government Services Canada or PWGSC or its Minister contained in any term, condition or clause of this contract, including any individual SACC clauses incorporated by reference, will be interpreted as reference to DFO or its Minister.**

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.

#### 6.3.1 General Conditions

**6.3.1.1** [2010B](#) (2021-12-02), General Conditions - Professional Services (Medium Complexity) apply to and form part of the Contract.

**6.3.1.2** Subsection 10 of [2010B](#) (2013-03-21), General Conditions - Professional Services (Medium Complexity) – Invoice submission, is amended as follows:

Delete: [2010B](#) 10 (2013-03-21), Invoice submission  
Insert: **Invoice submission**

1. Invoices must be submitted in the Contractor's name to [DFO.invoicing-facturation.MPO@DFO-MPO.gc.ca](mailto:DFO.invoicing-facturation.MPO@DFO-MPO.gc.ca). The Contractor must submit invoices for each delivery or shipment; invoices must only apply to the Contract. Each invoice must indicate whether it covers partial or final delivery.





2. Invoices must show:
  - a. Contractor's Name and remittance physical address;
  - b. Contractor's CRA Business Number or Procurement Business Number (PBN);
  - c. Invoice Date;
  - d. Invoice Number;
  - e. Invoice Amount (broken down into item and tax amounts);
  - f. Invoice Currency (if not in Canadian dollars);
  - g. DFO Reference Number (PO Number or other valid reference number);
  - h. DFO Contact Name (DFO employee who initiated the order or to whom the goods were sent. **Note:** Invoice will be return to the Contractor if that information is not provided);
  - i. Description of the goods or services supplied (provide details of expenditures (such as item, quantity, unit of issue, fixed time labour rates and level of effort, subcontracts, as applicable) in accordance with the Basis of Payment, exclusive of Applicable Taxes;
  - j. Deduction for holdback, if applicable;
  - k. The extension of the totals, if applicable; and
  - l. If applicable, the method of shipment together with date, case numbers and part or reference numbers, shipment charges and any other additional charges.
3. Applicable Taxes must be specified on all invoices as a separate item along with corresponding registration numbers from the tax authorities. All items that are zero-rated, exempt or to which Applicable Taxes do not apply, must be identified as such on all invoices.
4. By submitting an invoice, the Contractor certifies that the invoice is consistent with the Work delivered and is in accordance with the Contract.

### 6.3.2 Supplemental General Conditions

[4007](#) (2010-08-16), Canada to Own Intellectual Property Rights in Foreground Information apply to and form part of the Contract.

## 6.4 Term of Contract

### 6.4.1 Period of the Contract

The period of the contract is from April 1, 2022 to March 31, 2023 inclusive.

## 6.5 Authorities

### 6.5.1 Contracting Authority

The Contracting Authority for the Contract is:

Name: Hannah State  
Title: Senior Contracting Officer  
Department: Fisheries and Oceans Canada  
Directorate: Materiel & Procurement Services  
Address: 301 Bishop Drive  
Fredericton, NB E3C 2M6  
Telephone: 506-429-2622



Facsimile: 506-452-3676  
E-mail address: [DFOtenders-soumissionsMPO@dfo-mpo.gc.ca](mailto:DFOtenders-soumissionsMPO@dfo-mpo.gc.ca)

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

**6.5.2 Project Authority** *(to be inserted at contract award)*

The Project Authority for the Contract is:

Name: \_\_\_\_\_  
Title: \_\_\_\_\_  
Organization: \_\_\_\_\_  
Address: \_\_\_\_\_  
  
Telephone: \_\_\_ \_\_\_ \_\_\_\_\_  
E-mail address: \_\_\_\_\_

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

**6.5.3 Contractor's Representative** *(to be inserted at contract award)*

The Contractor's Representative for the Contract is:

Name: \_\_\_\_\_  
Title: \_\_\_\_\_  
Organization: \_\_\_\_\_  
Address: \_\_\_\_\_  
  
Telephone: \_\_\_ \_\_\_ \_\_\_\_\_  
Facsimile: \_\_\_ \_\_\_ \_\_\_\_\_  
E-mail address: \_\_\_\_\_

**6.6 Proactive Disclosure of Contracts with Former Public Servants**

By providing information on its status, with respect to being a former public servant in receipt of a [Public Service Superannuation Act](#) (PSSA) pension, the Contractor has agreed that this information will be reported on departmental websites as part of the published proactive disclosure reports, in accordance with [Contracting Policy Notice: 2012-2](#) of the Treasury Board Secretariat of Canada.

**6.7 Payment**

**6.7.1 Basis of Payment**



- 6.7.1.1 In consideration of the Contractor satisfactorily completing all of its obligations under the Contract, the Contractor will be paid a firm price as specified in Annex B for a cost of \$ \_\_\_\_\_ (*to be inserted at Contract Award*). Customs duties are included and Applicable Taxes are extra.

Canada will not pay the Contractor for any design changes, modifications or interpretations of the Work, unless they have been approved, in writing, by the Contracting Authority before their incorporation into the Work.

- 6.7.1.2 All prices and amounts of money in the Contract are exclusive of the Goods and Services Tax (GST) or Harmonized Sales Tax (HST), whichever is applicable, unless otherwise indicated. GST or HST, to the extent applicable, will be incorporated into all invoices and progress claims for goods supplied or work performed and will be paid by Her Majesty. The Contractor agrees to remit to Canada Revenue Agency any GST or HST paid or due.
- 6.7.1.3 Any payment by Her Majesty under this contract is subject to there being an appropriation for the fiscal year in which the payment is to be made.

## 6.7.2 Limitation of Price

SACC Manual clause C6000C (2017-08-17) Limitation of Price.

## 6.7.3 Methods of Payment

### 6.7.3.1 Multiple Payments

Canada will pay the Contractor upon completion and delivery of units 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;
- c. the Work delivered has been accepted by Canada.

## 6.7.4 Electronic Payment of Invoices – Contract

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

- i. Acquisition Card;
- ii. Direct Deposit (Domestic and International)

## 6.8 Invoicing Instructions

- 6.8.1 Payments will be made provided that:

- 6.8.1.1 The invoice(s) must be emailed to DFO Accounts Payable, at the email address indicated below:

Email: [DFO.invoicing-facturation.MPO@DFO-MPO.gc.ca](mailto:DFO.invoicing-facturation.MPO@DFO-MPO.gc.ca)  
CC AP Coder: (*to be inserted at contract award*)



6.8.1.2 The Contractor must submit invoices in accordance with the section entitled "Invoice Submission" of the general conditions. Invoices cannot be submitted until all work identified in the invoice is completed.

## **6.9 Certifications and Additional Information**

### **6.9.1 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.

## **6.10 Applicable Laws**

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

## **6.11 Priority of Documents**

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

- (a) the Articles of Agreement;
- (b) the supplemental general conditions [4007](#) (2010-08-16), Canada to Own Intellectual Property Rights in Foreground Information;
- (c) the general conditions [2010B](#) (2021-12-02 ), General Conditions - Professional Services (Medium Complexity);
- (d) Annex A, Statement of Work;
- (e) Annex B, Basis of Payment;
- (f) Annex C, Security Requirements Check List;
- (g) the Contractor's bid dated \_\_\_\_\_ (*to be inserted at Contract Award*).

## **6.12 Foreign Nationals (Canadian Contractor) AND/OR (Foreign Contractor)**

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

AND/OR

SACC Manual clause [A2001C](#) (2006-06-16) Foreign Nationals (Foreign Contractor)

## **6.13 Insurance - [G1005C](#) (2016-01-28)**

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



---

#### **6.14 Dispute Resolution**

- (a) The parties agree to maintain open and honest communication about the Work throughout and after the performance of the contract.
- (b) The parties agree to consult and co-operate with each other in the furtherance of the contract and promptly notify the other party or parties and attempt to resolve problems or differences that may arise.
- (c) If the parties cannot resolve a dispute through consultation and cooperation, the parties agree to consult a neutral third party offering alternative dispute resolution services to attempt to address the dispute.
- (d) Options of alternative dispute resolution services can be found on Canada's Buy and Sell website under the heading "[Dispute Resolution](#)".

#### **6.15 Environmental Considerations**

As part of Canada's policy directing federal departments and agencies to take the necessary steps to acquire products and services that have a lower impact on the environment than those traditionally acquired, Contractors should:

- a) Paper consumption:
  - Provide and transmit draft reports, final reports in electronic format. Should printed material be required, double sided printing in black and white format is the default unless otherwise specified by the Project Authority.
  - Printed material is requested on minimum recycled content of 30% and/or certified as originating from a sustainably managed forest.
  - Recycle unneeded printed documents (in accordance with Security requirements).
- b) Travel requirements:
  - The Contractor is encouraged to use video and/or teleconferencing where possible to cut down unnecessary travel.
  - Use of Properties with Environmental Ratings: Contractors to the Government of Canada may access the PWGSC Accommodation directory, which includes Eco-Rated properties. When searching for accommodation, Contractors can go to the following link and search for properties with Environmental Ratings, identified by Green Keys or Green Leafs that will honour the pricing for Contractors.
  - Use public transportation or another method of green transportation as much as possible.



---

## ANNEX “A” – STATEMENT OF WORK

### 1.0 Title

Spatial analysis of physical feasibility criteria for alternative salmonid aquaculture production technologies in B.C.

### 2.0 Background

Aquaculture is a key economic driver for local economies, particularly in coastal, rural and some Indigenous communities. Recent reports have recognized the economic potential of the aquaculture sector and recommended ways to support the responsible growth of the sector. Canada has an opportunity to enhance its reputation as a respected food supplier by supporting the continued development of alternative salmonid aquaculture production systems and technologies, and the continued growth of the emerging aquaculture technology industry in Canada.

B.C. is well positioned geographically to take advantage of growing global demand, including from one of the world's largest salmon consuming nations, the United States of America. As the low carbon economy increasingly influences the choices consumers make, B.C. and Canada can take advantage of geographic proximity to this major market.

Furthermore, this work will support the Minister of Fisheries, Oceans and the Canadian Coast Guard's mandate, which includes instructions to work with the province of British Columbia and Indigenous communities to create a responsible plan to transition from open net-pen salmon farming in coastal British Columbia waters by 2025.

#### **State of Salmon Aquaculture Technology study**

In 2019, Fisheries and Oceans Canada (DFO), in partnership with Sustainable Development Technology Canada (SDTC) and the Province of B.C., commissioned and funded a study entitled the “State of Salmon Aquaculture Technologies” to examine the risks and opportunities of the most promising emerging aquaculture production systems as well as technologies for salmon farming in B.C. The study explored four production systems: land-based closed-containment; floating closed-containment; offshore technologies; and hybrid systems. Hybrid systems combine land-based closed-containment or floating semi-closed containment with traditional marine-based net-pen systems through the production of larger smolts that reduce the length of time the salmon spend in the marine environment.

#### **Indigenous and multi-stakeholder advisory body**

Also in 2019, DFO announced the creation of an Indigenous and multi-stakeholder advisory body (IMAB) and three technical working groups to develop recommendations related to aquaculture management in B.C. Among these, the salmonid alternative production technologies technical working group (TWG) was created to investigate and support the development and adoption of technologies that enhance the sustainability of salmon aquaculture in B.C. to support the protection and conservation of wild fish in the Pacific Region. The TWG built upon the work of the State of Salmon Aquaculture Technology study and provided recommendations to DFO in the summer of 2020 on how to incent the development of alternative production systems and technologies.

DFO remains committed to supporting technologies that improve environmental performance of the industry in Canada. There is an opportunity to review the physical feasibility requirements for a number of emerging aquaculture production technologies within the Canadian context, to inform efforts to advance the transition of marine net-pen salmon aquaculture in B.C. in a way that is



---

environmentally responsible, sustainable and economically feasible.

### **3.0 Definitions**

#### **3.1 Alternative production systems**

Aquaculture production systems including, but not limited to the following (given the pace of innovation):

- Land-based closed containment (i.e., Recirculating Aquaculture Systems (RAS));
- Floating semi-closed systems;
- Hybrid systems (a combination of land-based RAS or floating semi-closed and traditional marine-based net-pens);
- Offshore systems.

#### **3.2 Alternative production technologies**

Technologies that enhance the environmental sustainability of production systems, including traditional marine-based net-pens.

#### **3.3 Land-based closed containment (i.e., Recirculating Aquaculture Systems (RAS))**

Land-based RAS involves growing salmon in recirculating tanks in closed production facilities on land. In this system, the fish waste is captured and the water is recirculated using a variety of water treatment technologies. RAS been used for decades in the production of salmon smolts (e.g., 60 to 100 grams). In the last five to ten years, these systems have advanced to successfully produce market-size salmon (e.g., 4 to 6 kg).

#### **3.4 Floating semi-closed containment systems**

These systems are marine-based, consist of a walled-barrier, and do not capture all waste. There are different design variations, but all systems involve pumping water from sufficient depths (e.g., 12 metres or deeper) to address temperature regulation and other potential environmental challenges.

#### **3.5 Hybrid systems**

The hybrid system involves producing post-smolts weighing from 250 grams to 1 kg in land-based RAS or floating semi-closed containment systems before the salmon are transferred to traditional marine-based net-pens for grow-out to market-size.

#### **3.6 Offshore systems**

Offshore production is defined differently across the globe; however, it is primarily defined by a high level of exposure and lack of protection from land masses, rather than a predetermined distance from shore. The variety of designs include open and semi-closed systems, floating and submersible options, as well as fixed and mobile systems. Existing offshore aquaculture operations suggest that the practical boundaries are limited to about 50 kilometres from shore.

#### **3.7 Siting criteria**

"Siting criteria" are the factors related to siting that are considered during the siting process for new aquaculture facilities. The Department's goal is to locate aquaculture facilities in areas that are suitable to the support of farmed and wild fish health, while



promoting an economically prosperous and environmentally sustainable aquaculture industry.

### **3.8 Spatial Analysis**

"Spatial analysis" includes any of the formal techniques which study entities using their topological, geometric, or geographic properties. Spatial analysis includes a variety of techniques, using different analytic approaches. Spatial analysis is the technique applied to structures at the human scale, most notably in the analysis of geographic data.

### **3.9 Suitability Mapping**

Site selection or suitability analysis is a type of analysis using geographic information systems (GIS) to determine the best place or site for some thing. When performing site selection analysis, one must set various weighted criteria from which software can rate the best or ideal sites. Site selection analysis allows for the identification of sites, based on varying levels of importance on different factors such as physical siting criteria.

## **4.0 Project Objectives**

DFO is seeking the services of a Contractor to identify required factors for feasibility of alternative salmonid aquaculture production technologies in B.C. such as, but not limited to:

- natural resources, including water access,
- infrastructure,
- acceptable transportation distances to processing and distribution centres,
- land use requirements,
- skilled labour markets,
- municipal and provincial zoning requirements,
- oceanographic conditions,
- and availability of real estate.

Outcomes of the project will include a summary report on locations where alternative production systems would be suitable, which will help to attract investment towards further development of these technologies in B.C.

### **4.1 Assumptions**

- 4.1.1 Focus will be on land-based closed containment, floating closed/semi-closed containment, offshore systems, and hybrid systems. Traditional net-pens are out of scope for this feasibility study.
- 4.1.2 Scope of production capacity for each system to be based on a standard unit (e.g. common net-pen production level of at least 1,500 to 3,000 tonnes).
- 4.1.3 The Contractor must provide technical resources to conduct geospatial analysis and provide deliverables in a format suitable for DFO review/use (i.e. ArcGIS-compatible spatial data and map products).

### **4.2 Constraints**

- 4.2.2 The focus is intended to be on the physical and geographical elements for alternative salmonid aquaculture production technology site feasibility, rather than a broader scope around socio-economic considerations.





- 4.2.3 Socio-economic considerations will be part of a separate research project, so they will be covered under a different lens, and are out of scope for this feasibility study.
- 4.2.4 Fish, fish habitat and environmental impact assessments are out of scope as these considerations would be required by proponents prior to any proposed siting activity.

## 5.0 Tasks

The Contractor is responsible for but not limited to performing and completing the following tasks:

- 5.1 Geographic/physical **siting criteria** identified and weighted for each of four alternative technologies:
  - land-based closed-containment (i.e. recirculating aquaculture systems [RAS]);
  - marine closed-containment (including semi-closed and fully closed);
  - offshore technologies, and;
  - hybrid systems (a combination of land-based closed-containment or marine semi-closed containment and traditional open net-pens).
- 5.2 **Spatial analysis (suitability mapping)** based on the identified siting criteria for each of the four alternative aquaculture technologies.
- 5.3 Develop set of locations where alternative technologies would be suitable. For each technology, provide a description of the infrastructure necessary, why certain locations would be suitable, work that would need to be done to prepare the site, and approximate cost to prepare site.
- 5.4 Preparation of deliverables including geospatial data sets, map products (showcase data visually on maps of B.C.), and a summary report with all findings, data and methods. All reports, documents, datasets and other materials to be submitted as files editable using DFO acceptable software, as described below in Section 8 (Method and Source of Acceptance).

## 6.0 Estimated Level of Effort

Description	Approximate Timeframe	Estimated Days Effort
Phase 1: Siting Criteria	April 1, 2022 – July 4, 2022	50
Phase 2: Spatial Analysis	July 5, 2022 – October 17, 2022	50
Phase 3: Report and Data Products	October 18, 2022 – January 16, 2023	50
<b>Total Estimated Days of Effort:</b>		150

There is no field work or laboratory work envisioned as part of the analysis under this contract.



## 7.0 Deliverables and Timelines

The Contractor must complete and provide the following deliverables:

<b>Key Deliverables and Dates</b>		
<b>#</b>	<b>Deliverable</b>	<b>Due Date</b>
<b>PHASE 1: Siting Criteria</b>		
1.	<u>Siting criteria identified</u> : Identify and document required factors for feasibility of alternative salmonid aquaculture production technologies (“alternative technologies”) in B.C. such as, but not limited to: natural resources, infrastructure, acceptable transportation distances to processing and distribution centres, land use requirements, and availability of real estate. Documents to be provided in acceptable formats such as Microsoft Word.	May 2, 2022
2.	<u>Siting criteria quantified</u> : Siting Criteria identified in Deliverable 1 to be weighted for each of four alternative technologies: land-based closed-containment (i.e. recirculating aquaculture systems [RAS]); marine closed-containment (including semi-closed and fully closed); offshore technologies, and; hybrid systems (a combination of land-based closed-containment or marine semi-closed containment and traditional open net-pens). Documents to be provided in acceptable formats such as Microsoft Word.	July 4, 2022
<b>PHASE 2: Spatial Analysis</b>		
3.	<u>Preliminary spatial analysis completed</u> : Analysis of known potential required factors (“siting criteria”) and applicability to different alternative aquaculture technologies, data to be provided in acceptable formats such as PDF, JPEG, ArcGIS or other Web map services.	August 31, 2022
4.	<u>Revised spatial analysis completed</u> : Following feedback and review by DFO project staff, revisions to the original analysis to be completed and revised datasets to be provided in acceptable formats such as PDF, JPEG, ArcGIS or other Web map services.	October 17, 2022



<b>PHASE 3: Report and Data Products</b>		
<b>5.</b>	<u>Datasets and map products completed:</u> Develop geospatial data set (e.g., a data layer) and map products identifying locations where alternative aquaculture technology would be suitable, to be provided in acceptable formats such as PDF, JPEG, ArcGIS or other Web map services.	December 1, 2022
<b>6.</b>	<u>Summary Report completed:</u> Summary report of findings, data and methods in Microsoft Word or other acceptable format.	January 16, 2023

In addition, the Contractor is responsible for completing the following milestones as part of the work:

- 7.1 Analysis of known potential required factors (siting criteria) and applicability to different alternative technologies.
- 7.2 Develop geospatial data set (e.g., a data layer) and map products identifying locations where alternative aquaculture technology would be suitable.
- 7.3 Summary report of findings, data and methods.

### **8.0 Method and Source of Acceptance**

The Contractor must provide a final report comprised of elements as identified in this Statement of Work.

The deliverables and supporting documents must be submitted in draft form in English using MS Word format to allow input by the DFO Project Authority. The Contractor may be required to submit revised drafts with required changes. Deliverables will only be considered final upon written confirmation by the DFO Project Authority.

All services rendered under this contract are subject to inspection by the Project Authority or his/her delegate, who shall have the right to reject any service or deliverable that is not considered satisfactory, or require their correction before payment will be authorized.

All services provided by the Contractor must, at the time of acceptance, be free from defects in workmanship and conform to the requirements of the Contract. If the Contractor must correct or replace the work or any part of the work, it will be at no cost to DFO.

All reports and documents must be provided in English as files editable using DFO acceptable software (e.g., Microsoft Office, ArcGIS) and are to be sent by email.

### **9.0 Reporting Requirements**

The Contractor's resource(s) must report to the Project Authority, and provide regular updates (minimum bi-weekly updates) including:



- Provide monthly Progress Reports identifying work completed during the reporting period and any work that is still outstanding;
- Report to the Project Authority any special circumstances or events affecting the provision of the required services; and
- Attend meetings via teleconference or videoconference as required.

## 10.0 Contractor Responsibilities

The Contractor is responsible for conducting research and assessment activities as appropriate to support the analysis. The Contractor is responsible to decide where to find the appropriate information to conduct the research over and above the relevant documents that will be provided by DFO.

## 11.0 DFO Support

DFO will provide the following data set to the Contractor upon award of the Contract:

- Locations of existing licensed aquaculture facilities in British Columbia

### Relevant links

1. State of Salmon Aquaculture Report (2019)  
<https://waves-vagues.dfo-mpo.gc.ca/Library/40864492.pdf>
2. DFO siting guidelines for marine finfish aquaculture in British Columbia  
<https://www.pac.dfo-mpo.gc.ca/aquaculture/licence-permis/docs/site-guide-direct-eng.html>
3. Salmonid Alternative Production Technologies TWG Final Report (2020)  
<https://www.dfo-mpo.gc.ca/aquaculture/publications/sapt-twg-eng.html>

Additional documents may also be provided following the contract award.

## 12.0 Meetings

All project activities will be at the direction and discretion of the DFO Project Authority as listed in the Statement of Work. Meetings and other communication (e.g. email, phone calls) between the DFO Project Authority and the Contractor will occur as required.

## 13.0 Change Management Procedures

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

## 14.0 Language of Work

The language of the written reports, correspondence and interactions with the Project Authority must be in English.



The Contractor must be fluent in English at the written, oral and comprehensive at the Advanced level as per the table below.

Legend	Oral	Comprehension	Written
<b>Basic</b>	<p>A person speaking at this level can:</p> <ul style="list-style-type: none"> <li>ask and answer simple questions;</li> <li>give simple instructions; and</li> <li>give uncomplicated directions relating to routine work situations.</li> </ul>	<p>A person reading at this level can:</p> <ul style="list-style-type: none"> <li>fully understand very simple texts;</li> <li>grasp the main idea of texts about familiar topics; and</li> <li>read and understand elementary points of information such as dates, numbers, or names from relatively more complex texts to perform routine job-related tasks.</li> </ul>	<p>A person writing at this level can:</p> <ul style="list-style-type: none"> <li>write isolated words, phrases, simple statements or questions on very familiar topics using words of time, place or person.</li> </ul>
<b>Intermediate</b>	<p>A person speaking at this level can:</p> <ul style="list-style-type: none"> <li>sustain a conversation on concrete topics; report on actions taken;</li> <li>give straightforward instructions to employees; and</li> <li>provide factual descriptions and explanations.</li> </ul>	<p>A person reading at this level can:</p> <ul style="list-style-type: none"> <li>grasp the main idea of most work-related texts;</li> <li>identify specific details; and</li> <li>distinguish main from subsidiary ideas.</li> </ul>	<p>A person writing at this level can:</p> <ul style="list-style-type: none"> <li>deal with explicit information on work-related topics since they have sufficient mastery of grammar and vocabulary.</li> </ul>
<b>Advanced</b>	<p>A person speaking at this level can:</p> <ul style="list-style-type: none"> <li>support opinions; and understand and express hypothetical and conditional ideas</li> </ul>	<p>A person reading at this level can:</p> <ul style="list-style-type: none"> <li>understand most complex details, inferences and fine points of meaning; and</li> <li>have a good comprehension of specialized or less familiar material.</li> </ul>	<p>A person writing at this level can:</p> <ul style="list-style-type: none"> <li>write texts where ideas are developed and presented in a coherent manner.</li> </ul>



**15.0 Location of Work**

The work must take place at the Contractor's own place of business, outside of DFO owned or leased property. Any meeting attendance will be conducted by telephone and/or video conference (i.e. Microsoft Teams).

**16.0 Travel**

The Crown will not reimburse the Contractor for any travel and/or living expenses as part of this Contract.



**ANNEX “B” – BASIS OF PAYMENT**

The Contractor will be paid in accordance with the following basis of Payment for all professional services, including all associated costs necessary to carry out the required work in accordance with the Contract.

Prices are in Canadian dollars. All deliverables are F.O.B. Destination, and Canadian Customs Duty included, and GST/HST extra, where applicable.

(To be completed at contract award)

<b>SCHEDULE OF PAYMENTS</b>			
<b>Phase Number</b>	<b>Deliverable(s)</b>	<b>% Payment of contract</b>	<b>All-Inclusive Cost (CAD)</b>
1.	1. Siting criteria identified 2. Siting criteria quantified	20%	\$ _____
2.	3. Preliminary spatial analysis completed 4. Revised spatial analysis completed	30%	\$ _____
3.	5. Datasets and map products completed 6. Summary Report completed	50%	\$ _____
<b>SUBTOTAL: (Exclusive of Taxes)</b>			\$ _____

\*All invoices submitted are subject to review, audit, and acceptance of the work by the Project Authority.



ANNEX "C" - SECURITY REQUIREMENTS CHECK LIST



Government of Canada / Gouvernement du Canada

English Instructions

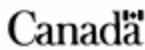
Instructions français

Contract Number / Numéro du contrat
Security Classification / Classification de sécurité Unclassified

SECURITY REQUIREMENTS CHECK LIST (SRCL) / LISTE DE VÉRIFICATION DES EXIGENCES RELATIVES À LA SÉCURITÉ (LVERS)

<b>PART A - CONTRACT INFORMATION / PARTIE A - INFORMATION CONTRACTUELLE</b>		
1. Originating Government Department or Organization / Ministère du organisme gouvernemental d'origine Fisheries and Oceans Canada	2. Branch or Directorate / Direction générale ou Direction Aquaculture Directorate	
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 Spatial analysis of physical feasibility criteria for alternative salmonid aquaculture production technologies in B.C.		
5. a) Will the supplier require access to Controlled Goods? / Le fournisseur aura-t-il accès à des marchandises contrôlées?	<input checked="" type="checkbox"/> No / Non <input 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? (Specify the level of access using the chart in Question 7. c) / 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	
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. / 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 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 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 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"/>

Security Classification / Classification de sécurité Unclassified
--







Contract Number / Numéro du contrat
Security Classification / Classification de sécurité
Unclassified

**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?  
If Yes, indicate the level of sensitivity:  
Dans l'affirmative, indiquer le niveau de sensibilité : \_\_\_\_\_  No / Non  Yes / Oui

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?  
Short Title(s) of material / Titre(s) abrégé(s) du matériel : \_\_\_\_\_  No / Non  Yes / Oui  
Document Number / Numéro du document : \_\_\_\_\_

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

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

<input type="checkbox"/> RELIABILITY STATUS COTE DE FIABILITE	<input type="checkbox"/> CONFIDENTIAL CONFIDENTIEL	<input type="checkbox"/> SECRET SECRET	<input type="checkbox"/> TOP SECRET TRÈS SECRET
<input type="checkbox"/> TOP SECRET - SIGINT TRÈS SECRET - SIGINT	<input type="checkbox"/> NATO CONFIDENTIAL NATO CONFIDENTIEL	<input type="checkbox"/> NATO SECRET NATO SECRET	<input type="checkbox"/> COSMIC TOP SECRET COSMIC TRÈS SECRET
<input type="checkbox"/> SITE ACCESS ACCÈS AUX EMPLACEMENTS	Special comments: Commentaires spéciaux : _____		

NOTE: If multiple levels of screening are identified, a Security Classification Guide must be provided.  
REMARQUE: Si plusieurs niveaux de contrôle de sécurité sont requis, un guide de classification de la sécurité doit être fourni.

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

Security Classification / Classification de sécurité
Unclassified



Contract Number / Numéro du contrat

Security Classification / Classification de sécurité

Unclassified

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.

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

SUMMARY CHART / TABLEAU RÉCAPITULATIF

Table with 13 columns: Category, PROTECTED (A, B, C), CLASSIFIED (Confidential, Secret, Top Secret), NATO (Restricted, Confidential, Secret, COSMIC), and COMSEC (Protected, Confidential, Secret, Top Secret).

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? [X] No [ ] Yes

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.

12. b) Will the document attached to this SRCL be PROTECTED and/or CLASSIFIED? La documentation associée à la présente LVERS sera-t-elle PROTÉGÉE et/ou CLASSIFIÉE? [X] No [ ] Yes

If Yes, classify this form by annotating the top and bottom in the area entitled "Security Classification" and indicate with attachments (e.g. SECRET with Attachments). Dans l'affirmative, classifiez le présent formulaire en indiquant le niveau de sécurité dans la case intitulée « Classification de sécurité » au haut et au bas du formulaire et indiquez qu'il y a des pièces jointes (p. ex. SECRET avec des pièces jointées).

Security Classification / Classification de sécurité

Unclassified





**ANNEX "D" – EVALUATION CRITERIA**

**Evaluation Instructions**

The experience of the Bidder must be clearly identified by providing a summary/description of the previous projects/work experience and indicating when the work was carried out.

The experience of the Bidder must be clearly identified by providing:

- The project name;
- The name of the client organization;
- The period during which the service was provided (month and year);
- A description of the project, including the scope and elements of the framework, and the results/outcomes of the work undertaken by the proposed resource(s);
- A description of the activities performed by the proposed resource(s); and,
- The name and contact information of the client Project Authority.

**Please note bidders must complete the following charts and include with their bid submission.**

**Mandatory Technical Criteria**

The bid must meet the mandatory technical criteria specified below. The Bidder must provide the necessary documentation to support compliance with this requirement.

Bids which fail to meet the mandatory technical criteria will be declared non-responsive. Each mandatory technical criterion should be addressed separately.

<b>TABLE A</b>		
<b>MANDATORY CRITERIA</b>		
<b>No.</b>	<b>Mandatory Criteria</b>	<b>Cross-Reference to Bidder's Proposal (Page #)</b>
<b>M1</b>	<p><b>Resource(s) Resumes</b></p> <p>The Bidder <b>must</b> provide resumes for each of its proposed resource(s) that will be working on this project. (The bidder must ensure that the submitted resume(s) are sufficiently detailed to enable a full evaluation and clearly identifies relevant experience as it relates to the requirements of the work to be performed).</p>	



<p><b>M2</b></p>	<p><b>Experience in Suitability Mapping Analyses</b></p> <p>The Bidder <b>must</b> demonstrate, using project descriptions, that it has performed at least two (2) suitability mapping analysis projects* within the last sixty (60) months of bid closing date.</p> <p>*Each project must have a minimum duration of 6 months.</p>	
<p><b>M3</b></p>	<p><b>Work Plan - Methodology and Approach</b></p> <p>The Bidder <b>must</b> submit their methodology and approach on how it intends to meet the work objectives found in the Statement of Work. The following elements <b>must</b> be addressed in the proposed approach:</p> <ul style="list-style-type: none"> <li>• <b>Milestones</b></li> <li>• <b>Methodology</b></li> <li>• <b>Objectives</b></li> <li>• <b>Deliverables</b></li> <li>• <b>Timelines</b></li> </ul>	

**Point Rated Requirements**

Bids which meet all the mandatory technical criteria will be evaluated and scored as specified in the tables below. In order to qualify for the rating process, proposals must respond to the following rated requirements in the order shown and must include the referenced Section / Page in the Bidder's proposal.

Bids **MUST** achieve an overall minimum score as specified in the table below of the Rated Requirements, in order to be considered technically responsive. Proposals which fail to attain the minimum score of the Rated Requirements will be considered technically non-responsive and no further evaluation will be conducted.

TABLE B				
POINT RATED CRITERIA				
No.	Rated Criteria	Max Points	Points Breakdown	Cross Reference to Proposal Page No. (Bidder to complete)
<p><b>R1</b></p>	<p><b>Experience conducting Suitability Mapping and Spatial Analysis</b></p> <p>The Bidder should demonstrate, using project** descriptions, that it has recent* experience conducting more than two (2) suitability mapping and spatial analysis.</p>	<p><b>50</b></p>	<p><b>Points will be awarded as follows:</b></p> <p>3 projects = 10 points 4 projects = 20 points 5 or more projects = 30 points</p> <p>Up to a maximum of 30 points.</p>	



	<p>Up to twenty (20) additional points will be awarded for project experience related to the aquaculture industry (10 points for each project up to 2 projects).</p> <p>*Recent is defined as within 120 months of the bid closing date.</p> <p>**Each project must have a minimum duration of 6 months.</p>		<p>*Additional points will be awarded for project experience demonstrated in the aquaculture industry (10 points for each project up to 2 projects)</p> <p>Up to an additional maximum of 20 points</p>	
R2	<p><b>Experience – Communication/Presentations</b></p> <p>The Bidder should demonstrate, using project descriptions, that the proposed resource has recent* experience delivering presentations to diverse audiences** at all levels in an organization including non-expert audiences, in the subject areas of suitability mapping or spatial analysis. Maximum of one example per presentation.</p> <p><b>***“Diverse audiences” can include participants at the working level, management, senior executives, external stakeholders, and general public. The Bidder is expected to provide details which clearly identify the audience and the nature of the presentation.</b></p> <p>*Recent is defined as within 120 months of the bid closing date.</p>	20	<p><b>Points will be awarded as follows:</b></p> <p>1 presentation = 5 points</p> <p>2 presentations = 10 points</p> <p>3 presentations = 15 points</p> <p>4 or more presentations = 20 points</p>	
<p><b>Total Evaluated Score: (Minimum points required: 50)</b></p>		170		