

## **AMENDMENT 1**

Request for Standing Offer (RFSO) for Chiller Maintenance Services  
AAFC, Lethbridge Research and Development Centre

Solicitation Number: 01R11-23-C057

This amendment is issued to make changes to the RFSO documents as follows:

1. Remove “Reciprocating Chillers” and Replace with “Scroll Chillers”.

DELETE: Annex A Statement of Work, Annex B Basis of Payment, Annex C Mandatory Technical Criteria and Annex D Bid Document in its entirety.

REPLACE: with the attached Annex A, B, C and D.

Bidders shall use these revised documents to meet the mandatory bid submission requirements and to submit their bids.

**All other terms and conditions of the RFSO remain unchanged.**

## **REVISED (October 12, 2022)**

### **ANNEX "A"**

#### **STATEMENT OF WORK**

##### **PART 1 - SCOPE OF WORK**

###### **1.1 General**

Agriculture and Agri Food Canada's Lethbridge Research and Development Centre at 5403 1st Avenue South, Lethbridge, Alberta requires Chiller Maintenance for refrigeration service and decommissioning work on various Centrifugal and Scroll Chillers on an "as and when required" basis.

Services to be provided during the following:

Regular Working hours - 8:00 a.m. to 4:00 p.m. Monday to Friday

Outside Regular Working hours - 4:00 p.m. to 8:00 a.m. Monday to Friday including weekends and stat holidays

Work to be performed under the Standing Offer Agreement (SOA) includes the following:

1. Annual winter preventative maintenance
2. Spring Start Up
3. Maintenance checks (during operational period)
4. Service as required for troubleshooting and repair services during 'regular working hours'
5. Emergency service outside 'regular working hours'
6. Equipment installation and decommission services

###### **1.2 Service to be Performed by the Contractor**

- .1 The Contractor shall be on site working for "Routine" requests for service within 24 hours working day of issuance of a call-up by the site authority.
- .2 The Contractor shall be on site working for "Emergency or Urgent" request (such as a complete chiller system shutdown) from the Site Authority within three (3) hours of being notified on a twenty-four (24) hour, seven (7) day per week basis.
- .3 The Contractor, when requested by the Site Authority for an emergency service, will proceed to the site, repair or protect the system or equipment from further damage. Any work that is life threatening or damaging to the building/property should be completed immediately. When the system has been made safe, the Contractor shall provide, within one (1) working day, a detailed itemized account of the repairs required to put the equipment in proper working order.
- .4 Quotes for non-essential repairs should be provided to the Site Authority who will review. Work will not proceed until Contractor has received written authorization from the Site Authority.
- .5 The Contractor shall contact the Site Authority upon entering and leaving the premises when applicable.
- .6 The Contractor shall obtain the Site Authority's approval for any shutdown to execute service or repair. The Contractor shall deliver written notices to the occupants no less than 72 hrs in advance of any scheduled shutdown services planned except in the case of emergency shutdowns.
- .7 The Contractor is to provide telephone numbers for regular service calls and after hours call outs.

### **1.3 Service to be Performed by the Department**

- .1 The Site Authority shall issue a Work Order providing a statement of the work required for each non-essential job.
- .2 The Site Authority shall provide drawings and specifications on an as required basis.

### **1.4 Licenses and Permits**

- .1 The Contractor shall be responsible for obtaining and paying for all licenses and permits required to perform the work requested. Obtain all inspections from authorities having jurisdiction. If permits are required for any portion of the Work, these will be reimbursed by AAFC at cost.
- .2 Provide the authorities having jurisdiction with all information requested.
- .3 Furnish these certificates and permits when requested and submit, to AAFC Authority, final approved document once work has been completed and certified.

## **PART 2 - GENERAL REQUIREMENTS**

### **2.1 Use of Site**

- .1 Limited to areas of work.
- .2 Do not unreasonably encumber site with materials or equipment.
- .3 Do not store materials on site without Site Authority approval.

### **2.2 Codes, Standards and Legislated Requirements**

Execute the work to meet or exceed all applicable codes and standards, including but not limited to:

- .1 National Building Code of Canada, (latest edition).
- .2 Part IV of the Canada Labour Code, (latest edition).
- .3 Fire Commission of Canada #301 Standard of Building Construction Operations, (latest edition).
- .4 Canadian Plumbing Code (latest edition)
- .5 Canadian Construction Safety Code, Provincial/Territorial Government, Worker's Compensation Board and Municipal Statutes and authorities (latest edition).
- .6 Canadian Electrical Code, Part I, CSA (latest edition).
- .7 National Fire Code (latest edition).
- .8 Canadian Environmental Protection Act
- .9 Federal Halocarbon Regulation (FHR), 2003. A copy of the FHR may be obtained from the website: <http://laws-lois.justice.gc.ca/eng/regulations/sor-2003-289/index.html>
- .10 Ozone Depleting Substances (ODS) Regulation (Federal and Provincial)
- .11 Refrigerant Code of Practice
- .12 Materials and workmanship must conform to or exceed applicable standards of Canadian Government Specifications Board (CGSB), Canadian Standards Association (CSA), American Society for Testing Materials (ASTM) and referenced organizations, National Association of Fire Equipment Distributors (NAFED) and referenced organizations.
- .13 These standards shall be part of the specifications and shall be read in conjunction with the drawings and specifications. The Contractor shall be fully familiar with their contents and requirements as related to the work and materials specified.
- .14 In the event of a conflict between any of the above codes or standards the most stringent shall apply.
- .15 All of the above codes and standards in effect at the time of award are subject to changes/revisions. The latest editions of each shall be enforced during the term of the Contract.

### **2.3 Examination**

- .1 Examine the existing conditions and determine those conditions affecting the work.

## **2.4 Cleaning**

- .1 Maintain work area free of accumulated waste and rubbish.
- .2 Remove and dispose of debris used and obsolete material on a daily basis. Disposal is to be conducted in an environmentally responsible manner such as disposing of hazardous waste and materials properly.
- .3 Remove grease, dust, dirt, stains, fingerprints and other foreign materials from sight exposed interior and exterior finished surfaces affected by contract work.

## **2.5 Cutting and Fitting Patching**

- .1 Cut, fit and patch where required for work under this SOA. Make good all disturbed surfaces to original condition.

## **2.6 Coordination and Protection**

- .1 Execute work with minimum disturbance to occupants, public and normal use of the buildings. Make arrangements with Site Authority to facilitate execution of work.
- .2 Protect and maintain work from damage.
- .3 All possible safety precautions are to be taken to ensure the protection of employees and occupants during the course of the work.
- .4 Upon request, the Contractor shall provide the Contracting Authority with a copy of their Contractor's Workers Compensation Certificate and Liabilities.

## **2.7 Qualifications and Certifications of Personnel**

- .1 Only licensed Refrigeration Mechanics shall perform the repairs. Apprentice labour will not be permitted. A copy of the Journeyman Certificate is to made available to the Site Authority.
- .2 Service is to be provided by one (1) Journeyman Refrigeration Mechanic at a time only, unless a specific request is made in writing to, and approved by, the Site Authority.
- .3 AAFC reserves the right to verify/substantiate the qualification of any person(s) performing work under the Contract. This verification must be produced in the way of letters or certificates from the appropriate agencies.
- .4 The Contractor shall not subcontract any of the work outlined herein, without the written consent of AAFC.

## **2.8 Material and Equipment**

- .1 Equipment and materials to be new, CSA certified, and manufactured to standard quoted.
- .2 Where there is no alternative to supplying equipment which is not CSA approved, obtain special approval from Site Authority.
- .3 Use products of one manufacturer or same type as existing, including classification, unless otherwise specified.
- .4 Unless otherwise specified, comply with manufacturer's latest printed instructions for materials and installation methods.
- .5 Deliver, store and maintain materials with manufacturer's seals and labels intact.
- .6 The Contractor shall store materials in accordance with the manufacture's and suppliers instructions.
- .7 AAFC accepts no responsibility for materials or equipment stored on site.
- .8 AAFC reserves the right to supply the Equipment and Parts to the Contractor.
- .9 Provide a copy of the Material Safety Data Sheet (MSDS) for any product that will be used on crown property to the Site Authority.
- .10 Contractor shall provide training to AAFC's maintenance staff and user groups on operation and maintenance procedures on all new installations. Contractor to supply shop drawings and manufacturer's instructions and specifications on all new installations for inclusion in the building inventory file.

## **2.9 Meetings**

- .1 Attend meetings at site when notified by the Site Authority Representative.

## **2.10 Maintenance Manuals / Log Books / Reports and Deliverables**

- .1 Maintenance manuals are to be obtained and kept by the Contractor for each type of chiller being serviced.
- .2 Note results of inspections including refrigerants and quantities used in log books. Keep a readily available record, in each boiler room of all testing and inspections.
- .3 A record of all inspections, testing and maintenance shall be provided to the Site Authority.

## **2.11 Non-smoking**

- .1 Smoking is prohibited inside all Crown facilities. Smoking is prohibited within 3 meters of any entrance or exit to a Crown-owned facility.

## **PART 3 - EXECUTION**

### **3.1 Workmanship**

- .1 All workmanship is subject to inspection and approval of the Site Authority.
- .2 All work shall be performed by skilled tradesmen and supervised by a competent foreman at all times.
- .3 All work must strictly adhere to the 2003, Federal Halocarbon Regulations and conform with Environment Canada's Code of Practice for the reduction of fluorocarbon refrigerant emissions.

### **3.2 Work Coordination**

- .1 Prearranged work schedules shall be strictly adhered to unless otherwise approved by the Site Authority.

### **3.3 Maintenance Types defined as:**

The Journeyman shall carry out and assist in various types of maintenance as requested by AAFC. Maintenance types defined as:

1. Preventative Maintenance: Inspecting, testing and reconditioning a system at regular intervals as instructed by AAFC, intended to prevent failures.
2. Breakdown Maintenance: Repairs to damaged equipment due to failures.
3. Predictive Maintenance: Declared in advance, on the basis of observation, experience or scientific reasons.
4. Development Maintenance: The act of developing new maintenance methods and procedures.

### **3.4 Maintenance Types defined as Winter Preventative Maintenance, Spring Start up and Maintenance Checks for:**

- .1 Two 50 ton Water Furnace Scroll Chillers, one 30 ton McQuay Scroll Chiller, one 350 ton York Centrifugal Chiller and one 400 ton Trane Centrifugal Chiller completed in accordance with the manufactures instructions, and carried out by completing the service Checklists A and B herein for each equipment type.
- .2 Execute the work to meet or exceed all applicable codes and standards.

### **3.5 Warranty and Guarantee**

- .1 Where the Contractor supplies equipment purchased from a supplier or manufacturer, the manufacturer's normal warranty period and such warranty shall be made out to Her Majesty the Queen in Right of Canada.

- .2 The Contractor shall provide a written warranty against defects in workmanship and materials for a period of one (1) year. Such guarantee shall be made out to Her Majesty in Right of Canada. Guarantee to be dated from date of acceptance of work performed.

## **CHECKLIST A – CENTRIFUGAL CHILLERS**

- (1) **Annual winter preventative maintenance**, which includes the following:
- A. **Checking the Compressor- Motor Assembly** for the following items and performing Preventative Maintenance tasks as indicated:
- Recording voltages
  - Meging and recording motor winding resistance
  - Lubricating open motor
  - Checking the alignment on open motor drive units
  - Checking the coupling
  - Checking the seals
  - Checking the inlet vane operation and linkages; Lubricating where required
- B. **Checking the Compressor Oil System** for the following items:
- Changing oil, oil filter and dryer
  - Conducting analysis on oil and oil filter by independent laboratory
  - Checking oil pump, seal and motor
  - Cleaning dirt leg
  - Checking heater and thermostat
  - Checking all other oil system components including cooler, strainer and solenoid valve where applicable
- C. **Checking Motor Starter** and performing the following tasks:
- Running diagnostic check
  - Cleaning and inspecting heat exchanger
  - Checking starter coolant pump and motor
  - Meging motor
  - Checking all terminals and tightening connections
  - Checking overloads, dash pot oil and calibrating
  - Cleaning or replacing air filter where required
  - Dry running starter(or before start-up);checking status lights
- D. **Review the Control Panel** for the following items:
- Run diagnostic check of control panel
  - Check safety shutdown operation
  - Checking all terminals and tightening connections
  - Checking display data accuracy and set points
- E. **Reviewing the Purge Unit** for the following items:
- Inspecting the operation of the unit
  - Changing filter dryer
  - Checking all other components for proper condition and operation; recording pressure control set point
- F. **Checking the Condenser** for the following items:
- Checking the water flow
  - Checking flow switch operation
  - Removing condenser head and inspecting end sheets
  - Mechanically brush cleaning condenser water tubes

**G. Checking the Evaporator** for the following items:

- Checking the water flow
- Checking the flow switch operation
- Checking refrigerant level

**H. Checking the Chiller System** for the following items:

- Conducting a leak check and identify leak sources
- Recording condition of sight glasses
- Checking the refrigerant cycle to verify the proper operating balance
- Checking condenser water and chilled water heat transfer

**I. General Items** included:

- Repair insulation removed for inspection and maintenance procedures
- Cleaning equipment and surrounding area upon completion of work
- Consulting with the operator
- Reporting deficiencies and repairs required

**J. Leak Test**

- Complete system leak test on the entire chiller, any leaks detected will require and immediate electrical lock-out of the chiller with an immediate recovery of existing freon to a complete recovery within six days of detecting the leak.

**(2) Spring Start Up**, which includes the following:

- complete system leak test on the entire chiller, any leaks detected will require and immediate electrical lock-out of the chiller with an immediate recovery of existing freon to a complete recovery within six days of detecting the leak
- Checking refrigerant and oil levels
- Checking oil sump and purge oil heaters and temperatures
- Checking and testing all operating and safety controls
- Checking the starter operation
- Starting the chiller and calibrating the controls
- Checking the purge unit operation
- Logging operating conditions after the system and chiller are stabilized
- Reviewing operating procedures and log book with the operator
- Checking auxiliary equipment operation

**(3) Up to Six Maintenance Checks (during operational period)**, which includes the following:

- Inspecting chiller and adjusting safety controls
- Checking purge operation
- Checking operation of controls
- Checking oil and refrigerant levels
- Checking operation of lube system
- Checking the oil return system
- Checking operation of motor and starter
- Recording operating conditions
- Checking log and reviewing chiller and system operation with operator
- Logging and reporting repairs and parts that are required

**(4) Service as required**

Service work as determined by the Site Authority.



## **CHECKLIST B – SCROLL CHILLERS**

**(1) Annual winter preventative maintenance**, which includes the following:

- Complete system leak test on the entire chiller, any leaks detected will require and immediate electrical lock-out of the chiller with an immediate recovery of existing freon to a complete recovery within six days of detecting the leak
- Meging and recording motor winding resistance
- Checking oil levels in compressor, conducting oil acidity tests, and adding oil as needed
- Changing the filter-dryer
- Checking crankcase heaters for proper operation
- Tightening the power wiring on contactors and in the motor terminal box
- Cleaning all relays, operating controls, and safeties
- Checking and calibrating all controls, safeties, unloaders, and external interlocks
- Checking the suction and discharge compressor valves

**(2) Spring Start-up**, which includes the following:

- Complete system leak test on the entire chiller, any leaks detected will require and immediate electrical lock-out of the chiller with an immediate recovery of existing freon to a complete recovery within six days of detecting the leak
- Checking auxiliary equipment operation
- Checking refrigerant levels
- Changing the oil
- Checking the crankcase heater, oil temperature, and lube system
- Checking and testing all operating and safety controls
- Checking for proper voltage and starter operation
- Starting the chilled and condenser water pumps where applicable
- Starting the unit and calibrating controls and transducers
- Checking the proper settings for sub cooling and super heat
- Logging operating conditions after the unit stabilizes
- Reviewing operating procedures with the operator

**(3) Up to Six Maintenance Checks (during operational period)**, which includes the following:

- Checking general condition and operation
- Logging operating conditions and identifying inconsistencies
- Adjusting operating controls if required
- Checking for proper oil level and refrigerant charge
- Checking the oil temperature and crankcase heaters
- Inspecting starter, relays, and controls
- Reviewing operating procedures and the owner's log with the operator

**(4) Service as required**

Service work as determined by the Site Authority.

**ANNEX "B"**

**BASIS OF PAYMENT**

*(Bidders do not need to complete this section. AAFC to insert amounts at Standing Offer award.)*

**1. PRICING FOR INITIAL STANDING OFFER PERIOD  
JANUARY 1, 2023 – DECEMBER 31, 2023**

**ANNUAL WINTER PREVENTATIVE MAINTENANCE (SERVICE & INSPECTION)**

Description	Unit	Unit Price Offered
Annual Winter Maintenance - Centrifugal Chillers	Lot	
Annual Winter Maintenance - Scroll Chillers	Lot	

**SPRING START UP (SERVICE & INSPECTION)**

Description	Unit	Unit Price Offered
Spring Start Up - Centrifugal Chillers	Lot	
Spring Start Up - Scroll Chillers	Lot	

**MAINTENANCE CHECKS (DURING OPERATIONAL PERIOD)**

Description	Unit	Unit Price Offered
Perform up to 6 checks on Centrifugal Chillers and Scroll Chillers during the operational period.	Per Visit	

**SERVICE AS REQUIRED - LABOUR**

Description	Unit	Unit Price During Regular Hours (Between 8:00 a.m. and 4:00 pm Monday to Friday)	Unit Price Outside Regular Hours (Between 4:00 p.m. to 8:00 a.m. and weekends and holidays)
Journeyman Refrigeration Mechanic	Hour		

**MATERIAL AND REPLACEMENT PARTS:**

Material and replacement parts (except free issue and not included in the above) at Laid down cost (which includes invoice and transportation costs, exchange, customs and brokerage charges) plus a mark-up of \_\_\_\_\_% (which includes purchasing expenses, internal handling, General & Administrative expenses and profit) excluding applicable taxes. Applicable taxes will be shown as a separate item.

**2. PRICING FOR OPTION PERIOD ONE (1)  
JANUARY 1, 2024 – DECEMBER 31, 2024**

**ANNUAL WINTER PREVENTATIVE MAINTENANCE (SERVICE & INSPECTION)**

Description	Unit	Unit Price Offered
Annual Winter Maintenance - Centrifugal Chillers	Lot	
Annual Winter Maintenance - Scroll Chillers	Lot	

**SPRING START UP (SERVICE & INSPECTION)**

Description	Unit	Unit Price Offered
Spring Start Up - Centrifugal Chillers	Lot	
Spring Start Up - Scroll Chillers	Lot	

**MAINTENANCE CHECKS (DURING OPERATIONAL PERIOD)**

Description	Unit	Unit Price Offered
Perform up to 6 checks on Centrifugal Chillers and Scroll Chillers during the operational period.	Per Visit	

**SERVICE AS REQUIRED – LABOUR**

Description	Unit	Unit Price During <u>Regular Hours</u> (Between 8:00 a.m. and 4:00 pm Monday to Friday)	Unit Price <u>Outside Regular Hours</u> (Between 4:00 p.m. to 8:00 a.m. and weekends and holidays)
Journeyman Refrigeration Mechanic	Hour		

**MATERIAL AND REPLACEMENT PARTS:**

Material and replacement parts (except free issue and not included in the above) at Laid down cost (which includes invoice and transportation costs, exchange, customs and brokerage charges) plus a mark-up of \_\_\_\_\_% (which includes purchasing expenses, internal handling, General & Administrative expenses and profit) excluding applicable taxes. Applicable taxes will be shown as a separate item.

**3. PRICING FOR OPTION PERIOD TWO (2)  
JANUARY 1, 2025 – DECEMBER 31, 2025**

**ANNUAL WINTER PREVENTATIVE MAINTENANCE (SERVICE & INSPECTION)**

Description	Unit	Unit Price Offered
Annual Winter Maintenance - Centrifugal Chillers	Lot	
Annual Winter Maintenance - Scroll Chillers	Lot	

**SPRING START UP (SERVICE & INSPECTION)**

Description	Unit	Unit Price Offered
Spring Start Up - Centrifugal Chillers	Lot	
Spring Start Up - Scroll Chillers	Lot	

**MAINTENANCE CHECKS (DURING OPERATIONAL PERIOD)**

Description	Unit	Unit Price Offered
Perform up to 6 checks on Centrifugal Chillers and Scroll Chillers during the operational period.	Per Visit	

**SERVICE AS REQUIRED – LABOUR**

Description	Unit	Unit Price During <u>Regular Hours</u> (Between 8:00 a.m. and 4:00 pm Monday to Friday)	Unit Price <u>Outside Regular Hours</u> (Between 4:00 p.m. to 8:00 a.m. and weekends and holidays)
Journeyman Refrigeration Mechanic	Hour		

**MATERIAL AND REPLACEMENT PARTS:**

Material and replacement parts (except free issue and not included in the above) at Laid down cost (which includes invoice and transportation costs, exchange, customs and brokerage charges) plus a mark-up of \_\_\_\_\_% (which includes purchasing expenses, internal handling, General & Administrative expenses and profit) excluding applicable taxes. Applicable taxes will be shown as a separate item.

**4. PRICING FOR OPTION PERIOD THREE (3)  
JANUARY 1, 2026 – DECEMBER 31, 2026**

**ANNUAL WINTER PREVENTATIVE MAINTENANCE (SERVICE & INSPECTION)**

Description	Unit	Unit Price Offered
Annual Winter Maintenance - Centrifugal Chillers	Lot	
Annual Winter Maintenance - Scroll Chillers	Lot	

**SPRING START UP (SERVICE & INSPECTION)**

Description	Unit	Unit Price Offered
Spring Start Up - Centrifugal Chillers	Lot	
Spring Start Up - Scroll Chillers	Lot	

**MAINTENANCE CHECKS (DURING OPERATIONAL PERIOD)**

Description	Unit	Unit Price Offered
Perform up to 6 checks on Centrifugal Chillers and Scroll Chillers during the operational period.	Per Visit	

**SERVICE AS REQUIRED – LABOUR**

Description	Unit	Unit Price During <u>Regular Hours</u> (Between 8:00 a.m. and 4:00 pm Monday to Friday)	Unit Price <u>Outside Regular Hours</u> (Between 4:00 p.m. to 8:00 a.m. and weekends and holidays)
Journeyman Refrigeration Mechanic	Hour		

**MATERIAL AND REPLACEMENT PARTS:**

Material and replacement parts (except free issue and not included in the above) at Laid down cost (which includes invoice and transportation costs, exchange, customs and brokerage charges) plus a mark-up of \_\_\_\_\_% (which includes purchasing expenses, internal handling, General & Administrative expenses and profit) excluding applicable taxes. Applicable taxes will be shown as a separate item.

## ANNEX "C"

### **MANDATORY TECHNICAL CRITERIA**

#### **MANDATORY REQUIREMENTS**

The Offeror must clearly demonstrate in its bid how it meets each of the following mandatory criteria and include the necessary documentation to demonstrate compliance where applicable.

#### **2.1 COMPANY CERTIFICATES**

The Offeror must comply with the Alberta Occupational Health and Safety Act, Regulation and Code Sept 4, 2002.

To demonstrate this, the Offeror must provide of one of the following:

- a copy of a valid "**Letter of Good Standing**" or **other proof** from a Certifying Partner indicating active participation towards achieving, or having already achieved a "Small Employer Certificate of Recognition (SECOR)" or "Certificate of Recognition (COR)" from the Government of Alberta or;
- a copy of your "**Small Employer Certificate of Recognition (SECOR)**" or "**Certificate of Recognition (COR)**" issued by the Government of Alberta

#### **2.2 RESOURCE EXPERIENCE**

The Offeror must propose, as a minimum, one Refrigeration Journeyman Mechanic with at least five years' experience (from the date of posting of this solicitation) working on centrifugal and scroll chillers employed full time with the company who will be available to provide service under the resulting standing offer.

To demonstrate this, the Offeror must provide two (2) different clients which the Refrigeration Mechanic currently or previously provided work for, by providing the following information:

- a) **Client Organization Name** for who the Mechanic conducted work for;
- b) **Specify type(s) of service** (including what type of chillers were serviced and what type of service (repairs/installation) to the equipment was completed);
- c) **Length of Service** (start and completion date) (mm/yyyy to mm/yyyy).

\* If more than two client projects are submitted; only the first two will be evaluated.

#### **2.3 RESOURCE CERTIFICATES / QUALIFICATIONS**

- a) The Offeror must provide a copy of either an **Alberta Journeyman Certificate** or an **Interprovincial Journeyman's Red Seal Certificate** for each Journeyman Refrigeration Mechanic proposed. Provincial Certificates for all Journeymen who will be responding to any Call-Up's shall be submitted with the Offer.
- b) The Offeror must provide proof that each Journeyman Refrigeration mechanic proposed has completed the 2003 Federal Halocarbon training provided by Environment Canada.

To demonstrate this, the Offeror must provide a copy of a **2003 Federal Halocarbon training card with number** from Environment Canada for each Journeyman Mechanic proposed.

**ANNEX "D"**

**FINANCIAL EVALUATION CRITERIA**

**BID DOCUMENT**

AAFC will not accept separate pricing or additional charges for any time spent travelling to the AAFC work site (including any accommodations, transportation, truck or mileage charges, meals and incidental allowances). The Hourly Rate for labour, as described in Appendix A - Statement of Work, at the AAFC work site shall include all time and travel-related costs to and from the AAFC work site.

Column B (Unit price) must be completed for all line items for your Offer to be considered compliant. GST/HST is to be excluded from the prices stated herein. The amount of the Goods and Services Tax/Harmonized Sales Tax is to be shown as a separate item on any invoices.

The estimates provided in Column A will be used for cost evaluation purposes only and do not constitute a guarantee or commitment of work on behalf of Canada.

**PRICING FOR INITIAL STANDING OFFER PERIOD  
JANUARY 1, 2023 – DECEMBER 31, 2023**

**1) ANNUAL WINTER PREVENTATIVE MAINTENANCE (SERVICE & INSPECTION)**

Item	Description	Unit	Estimated # of Units (A)	Unit Price Offered (B)	Extended Cost (C) = (A x B)
1	Annual Winter Maintenance - Centrifugal Chillers	Lot	1 Lot		
2	Annual Winter Maintenance - Scroll Chillers	Lot	1 Lot		
<b>TOTAL</b>					<b>T1</b>

**2) SPRING START UP (SERVICE & INSPECTION)**

Item	Description	Unit	Estimated # of Units (A)	Unit Price Offered (B)	Extended Cost (C) = (A x B)
1	Spring Start Up - Centrifugal Chillers	Lot	1 Lot		
2	Spring Start Up - Scroll Chillers	Lot	1 Lot		
<b>TOTAL</b>					<b>T2</b>

**3) MAINTENANCE CHECKS (DURING OPERATIONAL PERIOD)**

Item	Description	Unit	Estimated # of Units (A)	Unit Price Offered (B)	Extended Cost (C) = (A x B)
1	Perform up to 6 checks on Centrifugal Chillers and Scroll Chillers during the operational period.	Per Visit	6		
<b>TOTAL</b>					T3

**4) SERVICE AS REQUIRED  
LABOUR - REGULAR HOURS**

Between 8:00 a.m. and 4:00 p.m. Monday to Friday

Item	Description	Unit	Estimated # of Units (A)	Unit Price Offered (B)	Extended Cost (C) = (A x B)
1	Journeyman Refrigeration Mechanic	Hour	100		
<b>TOTAL</b>					T4

**LABOUR - OUTSIDE REGULAR HOURS**

Between 4:00 p.m. and 8:00 a.m. and weekends and holidays

Item	Description	Unit	Estimated # of Units (A)	Unit Price Offered (B)	Extended Cost (C) = (A x B)
1	Journeyman Refrigeration Mechanic	Hour	50		
<b>TOTAL</b>					T5

**5) MATERIAL AND REPLACEMENT PARTS** (except free issue and not included in the above) at laid down cost (which includes invoice and transportation costs, exchange, customs and brokerage charges) plus a mark-up (which includes purchasing expenses, internal handling, General & Administrative expenses and profit) excluding applicable taxes.

Estimated Dollar Value (A)	% Markup (B)	Extended Cost (C) = (A x B)
\$ 10,000.00		T6

Total Cost for Initial Standing Offer Period: (T1 + T2 + T3 + T4 + T5 + T6) = \_\_\_\_\_



**PRICING FOR OPTION PERIOD ONE (1)  
JANUARY 1, 2024 – DECEMBER 31, 2024**

**1) ANNUAL WINTER PREVENTATIVE MAINTENANCE (SERVICE & INSPECTION)**

Item	Description	Unit	Estimated # of Units (A)	Unit Price Offered (B)	Extended Cost (C) = (A x B)
1	Annual Winter Maintenance - Centrifugal Chillers	Lot	1 Lot		
2	Annual Winter Maintenance - Scroll Chillers	Lot	1 Lot		
<b>TOTAL</b>					<b>T7</b>

**2) SPRING START UP (SERVICE & INSPECTION)**

Item	Description	Unit	Estimated # of Units (A)	Unit Price Offered (B)	Extended Cost (C) = (A x B)
1	Spring Start Up - Centrifugal Chillers	Lot	1 Lot		
2	Spring Start Up - Scroll Chillers	Lot	1 Lot		
<b>TOTAL</b>					<b>T8</b>

**3) MAINTENANCE CHECKS (DURING OPERATIONAL PERIOD)**

Item	Description	Unit	Estimated # of Units (A)	Unit Price Offered (B)	Extended Cost (C) = (A x B)
1	Perform up to 6 checks on Centrifugal Chillers and Scroll Chillers during the operational period.	Per Visit	6		
<b>TOTAL</b>					<b>T9</b>

**4) SERVICE AS REQUIRED  
LABOUR - REGULAR HOURS**

Between 8:00 a.m. and 4:00 p.m. Monday to Friday

Item	Description	Unit	Estimated # of Units (A)	Unit Price Offered (B)	Extended Cost (C) = (A x B)
1	Journeyman Refrigeration Mechanic	Hour	100		
<b>TOTAL</b>					<b>T10</b>

**LABOUR - OUTSIDE REGULAR HOURS**

Between 4:00 p.m. and 8:00 a.m. and weekends and holidays

Item	Description	Unit	Estimated # of Units (A)	Unit Price Offered (B)	Extended Cost (C) = (A x B)
1	Journeyman Refrigeration Mechanic	Hour	50		
<b>TOTAL</b>					<b>T11</b>

**5) MATERIAL AND REPLACEMENT PARTS** (except free issue and not included in the above) at laid down cost (which includes invoice and transportation costs, exchange, customs and brokerage charges) plus a mark-up (which includes purchasing expenses, internal handling, General & Administrative expenses and profit) excluding applicable taxes.

Estimated Dollar Value (A)	% Markup (B)	Extended Cost (C) = (A x B)
\$ 10,000.00		T12

Total Cost for Option Period One: (T7 + T8 + T9 + T10 + T11 + T12) = \_\_\_\_\_

**PRICING FOR OPTION PERIOD TWO (2)  
JANUARY 1, 2025 – DECEMBER 31, 2025**

**1) ANNUAL WINTER PREVENTATIVE MAINTENANCE (SERVICE & INSPECTION)**

Item	Description	Unit	Estimated # of Units (A)	Unit Price Offered (B)	Extended Cost (C) = (A x B)
1	Annual Winter Maintenance - Centrifugal Chillers	Lot	1 Lot		
2	Annual Winter Maintenance - Scroll Chillers	Lot	1 Lot		
<b>TOTAL</b>					<b>T13</b>

**2) SPRING START UP (SERVICE & INSPECTION)**

Item	Description	Unit	Estimated # of Units (A)	Unit Price Offered (B)	Extended Cost (C) = (A x B)
1	Spring Start Up - Centrifugal Chillers	Lot	1 Lot		
2	Spring Start Up - Scroll Chillers	Lot	1 Lot		
<b>TOTAL</b>					T14

**3) MAINTENANCE CHECKS (DURING OPERATIONAL PERIOD)**

Item	Description	Unit	Estimated # of Units (A)	Unit Price Offered (B)	Extended Cost (C) = (A x B)
1	Perform up to 6 checks on Centrifugal Chillers and Scroll Chillers during the operational period.	Per Visit	6		
<b>TOTAL</b>					T15

**4) SERVICE AS REQUIRED  
LABOUR - REGULAR HOURS**  
Between. Monday to Friday

Item	Description	Unit	Estimated # of Units (A)	Unit Price Offered (B)	Extended Cost (C) = (A x B)
1	Journeyman Refrigeration Mechanic	Hour	100		
<b>TOTAL</b>					T16

**LABOUR - OUTSIDE REGULAR HOURS**

Between 4:00 p.m. and 8:00 a.m. and weekends and holidays

Item	Description	Unit	Estimated # of Units (A)	Unit Price Offered (B)	Extended Cost (C) = (A x B)
1	Journeyman Refrigeration Mechanic	Hour	50		
<b>TOTAL</b>					T17

**5) MATERIAL AND REPLACEMENT PARTS** (except free issue and not included in the above) at laid down cost (which includes invoice and transportation costs, exchange, customs and brokerage charges) plus a mark-up (which includes purchasing expenses, internal handling, General & Administrative expenses and profit) excluding applicable taxes.

Estimated Dollar Value (A)	% Markup (B)	Extended Cost (C) = (A x B)
\$ 10,000.00		T18

Total Cost for Option Period Two: (T13 + T14 + T15 + T16 + T17 + T18) = \_\_\_\_\_

**PRICING FOR OPTION PERIOD THREE (3)  
JANUARY 1, 2026 – DECEMBER 31, 2026**

**1) ANNUAL WINTER PREVENTATIVE MAINTENANCE (SERVICE & INSPECTION)**

Item	Description	Unit	Estimated # of Units (A)	Unit Price Offered (B)	Extended Cost (C) = (A x B)
1	Annual Winter Maintenance - Centrifugal Chillers	Lot	1 Lot		
2	Annual Winter Maintenance - Scroll Chillers	Lot	1 Lot		
<b>TOTAL</b>					T19

**2) SPRING START UP (SERVICE & INSPECTION)**

Item	Description	Unit	Estimated # of Units (A)	Unit Price Offered (B)	Extended Cost (C) = (A x B)
1	Spring Start Up - Centrifugal Chillers	Lot	1 Lot		
2	Spring Start Up - Scroll Chillers	Lot	1 Lot		
<b>TOTAL</b>					T20

**3) MAINTENANCE CHECKS (DURING OPERATIONAL PERIOD)**

Item	Description	Unit	Estimated # of Units (A)	Unit Price Offered (B)	Extended Cost (C) = (A x B)
1	Perform up to 6 checks on Centrifugal Chillers and Scroll Chillers during the operational period.	Per Visit	6		
<b>TOTAL</b>					T21

**4) SERVICE AS REQUIRED  
LABOUR - REGULAR HOURS**

Between 8:00 a.m. and 4:00 p.m. Monday to Friday

Item	Description	Unit	Estimated # of Units (A)	Unit Price Offered (B)	Extended Cost (C) = (A x B)
1	Journeyman Refrigeration Mechanic	Hour	100		
<b>TOTAL</b>					T22

**LABOUR - OUTSIDE REGULAR HOURS**

Between 4:00 p.m. and 8:00 a.m. and weekends and holidays

Item	Description	Unit	Estimated # of Units (A)	Unit Price Offered (B)	Extended Cost (C) = (A x B)
1	Journeyman Refrigeration Mechanic	Hour	50		
<b>TOTAL</b>					T23

**5) MATERIAL AND REPLACEMENT PARTS** (except free issue and not included in the above) at laid down cost (which includes invoice and transportation costs, exchange, customs and brokerage charges) plus a mark-up (which includes purchasing expenses, internal handling, General & Administrative expenses and profit) excluding applicable taxes.

Estimated Dollar Value (A)	% Markup (B)	Extended Cost (C) = (A x B)
\$ 10,000.00		T24

Total Cost for Option Period Three: (T19 + T20 + T21 + T22 + T23 + T24) = \_\_\_\_\_

Total Cost for Initial Standing Offer Period \_\_\_\_\_

Total Cost for Option Period One (1) + \_\_\_\_\_

Total Cost for Option Period One (2) + \_\_\_\_\_

Total Cost for Option Period One (3) + \_\_\_\_\_

TOTAL COST for all periods = \_\_\_\_\_