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Parks Canada Agency Bid Receiving Unit
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 Bid E-mail Address:
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**REVISION 001
 REQUEST FOR PROPOSAL**

The referenced document is hereby revised; unless otherwise indicated, all other terms and conditions remain the same.

Issuing Office:
 Parks Canada Agency
 National Contracting Services
 Calgary, AB

| | |
|---|-----------------------------------|
| Title: Helicopter Charter Services – Parks Canada National Fire Management Program – Wood Buffalo National Park | |
| Solicitation No.: 5P420-22-0202/A | Date: February 15, 2023 |
| Amendment No.: 001 | |
| Client Reference No.: n/a | |
| GETS Reference No.: PW-23-01023931 | |

| | |
|---|---------------------------------|
| Solicitation Closes: At: 14:00 On: February 23, 2023 | Time Zone: MST |
|---|---------------------------------|

| | |
|--|-----------------------------------|
| F.O.B.: Plant: <input type="checkbox"/> Destination: <input checked="" type="checkbox"/> Other: <input type="checkbox"/> | |
| Address Enquiries to: Andrea McGraw-Alcock | |
| Telephone No.: 587-436-5908 | Fax No.: 1-866-246-6893 |
| Email Address: andrea.mcgraw-alcock@pc.gc.ca | |
| Destination of Goods, Services, and Construction: Wood Buffalo National Park | |

TO BE COMPLETED BY THE BIDDER

| | |
|---|-----------------------|
| Vendor/ Firm Name: | |
| Address: | |
| Telephone No.: | Email Address: |
| Name of person authorized to sign on behalf of the Vendor/ Firm (type or print): | |
| Signature: | Date: |

Solicitation No.:
5P420-22-0202/A

Amendment No.:
001

Contracting Authority:
Andrea McGraw-Alcock

Client Reference No.:
PW-23-01023931

Title:
Helicopter Charter Services – Parks Canada National Fire Management Program – Wood Buffalo National Park

Amendment 001

This amendment is raised to:

- A. Extend the solicitation deadline;
- B. Answer questions from bidders;
- C. Amend Annex B – Basis of Payment.

A. Solicitation Closing Date

The closing date for solicitation 5P420-22-0202/A, titled “Helicopter Charter Services – Parks Canada National Fire Management Program – Wood Buffalo National Park”, is extended from February 16, 2023 at 14:00 MST until February 23, 2023 at 14:00 MST.

If you have already submitted your proposal, you are invited to send us your revisions, where necessary, by fax / email to 1-866-246-6893 / soumissionsouest-bidswest@canada.ca. Please indicate the solicitation number on all correspondence.

B. Questions and Answers

- Q1.** The contractor must not commence work until a TA authorized by the Project Authority has been received. If a TA is not received would the contractor be able to bill as per casual hire? Or does the aircraft stay grounded until a TA is received? With regards to extension periods if a TA is not in place, is the carrier able to switch over to NMSO rates or would they be expected to ground the aircraft until a TA is in place?
- A1.** It is expected that one (1) Task Authorization (TA) will be issued per helicopter per season to initiate the services of the helicopter. Unlike previous helicopter contracts, this TA will include pre-approved time extensions.

If further changes or TA's are required, for example issuance of an extension, a TA amendment will be issued for review and signature by the Contractor and Parks Canada. In the event that there are delays with signature of the TA document due to extreme urgency (for example an active fire situation), written approval to proceed with work will be provided to the contractor by Parks Canada.

The contractor may specify different hourly rates for extension periods beyond the original 80 day exclusive use period within RFP bid package if they choose.

In the event Parks Canada may seek casual hire outside of the Contract, the NMSO rates would apply to any call-ups issued under that separate agreement. Rates outside of those established in Annex B – Basis of Payment will not be accepted under a TA.

- Q2.** Annex A 3.3 B, reads extension periods are in minimum blocks of 7 days 3 hours per day. However, in Annex B 1.3.3 has 3 hours a day for 5 days.
- A2.** The extension periods are to be a minimum of seven (7) days at a time. Extension periods will be granted in blocks of 7 or more days but are not limited to only 7 days each. This will apply to any extension period outside of the 80 days.

Please see the correction to the Basis of Payment included herein.

- Q3.** 5.4 Is an AME required to be with the aircraft at all times?
- A3.** The engineer is to remain on site with both helicopters while stationed in Fort Smith.

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C. Amend Annex B – Basis of Payment

The Basis of Payment at Annex B of solicitation 5P420-22-0202/A, titled “Helicopter Charter Services – Parks Canada National Fire Management Program – Wood Buffalo National Park” is deleted in its entirety and replaced with the Basis of Payment included herein.

Bidders MUST submit their bids in accordance with the Basis of Payment included herein. Bids that are not submitted in accordance with this amendment will be deemed non-responsive to the solicitation requirements.

ANNEX B

BASIS OF PAYMENT

**** to be completed by the Bidder ****

Financial Bid Submission Requirements

- (a) Prices must appear in the financial bid only. No prices must be indicated in any other section of the bid.
- (b) The Bidder must submit their financial bid in accordance with the Basis of Payment.
- (c) The Bidder must submit prices for all items listed in the Basis of Payment.
- (d) All prices are in Canadian dollars, FOB destination
- (e) Customs duties are included and Applicable Taxes are extra.
- (f) Total Evaluated Bid Price Calculation: For the purposes of evaluation, the evaluated bid price will be comprised of the **combined sums** of Table 1 through Table 8 set out below.

1. Firm Unit Price(s) - Contract

In consideration of the Contractor completing all of its obligations under the Contract, the Contractor will be paid firm unit price(s) in Canadian funds for all costs, including all costs of upkeep and maintenance to keep helicopter functional for duration of contract and as required to fulfill the requirements of *Annex A – Statement of Work* as defined.

1.1. Estimated Flying Hours and Minimum Flying Hours

An estimated number of flying hours are included in each table below. The minimum work guarantee is 240 Flying Hours per helicopter (3.0 hours per day for 80 days exclusive use per helicopter). In regards to flying hours, the Contractor will invoice for actual flying hours, on a monthly basis. If applicable, minimum flying hour shortfalls will be identified on the last monthly invoice.

1.1.1. Determination of Hourly Rate:

The hours and minutes for which a charge is made must be computed from the time the aircraft leaves the surface of the earth and terminating when the aircraft touches the surface of the earth at the next point of landing. The term "Firm Hourly Rate" is an hourly charge or portion of an hourly charge of "Air Time" as defined in the [Canadian Aviation Regulations](#), Part VIII, Air Navigation Services, and will be the basis of calculating charges for air services.

1.1.2. In Determining the Duration of a Flight:

- (a) each fraction of an hour must be stated as a decimal, established on the basis of a six-minute period;
- (b) each period of less than three minutes must be rounded to zero; and
- (c) each period of between three and six minutes must be rounded to six minutes, except that no flight must be considered to have a duration of less than 0.1 hour.

1.1.3. Hourly Rate Exclusive Period vs. Extension:

- (a) The Contractor will be paid out for the rates as identified below at the rates listed per season:
 - i. All-inclusive hourly rate within 80-day exclusive use days (including early call-ups);

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- ii. All-inclusive hourly rate for extension periods beyond the 80-day exclusive use days.
- (b) The Contractor will be paid out minimum hourly obligations at the end of each operating season (to be included in the final invoice for that season). Unused annual minimums will not be carried forward to subsequent years.
- (c) Additional payment terms as identified under 3.3 of the Statement of Work are applicable.

1.1.4 Interagency Resource Sharing:

- a. As per section 9. of Annex A – Statement of Work, at times the helicopter may need to be deployed in support of other fire management locations or agencies. Hourly rates as identified below will apply if and when this is required and will count towards the minimum hours as identified.
- b. The cost of ferrying the aircraft to and from the location of the support work will be paid for at the firm all-inclusive rates per flying hour specified in Annex B - Basis of Payment.

1.2. Oil/ Lubricants/ Fuel

The all-inclusive firm rate per flying hour includes oil and lubricants but not fuel. PCA will provide fuel after arrival at PCA base but will not cover the ferry of helicopter to/ from Contractor's location to PCA base site. Fuel costs will be covered if the helicopter is to be deployed to a location away from the PCA base (see section 3. Deployment Expenses below).

1.3 Flight Time Hours – Contract Years 1 and 2

Table 1: Minimum Required Exclusive Flight Time Contract Year 1: Summer 2023

| Item No. | Description | Unit of Measurement | Estimated Quantity (EQ) | Firm Unit Price(s) (PU) | Extended Total(s) (EQ x PU) |
|----------|---|---------------------|-------------------------|-------------------------|-----------------------------|
| 1.3.1 | Helicopter 1: Required Hourly Flight Time Rate (3.0 hours per day for 80 days) | Hour | 240 | \$ | \$ |
| 1.3.2 | Helicopter 2: Required Hourly Flight Time Rate (3.0 hours per day for 80 days) | Hour | 240 | \$ | \$ |
| (A) | Minimum Required Exclusive Flight Time Contract Year 1: Summer 2023: Combined Estimated Total Firm Unit Price(s) Sum of Items 1.3.1 and 1.3.2 (excluding applicable tax) | | | | \$ |

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Table 2: Optional Extension Periods Contract Year 1 Summer 2023

As per item 3.3 b. of Annex A – Statement of work, if required the annual 80-day minimum guarantee may be extended by increments of **a minimum of seven (7) days** with 3.0 hour daily minimums using the unit prices below:

| Item No. | Description | Unit of Measurement | Estimated Quantity (EQ) | Firm Unit Price(s) (PU) | Extended Total(s) (EQ x PU) |
|----------|--|---------------------|-------------------------|-------------------------|-----------------------------|
| 1.3.3 | Helicopter 1: Extension Hourly Flight Time Rate (3.0 hours per day for 7 days) | Hour | 21.0 | \$ | \$ |
| 1.3.4 | Helicopter 2: Extension Hourly Flight Time Rate (3.0 hours per day for 7 days) | Hour | 21.0 | \$ | \$ |
| (B) | Optional Extension Periods Contract Year 1 Summer 2023: Combined Estimated Total Firm Unit Price(s) Sum of Items 1.3.3 and 1.3.4 (excluding applicable tax) | | | | \$ |

Table 3: Minimum Required Exclusive Flight Times Contract Year 2: Summer 2024

| Item No. | Description | Unit of Measurement | Estimated Quantity (EQ) | Firm Unit Price(s) (PU) | Extended Total(s) (EQ x PU) |
|----------|--|---------------------|-------------------------|-------------------------|-----------------------------|
| 1.3.5 | Helicopter 1: Required Hourly Flight Time Rate (3.0 hours per day for 80 days) | Hour | 200 | \$ | \$ |
| 1.3.6 | Helicopter 2: Required Hourly Flight Time Rate (3.0 hours per day for 80 days) | Hour | 200 | \$ | \$ |
| (C) | Minimum Required Exclusive Flight Times Contract Year 2: Summer 2024: Combined Estimated Total Firm Unit Price(s) Sum of Items 1.3.5 and 1.3.6 (excluding applicable tax) | | | | \$ |

Table 4: Optional Extension Periods Contract Year 2 Summer 2024

As per item 3.3 b. of Annex A – Statement of work, if required the annual 80-day minimum guarantee may be extended by increments of **a minimum of seven (7) days** with 3.0 hour daily minimums using the unit prices below:

| Item No. | Description | Unit of Measurement | Estimated Quantity (EQ) | Firm Unit Price(s) (PU) | Extended Total(s) (EQ x PU) |
|----------|--|---------------------|-------------------------|-------------------------|-----------------------------|
| 1.3.7 | Helicopter 1: Extension Hourly Flight Time Rate (3.0 hours per day for 7 days) | Hour | 21.0 | \$ | \$ |
| 1.3.8 | Helicopter 2: Extension Hourly Flight Time Rate (3.0 hours per day for 7 days) | Hour | 21.0 | \$ | \$ |
| (D) | Optional Extension Periods Contract Year 2 Summer 2024: Combined Estimated Total Firm Unit Price(s) Sum of Items 1.3.7 and 1.3.8 (excluding applicable tax) | | | | \$ |

1.4 Option Year 1: Flight Time Hours

Table 5: Minimum Required Exclusive Flight Times Option Year 1: Summer 2025

| Item No. | Description | Unit of Measurement | Estimated Quantity (EQ) | Firm Unit Price(s) (PU) | Extended Total(s) (EQ x PU) |
|----------|--|---------------------|-------------------------|-------------------------|-----------------------------|
| 1.4.1 | Helicopter 1: Required Hourly Flight Time Rate (3.0 hours per day for 80 days) | Hour | 240 | \$ | \$ |
| 1.4.2 | Helicopter 2: Required Hourly Flight Time Rate (3.0 hours per day for 80 days) | Hour | 240 | \$ | \$ |
| (E) | Minimum Required Exclusive Flight Times Option Year 1: Summer 2025: Combined Estimated Total Firm Unit Bid Price(s) Sum of Items 1.4.1 and 1.4.2 (excluding applicable tax) | | | | \$ |

Table 6: Optional Extension Periods Option Year 1 Summer 2025

As per item 3.3 b. of Annex A – Statement of work, if required the annual 80-day minimum guarantee may be extended by increments of **a minimum of seven (7) days** with 3.0 hour daily minimums using the unit prices below:

| Item No. | Description | Unit of Measurement | Estimated Quantity (EQ) | Firm Unit Price(s) (PU) | Extended Total(s) (EQ x PU) |
|----------|--|---------------------|-------------------------|-------------------------|-----------------------------|
| 1.4.3 | Helicopter 1: Extension Hourly Flight Time Rate (3.0 hours per day for 7 days) | Hour | 21.0 | \$ | \$ |
| 1.4.4 | Helicopter 2: Extension Hourly Flight Time Rate (3.0 hours per day for 7 days) | Hour | 21.0 | \$ | \$ |
| (F) | Optional Extension Periods Option Year 1 Summer 2025: Combined Estimated Total Firm Unit Price(s) Sum of Items 1.4.3 and 1.4.4 (excluding applicable tax) | | | | \$ |

2. Deployment Expenses

2.1. Travel and Living Expenses – National Joint Council Travel Directive

When the Contractor is stationed at a location outside the Parks Canada Agency principal base of operations, as per section 8. Accommodations, Meals, and Ground Transportation of Annex A – Statement of Work, and where Parks Canada is unable to provide these provisions, the Contractor will be reimbursed its authorized travel and living expenses reasonably and properly incurred in the performance of the Work, at cost, without any allowance for profit and/or administrative overhead, in accordance with the meal, and incidental expenses provided in Appendices C and D of the [National Joint Council Travel Directive](#) and with the other provisions of the directive referring to "travellers", rather than those referring to "employees".

All travel and living expenses must have the prior authorization of the Project Authority. All payments are subject to government audit.

Table 7 Deployment Expenses: Travel and Living Expenses

| | | |
|-----|--|---------------------|
| (G) | LIMITATION OF EXPENDITURE: TRAVEL AND LIVING EXPENSES FOR DEPLOYMENTS ONLY (excluding applicable tax) | \$ 45,000.00 |
|-----|--|---------------------|

2.2. Fuel Expenses

When the Contractor is stationed at a location outside the Parks Canada Agency principal base of operations, as per section 8. Accommodations, Meals, and Ground Transportation of Annex A – Statement of Work, and where Parks Canada is unable to provide these provisions, the Contractor will be reimbursed its authorized fuel expenses reasonably and properly incurred in the performance of the Work, at cost, without any allowance for profit and/or administrative overhead. All payments are subject to government audit.

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Table 8 Deployment Expenses: Fuel

| | | |
|------------|--|---------------------|
| (H) | LIMITATION OF EXPENDITURE: FUEL FOR DEPLOYMENTS ONLY (excluding applicable tax) | \$ 40,000.00 |
|------------|--|---------------------|

3. Total Evaluated Bid Price

| | |
|--|-----------|
| TOTAL EVALUATED BID PRICE (SUM OF ITEMS A THROUGH H) (excluding applicable tax) | \$ |
|--|-----------|

Notes:

- (a) Unidentified costs will not be allowable under the Contract unless there is a change to the work requirements and addressed by a contract amendment issued by the Contracting Authority;
- (b) Additional payment terms and conditions will not apply to the contract; and
- (c) Customs duties are included and Applicable Taxes are extra.

ALL OTHER TERMS & CONDITIONS REMAIN UNCHANGED.