

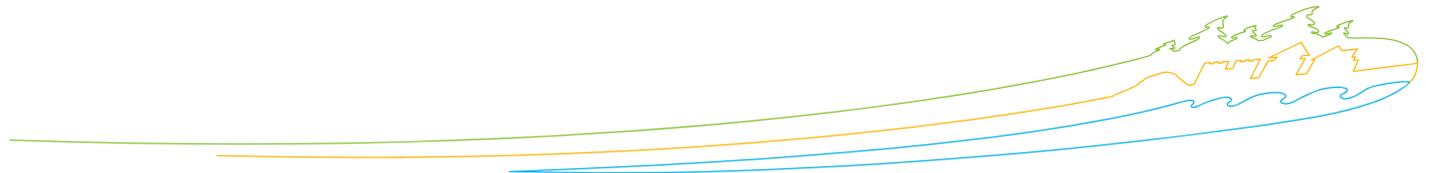


## Replacement of guardrail end devices

Location: La Mauricie National Park  
Project No.: P-24574-0223



Project Statement for Contractor Services  
February 2023



## PROJECT DESCRIPTION (PD)

### PD 0 INTERPRETATION

1. In this statement, "Agency" is the Parks Canada Agency, La Mauricie and Western Quebec Field Unit.
2. Words, expressions and abbreviations with known technical or professional meaning shall be understood to have such meaning in this statement and these drawings.
3. Large-scale drawings take precedence over smaller-scale ones. In addition, priority is given to the most recent statement and drawings.
4. Any discrepancies between the statement and the drawings must be submitted in writing to the Agency Representative so the latter can render a final decision, also in writing, in this regard.
5. The statement and the drawings are complementary, in that what is required by one is also required by the other. The work to be constructed, in accordance with the statement and drawings, must be a complete work in its essential parts. That is, it must include, among other things, all items normally arising from the requirements of the statement and drawings, even if not all the items are specifically mentioned. The Contractor must not take advantage, to the detriment of the Agency, of any unintentional error, or omission, which it may discover. Where the quality of the work or materials is not specified, the trade involved must provide the best quality.

### PD 1 PROJECT INFORMATION

1. PCA Project title: Replacement of guardrail end devices
2. Project Number: P-24574-0223
3. Project Location: La Mauricie National Park
4. Area involved: Parkway
5. Client/user: La Mauricie and Western Quebec Field Unit

## **PD 2 DESCRIPTION OF MANDATE**

The Agency wishes to obtain the services of a Contractor to carry out the complete replacement of several end devices located along the parkway of La Mauricie National Park.

Description of work (but not limited to):

- 1) The Contractor shall provide and replace 20 existing end devices with Type 2 approved models without significant lateral deflection;
- 2) The Contractor's primary duties will be:
  - a. Dismantle end devices identified by the Agency Representative;
  - b. Remove existing posts in place;
  - c. If necessary, fill in the gaps left by the old posts. To do so, the Contractor shall use MG20 quarry granular material. The new material will have to be properly compacted;
  - d. Install all elements of the new end devices;
  - e. Dispose of replaced materials outside of the park territory;
  - f. Flexible guardrail delineation markers will be removed and reinstalled by the Agency.
- 3) New end devices shall have metal posts;
- 4) New end devices must meet the latest standards of the « Ministère des Transports et de la Mobilité durable »;
- 5) Particular attention should be taken into account when installing the markers at the ends of the devices, the markers must be placed at the top of the end devices;
- 6) Work shall be performed in accordance with the Agency's environmental standards (see Section SR 6 for details);

The Agency intends to retain a Contractor who will be responsible for providing the services required for this project. Professionals must anticipate subcontracting costs (if applicable) in their proposal.

**PD 3 TIMELINE**

1. The Contractor shall provide a schedule of work outlining each sequence of work resulting from the required services listed in this statement. The dates set out above should be addressed in this schedule.

**PD 4 LOCATION OF THE WORK**

The location of the work on the parkway is shown on the plan below.



Figure 1 - Location of the work - *La Mauricie National Park*

## **PD 5 FUNCTIONAL REQUIREMENTS**

1. The services required under this work request are described in this project statement.
2. Project statement analysis:
  - a) The Contractor shall analyze the project brief and notify the Agency Representative of noted problems or the need for further information, clarification or direction that may affect the implementation of the project. These issues should be discussed with the Agency Representative prior to submission of the proposal.
  - b) The Contractor shall be required to examine the premises in which its work is to be performed, and no compensation shall be allowed for difficulties encountered in the course of performance.
  - c) No site visit is planned as the parkway is not accessible in winter.
  - d) Subject to security restrictions, the Agency shall provide the Contractor with access to drawings, plans, diagrams, notes, specifications and reports to assist the Contractor in its work. The Contractor is required to validate the information that appears therein; the Agency disclaims any responsibility for the updating of the information transmitted. All such documents must be returned to the Agency Representative at the end of the term and remain confidential.
  - e) By the mere act of bidding, Contractor acknowledges:
    - i. Having examined all of the documents that make up the contract;
    - ii. Having visited the site and to have assessed all normally foreseeable conditions;
    - iii. Accounted for loss, damage and injury;
    - iv. That all repairs and maintenance of equipment and tools required in connection with the work shall be at the Contractor's expense;
    - v. Taking into account any particular care, labour or material difficulties arising from the particular nature of the work, including:
      - Harmonizing the redeveloped parts with the existing parts;
      - The obligation to employ a qualified workforce perfectly adapted to the nature of the work to be done;
    - vi. The obligation to use quality materials that meet the standards and practices in the construction field.

3. Terms of payment:

- a) Each of the unit prices bid is lump sum, meaning that the Contractor agrees to do the work for that single price at a loss or gain. The unit prices for any work shall therefore compensate for all work, disbursements, expenses, payments, direct or indirect costs, profits, acts, omissions or errors, attributable to the Contractor for such work.
- b) For each unit price, the Contractor shall furnish materials, labour, tools, equipment and accessories and all transportation costs necessary to perform the work.
- c) The unit price also includes all the general costs of the company, administration, insurance, contributions, interest, rent, taxes, and other incidental expenses. It must include losses and damages that may result from the nature of the work, fluctuation in prices and wages, business risks, strikes, delays not attributable to the Agency, accidents, the effects of the forces of nature and any other fortuitous event.
- d) Each invoicing and payment must be approved by the Agency.

4. Work schedule:

- a) The Contractor shall, without being entitled to claim any compensation or increase in the contract price, comply with the instructions given to them by the Agency with respect to the days of work, the hours of entry and exit of the workers, the location and deposit of materials and equipment, access for trucks, etc.

The stated work schedule, unless otherwise specified at the start-up meeting, is 7:00 a.m. to 5:00 p.m. Monday through Friday.

- b) The Contractor will respect, without indemnity or increase in the contract price, the interruptions of the work required by the operating needs of the sector in which its work is carried out or by the climatic conditions, and will take all the measures which will be indicated to them not to disturb the services.

**PD 6 PERSON IN CHARGE AND MEMBERS OF THE CONTRACTOR'S TEAM**

1. This project must be headed by a Certified Contractor registered with the Régis du bâtiment du Québec (RBQ). The Contractor is responsible for obtaining the support of subcontractors with expertise in the fields concerned by the work indicated. It is the responsibility of the contractor to verify the necessary accreditations for the execution of the required work according to the standards and regulations in force. The Contractor shall maintain good order and discipline among its employees and workers assigned to the work.
2. The Contractor shall assume the responsibility of a prime contractor and shall be responsible for the work of its subcontractors to the satisfaction of the client.
3. The Contractor's team shall be able to provide implementation expertise in the following areas:
  - a) Project management;
  - b) Guardrail installation;
  - c) Traffic management and signage.

**PD 7 SUPPORT PROVIDED BY THE AGENCY**

1. One or more radios will be provided to the Contractor to reach the Agency Representative at all times.
2. One or more keys will be provided to access the work site, as needed.

## **PROJECT ADMINISTRATION (PA)**

### **PA 1 PROJECT MANAGEMENT AT THE AGENCY**

1. The Project Manager and Project Authority assigned to this project are the Agency Representatives.
2. The Project Authority is the officer directly involved in the project and is accountable for its progress on behalf of the Agency.
3. They are also the liaison between the Contractor and the Agency's La Mauricie and Western Quebec Field Unit.
4. The Agency manages the project, administers the contract and exercises continuous control over the Contractor's work during all phases of the project. Unless otherwise directed by the Project Manager, the Contractor shall meet all Federal requirements and obtain all necessary approvals for the work.

### **PA 2 COMMUNICATION CHANNELS**

1. Unless otherwise directed by the Agency Representative, the Contractor shall communicate only with the Agency Representative.
2. If any communication results in the need to change the scope of work, budget or schedule of the project, the Contractor shall inform the Project Manager prior to taking action. The Agency's Project Manager will be required to issue a written opinion before the Contractor can take action.

### **PA 3 MEDIA**

1. The Contractor shall not respond to inquiries or questions about the project from the media. Such requests should be addressed to the Project Manager who will ensure to handle them.

## **SERVICES REQUIRED (SR)**

### **SR0 GENERAL REQUIREMENTS**

1. The nature of the contract makes the Contractor liable for its work and any damage that may be caused to infrastructure and real property.
2. The Contractor shall carry out its planning and scheduling of the work in order to obtain an efficient use of resources in accordance with the constraints of the project schedule, the constraints of the climatic conditions but also the operating needs of the services in the area in which its work is carried out.
3. No material shall be accumulated unduly to clutter the premises. The Agency Representative shall be notified if the Contractor intends to deviate from these storage areas.
4. The Contractor's employees are prohibited from entering or circulating, under any pretext whatsoever, in the other parts or sectors of the site. Only designated areas, routes, accesses and rooms shall be used by Contractor's employees. Throughout the duration of the work, the Contractor shall not use the site for lodging or temporary residence for its employees.

### **SR1 SITE CLEANING**

1. Sites, grounds, and the parkway in the vicinity of work areas shall be kept free of trash:
  - The machinery used must not damage the land or the parking lot;
  - Any additional damage to the cleaned areas shall be repaired by the Contractor at its own expense within the time originally provided in the contract;
  - All forms of waste material shall be properly disposed of in accordance with current standards and in a recognized landfill site at the Contractor's expense. Proof of transportation to the landfill must be submitted to the Agency Representative;It is prohibited to dispose of waste materials such as mineral spirits and oil or paint thinners by dumping them into watercourses, storm sewers, sanitary sewers or in the soil.
2. The Contractor shall keep the work and its site in a clean condition and shall avoid the accumulation of waste and debris.

Immediately upon completion of the work, the Contractor shall remove from the work site all surplus equipment, tools and materials, as well as all scrap and debris, and shall cause the work and its site to be clean and suitable for occupancy by the Agency.

**SR 2 EARTHWORK, GRADING AND REVEGETATION OF DISTURBED AREAS**

1. The earthwork must be protected during the work, if machinery is planned, mats must be provided for the access road.

**SR 3 DOCUMENTS TO BE SUBMITTED FOLLOWING THE AWARD OF THE CONTRACT**

**SR 3.1** Shop drawings and technical sheets

1. As soon as possible, submit the required documentation of items to be used for the project to the Agency Representative for review. Contact the Agency Representative for a list of items for which documentation is required.
2. The work to be performed shall not begin until the Agency Representative has completed the verification of the submitted documents.
3. Notify the Agency Representative if there are any discrepancies between what you submit and what is requested.
4. The fact that submitted documents and samples are reviewed by Agency Representative does not relieve the Contractor of its responsibility to submit documents in accordance with the requirements of the contract documents.
5. Have a verified copy of each document submitted on site.

**SR 4 SIGNAGE AND TRAFFIC MANAGEMENT**

1. The Contractor shall manage access to its work sites at all times during the work, including the storage area adjacent to the work. Where applicable, the material storage area shall be fenced and secured.
2. The Contractor shall be responsible for inspecting all of its job site signage and rectifying any non-conforming signage items.
3. The Agency may at any time require corrections to be made to the signage in place. The Contractor shall then comply with the Agency's requirements.
4. The Contractor shall ensure the safety of users of the Parkway (vehicles, pedestrians, cyclists, Agency employees) by placing flagmen at each end of the work areas.

## **SR 5 HEALTH AND SAFETY**

### **SR 5.1 General**

The Contractor shall manage its activities in such a way that the health and safety of the public and of job site/workplace personnel, as well as protection of the environment, always take precedence over issues of cost and work schedule.

The Contractor shall ensure that its employees are aware of all emergency procedures in effect at the place of work.

The contractor must ensure that the work is compliant with the requirements of the *Canada Labour Code* and the Commission des normes, de l'équité, de la santé et de la sécurité du travail (CNESST).

### **SR 5.2 References**

Depending on the context, the latest available version of the following documents should always be used:

- a) *Canada Labour Code, Canada Occupational Health and Safety Regulations*, SOR/86-304 (2016);
- b) Canadian Standards Association (CSA) standards;
- c) *Act Respecting Occupational Health and Safety*, R.S.Q.; Chapter S-2. (2002);
- d) Safety Code for the construction industry, S-2.1, R.6 (2001);
- e) Any other health and safety legislation or regulations that might be applicable by virtue of the Contractor's status or the context in which the Work is carried out.

### **SR 5.3 Risk assessment and management**

6. The Contractor shall conduct a hazard identification for each of the tasks performed at the job site/workplace.
7. The Contractor shall plan and organize the Work in such a way as to promote the elimination of hazards at the source or collective protection, thereby minimizing the use of personal protective equipment.
8. Any equipment, tools or means of protection that cannot be installed or used without jeopardizing the health and safety of workers or the public shall be deemed inadequate for the work to be performed.
9. All mechanical equipment must be inspected prior to arrival at the job site/workplace.
10. Traffic areas on any public road or area must be free from obstruction, interruption or source of hazard resulting from the execution or existence of the Work, machinery, materials or equipment.

**SR 5.4** Special safety requirements

1. Protective equipment

- All workers on the job site must wear approved safety helmets and shoes, safety vests and safety glasses at all times.
- All visitors within the work area must wear approved hard hats, safety shoes, safety vests and safety glasses at all times.
- Additionally, all other personal protective equipment specific to the type of work is required. Safety standards shall be strictly enforced as recommended by Regulation S-2.1, R6.

2. Machinery

- The Contractor shall be solely responsible for the safekeeping of its own machinery, tools and materials as well as the protection of the Work during the term of the Contract.
- Trucks and all machinery must be in good working order to prevent oil, grease and fuel leaks. Equipment that produces an above-normal level of noise or exhaust fumes must be repaired or modified to make it acceptable.
- At the Agency's request, the Contractor must prove that the equipment and tools it proposes to use are sufficient in number as well as suitable, safe and in good condition.

3. Reception

- The Contractor shall comply with the speed limit on the site to prevent accidents among the many users (vehicles, pedestrians, cyclists and employees) who have access to the site.
- The Contractor must not operate any loaded vehicle, machinery, or equipment on the roads and structures over the established legal limits in weight or size without the written permission and direction of the Agency Representative. Furthermore, no trucks loaded beyond the legal limits shall be allowed on the roads.

4. First aid kit

The Contractor shall provide first aid kits in accordance with the CNESST regulation concerning minimum standards of first aid and first aid.

5. Hazardous materials

- a) Handle explosive, fuel, combustible, corrosive or toxic materials with care.
- b) Have hazardous materials handled, removed, transported and processed by competent and knowledgeable workers.

6. Fire safety

- a) The Contractor shall have two (2) portable fire extinguishers of the appropriate model on the work site at all times. Their location and operation must be clearly established to all stakeholders on the site.
- b) All fire hazards on the work site or in connection with the work location shall be minimized and any fire shall be promptly controlled.

**SR 5.5** Deliverables

The Contractor shall ensure that all files produced are in PDF format.

1. Health and safety plan

- a) The Contractor's health and safety plan must be provided at the kick-off meeting scheduled following the awarding of the Contract. This plan must be comprehensive and incorporate all aspects of Section SR 4 of this statement. Services provided by subcontractors under this order are covered by this plan.
- b) The Contractor shall complete and sign the "Attestation and Proof of Compliance with Occupational Health and Safety (OHS) Requirements" form provided by the Agency Representative.

2. Environmental protection plan

The Contractor shall provide an environmental protection plan for all work to be performed in the field, including services provided by subcontractors under this order.

Each of the items covered in Section SR 6 must be addressed in this plan. The environmental precautions inherent in the interventions identified in Sections SR 1 through SR 3 shall be addressed in this plan.

## **SR 6 ENVIRONMENTAL PROTECTION**

1. Protect areas adjacent to work zones to control damage to the land.
2. Protect trees and shrubs around work areas by surrounding them with a protective wooden cage at least 2 metres above ground level. If necessary, remove trees only in areas indicated on the plans after receiving approval from an Agency Representative.
3. Minimize removal of topsoil, sod and vegetation. Recover all topsoil and sod, store it, contain it adequately with concrete blocks if necessary, a soil membrane and a sediment barrier, in order to reuse it during the rehabilitation of the surfaces.

**NOTE: It is forbidden to introduce topsoil from outside the park and to proceed with sodding.**

4. The Contractor shall have one or more kits suitable for the equipment used to recover any type of accidental spill at all times for each of his work areas. Kits should be available near the machinery, and should be easily accessible for quick response. In addition, the kits must include sufficient absorbent rolls, absorbent litter and containers to contain the petroleum products within the perimeter of the equipment involved.
5. In the event of a spill, the Contractor shall perform containment, cleanup, decontamination and disposal as required. They must immediately notify the Agency Representative. Once the contaminated soils have been quantified and recovered, the Contractor shall complete and submit to the Agency Representative the "ENVIRONMENTAL INCIDENT REPORT - ACCIDENTAL HAZARDOUS MATERIAL SPILL" form. Contact the Agency Representative to obtain the document. In addition, proof of transportation to an authorized landfill must also be provided to the Agency Representative.
6. Any tank, containing gasoline or diesel, and located within 60 metres of the water environment, must be installed in a leakage recovery tank with a capacity equivalent to 150% of the tank volume.
7. The Contractor shall ensure that the machinery, tools and equipment to be used in the performance of the work are safe, clean and in good working order to prevent leakage of hydrocarbons or other lubricants. The Agency Representative reserves the right to refuse access to or remove from the site any machinery, tools and equipment that do not meet these requirements. Visibly noticeable poorly maintained equipment with evidence of leakage or risk of leakage will be removed from the job site at the Contractor's or equipment owner's expense at no cost to the customer.
8. Maintenance, cleaning, fuelling and lubrication of machinery shall be performed at least 60 metres away from wetlands. For the purposes of interpreting the requirements of this document, wetlands are also considered to be waterways.

9. The Contractor shall take the necessary measures to prevent sediments from entering waterways, lakes and wetlands. Devices to be used for erosion control could be sediment barriers, filter socks, sediment basins, or any other effective technique. The Agency Representative may request an erosion control plan from the Contractor at any time if the Agency Representative determines that any of this work is at risk to the environment.
10. The Contractor shall provide for the drainage and pumping of these excavations so that they remain dry throughout the construction period. Pumped water from these excavations must be disposed of in a vegetated area (forest litter) more than 20 metres from a waterway or wetland. Prior to commencing pumping, the Contractor shall obtain authorization from the Agency Representative.
11. The Contractor shall be required to comply with all provincial, municipal or federal regulations and any other laws or regulations pertaining to this work. It shall be held fully responsible for any contraventions of the following laws and regulations, which shall be subject to special attention, namely:
  - *Canada National Parks Act*;
  - *Canadian Environmental Protection Act*;
  - *Environment Quality Act* (R.S.Q., c. Q-2);
  - *Act respecting the conservation and development of wildlife* (R.S.Q., c. C-61.1);
  - *Forestry Act* (R.S.Q., c. F-4.1)

**- End of the statement -**

## APPENDICES (PHOTOS)

