



**RETURN OFFERS TO:**

Parks Canada Agency Bid Receiving Unit  
 National Contracting Services  
 Offer Fax: 1-866-246-6893  
 Offer E-mail Address: [soumissionsouest-bidswest@canada.ca](mailto:soumissionsouest-bidswest@canada.ca)

This is the only acceptable email address for responses to the Request for Standing Offers. Offers submitted by email directly to the Standing Offer Authority or to any other email address will not be accepted.

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

**REQUEST FOR STANDING OFFERS**

Canada, as represented by the Minister of the Environment and Climate Change for the purposes of the Parks Canada Agency, hereby requests a Standing Offer on behalf on the Identified Users herein.

**Comments:**

**Issuing Office:**  
 Parks Canada Agency  
 National Contracting Services  
 Calgary, Alberta

<b>Title:</b> Standing Offer - Invasive Alien Plant Management Services in Alberta and British Columbia Mountain National Parks – Parks Canada	
<b>Solicitation No.:</b> 5P420-22-0007/A	<b>Date:</b> March 23, 2023
<b>Client Reference No.:</b> n/a	
<b>GETS Reference No.:</b> TBD	

<b>Solicitation Closes:</b> <b>At: 14:00</b> <b>On: April 25, 2023</b>	<b>Time Zone:</b> <b>MDT</b>
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<b>F.O.B.:</b> Plant: <input type="checkbox"/> Destination: <input checked="" type="checkbox"/> Other: <input type="checkbox"/>	
<b>Address Enquiries to:</b> Ryan Taylor	
<b>Telephone No.:</b> 587-436-5987	<b>Fax No.:</b> 1-866-246-6893
<b>Email Address:</b> <a href="mailto:ryan.taylor@pc.gc.ca">ryan.taylor@pc.gc.ca</a>	
<b>Destination of Goods, Services, and Construction:</b> See Herein	

**TO BE COMPLETED BY THE OFFEROR**

<b>Vendor/ Firm Name:</b>	
<b>Address:</b>	
<b>Telephone No.:</b>	<b>Fax No.:</b>
<b>Name of person authorized to sign on behalf of the Vendor/ Firm (type or print):</b>	
<b>Signature:</b>	<b>Date:</b>

## **IMPORTANT NOTICE TO OFFERORS**

**OFFERS RECEIVED BY FAX AND EMAIL WILL BE ACCEPTED AS OFFICIAL.**

**OFFERS RECEIVED IN-PERSON OR BY COURIER MAY NOT BE ACCEPTED.**

The only acceptable email address for responses to the Request for Standing Offers (RFSO) is [soumissionsouest-bidswest@canada.ca](mailto:soumissionsouest-bidswest@canada.ca). Offers submitted by email directly to the Standing Offer Authority or to any email address other than [soumissionsouest-bidswest@canada.ca](mailto:soumissionsouest-bidswest@canada.ca) will not be accepted.

The only acceptable facsimile for responses to the RFSO is 1-866-246-6893.

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

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

Emails with links to offer documents will not be accepted. Offers documents must be sent as email attachments.

### **Direct Deposit**

The Government of Canada has replaced cheques with direct deposit payment(s); an electronic transfer of funds deposited directly into a bank account. In order to receive payment, new vendors that are awarded a Standing Offer will be required to complete a direct deposit enrolment form to register their direct deposit information with Parks Canada.

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

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## **PART 1 – GENERAL INFORMATION**

### **1.1. Introduction**

The Request for Standing Offers (RFSO) is divided into seven parts plus attachments and annexes, as follows:

- Part 1 General Information: provides a general description of the requirement;
- Part 2 Offeror Instructions: provides the instructions applicable to the clauses and conditions of the RFSO;
- Part 3 Offer Preparation Instructions: provides Offerors with instructions on how to prepare their offer to address the evaluation criteria specified;
- Part 4 Evaluation Procedures and Basis of Selection: indicates how the evaluation will be conducted, the evaluation criteria which must be addressed in the offer, and the basis of selection;
- Part 5 Certifications and Additional Information: includes the certifications and additional information to be provided;
- Part 6 Security, Financial and Insurance Requirements: includes specific requirements that must be addressed by Offerors; and
- Part 7 7A. Standing Offer, and 7B. Resulting Contract Clauses:

7A. includes the Standing Offer containing the offer from the Offeror and the applicable clauses and conditions;

7B. includes the clauses and conditions which will apply to any contract resulting from a call-up made pursuant to the Standing Offer.

The Annexes include the Statement of Work, the Basis of Payment and any other annexes.

### **1.2. Summary**

- 1.2.1.** Parks Canada Agency (PCA) Mountain Region National Parks in Alberta and British Columbia require invasive plant management, using integrated pest management principals, of priority invasive plants. The period for making call-ups against the Standing Offer will be from the date of Standing Offer to April 30, 2024 inclusive with the irrevocable option for Canada to extend the term of the Standing Offer by up to four (4) additional one (1) year periods. The Standing Offer regions are as follows:

- Region 1: Banff
- Region 2: Lake Louise
- Region 3: Yoho National Park
- Region 4: Kootenay National Park
- Region 5: Jasper National Park
- Region 6: Waterton Lakes National Park
- Region 7: Mount Revelstoke and Glacier national parks

### **1.3. Security Requirements**

- 1.3.1.** There is no security requirement associated with the Request for Standing Offer.

**Solicitation No.:**  
5P420-22-0007/A

**Amendment No.:**  
00

**Contracting Authority:**  
Ryan Taylor

Ver.02.09.2022

**Client Reference No.:**  
n/a

**Title:**  
Standing Offer - Invasive Alien Plant Management Services in Alberta and British  
Columbia Mountain National Parks – Parks Canada

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#### **1.4. Debriefings**

Offerors may request a debriefing on the results of the Request for Standing Offers process. Offerors should make the request to the Standing Offer Authority within 15 working days of receipt of the results of the Request for Standing Offers process. The debriefing may be in writing, by telephone or in person.

## **PART 2 – OFFEROR INSTRUCTIONS**

### **2.1. Standard Instructions, Clauses and Conditions**

All instructions, clauses and conditions identified in the Request for Standing Offers (RFSO) 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.

Offerors who submit an offer agree to be bound by the instructions, clauses and conditions of the RFSO and accept the clauses and conditions of the Standing Offer and resulting contract(s).

The [2006](#) (2022-12-01) Standard Instructions – Request for Standing Offers – Goods or Services – Competitive Requirements, are incorporated by reference into and form part of the RFSO.

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

Subsection 5.4 of [2006](#), Standard Instructions – Request for Standing Offers – Goods or Services – Competitive Requirements, is amended as follows:

Delete: 60 days  
Insert: 90 days

Subsection 2. entitled epost Connect of section 08, Transmission by Facsimile or by epost Connect of the Standard Instructions [2006](#) incorporated by reference above is deleted in its entirety.

### **2.2. Submission of Offers**

Offers must be submitted only to the Parks Canada Agency (PCA) Bid Receiving Unit by the date and time indicated on page 1 of the Request for Standing Offers (RFSO).

**Offers submitted in-person or by courier may not be accepted.**

The only acceptable facsimile for responses to the RFSO is 1-866-246-6893.

The only acceptable email address for responses to the RFSO is [soumissionsouest-bidswest@canada.ca](mailto:soumissionsouest-bidswest@canada.ca).

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

Emails with links to offer documents will not be accepted. Offers documents must be sent as email attachments.

### **2.3. Enquiries – Request for Standing Offers**

All enquiries must be submitted in writing to the Standing Offer Authority no later than seven (7) calendar days before the Request for Standing Offers (RFSO) closing date. Enquiries received after that time may not be answered.

Offerors should reference as accurately as possible the numbered item of the RFSO to which the enquiry relates. Care should be taken by Offerors 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 Offerors do so, so that the proprietary nature of the question(s) is eliminated, and the enquiry can be answered to all Offerors. Enquiries not submitted in a form that can be distributed to all Offerors may not be answered by Canada.

### **2.4. Applicable Laws**

The Standing Offer and any contract resulting from the Standing Offer must be interpreted and governed, and the relations between the parties determined, by the laws in force in Alberta.

Offerors may, at their discretion, substitute the applicable laws of a Canadian province or territory of their choice without affecting the validity of their offer, 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 Offerors.

### **2.5. Bid Challenge and Recourse Mechanisms**

**2.5.1.** Several mechanisms are available to potential suppliers to challenge aspects of the procurement process up to and including contract award.

**2.5.2.** 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)

**2.5.3.** 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 – OFFER PREPARATION INSTRUCTIONS**

### **3.1. Offer Preparation Instructions**

The offer must be gathered per section and separated as follows:

Section I:      Technical Offer  
Section II:     Financial Offer  
Section III:    Certifications

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

#### **Section I:      Technical Offer**

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

#### **Section II:     Financial Offer**

Offerors must submit their financial bid in accordance with the Basis of Payment at **Annex B**.

#### **3.1.1. Exchange Rate Fluctuation**

SACC Manual Clause [C3011T](#) (2013-11-06), Exchange Rate Fluctuation

#### **Section III:    Certifications**

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

## **PART 4 – EVALUATION PROCEDURES AND BASIS OF SELECTION**

### **4.1. Evaluation Procedures**

- (a) Offers will be assessed in accordance with the entire requirement of the Request for Standing Offers including the technical and financial evaluation criteria.
- (b) An evaluation team composed of representatives of Canada will evaluate the offers.

#### **4.1.1. Technical Evaluation**

##### **4.1.1.1. Mandatory Technical Criteria**

Technical offers will be evaluated against the mandatory technical evaluation criteria at **Annex E to Part 4 of the Request for Standing Offers**.

##### **4.1.1.2. Point Rated Technical Criteria**

Technical offers will be evaluated against the point rated technical evaluation criteria **Annex E to Part 4 of the Request for Standing Offers**.

#### **4.1.2. Financial Evaluation**

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

#### **4.1.3. Basis of Selection – Lowest Price Per Point**

**4.1.3.1.** To be declared responsive, an offer must:

- a. comply with all the requirements of the Request for Standing Offers;
- b. meet all mandatory technical evaluation criteria;
- c. obtain the required minimum points for the technical evaluation criteria which are subject to point rating;

**4.1.3.2.** Offers not meeting (a) or (b) or (c) will be declared non-responsive. Neither the responsive offer that receives the highest number of points nor the one that proposed the lowest price will necessarily be accepted. The responsive offer(s) with the lowest evaluated price per point will be recommended for issuance of a standing offer. Up to four (4) standing offers will be awarded per region.

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## PART 5 – CERTIFICATIONS AND ADDITIONAL INFORMATION

Offerors must provide the required certifications and additional information to be issued a standing offer.

The certifications provided by Offerors to Canada are subject to verification by Canada at all times. Unless specified otherwise, Canada will declare an offer non-responsive, will have the right to set-aside a Standing Offer, or will declare a contractor in default if any certification made by the Offeror is found to be untrue whether made knowingly or unknowingly during the offer evaluation period, during the Standing Offer period, or during the contract period.

The Standing Offer Authority will have the right to ask for additional information to verify the Offeror's certifications. Failure to comply and to cooperate with any request or requirement imposed by the Standing Offer Authority will render the offer non-responsive, result in the setting aside of the Standing Offer or constitute a default under the Contract.

### 5.1. Certifications Required with the Offer

Offerors must submit the following duly completed certifications as part of their offer.

#### 5.1.1. Integrity Provisions – Declaration of Convicted Offences

In accordance with the Integrity Provisions of the Standard Instructions, all Offerors must provide with their offer, 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 the Issuance of a Standing Offer and Additional Information

The certifications and additional information listed below should be submitted with the offer, but may be submitted afterwards. If any of these required certifications or additional information is not completed and submitted as requested, the Standing Offer Authority will inform the Offeror 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 specified will render the offer 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 property 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 Offeror must provide the required documentation, as applicable, to be given further consideration in the procurement process.

The Offeror, regardless of their status under the [Ineligibility and Suspension Policy](http://www.tpsgc-pwgsc.gc.ca/ci-if/politique-policy-eng.html), must provide the information requested at **Annex F to Part 5 of the Request for Standing Offers** prior to issuance of a Standing Offer.

#### 5.2.2. Former Public Servant

Contracts awarded to former public servants in receipt of a pension or 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 Former Public Servants, the Offeror must provide the information requested at **Annex G to Part 5 of the Request for Standing Offers** prior to issuance of a Standing Offer.

### **5.2.3. Federal Contractors Program for Employment Equity – Standing Offer Certification**

By submitting an offer, the Offeror certifies that the Offeror, and any of the Offeror's members if the Offeror 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 – Labour's](https://www.canada.ca/en/employment-social-development/canada-labour's) website (<https://www.canada.ca/en/employment-social-development/programs/employment-equity/federal-contractor-program.html>).

Canada will have the right to declare an offer non-responsive, or to set-aside a Standing Offer, if the Offeror, or any member of the Offeror if the Offeror is a Joint Venture, appears on the "FCP Limited Eligibility to Bid" list at the time of issuing of a Standing Offer or during the period of the Standing Offer.

### **5.2.4. Additional Certifications Precedent to Issuance of a Standing Offer**

#### **5.2.4.1. Status and Availability of Resources**

SACC *Manual* clause [M3020T](#) (2016-01-28), Status and Availability of Resources – Offer

#### **5.2.4.2. Education and Experience**

SACC *Manual* clause [M3021T](#) (2012-07-16), Education and Experience

## **PART 6 – SECURITY AND INSURANCE REQUIREMENTS**

### **6.1. Security Requirements**

**6.1.1.** There is no security requirement applicable to this Standing Offer.

### **6.2. Insurance Requirements**

**6.2.1.** The Offeror must provide a letter from an insurance broker or an insurance company licensed to operate in Canada stating that the Offeror, if issued a standing offer as a result of the request for standing offer, can be insured in accordance with the Insurance Requirements specified in **Annex C**.

If the information is not provided in the offer, the Standing Offer Authority will so inform the Offeror and provide the Offeror with a time frame within which to meet the requirement. Failure to comply with the request of the Standing Offer Authority and meet the requirement within that time period will render the offer non-responsive.

## **PART 7 – STANDING OFFER AND RESULTING CONTRACT CLAUSES**

### **A. STANDING OFFER**

#### **7.1. Offer**

7.1.1. The Offeror offers to perform the Work in accordance with the Statement of Work at **Annex A**.

#### **7.2. Security Requirements**

7.2.1. There is no security requirement applicable to the Standing Offer.

#### **7.3. Standard Clauses and Conditions**

All clauses and conditions identified in the Standing Offer and resulting contract(s) 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.

##### **7.3.1. General Conditions**

[2005](#) (2022-12-01), General Conditions – Standing Offers – Goods or Services, apply to and form part of the Standing Offer.

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

#### **7.4. Term of Standing Offer**

##### **7.4.1. Period of the Standing Offer**

The period for making call-ups against the Standing Offer is from date of Standing Offer to March 31, 2024.

##### **7.4.2. Extension of Standing Offer**

If the Standing Offer is authorized for use beyond the initial period, the Offeror offers to extend its offer for four (4) additional one (1) years period(s), from May 01, 2024 to April 30, 2025 inclusive, May 01, 2025 to April 30, 2026 inclusive and May 01, 2026 to April 30, 2027 inclusive and May 01, 2027 to April 30, 2028 under the same conditions and at the rates or prices specified in the Standing Offer, or at the rates or prices calculated in accordance with the formula specified in the Standing Offer.

The Offeror will be advised of the decision to authorize the use of the Standing Offer for an extended period by the Standing Offer Authority before the expiry date of the Standing Offer. A revision to the Standing Offer will be issued by the Standing Offer Authority.

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## 7.5. Authorities

### 7.5.1. Standing Offer Authority

The Standing Offer Authority is:

Ryan Taylor  
Contracting Officer  
Procurement, Materiel, Grants and Contributions (PMGC)  
Chief Financial Officer Directorate  
Parks Canada Agency

Telephone: 587-436-5987  
Facsimile: 1-866-246-6893  
E-mail address: [ryan.taylor@pc.gc.ca](mailto:ryan.taylor@pc.gc.ca)

The Standing Offer Authority is responsible for the establishment of the Standing Offer, its administration and its revision, if applicable. Upon the making of a call-up, the Contracting Authority is responsible for any contractual issues relating to individual call-ups made against the Standing Offer by any Identified User.

### 7.5.2. Project Authority

The Project Authority for the Standing Offer is identified in the call-up against the Standing Offer.

The Project Authority is the representative of the department or agency for whom the Work will be carried out pursuant to a call-up against the Standing Offer and is responsible for all the technical content of the Work under the resulting Contract.

### 7.5.3. Offeror's Representative

The Offeror's Representative for the Standing Offer is:

<b>Representative's Name:</b>		
<b>Representative's Title:</b>		
<b>Legal Vendor/ Firm Name:</b>		
<b>Operating Vendor/ Firm Name</b> (if different than above):		
<b>Physical Address:</b>		
<b>City:</b>	<b>Province/ Territory:</b>	<b>Postal Code:</b>
<b>Telephone:</b>		<b>Facsimile:</b>
<b>Email Address:</b>		
<b>Procurement Business Number (PBN) or Goods and Services Tax (GST) Number:</b>		

## 7.6. Proactive Disclosure of Contracts with Former Public Servants

\*\*\* [SACC Manual clause A3025C to be inserted at issuance of a Standing Offer, if applicable](#) \*\*\*

## 7.7. Identified Users

The Identified User authorized to make call-ups against the Standing Offer is: Parks Canada Agency.

## 7.8. Call-up Procedures

- 7.8.1. When a requirement is identified, the identified user will contact the highest-ranked Offeror to determine if the requirement can be satisfied by the Offeror.
- 7.8.2. The Offeror must indicate acceptance of a requested call-up within seven (7) days of the request by the identified user. If that Offeror is unable to meet the requirement or does not indicate acceptance within seven (7) days of the request the identified user will contact the next ranked Offeror.
- 7.8.3. Prior to issuing a call-up, the identified user and the Offeror will agree to the full scope of services to be provided under the call-up. If the highest-ranked Offeror is able to meet the requirement and responds in accordance with articles 7.8.2, a call-up is made against its Standing Offer.

## 7.9. Call-up Instrument

The Work will be authorized or confirmed by the Identified User(s) using the duly completed forms or their equivalents as identified below.

- 7.9.1. Call-ups must be made by Identified Users' authorized representatives under the Standing Offer and must be for goods or services or combination of goods and services included in the Standing Offer at the prices and in accordance with the terms and conditions specified in the Standing Offer.
- 7.9.2. An equivalent form or electronic call-up document which contains at a minimum the following information:
  - (a) Standing Offer number;
  - (b) Statement that incorporates the terms and conditions of the Standing Offer;
  - (c) Description and unit price for each line item;
  - (d) Total value of the call-up;
  - (e) Point of delivery;
  - (f) Confirmation that funds are available under section 32 of the Financial Administration Act;
  - (g) Confirmation that the user is an Identified User under the Standing Offer with authority to enter into a contract.

## 7.10. Limitation of Call-ups

Individual call-ups against the Standing Offer must not exceed \$80,000.00, Applicable Taxes included.

## 7.11. Financial Limitation

The total cost to Canada resulting from call ups against the Standing Offer must not exceed the sum of \$2,000,000.00 unless otherwise authorized in writing by the Standing Offer Authority. The Offeror must not perform any work or services or supply any articles in response to call ups which would cause the total cost to Canada to exceed the said sum, unless an increase is so authorized.



The Offeror must notify the Standing Offer Authority as to the adequacy of this sum when 75 percent of this amount has been committed, or one (1) months before the expiry date of the Standing Offer, whichever comes first. However, if at any time, the Offeror considers that the said sum may be exceeded, the Offeror must promptly notify the Standing Offer Authority.

## 7.12. 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 call up against the Standing Offer, including any annexes;
- (b) The articles of the Standing Offer;
- (c) The general conditions [2005](#) (2022-12-01), General Conditions – Standing Offers – Goods or Services;
- (d) The general conditions [2010C](#) (2022-12-01), General Conditions – Services (Medium Complexity)
- (e) Annex A, Statement of Work;
- (f) Annex B, Basis of Payment;
- (g) Annex C, Insurance Requirements;
- (h) Annex D, Attestation and Proof of Compliance with Occupational Health and Safety (OHS); and
- (i) The Offeror's offer dated **\*\*\* to be inserted at issuance of a Standing Offer \*\*\***.

## 7.13. Certifications and Additional Information

### 7.13.1. Compliance

Unless specified otherwise, the continuous compliance with the certifications provided by the Offeror with its offer or precedent to issuance of the Standing Offer (SO), and the ongoing cooperation in providing additional information are conditions of issuance of the SO and failure to comply will constitute the Offeror in default. Certifications are subject to verification by Canada during the entire period of the SO and of any resulting contract that would continue beyond the period of the SO.

### 7.13.2. Federal Contractors Program for Employment Equity – Setting aside

The Offeror understands and agrees that, when an Agreement to Implement Employment Equity (AIEE) exists between the Offeror and Employment and Social Development Canada (ESDC) – Labour, the AIEE must remain valid during the entire period of the Standing Offer. If the AIEE becomes invalid, the name of the Offeror will be added to the "FCP Limited Eligibility to Bid" list. The imposition of such a sanction by ESDC may result in the setting aside of the Standing Offer.

### 7.13.3. SACC Manual Clauses

[M3020C](#) (2016-01-28), Status and Availability of Resources – Standing Offer

## 7.14. Applicable Laws

The Standing Offer and any contract resulting from the Standing Offer must be interpreted and governed, and the relations between the parties determined, by the laws in force in **\*\*\* to be inserted at issuance of a Standing Offer \*\*\***.

## B. RESULTING CONTRACT CLAUSES

The following clauses and conditions apply to and form part of any contract resulting from a call-up against the Standing Offer.

### 7.1. Statement of Work

The Contractor must perform the Work described in the call-up against the Standing Offer.

### 7.2. Standard Clauses and Conditions

#### 7.2.1. General Conditions

[2010C](#) (2022-12-01), General Conditions – Services (Medium Complexity) apply to and form part of the Contract.

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

#### 7.2.2. Supplemental General Conditions

##### 7.2.2.1. Compliance with On-site Measures, Standing Orders, Policies, and Rules

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

### 7.3. Term of Contract

#### 7.3.1. Period of the Contract

The period of the contract will be based on the call-up against the Standing Offer.

### 7.4. Proactive Disclosure of Contracts with Former Public Servants

\*\*\* [SACC Manual clause A3025C](#) to be inserted at issuance of a standing offer, if applicable \*\*\*

### 7.5. Payment

#### 7.5.1. Basis of Payment – Firm Unit Price(s)

In consideration of the Contractor satisfactorily completing all of its obligations under the Contract, the Contractor will be paid in firm unit price(s), as specified in **Annex “B”** for a cost of \$ \*\*\* [To be identified in the call-up against the Standing Offer](#) \*\*\*. 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.

#### 7.5.2. Limitation of Expenditure

**7.5.2.1** Canada's total liability to the Contractor under the Contract must not exceed \$ \*\*\* [To be identified in the call-up against the Standing Offer](#) \*\*\*. Customs duties are included and Applicable Taxes are extra.

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**7.5.2.2** No increase in the total liability of Canada or in the price of the Work resulting from any design changes, modifications or interpretations of the Work, will be authorized or paid to the Contractor unless these design changes, modifications or interpretations have been approved, in writing, by the Contracting Authority before their incorporation into the Work. The Contractor must not perform any work or provide any service that would result in Canada's total liability being exceeded before obtaining the written approval of the Contracting Authority. The Contractor must notify the Contracting Authority in writing as to the adequacy of this sum:

- a. when it is 75 percent committed, or
- b. four (4) months before the contract expiry date, or
- c. as soon as the Contractor considers that the contract funds provided are inadequate for the completion of the Work,

whichever comes first.

**7.5.2.3** If the notification is for inadequate contract funds, the Contractor must provide to the Contracting Authority a written estimate for the additional funds required. Provision of such information by the Contractor does not increase Canada's liability.

### **7.5.3. Single Payment**

Canada will pay the Contractor upon completion and delivery of the Work 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.

### **7.5.4. SACC Manual Clauses**

[C0710C](#) (2007-11-30), Time and Contract Price Verification

## **7.6. Invoicing Instructions**

**7.6.1.** 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.

**7.6.2.** Invoices must be distributed as follows:

- a. A copy must be electronically forwarded to the email addresses shown on page 1 of the Contract for certification and payment.

## **7.7. SACC Manual Clauses**

[A1009C](#) (2008-05-12), Work Site Access

[A7017C](#) (2008-05-12), Replacement of Specific Individuals

[A9039C](#) (2008-05-12), Salvage

[A9068C](#) (2010-01-11), Government Site Regulations

[B6802C](#) (2007-11-30), Government Property

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## **7.8. Insurance Requirements**

The Contractor must comply with the insurance requirements specified in **Annex C**. The Contractor must maintain the required insurance coverage for the duration of the Contract. Compliance with the insurance requirements does not release the Contractor from or reduce its liability under the Contract.

The Contractor is responsible for deciding if additional insurance coverage is necessary to fulfill its obligation under the Contract and to ensure compliance with any applicable law. Any additional insurance coverage is at the Contractor's expense, and for its own benefit and protection.

The Contractor must forward to the Contracting Authority within ten (10) days after the date of award of the Contract, a Certificate of Insurance evidencing the insurance coverage and confirming that the insurance policy complying with the requirements is in force. For Canadian-based Contractors, coverage must be placed with an Insurer licensed to carry out business in Canada, however, for Foreign-based Contractors, coverage must be placed with an Insurer with an A.M. Best Rating no less than "A-". The Contractor must, if requested by the Contracting Authority, forward to Canada a certified true copy of all applicable insurance policies.

## **7.9. Inspection and Acceptance**

The Project Authority is the Inspection Authority. All reports, deliverable items, documents, goods and all services rendered under the Contract are subject to inspection by the Inspection Authority or representative. Should any report, document, good or service not be in accordance with the requirements of the Statement of Work and to the satisfaction of the Inspection Authority, as submitted, the Inspection Authority will have the right to reject it or require its correction at the sole expense of the Contractor before recommending payment.

## ANNEX A

### STATEMENT OF WORK

#### 1. Title

Invasive Alien Plant (IAP) control in Mountain National Parks.

#### 2. Background

- 2.1. Invasive Alien Plants (IAP) are recognized as a serious threat to native ecological communities and biodiversity. According to the International Union for the Conservation of Nature (IUCN), invasive species are the second most significant cause of global extinction following habitat loss (2011).
- 2.2. Invasive plants reduce biodiversity and compromise ecosystem function by out-competing native species, altering nutrient cycling, destabilizing soils and causing erosion, among other impacts (Pimentel et al. 2005, Zedler and Kercher 2004). Climate change may have synergistic effects on IAP, altering species distributions and local resilience to invasion (Zavalet and Royval 2002). Prevention and early action activities can prevent infestations before they become unmanageable in scope.
- 2.3. In Mountain National Parks IAP have been recognized as an important stressor to native biodiversity and Integrated Pest Management Plans have been developed to mitigate these impacts.

#### 3. Objective

- 3.1. Control, using integrated pest management principles, priority invasive plants and areas that could be considered vectors of spread within the parks.

#### 4. List of Documents

- 4.1. Mount Revelstoke and Glacier National Parks Invasive Plant Management Plan 2022;
- 4.2. Waterton Lakes National Park Non-native Plant Integrated Pest Management Plan 2021-2026;
- 4.3. Parks Canada Integrated Pest Management Plan: Non-native Vegetation. Banff Field Unit 2019;
- 4.4. Lake Louise Yoho and Kootenay Field Unit: Integrated Invasive Plant Management Plan 2023-2027;
- 4.5. Jasper National Park Integrated Pest Management Plan Targeting Non-native Invasive Plant Species 2022 Frontcountry & Wilderness Areas;
- 4.6. Jasper National Park Integrated Pest Management Plan Targeting Non-native Invasive Plant Species 2022 Jasper Townsite

#### 5. Definitions

- 5.1. **First Pass:** first visit to an invasive plant site to conduct Invasive plant treatment.
- 5.2. **Second Pass:** second visit to an invasive plant site to conduct Invasive plant treatment.
- 5.3. **Inspection:** monitoring by the Parks Canada Agency (PCA) Representative or their designate which determines effectiveness of Invasive Plant Treatment and that the activity complies with all legislative and contractual obligations.

**5.4. Invasive Plant Treatment:** chemically and/or manually treat as necessary to destroy all target plants on site and to prevent viable propagule spread. Propagules refer to reproductive plant parts that may include seeds, stolons, rhizomes, bulbs or stem fragments. Treatment should be completed by methodically traversing each site, on foot if necessary, in order to locate, survey, and treat each plant. Invasive Plant Treatment includes hanging (and removing) Pesticide Free Zone (PFZ) and site identification ribbon as well as placing and removing Treatment Notices.

**5.5. Monitoring:** a visit to a site to determine treatment compliance and efficacy; occurs the same season as the treatment.

**5.6. Site:** an area identified by a UTM coordinate that has target invasive plant species or multiple target species growing within 100 meters of the UTM coordinate. Target species that are greater than 100m from the coordinate are considered part of the original site if the gap between the last occurrence of a target species at the site and the newly found target species is less than 100 meters. A new site is created if there is greater than 100m between the last occurrence of a target species at the original site and another plant of the same target species. For large areas, the site may be identified by a GPS polygon showing the outer perimeter of the area occupied by the invasive plant specie(s).

**5.7. Survey:** either the initial/baseline visit to a site to determine species presence and relative abundance or a subsequent visit in succeeding years that measures change at that site.

**5.8. Target Species:** invasive plant species specifically listed for treatment.

**5.9. Treatment Notices: Herbicide Application Signs that are placed at the beginning of any public access route(s) that intersect the site prior to commencing herbicide treatments. Signage requirements will be posted in accordance with specifications laid out in the relevant IPMP.**

**5.10. Ecologically Sensitive Areas:** Areas requiring special considerations in the application of pesticides for the protection of wildlife, their habitat, or other environmental values. Examples include, but are not limited to; riparian zones, habitats of rare or endangered species, and designated protected areas.

## 6. Scope of Work

**6.1. General Requirements** Following a call-up, the Contractor shall submit a detailed work plan based on the statement of work provided. A cost estimate shall be submitted with this proposal based on the available information and in accordance with the rates listed in the Basis of Payment at Annex "B". The Contractor must:

6.1.1. Abide by park-specific Integrated Pest Management Plans and/ or Invasive Alien Plant Management Plans (hereafter referred to as IPMPs).

6.1.2. Keep and deliver detailed treatment records to Parks Canada staff utilizing specific field unit reporting guidelines.

6.1.3. Participate in a pre-work meeting with the PCA Representative before commencing work.

6.1.4. Be available to liaise with the PCA Representative within 24 hours.

6.1.5. Prior to conducting treatments, the contractor will meet with Parks Canada's Environmental Surveillance Officer or their designate to participate in an environmental and safety briefing.

6.1.6.Ensure crew(s) have the following items on site at all times:

- 6.1.6.1. a copy of this Contract;
- 6.1.6.2. Safety Data Sheet(s) for the chemical(s) being applied;
- 6.1.6.3. a copy of the Contractor's Spill Response Plan and Safety Plan;
- 6.1.6.4. a copy of the current park-specific IPMP;
- 6.1.6.5. the means to liaise with the PCA Representative;
- 6.1.6.6. the means to make arrangements with the local Highway Operation Unit and/or PCA representative for unlocking gates on access required areas in advance of site visits;
- 6.1.6.7. site information and treatment history on each site to be managed; and
- 6.1.6.8. training and ability to enter all data onto field unit specific data management forms.

## 6.2. Regulatory Compliance

- 6.2.1.Complete all Services in accordance with all pertinent legislation including, the National Park Act, provincial Weed Control Acts and Regulations, Integrated Pest Management Act and Regulation, Transportation of Dangerous Goods Act, and the IPMP.
- 6.2.2.Obtain relevant Restricted Activity Permits necessary for the application of herbicides within a National Park.
- 6.2.3.Hold a business licence as required to operate within a National Park.
- 6.2.4.Complete all herbicide applications in accordance with the product label, provincial and federal regulations and protocols, and in a manner that minimizes the application of herbicide and the damage to non-target plants.
- 6.2.5.Ensure all herbicide applicators hold current, valid Industrial Vegetation and Noxious Weed General Pesticide Applicators Certification for the province in which the work is taking place.

## 6.3. Materials and Equipment

- 6.3.1.Provide all equipment, tools, materials, herbicide and traffic control devices needed to complete the Services that are not supplied by Parks Canada including:
  - 6.3.1.1. Appropriate treatment equipment in good working order including, but not limited to, backpack sprayers, truck mounted sprayers, wick applicators, and manual treatment equipment;
  - 6.3.1.2. Data capture equipment with capacity and ability to enter survey and treatment data into field unit specific-compatible forms while in the field, including GPS coordinates and tracks;
  - 6.3.1.3. Legal, non-expired herbicide listed for use in the relevant IPMP;
  - 6.3.1.4. Appropriate safety equipment, including relevant PPE and means to communicate with park staff;
  - 6.3.1.5. Sufficient firefighting hand tools to equip each crew member with a minimum of one firefighting hand tool;
  - 6.3.1.6. Mechanical means to prevent spread of invasive plants on field vehicles and equipment, including the cleaning of under-carriages, tires, fenders, running boards, trailers and hitches before leaving invasive plant sites; and
  - 6.3.1.7. GPS enabled navigation equipment; and
  - 6.3.1.8. Spills response materials to be able to adequately respond to a spill as per approved Spill Response Plan.

#### **6.4. Contractor Safety and Spill Response Plans**

- 6.4.1. Contractor Safety and Spill Response Plans must be provided to the PCA Representative and meet the requirements of Parks Canada Agency.
- 6.4.2. Provide each Invasive Plant Treatment and Inventory crew with the Contractor Safety Plan and Spill Response Plan which they will follow daily and carry with them at all times.
- 6.4.3. Ensure occupational health and safety regulations related to chemical and manual control of invasive plants in all site types are followed.
- 6.4.4. Minimize chemical exposure to all applicators including precautions outlined on the herbicide label(s) and in the relevant legislation and IPMP.
- 6.4.5. Be solely responsible for any leaks and/or spills, and clean up and disposal of contaminated materials in accordance with provincial and federal laws.
- 6.4.6. Immediately report any IPMP or legislative violations to the PCA Representative.

#### **6.5. Traffic Control for Work on Roadways**

- 6.5.1. Ensure that all staff and contractors conducting work on roadsides under this Agreement are trained and following safety procedures as required by WorkSafe B.C. or the Alberta Occupational Health and Safety Code, according to the province of work.
- 6.5.2. Ensure the placement and use of traffic control devices is in accordance with the Traffic Control Manual for Work on Roadways and in consideration with the highway classification, number of traffic lanes, traffic operating speed, pedestrian traffic and sign distance.

#### **6.6. Interactions with other Workers**

- 6.6.1. Cease work if encountering an active construction project, forest fire and or prescribed burn, potential human / wildlife conflict situation, highway maintenance work area, or pit or quarry operations.
- 6.6.2. Make notes, move to a location beyond the area of work, and follow-up by contacting the PCA Representative to discuss the situation and determine an appropriate course of action for the issue.

#### **6.7. Third Party Inquiries or Concerns**

- 6.7.1. Refer all inquiries to the PCA.
- 6.7.2. Cease all activities if there is a conflict onsite and inform the PCA Representative. Work will not resume at the location until the PCA Representative has completed an investigation of the issue and provided written permission to continue.

#### **6.8. Invasive Plant Treatment**

- 6.8.1. The following treatment guidelines apply *unless otherwise stated in the Statement of Work or relevant IPMP*.



- 6.8.1.1. Complete first and second pass Invasive Plant Treatment on the sites listed and by the dates identified by the PCA representative at the start-up meeting;
  - 6.8.1.1.1. For sites where two or more priority species are found, the earliest treatment date shall be adhered to.
  - 6.8.1.1.2. For all sites, the second pass visit must be completed no sooner than three weeks after the first pass visit.
- 6.8.1.2. Select and use the most efficacious, longest lasting, cost-effective and site suitable treatment method at each site in consultation with the PCA Representative.
- 6.8.1.3. Use only herbicides listed for use in the relevant IPMP.
- 6.8.1.4. Accurately complete field unit specific Site & Invasive Plant Survey Record at each site before initiating first pass treatment.
- 6.8.1.5. Accurately complete an Invasive Plant Chemical or Mechanical Treatment Record following each Invasive plant treatment pass, according to field unit specific reporting guidelines. All fields on the form must be correctly filled.
- 6.8.1.6. Calibrate and record results for all applicators prior to beginning herbicide treatment and once every ten (10) days of operations thereafter;
- 6.8.1.7. Retreat sites within 7 days, or within a timeframe as agreed upon by the PCA Project Authority, of notification from the PCA Representative that missed target plants exceed 15% of total target plants within a treatment site. These retreatments will be solely at the Contractor's expense.
- 6.8.1.8. Install Treatment Notices and wire frames prior to treatment and remove following the end of the posting period as stipulated in the IPMP.
- 6.8.1.9. Maintain and submit daily GPS track logs (.kmz and/or .shp) of all areas treated;
- 6.8.1.10. Accurately complete a field unit specific form for chemical treatment monitoring at each site prior to completing second pass treatment;
- 6.8.1.11. Completely and accurately enter monitoring data in the field unit specified format.

## 6.9. Unknown Plant Species

6.9.1. Follow the procedures below if an Unknown plant species is found:

- 6.9.1.1. Immediately report unknown species to the PCA Representative
- 6.9.1.2. Do Not Treat until site is verified by the PCA Representative.

## 6.10. Reports and Deliverables

6.10.1. The contractor is required to submit to the Project Authority, the following:

- 6.10.1.1. Detailed treatment records (outlined in section 6.8 above)
- 6.10.1.2. Georeferenced records (points and tracks) of all treatment areas
- 6.10.1.3. Any photos taken during treatment

## 6.11. Government Furnished Support/Equipment/Information

6.11.1. Parks Canada will provide the following:

- 6.11.1.1. Access to treatment sites.
- 6.11.1.2. Meeting space.

**Solicitation No.:**  
5P420-22-0007/A

**Amendment No.:**  
00

**Contracting Authority:**  
Ryan Taylor

Ver.02.09.2022

**Client Reference No.:**  
n/a

**Title:**  
Standing Offer - Invasive Alien Plant Management Services in Alberta and British  
Columbia Mountain National Parks – Parks Canada

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## **ANNEX B**

### **BASIS OF PAYMENT**

**\*\*To be completed by the Offeror\*\***

#### **Financial Offer Submission Requirements**

- (a) Prices must appear in the financial offer only. No prices must be indicated in any other section of the offer.
- (b) The Offeror must submit their financial offer in accordance with the Basis of Payment.
- (c) All prices are in Canadian dollars, FOB destination.
- (d) Customs duties are included and Applicable Taxes are extra.
- (e) Offerors may submit firm prices for one or multiple regions. However, bidders must submit firm prices for all items listed in the region(s) for which they submit prices. The regions are as follows:

- Region 1: Banff
- Region 2: Lake Louise
- Region 3: Yoho National Park
- Region 4: Kootenay National Park
- Region 5: Jasper National Park
- Region 6: Waterton Lakes National Park
- Region 7: Mount Revelstoke and Glacier national parks

**Region 1. Banff, AB**

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 but not limited to all professional, technical, and administrative fees, material costs (including herbicides), and costs as required to fulfill the requirements of *Annex A – Statement of Work* as defined.

The Standing Offer Holder will be paid for the actual hours worked at the firm unit prices indicated below. The Standing Offer Holder will be paid an initial half hour minimum charge calculated from the time that the Standing Offer Holder arrives on site. All additional chargeable time, over and above the first half hour, will be rounded to the nearest quarter hour.

**1.1 Standing Offer Year - Firm Unit Prices: date of Offer to April 30, 2024**

Item No.	Description	Unit of Measurement	Estimated Quantity (EQ)	Firm Unit Price(s) (PU)	Extended Total(s) (EQ x PU)
1.1.1	Round trip travel to Banff, AB	Per Round Trip Per Crew	3	\$	\$
1.1.2	Invasive Plant Treatment as described in Annex "A" – Statement of Work	Per Crew Per Hour	250	\$	\$
1.1	<b>Combined Estimated Total Firm Unit Price(s) – Year 1</b> (excluding applicable tax)				\$

**1.2 Option Year One (1) - Firm Unit Prices: May 1, 2024 to April 30, 2025**

Item No.	Description	Unit of Measurement	Estimated Quantity (EQ)	Firm Unit Price(s) (PU)	Extended Total(s) (EQ x PU)
1.2.1	Round trip travel to Banff, AB	Per Round Trip Per Crew	3	\$	\$
1.2.2	Invasive Plant Treatment as described in Annex "A" – Statement of Work	Per Crew Per Hour	250	\$	\$
1.2	<b>Combined Estimated Total Firm Unit Price(s) – Option Year 1</b> (excluding applicable tax)				\$

**1.3 Option Year Two (2) - Firm Unit Prices: May 1, 2025 to April 30, 2026**

Item No.	Description	Unit of Measurement	Estimated Quantity (EQ)	Firm Unit Price(s) (PU)	Extended Total(s) (EQ x PU)
1.3.1	Round trip travel to Banff, AB	Per Round Trip Per Crew	3	\$	\$

1.3.2	Invasive Plant Treatment as described in Annex "A" – Statement of Work	Per Crew Per Hour	250	\$	\$
1.3	<b>Combined Estimated Total Firm Unit Price(s) – Option Year 2</b> (excluding applicable tax)				\$

**1.4 Option Year Three (3) - Firm Unit Prices: May 1, 2026 to April 30, 2027**

Item No.	Description	Unit of Measurement	Estimated Quantity (EQ)	Firm Unit Price(s) (PU)	Extended Total(s) (EQ x PU)
1.4.1	Round trip travel to Banff, AB	Per Round Trip Per Crew	3	\$	\$
1.4.2	Invasive Plant Treatment as described in Annex "A" – Statement of Work	Per Crew Per Hour	250	\$	\$
1.4	<b>Combined Estimated Total Firm Unit Price(s) – Option Year 3</b> (excluding applicable tax)				\$

**1.5 Option Year Four (4) - Firm Unit Prices: May 1, 2027 to April 31, 2028**

Item No.	Description	Unit of Measurement	Estimated Quantity (EQ)	Firm Unit Price(s) (PU)	Extended Total(s) (EQ x PU)
1.5.1	Round trip travel to Banff, AB	Per Round Trip Per Crew	3	\$	\$
1.5.2	Invasive Plant Treatment as described in Annex "A" – Statement of Work	Per Crew Per Hour	250	\$	\$
1.5	<b>Combined Estimated Total Firm Unit Price(s) – Option Year 4</b> (excluding applicable tax)				\$

**1.6 Travel and Living Expenses**

For items 1.1.1, 1.2.1, 1.3.1, 1.4.1 and 1.5.1 the following applies:

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, private vehicle and incidental expenses provided in Appendices B, 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 must have the prior authorization of the Project Authority.

All payments are subject to government audit.

**Solicitation No.:**  
5P420-22-0007/A

**Amendment No.:**  
00

**Contracting Authority:**  
Ryan Taylor

Ver.02.09.2022

**Client Reference No.:**  
n/a

**Title:**  
Standing Offer - Invasive Alien Plant Management Services in Alberta and British Columbia Mountain National Parks – Parks Canada

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### 1.7 Estimated Total Combined Evaluated Offer Price

The total offer evaluated price is the sum of Tables 1.1 through Table 1.5.

<b>ESTIMATED TOTAL COMBINED <u>EVALUATED</u> BID PRICE</b> <b>(1.1 + 1.2 + 1.3 + 1.4 + 1.5)</b> <b>(excluding applicable tax)</b>	<b>\$</b>
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**Notes:**

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

**Region 2. Lake Louise, AB**

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 but not limited to all professional, technical, and administrative fees, material costs (including herbicides), and costs as required to fulfill the requirements of *Annex A – Statement of Work* as defined.

The Standing Offer Holder will be paid for the actual hours worked at the firm unit prices indicated below. The Standing Offer Holder will be paid an initial half hour minimum charge calculated from the time that the Standing Offer Holder arrives on site. All additional chargeable time, over and above the first half hour, will be rounded to the nearest quarter hour.

**2.1 Standing Offer Year - Firm Unit Prices: date of Offer to April 30, 2024**

Item No.	Description	Unit of Measurement	Estimated Quantity (EQ)	Firm Unit Price(s) (PU)	Extended Total(s) (EQ x PU)
2.1.1	Round trip travel to Lake Louise, AB	Per Round Trip Per Crew	4	\$	\$
2.1.2	Invasive Plant Treatment as described in Annex "A" – Statement of Work	Per Crew Per Hour	40	\$	\$
1.1	<b>Combined Estimated Total Firm Unit Price(s) – Year 1</b> (excluding applicable tax)				\$

**2.2 Option Year One (1) - Firm Unit Prices: May 1, 2024 to April 30, 2025**

Item No.	Description	Unit of Measurement	Estimated Quantity (EQ)	Firm Unit Price(s) (PU)	Extended Total(s) (EQ x PU)
2.2.1	Round trip travel to Lake Louise, AB	Per Round Trip Per Crew	4	\$	\$
2.2.2	Invasive Plant Treatment as described in Annex "A" – Statement of Work	Per Crew Per Hour	40	\$	\$
2.2	<b>Combined Estimated Total Firm Unit Price(s) – Option Year 1</b> (excluding applicable tax)				\$

**1.3 Option Year Two (2) - Firm Unit Prices: May 1, 2025 to April 30, 2026**

Item No.	Description	Unit of Measurement	Estimated Quantity (EQ)	Firm Unit Price(s) (PU)	Extended Total(s) (EQ x PU)
2.3.1	Round trip travel to Lake Louise, AB	Per Round Trip Per Crew	4	\$	\$

2.3.2	Invasive Plant Treatment as described in Annex "A" – Statement of Work	Per Crew Per Hour	40	\$	\$
2.3	<b>Combined Estimated Total Firm Unit Price(s) – Option Year 2</b> (excluding applicable tax)				\$

**2.4 Option Year Three (3) - Firm Unit Prices: May 1, 2026 to April 30, 2027**

Item No.	Description	Unit of Measurement	Estimated Quantity (EQ)	Firm Unit Price(s) (PU)	Extended Total(s) (EQ x PU)
2.4.1	Round trip travel to Lake Louise, AB	Per Round Trip Per Crew	4	\$	\$
2.4.2	Invasive Plant Treatment as described in Annex "A" – Statement of Work	Per Crew Per Hour	40	\$	\$
2.4	<b>Combined Estimated Total Firm Unit Price(s) – Option Year 3</b> (excluding applicable tax)				\$

**2.5 Option Year Four (4) - Firm Unit Prices: May 1, 2027 to April 31, 2028**

Item No.	Description	Unit of Measurement	Estimated Quantity (EQ)	Firm Unit Price(s) (PU)	Extended Total(s) (EQ x PU)
2.5.1	Round trip travel to Lake Louise, AB	Per Round Trip Per Crew	4	\$	\$
2.5.2	Invasive Plant Treatment as described in Annex "A" – Statement of Work	Per Crew Per Hour	40	\$	\$
2.5	<b>Combined Estimated Total Firm Unit Price(s) – Option Year 4</b> (excluding applicable tax)				\$

**2.6 Travel and Living Expenses**

For items 2.1.1, 2.2.1, 2.3.1, 2.4.1 and 2.5.1 the following applies:

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, private vehicle and incidental expenses provided in Appendices B, 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 must have the prior authorization of the Project Authority.

All payments are subject to government audit.

**Solicitation No.:**  
5P420-22-0007/A

**Amendment No.:**  
00

**Contracting Authority:**  
Ryan Taylor

Ver.02.09.2022

**Client Reference No.:**  
n/a

**Title:**  
Standing Offer - Invasive Alien Plant Management Services in Alberta and British Columbia Mountain National Parks – Parks Canada

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## 2.7 Estimated Total Combined Evaluated Offer Price

The total offer evaluated price is the sum of Tables 2.1 through Table 2.5.

<b>ESTIMATED TOTAL COMBINED <u>EVALUATED</u> BID PRICE</b> <b>(2.1 + 2.2 + 2.3 + 2.4 + 2.5)</b> <b>(excluding applicable tax)</b>	<b>\$</b>
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### Notes:

- (d) Unidentified costs will not be allowable under the Standing Offer unless there is a change to the work requirements and addressed by an amendment issued by the Standing Offer Authority;
- (e) Additional payment terms and conditions will not apply to the Standing Offer; and
- (f) Customs duties are included and Applicable Taxes are extra.



**Region 3. Yoho National Park**

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 but not limited to all professional, technical, and administrative fees, material costs (including herbicides), and costs as required to fulfill the requirements of Annex A – Statement of Work as defined.

The Standing Offer Holder will be paid for the actual hours worked at the firm unit prices indicated below. The Standing Offer Holder will be paid an initial half hour minimum charge calculated from the time that the Standing Offer Holder arrives on site. All additional chargeable time, over and above the first half hour, will be rounded to the nearest quarter hour.

**3.1 Standing Offer Year - Firm Unit Prices: date of Offer to April 30, 2024**

Item No.	Description	Unit of Measurement	Estimated Quantity (EQ)	Firm Unit Price(s) (PU)	Extended Total(s) (EQ x PU)
3.1.1	Round trip travel to Golden, BC	Per Round Trip Per Crew	4	\$	\$
3.1.2	Invasive Plant Treatment as described in Annex "A" – Statement of Work	Per Crew Per Hour	40	\$	\$
3.1	<b>Combined Estimated Total Firm Unit Price(s) – Year 1</b> (excluding applicable tax)				\$

**3.2 Option Year One (1) - Firm Unit Prices: May 1, 2024 to April 30, 2025**

Item No.	Description	Unit of Measurement	Estimated Quantity (EQ)	Firm Unit Price(s) (PU)	Extended Total(s) (EQ x PU)
3.2.1	Round trip travel to Golden, BC	Per Round Trip Per Crew	4	\$	\$
3.2.2	Invasive Plant Treatment as described in Annex "A" – Statement of Work	Per Crew Per Hour	40	\$	\$
3.2	<b>Combined Estimated Total Firm Unit Price(s) – Option Year 1</b> (excluding applicable tax)				\$

**3.3 Option Year Two (2) - Firm Unit Prices: May 1, 2025 to April 30, 2026**

Item No.	Description	Unit of Measurement	Estimated Quantity (EQ)	Firm Unit Price(s) (PU)	Extended Total(s) (EQ x PU)
3.3.1	Round trip travel to Golden, BC	Per Round Trip Per Crew	4	\$	\$

3.3.2	Invasive Plant Treatment as described in Annex "A" – Statement of Work	Per Crew Per Hour	40	\$	\$
3.3	<b>Combined Estimated Total Firm Unit Price(s) – Option Year 2</b> (excluding applicable tax)				\$

**3.4 Option Year Three (3) - Firm Unit Prices: May 1, 2026 to April 30, 2027**

Item No.	Description	Unit of Measurement	Estimated Quantity (EQ)	Firm Unit Price(s) (PU)	Extended Total(s) (EQ x PU)
3.4.1	Round trip travel to Golden, BC	Per Round Trip Per Crew	4	\$	\$
3.4.2	Invasive Plant Treatment as described in Annex "A" – Statement of Work	Per Crew Per Hour	40	\$	\$
3.4	<b>Combined Estimated Total Firm Unit Price(s) – Option Year 3</b> (excluding applicable tax)				\$

**3.5 Option Year Four (4) - Firm Unit Prices: May 1, 2027 to April 30, 2028**

Item No.	Description	Unit of Measurement	Estimated Quantity (EQ)	Firm Unit Price(s) (PU)	Extended Total(s) (EQ x PU)
3.5.1	Round trip travel to Golden, BC	Per Round Trip Per Crew	4	\$	\$
3.5.2	Invasive Plant Treatment as described in Annex "A" – Statement of Work	Per Crew Per Hour	40	\$	\$
3.5	<b>Combined Estimated Total Firm Unit Price(s) – Option Year 4</b> (excluding applicable tax)				\$

**3.6 Travel and Living Expenses**

For items 3.1.1, 3.2.1, 3.3.1, 3.4.1 and 3.5.1 the following applies:

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, private vehicle and incidental expenses provided in Appendices B, 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 must have the prior authorization of the Project Authority.

All payments are subject to government audit.

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5P420-22-0007/A

**Amendment No.:**  
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**Contracting Authority:**  
Ryan Taylor

Ver.02.09.2022

**Client Reference No.:**  
n/a

**Title:**  
Standing Offer - Invasive Alien Plant Management Services in Alberta and British  
Columbia Mountain National Parks – Parks Canada

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### 3.7 Estimated Total Combined Evaluated Offer Price

The total offer evaluated price is the sum of Tables 3.1 through Table 3.5.

<b>ESTIMATED TOTAL COMBINED <u>EVALUATED</u> BID PRICE</b> <b>(3.1 + 3.2 + 3.3 + 3.4 + 3.5)</b> <b>(excluding applicable tax)</b>	<b>\$</b>
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**Notes:**

- (g) Unidentified costs will not be allowable under the Standing Offer unless there is a change to the work requirements and addressed by an amendment issued by the Standing Offer Authority;
- (h) Additional payment terms and conditions will not apply to the Standing Offer; and
- (i) Customs duties are included and Applicable Taxes are extra.

**Region 4. Kootenay National Park**

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 but not limited to all professional, technical, and administrative fees, material costs (including herbicides), and costs as required to fulfill the requirements of *Annex A – Statement of Work* as defined.

The Standing Offer Holder will be paid for the actual hours worked at the firm unit prices indicated below. The Standing Offer Holder will be paid an initial half hour minimum charge calculated from the time that the Standing Offer Holder arrives on site. All additional chargeable time, over and above the first half hour, will be rounded to the nearest quarter hour.

**4.1 Standing Offer Year - Firm Unit Prices: date of Offer to April 30, 2024**

Item No.	Description	Unit of Measurement	Estimated Quantity (EQ)	Firm Unit Price(s) (PU)	Extended Total(s) (EQ x PU)
4.1.1	Round trip travel to Radium Hot Springs, BC	Per Round Trip Per Crew	4	\$	\$
4.1.2	Invasive Plant Treatment as described in Annex "A" – Statement of Work	Per Crew Per Hour	40	\$	\$
4.1	<b>Combined Estimated Total Firm Unit Price(s) – Year 1</b> (excluding applicable tax)				\$

**4.2 Option Year One (1) - Firm Unit Prices: May 1, 2024 to April 31, 2025**

Item No.	Description	Unit of Measurement	Estimated Quantity (EQ)	Firm Unit Price(s) (PU)	Extended Total(s) (EQ x PU)
4.2.1	Round trip travel to Radium Hot Springs, BC	Per Round Trip Per Crew	4	\$	\$
4.2.2	Invasive Plant Treatment as described in Annex "A" – Statement of Work	Per Crew Per Hour	40	\$	\$
4.2	<b>Combined Estimated Total Firm Unit Price(s) – Option Year 1</b> (excluding applicable tax)				\$

**4.3 Option Year Two (2) - Firm Unit Prices: May 1, 2025 to April 30, 2026**

Item No.	Description	Unit of Measurement	Estimated Quantity (EQ)	Firm Unit Price(s) (PU)	Extended Total(s) (EQ x PU)
4.3.1	Round trip travel to Radium Hot Springs, BC	Per Round Trip Per Crew	4	\$	\$

4.3.2	Invasive Plant Treatment as described in Annex "A" – Statement of Work	Per Crew Per Hour	40	\$	\$
4.3	<b>Combined Estimated Total Firm Unit Price(s) – Option Year 2</b> (excluding applicable tax)				\$

**4.4 Option Year Three (3) - Firm Unit Prices: May 1, 2026 to April 30, 2027**

Item No.	Description	Unit of Measurement	Estimated Quantity (EQ)	Firm Unit Price(s) (PU)	Extended Total(s) (EQ x PU)
4.4.1	Round trip travel to Radium Hot Springs, BC	Per Round Trip Per Crew	4	\$	\$
4.4.2	Invasive Plant Treatment as described in Annex "A" – Statement of Work	Per Crew Per Hour	40	\$	\$
4.4	<b>Combined Estimated Total Firm Unit Price(s) – Option Year 3</b> (excluding applicable tax)				\$

**4.5 Option Year Four (4) - Firm Unit Prices: May 1, 2027 to April 30, 2028**

Item No.	Description	Unit of Measurement	Estimated Quantity (EQ)	Firm Unit Price(s) (PU)	Extended Total(s) (EQ x PU)
4.5.1	Round trip travel to Radium Hot Springs, BC	Per Round Trip Per Crew	4	\$	\$
4.5.2	Invasive Plant Treatment as described in Annex "A" – Statement of Work	Per Crew Per Hour	40	\$	\$
4.5	<b>Combined Estimated Total Firm Unit Price(s) – Option Year 4</b> (excluding applicable tax)				\$

**4.6 Travel and Living Expenses**

For items 4.1.1, 4.2.1, 4.3.1, 4.4.1 and 4.5.1 the following applies:

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, private vehicle and incidental expenses provided in Appendices B, 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 must have the prior authorization of the Project Authority.

All payments are subject to government audit.

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**Amendment No.:**  
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**Contracting Authority:**  
Ryan Taylor

Ver.02.09.2022

**Client Reference No.:**  
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**Title:**  
Standing Offer - Invasive Alien Plant Management Services in Alberta and British Columbia Mountain National Parks – Parks Canada

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#### 4.7 Estimated Total Combined Evaluated Offer Price

The total offer evaluated price is the sum of Tables 4.1 through Table 4.5.

<b>ESTIMATED TOTAL COMBINED <u>EVALUATED</u> BID PRICE</b> <b>(4.1 + 4.2 + 4.3 + 4.4 + 4.5)</b> <b>(excluding applicable tax)</b>	<b>\$</b>
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**Notes:**

- (j) Unidentified costs will not be allowable under the Standing Offer unless there is a change to the work requirements and addressed by an amendment issued by the Standing Offer Authority;
- (k) Additional payment terms and conditions will not apply to the Standing Offer; and
- (l) Customs duties are included and Applicable Taxes are extra.

**Region 5. Jasper National Park**

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 but not limited to all professional, technical, and administrative fees, material costs (including herbicides), and costs as required to fulfill the requirements of *Annex A – Statement of Work* as defined.

The Standing Offer Holder will be paid for the actual hours worked at the firm unit prices indicated below. The Standing Offer Holder will be paid an initial half hour minimum charge calculated from the time that the Standing Offer Holder arrives on site. All additional chargeable time, over and above the first half hour, will be rounded to the nearest quarter hour.

**5.1 Standing Offer Year - Firm Unit Prices: date of Offer to April 30, 2024**

Item No.	Description	Unit of Measurement	Estimated Quantity (EQ)	Firm Unit Price(s) (PU)	Extended Total(s) (EQ x PU)
5.1.1	Round trip travel to Jasper, AB	Per Round Trip Per Crew	2	\$	\$
5.1.2	Invasive Plant Treatment as described in Annex "A" – Statement of Work	Per Crew Per Hour	48	\$	\$
5.1	<b>Combined Estimated Total Firm Unit Price(s) – Year 1</b> (excluding applicable tax)				\$

**5.2 Option Year One (1) - Firm Unit Prices: May 1, 2024 to April 30, 2025**

Item No.	Description	Unit of Measurement	Estimated Quantity (EQ)	Firm Unit Price(s) (PU)	Extended Total(s) (EQ x PU)
5.2.1	Round trip travel to Jasper, AB	Per Round Trip Per Crew	2	\$	\$
5.2.2	Invasive Plant Treatment as described in Annex "A" – Statement of Work	Per Crew Per Hour	48	\$	\$
5.2	<b>Combined Estimated Total Firm Unit Price(s) – Option Year 1</b> (excluding applicable tax)				\$

**5.3 Option Year Two (2) - Firm Unit Prices: May 1, 2025 to April 30, 2026**

Item No.	Description	Unit of Measurement	Estimated Quantity (EQ)	Firm Unit Price(s) (PU)	Extended Total(s) (EQ x PU)
5.3.1	Round trip travel to Jasper, AB	Per Round Trip Per Crew	2	\$	\$

5.3.2	Invasive Plant Treatment as described in Annex "A" – Statement of Work	Per Crew Per Hour	48	\$	\$
5.3	<b>Combined Estimated Total Firm Unit Price(s) – Option Year 2</b> (excluding applicable tax)				\$

**5.4 Option Year Three (3) - Firm Unit Prices: May 1, 2026 to April 30, 2027**

Item No.	Description	Unit of Measurement	Estimated Quantity (EQ)	Firm Unit Price(s) (PU)	Extended Total(s) (EQ x PU)
5.4.1	Round trip travel to Jasper, AB	Per Round Trip Per Crew	2	\$	\$
5.4.2	Invasive Plant Treatment as described in Annex "A" – Statement of Work	Per Crew Per Hour	48	\$	\$
5.4	<b>Combined Estimated Total Firm Unit Price(s) – Option Year 3</b> (excluding applicable tax)				\$

**5.5 Option Year Four (4) - Firm Unit Prices: May 1, 2027 to April 30, 2028**

Item No.	Description	Unit of Measurement	Estimated Quantity (EQ)	Firm Unit Price(s) (PU)	Extended Total(s) (EQ x PU)
5.5.1	Round trip travel to Jasper, AB	Per Round Trip Per Crew	2	\$	\$
5.5.2	Invasive Plant Treatment as described in Annex "A" – Statement of Work	Per Crew Per Hour	48	\$	\$
5.5	<b>Combined Estimated Total Firm Unit Price(s) – Option Year 4</b> (excluding applicable tax)				\$

**5.6 Travel and Living Expenses**

For items 5.1.1, 5.2.1, 5.3.1, 5.4.1 and 5.5.1 the following applies:

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, private vehicle and incidental expenses provided in Appendices B, 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 must have the prior authorization of the Project Authority.

All payments are subject to government audit.



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**Contracting Authority:**  
Ryan Taylor

Ver.02.09.2022

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**Title:**  
Standing Offer - Invasive Alien Plant Management Services in Alberta and British  
Columbia Mountain National Parks – Parks Canada

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## 5.7 Estimated Total Combined Evaluated Offer Price

The total offer evaluated price is the sum of Tables 5.1 through Table 5.5.

<b>ESTIMATED TOTAL COMBINED <u>EVALUATED</u> BID PRICE</b> <b>(5.1 + 5.2 + 5.3 + 5.4 + 5.5)</b> <b>(excluding applicable tax)</b>	<b>\$</b>
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### Notes:

- (m) Unidentified costs will not be allowable under the Standing Offer unless there is a change to the work requirements and addressed by an amendment issued by the Standing Offer Authority;
- (n) Additional payment terms and conditions will not apply to the Standing Offer; and
- (o) Customs duties are included and Applicable Taxes are extra.

**Region 6. Waterton Lakes National Park**

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 but not limited to all professional, technical, and administrative fees, material costs (including herbicides), and costs as required to fulfill the requirements of Annex A – Statement of Work as defined.

The Standing Offer Holder will be paid for the actual hours worked at the firm unit prices indicated below. The Standing Offer Holder will be paid an initial half hour minimum charge calculated from the time that the Standing Offer Holder arrives on site. All additional chargeable time, over and above the first half hour, will be rounded to the nearest quarter hour.

**6.1 Standing Offer Year - Firm Unit Prices: date of Offer to April 30, 2024**

Item No.	Description	Unit of Measurement	Estimated Quantity (EQ)	Firm Unit Price(s) (PU)	Extended Total(s) (EQ x PU)
6.1.1	Round trip travel to Waterton Lakes, AB	Per Round Trip Per Crew	2	\$	\$
6.1.2	Invasive Plant Treatment as described in Annex "A" – Statement of Work	Per Crew Per Hour	200	\$	\$
6.1	<b>Combined Estimated Total Firm Unit Price(s) – Year 1</b> (excluding applicable tax)				\$

**6.2 Option Year One (1) - Firm Unit Prices: May 1, 2024 to April 30, 2025**

Item No.	Description	Unit of Measurement	Estimated Quantity (EQ)	Firm Unit Price(s) (PU)	Extended Total(s) (EQ x PU)
6.2.1	Round trip travel to Waterton Lakes, AB	Per Round Trip Per Crew	2	\$	\$
6.2.2	Invasive Plant Treatment as described in Annex "A" – Statement of Work	Per Crew Per Hour	200	\$	\$
6.2	<b>Combined Estimated Total Firm Unit Price(s) – Option Year 1</b> (excluding applicable tax)				\$

**6.3 Option Year Two (2) - Firm Unit Prices: May 1, 2025 to April 30, 2026**

Item No.	Description	Unit of Measurement	Estimated Quantity (EQ)	Firm Unit Price(s) (PU)	Extended Total(s) (EQ x PU)
6.3.1	Round trip travel to Waterton Lakes, AB	Per Round Trip Per Crew	2	\$	\$

6.3.2	Invasive Plant Treatment as described in Annex "A" – Statement of Work	Per Crew Per Hour	200	\$	\$
6.3	<b>Combined Estimated Total Firm Unit Price(s) – Option Year 2</b> (excluding applicable tax)				\$

**6.4 Option Year Three (3) - Firm Unit Prices: May 1, 2026 to April 30, 2027**

Item No.	Description	Unit of Measurement	Estimated Quantity (EQ)	Firm Unit Price(s) (PU)	Extended Total(s) (EQ x PU)
6.4.1	Round trip travel to Waterton Lakes, AB	Per Round Trip Per Crew	2	\$	\$
6.4.2	Invasive Plant Treatment as described in Annex "A" – Statement of Work	Per Crew Per Hour	200	\$	\$
6.4	<b>Combined Estimated Total Firm Unit Price(s) – Option Year 3</b> (excluding applicable tax)				\$

**6.5 Option Year Four (4) - Firm Unit Prices: May 1, 2027 to April 31, 2028**

Item No.	Description	Unit of Measurement	Estimated Quantity (EQ)	Firm Unit Price(s) (PU)	Extended Total(s) (EQ x PU)
6.5.1	Round trip travel to Waterton Lakes, AB	Per Round Trip Per Crew	2	\$	\$
6.5.2	Invasive Plant Treatment as described in Annex "A" – Statement of Work	Per Crew Per Hour	200	\$	\$
6.5	<b>Combined Estimated Total Firm Unit Price(s) – Option Year 4</b> (excluding applicable tax)				\$

**6.6 Travel and Living Expenses**

For items 6.1.1, 6.2.1, 6.3.1, 6.4.1 and 6.5.1 the following applies:

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, private vehicle and incidental expenses provided in Appendices B, 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 must have the prior authorization of the Project Authority.

All payments are subject to government audit.

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Ryan Taylor

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Columbia Mountain National Parks – Parks Canada

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## 6.7 Estimated Total Combined Evaluated Offer Price

The total offer evaluated price is the sum of Tables 6.1 through Table 6.5.

<b>ESTIMATED TOTAL COMBINED <u>EVALUATED</u> BID PRICE</b> <b>(6.1 + 6.2 + 6.3 + 6.4 + 6.5)</b> <b>(excluding applicable tax)</b>	<b>\$</b>
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### Notes:

- (p) Unidentified costs will not be allowable under the Standing Offer unless there is a change to the work requirements and addressed by an amendment issued by the Standing Offer Authority;
- (q) Additional payment terms and conditions will not apply to the Standing Offer; and
- (r) Customs duties are included and Applicable Taxes are extra.

**Region 7. Mount Revelstoke and Glacier National Parks**

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 but not limited to all professional, technical, and administrative fees, material costs (including herbicides), and costs as required to fulfill the requirements of *Annex A – Statement of Work* as defined.

The Standing Offer Holder will be paid for the actual hours worked at the firm unit prices indicated below. The Standing Offer Holder will be paid an initial half hour minimum charge calculated from the time that the Standing Offer Holder arrives on site. All additional chargeable time, over and above the first half hour, will be rounded to the nearest quarter hour.

**7.1 Standing Offer Year - Firm Unit Prices: date of Offer to April 30, 2024**

Item No.	Description	Unit of Measurement	Estimated Quantity (EQ)	Firm Unit Price(s) (PU)	Extended Total(s) (EQ x PU)
7.1.1	Round trip travel to Revelstoke, BC	Per Round Trip Per Crew	2	\$	\$
7.1.2	Invasive Plant Treatment as described in Annex "A" – Statement of Work	Per Crew Per Hour	100	\$	\$
7.1	<b>Combined Estimated Total Firm Unit Price(s) – Year 1</b> (excluding applicable tax)				\$

**7.2 Option Year One (1) - Firm Unit Prices: May 1, 2024 to April 30, 2025**

Item No.	Description	Unit of Measurement	Estimated Quantity (EQ)	Firm Unit Price(s) (PU)	Extended Total(s) (EQ x PU)
7.2.1	Round trip travel to Revelstoke, BC	Per Round Trip Per Crew	2	\$	\$
7.2.2	Invasive Plant Treatment as described in Annex "A" – Statement of Work	Per Crew Per Hour	100	\$	\$
7.2	<b>Combined Estimated Total Firm Unit Price(s) – Option Year 1</b> (excluding applicable tax)				\$

**7.3 Option Year Two (2) - Firm Unit Prices: May 1, 2025 to April 30, 2026**

Item No.	Description	Unit of Measurement	Estimated Quantity (EQ)	Firm Unit Price(s) (PU)	Extended Total(s) (EQ x PU)
7.3.1	Round trip travel to Revelstoke, BC	Per Round Trip Per Crew	2	\$	\$

7.3.2	Invasive Plant Treatment as described in Annex "A" – Statement of Work	Per Crew Per Hour	100	\$	\$
7.3	<b>Combined Estimated Total Firm Unit Price(s) – Option Year 2</b> (excluding applicable tax)				\$

**7.4 Option Year Three (3) - Firm Unit Prices: May 1, 2026 to April 30, 2027**

Item No.	Description	Unit of Measurement	Estimated Quantity (EQ)	Firm Unit Price(s) (PU)	Extended Total(s) (EQ x PU)
7.4.1	Round trip travel to Revelstoke, BC	Per Round Trip Per Crew	2	\$	\$
7.4.2	Invasive Plant Treatment as described in Annex "A" – Statement of Work	Per Crew Per Hour	100	\$	\$
7.4	<b>Combined Estimated Total Firm Unit Price(s) – Option Year 3</b> (excluding applicable tax)				\$

**7.5 Option Year Four (4) - Firm Unit Prices May 1, 2027 to April 30, 2028**

Item No.	Description	Unit of Measurement	Estimated Quantity (EQ)	Firm Unit Price(s) (PU)	Extended Total(s) (EQ x PU)
7.5.1	Round trip travel to Revelstoke, BC	Per Round Trip Per Crew	2	\$	\$
7.5.2	Invasive Plant Treatment as described in Annex "A" – Statement of Work	Per Crew Per Hour	100	\$	\$
7.5	<b>Combined Estimated Total Firm Unit Price(s) – Option Year 4</b> (excluding applicable tax)				\$

**7.6 Travel and Living Expenses**

For items 7.1.1, 7.2.1, 7.3.1, 7.4.1 and 7.5.1 the following applies:

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, private vehicle and incidental expenses provided in Appendices B, 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".

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All payments are subject to government audit.

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Columbia Mountain National Parks – Parks Canada

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## 7.7 Estimated Total Combined Evaluated Offer Price

The total offer evaluated price is the sum of Tables 7.1 through Table 7.5.

<b>ESTIMATED TOTAL COMBINED <u>EVALUATED</u> BID PRICE</b> <b>(7.1 + 7.2 + 7.3 + 7.4 + 7.5)</b> <b>(excluding applicable tax)</b>	<b>\$</b>
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### Notes:

- (s) Unidentified costs will not be allowable under the Standing Offer unless there is a change to the work requirements and addressed by an amendment issued by the Standing Offer Authority;
- (t) Additional payment terms and conditions will not apply to the Standing Offer; and
- (u) Customs duties are included and Applicable Taxes are extra.

## ANNEX C

### INSURANCE REQUIREMENTS

#### COMMERCIAL GENERAL LIABILITY INSURANCE

1. The Contractor must obtain Commercial General Liability Insurance, and maintain it in force throughout the duration of the Contract, in an amount usual for a contract of this nature, but for not less than **\$2,000,000** per accident or occurrence and in the annual aggregate.
2. The Commercial General Liability policy must include the following:
  - a. Additional Insured: Canada is added as an additional insured, but only with respect to liability arising out of the Contractor's performance of the Contract. The interest of Canada should read as follows: Canada, as represented by Parks Canada Agency.
  - b. Bodily Injury and Property Damage to third parties arising out of the operations of the Contractor.
  - c. Products and Completed Operations: Coverage for bodily injury or property damage arising out of goods or products manufactured, sold, handled, or distributed by the Contractor and/or arising out of operations that have been completed by the Contractor.
  - d. Personal Injury: While not limited to, the coverage must include Violation of Privacy, Libel and Slander, False Arrest, Detention or Imprisonment and Defamation of Character.
  - e. Cross Liability/Separation of Insureds: Without increasing the limit of liability, the policy must protect all insured parties to the full extent of coverage provided. Further, the policy must apply to each Insured in the same manner and to the same extent as if a separate policy had been issued to each.
  - f. Blanket Contractual Liability: The policy must, on a blanket basis or by specific reference to the Contract, extend to assumed liabilities with respect to contractual provisions.
  - g. Employees and, if applicable, Volunteers must be included as Additional Insured.
  - h. Employers' Liability (or confirmation that all employees are covered by Worker's compensation (WSIB) or similar program)
  - i. Broad Form Property Damage including Completed Operations: Expands the Property Damage coverage to include certain losses that would otherwise be excluded by the standard care, custody or control exclusion found in a standard policy.
  - j. Notice of Cancellation: The Contractor will provide the Contracting Authority thirty (30) days prior written notice of policy cancellation or any changes to the insurance policy.
  - k. If the policy is written on a claims-made basis, coverage must be in place for a period of at least 12 months after the completion or termination of the Contract.
  - l. Sudden and Accidental Pollution Liability (minimum 120 hours): To protect the Contractor for liabilities arising from damages caused by accidental pollution incidents.



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## ANNEX D

### ATTESTATION AND PROOF OF COMPLIANCE WITH OCCUPATIONAL HEALTH AND SAFETY (OHS)

\*\*\* to be completed after call-up award \*\*\*

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

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

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

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

**Location of Work**

**General Description of Work to be Completed**

**Mark “Yes” where applicable.**

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

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

**Name**

**Signature**

**Date**

**ANNEX E TO PART 4 OF THE REQUEST FOR STANDING OFFERS**

**TECHNICAL EVALUATION**

**1. Technical Bid Format**

The technical offer must address clearly and in sufficient depth the points that are subject to the evaluation criteria against which the offer will be evaluated. Simply repeating the statement contained in the offer solicitation is not sufficient.

In order to facilitate the evaluation of the offer, **Canada strongly requests that offerors address and present topics in the order of the evaluation criteria under the same headings.**

To avoid duplication, offerors may refer to different sections of their offer by identifying the specific paragraph and page number where the subject topic has already been addressed.

The Offerors is advised to pay careful attention to the wording used throughout this Request for Standing Offer (RFSO). Failure to satisfy a term or condition of this RFSO may result a bid being deemed non-responsive.

All information required for evaluation purposes must be included directly in the Offeror’s technical offer. The evaluation team cannot consider information not provided directly in the technical bid (e.g. links to additional website content, references checks, etc.).

**2. Mandatory Technical Criteria**

Technical offer will be evaluated against the mandatory technical criteria below.

For an offer to be declared responsive to the solicitation requirements it must demonstrate and meet all of the mandatory technical criteria. Offers declared non-responsive to the mandatory technical criteria will be given no further evaluation.

Item No.	Evaluation Criteria	Met / Not Met Remarks/Notes		Remarks / Notes
		<b>**To Be Completed by Evaluation Team**</b>		
2.1	The Offeror must provide an example of an adequate spills response plan	<input type="checkbox"/> Met	<input type="checkbox"/> Not Met	
2.2	The Offeror must provide a copy of a valid pesticide applicators licence, held by the proposed field crew lead(s) for the province(s) of the region(s) they are bidding for.	<input type="checkbox"/> Met	<input type="checkbox"/> Not Met	
2.2	The Offeror must provide a brief summary no more than two (2) pages in length demonstrating their ability to collect a variety of data in the field, including geospatial data, and provide that data to Parks Canada Agency in a variety of digital file formats.	<input type="checkbox"/> Met	<input type="checkbox"/> Not Met	
2.3	The Offeror must propose a field crew lead(s) that has a minimum of two (2) years experience with	<input type="checkbox"/> Met	<input type="checkbox"/> Not Met	

	herbicide application for invasive plant management in ecologically sensitive areas.			
2.4	<p>Using one (1) previously completed project as an example, the Offeror must provide information summarizing the following aspects of the completed project:</p> <ul style="list-style-type: none"> <li>- Project scope (including: area serviced, terrain, method of herbicide application);</li> <li>- Size of crew use to complete project;</li> <li>- Amount of time required to complete past project; and</li> <li>- Total Cost.</li> </ul> <p>This example must demonstrate the Offeror's standard approach to completing similar regional projects in a timely and cost effective manner.</p>	<input type="checkbox"/> Met	<input type="checkbox"/> Not Met	

**Bids that do not demonstrate and meet all mandatory technical criteria will not receive further evaluation.**

### 3. Point Rated Technical Criteria

Technical bids will be evaluated against the point rated technical criteria below.

For a bid to be declared responsive to the solicitation requirements it must meet or exceed the total minimum weighted points required for the point rated technical criteria. Bids that do not meet or exceed the minimum weighted points required for the point rated technical criteria will be given no further evaluation.

Each point rated technical evaluation criterion has a weight that reflects its importance in the proposal submission. The degree to which the proposal satisfies the requirement of each criterion will be assessed and a score will be assigned in accordance with the Evaluation Criteria. This score will then be multiplied by the weight indicated for that point rated evaluation criterion.

For each Evaluation Criteria listed below, provide a list of projects which demonstrate the stated years of experience, detailed summary of the project lead's role on the project, and a minimum of three (3) client references in total.

Item No.	Evaluation Criteria	Weight	Points Awarded <i>**To Be Completed by Evaluation Team**</i>
3.1	<p><b>Experience of the project team and its members in conduct of invasive plant control (including herbicide application) in ecologically sensitive areas, including the implementation of integrated pest management principals.</b></p> <p><b>0 Points:</b> Less than three (3) invasive plant management projects in ecologically sensitive areas.</p>	1.0	<p>/10 x 1.0=  /10</p>

	<p><b>4 Points:</b> Three (3) to less than five (5) invasive plant management projects in ecologically sensitive areas.</p> <p><b>6 Points:</b> Five (5) to less than seven (7) invasive plant management projects in ecologically sensitive areas.</p> <p><b>8 Points:</b> Seven (7) to less than nine (9) invasive plant management projects in ecologically sensitive areas.</p> <p><b>10 Points:</b> Nine (9) or more invasive plant management projects in ecologically sensitive areas.</p>		
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<b>3.1</b> **To Be Completed by Evaluation Team**	<b>Reference(s):</b>
	<b>Strengths:</b>
	<b>Weaknesses:</b>

<b>3.2</b>	<p><b>Field crew lead(s) have previous experience in vegetation communities relevant to the regions prices are submitted for. (e.g. Montane and Foothills Grasslands, Montane and Subalpine Forests, Subalpine and Alpine Meadows, and Wetlands).</b></p>	<b>1.0</b>	/10 x 1.0= /10
	<p><b>0 Points:</b> No experience in the appropriate vegetation communities.</p>		
	<p><b>4 Points:</b> Experience with one (1) project in the appropriate vegetation communities.</p>		
	<p><b>6 Points:</b> Experience with two (2) to five (5) projects in the appropriate vegetation communities.</p>		
	<p><b>8 Points:</b> Experience with six (6) to ten (10) projects in the appropriate vegetation communities.</p>		
<p><b>10 Points:</b> Experience with more than ten (10) projects in the appropriate vegetation communities.</p>			

<b>3.2</b> **To Be Completed by Evaluation Team**	<b>Reference(s):</b>
	<b>Strengths:</b>
	<b>Weaknesses:</b>

<b>3.3</b>	<p><b>Collection of Field Data</b></p> <p><b>Offeror demonstrates</b> their ability to collect a variety of data in the field, including geospatial data, and provide that data to Parks Canada Agency in a variety of digital file formats.</p> <p><b>0 Points:</b> Data collection ability not demonstrated</p> <p><b>2 Points:</b> Demonstrate ability for limited data collection capacity, including paper datasheets and handheld GPS units</p> <p><b>3 Points:</b> Demonstrates the skills listed above, as well as the ability to handle geospatial files (e.g. .gpx, .shp, .kml) and GIS software (e.g. Google Earth, ArcGIS, QGIS).</p> <p><b>4 Points:</b> Demonstrates the skills listed above, as well as the ability to use mobile data collection software (e.g. FieldMaps, Survey123, QField, etc.)</p> <p><b>5 Points:</b> Demonstrates the skills listed above, as well as the capacity to adapt data collection procedures to meet the data requirements of individual field units.</p>	<b>1.0</b>	<p><b>/10</b> <b>x 1.0=</b> <b>/10</b></p>
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<b>3.3</b> <small>**To Be Completed by Evaluation Team**</small>	<b>Reference(s):</b>
	<b>Strengths:</b>
	<b>Weaknesses:</b>

<b>3.4</b>	<p><b>Standard approach to completing similar regional projects in a timely and cost effective manner</b></p> <p><b>Offeror should demonstrate</b> their ability to complete comparable projects in a timely and cost effective manner.</p> <p><b>0 Points:</b> Ability to complete comparable projects in a timely and cost effective manner not demonstrated. Team composition and approach to work is not clearly demonstrated, and/or the example is not comparable to regional projects that will be required.</p> <p><b>2 Points:</b> Crew size and equipment used for comparable projects is described generally.</p> <p><b>3 Points:</b> Crew size and equipment used for comparable projects is described in detail. Amount of work expected to be completed per crew per hour/day is described.</p> <p><b>4 Points:</b> Demonstrates ability to complete comparable projects in a timely and cost effective manner. Team</p>	<b>1.0</b>	<p><b>/10</b> <b>x 1.0=</b> <b>/10</b></p>
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	<p>composition and approach to work is defined. Examples used are somewhat comparable to the work required by PCA. Amount of work expected to be completed per crew per hour/day is demonstrated.</p> <p><b>5 Points:</b> Demonstrates ability to complete comparable projects in a timely and cost effective manner. Team composition and approach to work is clearly defined. Examples used are comparable to the work required by PCA. Amount of work expected to be completed per crew per hour/day is clearly demonstrated.</p>		
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<p><b>3.4</b> **To Be Completed by Evaluation Team**</p>	<p><b>Reference(s):</b></p>
	<p><b>Strengths:</b></p>
	<p><b>Weaknesses:</b></p>

**3.5 Weighted Points and Required Minimum**

Item No.	Evaluation Criteria	Maximum Weighted Points Required
3.1	Experience of the Project Team	/10
3.2	Field Crew Lead Experience	/10
3.3	Collection of Field Data	/10
3.4	Standard approach to completing similar projects	/10
<b>Required Minimum Weighted Points Overall</b>		<b>25</b>
<b>Total Weighted Points Available</b>		<b>/40</b>

Bids that do not obtain the required minimum of 25 points overall for the point rated technical criteria will be given no further evaluation.

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## ANNEX F TO PART 5 OF THE REQUEST FOR STANDING OFFERS

### 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 when participating in a procurement process. The required list differs depending on the Bidder's 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.

#### Supplier Information

<b>Supplier's Legal Name:</b>		
<b>Organizational Structure:</b> ( ) Corporate Entity ( ) Privately Owned Corporation ( ) Sole Proprietor ( ) Partnership		
<b>Supplier's Legal Address:</b>		
<b>City:</b>	<b>Province / Territory:</b>	<b>Postal Code:</b>
<b>Supplier's Procurement Business Number (optional):</b>		

#### List of Names

Name	Title



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**Declaration**

I, \_\_\_\_\_, **(name)**  
\_\_\_\_\_, **(position)** of

\_\_\_\_\_, **(supplier's name)** declare that the information provided in this Form is, to the best of my knowledge and belief, true, accurate and complete. I am aware that failing to provide the list of names will render a bid or offer non-responsive, or I will be otherwise disqualified for award of a contract or real property agreement. I am aware that during the bid or offer evaluation stage, I must, within 10 working days, inform the Contracting Authority in writing of any changes affecting the list of names submitted. I am also aware that after contract award I must inform the Registrar of Ineligibility and Suspension within 10 working days of any changes to the list of names submitted.

**Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_

## ANNEX G TO PART 5 OF THE REQUEST FOR STANDING OFFERS

### 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 FPS, offerors must provide the information required below before the issuance of a standing offer. If the answer to the questions and, as applicable the information required have not been received by the time the evaluation of offers is completed, Canada will inform the Offeror 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 offer 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 Offeror a FPS in receipt of a pension? <b>Yes</b> ( <input type="checkbox"/> ) <b>No</b> ( <input type="checkbox"/> )
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If so, the Offeror must provide the following information, for all FPS 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, Offerors agree that the successful Offeror'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

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published proactive disclosure reports in accordance with [Contracting Policy Notice: 2019-1](#) and the [Guidelines on the Proactive Disclosure of Contracts](#).

### **Work Force Adjustment Directive**

Is the Offeror a FPS who received a lump sum payment pursuant to the terms of the Work Force Adjustment Directive? <b>Yes ( ) No ( )</b>
--

If so, the Offeror 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.