RETURN TENDERS TO:
RETOURNER LES SOUMISSIONS À:
Bid Receiving - Réception des soumissions:

BidReceiving.GEN-ONT-401@csc-scc.gc.ca

INVITATION TO TENDER INVITATION À SOUMISSIONNER

Tender to: Correctional Service Canada

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

Soumission à : Service correctionnel du Canada

Nous offrons par la présente de vendre à Sa Majesté le Roi du chef du Canada, aux conditions énoncées ou incluses par référence dans la présente et aux appendices cijointes, les biens, services et construction énumérés ici sur toute feuille ci-annexée, au(x) prix indiqué(s).

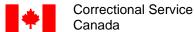
Comments — Commentaires:

« THIS DOCUMENT DOES NOT CONTAIN A SECURITY REQUIREMENT" « LE PRÉSENT DOCUMENT NE COMPORTE PAS D'EXIGENCE RELATIVE À LA SÉCURITÉ »

Vendor/Firm Name and Address — Raison sociale et adresse du fournisseur/de l'entrepreneur :
Telephone # — N° de téléphone :
Fax # — N° de télécopieur :
Email / Courriel :
GST # or SIN or Business # — N° de TPS ou NAS ou N° d'entreprise

Isolated Cell Sprinkler	r Valves Replacer	ment Y Unit I Range
Invitation No. — N°.	de l'invitation	Date :
21421 – 24 – 454484	3-1	December 5, 2023
Invitation Closes —	L'invitation pren	d fin
at /à : 10:00am EST		
on / le: December 2	21st, 2023	
F.O.B. — F.A.B.	-	
Plant – Usine:	Destination:	Other-Autre:
Millhaven Institution		
Address Enquiries to	o — Soumettre t	outes questions à:
Emily.collins@csc-scc.ge	c.ca	
Telephone No. – N° de	téléphone:	
613-329-1827		
Destination of Goods,	Services and Cons	struction:
Destination des biens,	services et constr	ruction :
Millhaven Institution		
Instructions: See Here		
Instructions : Voir aux	presentes	
Delivery Required — Li	ivraison exigée : S	See herein
		gn on behalf of Vendor/Firm ırnisseur/de l'entrepreneur
Name / Nom	Т	Title / Titre
Signature	Г	Date
Oignature	_	outo
(Sign and return cove Signer et retourner la	r page with bid pr page de couvertu	roposal / ure avec la proposition)
		

Title — Suiet :



INVITATION TO TENDER

IMPORTANT NOTICES TO BIDDERS

A9043T (2013-04-25) – Reissue of Bid Solicitation:

This bid solicitation cancels and supersedes previous bid solicitation number 21421 – 24 – 4544843 dated November 10th, 2023 with a closing of December 1st, 2023 at 11:00am EST. A debriefing or feedback session will be provided upon request to bidders/offerors/suppliers who bid on the previous solicitation.

REFERENCE TO PWGSC

All references to the Department of Public Works & Government Services Canada (PWGSC) in the instructions, general terms, conditions and clauses identified in the Invitation to Tender (ITT) by number, date and title, set out in the Standard Acquisition Clauses and Conditions Manual (https://buyandsell.gc.ca/policy-and-guidelines/standard-acquisition-clausesand-conditions-manual) are to be replaced with the Correctional Service of Canada (CSC).

THIS DOCUMENT DOES NOT CONTAIN AN INDUSTRIAL SECURITY REQUIREMENT

CONDITIONALLY SET-ASIDE UNDER THE FEDERAL GOVERNMENT PROCUREMENT STRATEGY FOR **INDIGENOUS BUSINESS (PSIB)**

This requirement is open to both Indigenous and non-Indigenous businesses. All interested suppliers may submit a bid. However, bidders are to note that this requirement is subject to a preference for Indigenous suppliers and will be set-aside under the federal government Procurement Strategy for Indigenous Business (PSIB) if Canada receives two or more responsive bids from Indigenous businesses who meet the requirements of the PSIB.

Indigenous businesses that have not already registered in the Indigenous Services Canada (ISC) Indigenous Business Directory should do so. Additional information on the Indigenous Business Directory is available at the following link:

https://www.sac-isc.gc.ca/eng/1100100033057/1610797769658#c3.

LISTING OF SUBCONTRACTORS AND SUPPLIERS

Bidders should provide Appendix 2 at Bid closing a list of Subcontractors and suppliers that have 20% or more of the tendered price value.

TRANSLATIONS OF SEALED DOCUMENTS (DRAWINGS, SPECIFICATIONS AND REPORTS)

- "Sealed documents" means any documents (e.g., drawings, specifications, reports) that have been sealed by a provincially or territorially licensed professional in the practice of architecture, engineering or geoscience.
- Where sealed documents form part of any resulting contract with respect to the performance of any work, they must be in their originally authored language.
- Where a translation of a sealed document is found within the bid solicitation, including within the resulting contract clauses, the translated version:
 - is for bid solicitation and reference purposes only;
 - will not form part of any contract; and
 - must not be used, referred to, or relied upon in the performance of any work,

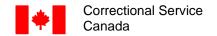


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- SC02 Insurance Terms
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- SC07 Compliance with applicable laws
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SPECIAL INSTRUCTIONS TO BIDDERS (SI)

SI01 BID DOCUMENTS

- 1. The following are the bid documents:
 - a. Invitation to Tender Page 1;
 - b. Special Instructions to Bidders;
 - c. General Instructions Construction Services Bid Security Requirements, R2710T (2022-12-01)
 - d. Clauses & Conditions identified in "Contract Documents";
 - e. Drawings and Specifications;
 - f. Bid and Acceptance Form and related Appendix(s); and
 - g. Any amendment issued prior to solicitation closing.

Submission of a bid constitutes acknowledgement that the Bidder has read and agrees to be bound by these documents.

General Instructions – Construction Services – Bid Security Requirements R2710T is incorporated by reference and
is set out in the Standard Acquisition Clauses and Conditions (SACC) Manual, issued by Public Works and
Government Services Canada (PWGSC). The SACC Manual is available on the PWGSC Web site:
https://buyandsell.gc.ca/policy-and-guidelines/standard-acquisition-clauses-and-conditions-manual/5/R

SI02 ENQUIRIES DURING THE SOLICITATION PERIOD

- 1. Enquiries regarding this bid must be submitted in writing to the Contracting Authority at the email address on the Invitation to Tender Page 1 as early as possible within the solicitation period. Except for the approval of alternative materials as described in GI15 of R2710T, enquiries should be received no later than five (5) business days prior to the date set for solicitation closing to allow sufficient time to provide a response. Enquiries received after that time may not result in an answer being provided.
- 2. To ensure consistency and quality of the information provided to Bidders, the Contracting Authority will examine the content of the enquiry and will decide whether or not to issue an amendment.
- 3. All enquiries and other communications related to this bid sent throughout the solicitation period must be directed ONLY to the Contracting Authority named on the Invitation to Tender Page 1. Failure to comply with this requirement may result in the bid being declared non-responsive.

SI03 OPTIONAL SITE VISIT

A9038T (2022-06-20) - Optional site visit

It is recommended that the Bidder or a representative of the Bidder visit the work site.

Arrangements have been made for the site visit to be held at Millhaven Institution at 5775 Bath Road, Bath ON, K0H 1G0 on December 14th, 2023. The site visit will begin at 10:00am EST, at the front entrance to Millhaven Institution.

Bidders are requested to communicate with the Contracting Authority no later than Tuesday December 12th, at 10:00am to confirm attendance and provide the name(s) of the person(s) who will attend. Bidders may be requested to sign an attendance sheet. Bidders who do not attend or do not send a representative will not be given an alternative appointment but they will not be precluded from submitting a bid. Any clarifications or changes to the bid solicitation resulting from the site visit will be included as an amendment to the bid solicitation.

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SI04 REVISION OF BID

Section GI10 Revision of bid of General Instructions – Construction Services – Bid Security Requirements R2710T is amended as follows:

Delete: Section GI10 Revision of bid in its entirety.

Insert: GI10 Revision of bid:

- 1. Bidders may revise a bid submitted in accordance with these instructions by email provided the revision is received at the CSC bid submission email address, on or before the date and time set for the closing of the solicitation. The email must be sent from the Bidder's email address, bear a signature that identifies the Bidder, and include the following in the subject field.
 - a. Solicitation Number;
 - b. Name of Bidder; and
 - c. Invitation to Tender Closing Date and Time.
- 2. Bidders submitting a revision to a bid that includes unit prices must clearly identify the change(s) in the unit price(s) and the specific item(s) to which each change applies.
- 3. Bidders submitting an email to confirm an earlier revision must clearly identify this email as a confirmation.
- 4. Failure to comply with any of the above provisions will result in the rejection of the non-compliant revision(s) only. CSC will evaluate the bid based on the original bid submitted and all other compliant revision(s).

SI05BID SECURITY REQUIREMENTS

R2710T - General Instructions - Construction Services - Bid Security Requirements is modified as follow:

Delete GI08.2 and replace with the following:

- 2. A bid bond (form <u>PWGSC-TPSGC 504</u>) must be in an approved form, properly completed, with valid and enforceable signatures and sealed by the approved bonding company whose bonds are acceptable to Canada either at the time of solicitation closing or as identified in Treasury Board Appendix L, Acceptable Bonding Companies.
 - 2.1 A bid bond may be submitted in an electronic format (Electronic Bonding (E-Bond)) if it meets the following criteria:
 - a. The version submitted by the Bidder must be an electronic encrypted file with embedded digital certificate verifiable by Canada with respect to the totality and wholeness of the bond form, including: the content; all digital signatures; all digital seals; with the Surety Company, or an approved verification service provider of the Surety Company.
 - b. The version submitted must be viewable, printable and storable in standard electronic file formats compatible with Canada, and in a single file, allowable format pdf.
 - c. The verification may be conducted by Canada immediately or at any time during the life of the Bond and at the discretion of Canada.
 - d. The results of the verification must provide a clear, immediate and printable indication of pass or fail regarding Item 2.1.a.
 - e. Submitting copies (non-original, non-verifiable or scanned copy) of signed and sealed bid bond are not acceptable. Failure to submit an original or verifiable bond will render the bid non-compliant. Non-compliant bids will be given no further consideration. A scanned copy of a bond does not constitute a digital bond.
 - 2.2 Bonds failing the verification process will NOT be considered valid.
 - 2.3 Bonds passing the verification process will be treated as original and authentic.

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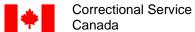
SI06 SUBMISSION OF BID

Section GI09 Submission of bid of General Instructions – Construction Services – Bid Security Requirements R2710T is amended as follows:

Delete: Section GI09 Submission of bid in its entirety.

Insert: GI09 Submission of bid:

- Bidders must submit the Bid and Acceptance Form, duly completed, and the bid security only to Correctional Service of Canada (CSC) by the date, time and at the CSC bid submission email address indicated on Front Page of the Invitation to Tender. This email address is the only acceptable email address for Bidders to submit their Bid and Acceptance Form in response to this Invitation to Tender.
- 1. Bidders must submit their bid on or before the date and time set for solicitation closing.
- 2. Unless otherwise specified in the Special Instructions to Bidders
 - a. the bid must be in Canadian currency;
 - the requirement does not offer exchange rate fluctuation risk mitigation. CSC will not consider requests for exchange rate fluctuation risk mitigation. All bids including such provision will render the bid nonresponsive.
- 3. Prior to submitting the bid, the Bidder should ensure that the following information is included in the subject field of their email:
 - a. Solicitation Number:
 - b. Name of Bidder; and
 - Invitation to Tender Closing Date and Time.
- 4. Timely and correct delivery of bids is the sole responsibility of the Bidder.
- 5. Canada will not be responsible for any failure attributable to the transmission or receipt of the bid by email including, but not limited to, the following:
 - i. Receipt of a garbled, corrupted or incomplete bid;
 - ii. Availability or condition of the email service;
 - iii. Incompatibility between the sending and receiving equipment;
 - iv. Delay in transmission or receipt of the bid;
 - v. Failure of the Bidder to properly identify the bid;
 - vi. Illegibility of the bid;
 - vii. Security of bid data;
 - viii. Failure of the Bidder to send the bid to the correct email address:
 - ix. Connectivity issues; or
 - x. Email attachments that are blocked or not received even though the Bidder's email has been successfully delivered.
- 7. CSC will send an acknowledgement of receipt of the Bidder's email by email from the email address provided for the submission of bids. This acknowledgement will confirm only the receipt of the Bidder's email and will not confirm if all of the Bidder's email attachments have been received, may be opened nor if their contents are readable. CSC will not respond to follow-up emails from Bidders requesting confirmation of attachments.
- 8. Bidders must ensure they are using the correct email address for bid submission and should not rely on the accuracy of copying and pasting the email address from the Invitation to Tender document cover page.
- 9. A bid transmitted by a Bidder to the CSC submission email address constitutes the Bidder's formal bid.
- 10. Bidders are to note that CSC's email system has a limit of 10 MB per single email message. CSC's email system will reject emails with the following attachments: batch files, executable files, and image files in the following formats: JPEG, GIF, TIFF. Canada will not accept encrypted emails or emails that include attachments with passwords.



SI07BID RESULTS

- 1.1 The responsive bid carrying the lowest price will be recommended for contract award.
- 1.2 Conditional set-aside under the procurement strategy for indigenous business: This requirement is conditionally set-aside under the Government of Canada's Procurement Strategy for Indigenous Business (PSIB)
 - a. Canada will determine if it has received two (2) or more bids from Indigenous businesses as defined under the Procurement Strategy for Indigenous Businesses (PSIB) that comply with all PSIB requirements as well as the requirements of the invitation to tender. If Canada has received two (2) or more bids from Indigenous businesses that meet these requirements, the Contracting Authority will limit the competition to those Indigenous businesses and will not consider bids submitted by non-indigenous businesses.
 - b. If at any point in the evaluation process Canada finds, whether by determination of invalidity of certifications, determination that bids from Indigenous businesses are non-responsive or withdrawal of bids by Indigenous businesses, such that fewer than two (2) or more responsive bids from Indigenous businesses remain, the Contracting Authority will consider all responsive bids, including those submitted by non-Indigenous businesses, and these bids will be then eligible to be awarded a contract.
- 2. CSC will send an official letter by email to unsuccessful bidders to inform them of the name of the winning bidder as well as the total contract value.

SI08INSUFFICIENT FUNDING

In the event that the lowest compliant bid exceeds the amount of funding allocated by Canada for the Work, Canada in its sole discretion may:

- a. cancel the solicitation; or
- b. obtain additional funding and award the Contract to the Bidder submitting the lowest compliant bid.

SI09BID VALIDITY PERIOD

- Canada reserves the right to seek an extension to the bid validity period prescribed in BA04 of the Bid and Acceptance Form. Upon notification in writing from Canada, Bidders will have the option to either accept or reject the proposed extension.
- If the extension referred to in paragraph 1 above is accepted, in writing, by all those who submitted bids, then Canada will continue immediately with the evaluation of the bids and its approvals processes.
- 3. If the extension referred to in paragraph 1 above is not accepted in writing by all those who submitted bids then Canada will, at its sole discretion, either
 - a. continue to evaluate the bids of those who have accepted the proposed extension and seek the necessary approvals; or
 - b. cancel the invitation to tender.
- The provisions expressed herein do not in any manner limit Canada's rights in law or under GI11 of R2710T.

SI10RIGHTS OF CANADA

- 1. Canada reserves the right to:
 - a. Reject any or all bids received in response to the bid solicitation;
 - b. Enter into negotiations with bidders on any or all aspects of their bids;
 - c. Accept any bid in whole or in part without negotiations;
 - d. Cancel the bid solicitation at any time;
 - e. Reissue the bid solicitation;

- Service correctionnel Canada
- f. If no compliant bids are received and the requirement is not substantially modified, reissue the bid solicitation by inviting only the bidders who bid to resubmit bids within a period designated by Canada; and
- g. Negotiate with the sole compliant Bidder to ensure best value to Canada.

SI11 CONDITIONAL SET-ASIDE FOR INDIGENOUS BUSINESS – CERTIFICATION

Bidders who are indigenous businesses should submit the Indigenous Business certification at Appendix 5 with their bid, but may submit it afterwards. If the required certification is not completed and submitted as requested, the Contracting Authority will inform the Bidder of a time frame within which to provide the certification. Failure to provide the certification within the time frame provided will render the bid non-responsive.

Bidders who are not Indigenous businesses do not need to submit this certification.

The certifications provided by Bidders to Canada are subject to verification by Canada at all times. Unless specified otherwise, Canada will declare a bid non-responsive or will declare a contractor in default if any certification made by the Bidder is found to be untrue whether made knowingly or unknowingly, during the bid evaluation period or during the contract period.

The Contracting Authority will have the right to ask for additional information to verify the Bidders' certifications. Failure to comply and to cooperate with any request or requirement imposed by the Contracting Authority may render the bid non-responsive or constitute a default under the Contract.

SI12LISTING OF SUBCONTRACTORS AND SUPPLIERS

R2710T, GI07 has been amended to the following.

Listing of Subcontractors and Suppliers

Notwithstanding any list of Subcontractors that the Bidder may be required to submit as part of the bid, Bidders should submit the list of subcontractors and suppliers with their bid, but may submit it afterwards. If the list of subcontractors and suppliers is not submitted as requested, the Contracting Authority will inform the Bidder of a time frame within which to provide the information. Failure to provide the list of subcontractors and suppliers will render the bid non-responsive.

SI13BID CHALLENGE AND RECOURSE MECHANISMS

Canada encourages suppliers to first bring their concerns to the attention of the Contracting Authority.

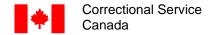
The Office of the Procurement Ombudsman (OPO) was established by the Government of Canada to provide an impartial, independent venue for Canadian bidders to raise complaints regarding the award of certain federal contracts under \$26,400 for goods and \$105,700 for services. If you have concerns regarding the award of a federal contract below these dollar amounts, you may contact OPO by e-mail at https://document.org/the-Procurement Ombudsman email address, by telephone at 1-866-734-5169, or by web at https://document.org/the-Procurement Ombudsman website. For more information on OPO's services or to determine if your concerns are within the Ombudsman's mandate, please see the Procurement Ombudsman Regulations or visit the OPO website.

SI14CONSTRUCTION DOCUMENTS

The successful Contractor will be provided with one electronic or paper copy of the sealed and signed drawings, the specifications and the amendments upon acceptance of the offer. Additional copies, up to a maximum of 2, will be provided free of charge upon request by the Contractor. Obtaining more copies will be the responsibility of the Contractor including costs.

CSC may furnish additional drawings for clarification. These additional drawings will have the same meaning and intent as if they were included in the original plans referred to in the Contract Documents.

The Contractor must check the existing building dimensions before starting work and ordering any materials. The Contractor must report discrepancies affecting the work shown on the drawings to the CSC Project Manager for clarification and final decision. It is the responsibility of the Contractor to visit the site personally to verify or obtain dimensions. Any dimensions given are approximate and CSC assumes no responsibility for the accuracy of these dimensions.



SI15 WEB SITES

The connection to some of the Web sites in the solicitation documents is established by the use of hyperlinks. The following is a list of the addresses of the Web sites:

Buy and Sell

https://buyandsell.gc.ca/

Canadian economic sanctions

http://www.international.gc.ca/sanctions/index.aspx?lang=eng

Contractor Performance Evaluation Report (Form PWGSC-TPSGC 2913)

http://www.tpsgc-pwgsc.gc.ca/app-acq/forms/documents/2913.pdf

Bid Bond (form PWGSC-TPSGC 504)

http://www.tpsgc-pwgsc.gc.ca/app-acg/forms/documents/504.pdf

Performance Bond (form PWGSC-TPSGC 505)

http://www.tpsgc-pwgsc.gc.ca/app-acg/forms/documents/505 eng.pdf

Labour and Material Payment Bond (form PWGWSC-TPSGC 506)

http://www.tpsgc-pwgsc.gc.ca/app-acq/forms/documents/506.pdf

Standard Acquisition Clauses and Conditions (SACC) Manual

https://buyandsell.gc.ca/policy-and-guidelines/standard-acquisition-clauses-and-conditions-manual/5/R

PWGSC, Contract Security Program

http://ssi-iss.tpsqc-pwgsc.qc.ca/index-eng.html

PWGSC, Code of Conduct and Certifications

https://www.tpsgc-pwgsc.gc.ca/app-acq/cndt-cndct/cca-ccp-eng.html

Construction and Consultant Services Contract Administration Forms Real Property Contracting http://www.tpsgc-pwgsc.gc.ca/app-acq/forms/formulaires-forms-eng.html

Declaration Form

http://www.tpsgc-pwgsc.gc.ca/ci-if/formulaire-form-eng.html

Trade agreements

https://buyandsell.gc.ca/policy-and-quidelines/Policy-and-Legal-Framework/Trade-Agreements

Correctional service of Canada website: http://www.csc-scc.gc.ca/index-eng.shtml

R2710T GENERAL INSTRUCTIONS-CONSTRUCTION SERVICES – BID SECURITY REQUIREMENTS (GI) - (2022-12-01)

The following GI's are included by reference and are available at the following Web Site https://buyandsell.gc.ca/policy-and-quidelines/standard-acquisition-clauses-and-conditions-manual/5/R

GI01 Integrity Provisions - Bid

GI02 Completion of Bid

GI03 Identity or Legal Capacity of the Bidder

GI04 Applicable taxes

GI05 Capital Development and Redevelopment Charges

GI06 Registry and Pre-qualification of Floating Plant

GI07 Listing of Subcontractors and Suppliers

GI08 Bid Security Requirements

GI09 Submission of Bid

GI10 Revision of Bid

GI11 Rejection of Bid

GI12 Bid Costs

GI13 Procurement Business Number

GI14	Compliance with Applicable Laws
GI15	Approval of Alternative Materials
GI16	Performance Evaluation

GI17 Conflict of Interest-Unfair Advantage GI18 Code of Conduct for Procurement-bid

CONTRACT DOCUMENTS (CD)

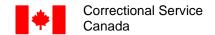
- 1. The following are the contract documents:
 - Contract Page when signed by Canada;
 - b. Duly completed Bid and Acceptance Form and any Appendices attached thereto;
 - c. Drawings and Specifications;
 - d. General Conditions and clauses

GC1 General Provisions – Construction Services	R2810D (2022-12-01);
GC2 Administration of the Contract	R2820D (2016-01-28);
GC3 Execution and Control of the Work	R2830D (2019-11-28);
GC4 Protective Measures	R2840D (2008-05-12);
GC5 Terms of Payment	R2850D (2019-11-28);
GC6 Delays and Changes in the Work - Construction Service	es R2865D (2019-05-30);
GC7 Default, Suspension or Termination of Contract	R2870D (2018-06-21);
GC8 Dispute Resolution	R2880D (2019-11-28);
GC9 Contract Security	R2890D (2022-12-01);
GC10 Insurance	R2900D (2008-05-12);
Allowable Costs for Contract Charges Under GC6.4.1	R2950D (2015-02-25)

- e. Supplementary Conditions
- f. Any amendment issued or any allowable bid revision received before the date and time set for solicitation closing;
- g. Any amendment incorporated by mutual agreement between Canada and the Contractor before acceptance of the bid; and
- h. Any amendment or variation of the contract documents that is made in accordance with the General Conditions.
- 2. The documents identified by title, number and date above are incorporated by reference and are set out in the Standard Acquisition Clauses and Conditions (SACC) Manual, issued by Public Works and Government Services Canada (PWGSC). The SACC Manual is available on the PWGSC Web site:

https://buyandsell.gc.ca/policy-and-guidelines/standard-acquisition-clauses-and-conditions-manual

The language of the contract documents is the language of the Bid and Acceptance Form submitted.



SUPPLEMENTARY CONDITIONS (SC)

SC01 INSTITUTIONAL ACCESS REQUIREMENTS

- NIL security screening required as there is no access to sensitive information or assets. Contractor personnel will be
 escorted at all times by Correctional Service Canada personnel or those authorized by CSC on its behalf. CSC has
 developed very stringent internal policies to ensure that the security of institutional operations is not compromised.
- 2. Contractor personnel must adhere to institutional requirements for the conduct of searches by Correctional Service Canada prior to admittance to the institution/site. Correctional Service Canada reserves the right to deny access to any institution/site or part thereof of any Contractor personnel, at any time.

SC02 INSURANCE TERMS

Insurance Contracts

- The Contractor must, at the Contractor's expense, obtain and maintain insurance contracts in accordance with the requirements of the Certificate of Insurance. Coverage must be placed with an Insurer licensed to carry out business in Canada.
- b. 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.

2. Period of Insurance

- a. The policies required in the Certificate of Insurance must be in force from the date of contract award and be maintained throughout the duration of the Contract.
- b. The Contractor must be responsible to provide and maintain coverage for Products/Completed Operations hazards on its Commercial General Liability insurance policy, for a period of six (6) years beyond the date of the Certificate of Substantial Performance.

3. Proof of Insurance

- a. Before commencement of the Work, and no later than thirty (30) days after contract award, the Contractor must deposit with Canada a Certificate of Insurance on the form attached herein.
- b. Upon request by Canada, the Contractor must provide originals or certified true copies of all contracts of insurance maintained by the Contractor pursuant to the Certificate of Insurance.

4. Insurance Proceeds

In the event of a claim, the Contractor must, without delay, do such things and execute such documents as are necessary to effect payment of the proceeds.

5. Deductible

The payment of monies up to the deductible amount made in satisfaction of a claim must be borne by the Contractor.

SC03 SUPPLEMENTAL GENERAL CONDITIONS 4013 (2022-06-20) – 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.

SC04 SACC MANUAL CLAUSE A3015C (2014-06-26) – CERTIFICATIONS – CONTRACT

Compliance with the certifications provided by the Contractor in its bid is a condition of the Contract and subject to verification by Canada during the term of the Contract. If the Contractor does not comply with any certification or it is

determined that any certification made by the Contractor in its bid is untrue, whether made knowingly or unknowingly, Canada has the right, pursuant to the default provision of the Contract, to terminate the Contract for default.

SC05 SACC MANUAL CLAUSE A3000C (2022-05-12) - INDIGENOUS BUSINESS CERTIFICATION

- 1. The Contractor warrants that its certification of compliance is accurate and complete and in accordance with the "Requirements for the Set-aside Program for Indigenous Business" detailed in <u>Annex 9.4</u> of the *Supply Manual*.
- 2. The Contractor must keep proper records and documentation relating to the accuracy of the certification provided to Canada. The Contractor must obtain the written consent of the Contracting Authority before disposing of any such records or documentation before the expiration of six years after final payment under the Contract, or until settlement of all outstanding claims and disputes, under the Contract, whichever is later. All such records and documentation must at all times during the retention period be open to audit by the representatives of Canada, who may make copies and take extracts. The Contractor must provide all reasonably required facilities for any audits.
- 3. Nothing in this clause must be interpreted as limiting the rights and remedies which Canada may otherwise have pursuant to the Contract.

SC06 TYPES AND AMOUNTS OF CONTRACT SECURITY

Remove and Replace GC9.2.2. with the following

A performance bond (form <u>PWGSC-TPSGC 505</u>) and a labour and material payment bond (form <u>PWGSC-TPSGC 506</u>) referred to in subparagraph 1)(a) of GC9.2 shall be in a form and be issued by a bonding or surety company (see Treasury Board Appendix L, <u>Acceptable Bonding Companies</u>) that is approved by Canada. They can be in the form of Signed and Sealed paper version OR electronic digital version.

Electronic digital versions must meet the following;

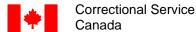
- 1. A performance bond and a labour and material payment bond may be submitted in an electronic or digital format if it meets the following criteria:
 - 1.1. The versions submitted by the Contractor must be verifiable by Canada with respect to the totality and wholeness of the bonds form, including: the content; all digital signatures; all digital seals; with the Surety Company, or an approved verification service provider of the Surety Company.
 - 1.2. The versions submitted must be viewable, printable and storable in standard electronic file formats compatible with Canada's systems, and in a single file. Allowable formats include pdf.
 - 1.3. The verification may be conducted by Canada immediately or at any time during the life of the bonds and at the discretion of Canada with no requirement for passwords or fees.
 - 1.4. The results of the verification must provide a clear, immediate and printable indication of pass or fail regarding Item 1.1
- 2. Bonds failing the verification process will NOT be considered to be valid.

SC07 COMPLIANCE WITH APPLICABLE LAWS:

The Contractor must comply with all laws, regulations rules instructions and directives applicable to the performance of the Work or any part thereof in force on the site where the Work is to be performed. The Contractor must also comply with all laws, regulations, rules, instructions and directives applicable to the agents and servants of the Crown. The Contractor must also require compliance therewith by all of its subcontractors. Evidence of compliance with such laws, regulations and rules must be furnished by the Contractor to the Contracting Authority at such times as the Contracting Authority may reasonably request.

Unless otherwise provided in the contract, the Contractor must obtain all permits and hold all certificates and licenses required for the performance of the Work.

Details on existing CSC policies can be found at www.csc-scc.gc.ca or any other CSC web page designated for such purpose.



SC08 WORKERS COMPENSATION

It is mandatory that every Contractor contracted for work must have an account with the applicable Provincial or Territorial Workers Compensation Board/Commission, and coverage shall be extended to cover all employees.

SC09 TUBERCULOSIS TESTING:

It is a condition of this contract that the Contractor or any employees of the Contractor who require entry into a Correctional Service of Canada Institution to fulfil the conditions of the contract may, at the sole discretion of the Warden, be required to provide proof of and results of a recent tuberculin test for the purpose of determining their TB infection status.

Failure to provide proof of and results of a tuberculin test may result in the termination of the contract.

All costs related to such testing will be at the sole expense of the Contractor.

SC10 INFORMATION GUIDE FOR CONTRACTORS

Prior to the commencement of any work, the Contractor certifies that its employees, or employees of its subcontractors, working under contract for CSC, will complete the applicable Module(s) and retain the signed checklist(s) from the CSC Information Guide for Contractors" website: www.bit.do/CSC-EN.

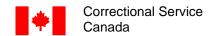
SC11 CLOSURE OF GOVERNMENT OFFICES

Contractor personnel are employees of the Contractor and are paid by the Contractor on the basis of services rendered. Where the Contractor or the Contractor's employees are providing services on government premises pursuant to this Contract and the said premises become non accessible due to evacuation or closure of government offices, and consequently no Work is being performed as a result of the closure, Canada will not be liable for payment to the Contractor for the period of closure.

Contractors working at CSC sites should be aware that they may be faced with delay or refusal of entry to certain areas at certain times even if prior arrangements for access may have been made. Contractors are advised to call in advance of travel to ensure that planned access is still available.

SC12 CONTRACTOR'S PERFORMANCE EVALUATION REPORT

CSC will evaluate the Contractor's performance during the execution of the work and when it is completed using PWGSC – TPSGC form 2913 "Contractor Performance Evaluation Report Form (CPERF)". This evaluation will be based on the quality of the execution of the work, timeliness, management of on-site health and safety and the general management of the Contractor's work in relation to the effort required by the Department's employees in the administration of the contract. A completed performance evaluation report will be sent to the Contractor when the work has been completed for all projects.



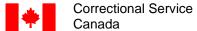
BID AND ACCEPTANCE FORM (BA)

BA01 IDENTIFICATION

Isolated Cell Sprinkler Valves Replacement Y Unit I Range - Millhaven Institution

BA02 BUSINESS NAME AND ADDRESS OF BIDDER

Legal Name:										
Operating Name	e (if any):									
Address:										
Telephone:			Fax:			PBN	1:			
E-mail address:							•			
Contract Securi (when required)		Organisation I	Number							
BA03 THE OFFE The Bidder offers Documents for th \$ (amount in r	s to Canada ne Total Bid	Amount of	•	te the Work for		ve named p	roject	in accorda	ance with tl	ne Bid
BA04 BID VALIDE The bid must not		-	d of 90 da	ys following the	date of	solicitation	closin	g.		
BA05 ACCEPTA Upon acceptance The documents for	e of the Bid	der's offer by C								lder.
BA06 CONSTRU	JCTION TIM	ΛE								
The Contractor moffer.	nust perforn	n and complete	e the Wor	k within 16 wee	ks from	the date of	notific	ation of a	cceptance (of the
BA07 BID SECU The Bidder must General Instruction BA08 SIGNATUI	include bid ons Constru					Bid Security	/ Reqi	uirements	of R2710T	· <u>-</u>
Name and title of	person au	horized to sigr	n on beha	alf of Bidder (Ty	oe or pri	nt)				
Signature		Date								

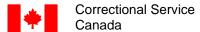


APPENDIX 1 – INTEGRITY PROVISIONS

List of names: all bidders, regardless of their status under the Policy, must submit the following information when participating in a procurement process or real property transaction:

- Bidders that are corporate entities, including those bidding as joint ventures, must provide a complete list
 of the names of all current directors or, for a privately owned corporation, the names of the owners of the
 corporation;
- Bidders bidding as sole proprietors, including sole proprietors bidding as joint ventures, must provide a complete list of the names of all owners; or
- Bidders that are a partnership do not need to provide a list of names.

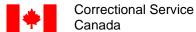
If the list of names has not been received in a procurement process or real property transaction by the time th evaluation of bids or offers is completed, or has not been received in a procurement process or real property transaction where no bid/offer will be submitted, the Contracting Authority will inform the Bidder of a time within which to provide the information. Providing the required names is a mandatory requirement for award of a contract or real property agreement. Failure to provide the list of names within the time specified will render a bid or offer non-responsive, or the Bidder otherwise disqualified for award of a contract or real property agreement.					



APPENDIX 2 – LISTING OF SUBCONTRACTORS AND SUPPLIERS

 In accordance with SI12 Listing of Subcontractors and Suppliers, the Bidder should submit the list of Subcontractors and Suppliers for any portion of the Work valued at 20% or greater of the submitted In Price.

	Subcontractor or Supplier	Division	Estimated value of work
1.			
2.			
3.			
4.			
5.			
6.			
7.			
8.			
9.			
10.			
11.			
12.			
13.			
14.			
15.			



APPENDIX 3 - VOLUNTARY CERTIFICATION TO SUPPORT THE USE OF APPRENTICES (page 1 of 2)

PUBLIC WORKS AND GOVERNMENT SERVICES CANADA APPRENTICE PROCUREMENT INITIATIVE

- To encourage employers to participate in apprenticeship training, Bidders, bidding on construction and maintenance contracts by Public Works and Government Services Canada (PWGSC) are being asked to sign a voluntary certification, signaling their commitment to hire and train apprentices.
- Canada is facing skills shortages across various sectors and regions, especially in the skilled trades. Equipping Canadians with skills and training is a shared responsibility. The Government of Canada made a commitment to support the use of apprentices in federal construction and maintenance contracts. Contractors have an important role in supporting apprentices through hiring and training and are encouraged to certify that they are providing opportunities to apprentices as part of doing business with the Government of Canada.
- 3. The Government of Canada is encouraging apprenticeships and careers in the skilled trades. In addition, the government offers a tax credit to employers to encourage them to hire apprentices. Information on this tax measure administered by the Canada Revenue Agency can be found at: www.cra-arc.gc.ca. Employers are also encouraged to find out what additional information and supports are available from their respective provincial or territorial jurisdiction.
- 4. Signed certifications on page 2 of 2 will be used to better understand contractor use of apprentices on Government of Canada maintenance and construction contracts and may inform future policy and program development.
- 5. The Contractor hereby certifies the following:

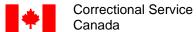
In order to help meet demand for skilled trades people, the Contractor agrees to use, and require its subcontractors to use, reasonable commercial efforts to hire and train registered apprentices, to strive to fully utilize allowable apprenticeship ratios * and to respect any hiring requirements prescribed by provincial or territorial statutes

The Contractor hereby consents to this information being collected and held by PWGSC, and Employment and Social Development Canada to support work to gather data on the hiring and training of apprentices in federal construction and maintenance contracts.

To support this initiative, a voluntary certification signaling the Contractor's commitment to hire and train apprentices is available at page 2 of 2.

If you accept fill out and sign page 2 of 2.

^{*} The journeyperson-apprentice ratio is defined as the number of qualified/certified journeypersons that an employer must employ in a designated trade or occupation in order to be eligible to register an apprentice as determined by provincial/territorial (P/T) legislation, regulation, policy directive or by law issued by the responsible authority or agency.

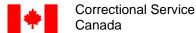


VOLUNTARY CERTIFICATION

(To be filled out and returned with bid on a voluntary basis) (page 2 of 2)

The contractor will be asked to fill out a report every six months or at project completion as per sample "Voluntary Note: Reports for Apprentices Employed during the Contract" provided at Annex C

Name:	
Signature:	
Company Name:	
Company Legal Name:	
Solicitation Number:	
Number of company employees:	
Number of apprentices planned to be working on this contract:	
Trades of those apprentices:	



APPENDIX 4 - DEPARTMENTAL REPRESENTATIVES TO BE PROVIDED AT CONTRACT AWARD.

Contracting Authority is:

Name:	Emily Collins
Title:	Regional Procurement Officer
Department:	Correctional Service Canada
Division:	Contracting and Materiel
Telephone:	613 - 329 - 1827
E-mail:	Emily.collins@csc-scc.gc.ca
Technical Auth	ority is:
Name:	
Title:	
Department:	
Division:	
Telephone:	
E-mail:	



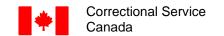
APPENDIX 5 - SET-ASIDE FOR INDIGENOUS BUSINESS - CERTIFICATION

SET-ASIDE FOR INDIGENOUS BUSINESS - A3000T

- 1. The Contractor warrants that its certification of compliance is accurate and complete and in accordance with the "Requirements for the Set-aside Program for Indigenous Business" detailed in Annex 9.4 of the Supply Manual.
- The Contractor must keep proper records and documentation relating to the accuracy of the certification provided to Canada. The Contractor must obtain the written consent of the Contracting Authority before disposing of any such records or documentation before the expiration of six years after final payment under the Contract, or until settlement of all outstanding claims and disputes, under the Contract, whichever is later. All such records and documentation must at all times during the retention period be open to audit by the representatives of Canada, who may make copies and take extracts. The Contractor must provide all reasonably required facilities for any
- 3. Nothing in this clause must be interpreted as limiting the rights and remedies which Canada may otherwise have pursuant to the Contract.

OWNER CERTIFICATION - SET-ASIDE FOR INDIGENOUS BUSINESS - A3001T

Indigenous:	the Contracting Authority, the Bidder must provide the following certification for each owner who is owner of (insert name of business), and an Indigenous person, as defined
	x 9.4 of the Supply Manual entitled "Requirements for the Set-aside Program for Indigenous Business".
	that the above statement is true and consent to its verification upon request by Indigenous Services
Printed name of	owner
Signature of ov	ner
Date	



ANNEX A - CERTIFICATE OF INSURANCE (not required at solicitation closing)

CERTIFICATE OF INSURANCE Page 1 of 2

Description and Location of Work Contract No. 21421 – 24 – 4544843 Isolated Cell Sprinkler Valves Replacement Y Unit I Range Project No. 21421 – 24 – 4544843						
Name of Insurer, Broker or Agent Address (No., Street)		o., Street)	City	Province	Postal Code	
Name of Insured (Contractor) Address (No., Street) City Province Pos			e Postal	Code		
Additional Insured His Majesty the King in Right (of Canada as represented l	by the Minister	of Public Safety			
Type of Insurance	Insurer Name and Policy Number	Inception Date D / M / Y	Expiry Date D / M / Y		Limits of L	•
Commercial General Liability Umbrella/Excess Liability				Per Occurrence	Annual General Aggregate \$	Completed Operations Aggregate \$
Builder's Risk / Installation Floater				\$	ΙΨ	
Pollution Liability				\$ Per Incider Per Occur		Aggregate \$
Insert other type of insurance as required				\$		
I certify that the above policie include the applicable insurar reduction in coverage.						
Name of person authorized to sign	gn on behalf of Insurer(s) (O	Officer, Agent, Bro	oker)			Telephone number
Size at us						Data D /M /V
Signature						Date D/M/Y

CERTIFICATE OF INSURANCE (not required at solicitation closing)

PAGE 2 of 2

General

The insurance policies required on page 1 of the Certificate of Insurance must be in force and must include the insurance coverage listed under the corresponding type of insurance on this page.

The policies must insure the Contractor and must include His Majesty the King in Right of Canada as represented by the Minister of Public Safety Canada as an additional Insured.

The Policy must be endorsed to provide the owner with not less than thirty (30) days notice in writing in advance of any cancellation cancellation or change or amendment restricting coverage.

Without increasing the limit of liability, the policies must protect all insured parties to the full extent of coverage provided. Further, the policies must apply to each Insured in the same manner and to the same extent as if a separate policy had been issued to each.

Commercial General Liability.

The insurance coverage provided must not be substantially less than that provided by the latest edition of IBC form 2100.

The policy must either include or be endorsed to include coverage for the following exposures or hazards if the Work is subject thereto:

- Blasting:
- Pile driving and caisson work; b)
- Underpinning; c)
- Removal or weakening of support of any structure or land whether such support be natural or otherwise if the work is performed by the insured contractor.

The policy must have the following minimum limits:

- a) \$5,000,000 Each Occurrence Limit;
- \$10,000,000 General Aggregate Limit per policy year if the policy contains a General Aggregate; and
- \$5,000,000 Products/Completed Operations Aggregate Limit.

Umbrella or excess liability insurance may be used to achieve the required limits.

Builder's Risk / Installation Floater.

The insurance coverage provided must not be less than that provided by the latest edition of IBC forms 4042 and 4047.

The policy must permit use and occupancy of any of the projects, or any part thereof, where such use and occupancy is for the purposes for which a project is intended upon completion.

The policy may exclude or be endorsed to exclude coverage for loss or damage caused by asbestos, fungi or spores, cyber and terrorism.

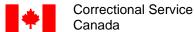
The policy must have a limit that is not less than the sum of the contract value plus the declared value (if any) set forth in the contract documents of all material and equipment supplied by Canada at the site of the project to be incorporated into and form part of the finished work. If the value of the work is changed, the policy must be changed to reflect the revised contract value.

The policy must provide that the proceeds thereof are payable to Canada or as Canada may direct in accordance with GC10.2, "Insurance Proceeds" (https://buyandsell.gc.ca/policy-and-guidelines/standards-acquisition-clauses-and-conditionsmanual/5/R/R2900D/2).

Contractors Pollution Liability

The policy must have a limit usual for a contract of this nature, but no less than \$1,000,000 per incident or occurrence and in the aggregate.

Other types of insurance



ANNEX B – VOLUNTARY REPORT FOR APPRENTICES EMPLOYED DURING THE CONTRACT (Sample)

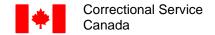
(This report is not required at bid deposit)

The Contractor should compile and maintain records on the number of apprentices and their trade that were hired to work on the contract.

The Contractor should provide this data in accordance with the format below. If no apprentices were hired during the contract period, the Contractor should still provide a "nil" report.

The data should be submitted to the Contracting Authority either six months after contract award or at the end of the contract, whichever comes first.

Number of apprentices hired	Trade



ANNEX C - SCOPE OF WORK

Project Name: Isolated Cell Sprinkler Valves Replacement Y Unit I Range

Project Number: 21421 - 24 - 4544843

Institution: Millhaven Institution

Objectives

To install 12 individual isolation valves into the Y unit lower I range cells' fire protection system. These individual valves/sprinkler shut offs must be connected to the site fire alarm system. The valves will be monitored by the site fire alarm system to inform staff if they are closed or open. The electronic valves once installed must be wired into the current system. Once wired, the contractor must notify Siemens for installation into their fire detection system. Contractor must perform all work in compliance with CSC technical Standards.

Background

When offenders break cell sprinkler heads, the only way to isolate the cells in question is to shut off the main sprinkler system in I range. The system can be shut off for hours until staff or a contractor arrives to fix the sprinkler head. During this time our staff, offenders and our assets in Y unit are at risk of potential fires with no sprinkler system. These individual isolation valves would ensure the safety of all.

Scope of work

- To install 12, 1" isolation sprinkler valves that can be individually electronically monitored to determine if they are open or closed.
- The contractor must wire all valves into the pre-existing empty conduit and connect them to the existing fire detection system for 24 hour monitoring.
- The contractor must ensure all connections to the fire suppression system are completed and operational within all cells
- The contractor must ensure the building automation system for the fire detection system is compatible with the new 12 isolation valves and are viewable within Y control and MCCP control.
- The contractor must have Siemens (as proprietary rights to the monitoring system) verify the new connections to the system.
- The contractor must ensure all CSC technical criteria are followed.

Delivery and Security

- All the Contractor's employees entering the facility must report to the main entrance and pass through all security devices and screening before reporting to the identified work area.
- When assembling at the main entrance, CSC will provide the Contractor's employees with an escort that will accompany them at all times during the performance of the work.
- At any time, a corrections officer may require a Contractor's employees to submit to a search if deemed necessary by a corrections officer.
- The Contractor's employees should be aware that a tobacco ban is in effect. No smoking materials are permitted in the institution.
- Unauthorized cell phones, laptop and cameras are not permitted into any Institution.
- The Contractor and all of the Contractor's employees must have up to date photo identification to be allowed entry into the Institution.
- Contractors must complete a tool list (tool list requires approval from Project Authority prior to commencement of work) and only bring necessary tools into the institution and must account for these items at the end of every workday.

Material Requirements

The Contractor must provide all personnel, tools, services, supplies, materials, supervision, and bring only the equipment required to complete the work as described. All material must be new.

Requirements and Considerations

The Contractor must comply with the following:

Submittals:

- The Contractor must provide a complete project schedule five (5) business days after award of contract for approval by the Project Authority.
- The Contractor must submit a Health and Safety Plan (including fire emergency plan). This plan must identify any hazards and provide details on how the Contractor will mitigate these hazards.
- The Contractor must submit a plan for the Project Authority's approval for maintaining operation of the utility during the project.
- The Contractor must correspond only with the Project Authority. The Contractor is not to communicate with the Client Department(s) or other staff regarding project issues, unless authorized to do so by the Project Authority.
- The Contractor must not respond to requests for project-related information or questions from the media. Such inquiries must be directed to the Project Authority immediately.

Safety:

- The Contractor must adhere to all applicable Federal and Provincial safety codes.
- The contractor must maintain compliance with site procedures regarding potential hazardous work locations and situations.
- The Contractor must supply all required Personal Protection Equipment (PPE) to perform the project, at the expense of the Contractor.

Certificates, Inspections, Standards, Codes of Practice and Regulations:

- All work must comply with any applicable federal or provincial or territorial regulations, or any combination thereof. The Contractor must provide documentation confirming such to the Project Authority.
- Codes and regulations applicable to this project may include but are not limited to:
 - National Building Code of Canada. or Ontario Building Code whichever one has more stringent requirements.
 - Canada Labour Code.
 - Treasury Board of Canada Secretariat, Directives and Standards.
 - Canada Occupational Health and Safety Regulations.
 - ANSI, ASHRAE, ASTM, AWMAC, FM, MPI, TSSA, ULC Standards.
 - Provincial Codes and Municipal Codes and By-Laws, as applicable.
 - Accessibility Act of Canada; and
 - Greening Government Strategy.
- The Contractor must install all new materials in accordance with the manufacturer's specifications, engineering standards, building codes, and best practices.
- The Contractor must submit a Notice of Project to the Ministry of Labour prior to starting projects that meet the standards set out in section 6(1) of the Regulations for Construction Projects, O.Reg 213/91 (the Regulation). The Contractor must provide proof of this notification to the Project Authority prior to commencing work.
- The Contractor is responsible for having all industry regulated testing and certifications completed, at the expense of the Contractor.

Workmanship and Housekeeping:

- The Contractor must repair and restore any CSC equipment/property damaged in the course of this project to normal operation at no cost to CSC.
- Workmanship must be of the highest standard and must meet all industry standards.
- The Contractor must keep the worksite clean and neat, and upon project completion or at the end of the work day, the workplace area must be clean, free of post construction materials and returned to original integrity.
- If work is to be completed in an occupied area, then the construction area must be boarded off and institutional property must be protected from damage and dust.
- The Project Authority or their representative will visually inspect all work and the work site. The Contractor must complete all work and clean up the worksite to the satisfaction of the Project Authority prior to project closeout.

Tool Control:

- The Contractor must provide a master tool list prior to project start up and provide a daily tool list upon entry. The
 Contractor must only bring the necessary tools into the institution and must account for all tools at the end of each
 workday.
- The Contractor must account for, clean up, and remove any scrap material (including, but not limited to wiring, pipes, etc.) from the institution daily.

Site Access:

- The Contractor must perform the Work during CSC's regular business hours of 0800 1600 Monday –Friday; the Project Authority must pre-approve the Contractor's schedule.
- The Contractor must provide any required submittals to the Project Authority prior to accessing the site.
- The Contractor must complete all work without delay and must provide a schedule of operation to the Project
 Authority 48 hours prior to commencing work. The schedule must include the following; start date, hours of work,
 names of the Contractor's employees who require entry, milestone dates and completion date.

Additional work or delays:

- The Project Authority must approve any additional work beyond that described in this scope of work before the Contractor commences any such additional work.
- The Contractor must identify any circumstances that cause delay during the project to the Project Authority as soon as the circumstance is discovered and must be followed up in writing to the Project Authority.

Disposal or removal of materials and Environmental Protection Plan:

- The Contractor must carry out disposal of any removed material using the highest standard in regard to landfill waste diversion, reusing, recycling, and comply with applicable transportation and environmental legislation (federal and provincial).
- The Contractor must provide copies of waste manifests to the Project Authority if requested.
- The Contractor must ensure that Transportation of Dangerous Goods regulations are followed. Institution may request proof of qualification for the Contractor's transporter.

Cost Breakdown:

Contractor must provide Cost Breakdown when submitting quote for contract.

Place of performance

Millhaven Institution

Period of performance.

This project must be completed by March 31st 2024.

Site meeting

Optional site visit.