



RETURN BIDS TO:

Parks Canada Agency Bid Receiving Unit
 National Contracting Services
 Bid Fax: 1-877-558-2349
 Bid E-mail Address:
soumissionsest-bidseast@pc.gc.ca

This is the only acceptable email address for responses to the bid solicitation. Bids submitted by email directly to the Contracting 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 bid documents will not be accepted.

REQUEST FOR PROPOSAL

Proposal to: Parks Canada Agency

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 or attached hereto, the goods, services and construction listed herein or on any attached sheets at the price(s) set out therefor.

Issuing Office:

Parks Canada Agency
 National Contracting Services
 Cornwall, ON

Title: Avalanche Forecasting System Replacement	
Solicitation No.: 5P047-23-0067/A	Date: December 20, 2023
Client Reference No.: N/A	

Solicitation Closes: At: 2:00 PM On: January 16, 2024	Time Zone: Eastern Standard Time (EST)
--	--

F.O.B.: Plant: <input type="checkbox"/> Destination: <input checked="" type="checkbox"/> Other: <input type="checkbox"/>	
Address Enquiries to: Christine Lajoie	
Email Address: christine.lajoie@pc.gc.ca	Telephone No.: 343-585-2762
Destination of Goods, Services, and Construction: Parks Canada P.O. Box 350, 301B - 3rd Street West Revelstoke, BC V0E 2S0	

TO BE COMPLETED BY THE BIDDER

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

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Christine Lajoie

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IMPORTANT NOTICE TO BIDDERS

BIDS RECEIVED BY FAX AND EMAIL WILL BE ACCEPTED AS OFFICIAL.

BIDS RECEIVED IN-PERSON OR BY COURIER WILL NOT BE ACCEPTED.

The only acceptable email address for responses to the bid solicitation is soumissionsest-bidseast@pc.gc.ca. Bids submitted by email directly to the Contracting Authority or to any email address other than soumissionsest-bidseast@pc.gc.ca will not be accepted.

The only acceptable facsimile for responses to bid solicitations is 1-877-558-2349.

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

The Bidder 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 Bidder should send the bid 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 bid documents will not be accepted. Bid 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 contract 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 – INFORMATION AND INSTRUCTIONS

1.1. Security Requirements

There is no security requirement associated with the bid solicitation.

1.2. Statement of Work

The Work to be performed is detailed under Article 6.2. of the resulting contract clauses.

1.3. Bidders' Conference

A bidders' conference will be held on **January 3, 2024**. The conference will begin at **1:00 PM EST** and will be held virtually on Microsoft Teams. The scope of the requirement outlined in the bid solicitation will be reviewed during the conference and questions will be answered. It is recommended that bidders who intend to submit a bid attend or send a representative.

Bidders are requested to communicate with the Contracting Authority before the conference to confirm attendance. Bidders should provide, in writing, to the Contracting Authority, the name(s) of the person(s) who will be attending and a list of issues they wish to table no later than January 2, 2024 at 2:00 PM EST.

Any clarifications or changes to the bid solicitation resulting from the bidders' conference will be included as an amendment to the bid solicitation. Bidders who do not attend will not be precluded from submitting a bid.

1.4. Debriefings

Bidders may request a debriefing on the results of the bid solicitation process. Bidders should make the request to the Contracting Authority within 15 working days from receipt of the results of the bid solicitation process. The debriefing may be in writing, by telephone or in person.

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PART 2 – BIDDER INSTRUCTIONS

2.1. Standard Instructions, Clauses and Conditions

All instructions, clauses and conditions identified in the bid solicitation 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.

Bidders who submit a bid agree to be bound by the instructions, clauses and conditions of the bid solicitation and accept the clauses and conditions of the resulting contract.

The [2003](#) (2023-06-08), Standard Instructions – Goods or Services – Competitive Requirements, are incorporated by reference into and form part of the bid solicitation.

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 2. entitled Canada Post Corporation's Connect service of section 08, Transmission by facsimile or by Canada Post Corporation's (CPC) Connect service of the Standard Instructions [2003](#) incorporated by reference above is deleted in its entirety.

2.2. Submission of Bids

Bids must be submitted only to the Parks Canada Agency (PCA) Bid Receiving Unit by the date and time indicated on page 1 of the bid solicitation.

Bids submitted in-person or by courier will not be accepted.

The only acceptable facsimile for responses to bid solicitations is 1-877-558-2349.

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

The Bidder 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 Bidder should send the bid 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 bid documents will not be accepted. Bid documents must be sent as email attachments.

2.3. Enquiries – Bid Solicitation

All enquiries must be submitted in writing to the Contracting Authority no later than 5 calendar days before the bid closing date. Enquiries received after that time may not be answered.

Bidders should reference as accurately as possible the numbered item of the bid solicitation to which the enquiry relates. Care should be taken by Bidders 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

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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 the Bidder do so, so that the proprietary nature of the question(s) is eliminated, and the enquiry can be answered to all Bidders. Enquiries not submitted in a form that can be distributed to all Bidders may not be answered by Canada.

2.4. Applicable Laws

Any resulting contract must be interpreted and governed, and the relations between the parties determined, by the laws in force in British Columbia.

The Bidder may, at its discretion, substitute the applicable laws of a Canadian province or territory of its choice without affecting the validity of its bid, by deleting the name of the Canadian province or territory specified and inserting the name of the Canadian province or territory of its choice. If no change is made, it acknowledges that the applicable laws specified are acceptable to the Bidder.

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.

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PART 3 – BID PREPARATION INSTRUCTIONS

3.1. Bid Preparation Instructions

Canada requests that the bid be gathered per section and separated as follows:

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

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

Section I: Technical Bid

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

Section II: Financial Bid

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

3.1.1. Exchange Rate Fluctuation

The requirement does not offer exchange rate fluctuation risk mitigation. Requests for exchange rate fluctuation risk mitigation will not be considered. All bids including such provision will render the bid non-responsive.

Section III: Certifications

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

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PART 4 – EVALUATION PROCEDURES AND BASIS OF SELECTION

4.1. Evaluation Procedures

- (a) Bids will be assessed in accordance with the entire requirement of the bid solicitation including the technical and financial evaluation criteria.
- (b) An evaluation team composed of representatives of Canada will evaluate the bids.

4.1.1. Technical Evaluation

4.1.1.1. Point Rated Technical Criteria

Technical bids will be evaluated against the point rated technical evaluation criteria in **Annex C to Part 4 of the Bid Solicitation**.

4.1.2. Financial Evaluation

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

4.1.3. Basis of Selection

1. To be declared responsive, a bid must:
 - a. comply with all the requirements of the bid solicitation; and
 - b. obtain the required minimum points specified for each criterion for the technical evaluation, and
 - c. obtain the required minimum of **130 points** overall for the technical evaluation criteria which are subject to point rating.
The rating is performed on a scale of **260 points**.
2. Bids not meeting (a) or (b) and (c) will be declared non-responsive.
3. The selection will be based on the highest responsive combined rating of technical merit and price. The ratio will be **70%** for the technical merit and **30%** for the price.
4. To establish the technical merit score, the overall technical score for each responsive bid will be determined as follows: total number of points obtained / maximum number of points available multiplied by the ratio of **70%**.
5. To establish the pricing score, each responsive bid will be prorated against the lowest evaluated price and the ratio of **30%**.
6. For each responsive bid, the technical merit score and the pricing score will be added to determine its combined rating.
7. Neither the responsive bid obtaining the highest technical score nor the one with the lowest evaluated price will necessarily be accepted. The responsive bid with the highest combined rating of technical merit and price will be recommended for award of a contract.

The table below illustrates an example where all three bids are responsive and the selection of the contractor is determined by a 70/30 ratio of technical merit and price, respectively. The total available points equal 135 and the lowest evaluated price is \$45,000 (45).

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Basis of Selection - Highest Combined Rating Technical Merit (70%) and Price (30%)

		Bidder 1	Bidder 2	Bidder 3
Overall Technical Score		115/135	89/135	92/135
Bid Evaluated Price		\$55,000.00	\$50,000.00	\$45,000.00
Calculations	Technical Merit Score	$115/135 \times 70 = 59.63$	$89/135 \times 70 = 46.15$	$92/135 \times 70 = 47.70$
	Pricing Score	$45/55 \times 30 = 24.55$	$45/50 \times 30 = 27.00$	$45/45 \times 30 = 30.00$
Combined Rating		84.18	73.15	77.70
Overall Rating		1st	3rd	2nd

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PART 5 – CERTIFICATIONS AND ADDITIONAL INFORMATION

Bidders must provide the required certifications and additional information to be awarded a contract.

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 Bidder's certifications. Failure to comply and to cooperate with any request or requirement imposed by the Contracting Authority will render the bid non-responsive or constitute a default under the Contract.

5.1. Certifications Required with the Bid

Bidders must submit the following duly completed certifications as part of their bid.

5.1.1. Integrity Provisions – Declaration of Convicted Offences

In accordance with the Integrity Provisions of the Standard Instructions, all Bidders must provide with their bid, 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 Contract Award and Additional Information

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

The Bidder, regardless of their status under the [Ineligibility and Suspension Policy](#), must provide the information requested at **Annex D to Part 5 of the Bid Solicitation** prior to contract award.

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 Bidder must provide the information requested at **Annex E to Part 5 of the Bid Solicitation** prior to contract award.

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5.2.3. Federal Contractors Program for Employment Equity – Bid Certification

By submitting a bid, the Bidder certifies that the Bidder, and any of the Bidder's members if the Bidder 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 \(ESDC\) – Labour's](#) website.

Canada will have the right to declare a bid non-responsive if the Bidder, or any member of the Bidder if the Bidder is a Joint Venture, appears on the "FCP Limited Eligibility to Bid" list at the time of contract award.

5.2.4. Additional Certifications Precedent to Contract Award

5.2.4.1. Education and Experience

The Bidder certifies that all the information provided in the résumés and supporting material submitted with its bid, particularly the information pertaining to education, achievements, experience and work history, has been verified by the Bidder to be true and accurate. Furthermore, the Bidder warrants that every individual proposed by the Bidder for the requirement is capable of performing the Work described in the resulting contract.

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PART 6 – RESULTING CONTRACT CLAUSES

The following clauses and conditions apply to and form part of any contract resulting from the bid solicitation.

6.1. Security Requirements

There is no security requirement applicable to the Contract.

6.2. Statement of Work

The Contractor must perform the Work in accordance with the Statement of Work at Annex "A".

6.3. Standard Clauses and Conditions

All clauses and conditions identified in the Contract 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.

6.3.1. General Conditions

[2035](#) (2022-12-01), General conditions: Higher Complexity – Services, 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.

6.3.2. Supplemental General Conditions

[4003](#) (2010-08-16), Licensed Software, apply to and form part of the Contract.

[4004](#) (2013-04-25), Maintenance and Support Services for Licensed Software, apply to and form part of the Contract.

6.4. Term of Contract

6.4.1. Period of the Contract

The period of the Contract is from date of Contract to November 30, 2025 inclusive.

6.4.2. Option to Extend the Contract

The Contractor grants to Canada the irrevocable option to extend the term of the Contract by up to 4 additional 5-year period(s) under the same conditions. The Contractor agrees that, during the extended period of the Contract, it will be paid in accordance with the applicable provisions as set out in the Basis of Payment.

Canada may exercise this option at any time by sending a written notice to the Contractor at least 30 calendar days before the expiry date of the Contract. The option may only be exercised by the Contracting Authority, and will be evidenced for administrative purposes only, through a contract amendment.

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6.5. Authorities

6.5.1. Contracting Authority

The Contracting Authority for the Contract is:

Christine Lajoie
A/Advisor, Goods and Services – Eastern Canada
Parks Canada Agency
National Contracting Services
Chief Financial Officer Directorate
111 Water Street East
Cornwall, ON K6H 6S2

Telephone: 343-585-2762

E-mail address: christine.lajoie@pc.gc.ca

The Contracting Authority is responsible for the management of the Contract and any changes to the Contract must be authorized in writing by the Contracting Authority. The Contractor must not perform work in excess of or outside the scope of the Contract based on verbal or written requests or instructions from anybody other than the Contracting Authority.

6.5.2. Technical Authority

The Technical Authority for the Contract is:

*** to be provided at contract award ***

The Technical Authority is the representative of the department or agency for whom the Work is being carried out under the Contract and is responsible for all matters concerning the technical content of the Work under the Contract. Technical matters may be discussed with the Technical Authority; however, the Technical Authority has no authority to authorize changes to the scope of the Work. Changes to the scope of the Work can only be made through a contract amendment issued by the Contracting Authority.

6.5.3. Contractor's Representative

The Contractor's Representative for the Contract is: *** provide with bid ***

Representative's Name:		
Representative's Title:		
Legal Vendor/ Firm Name:		
Operating Vendor/ Firm Name (if different than above):		
Physical Address:		
City:	Province/ Territory:	Postal Code:

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Telephone:	Facsimile:
Email Address:	
Procurement Business Number (PBN) or Goods and Services Tax (GST) Number:	

6.6. Proactive Disclosure of Contracts with Former Public Servants

*** SACC Manual clause A3025C to be inserted at contract award, if applicable ***

6.7. Payment

6.7.1. Basis of Payment

In consideration of the Contractor satisfactorily completing all of its obligations under the Contract, the Contractor will be paid firm prices, as specified in Annex "B" for a cost of \$ _____ *** to be provided at contract award ***. 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.

6.7.2. Method of Payment – Advance Payment

Canada will pay the Contractor in advance for the Work 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.

6.8. Invoicing Instructions

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.
2. Invoices must be distributed as follows:
 - a. The invoice must be forwarded electronically to the Project Authority for certification and payment.

6.9. Certifications and Additional Information

6.9.1. Compliance

Unless specified otherwise, the continuous compliance with the certifications provided by the Contractor in its bid or precedent to contract award, and the ongoing cooperation in providing additional information are conditions of the Contract and failure to comply will constitute the Contractor in default. Certifications are subject to verification by Canada during the entire period of the Contract.

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6.10. Applicable Laws

The Contract must be interpreted and governed, and the relations between the parties determined, by the laws in force in ***** to be inserted at contract award *****.

6.11. 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 Articles of Agreement;
- (b) The supplemental general conditions [4003](#) (2010-08-16), Licensed Software;
- (c) The supplemental general conditions [4004](#) (2013-04-25), Maintenance and Support Services for Licensed Software;
- (d) The general conditions [2035](#) (2022-12-01), General conditions: Higher Complexity – Services;
- (e) Annex A, Statement of Work;
- (f) Annex B, Basis of Payment; and
- (g) The Contractor's bid dated ***** to be inserted at contract award *****.

6.12. Limitation of Liability - Public Cloud Software as a Service (SaaS)

a. First Party Liability

- i. **Contract Performance:** The Contractor is fully liable for all damages to Canada, arising from the Contractor's performance or failure to perform the Contract.
- ii. **Data Breach:** The Contractor is fully liable for all damages to Canada resulting from its breach of security or confidentiality obligations resulting in unauthorized access to or unauthorized disclosure of records or data or information owned by Canada or a third party.
- iii. **Limitation Per Incident:** Subject to the following section, irrespective of the basis or the nature of the claim, the Contractor's total liability per incident will not exceed the cumulative value of the Contract invoices for 12 months preceding the incident.
- iv. **No Limitation:** The above limitation of Contractor liability does not apply to:
 - o wilful misconduct or deliberate acts of wrongdoing, and
 - o any breach of warranty obligations.

- b. **Third Party Liability:** Regardless whether the third party claims against Canada, the Contractor or both, each Party agrees that it will accept full liability for damages that it causes to the third party in connection with the Contract. The apportionment of liability will be the amount set out by agreement of the Parties or determined by a court. The Parties agree to reimburse each other for any payment to a third party in respect of damages caused by the other, the other Party agrees to promptly reimburse for its share of the liability.

6.13. Insurance Requirements

The Contractor is responsible for deciding if insurance coverage is necessary to fulfill its obligation under the Contract and to ensure compliance with any applicable law. Any insurance acquired or maintained by the Contractor is at its own expense and for its own benefit and protection. It does not release the Contractor from or reduce its liability under the Contract.

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6.14. 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.

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ANNEX A

STATEMENT OF WORK

1. Title

Avalanche Forecasting System Replacement

2. Background

The Avalanche Forecasting System (AFS) is an electronic system used by Parks Canada staff in Glacier National Park for monitoring weather conditions and informing decisions on avalanche control to protect the transportation corridor in Rogers Pass. AFS was developed in 2010 and, while still functional, is nearing the end of its life. It is a mission-critical component of the avalanche control program, allowing avalanche forecasters to evaluate the risk of natural avalanches hitting the Trans-Canada Highway and Canadian Pacific Railway and to react accordingly.

Parks Canada is looking for a complete replacement of the legacy AFS information system by November 2025.

3. Objective

To ensure the business continuity of the avalanche control program in Rogers Pass, the AFS needs to be replaced by November 2025. The replacement system will be expected to provide all the capabilities present in the current system, as identified in this document. All legacy data will need to be migrated to the replacement system.

4. Scope of Work

The Contractor is responsible for the following:

- a. Obtaining a detailed understanding of Parks Canada's needs in terms of system capabilities and the relative importance of each capability
- b. Using good project management practices to ensure the delivery of the project on time, within scope and within budget
- c. Working with Parks Canada to complete a Security Assessment & Authorization (SA&A) Process. In the process, an Information Technology (IT) Security Practitioner, who can be a representative of either Parks Canada or the vendor, will gather evidence in support of the SA&A process. The process will be completed by November 2025 or later if deemed acceptable by Parks Canada.
 - The system must meet Canadian Centre for Cyber *Security IT Security Risk Management: A Lifecycle Approach* (ITSG-33) requirements commensurate with its security profile for confidentiality, integrity, and availability
- d. Implementing a replacement system in an iterative, agile fashion, according to the following timelines:
 - Minimum Viable Product (MVP) by November 2024
 - All capabilities by November 2025
- e. Working closely with Parks Canada to obtain feedback on any work completed
- f. Importing legacy data and working with Parks Canada to verify the completeness of the imported data such as:
 - Weather data from various weather stations
 - Information on highway or railway closures resulting from avalanche control
 - Information on avalanche control actions

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- Information related to avalanche paths
 - Snowpack observations recorded in adherence to the OGRS [Observation Guidelines and Recording Standards for Weather, Snowpack and Avalanches \(OGRS Standard\)](#)
 - Avalanche alert status
- g. Meeting with Parks Canada on a weekly or a bi-weekly basis, or other regular schedule agreed to by Parks Canada
- h. Responding to requests for information by Parks Canada in a timely manner
- i. Providing support for the system, once operational, as per C48 below
- j. Abiding by the terms of a Service Level Agreement (SLA), to be developed prior to the system becoming operational

Parks Canada is responsible for the following:

- Providing overall project management
 - Providing a live demonstration of the legacy system as well as providing any system documentation requested by the vendor
 - Providing a detailed list of ITSG-33 security controls for the purposes of the security assessment
 - Working with the vendor to identify what constitutes a Minimum Viable Product for November 2024 delivery
 - Implementing a method of transmitting weather data files from weather stations in Glacier National Park to the vendor's cloud environment, such as a to a cloud storage account
-
- Extracting datasets for data migration in a format preferred by the vendor, such as CSV files
 - Evaluating vendor deliverables and responding with feedback in a timely manner, keeping feedback concise and clear
 - Responding to requests for information by the vendor in a timely manner
 - Abiding by the terms of a Service Level Agreement, to be developed prior to the system becoming operational

5. System capabilities

The replacement system ideally should have the following capabilities:

	CAPABILITY
	Regulatory compliance
C1	Data in the final production environment is hosted in Canada (MANDATORY)
	Language and accessibility
C2	Users can switch between English and French (MANDATORY)
C3	Users can input text-based content in both English and French, separately
C4	The system is accessible via mobile phones and other platform-agnostic devices
C5	The system features a translation tool for translating static interface labels
C6	The system can capture controlled vocabularies (e.g. dropdown entries) in English and French

C7	<p>The vendor must ensure that the solution conforms to the latest Government of Canada Standard on Accessibility (currently being revised to EN 301 549 / Web Content Accessibility Guidelines (WCAG) 2.1 AA) as described at the following link: https://www.tbs-sct.gc.ca/pol/doc-eng.aspx?id=23601. Compliance is required within three (3) years from the beginning of the contract. The standards include but are not limited to:</p> <ul style="list-style-type: none"> • Correct use of semantic/hierarchical markup (essential for screen readers) • Alt-text for all information-bearing images (null alts for decorative images) • Users must be able to tab to all features (complete functionality without a mouse) • Links must open in the same browser window (no new tab/new window) • Tables must conform to WCAG specifications
Availability	
C8	The system does not restart during operations
C9	The system has redundancy and is resistant to failure
Weather station data	
C10	Users can connect multiple weather stations to the system
C11	Users can declare what sensors are aboard a weather station
C12	Weather stations can submit metric data to the system at different intervals, such as every 10 minutes, every hour, every day, with each of these datasets being different since they serve different purposes
C13	Users can see latest weather data in a screen that can refresh automatically, with separate views for 10-minute data, 1-hour data and 24-hour data
C14	Users can choose between tabular and graph views
C15	Users can set a time range for the data they want to view, such as the last seven days
C16	Users can create customized graph views to serve different purposes
C17	Users can sort data by field in tabular views
C18	Users can view data for many weather stations at once
C19	Users can observe weather station status (working normally/not working normally)
Alerts and notifications	
C20	Users can define conditions for alerts and notifications, such when a certain field value meets a certain criterion (e.g. total 24-hour snow accumulation at weather station X reaches threshold Y centimeters)
C21	Users can set alert sensitivity by choosing how often the condition is checked in a day
C22	The system can contact the user(s) via email, SMS, or other messaging upon an alert or notification
C23	Users can select the frequency of messages from alerts and notifications based on their individual preference

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C24	Users can enable or disable alerts or notifications
C25	Users can see a history of alerts and notifications
	Reporting
C26	Users can connect a reporting tool such as Power BI to the system so that they can create custom reports on any aspect of the data, such as total seasonal closures
	Avalanche atlas
C27	Users can add avalanche path information to the system, in all necessary detail, such as: <ul style="list-style-type: none">• Path name• Latitude/longitude• Vertical fall• Elevation• Path length• Aspect• Angle• Comments• Images
C28	Users can group avalanche paths into zones
	Avalanche occurrences
C29	Users can record information on avalanche events when they occur in an avalanche path, such as date, cause, common metrics, and impact
C30	Users can see past avalanche events and filter them by field
	Snowpack observations
C31	Users can enter their daily snowpack observations, written on paper notebooks, to the system. Users can record information on snow profiles in accordance with industry standard (Observation Guidelines & Recording Standards (OGRS)).
C32	Users can record significant weak layers/persistent weak layers and link them to snow profiles
C33	Users can record snowpack stability test results in the system and link results to significant layers
C34	The system can automate the data entry process by automatically adding weather data to the manual observations, where applicable
C35	The system can automate the data entry process by calculating field values based on data entered, where possible
C36	Users can search, sort and filter snowpack observations
	Snow profiles
C37	The system can plot snow profiles (a sample is included)
C38	Users can export and share snow profile plots in an electronic format

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Closures	
C39	Users are able enter information related to highway or rail closure actions, capturing information such as what/where/why/when
C40	Users can record information on avalanche control activities conducted during closures
C41	Users can use this data, using a reporting tool such as Power BI, to determine number of highway or rail closure hours during a winter to measure overall avalanche activity and impacts on the economy
C42	Users can view historical road and rail closure information
Avalanche alertness status	
C43	When avalanche hazard increases or decreases, users can declare a higher or lower state of avalanche alertness, such as yellow, orange or red
C44	The system can visualize the beginning and the end of yellow/orange/red status in weather graphs
C45	Users can view past avalanche alertness states
Data sharing	
C46	The system can submit or provide weather data to the Parks Canada website in a convenient format such as XML or JSON.
User management	
C47	The system features role-based access control
Support	
C48	Users have access to maintenance and support services 24 hours a day during the winter avalanche season and within a reasonable time frame the rest of the year, as will be defined in the SLA

6. Delivery

Please send all software (and updates, patches, etc.) for distribution to the following email address: *** To be inserted at contract award ***

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ANNEX B

BASIS OF PAYMENT

Financial Bid Submission Requirements

- (a) Prices must appear in the financial bid only. No prices must be indicated in any other section of the bid.
- (b) Bidder must submit its financial bid in accordance with this Basis of Payment.
- (c) The bid must be submitted in Canadian dollars, Applicable Taxes excluded, FOB destination, Canadian customs duties and excise taxes included.
- (d) Total Combined Evaluated Estimated Bid Price Calculation:
 - a. For the purposes of evaluation, the evaluated bid price will be comprised of the combined total of Table A through Table B.

A. Initial Contract Period - Date of Contract to November 30, 2025 inclusive

Firm Price(s)

In consideration of the Contractor completing all of its obligations under the Contract, the Contractor will be paid firm price(s) in Canadian funds for all costs, including but not limited to all professional, technical, and administrative fees and costs as required to fulfill the requirements of Annex A – Statement of Work as defined.

Item No.	Description	Unit of Measurement	Firm Price
A.1	Avalanche Forecasting System Replacement Software Development and Implementation	Lump Sum	\$
(A)	TOTAL FIRM PRICE		\$

B. Optional Contract Periods – Maintenance & Support Services

Firm Price(s)

In consideration of the Contractor completing all of its obligations under the Contract, the Contractor will be paid firm price(s) in Canadian funds for all costs, including but not limited to all professional, technical, and administrative fees and costs as required to fulfill the requirements of Annex A – Statement of Work as defined.

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Item No.	Description	Unit of Measurement	Firm Price
B.1	Option Period 1 – December 1, 2025 to November 30, 2030 Annual Software Maintenance and Support Services for the Avalanche Forecasting System (5-year term)	Lump Sum	\$
B.2	Option Period 2 – December 1, 2030 to November 30, 2035 Annual Software Maintenance and Support Services for the Avalanche Forecasting System (5-year term)	Lump Sum	\$
B.3	Option Period 3 – December 1, 2035 to November 30, 2040 Annual Software Maintenance and Support Services for the Avalanche Forecasting System (5-year term)	Lump Sum	\$
B.4	Option Period 4 – December 1, 2040 to November 30, 2045 Annual Software Maintenance and Support Services for the Avalanche Forecasting System (5-year term)	Lump Sum	\$
(B)	TOTAL FIRM PRICE		\$

C. Total Evaluated Bid Price

Item	Description	Bid Price
(A)	Initial Contract Period (A.1)	\$
(B)	Optional Contract Periods (B.1 + B.2 + B.3 + B.4)	\$
(C)	TOTAL EVALUATED BID PRICE Sum of Bid Price(s)	
		\$

Notes:

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

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ANNEX C TO PART 4 OF THE BID SOLICITATION

TECHNICAL EVALUATION

1. Technical Bid Format

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

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

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

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

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

2. 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 minimum weighted points required for the point rated technical criteria, as identified. Bids that do not meet or exceed the identified minimum weighted points required (if applicable) for the point rated technical criteria will be given no further evaluation. **In addition, a bid must have achieved a minimum technical score of 130/260.**

Point Rated Technical Criteria 2.1 will be evaluated in accordance with 3. Generic Evaluation Criteria.

Item No.	Evaluation Criteria	Min Score	Max Score	Total Score <small>**To Be Completed by Evaluation Team**</small>
2.1	<p>Avalanche Data Experience:</p> <p>The Bidder must provide information for two (2) projects that demonstrate experience developing data-driven monitoring tools for the risk management of avalanche hazards. The projects submitted will be reviewed and assessed to evaluate the level of related experience and the quality of work.</p> <p><u>Information that should be supplied:</u></p> <ul style="list-style-type: none">• A general description of the project• Clearly indicate how the project is comparable/relevant to the requested project	6/ project	10/ project	/20

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	<ul style="list-style-type: none"> • A description of practices, methods and principles applied by the bidder to ensure project success • A description of project outcomes • The name and contact information of the client organization(s) for whom the work was provided 			
2.1 <small>**To Be Completed by Evaluation Team**</small>	Reference(s):			
	Strengths:			
	Weaknesses:			

Item No.	Evaluation Criteria	Min Score	Max Score	Total Score <small>**To Be Completed by Evaluation Team**</small>
2.2	<p>System Capabilities:</p> <p>The Bidder must provide a response for each capability in the table at Appendix 1 using the following criteria:</p> <ul style="list-style-type: none"> • Yes – the Bidder’s solution provides this capability without the need for customization or other additional work that goes beyond reconfiguring an existing product. • Custom – the Bidder’s solution will provide this capability after customization or other or other additional work that goes beyond reconfiguring an existing product. • No – the Bidder’s solution will not be able provide this capability. <p>Rating Scale for System Capabilities Yes = 5 points Custom Build = 2 points No = 0 points</p>	120	240	/240
2.2 <small>**To Be Completed by Evaluation Team**</small>	Reference(s):			
	Strengths:			
	Weaknesses:			

3. Generic Evaluation Criteria

PCA Evaluation Board members will evaluate the strengths and weaknesses of the Bidder's response to the evaluation criteria and will rate each criterion with even numbers (0, 2, 4, 6, 8 or 10) using the generic evaluation table below.

At the final consensus evaluation meeting, the PCA Evaluation Board members will assign both even and odd numbers in determining the final score for each evaluation criteria.

	INADEQUATE	WEAK	ADEQUATE	FULLY SATISFACTORY	STRONG
0 point	2 points	4 points	6 points	8 points	10 points
Did not submit information which could be evaluated	Lacks complete or almost complete understanding of the requirements.	Has some understanding of the requirements but lacks adequate understanding in some areas of the requirements.	Demonstrates a good understanding of the requirements.	Demonstrates a very good understanding of the requirements.	Demonstrates an excellent understanding of the requirements.
	Weaknesses cannot be corrected	Generally doubtful that weaknesses can be corrected	Weaknesses can be corrected	No significant weaknesses	No apparent weaknesses
	Bidder do not possess qualifications and experience	Bidder lacks qualifications and experience	Bidder has an acceptable level of qualifications and experience	Bidder is qualified and experienced	Bidder is highly qualified and experienced
	Team proposed is not likely able to meet requirements	Team does not cover all components or overall experience is weak	Team covers most components and will likely meet requirements	Team covers all components - some members have worked successfully together	Strong team - has worked successfully together on comparable projects
	Sample projects not related to this requirement	Sample projects generally not related to this requirement	Sample projects generally related to this requirement	Sample projects directly related to this requirement	Leads in sample projects directly related to this requirement
	Extremely poor, insufficient to meet performance requirements	Little capability to meet performance requirements	Acceptable capability, should ensure adequate results	Satisfactory capability, should ensure effective results	Superior capability, should ensure very effective results

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Appendix 1 - System capabilities

The Appendix 1 is a separate document in Excel format. The document's name is: *System Capabilities-Capacités du système*

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ANNEX D TO PART 5 OF THE BID SOLICITATION

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

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

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: _____

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ANNEX E TO PART 5 OF THE BID SOLICITATION

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 FPSs, bidders must provide the information required below before contract award. If the answer to the questions and, as applicable the information required have not been received by the time the evaluation of bids is completed, Canada will inform the Bidder 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 bid 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 Bidder a FPS in receipt of a pension? Yes () No ()

If so, the Bidder 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, Bidders agree that the successful Bidder'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 Bidder a FPS who received a lump sum payment pursuant to the Yes () No () terms of the Work Force Adjustment Directive?

If so, the Bidder 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.