



<p><b>RETURN BIDS TO: RETOURNER LES SOUMISSIONS À:</b></p> <p><b>Bid Receiving - Environment Canada / Réception des soumissions – Environnement Canada</b></p> <p><b>Electronic Copy: - Copier électronique :</b> <a href="mailto:soumissionsbids@ec.gc.ca">soumissionsbids@ec.gc.ca</a></p> <p><b>BID SOLICITATION DEMANDE DE SOUMISSIONS</b></p> <p><b>PROPOSAL TO: ENVIRONMENT CANADA</b></p> <p>We offer to perform or provide to Canada the services detailed in the document including any attachments and annexes, in accordance with the terms and conditions set out or referred to in the document, at the price(s) provided.</p> <p><b>SOUSSION À: ENVIRONNEMENT CANADA</b></p> <p>Nous offrons d'effectuer ou de fournir au Canada, aux conditions énoncées ou incluses par référence dans le document incluant toutes pièces jointes et annexes, les services détaillés dans le document, au(x) prix indiqué(s).</p>	<p><b>Title – Titre</b> Alaksen National Wildlife Area Transition to Organic Farming – Research, Trials, and Planning</p>	
	<p><b>EC Bid Solicitation No. /SAP No. – N° de la demande de soumissions EC / N° SAP</b> 5000076341</p>	
	<p><b>Date of Bid solicitation (YYYY-MM-DD) – Date de la demande de soumissions (AAAA-MM-JJ)</b> 2024-03-18</p>	
	<p><b>Bid Solicitation Closes (YEAR- MM-DD) - La demande de soumissions prend fin (AAAA- MM-JJ)2</b> at – à 3 :00 p.m. on – le 2024-04-12</p>	<p><b>Time Zone – Fuseau horaire</b> PDT</p>
	<p><b>F.O.B – F.A.B</b></p>	
	<p><b>Address Enquiries to - Adresser toutes questions à</b> Heidi Noble <a href="mailto:Heidi.Noble@ec.gc.ca">Heidi.Noble@ec.gc.ca</a></p>	
	<p><b>Telephone No. – N° de téléphone</b></p>	<p><b>Fax No. – N° de Fax</b></p>
	<p><b>Delivery Required (YEAR-MM-DD) – Livraison exigée (AAAA- MM-JJ)</b> 2025-03-31</p>	
	<p><b>Destination - of Services / Destination des services</b> British Columbia</p>	
	<p><b>Security / Sécurité</b> There is no security requirement applicable to the requirement.</p>	
<p><b>Vendor/Firm Name and Address - Raison sociale et adresse du fournisseur/de l'entrepreneur</b></p>		
<p><b>Telephone No. – N° de téléphone</b></p>	<p><b>Fax No. – N° de Fax</b></p>	
<p><b>Name and title of person authorized to sign on behalf of Vendor/Firm: (type or print) / Nom et titre de la personne autorisée à signer au nom du fournisseur/de l'entrepreneur (taper ou écrire en caractères d'imprimerie)</b></p>		
<p><b>Signature</b></p>	<p><b>Date</b></p>	



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## **PART 1 – GENERAL INFORMATION**

### **1.1 Security Requirement**

There is no security requirement applicable to the requirement.

### **1.2 Statement of Work**

The Work to be performed is detailed under Annex A, Statement of Work of the resulting contract.

### **1.3 Debriefings**

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



## 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 PWGSC *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.

The standard instructions 2003 are modified as follows:

**Under “Text” at 02:**

**Delete:** “Procurement Business Number”

**Insert:** “Deleted”

**At Section 02 Procurement Business Number**

**Delete:** In its entirety

**Insert:** “Deleted”

**At Section 05 Submission of Bids, Subsection 05 (2d):**

**Delete:** In its entirety

**Insert:** “send its bid only to Environment Canada (EC) as specified on page 1 of the bid solicitation or to the address specified in the bid solicitation;”

**At Section 06 Late Bids:**

**Delete:** “PWGSC”

**Insert:** “Environment Canada”

**At Section 07 Delayed Bids:**

**Delete:** “PWGSC”

**Insert:** “Environment Canada”

**At Section 08 Transmission by Facsimile, Subsection 08 (1):**

**Delete:** In its entirety

**Insert:** “Bids may be submitted by facsimile if specified in the bid solicitation.”

**At Section 12 Rejection of Bid, Subsection 12 (1) a. and b.:**

**Delete:** In their entirety

**Insert:** “Deleted”

**At Section 17 Joint Venture, Subsection 17 (1) b.:**

**Delete:** “the Procurement Business Number of each member of the joint venture,”

**Insert:** “Deleted”

**At Section 20 Further Information, Subsection 20 (2):**

**Delete:** In its entirety

**Insert:** “Deleted”



**At Section 05 Submission of Bids, Subsection 05 (4)**

**Delete:** "sixty (60) days"

**Insert:** "one hundred and twenty (120) days"

**Insert:**

***"Technical Difficulties of Bid Transmission***

*Despite anything to the contrary in (05), (06) or (08) of the Standard Instructions, where a Bidder has commenced transmission of its bid through an electronic submission method (such as facsimile or Canada Post Corporation's (CPC) Connect service, or other online service) in advance of the bid solicitation closing date and time, but due to technical difficulties, Canada was unable to receive or decode the entirety of the Bid by the deadline, Canada may nonetheless accept the entirety of the Bid received after the bid solicitation closing date and time, provided that the Bidder can demonstrate the following:*

*(i) The bidder contacted Canada in advance of the bid solicitation closing date and time to attempt to resolve its technical difficulties; OR*

*(ii) The electronic properties of the Bid documentation clearly indicate that all components of the Bid were prepared in advance of the bid solicitation closing date and time.*

**Completeness of the Bid**

*After the closing date and time of this bid solicitation, Canada will examine the Bid to determine completeness. The review for completeness will be limited to identifying whether any information submitted as part of the bid can be accessed, opened, and/or decoded. This review does not constitute an evaluation of the content, will not assess whether the Bid meets any standard or is responsive to all solicitation requirements, but will be solely limited to assessing completeness. Canada will provide the Bidder with the opportunity to submit information found to be missing or incomplete in this review within two business days of notice.*

*Specifically, the bid will be reviewed and deemed to be complete when the following elements have been submitted by the bidder:*

- 1. That certifications and securities required at bid closing are included.*
- 2. That bids are properly signed, that the bidder is properly identified.*
- 3. Acceptance of the terms and conditions of the bid solicitation and resulting contract.*
- 4. That all documents created prior to bid closing but due to technical difficulties Canada was unable to receive them, have been properly submitted and received by Canada.*
- 5. All certifications, declarations and proofs created prior to bid closing but due to technical difficulties Canada was unable to receive them, have been properly submitted and received by Canada."*

**2.2 Submission of Bids**

Bids must be submitted to Environment Canada (EC) at the address and by the date, time and place indicated on page 1 of the bid solicitation.

**2.3 Former Public Servant – Competitive Bid**



Contracts awarded to former public servants (FPS) in receipt of a pension or of a lump sum payment must bear the closest public scrutiny, and reflect fairness in the spending of public funds. In order to comply with Treasury Board policies and directives on contracts awarded to FPS, 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 published proactive disclosure reports in accordance with Contracting Policy Notice: 2012-2 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 terms of the Work Force Adjustment Directive? **Yes ( ) No ( )**

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.

For all contracts awarded during the lump sum payment period, the total amount of fees that may be paid to a FPS who received a lump sum payment is \$5,000, including Applicable Taxes.

## **2.4 Enquiries - Bid Solicitation**

All enquiries must be submitted in writing to the Contracting Authority no later than five (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 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.

## **2.5 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.

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

## **2.6 Bid Challenge and Recourse Mechanisms**





- a) Several mechanisms are available to potential suppliers to challenge aspects of the procurement process up to and including contract award.
- b) 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 - Buyandsell.gc.ca](#) contains information on potential complaint bodies such as:

Office of the Procurement Ombudsman (OPO)  
Canadian International Trade Tribunal (CITT)

- c) Suppliers should note that there are strict deadlines for filing complaints, and the time periods vary depending on the complaint body in question. Suppliers should therefore act quickly when they want to challenge any aspect of the procurement process.



## PART 3 – BID PREPARATION INSTRUCTIONS

### 3.1. Bid Preparation Instructions

Canada requests that bidders provide their bid in separately bound sections as follows:

Section I: Technical Bid (1 electronic copy)

Section II: Financial Bid (1 electronic copy)

Section III: Certifications (1 electronic copy)

Prices must appear in the financial bid only. No prices must be indicated in any other section of the bid. Canada requests that bidders follow the format instructions described below in the preparation of their bid:

#### Note for electronic submission of bids:

In order to be considered, bids must be received by the date and time indicated on the cover page to herein as the "Closing Date." Bids received after the Closing Date will be considered non-responsive and will not be considered for contract award. Bids submitted by email must be submitted ONLY to the following email address:

Email Address: [soumissionsbids@ec.gc.ca](mailto:soumissionsbids@ec.gc.ca)

Attention: Heidi Noble

Solicitation Number: 5000076341

Bidders should ensure that their name, address, Closing Date of the solicitation and Solicitation Number are clearly indicated in the body of their email. Bids and supporting information may be submitted in either English or French.

The total size of the email, including all attachments, must be less than 15 megabytes (MB). It is each Bidder's responsibility to ensure that the total size of the email does not exceed this limit.

Bids sent by fax will not be accepted.

It is important to note that emails systems can experience systematic delays and, at times, large attachments may cause systems to hold or delay transmission of emails. It is solely the Bidder's responsibility to ensure that the Contracting Authority receives a bid on time, in the mailbox that has been identified for bid receipt purposes. Date stamps for this form of transmission are not acceptable.

#### Section I: Technical Bid

In their technical bid, bidders should demonstrate their understanding of the requirements contained in the bid solicitation and explain how they will meet these requirements. Bidders should demonstrate their capability and describe their approach in a thorough, concise and clear manner for carrying out the work.

The technical bid should 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 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.



Part 4, Evaluation Procedures, contains additional instructions that bidders should consider when preparing their technical bid.

**Section II: Financial Bid**

1. Bidders must submit their financial bid in accordance with the Financial Bid Presentation Sheet in Attachment 1 to Part 3. The total amount of Applicable Taxes must be shown separately.
2. Bidders must submit their financial bid in Canadian funds and in accordance with the Financial Bid Presentation Sheet in Attachment 1 to Part 3. The total amount of Applicable Taxes must be shown separately.
3. Bidders must submit their rates FOB destination; Canadian customs duties and excise taxes included, as applicable; and Applicable Taxes excluded.

**4. Price Breakdown**

In their financial bid, the bidders are requested to provide a detailed breakdown of the price for the following elements for each task of the Work, as applicable:

- (a) Applicable Taxes: The bidders should indicate the Applicable Taxes separately.
5. Bidders should include the following information in their financial bid:
  - (a) Their legal name; and
  - (b) The name of the contact person (including this person's mailing address, phone and facsimile numbers and email address) authorized by the Bidder to enter into communications with Canada with regards to their bid; and any contract that may result from their bid.

**Section III - Certifications**

Bidders must provide the required certifications Part 5.



**ATTACHMENT 1 TO PART 3 -  
FINANCIAL BID PRESENTATION SHEET**

The Bidder must complete this Financial Bid Presentation Sheet and include it in its financial bid.

**Only information provided in the tables below will be considered by Canada.**



<b>Initial Contract Period Contract Award – March 31, 2025</b>			
<b>Category</b>	<b>Description</b>	<b>Tasks and Deliverables</b>	<b>Percentage of Professional Fees</b>
Administration	<ul style="list-style-type: none"> <li>• Communicate with the Technical Authority to determine and confirm project plan and schedule.</li> <li>• Organize, lead, and attend meetings, collaboration with stakeholders and key personnel.</li> <li>• Engage and coordinate with collaborating ANWA farmers.</li> <li>• Provide overall project management, including updates on progress and identification/communication of any necessary adjustments to the work plan or schedule.</li> <li>• Prepare and submit permit applications as necessary.</li> <li>• Develop presentations and reports to document work completed and effectiveness.</li> <li>• Submission of year-end and final reports to document results of work activities.</li> <li>• Participate in an annual meeting of ANWA farmers and management staff to report on project progress and results and plan for the subsequent seasons work.</li> </ul>	<ol style="list-style-type: none"> <li>1. <i>Wildlife Area Regulations</i> Permit covering activities to occur during the contract.</li> <li>2. Annual reporting of activities completed in contract year, including update on works completed in the Initial Contract Period, and issues that arose during works completed in Initial Contract Period.</li> <li>3. Annual meeting with CWS to review works completed in the Initial Contract Period.</li> <li>4. Annual meeting with CWS and Alaksen NWA farmers to review works completed in the Initial Contract Year.</li> </ol>	
Plot Scale Systems Comparison	<p>The Contractor must identify and report the yield, economic outcomes, environmental impacts, and any other pertinent information of at least two alternative systems via quantification and comparison to the existing production system. Comparisons must be designed for statistical analysis. Results and findings must be summarized in annual reports, and a final report, and presented in briefings to ANWA managers, farmers, and key personnel.</p> <ul style="list-style-type: none"> <li>• Identify potential alternative crop production systems.</li> <li>• A randomized, complete block trial will be conducted to compare current agricultural systems against alternative systems.</li> </ul>	<ol style="list-style-type: none"> <li>1. Draft plan for Plot Scale Systems Comparison.</li> </ol>	100%



	<ul style="list-style-type: none"> <li>Replicated treatments will be established in a forage grass field that will include various options for fertilizer inputs, mechanical and cultural practices.</li> <li>Examples of alternative systems could be a strictly organic system, no till, relay cropping of corn, etc.</li> <li>Exact system(s) to be evaluated will be determined after further examination and discussion with ANWA farmers.</li> </ul>		
<b>Option Period One</b> <b>April 1, 2025 – March 31, 2026</b>			
Category	Description	Tasks and Deliverables	Percentage of Professional Fees
Administration	<ul style="list-style-type: none"> <li>Communicate with the Technical Authority to determine and confirm project plan and schedule.</li> <li>Organize, lead, and attend meetings, collaboration with stakeholders and key personnel.</li> <li>Engage and coordinate with collaborating ANWA farmers.</li> <li>Provide overall project management, including updates on progress and identification/communication of any necessary adjustments to the work plan or schedule.</li> <li>Prepare and submit permit applications as necessary.</li> <li>Develop presentations and reports to document work completed and effectiveness.</li> <li>Submission of year-end and final reports to document results of work activities.</li> <li>Participate in an annual meeting of ANWA farmers and management staff to report on project progress and results and plan for the subsequent seasons work.</li> </ul>	<ol style="list-style-type: none"> <li>Annual reporting of activities completed in contract year, including update on works completed in Option Period One, and issues that arose during works completed in Option Period One.</li> <li>Annual meeting with CWS to review works completed in Option Period One.</li> <li>Annual meeting with CWS and Alaksen NWA farmers to review works completed in Option Period One.</li> </ol>	
Plot Scale Systems Comparison	<p>The Contractor must identify and report the yield, economic outcomes, environmental impacts, and any other pertinent information of at least two alternative systems via quantification and comparison to the existing production system. Comparisons must be designed for statistical analysis. Results and findings must be summarized in annual reports, and a</p>	<ol style="list-style-type: none"> <li>Annual reporting of Option Period One Plot Scale Systems Comparison.</li> </ol>	40%



	<p>final report, and presented in briefings to ANWA managers, farmers, and key personnel.</p> <ul style="list-style-type: none"> <li>• Identify potential alternative crop production systems.</li> <li>• A randomized, complete block trial will be conducted to compare current agricultural systems against alternative systems.</li> <li>• Replicated treatments will be established in a forage grass field that will include various options for fertilizer inputs, mechanical and cultural practices.</li> <li>• Examples of alternative systems could be a strictly organic system, no till, relay cropping of corn, etc.</li> <li>• Exact system(s) to be evaluated will be determined after further examination and discussion with ANWA farmers.</li> </ul>		
<p>Field Level Systems Comparison</p>	<p>The Contractor will demonstrate and quantify alternative production systems compared to the conventional system, over three growing seasons, at ANWA. This work must be conducted on a scale reflective of commercial farming so it can be reasonably expected that farmers can implement the alternative system moving forward. Agronomic, ecological, and economic outcomes must be included within this systems comparison. Results and findings must be summarized in annual reports, and a final report, and presented in briefings to ANWA managers, farmers, and key personnel.</p> <ul style="list-style-type: none"> <li>• Compare organic-regenerative crop production systems at the field level.</li> <li>• Comparison sites in close proximity to and within ANWA will be utilized to determine differences between agricultural systems.</li> <li>• Data collected may be related to soil, inputs (e.g. labour, tillage), pest incidence, crop yield, economic outcomes and environmental impact between organic, alternative, and conventional systems.</li> </ul>	<p>1. Annual reporting of Option Period One Field Level Systems Comparison.</p>	<p>60%</p>
<p><b>Option Period Two</b> <b>April 1, 2026 – March 31, 2027</b></p>			



Category	Description	Tasks and Deliverables	Percentage of Professional Fees
Administration	<ul style="list-style-type: none"> <li>• Communicate with the Technical Authority to determine and confirm project plan and schedule.</li> <li>• Organize, lead, and attend meetings, collaboration with stakeholders and key personnel.</li> <li>• Engage and coordinate with collaborating ANWA farmers.</li> <li>• Provide overall project management, including updates on progress and identification/communication of any necessary adjustments to the work plan or schedule.</li> <li>• Prepare and submit permit applications as necessary.</li> <li>• Develop presentations and reports to document work completed and effectiveness.</li> <li>• Submission of year-end and final reports to document results of work activities.</li> <li>• Participate in an annual meeting of ANWA farmers and management staff to report on project progress and results and plan for the subsequent seasons work.</li> </ul>	<ol style="list-style-type: none"> <li>1. Annual reporting of activities completed in contract year, including update on works completed in Option Period Two, and issues that arose during works completed in Option Period Two.</li> <li>2. Annual meeting with CWS to review works completed in Option Period Two.</li> <li>3. Annual meeting with CWS and Alaksen NWA farmers to review works completed in Option Period Two.</li> </ol>	
Plot Scale Systems Comparison	<p>The Contractor must identify and report the yield, economic outcomes, environmental impacts, and any other pertinent information of at least two alternative systems via quantification and comparison to the existing production system. Comparisons must be designed for statistical analysis. Results and findings must be summarized in annual reports, and a final report, and presented in briefings to ANWA managers, farmers, and key personnel.</p> <ul style="list-style-type: none"> <li>• Identify potential alternative crop production systems.</li> <li>• A randomized, complete block trial will be conducted to compare current agricultural systems against alternative systems.</li> <li>• Replicated treatments will be established in a forage grass field that will include various options for fertilizer inputs, mechanical and cultural practices.</li> </ul>	<ol style="list-style-type: none"> <li>1. Final report of Option Period Two Plot Scale Systems Comparison.</li> </ol>	40%





	<ul style="list-style-type: none"> <li>• Examples of alternative systems could be a strictly organic system, no till, relay cropping of corn, etc.</li> <li>• Exact system(s) to be evaluated will be determined after further examination and discussion with ANWA farmers.</li> </ul>		
Field Level Systems Comparison	<p>The Contractor will demonstrate and quantify alternative production systems compared to the conventional system, over three growing seasons, at ANWA. This work must be conducted on a scale reflective of commercial farming so it can be reasonably expected that farmers can implement the alternative system moving forward. Agronomic, ecological, and economic outcomes must be included within this systems comparison. Results and findings must be summarized in annual reports, and a final report, and presented in briefings to ANWA managers, farmers, and key personnel.</p> <ul style="list-style-type: none"> <li>• Compare organic-regenerative crop production systems at the field level.</li> <li>• Comparison sites in close proximity to and within ANWA will be utilized to determine differences between agricultural systems.</li> <li>• Data collected may be related to soil, inputs (e.g. labour, tillage), pest incidence, crop yield, economic outcomes and environmental impact between organic, alternative, and conventional systems.</li> </ul>	1. Annual reporting of Option Period Two Field Level Systems Comparison.	60%
<b>Option Period Three</b> <b>April 1, 2027 – March 31, 2028</b>			
Category	Description	Tasks and Deliverables	Percentage of Professional Fees
Administration	<ul style="list-style-type: none"> <li>• Communicate with the Technical Authority to determine and confirm project plan and schedule.</li> <li>• Organize, lead, and attend meetings, collaboration with stakeholders and key personnel.</li> <li>• Engage and coordinate with collaborating ANWA farmers.</li> <li>• Provide overall project management, including updates on progress and identification/communication of any necessary adjustments to the work plan or schedule.</li> </ul>	<ol style="list-style-type: none"> <li>1. Final reporting of activities completed in throughout contract, including update on works completed in Option Period Three, and issues that arose during works completed in Option Period Three</li> <li>2. Annual meeting with CWS to review</li> </ol>	



	<ul style="list-style-type: none"> <li>• Prepare and submit permit applications as necessary.</li> <li>• Develop presentations and reports to document work completed and effectiveness.</li> <li>• Submission of year-end and final reports to document results of work activities.</li> <li>• Participate in an annual meeting of ANWA farmers and management staff to report on project progress and results and plan for the subsequent seasons work.</li> </ul>	<p>works completed in Option Period Three</p> <p>3. Annual meeting with CWS and Alaksen NWA farmers to review works completed in Option Period Three</p>	
<p>Field Level Systems Comparison</p>	<p>The Contractor will demonstrate and quantify alternative production systems compared to the conventional system, over three growing seasons, at ANWA. This work must be conducted on a scale reflective of commercial farming so it can be reasonably expected that farmers can implement the alternative system moving forward. Agronomic, ecological, and economic outcomes must be included within this systems comparison. Results and findings must be summarized in annual reports, and a final report, and presented in briefings to ANWA managers, farmers, and key personnel.</p> <ul style="list-style-type: none"> <li>• Compare organic-regenerative crop production systems at the field level.</li> <li>• Comparison sites in close proximity to and within ANWA will be utilized to determine differences between agricultural systems.</li> <li>• Data collected may be related to soil, inputs (e.g. labour, tillage), pest incidence, crop yield, economic outcomes and environmental impact between organic, alternative, and conventional systems.</li> </ul>	<p>1. Annual reporting of Option Period Three Field Level Systems Comparison.</p>	<p>40%</p>
<p>Analysis of farming options in Agricultural Management Plan</p>	<p>The Contractor must develop an Agricultural Management Plan for achieving ANWA operational objectives based on various management options.</p> <ul style="list-style-type: none"> <li>• Develop options analysis for farming at ANWA.</li> <li>• Evaluate economic, wildlife, and environmental outcomes and potential trade-offs across the various options presented.</li> <li>• Management options to be analysed should include type of crop, crop rotation, and fertility, pest management, and tillage practices</li> </ul>	<p>1. Draft reporting of options analysis for review by CWS and Alaksen NWA farmers.</p> <p>2. Final report of options analysis and Agricultural Management Plan, including input provided by CWS and Alaksen NWA farmers through</p>	<p>60%</p>



	across the ANWA in the context of near (5 year) and long-term (20 year) expected outcomes.	review of draft report.	
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<b>Alaksen National Wildlife Area Transition to Organic Farming – Research, Trials, and Planning</b>	
<b>Total Price for the Initial Contract Period Excluding Applicable Taxes</b>	\$ _____ (A)
<b>Total Price for Option Period One Excluding Applicable Taxes</b>	\$ _____ (B)
<b>Total Price for Option Period Two Excluding Applicable Taxes</b>	\$ _____ (C)
<b>Total Price for Option Period Three Excluding Applicable Taxes</b>	\$ _____ (D)
<b>Total Evaluated Price: Excluding Applicable Taxes</b>	\$ _____ (A) + (B) + (C) + (D) = (E)
<b>Applicable Taxes:</b>	\$ _____ (F)
<b>Total Bid Price: Including Applicable Taxes</b>	\$ _____ (E) + (F) = (G)



## **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**

Except where expressly provided otherwise, the experience described in the bid must be the experience of the Bidder itself (which includes the experience of any companies that formed the Bidder by way of a merger but does not include any experience acquired through a purchase of assets or an assignment of contract). The experience of the Bidder's affiliates (i.e. parent, subsidiary or sister corporations), subcontractors, or suppliers will not be considered.

##### **4.1.1.1 Mandatory Technical Criteria – Refer to Attachment 1 to Part 4**

Mandatory criteria are assessed on a simple pass/fail basis. Bids that fail to meet any of the mandatory criteria will be considered non-responsive.

##### **4.1.1.2 Point Rated Technical Criteria – Refer to Attachment 1 to Part 4**

A proposal must obtain the required minimum score of 12 points in the technical evaluation criteria to be considered responsive.

#### **4.1.2 Evaluation of Price**

The evaluated price will be in accordance with Attachment 1 to Part 3, Financial Bid Presentation Sheet.

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

The proposal with the lowest price receives the maximum 30 points, and all higher priced proposals will be pro-rated relative to the lowest price

### **4.2 Basis of Selection**

#### **4.2.1 Basis of Selection - Highest Combined Rating of Technical Merit and Price**

1. To be declared responsive, a bid must:
  - (a) comply with all the requirements of the bid solicitation;
  - (b) meet all mandatory technical criteria;and



- (c) obtain the required minimum score of 12 points in the technical evaluation criteria.
- 2. Bids not meeting (a) or (b) or (c) will be declared non-responsive.
- 3. The evaluation 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 equals 100 and the lowest evaluated price is \$55,000.00.

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

<u>Bidder</u>	Bidder 1	Bidder 2	Bidder 3
Overall Technical Score	90/100	70/100	80/100
Bid Evaluated Price	\$75,000.00	\$55,000.00	\$65,000.00
<u>Calculations</u>			
Technical Merit Score	$90/100 \times 70 = 63$	$70/100 \times 70 = 49$	$80/100 \times 70 = 56$
Pricing Score	$55/75 \times 30 = 22$	$55/55 \times 30 = 30$	$55/65 \times 30 = 25$
Combined Rating	85	79	81
Overall Rating	1 <sup>st</sup>	3 <sup>rd</sup>	2 <sup>nd</sup>



**ATTACHMENT 1 TO PART 4**

**MANDATORY AND POINT RATED TECHNICAL CRITERIA**

**Mandatory Technical Criteria:**

Criterion Number	Mandatory Technical Criteria	Met (Pass/Fail)	Cross-Reference to bid (indicate page #)
Bidder's Experience			
M1	<p>The Bidder must have six (6) months of experience within the last ten (10) years as of date of bid closing, identifying potential alternative cultivars and evaluating their market potential.</p> <p>In order to demonstrate this, the Bidder must provide the following information in its bid:</p> <ul style="list-style-type: none"> <li>- company/client</li> <li>- start date</li> <li>- end date</li> <li>- and a description of the work and how it meets this criterion</li> </ul>		
M2	<p>The Bidder must have completed two (2) projects within the last ten (10) years as of date of bid closing assessing drainage issues within an agricultural setting.</p> <p>In order to demonstrate this, the Bidder must provide the following information in its bid:</p> <ul style="list-style-type: none"> <li>- company/client,</li> <li>- start date</li> <li>- end date</li> <li>- and a description of the work and how it meets this criterion.</li> </ul> <p>*One (1) project is defined as at least three (3) months in a calendar year.</p> <p>Projects may overlap.</p>		
M3	<p>The Bidder must have completed two (2) projects within the last ten (10) years as of date of bid closing evaluating soils management within an agricultural setting.</p> <p>In order to demonstrate this, the Bidder must provide the following information in its bid:</p>		



	<ul style="list-style-type: none"> <li>- company/client,</li> <li>- start date</li> <li>- end date</li> <li>- and a description of the work and how it meets this criterion</li> </ul> <p>*One (1) project is defined as at least three (3) months in a calendar year.</p> <p>Projects may overlap.</p>		
M4	<p>The Bidder must have completed two (2) projects within the last ten (10) years as of date of bid closing evaluating the effectiveness of different cover crop regimes on agricultural productivity.</p> <p>In order to demonstrate this, the Bidder must provide the following information in its bid:</p> <ul style="list-style-type: none"> <li>- company/client,</li> <li>- start date</li> <li>- end date</li> <li>- and a description of the work and how it meets this criterion</li> </ul> <p>*One (1) project is defined as at least three (3) months in a calendar year.</p> <p>Projects may overlap.</p>		
Proposed Project Manager's Education			
M5	<p>The Bidder's Proposed Project Manager must at minimum hold a master's degree from a recognized post-secondary institution in Botany or Horticulture or Sustainable Food Science or agriculture-related field.</p> <p>Environment and Climate Change Canada reserves the right to request proof prior to contract award.</p>		





**Point Rated Technical Criteria:**

Criterion Number	Point-Rated Technical Criteria	Points allocated	Total Points Available	Score
<b>Bidder's Experience</b>				
R1	<p>The Bidder has experience within the last ten (10) years as of date of bid closing in researching and evaluating agricultural parameters for comparisons amongst crop production systems.</p> <p>In order to demonstrate this, the Bidder should provide the following information in its bid:</p> <ul style="list-style-type: none"> <li>- company/client,</li> <li>- start date</li> <li>- end date</li> <li>- and a description of the work and how it meets this criterion</li> </ul>	<p>7 – &lt;10 months 1 Point</p> <p>10 – &lt;13 months 2 Points</p> <p>13 – &lt;16 months 3 Points</p> <p>16 – &lt;19 months 4 Points</p> <p>19 – &lt;22 months 5 Points</p> <p>22 – &lt;25 months 6 Points</p> <p>25 – &lt;28 months 7 Points</p> <p>28 – &lt;31 months 8 Points</p> <p>31 – &lt;34 months 9 Points</p> <p>34 months or greater 10 Points</p>	10 points	
R2	The Bidder has completed projects within the last ten (10) years as of date of bid closing running statistical	1 point for each project starting at 3 projects up	10 points	



	<p>analysis of crop production systems.</p> <p>In order to demonstrate this, the Bidder should provide the following information in its bid:</p> <ul style="list-style-type: none"><li>- company/client,</li><li>- start date</li><li>- end date</li><li>- and a description of the work and how it meets this criterion</li></ul> <p>*One (1) project is defined as least three (3) months in a calendar year.</p> <p>Projects may overlap.</p>	<p>to a maximum of 10 points</p>		
<p><b>Total of 20 points available</b> <b>Minimum score of 12 points</b></p>			<p><b>20 Points</b></p>	<p><b>Score:</b> <hr/></p>



## PART 5 - CERTIFICATIONS

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

The certifications provided by bidders to Canada are subject to verification by Canada at all times. Canada will declare a bid non-responsive, or will declare a contractor in default in carrying out any of its obligations under the Contract, 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 may 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](#) website, 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 provided will render the bid non-responsive.

#### 5.2.1 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 (<https://www.canada.ca/en/employment-social-development/programs/employment-equity/federal-contractor-program.html#>).

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.

#### 5.2.2 Status and Availability of Resources

The Bidder certifies that, should it be awarded a contract as a result of the bid solicitation, every individual proposed in its bid will be available to perform the Work as required by Canada's representatives and at the time specified in the bid solicitation or agreed to with Canada's representatives. If for reasons beyond its control, the Bidder is unable to provide the services of an individual named in its bid, the Bidder may propose a substitute with similar qualifications and experience. The Bidder must advise the Contracting Authority of the reason for the substitution and provide the name, qualifications and experience of the proposed replacement. For the purposes of this clause, only the following reasons will be considered as



beyond the control of the Bidder: death, sickness, maternity and parental leave, retirement, resignation, dismissal for cause or termination of an agreement for default.

If the Bidder has proposed any individual who is not an employee of the Bidder, the Bidder certifies that it has the permission from that individual to propose his/her services in relation to the Work to be performed and to submit his/her résumé to Canada. The Bidder must, upon request from the Contracting Authority, provide a written confirmation, signed by the individual, of the permission given to the Bidder and of his/her availability. Failure to comply with the request may result in the bid being declared non-responsive.

### **5.2.3 Education and Experience**

*SACC Manual* clause [A3010T](#) (2010-08-16) Education and Experience



## PART 6 - RESULTING CONTRACT

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

**Title:** Alaksen National Wildlife Area Transition to Organic Farming – Research, Trials, and Planning

### 6.1 Security Requirement

There is no security requirement applicable to the requirement.

### 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 PSPC/PWGSC *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

[2010B](#) (2022-12-01) General Conditions - Professional Services (Medium Complexity), as modified below, apply to and form part of the Contract.

General conditions 2010B is modified as follows:

#### At Section 12 Transportation Costs

**Delete:** In its entirety

**Insert:** "Deleted"

#### At Section 13 Transportation Carriers" Liability

**Delete:** In its entirety.

**Insert:** "Deleted"

#### At Section 18, Confidentiality:

**Delete:** In its entirety

**Insert:** "Deleted"

#### Insert Subsection: "36 Liability"

"The Contractor is liable for any damage caused by the Contractor, its employees, subcontractors, or agents to Canada or any third party. Canada is liable for any damage caused by Canada, its employees or agents to the Contractor or any third party. The Parties agree that no limitation of liability or indemnity provision applies to the Contract unless it is specifically incorporated in full text in the Articles of Agreement. Damage includes any injury to persons (including injury resulting in death) or loss of or damage to property (including real property) caused as a result of or during the performance of the Contract."



### At Section 19 Copyright

**Delete:** In its entirety

**Insert:**

- “1. In this section:  
"Material" means anything that is created or developed by the Contractor as part of the Work under the Contract, and in which copyright subsists.  
"Background Information" means all Intellectual Property that is not Foreground Information that is incorporated into the Work or necessary for the performance of the Work and that is proprietary to or the confidential information of the Contractor, its subcontractors or any other third party;  
"Foreground Information" means all Intellectual Property first conceived, developed, produced or reduced to practice as part of the Work under the Contract;
2. Material that is created or developed by the Contractor as part of the Work under the Contract belongs to Canada. The Contractor must incorporate the copyright symbol and either of the following notices, as appropriate: © His Majesty the King in right of Canada (year) or © Sa Majesté le Roi du chef du Canada (année).
3. At the request of the Contracting Authority, the Contractor must provide to Canada, at the completion of the Work or at such other time as the Contracting Authority may require, a written permanent waiver of moral rights as defined in the [Copyright Act](#), R.S., 1985, c. C-42, in a form acceptable to the Contracting Authority, from every author that contributed to the Work. If the Contractor is an author, the Contractor permanently waives the Contractor's moral rights.
4. All Intellectual Property Rights in the Material belongs to Canada as soon as they come into existence. The Contractor has no right in or to any such Intellectual Property except any right that may be granted in writing by Canada.
5. The Contractor also grants to Canada a non-exclusive, perpetual, irrevocable, worldwide, fully-paid and royalty-free license to use the Background Information to the extent that this information is required by Canada to exercise its rights to use the Material. This license cannot be restricted in any way by the Contractor providing any form of notice to the contrary, including the wording on any shrink-wrapped license attached to any deliverable.
6. No restrictions other than those set out in this section must apply to Canada's use of the Material or of translated versions of the Material.”

### 6.3.2 Supplemental General Conditions

[4007](#) (2022-12-01), Canada to own Intellectual Property Rights in Foreground

### 6.3.3 Specific Person(s)

The Contractor must provide the services of the following person(s) to perform the Work as stated in the Contract: \_\_\_\_\_ (*insert name(s) of person(s)*).

### 6.4. Term of Contract

#### 6.4.1 Period of the Contract

The period of the Contract is from date of Contract to March 31, 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 three (3) additional one (1)-year periods 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 fifteen (15) 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.

**6.5. Authorities**

**6.5.1 Contracting Authority**

The Contracting Authority for the Contract is:

Name: \_\_\_\_\_  
Title: \_\_\_\_\_  
Environment and Climate Change Canada  
Procurement and Contracting  
Address: \_\_\_\_\_  
Telephone: \_\_\_\_-\_\_\_\_-\_\_\_\_\_  
Email address: \_\_\_\_\_

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:

Name: \_\_\_\_\_  
Title: \_\_\_\_\_  
Environment and Climate Change Canada  
Address: \_\_\_\_\_  
Telephone: \_\_\_\_-\_\_\_\_-\_\_\_\_\_  
Email address: \_\_\_\_\_

The Technical Authority named above 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:

Name: \_\_\_\_\_  
Title: \_\_\_\_\_



Organization: \_\_\_\_\_  
Address: \_\_\_\_\_  
Telephone: \_\_\_\_-\_\_\_\_-\_\_\_\_\_  
Email address: \_\_\_\_\_

## 6.6 Proactive Disclosure of Contracts with Former Public Servants

By providing information on its status, with respect to being a former public servant in receipt of a [Public Service Superannuation Act](#) (PSSA) pension, the Contractor has agreed that this information will be reported on departmental websites as part of the published proactive disclosure reports, in accordance with [Contracting Policy Notice: 2019-01](#) of the Treasury Board Secretariat of Canada.

## 6.7 Payment

### 6.7.1 Basis of Payment

The Contractor will be paid for its costs reasonably and properly incurred in the performance of the Work, as determined in accordance with the Basis of Payment in Annex B , to a limitation of expenditure of \$\_\_\_\_\_ (insert the amount at contract award). Customs duties are included and Applicable Taxes are extra.

### 6.7.2 Limitation of Expenditure

- (a) Canada's total liability to the Contractor under the Contract must not exceed \$ \_\_\_\_\_(insert the amount at contract award). Customs duties are included and Applicable Taxes are extra.
- (b) No increase in the total liability of Canada or in the price of the Work resulting from any design changes, modifications or interpretations of the Work, will be authorized or paid to the Contractor unless these design changes, modifications or interpretations have been approved, in writing, by the Contracting Authority before their incorporation into the Work. The Contractor must not perform any work or provide any service that would result in Canada's total liability being exceeded before obtaining the written approval of the Contracting Authority. The Contractor must notify the Contracting Authority in writing as to the adequacy of this sum:
  - (i) when it is 75 percent committed, or
  - (ii) four (4) months before the contract expiry date, or
  - (iii) as soon as the Contractor considers that the contract funds provided are inadequate for the completion of the Work,

whichever comes first.

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

## 6.8 Invoicing Instructions





### 6.8.1 Milestone Payments – Not subject to holdback

Canada will make milestone payments in accordance with the Schedule of Milestones detailed in the Contract and the payment provisions of the Contract if:

- a. an accurate and complete invoice and any other documents required by the Contract have been submitted in accordance with the invoicing instructions provided in the Contract;
- b. all such documents have been verified by Canada;
- c. the Work performed has been accepted by Canada.

### 6.9 Certifications

#### 6.9.1 Compliance

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.

### 6.10 Applicable Laws

The Contract must be interpreted and governed, and the relations between the parties determined, by the laws in force in British Columbia.

### 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 - [4007](#) (2022-12-01), Canada to own Intellectual Property Rights in Foreground
- (c) Modified [2010B](#) General Conditions - Professional Services (Medium Complexity) (2022-12-01)
- (d) Annex A, Statement of Work;
- (e) Annex B, Basis of Payment;
- (f) the Contractor's bid dated \_\_\_\_\_, (*insert date of bid*) (*If the bid was clarified or amended, insert at the time of contract award: "as clarified on \_\_\_\_\_" or "as amended on \_\_\_\_\_" and insert date(s) of clarification(s) or amendment(s).*)



## 6.12 Insurance – No Specific Requirement

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.

## 6.13 Replacement of Specific Individuals

6.13.1 If specific individuals are identified in the Contract to perform the Work, the Contractor must provide the services of those individuals unless the Contractor is unable to do so for reasons beyond its control.

6.13.2 If the Contractor is unable to provide the services of any specific individual identified in the Contract, it must provide a replacement with similar qualifications and experience. The replacement must meet the criteria used in the selection of the Contractor and be acceptable to Canada. The Contractor must, as soon as possible, give notice to the Contracting Authority of the reason for replacing the individual and provide:

- a. the name, qualifications and experience of the proposed replacement;  
and
- b. proof that the proposed replacement has the required security clearance granted by Canada, if applicable.

6.13.3 The Contractor must not, in any event, allow performance of the Work by unauthorized replacement persons. The Contracting Authority may order that a replacement stop performing the Work. In such a case, the Contractor must immediately comply with the order and secure a further replacement in accordance with subsection 2. The fact that the Contracting Authority does not order that a replacement stop performing the Work does not relieve the Contractor from its responsibility to meet the requirements of the Contract.

## 6.14 Dispute Resolution

The parties agree to maintain open and honest communication about the Work throughout and after the performance of the contract.

The parties agree to consult and co-operate with each other in the furtherance of the contract and promptly notify the other party or parties and attempt to resolve problems or differences that may arise.

If the parties cannot resolve a dispute through consultation and cooperation, the parties agree to consult a neutral third party offering alternative dispute resolution services to attempt to address the dispute.



Options of alternative dispute resolution services can be found on Canada's Buy and Sell website under the heading "<https://buyandsell.gc.ca/for-businesses/selling-to-the-government-of-canada/contract-management/dispute-resolution>" [Dispute Resolution](#)".



## ANNEX A

### STATEMENT OF WORK

#### **Alaksen National Wildlife Area Transition to Organic Farming – Research, Trials, and Planning**

##### **The Contractor hereby agrees to:**

##### **1. Background:**

The ecological management plan at the Alaksen National Wildlife Area (ANWA) is unique and as such, it provides a diverse set of challenges for successful and ecologically-sound agricultural production within the wildlife area. ANWA is one of a few wildlife reserves in North America that utilize agricultural production to provide habitat. This site however, is a particularly challenging location for agricultural production given the climate, soils, and drainage. ANWA farmers are now being asked to eliminate the use of conventional pesticides and other deleterious practices (i.e. utilize organic-regenerative methods), which introduces additional complexities/challenges for farming at this site. Resident farmers are hesitant to adopt organic-regenerative farming methods due to concerns of viability (i.e., economic and methodological). This indicates a clear need to provide ANWA managers and farmers scientific guidance on how best to address the challenges of farming ANWA lands using organic-regenerative methods in ways that also support the wildlife habitat provision objectives of the wildlife area.

Over the last four farming seasons agricultural scientists have evaluated the particular conditions and challenges impacting crop production at ANWA, as well as the crop rotation. They have conducted small-plot level studies to determine the feasibility of utilizing organic-regenerative farming methods. ANWA farmers have been apprised of the results, they are increasingly receptive, and their reticence is softening. However, the challenge remains to demonstrate organic-regenerative production at the farming system-level, including comparing it to (currently employed) conventional methods. To do so requires a whole field study over multiple growing seasons (minimally three, optimally five, given the ANWA rotation scheme). This Contract delineates research approaches to address full agriculture systems comparison research and the issues and questions facing ANWA agriculture. This Contract will build and expand on the previous knowledge base we have established which will guide the transition to organic-regenerative farming and the ANWA Wildlife Area agriculture management plan.

Background information generated via research over the last four years provides an understanding of the overall management goals and conventional approaches in ANWA, the challenges farmers face, the unique environmental conditions, and the potential efficacy of organic-regenerative agriculture production methods at ANWA. Previous works completed includes an in-depth baseline assessment to better understand the relationship between farming activities and wildlife habitat provision within ANWA, and potential options to improve farming and ecological outcomes. This included an extensive literature review, interviews with farmers, and a preliminary analysis of bird survey data collected by Canadian Wildlife Service (CWS). A number of challenges to agriculture were identified in this report including: the limited production season, poor soil drainage, the impact of hedgerows on ditch maintenance and microclimates and the impact of birds on cover-crops and grass forages.

Following the baseline assessment, a wide-ranging suite of projects to address ANWA farming challenges in more detail was conducted. These projects include data analysis of bird and crop interactions; baseline data of micro-climatic conditions in production fields of ANWA compared to nearby fields; identification of long-term drainage solutions; development of a drainage plan that accounts for potential changes in water table, precipitation, and salt wedge; evaluation of the current status of soil workability, water holding capacity and salinity across the agricultural fields; evaluation of organic insect management and weed management alternatives; development and evaluation of alternative organic



fertility regimes; investigation of alternative crops and their market potential, and an evaluation of alternative cover cropping approaches.

All of these projects have addressed component pieces of an agricultural system preparing for the necessary research to address full production system comparisons. Building off the significant effort that has gone into the understanding of the agroecological production challenges we have developed a research plan to undertake a systems approach to guide a transition to a more productive and ecologically based agriculture system that meets the goals of both ANWA's managers and farmers.

## **2. Objectives:**

To provide the CWS and the ANWA farmers with an analysis of options for agricultural management within the reserve that fosters an effective and efficient transition to methods best aligned with CWS management objectives and mandate.

## **3. Work Location:**

Alaksen NWA is located at 5421 Robertson Road in Delta, BC.; V4K 3N2.

## **4. Schedule of Milestones:**

Refer to Appendix 1 to Annex A, Schedule of Milestones.

## **5. Supplied Material by Canada:**

CWS will provide access to the relevant existing data, imagery, reports, and maps of the sites.

## **6. Supplied Material by Contractor:**

The Contractor will provide all tools, labour, and materials required to complete the Work to the satisfaction of the Technical Authority.

## **7. Travel:**

Travel to and within ANWA on foot or by vehicle is required. Travel arrangements and associated costs are the responsibility of the Contractor.



**APPENDIX 1 TO ANNEX A**  
**SCHEDULE OF MILESTONES**

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<b>Initial Contract Period Contract Award – March 31, 2024</b>			
Category	Description	Tasks and Deliverables	Schedule of Delivery
Administration	<ul style="list-style-type: none"> <li>Communicate with the Technical Authority to determine and confirm project plan and schedule.</li> <li>Organize, lead, and attend meetings, collaboration with stakeholders and key personnel.</li> <li>Engage and coordinate with collaborating ANWA farmers.</li> <li>Provide overall project management, including updates on progress and identification/communication of any necessary adjustments to the work plan or schedule.</li> <li>Prepare and submit permit applications as necessary.</li> <li>Develop presentations and reports to document work completed and effectiveness.</li> <li>Submission of year-end and final reports to document results of work activities.</li> <li>Participate in an annual meeting of ANWA farmers and management staff to report on project progress and results and plan for the subsequent seasons work.</li> </ul>	<ol style="list-style-type: none"> <li><i>Wildlife Area Regulations</i> Permit covering activities to occur during the contract.</li> <li>Annual reporting of activities completed in contract year, including update on works completed in the Initial Contract Period, and issues that arose during works completed in Initial Contract Period.</li> <li>Annual meeting with CWS to review works completed in the Initial Contract Period.</li> <li>Annual meeting with CWS and Alaksen NWA farmers to review works completed in the Initial Contract Year.</li> </ol>	<ol style="list-style-type: none"> <li>Permit due prior to on-site works commencing in the Initial Contract Period.</li> <li>Prior to March 31 of the Initial Contract Period.</li> <li>February of the Initial Contract Period.</li> <li>February of the Initial Contract Period.</li> </ol>
Plot Scale Systems Comparison	<p>The Contractor must identify and report the yield, economic outcomes, environmental impacts, and any other pertinent information of at least two alternative systems via quantification and comparison to the existing production system. Comparisons must be designed for statistical analysis. Results and findings must be summarized in annual reports, and a final report, and presented in briefings to ANWA managers, farmers, and key personnel.</p> <ul style="list-style-type: none"> <li>Identify potential alternative crop production systems.</li> <li>A randomized, complete block trial will be conducted to compare current agricultural systems against alternative systems.</li> </ul>	<ol style="list-style-type: none"> <li>Draft plan for Plot Scale Systems Comparison.</li> </ol>	<ol style="list-style-type: none"> <li>Prior to March 31 of the Initial Contract Period and included in the Annual Report.</li> </ol>



	<ul style="list-style-type: none"> <li>Replicated treatments will be established in a forage grass field that will include various options for fertilizer inputs, mechanical and cultural practices.</li> <li>Examples of alternative systems could be a strictly organic system, no till, relay cropping of corn, etc.</li> <li>Exact system(s) to be evaluated will be determined after further examination and discussion with ANWA farmers.</li> </ul>		
<b>Option Period One</b> <b>April 1, 2024 – March 31, 2025</b>			
Category	Description	Tasks and Deliverables	Schedule of Delivery
Administration	<ul style="list-style-type: none"> <li>Communicate with the Technical Authority to determine and confirm project plan and schedule.</li> <li>Organize, lead, and attend meetings, collaboration with stakeholders and key personnel.</li> <li>Engage and coordinate with collaborating ANWA farmers.</li> <li>Provide overall project management, including updates on progress and identification/communication of any necessary adjustments to the work plan or schedule.</li> <li>Prepare and submit permit applications as necessary.</li> <li>Develop presentations and reports to document work completed and effectiveness.</li> <li>Submission of year-end and final reports to document results of work activities.</li> <li>Participate in an annual meeting of ANWA farmers and management staff to report on project progress and results and plan for the subsequent seasons work.</li> </ul>	<ol style="list-style-type: none"> <li>Annual reporting of activities completed in contract year, including update on works completed in Option Period One, and issues that arose during works completed in Option Period One.</li> <li>Annual meeting with CWS to review works completed in Option Period One.</li> <li>Annual meeting with CWS and Alaksen NWA farmers to review works completed in Option Period One.</li> </ol>	<ol style="list-style-type: none"> <li>Prior to March 31 of Option Period One.</li> <li>February of Option Period One</li> <li>February of Option Period One</li> </ol>
Plot Scale Systems Comparison	<p>The Contractor must identify and report the yield, economic outcomes, environmental impacts, and any other pertinent information of at least two alternative systems via quantification and comparison to the existing production system. Comparisons must be designed for statistical analysis. Results and findings must be summarized in annual reports, and a final report, and presented in briefings to</p>	<ol style="list-style-type: none"> <li>Annual reporting of Option Period One Plot Scale Systems Comparison.</li> </ol>	<ol style="list-style-type: none"> <li>Prior to March 31 of Option Period One and included in the Annual Report.</li> </ol>





	<p>ANWA managers, farmers, and key personnel.</p> <ul style="list-style-type: none"> <li>• Identify potential alternative crop production systems.</li> <li>• A randomized, complete block trial will be conducted to compare current agricultural systems against alternative systems.</li> <li>• Replicated treatments will be established in a forage grass field that will include various options for fertilizer inputs, mechanical and cultural practices.</li> <li>• Examples of alternative systems could be a strictly organic system, no till, relay cropping of corn, etc.</li> <li>• Exact system(s) to be evaluated will be determined after further examination and discussion with ANWA farmers.</li> </ul>		
<p>Field Level Systems Comparison</p>	<p>The Contractor will demonstrate and quantify alternative production systems compared to the conventional system, over three growing seasons, at ANWA. This work must be conducted on a scale reflective of commercial farming so it can be reasonably expected that farmers can implement the alternative system moving forward. Agronomic, ecological, and economic outcomes must be included within this systems comparison. Results and findings must be summarized in annual reports, and a final report, and presented in briefings to ANWA managers, farmers, and key personnel.</p> <ul style="list-style-type: none"> <li>• Compare organic-regenerative crop production systems at the field level.</li> <li>• Comparison sites in close proximity to and within ANWA will be utilized to determine differences between agricultural systems.</li> <li>• Data collected may be related to soil, inputs (e.g. labour, tillage), pest incidence, crop yield, economic outcomes and environmental impact between organic, alternative, and conventional systems.</li> </ul>	<p>1. Annual reporting of Option Period One Field Level Systems Comparison.</p>	<p>1. Prior to March 31 of Option Period One and included in the Annual Report.</p>
<p><b>Option Period Two</b> <b>April 1, 2025 – March 31, 2026</b></p>			
<p><b>Category</b></p>	<p><b>Description</b></p>	<p><b>Tasks and Deliverables</b></p>	<p><b>Schedule of Delivery</b></p>



<p>Administration</p>	<ul style="list-style-type: none"> <li>• Communicate with the Technical Authority to determine and confirm project plan and schedule.</li> <li>• Organize, lead, and attend meetings, collaboration with stakeholders and key personnel.</li> <li>• Engage and coordinate with collaborating ANWA farmers.</li> <li>• Provide overall project management, including updates on progress and identification/communication of any necessary adjustments to the work plan or schedule.</li> <li>• Prepare and submit permit applications as necessary.</li> <li>• Develop presentations and reports to document work completed and effectiveness.</li> <li>• Submission of year-end and final reports to document results of work activities.</li> <li>• Participate in an annual meeting of ANWA farmers and management staff to report on project progress and results and plan for the subsequent seasons work.</li> </ul>	<ol style="list-style-type: none"> <li>1. Annual reporting of activities completed in contract year, including update on works completed in Option Period Two, and issues that arose during works completed in Option Period Two.</li> <li>2. Annual meeting with CWS to review works completed in Option Period Two.</li> <li>3. Annual meeting with CWS and Alaksen NWA farmers to review works completed in Option Period Two.</li> </ol>	<ol style="list-style-type: none"> <li>1. Prior to March 31 of Option Period Two.</li> <li>2. February of Option Period Two</li> <li>3. February of Option Period Two</li> </ol>
<p>Plot Scale Systems Comparison</p>	<p>The Contractor must identify and report the yield, economic outcomes, environmental impacts, and any other pertinent information of at least two alternative systems via quantification and comparison to the existing production system. Comparisons must be designed for statistical analysis. Results and findings must be summarized in annual reports, and a final report, and presented in briefings to ANWA managers, farmers, and key personnel.</p> <ul style="list-style-type: none"> <li>• Identify potential alternative crop production systems.</li> <li>• A randomized, complete block trial will be conducted to compare current agricultural systems against alternative systems.</li> <li>• Replicated treatments will be established in a forage grass field that will include various options for fertilizer inputs, mechanical and cultural practices.</li> <li>• Examples of alternative systems could be a strictly organic system, no till, relay cropping of corn, etc.</li> <li>• Exact system(s) to be evaluated will be determined after further</li> </ul>	<ol style="list-style-type: none"> <li>1. Final report of Option Period Two Plot Scale Systems Comparison.</li> </ol>	<ol style="list-style-type: none"> <li>1. Prior to March 31 of Option Period Two and included in the Annual report.</li> </ol>



	examination and discussion with ANWA farmers.		
Field Level Systems Comparison	<p>The Contractor will demonstrate and quantify alternative production systems compared to the conventional system, over three growing seasons, at ANWA. This work must be conducted on a scale reflective of commercial farming so it can be reasonably expected that farmers can implement the alternative system moving forward. Agronomic, ecological, and economic outcomes must be included within this systems comparison. Results and findings must be summarized in annual reports, and a final report, and presented in briefings to ANWA managers, farmers, and key personnel.</p> <ul style="list-style-type: none"> <li>• Compare organic-regenerative crop production systems at the field level.</li> <li>• Comparison sites in close proximity to and within ANWA will be utilized to determine differences between agricultural systems.</li> <li>• Data collected may be related to soil, inputs (e.g. labour, tillage), pest incidence, crop yield, economic outcomes and environmental impact between organic, alternative, and conventional systems.</li> </ul>	1. Annual reporting of Option Period Two Field Level Systems Comparison.	1. Prior to March 31 of Option Period Two and included in the Annual Report.

**Option Period Three  
April 1, 2026 – March 31, 2027**

Category	Description	Tasks and Deliverables	Schedule of Delivery
Administration	<ul style="list-style-type: none"> <li>• Communicate with the Technical Authority to determine and confirm project plan and schedule.</li> <li>• Organize, lead, and attend meetings, collaboration with stakeholders and key personnel.</li> <li>• Engage and coordinate with collaborating ANWA farmers.</li> <li>• Provide overall project management, including updates on progress and identification/communication of any necessary adjustments to the work plan or schedule.</li> <li>• Prepare and submit permit applications as necessary.</li> <li>• Develop presentations and reports to document work completed and effectiveness.</li> </ul>	<ol style="list-style-type: none"> <li>1. Final reporting of activities completed in throughout contract, including update on works completed in Option Period Three, and issues that arose during works completed in Option Period Three</li> <li>2. Annual meeting with CWS to review works completed in Option Period Three</li> <li>3. Annual meeting with CWS and Alaksen NWA farmers to review</li> </ol>	<ol style="list-style-type: none"> <li>1. Prior to March 31 of Option Period Three</li> <li>2. February of Option Period Three</li> <li>3. February of Option Period Three</li> </ol>



	<ul style="list-style-type: none"> <li>• Submission of year-end and final reports to document results of work activities.</li> <li>• Participate in an annual meeting of ANWA farmers and management staff to report on project progress and results and plan for the subsequent seasons work.</li> </ul>	works completed in Option Period Three	
Field Level Systems Comparison	<p>The Contractor will demonstrate and quantify alternative production systems compared to the conventional system, over three growing seasons, at ANWA. This work must be conducted on a scale reflective of commercial farming so it can be reasonably expected that farmers can implement the alternative system moving forward. Agronomic, ecological, and economic outcomes must be included within this systems comparison. Results and findings must be summarized in annual reports, and a final report, and presented in briefings to ANWA managers, farmers, and key personnel.</p> <ul style="list-style-type: none"> <li>• Compare organic-regenerative crop production systems at the field level.</li> <li>• Comparison sites in close proximity to and within ANWA will be utilized to determine differences between agricultural systems.</li> <li>• Data collected may be related to soil, inputs (e.g. labour, tillage), pest incidence, crop yield, economic outcomes and environmental impact between organic, alternative, and conventional systems.</li> </ul>	1. Annual reporting of Option Period Three Field Level Systems Comparison.	1. Prior to March 31 of Option Period Three and included in the Annual Report.
Analysis of farming options in Agricultural Management Plan	<p>The Contractor must develop an Agricultural Management Plan for achieving ANWA operational objectives based on various management options.</p> <ul style="list-style-type: none"> <li>• Develop options analysis for farming at ANWA.</li> <li>• Evaluate economic, wildlife, and environmental outcomes and potential trade-offs across the various options presented.</li> <li>• Management options to be analysed should include type of crop, crop rotation, and fertility, pest management, and tillage practices across the ANWA in the context of near (5 year) and long-term (20 year) expected outcomes.</li> </ul>	<p>1. Draft reporting of options analysis for review by CWS and Alaksen NWA farmers.</p> <p>2. Final report of options analysis and Agricultural Management Plan, including input provided by CWS and Alaksen NWA farmers through review of draft report.</p>	<p>1. January 1 of Option Period Three</p> <p>2. March 31 of Option Period Three</p>



**ANNEX B**

**BASIS OF PAYMENT**

*To be added at contract award*