

ANNEX A

STATEMENT OF WORK

1. Scope of Requirement

Parks Canada is requesting exclusive services of one (1), intermediate class helicopter for Visitor Safety and general park management operations.

Primary duties of the required aircraft include:

1. Transport of Parks Canada personnel and equipment in a safe and reliable manner;
2. Performance of specialized search and rescue operations including, Class D Fixed line, hover exit, high altitude flying, and landing on snow and glaciers.
3. Safe, rapid and reliable water delivery for wildland fire management, throughout the Canadian Rocky Mountain National Parks;
4. Performance of other specialized fire management operations including vertical reference work, ignition operations, and fire mapping.

Support of other park management operations including, resource management, wildlife management, law enforcement, and asset management, will be required as directed by Parks Canada.

1.1 Lexicon:

The following terms are used throughout this Statement of Work:

Carrier = the Contractor

Charterer = Parks Canada Project Authority or Designate

2. Base of Operations and Geographical Operating Area

The principal base of operations for the aircraft will be:

- **Jasper, Alberta**

The secondary bases of operations for the aircraft could be:

- **Revelstoke, British Columbia**
- **Golden, British Columbia**

Other base locations throughout the National Parks may be used for day-basing or multi-day deployments. These locations may include:

- Banff National Park, AB
- Kootenay National Park, BC
- Waterton National Park, AB
- Yoho National Park, BC
- Wood Buffalo National Park, AB
- Prince Albert National Park, SK

3. Contract Length, Exclusive Usage Dates and Terms

3.1 Contract Dates and Minimum Usage

- a. Parks Canada requires a 1-year contract for a dedicated visitor safety aircraft.
- b. Parks Canada will guarantee a minimum of 4.0 hours per day for a total of 28.0 hours per week for 34 days. This will be a total of 136 hours;
- c. Minimum payment obligations are to be paid out at the end of the operating season;

Table 1				
Helicopter Class	Primary Location of Service	Exclusive use dates	Outside of Contract dates	Minimum payment guarantee
Intermediate	Jasper, AB	August 1 – September 3 (34 days)	Early start and extension of contract possible.	136 hours

3.2 Availability of Aircraft Outside of Exclusive Use Dates

- a. Parks Canada requires the option to employ an early call-up of the aircraft, for situations where fire seasons may begin earlier than expected;
 - i. Early call-ups have historically been within 2 weeks prior to established exclusive use dates;
 - ii. If and when an early call-up is initiated, calculation of the exclusive use days of the helicopter (34) will begin on the first day of the early call-up.
- b. Parks Canada requires the option to extend contract dates beyond exclusive use days.
 - i. Extension periods of the contract will be in blocks of a minimum of five (5) day periods with four (4) hour minimums per day;
 - ii. If and when an extension beyond the thirty-four (34) exclusive use days is initiated, any remaining unused minimum hours, for that operating season, will be carried forward until the end of any consecutive extension periods;
 - iii. If and when an extension beyond the thirty-four (34) exclusive use days is initiated and the minimum flight hours of 136 has been met or exceeded within the 34-day exclusive use period, flight hours beyond minimum guarantee during the original contract period, will not be applied to meet minimum flight guarantees of consecutive extension periods;
 - iv. If and when multiple consecutive extension periods are initiated beyond the thirty-four (34) exclusive use days as per parameters described in 3.2b(ii), unused minimum hours accumulated within extension periods, will be carried forward until the end of any consecutive extension periods.

4. Carrier Safety Record

Due to the potential high risk of the work and the health and safety requirements of the services identified herein, Parks Canada requires a Carrier with a proven safety record. Parks Canada may request updated information from the Carrier to compare against The Canadian Aviation Daily Occurrence Reporting System (CADORS) and may evaluate this periodically throughout the Contract. This may include but is not limited to:

- a. Updated brief description of incidents, causes and contributing factors of any reportable incidents and accidents in the past 5 years (July 1, 2019, to June 30, 2024);
- b. Details of valid corrective actions for any reportable incidents and accidents in the past 5 years; (July 1, 2019, to June 30, 2024)
- c. Description of any suspension or termination of contract due to security breaches over the past 5 years (July 1, 2019, to June 30, 2024).

5. Aircrew Requirements

5.1 Verification and Security Screening

- a. All aircrew who will be working at Parks Canada sites will be required to complete a Reliability Status screening - <https://www.tbs-sct.gc.ca/pol/doc-eng.aspx?id=28115> ;

5.2 Pilot Experience

Pilots assigned to this contract must have:

- a. Appropriate license and endorsements for the proposed helicopter they are assigned to;
- b. Minimum 2500 hours as Pilot-in-Command (PIC) rotary wing aircraft;
- c. Minimum 200 hours (PIC) flight time on class;
- d. Minimum 50 hours (PIC) on type in the last twelve (12) months prior to the reporting date at the base of operations;
- e. Minimum total of 150 hours (PIC) fire-fighting experience;
- f. Minimum of 500 hours (PIC) vertical reference operations (ie bucketing/longlining);
- g. Minimum of 1000 flight time hours (PIC) in designated mountainous area 1 as per Transport Canada Aeronautical Information Manual (AIM) definition of mountainous regions;
- h. Successfully completed the Parks Canada Rescue Pilot Testing and Approval Process.
- i. Pilots are expected to perform their duties in a manner considered appropriate by Parks Canada personnel. Pilot replacement will be requested by Parks Canada if it is determined that performance is unsatisfactory.

5.3 Pilot Competency and Evaluation

All pilots assigned to this contract must also meet the following competence criteria as described in the Helicopter Association of Canada (HAC), *Pilot Competencies for Helicopter Wildfire Operations* and additional mountain rescue competencies. Pilot competency will be tested by Parks Canada at contract start-up, and may be, at any time during the contract:

- a. General Wildfire Operations Knowledge
- b. Mountain Flying
- c. External Load
- d. Aerial Ignition Device and Drip Torching
- e. Hover Exit
- f. Confined Area Operations
- g. Low Visibility Operations
- h. Class D Fixed Line
- i. Snow and Glacier Operations

5.4 Engineer

- a. The Carrier must provide Aircraft Maintenance Engineer's with the appropriate license endorsed for the designated aircraft and engine type and minimum 2 (two) seasons' field experience.

5.5 Pilot Approval and Replacement

- a. The Carrier must submit to the Charterer at start up, and additionally as required, names, pilot information sheets and resumes of 2 pilots, who will be considered *principal pilots* for this contract, whose experience is comparable to the 2 *principal pilots* identified in the original bid submission package;
- b. The 2 *principal pilot* experience packages submitted in the original bid package will be used for evaluation of the pilot experience portion of the bid submission, and, will be the *principal pilots* for the first year of any successful resulting contract;
- c. *Principal pilots* must work a minimum of 75% of scheduled time during contract exclusive use dates, and any resulting extensions, unless approved otherwise by the Charterer;
- d. The Carrier may submit at start up, and additionally as required, names, pilot information sheets and resumes of additional pilots meeting minimum qualifications who will be approved to work no more than 25% of regular scheduled contract time;
- e. The Carrier will submit names, pilot information sheets and resumes of pilots who will be assigned to this contract, to the contract technical authority, prior to the contract start-date, for verification and approval;
- f. If it is necessary to replace any personnel, (i.e. due to timing out, commitments, etc.) the Carrier or the Charterer, depending who is requesting replacement, must give a minimum of five (5) days notice to the Charterer or the Carrier respectively;
- g. Immediate removal of Carrier personnel may be requested in cases where poor performance or personal suitability is considered problematic for the Charterer;
- h. The Charterer will engage the Carriers' representative in effort to address performance issues prior to an immediate replacement request;
- i. If aircrew are to be replaced due to performance not meeting contract obligations and the aircraft is unavailable as a result, daily minimums of four (4) hours per day will be removed from the contract obligations, or, the carrier will be responsible for cost incurred by the Charterer to backfill the helicopter requirement;
- j. All personnel assigned to this contract must meet the mandatory aircrew requirements. In the event that it becomes necessary to activate back-up or replacement personnel, prior authorization, confirmed in writing, must be obtained from the Parks Canada technical authority or designate;
- k. Any replacement crew are to be available and fully operational according to the Fire Preparedness System of Canada's National Parks, as well as, Transport Canada regulations for adequate rest;
- l. Any false pilot experience reporting by the Carrier, at any point in the contract, may result in any or all of the following:
 - i. Immediate termination of the contract without payment of the guarantees;
 - ii. Request for immediate pilot withdrawal;

- iii. Reduction of the minimum hour guarantee by the greater of 6 hours, or time lost due to pilot replacement;

5.6 Pilot Rotation Schedule

- a. The Carrier must ensure that a pilot rotation schedule is in place during the duration of the Contract and must be based on the following criteria:
 - i. Applicable Canadian Aviation Regulations requirements;
 - ii. Air Operator Certificate Specification;
 - iii. Insurance of pilot consistency as per 5.7(b) below.
- b. Principal pilots must be on shift a minimum of 75% of contract time unless otherwise approved by the Charterer;
- c. Any replacement pilots not identified as approved pilots prior to the operating season must be approved in writing by the Charterer.

6. Aircraft Requirements

6.1 General

The Carrier must provide one (1) helicopter that meets the following minimum performance criteria:

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|--------------------------------------|--------------------------------|
| a. Class | Intermediate |
| b. Seating Capacity | 1 pilot + 5 or more passengers |
| c. Closed Internal Storage Capacity | 0.46 m3 (16ft3) or more |
| d. Fuel Range | 515 km (320 miles) or more |
| e. External Load (Cargo Hook Limit): | 1,136kg (2500lbs) or more |
| f. Internal Useful Load | 860kg (1,896lbs) or more |
| g. Service Ceiling | 4267m (14,000 ft) or more |

These specifications reflect performance capabilities of a Bell 407, AS350B2, AS350B3, H125, or equivalent. If the aircraft proposed is different from that which is specified, the Carrier must provide sufficient technical information and specifications to allow Parks Canada to complete the evaluation at their sole discretion as to the acceptability of the alternative aircraft proposed.

6.2 Aircraft Supplemental Equipment

- a. Seating for 5 or more passengers. All seats to have high back support capability with shoulder restraint harnesses;
- b. Two (2) fire-bombing buckets (i.e. Bambi collapsible type)
 - i. 1 bucket size (180USG / 680l)
 - ii. 1 bucket size (240 USG / 910l)
- c. An hour meter activated by the collective;
- d. Equipped for pilot to conduct vertical reference work;
- e. One (1) 15 meter longline and one with remote release load hook;
- f. One (1) 30 meter longline with remote release load hook;
- g. Two (2) cargo nets with lanyards and swivels;

- h. One (1) pilot removable, cargo basket for external transport of hazardous good such as fuels, chainsaws, bear sprays etc;
- i. Dart extended high (or equivalent for machine) skid gear with bear paws and passenger steps on both left and right side of the aircraft;
- j. One (1) operational, 24-volt heli-torch capable of using AVGAS, Jet A and/or B fuel mixed with a gelling agent;
- k. 24-volt DC internal electrical system suitable for *Red Dragon* and *Primo* Plastic Sphere Dispenser (PSD) ignition devices;
- l. Highly visible marking scheme on the main rotor and on the tail rotor;
- m. Medivac stretcher kit;
- n. Portable refueling pump which operates from aircraft electrical system and spill response kit appropriate for the helicopter.
- o. Boost HEC Fixed Parts Kit installed on the aircraft in accordance with the supplemental instructions for continued airworthiness to facilitate Class D fixed line rescues.

6.3 Communication Equipment

- a. Two (2) VHF/AM radio transmitter-receivers with frequencies of 118 MHz to 135.97 MHz inclusive with 50 KHz spacing with guard feature. This will provide independent receive and transmit capability for the pilot and co-pilot position on any of the radio systems. The control arrangement will have dual switches, which can be operated independently in both the pilot and co-pilot positions. The co-pilot shall have an operational foot switch for radio transmission or a dash or panel mount ICS/TSX transmit switch;
- b. Two (2) FM transceiver with a frequency range of 150 to 174 MHz capable of generating CTCSS tones of 103.5HZ,114.8HZ, 127.3HZ and 141.3HZ with control head provision for 30 pilot-programmable, pre-set simplex and semi-duplex channels hosting a main and guard feature. Also must be capable of both wideband (25kHz) and narrowband (12.5 kHz) operations as required;
- c. Provision for operational capabilities of both radio and hot-mic intercom, through headset/boom microphones, by both pilot, copilot/front seat passenger;
- d. One (1) intercom, for all front and rear seats, with headsets and boom microphones, Davis Clark, Bose or equivalent;
- e. One (1) Transport Canada approved power supply for cockpit electronics accessible to copilot/front seat;
- f. Minimum one (1) programmable portable FM transceiver radio with capability of frequency range and CTCSS tones (as noted above);
- g. All aircrew, including engineers, to be equipped with smartphone;
- h. Unserviceable radio equipment and accessories will be considered rendering the aircraft unserviceable for operational use.

6.4 Directional, Safety and Emergency Equipment

- a. One (1) Emergency Locator Transmitter (ELT);
- b. One (1) Global Positioning System (GPS);

- c. One tablet equipped with the Avenza maps application and a QR code reader application, mounted in the cockpit, within reach of the pilot, and able to be charged in this position;
- d. Equipped with all safety, communication, navigation and other equipment as required by Transport Canada for operations of the nature of the services;
- e. Automated Flight Following system (AFF) providing 2-minute ping locations during the operational period;
- f. AFF flight data must be available to the Charterer during the operating period.

6.5 Aircraft Condition

- a. Entire helicopter must have low enough hours to permit completion of flying the entire contract season before being due for a major component change;
- b. Aircraft must be well presented and clean, airworthy and maintained according to the Transport Canada approved maintenance schedule.

6.6 Maintenance

- a. The Carrier aircraft is to be disinfected against infectious diseases, such as COVID-19, on a regular, logical, schedule in line with amount and type of flight activity;
- b. The Carrier must advise the Charterer in advance of any periodic maintenance requiring the aircraft to be out of service;
- c. Progressive maintenance will be carried out during flight crew rest periods;
- d. The Aircraft is to be kept in complete readiness in accordance with Charterer's requirements;
- e. The aircraft will be considered unserviceable during any 24-hour period commencing at 12 o'clock midnight when the aircraft is requested to do a flight and is not in proper working order or is unavailable, with the exception due to "weather conditions", and/or if the Carrier's crew is not available to operate it for reasons of which the Carrier has no control;
- f. During any 24-hour period commencing at 12 o'clock midnight when an aircraft is unserviceable the minimum utilization (136 hours) may be reduced by four (4) hours;
- g. Notification by the Carrier that an aircraft will be unserviceable longer than an initial 24-hour period will require that the Carrier provide a back-up aircraft meeting contract specifications that shall be in service within 24 hours of notification, or;
- h. In the event the Carrier is unable to provide an identical aircraft, the Carrier will be responsible for costs incurred by the Charterer to charter a replacement aircraft meeting contract requirements.

6.7 Inspection

- a. All services provided by the Carrier will be subject to the approval of and acceptance by the authorized representative of the Charterer who shall have the right to inspect the aircraft, its equipment, and documents relating to the air worthiness of the aircraft, at any time during the contract;

- b. The aircraft shall be available for inspection five (5) days prior to the start-up date of the contract at the Carrier's base of operations. Inspection of the aircraft may also be conducted at a base of the Charterer on the contract commencement date if prior consent is provided the designated Charterer representative;
 - i. The inspection will cover the following items:
 - I. Presentation of certificate of registration or lease agreement;
 - II. Current certificate of airworthiness; and journey and technical log book;
 - III. Verification of aircraft and equipment configuration as per contract terms.
 - ii. A failure to meet final inspection criteria at the start-up date will result in the air carrier being responsible for any additional expenses incurred by the Charterer to provide the necessary services that the Carrier has been unable to comply with.

7. Oil and Lubricants (P.O.L.)

- a. The Charterer will supply all fuel requirements;
- b. If necessary for the Carrier to provide fuel during a deployment to another location, they will be reimbursed at cost with no allowance for profit and overhead with presentation of fuel receipts;
- c. Oil and lubricants are to be provided by the Carrier as part of the helicopter maintenance.

8. Accommodation, Meals and Ground Transportation

8.1 Accommodations

- a. The Carrier is responsible to arrange and pay for aircrew accommodation while the aircraft is based at the principal or secondary bases of operations as part of the all-inclusive contract rate;
- b. While aircraft is deployed away from the principal or secondary base of operations for multiple days (one or more nights), the Charterer will provide separate accommodations for each aircrew;
- c. While aircraft is assigned to a multi-day fire incident managed by a Parks Canada Incident Command Team, the Charterer will provide accommodations for aircrew;
- d. While aircraft is assigned to a multi-day fire incident managed by a Parks Canada, the Carrier may be requested to organize their own accommodations during challenging circumstances. The Carrier will be reimbursed, on a no profit basis, with the presentation of accommodation receipt, at a reasonable rate for the location;
- e. If it is necessary for aircrew to overnight while in transit to a multi-day deployment, the carrier will be reimbursed, on a no profit basis, with the presentation of accommodation receipt, at a reasonable rate for the location;

8.2 Meals and Incidentals

- a. While aircraft is based at the principal or secondary bases of operations, the carrier is responsible for all aircrew meals;

- b. While aircraft is day-based away from the principal or secondary bases of operations (for day but returning in the evening), the carrier aircrew will be responsible for their own meals unless provided by Parks Canada;
- c. While aircraft are deployed to a base away from the principal or secondary bases of operations for one (1) or more nights, Parks Canada will provide meals for the aircrew;
 - i. Meals may be catered if the fire incident has expanded to include such services. Meals may not be invoiced back to the Charterer if aircrew are provided meals under these circumstances;
 - ii. When meals are not provided by the Charterer under these circumstances, aircrew may claim meals as per the Treasury Board Travel Directive rate for meals and incidentals;
- d. If necessary for aircrew to overnight while in transit to a multi-day deployment, the carrier will be reimbursed for aircrew meals as per the Treasury Board Travel Directive rate for meals and incidentals. Reimbursement for such expenses may be submitted through the invoicing process of this contract.

8.3 Ground Transportation

- a. For duration of contract and all extensions, the carrier is responsible for all ground travel associated with all flight crew and support vehicle(s);
- b. While aircraft is day-based away from the principal or secondary bases of operations (for day but returning in the evening), the Charterer will work with the carrier aircrew to provide any essential travel;
 - i. If the Charterer is unable to provide essential travel, the Charterer will pay ground taxi services for pilot on a receipt basis. Prior authorization from the designated representative of the Charterer will be required for this arrangement;
- c. While aircraft is on a multi-day deployment away from the principal or secondary bases of operations, the Carrier will be responsible for all ground transportation between aircraft and living quarters;
 - i. The Carrier may be requested to relocate their support vehicle to the deployment location if an extended deployment is anticipated. Mileage on vehicle is responsibility of the Carrier.

8.4 Fire Camps

- a. Carrier pilots and engineers must be prepared to live in base camps or fire camps when or if required;
- b. Accommodations in fire camps will meet Transport Canada's specifications for pilots;