



RETURN BIDS TO:
RETOURNER LES SOUMISSIONS À:
Travaux publics et Services gouvernementaux
Canada
Place Bonaventure, portail Sud-Est
800, rue de La Gauchetière Ouest
7^{ème} étage
Montréal
Québec
H5A 1L6
FAX pour soumissions: (514) 496-3822

REQUEST FOR PROPOSAL
DEMANDE DE PROPOSITION

**Proposal To: Public Works and Government
Services Canada**

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

**Proposition aux: Travaux Publics et Services
Gouvernementaux Canada**

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

Comments - Commentaires

Document contient des exigences relatives à la sécurité

Title - Sujet Entretien des refroidisseurs	
Solicitation No. - N° de l'invitation EF944-162736/A	Date 2016-07-07
Client Reference No. - N° de référence du client R.0044326.001	
GETS Reference No. - N° de référence de SEAG PW-\$MTC-035-13949	
File No. - N° de dossier MTC-6-39010 (035)	CCC No./N° CCC - FMS No./N° VME
Solicitation Closes - L'invitation prend fin at - à 02:00 PM on - le 2016-08-29	
Time Zone Fuseau horaire Heure Avancée de l'Est HAE	
F.O.B. - F.A.B.	
Plant-Usine: <input type="checkbox"/> Destination: <input checked="" type="checkbox"/> Other-Autre: <input type="checkbox"/>	
Address Enquiries to: - Adresser toutes questions à: Lussier, Joël	Buyer Id - Id de l'acheteur mtc035
Telephone No. - N° de téléphone (514) 496-3862 ()	FAX No. - N° de FAX (514) 496-3822
Destination - of Goods, Services, and Construction: Destination - des biens, services et construction: MINISTERE DES TRAVAUX PUBLICS ET SERVICES GOUVERNEMENTAUX CANADA PL.BONAVENTURE,PORTAIL S-E,BUR.7300 800 RUE DE LA GAUCHETIERE O. MONTREAL Québec H5A1L6 Canada	

Instructions: See Herein

Instructions: Voir aux présentes

Vendor/Firm Name and Address

**Raison sociale et adresse du
fournisseur/de l'entrepreneur**

Issuing Office - Bureau de distribution

Travaux publics et Services gouvernementaux Canada
Place Bonaventure, portail Sud-Est
800, rue de La Gauchetière Ouest
7^{ème} étage
Montréal
Québec
H5A 1L6

Delivery Required - Livraison exigée	Delivery Offered - Livraison proposée
Vendor/Firm Name and Address Raison sociale et adresse du fournisseur/de l'entrepreneur	
Telephone No. - N° de téléphone Facsimile No. - N° de télécopieur	
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)	
Signature	Date

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PART 1 - GENERAL INFORMATION

1.1 Security Requirements

1. Before award of a contract, the following conditions must be met:
 - (a) the Bidder must hold a valid organization security clearance as indicated in Part 6 - Resulting Contract Clauses;
 - (b) the Bidder's proposed individuals requiring access to classified or protected information, assets or sensitive work sites must meet the security requirements as indicated in Part 6 - Resulting Contract Clauses;
 - (c) the Bidder must provide the name of all individuals who will require access to classified or protected information, assets or sensitive work sites;
2. Bidders are reminded to obtain the required security clearance promptly. Any delay in the award of a contract to allow the successful Bidder to obtain the required clearance will be at the entire discretion of the Contracting Authority.
3. For additional information on security requirements, Bidders should refer to the [Industrial Security Program \(ISP\)](http://ssi-iss.tpsgc-pwgsc.gc.ca/index-eng.html) of Public Works and Government Services Canada (<http://ssi-iss.tpsgc-pwgsc.gc.ca/index-eng.html>) website.
 - (d) the Bidder's proposed location of work performance and document safeguarding must meet the security requirements as indicated in Part 6 - Resulting Contract Clauses;
 - (e) the Bidder must provide the addresses of proposed sites or premises of work performance and document safeguarding as indicated in Part 3 - Section IV Additional Information.

For additional information on security requirements, Bidders should refer to the [Industrial Security Program \(ISP\)](http://ssi-iss.tpsgc-pwgsc.gc.ca/index-eng.html) of Public Works and Government Services Canada (<http://ssi-iss.tpsgc-pwgsc.gc.ca/index-eng.html>) website.

1.2 Statement of Work

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

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 15 working days from receipt of the results of the bid solicitation process. The debriefing may be in writing, by telephone or in person.

1.4 Trade Agreements

The requirement is subject to the provisions of the North American Free Trade Agreement (NAFTA), and the Agreement on Internal Trade (AIT).

PART 2 - BIDDER INSTRUCTIONS

2.1 Standard Instructions, Clauses and Conditions

All instructions, clauses and conditions identified in the bid solicitation by number, date and title are set out in the *Standard Acquisition Clauses and Conditions Manual* (<https://buyandsell.gc.ca/policy-and-guidelines/standard-acquisition-clauses-and-conditions-manual>) 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 (2016-04-04) Standard Instructions - Goods or Services - Competitive Requirements, are incorporated by reference into and form part of the bid solicitation.

2.2 Submission of Bids

Bids must be submitted only to Public Works and Government Services Canada (PWGSC) Bid Receiving Unit by the date, time and place indicated on page 1 of the bid solicitation.

Due to the nature of the bid solicitation, bids transmitted by facsimile to PWGSC will not be accepted.

2.3 Former Public Servant

Contracts awarded to former public servants (FPS) in receipt of a pension or of a lump sum payment must bear the closest public scrutiny, and reflect fairness in the spending of public funds. In order to comply with Treasury Board policies and directives on contracts awarded to FPSs, bidders must provide the information required below before contract award. If the answer to the questions and, as applicable the information required have not been received by the time the evaluation of bids is completed, Canada will inform the Bidder of a time frame within which to provide the information. Failure to comply with Canada's request and meet the requirement within the prescribed time frame will render the bid non-responsive.

Definitions

For the purposes of this clause, "former public servant" is any former member of a department as defined in the *Financial Administration Act*, R.S., 1985, c. F-11, a former member of the Canadian Armed Forces or a former member of the Royal Canadian Mounted Police. A former public servant may be:

- a. an individual;
- b. an individual who has incorporated;
- c. a partnership made of former public servants; or
- d. a sole proprietorship or entity where the affected individual has a controlling or major interest in the entity.

"lump sum payment period" means the period measured in weeks of salary, for which payment has been made to facilitate the transition to retirement or to other employment as a result of the

implementation of various programs to reduce the size of the Public Service. The lump sum payment period does not include the period of severance pay, which is measured in a like manner.

"pension" means a pension or annual allowance paid under the [Public Service Superannuation Act](#) (PSSA), R.S., 1985, c. P-36, and any increases paid pursuant to the [Supplementary Retirement Benefits Act](#), R.S., 1985, c. S-24 as it affects the PSSA. It does not include pensions payable pursuant to the [Canadian Forces Superannuation Act](#), R.S., 1985, c. C-17, the [Defence Services Pension Continuation Act](#), 1970, c. D-3, the [Royal Canadian Mounted Police Pension Continuation Act](#), 1970, c. R-10, and the [Royal Canadian Mounted Police Superannuation Act](#), R.S., 1985, c. R-11, the [Members of Parliament Retiring Allowances Act](#), R.S. 1985, c. M-5, and that portion of pension payable to the [Canada Pension Plan Act](#), R.S., 1985, c. C-8.

Former Public Servant in Receipt of a Pension

As per the above definitions, is the Bidder a FPS in receipt of a pension? **Yes () No ()**

If so, the Bidder must provide the following information, for all FPSs 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 10 (ten) 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 Quebec.

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 Mandatory site visit

It is mandatory that the Bidder or a representative of the Bidder visit the work site. Arrangements have been made for the site visit to be held at 1001 St-Laurent, Longueuil, Québec, J4K 1C7 on July 20th 2016 The site visit will begin at 10h00AM

Bidders must communicate with the Contracting Authority no later than July 15th 2016 to confirm attendance and provide the name(s) of the person(s) who will attend otherwise access will be denied. Bidders will be required to sign an attendance sheet. Bidders who do not attend the mandatory site visit or do not send a representative will not be given an alternative appointment and their bid will be declared non-responsive. Any clarifications or changes to the bid solicitation resulting from the site visit will be included as an amendment to the bid solicitation

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 (2 hard copies)

Section II: Financial Bid (1 hard copy)

Section III: Certifications (1 hard 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:

- (a) use 8.5 x 11 inch (216 mm x 279 mm) paper;
- (b) use a numbering system that corresponds to the bid solicitation.

In April 2006, Canada issued a policy directing federal departments and agencies to take the necessary steps to incorporate environmental considerations into the procurement process [Policy on Green Procurement](http://www.tpsgc-pwgsc.gc.ca/ecologisation-greening/achats-procurement/politique-policy-eng.html) (<http://www.tpsgc-pwgsc.gc.ca/ecologisation-greening/achats-procurement/politique-policy-eng.html>). To assist Canada in reaching its objectives, Bidders should:

- 1) use 8.5 x 11 inch (216 mm x 279 mm) paper containing fibre certified as originating from a sustainably-managed forest and containing minimum 30% recycled content; and
- 2) use an environmentally-preferable format including black and white printing instead of colour printing, printing double sided/duplex, using staples or clips instead of cerlox, duotangs or binders.

Section I: Technical Bid

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

Section II: Financial Bid

Bidders must submit their financial bid in accordance with the Basis of Payment (see annex B). The total amount of Applicable Taxes must be shown separately.

PART 4 - EVALUATION PROCEDURES AND BASIS OF SELECTION

4.1 Evaluation Procedures

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

4.1.1 Technical Evaluation

4.1.1.1 Mandatory Technical Criteria

- 1- Bidders must demonstrate that the proposed resource must hold accreditation to the regulatory authority requirements (Code Mechanical Refrigeration B-52) is a refrigeration or mechanic in refrigeration. This is a vocational diploma studies / Diploma of professional studies (D.E.P. in french). The required level is obtaining the journeyman competency certificate.
- 2- Bidders must demonstrate that the experience of the nominee meets at least 2 years of continuous experience in the last five years, in the maintenance of similar contracts is a surface of at least 8000 m2. Similar contracts by means: maintenance of cooling systems (chillers, cooling towers and related equipment).

4.1.2 Financial Evaluation

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

4.2 Basis of Selection

A bid must comply with the requirements of the bid solicitation and meet all mandatory technical evaluation criteria to be declared responsive. The responsive bid with the lowest evaluated price will be recommended for award of a contract.

PART 5 – CERTIFICATIONS AND ADDITIONAL INFORMATION

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

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

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

5.1 Certifications Required with the Bid

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

5.1.1 Integrity Provisions – Required Documentation

In accordance with the *Ineligibility and Suspension Policy* (<http://www.tpsgc-pwgsc.gc.ca/ci-if/politique-policy-eng.html>), the Bidder must provide the required documentation, as applicable, to be given further consideration in the procurement process.

5.1.2 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](http://www.esdc.gc.ca/en/jobs/workplace/human_rights/employment_equity/federal_contractor_program.page?&_ga=1.229006812.1158694905.1413548969) website ([http://www.esdc.gc.ca/en/jobs/workplace/human_rights/employment_equity/federal_contractor_p](http://www.esdc.gc.ca/en/jobs/workplace/human_rights/employment_equity/federal_contractor_program.page?&_ga=1.229006812.1158694905.1413548969)rogram.page?&_ga=1.229006812.1158694905.1413548969).

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.

5.1.3 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.

PART 6 - RESULTING CONTRACT CLAUSES

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

6.1 Security Requirements

6.1.1 The following security requirements (SRCL and related clauses provided by ISP) apply and form part of the Contract.

The Contractor/Offeror must, at all times during the performance of the Contract/Standing Offer, hold a valid **Designated Organization Screening (DOS)**, issued by the Canadian Industrial Security Directorate (CISD), Public Works and Government Services Canada (PWGSC).

2. The Contractor/Offeror personnel requiring access to sensitive work site(s) must EACH hold a valid **RELIABILITY STATUS**, granted or approved by CISD/PWGSC. Until the security screening of the Contractor personnel required by this Contract has been completed satisfactorily by the CISD, PWGSC, the Contractor personnel **MAY NOT ENTER** sites without an escort.
3. Subcontracts which contain security requirements are NOT to be awarded without the prior written permission of CISD/PWGSC.
4. The Contractor/Offeror must comply with the provisions of the:
 - (a) Security Requirements Check List and security guide (if applicable), attached at Annex C
 - (b) Industrial Security Manual (Latest Edition).

6.2 Statement of Work

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

6.3 Standard Clauses and Conditions

All clauses and conditions identified in the Contract by number, date and title are set out in the *Standard Acquisition Clauses and Conditions Manual* (<https://buyandsell.gc.ca/policy-and-guidelines/standard-acquisition-clauses-and-conditions-manual>) issued by Public Works and Government Services Canada.

6.3.1 General Conditions

2010C (2016-04-04), General Conditions - Services (Medium Complexity) apply to and form part of the Contract.

6.4 Term of Contract

6.4.1 Period of the Contract

The period of the Contract is from November 8th 2016 to November 7th 2018 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 period(s) under the same conditions. The Contractor agrees that, during the extended period of the Contract, it will be paid in accordance with the applicable provisions as set out in the Basis of Payment.

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

6.5 Authorities

6.5.1 Contracting Authority

Joel Lussier
Procurement specialist
Public works and government services Canada
Acquisition branch
800 de la Gauchetière Ouest

514-496-3862

joel.lussier@tpsgc-pwgsc.gc.ca

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

6.5.2 Project Authority

TBD.....

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

TBD....

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: 2012-2](#) of the Treasury Board Secretariat of Canada

6.7 Payment

6.7.1 Basis of Payment

The Contractor will be reimbursed for the 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 \$_____ . Customs duties are included and Applicable Taxes are extra.

6.7.2 Limitation of Expenditure

Canada's total liability to the Contractor under the Contract must not exceed \$ _____. Customs duties and Applicable Taxes are extra.

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

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

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

1. The Contractor must submit invoices in accordance with the section entitled "Invoice Submission" of the general conditions. Invoices cannot be submitted until all work identified in the invoice is completed.
2. Each invoice must be supported by:
 - a. a copy of time sheets to support the time claimed;
 - b. a copy of the release document and any other documents as specified in the Contract;
 - c. a copy of the invoices, receipts, vouchers for all direct expenses, and all travel and living expenses;
 - d. a copy of the monthly progress report.
2. Invoices must be distributed as follows:
 - a. The original and one (1) copy must be forwarded to the address shown on page 1 of the Contract for certification and payment.

6.9 Certifications and Additional Information

6.9.1 Compliance

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

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6.10 Applicable Laws

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

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 general conditions 2010C, (2016-04-04)
- (c) Annex A, Statement of Work
- (d) Annex B Basis of payment
- (e) Annex C, Security Requirements Check List
- (f) Annex D, Federal contractors program for employment equity – certification
- (g) Annex E, Complete List of names of all individuals who are currently directors of the Bidder
- (h) Annex F, The Contractor's bid dated _____

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ANNEX "A" STATEMENT OF WORK

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Annex "B" Basis of payment

Public Works and
Government Services Canada

PRICING SCHEDULE

Annexe "B" Basis of payment

**ALL INCLUSIVE MAINTENANCE OF CENTRIFUGAL CHILLERS, COOLING
WATER AND OTHER EQUIPEMENT**

Building 600892

SECTION MAINTENANCE SERVICES

A

Fixe price for First year _____ \$

Fixe price for Second year _____ \$

Optional years

Fixe price for Third year _____ \$

Fixe price for Fourth year _____ \$

Fixe price for fifth year _____ \$

Solicitation No. - N° de l'invitation
EF944-162736/A
Client Ref. No. - N° de réf. du client
EF944-162736

Amd. No. - N° de la modif.
File No. - N° du dossier
MTC-6-39010

Buyer ID - Id de l'acheteur
MTC035
CCC No./N° CCC - FMS No./N° VME

Solicitation No. - N° de l'invitation
EF944-162736/A
Client Ref. No. - N° de réf. du client
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MTC-6-39010

Buyer ID - Id de l'acheteur
MTC035
CCC No./N° CCC - FMS No./N° VME

ANNEX "C" SECURITY REQUIREMENTS CHECK LIST

ANNEX "D" FEDERAL CONTRACTORS PROGRAM FOR EMPLOYMENT EQUITY - CERTIFICATION

I, the Bidder, by submitting the present information to the Contracting Authority, certify that the information provided is true as of the date indicated below. The certifications provided to Canada are subject to verification at all times. I understand that Canada will declare a bid non-responsive, or will declare a contractor in default, if a certification is found to be untrue, whether during the bid evaluation period or during the contract period. Canada will have the right to ask for additional information to verify the Bidder's certifications. Failure to comply with any request or requirement imposed by Canada may render the bid non-responsive or constitute a default under the Contract.

For further information on the Federal Contractors Program for Employment Equity visit [Employment and Social Development Canada \(ESDC\)-Labour's](#) website.

Date: _____(YYYY/MM/DD) (If left blank, the date will be deemed to be the bid solicitation closing date.)

Complete both A and B.

A. Check only one of the following:

- A1. The Bidder certifies having no work force in Canada.
- A2. The Bidder certifies being a public sector employer.
- A3. The Bidder certifies being a [federally regulated employer](#) being subject to the [Employment Equity Act](#).
- A4. The Bidder certifies having a combined work force in Canada of less than 100 permanent full-time and/or permanent part-time employees.

A5. The Bidder has a combined workforce in Canada of 100 or more employees; and

- A5.1. The Bidder certifies already having a valid and current [Agreement to Implement Employment Equity](#) (AIEE) in place with ESDC-Labour.

OR

- A5.2. The Bidder certifies having submitted the [Agreement to Implement Employment Equity](#) (LAB1168) to ESDC-Labour. As this is a condition to contract award, proceed to completing the form Agreement to Implement Employment Equity (LAB1168), duly signing it, and transmit it to ESDC-Labour.

B. Check only one of the following:

- B1. The Bidder is not a Joint Venture.

OR

- B2. The Bidder is a Joint Venture and each member of the Joint Venture must provide the Contracting Authority with a completed annex Federal Contractors Program for Employment Equity - Certification. (Refer to the Joint Venture section of the Standard Instructions)

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Annex E, Complete List of names of all individuals who are currently directors of the Bidder

Solicitation No. - N° de l'invitation
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EF944-162736

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File No. - N° du dossier
MTC-6-39010

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MTC035
CCC No./N° CCC - FMS No./N° VME

ANNEX "F" Supplier's bid dated

Solicitation No. - N° de l'invitation
EF944-162736/A
Client Ref. No. - N° de réf. du client
EF944-162736

Amd. No. - N° de la modif.
File No. - N° du dossier
MTC-6-39010

Buyer ID - Id de l'acheteur
MTC035
CCC No./N° CCC - FMS No./N° VME

ANNEX "G" Evaluation criteria

Annex “A” Statement of work

Public Works and
Government Services Canada

Project manager: Michel Berthiaume

Health Canada Building
1001 St-Laurent
Longueuil Quebec

SPECIFICATIONS

**ALL-INCLUSIVE MAINTENANCE OF
TWO 250-TON McQUAY HIGH-PRESSURE
CENTRIFUGAL CHILLERS AND
ONE BAC 1500 COOLING TOWER**

**ALL-INCLUSIVE MAINTENANCE OF TWO
80-TON TRANE SCREW CHILLERS
AND EVAPCO LSTE-419 COOLING TOWERS**

ALL-INCLUSIVE MAINTENANCE OF CERTAIN AUXILIARY EQUIPMENT

Building: 600892

Date: June 2016

**ALL-INCLUSIVE MAINTENANCE OF CENTRIFUGAL SCREW CHILLERS
AND COOLING TOWERS**

**Health Canada Building
1001 St-Laurent
Longueuil Quebec
Building: 600892**

June 2016

Index section	Section title	Number of pages
- Specifications Index		3
- Section 1 AIM	General requirements of the all-inclusive specifications	25
- Section 2 CHI	Maintenance of the centrifugal and screw chillers	9
- Section 3 TR	Maintenance of the cooling towers	6
- Section 4 INVENTORY	Equipment inventory	2

**ALL-INCLUSIVE MAINTENANCE OF CENTRIFUGAL SCREW CHILLERS
AND COOLING TOWERS**

Building # 600308

Page 1 of 3

SECTION 1 AIM – GENERAL REQUIREMENTS

1. Drawings
2. Conditions
3. Service calls
4. Major breakdowns, defects and abnormal conditions
5. Parts and tools
6. Labour
7. Work period
8. Powering off
9. Security of premises
10. Training of personnel
11. Knowledge of premises and systems
12. Personal protection and protection of property
13. Fire protection
14. Tidiness of premises
15. Instructions
16. Communication
17. Reports and worksheets
18. Manufacturer's instructions
19. Request for electrical isolation and transfer
20. System modifications
21. Health and safety clauses

**ALL-INCLUSIVE MAINTENANCE OF CENTRIFUGAL SCREW CHILLERS
AND COOLING TOWERS**

Building # 600308

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SECTION 2 CHI – MAINTENANCE OF THE CENTRIFUGAL AND SCREW CHILLERS

1. Scope of work
2. Definitions
3. Technical upgrades
4. Visit report
5. Personnel training

Minimum maintenance of McQuay centrifugal chillers and Trane screw chillers

6. General
7. Materials and components
8. Spring start up (April-May)
9. Operating inspection (monthly)
10. Performance capacity testing to ARI Standard 550/590-2015.
11. Cleaning tubes of exchangers
12. Inspection of tubes and exchangers.
13. End-of-season shutdown (October-November).
14. Non-destructive testing.

**ALL-INCLUSIVE MAINTENANCE OF CENTRIFUGAL SCREW CHILLERS
AND COOLING TOWERS**

Building # 600308

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SECTION 3 TR - MAINTENANCE OF THE COOLING TOWERS

1. Scope of work
2. Definitions
3. Technical upgrades
4. Visit report
5. Operations

Minimum maintenance of the cooling towers

6. End-of-season shutdown (October-November) and annual maintenance.
7. Spring Start-up (April-May).
8. Monthly Operational Inspection (7) required.
9. Performance capacity testing of cooling towers.

SECTION 4 INVENTORY - Equipment inventory

**GENERAL REQUIREMENTS
ALL-INCLUSIVE MAINTENANCE OF CENTRIFUGAL SCREW CHILLERS
AND COOLING TOWERS**

Building # 600892

Page 1 of 24

1 DRAWINGS

1. No drawings are attached to these Specifications.

2 CONDITIONS

1. The work to be completed under this Contract consists in carrying out the specific tasks and responsibilities set out in sections CHI and TR pertaining to all-inclusive maintenance of two high-pressure centrifugal chillers, the main BAC water tower, the Trane high-pressure screw coolers, the Evapco cooling towers and all other equipment listed in Section 4: Inventory.
2. The Contractor shall supply at its own expense any parts needed to perform maintenance or repair work for which the Contractor is responsible.
3. This complete maintenance schedule includes all parts, tools and labour.

3 SERVICE CALLS

1. The Contractor shall provide emergency service 24 hours per day during the period of operation (7 months/year) **at no additional cost.**
2. The maximum response time shall be two (2) hours between 8:00 and 4:00 p.m. on weekdays and four (4) hours at all other times.

**4 MAJOR
BREAKDOWNS,
DEFECTS AND
ABNORMAL
CONDITIONS**

1. Defects or anomalies in systems, devices or equipment discovered during the work shall be promptly reported to the Building Technical Authority or representative thereof.

**GENERAL REQUIREMENTS
ALL-INCLUSIVE MAINTENANCE OF CENTRIFUGAL SCREW CHILLERS
AND COOLING TOWERS**

Building # 600892

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2. The Contractor must supply a report within forty-eight (48) hours following diagnosis of the breakage on one of the centrifugal chillers, one of the screw chillers, the main water tower or one of the two Evapco cooling towers. The report shall list the main replacement parts, such as compressors, motors, starters, microprocessor controls, circuit breakers, the tubes for all the exchangers (evaporators and condensers). For the water tower, the motors, the belts, coils, pulleys and main drive shafts.
 3. After filing the report relating to the major breakage, the Contractor must submit a plan of action for maintaining the operational capacity of the equipment in the building.

5 PARTS AND TOOLS

1. The Contractor shall repair or, where necessary, replace worn parts with new parts.
2. The Contractor shall supply, at its own cost, the instruments, tools and materials (or parts) needed to maintain, repair or replace components covered by the contract.
3. Replacement parts shall be authentic and shall be obtained from the equipment manufacturer. Where it is impossible to obtain authentic replacement parts or materials, the Contractor shall use parts or materials of a quality equal to or better than the original parts or equipment; substitutes shall be approved by the Technical Authority or a representative thereof.
4. The Technical Authority reserves the right to determine the quality of replacement parts; that decision shall be final and not subject to appeal.
5. Any parts installed without authorization or determined to be non-compliant by the Technical Authority shall be replaced within eight (8) days, failing which the Contractor shall be deemed to be in default.
6. Any substitution of parts shall be authorized in advance by the Technical Authority.

6 LABOUR

1. The Contractor shall supervise its employees so as to ensure that their conduct and attire are appropriate and that their movement

**GENERAL REQUIREMENTS
ALL-INCLUSIVE MAINTENANCE OF CENTRIFUGAL SCREW CHILLERS
AND COOLING TOWERS**

Building # 600892

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within the buildings is limited to the specific requirements of the work to be performed.

2. The Technical Authority shall make available to the Contractor a person to provide guidance as needed during the work period.
3. The Contractor shall, whenever possible, always assign the same two refrigeration technicians to the facility so that both of them are familiar with the specific operation of the building in question. Staff turnover shall be kept to a minimum and under no circumstances shall turnover exceed 50% per year.
4. Some work in specialized areas, such as tube inspection and vibration analysis, may be carried out by other specialized firms, but at the Contractor's expense. The Contractor shall be responsible for the work of its subcontractors just as if the work had been done by the Contractor itself.
5. The Contractor shall be fully accountable for any omissions, breakage or incompetence attributable to its staff.

7 WORK PERIOD

1. The work must be carried out in such a way that the normal activities of the building's users are not hampered and be scheduled in such a way that the building's occupants and users will be inconvenienced as little as possible. The work period and schedule shall be established and coordinated with the schedule previously agreed upon by the Contractor and the Building Technical Authority and/or the latter's authorized representative.

8 POWERING OFF

1. None of the owner's devices and/or equipment shall be powered off unless the Contractor is given official notice by the Building Technical Authority and/or an authorized representative thereof.

**9 SECURITY OF
PREMISES**

1. The Contractor shall provide the instructions, notices and signs for notifying the Building Technical Authority and or

**GENERAL REQUIREMENTS
ALL-INCLUSIVE MAINTENANCE OF CENTRIFUGAL SCREW CHILLERS
AND COOLING TOWERS**

Building # 600892

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authorized representative thereof and building occupants of the work under way.

2. Materials shall be delivered to the place designated by the Building Manager. The Contractor's representatives shall clear that place upon receipt of materials unless otherwise authorized by the Building Technical Authority.
3. The Contractor and the Contractor's representatives shall sign the visitor's log at the location designated by the Building Technical Authority or authorized representative thereof. They shall indicate the time in, time out and purpose of the visit.
4. Health Canada will supply an access card, in accordance with the safety standards in force. These must be worn in full view, attached to the uniform at all times, when they are in the building. People assigned to do the work must have a distinct uniform which is specific to the Contractor and bears the Contractor's identification on the shirt.

**10 TRAINING OF
PERSONNEL**

1. The Contractor is responsible for the continuous training of its operational staff and shall, at the request of the chief of operations, make its technicians available to operational staff so that they can receive all the information needed to operate the chiller(s), the towers and other equipment covered by this contract as effectively and safely as possible.

11

1. The Contractor shall start system maintenance work immediately after being notified that it has been awarded the contract and once it has obtained the security clearances for its employees.

**12 KNOWLEDGE OF
PREMISES AND
SYSTEMS**

1. Before submitting a bid, the Contractor **absolutely must** visit and carefully examine the premises and systems in order to be aware of the existing conditions in the building and all specifics

**GENERAL REQUIREMENTS
ALL-INCLUSIVE MAINTENANCE OF CENTRIFUGAL SCREW CHILLERS
AND COOLING TOWERS**

Building # 600892

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thereof, in order to ascertain the maintenance work that needs to be done and the conditions under which it will have to be performed.

2. No additional claims for special equipment as a result of a lack of information on the existing conditions will be considered by the Technical Authority.
3. All the technical information the Contractor needs before submitting a bid can be obtained from the Contracting Authority.

**13 PERSONAL
PROTECTION AND
PROTECTION OF
PROPERTY**

1. The Contractor shall take all safety measures and precautions necessary to protect persons and property from accidents and damage while maintenance or repair work is being carried out.
2. The Contractor shall be expressly and fully liable for any accidents or damage to persons or property resulting from its activities on the premises.
3. The Contractor shall take special care to avoid soiling, scratching, damaging, or striking finished surfaces through contact with pieces of equipment, ladders, scaffolding or any other object that may be used in carrying out the work.

14 FIRE PROTECTION

1. All operations and tasks relating to this contract must be performed in compliance with the most recent version of the National Fire Code of Canada and the National Building Code.

15 TIDINESS OF PREMISES

1. Debris shall not be allowed to accumulate. After each work period, the Contractor shall remove from the premises any waste and debris generated by its work. The Contractor shall leave the premises clean to the satisfaction of the Building Technical Authority.

16 INSTRUCTIONS

**GENERAL REQUIREMENTS
ALL-INCLUSIVE MAINTENANCE OF CENTRIFUGAL SCREW CHILLERS
AND COOLING TOWERS**

Building # 600892

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1. The Contactor shall comply with the instructions or directives given by the Technical Authority for 1001 Saint Laurent.
 2. The Contractor shall send its typewritten reports and any other communications related to the execution of its contract to the Technical Authority.

17 COMMUNICATIONS

1. Call sites, including addresses and telephone numbers where the Contractor or its superintendent or manager can be contacted or reached at any time of day or night, shall be placed on a list, prepared and updated as needed by the Contractor, and given to the Building Technical Authority before work is begun.

**18 REPORTS AND
WORKSHEETS**

1. Provide detailed reports in typed form as requested in the other sections and schedules of the Specifications. These reports shall be submitted to the Operations Supervisor / Manager / OPS Manager.

**19 MANUFACTURER'S
INSTRUCTIONS**

1. Servicing of systems, devices and equipment shall be done by the Contractor in strict compliance with the instructions and directives of the manufacturers and suppliers concerned.

**20 REQUEST FOR
ELECTRICAL
ISOLATION AND
TRANSFER**

1. The Contractor shall complete "Procedure for Electrical Isolation / Re-Energization" and "Request for Electrical Isolation / Re-Energization" forms in all instances of electrical outage or isolation described below, in accordance with Part II, Division VIII of the Canada Labour Code.
 1. Main building power lines.
 2. Power line panels and sub-panels.
 3. Bus bars.
 4. Motor control centres.

**GENERAL REQUIREMENTS
ALL-INCLUSIVE MAINTENANCE OF CENTRIFUGAL SCREW CHILLERS
AND COOLING TOWERS**

Building # 600892

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5. Emergency power circuits.
 6. Fire alarm system and fire protection equipment.
 7. Mechanical protection equipment (pumps, etc.).
 8. Alarm circuits for building services, including heating, ventilation and air conditioning devices.
 9. Circuits serving more than one device.
 10. The refrigerant leak monitoring system and its alarm.
 11. Circuits connected to a single device built into a cooling or heating system.

2. The Contractor shall duly complete the form and have it countersigned by the Building Technical Authority before starting the work.

**21 SYSTEM
MODIFICATIONS**

1. The Building Technical Authority reserves the right to move, modify or add devices and related equipment.

22 GENERAL SAFETY

.1 GENERAL CLAUSES

- .1 In accepting this contract, the Contractor agrees to assume all of the responsibilities normally assigned to the principal Contractor and the Employer under the *Act respecting occupational health and safety* and to supervise the work.
- .2 The Contractor shall manage its activities so as to ensure that the health and safety of its employees and the occupants of the building or facility and the public and protection of the

**GENERAL REQUIREMENTS
ALL-INCLUSIVE MAINTENANCE OF CENTRIFUGAL SCREW CHILLERS
AND COOLING TOWERS**

Building # 600892

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environment always take precedence over cost and scheduling concerns. Further, the Contractor shall meet all of the requirements of these specifications.

- .3 The Contractor shall comply at all times with the provisions of the *Act respecting occupational health and safety*, the *Safety Code for the construction industry* and the *Regulation respecting occupational health and safety*, where applicable.
- .4 The Contractor shall perform all work in accordance with the latest editions of the National Fire Code of Canada, the National Building Code and the Canadian Electrical Code and any other applicable codes or standards.
- .5 The Contractor shall submit to the Technical Authority a prevention program specific to any activities the Contractor is likely to carry out in the building at least ten (10) days prior to the start of work. The Contractor shall subsequently update its prevention program if the work proceeds differently from what was originally planned. The Building Technical Authority may, after receiving the program and at any time during the work, demand that the program be amended or complemented to better reflect actual work site conditions. The Contractor shall then make the necessary changes prior to the start of work.

The prevention program shall be based on the identification of risks and shall take into account the information and requirements set out in these Specifications. The program shall be applied for the entire term of the contract and shall meet the following requirements:

- include the company's policy on health and safety;
 - include a flow chart of health and safety responsibilities;
 - identify the risks specific to each category of task to be performed in execution of the contract and the corresponding preventive measures, based on regulatory requirements;
 - identify the person responsible for applying the preventive measures;
 - take into account risks that may affect the health and safety of workers, occupants of the building or facility and the public;
 - include first aid and primary care standards;
 - include a procedure in case of accident;
 - include a work site inspection checklist based on the content of the risk identification;
 - include any repair tasks that may be assigned under this contract;
 - include a written undertaking from all parties to adhere to the prevention program.
 - The Contractor must include in its prevention program a specific procedure for the maintenance and cleaning work that will be performed on the water towers, in which it must in particular list the personal protection equipment to be worn by the workers (protection against bioaerosols and fumes from cleaning products used).
- .6 In addition to the program specified in the previous paragraph, for all cases in which the work to be completed involves a construction site as defined in the *Act respecting occupational health and safety*, R.S.Q., c. S-2.1, the Contractor shall develop a prevention program specific to the work to be completed and submit it to the Building Technical Authority, and shall also submit it to the Commission de la santé et de la sécurité du travail (CSST) and the Association paritaire pour la santé et la sécurité du travail, in compliance with section 198 of this Act.

**GENERAL REQUIREMENTS
ALL-INCLUSIVE MAINTENANCE OF CENTRIFUGAL SCREW CHILLERS
AND COOLING TOWERS**

Building # 600892

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The requirements related to that program are the same as the requirements listed in the previous paragraph.

- .7 For all cases in which the work constitutes a construction site as defined in the *Act respecting occupational health and safety*, R.S.Q., c. S-2.1, a notice of opening of a construction site must be submitted to the CSST before the start of work and a copy must be submitted to the Building Technical Authority. A copy of this notice must be posted in plain view on the site. When the site is disassembled, the notice of closing of a construction site must be submitted to the CSST with a copy to the Building Technical Authority.
- .8 The Contractor shall submit the following documents to the Building Technical Authority:
- a copy of the training certificates required for application of these specifications and safe planning of the work (for example, general health and safety for construction sites, asbestos, lock-out, and first aid), in particular training on how to wear respiratory protection equipment and confirmation that every worker has had proofness testing performed on the respiratory devices he must wear.
 - a copy of the safety data sheet for every controlled product used on the work site, at least three days before the product is used on the work site;
 - confirmation of medical exams for supervisory staff and all employees where medical exams are required by a statute, a regulation, a directive, a specification or a prevention program. The Contractor shall thereafter promptly submit confirmations of medical exams for all persons new to the work site;
 - a copy, signed and sealed by an engineer, of all plans and compliance certificates required under the Safety Code for the construction industry (S-2.1, r.4), any other statute or regulation, or any other clause of the Specifications or the Contract. A copy of these documents shall also be sent to the CSST and be available on the work site at all times;
 - a mechanical inspection certificate for the machinery used to perform the work (e.g. elevating platforms);
 - an investigation report within 24 hours following any accident that results in an injury or any incident that brings to light a potential hazard;
 - a copy, within 24 hours, of any inspection report, notice of correction or recommendation issued by federal or provincial inspectors.
- .9 The Contractor shall ensure that the equipment, tools and protective equipment used to carry out the work are maintained and kept in good condition. Equipment, tools or protective equipment that cannot be installed or used without compromising the health and safety of workers or the public are deemed to be inadequate for the work to be performed. The

**GENERAL REQUIREMENTS
ALL-INCLUSIVE MAINTENANCE OF CENTRIFUGAL SCREW CHILLERS
AND COOLING TOWERS**

Building # 600892

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Technical Authority reserves the right to prohibit the use of equipment or tools deemed to be dangerous, defective or inappropriate.

- .10 The Contractor shall ensure that its employees have received the training and information needed to perform their tasks safely and that all necessary tools and protective equipment are available, comply with the applicable standards, statutes and regulations, and are used.
- .11 The Contractor shall take such measures as are needed to enforce and ensure compliance with the health and safety requirements set out in the contract documents, provincial regulations, applicable standards and the prevention program specific to the work, and to comply promptly with any order or notice of correction issued by the Commission de la santé et de la sécurité du travail (CSST).

Regardless of the number of workers assigned to the work, the Contractor shall designate a person to act as workplace health and safety officer and give that person the authority to order work stopped or resumed when the person deems such action to be necessary for health and safety reasons.

- .12 Without limiting the scope of the preceding clause, the Building Technical Authority may at any time order that work be stopped if he or she believes there is a hazard or risk to the health and safety of employees assigned to the work, the public or the environment.

The Contractor shall take all measures necessary to ensure effective communication of health and safety-related information. Immediately upon their arrival at the workplace, all workers must be informed as to the specifics of the prevention program, their obligations and their rights. It must keep and update a log in which it has entered the information given to the workers and the signatures of all the workers who received this information.

The Contractor must inform its workers that they have the right to refuse any work which might constitute a hazard to their health or safety.

- .13 The Contractor shall inspect the work sites and submit to the Building Technical Authority a duly completed work site inspection sheet every working day or at an interval determined with the Building Technical Authority on the call-up form.
- .14 The Contractor shall promptly take such measures as are needed to correct instances of non-compliance with statutes and regulations and hazardous situations identified by a government inspector, the Building Technical Authority or the PWGSC health and safety coordinator or in the course of a periodic inspection. Submit to the Building Technical Authority written confirmation of all measures taken to correct non-compliance or hazardous situations.
- .15 The Contractor agrees to comply with first aid and emergency response standards in accordance with the applicable policies and regulations and any other clause of the specifications.
- .16 The Contractor shall review the building and facility evacuation procedure and provide its employees with the training and information they need to apply the procedure.
- .17 For all cases in which the work constitutes a construction site as defined in the *Act respecting occupational health and safety*, R.S.Q., c. S-2.1, a decision-making representative for the

**GENERAL REQUIREMENTS
ALL-INCLUSIVE MAINTENANCE OF CENTRIFUGAL SCREW CHILLERS
AND COOLING TOWERS**

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Contractor must attend all meetings where health and safety on the site is considered. The Contractor must set up a work site committee and hold meetings in compliance with the requirements of the Safety code for the construction industry, S-2.1, r. 6\4.

- .18 For all cases in which the work constitutes a construction site as defined in the Act respecting occupational health and safety, R.S.Q., c. S-2.1, the following information and documents must be posted in an area that workers can access easily:
- notice of opening of work site;
 - identification of principal contractor;
 - company policy on occupational health and safety;
 - prevention program specific to the work site;
 - contingency plan;
 - safety data sheets for all controlled products used on the work site;
 - minutes of work site committee meetings;
 - names of the work site committee members;
 - names of first aid attendants;
 - action and correction reports issued by the CSST.
- .19 The Contractor shall mark off and control access to the work area and install barricades as needed.
- .20 The Contractor shall take such measures as are necessary to keep the workplace clean and orderly throughout the work and shall ensure that at the end of each work day, the workplace is free of any hazards.
- .21 When a worker works alone in an isolated place where it is impossible to ask for assistance, the Contractor shall identify the risks related to the situation and provide the Technical Authority with a procedure for preventing those risks and quickly getting help in an emergency
- .22 Where a hazard not identified in the specifications arises as a result of or in the course of the work, the Contractor shall stop work immediately, implement temporary protective measures for workers and the public, and notify the Building Technical Authority orally and in writing.

**GENERAL REQUIREMENTS
ALL-INCLUSIVE MAINTENANCE OF CENTRIFUGAL SCREW CHILLERS
AND COOLING TOWERS**

Building # 600892

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The Contractor shall then submit the necessary modifications for approval before proceeding with the prevention program, so that work can continue safely.

- .23 In the event of an incident, the Contractor shall take such measures as are needed, including stoppage of work, to ensure the health and safety of workers and the public and shall contact the Technical Authority promptly.
- .24 Subcontracting is not permitted without special authorization from the Building Technical Authority. In making a decision, the Building Technical Authority will consider the subcontractor's ability to meet these requirements.
- .25 Sealing guns and other cartridge devices shall not be used without authorization from the Building Technical Authority.

The above notwithstanding;

- Every person who uses a sealing gun shall have a training certificate and shall meet all the requirements of section 7 of the Safety code for the construction industry (S-2.1, r. 4);
- Cartridge devices shall be used as directed by the manufacturer and in accordance with the applicable standards and regulations.

- .26 On the work site, the Contractor shall consider the following conditions in developing a safe work plan:

If the Contractor is asked to carry out work where asbestos dust is likely to be released, the Contractor shall comply with the requirements of section 3.23 of the *Safety code for the construction industry, the Act respecting occupational health and safety*, (R.S.Q., c. S-2.1).

If the Contractor is asked to do roofing work, the Contractor shall indicate in its prevention program the measures to be taken to prevent falls.

If the Contractor is asked to do work near a body of water or holding pond, the Contractor shall indicate in its prevention program the measures to be taken to prevent the risk of drowning, electric shock and electrocution.

If the Contractor is asked to do work at heights in the building, the Contractor shall indicate in its prevention program the measures to be taken for work at heights.

If the Contractor is asked to inspect or check electrical rooms, the Contractor shall indicate in its prevention program the measures it plans to take to protect people in those areas.

If the Contractor is asked to do work in confined spaces, the Contractor shall include in its prevention program the measures it intends to take when working in these areas, and take into account the requirements of section 2.4 of the Safety code for the construction industry, the Act respecting occupational health and safety, (R.S.Q., c. S-2.1).

If the Contractor is asked to do work in laboratories, the Contractor shall contact the Building Technical Authority to determine whether special procedures need to be taken.

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- .1 Lock-out
- .1 Whenever work is being done on electrically powered equipment or equipment powered by any other source of energy, the Contractor shall convey a lock-out procedure to the Departmental Representative and implement it.
 - .2 The supervisory personnel and all the workers involved or affected by the work for which the lock-out is required must have received training on the lock-out provided by a recognized entity; the Contractor must send the certificates for this training to the Departmental Representative.
 - .3 Before undertaking a lock-out operation on equipment in an occupied site, the Contractor shall coordinate its work with the site representative if the power cut-off could have an effect on site operations or on the occupants.
 - .4 Before undertaking a lock-out operation on equipment, the Contractor shall obtain from the site representative all the information necessary to identify the closure points for the equipment to be subjected to lock-out, check this information, perform the lock-out and then conduct "Zero-Energy" testing before doing the work.
 - .5 The Contractor must complete the Lock-out form supplied by the site representative, where applicable.
2. Work of an electrical nature
- .1 The Contractor shall ensure that all work of an electrical nature is performed by qualified employees under provincial regulations on professional training and qualification.
 - .2 Any work on electrical equipment must be done with the power turned off, unless it is not possible to completely disconnect this equipment.
 - .3 The Contractor must comply with all the requirements in the "Lock-out" paragraph in this section.
 - .4 The Contractor shall notify the Departmental Representative in writing regarding any work that is impossible to perform with the power turned off. It must demonstrate to the Departmental Representative that the work would be impossible to do with the power turned off and supply all the information needed to complete and obtain a live-line work permit (method of work, assessment of the electrical arc level, flash protection boundary, protection equipment, etc.) before starting the work.
 - .5 The live-line work permit must at the minimum contain the following:
 - Description of the circuit, the equipment and location;
 - Justification for the need to do live-line work;
 - Description of the work safety practices to be used;
 - Conclusions of the shock hazard analysis;
 - Definition of the shock protection boundary;

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- Conclusions of the flash hazard analysis;
 - Description of the flash protection boundary;
 - Description of the personal protection equipment required;
 - Description of the methods to be used for restricting access to unqualified persons;
 - Proof that an information session has been held;
 - Approval signature for the live-line work (by a person in authority or the owner).
- .6 If due to the operational needs of the site occupants, the Contractor has to do live-line work, it must obtain all the information necessary to complete a live-line work permit (method of work, assessment of the electrical arc level, flash protection boundary, protection equipment, etc.) and have it signed by the site representative designated by the Departmental Representative before the start of the work.
- .7 In addition to the requirements indicated in the paragraphs above, the Contractor must comply with the requirements of standard *CSA Z462 Workplace Electrical Safety Standard*.
- .3 Preventing risks of falls
- .1 The Contractor shall provide the equipment needed to work at heights (e.g. ladders, stepladders, elevating platforms, scaffolding).
 - .2 Anyone who uses an elevating platform (scissor lift, or telescoping, articulated or rotating elevating platform. etc.) must have received training to do so.
 - .3 Workers must wear a safety harness on all elevating, telescoping, articulated or rotating platforms.
 - .4 Identify a danger zone around any elevating platform.
 - .5 Any opening in a platform or in a roof must be surrounded by a guardrail or blocked with a cover attached to the platform and strong enough to withstand the loads to which it will be subjected, regardless of the dimensions of this opening and the height of the fall that would ensue from it.
 - .6 Anyone working less than two metres from a location presenting the risk of a fall three metres or over must use a safety harness in compliance with the regulatory requirements, unless there is a guardrail or some other element offering an equivalent level of safety.
 - .7 Notwithstanding regulatory requirements, the Departmental Representative may order the installation of guardrails or the use of safety harnesses for certain particular situations presenting the risk of a fall of less than three metres.

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The Departmental Representative may also order the installation of a guardrail or the use of safety harnesses for certain temporary installations presenting the risk of a fall of less than three metres.

.4 Asbestos

Before starting work likely to generate asbestos dust, the Contractor shall:

- .1 Provide a written procedure covering all of the items listed in section 3.23 of the *Safety code for the construction industry* S-2.1, r-4.
- .2 Show that all workers concerned have been trained in asbestos hazards and the procedure described above (ASP Construction) (s. 3.23.7).
- .3 Show that it has in hand all the equipment needed to comply with the procedure and safely perform the work.

.5 Special conditions for confined spaces

- .1 For each confined space to which the Contractor must have access, the Contractor must include in its prevention program a written procedure identifying the following:
 - the tools needed to perform the work;
 - the equipment installed or to be installed in the confined space and the measures to be taken to install, use, maintain, protect or move the equipment;
 - pipes and conduit entering the confined space;
 - the hazards and safety measures to be taken depending on the work to be performed;
 - contaminants that might be encountered in the confined space;
 - appropriate rescue measures and equipment and emergency measures.
- .2 The Contractor must complete an access permit for any entry into a confined space. It must convey a copy of its initially filled-out permit beforehand to the building representative; the latter may request that it be changed if the contents are not complete. The permit will be valid for a period covering one work shift and must include information contained in the evaluation report and any special conditions relating to the work to be performed.
- .3 The Contractor must complete a Hot work permit issued by the building representative where the work to be performed includes welding, cutting or any other activity that produces a flame or sparks.
- .4 All persons who have access to a confined space, including the custodian, shall hold the following training certificates:
 - PWGSC safe work in confined spaces (ASP Construction or equivalent course)

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- workplace first aid and CPR (organization recognized by the)
 - use of ventilation devices (ASP Construction or equivalent course)
 - use of safety harnesses (ASP Construction or equivalent course)
 - use and maintenance of respiratory protection devices (ASP Construction or equivalent course)
 - gas detection devices (ASP Construction or equivalent course)
 - Where the use of supplied-air or self-contained respirators is planned, full training in the preparation, maintenance and use of the devices (manufacturer, supplier or recognized organization) is required.
 - In remote areas where there is no local emergency response unit, the Contractor shall designate persons to carry out rescue operations in confined spaces. The rescuers designated by the Contractor shall complete relevant training in the use of rescue equipment.
- .5 Anyone who has to use a supplied air respirator must present a medical certificate which confirms their ability to use this sort of device. This certificate will be valid for a term of two (2) years.
- .6 Employees required to work in sewage collection systems or similar systems shall be vaccinated against infectious diseases, that is, against diphtheria and tetanus, in accordance with the immunization program prescribed by Health Canada, and for work at the Correctional Service Canada, against hepatitis "B".
- .7 Vaccination against diphtheria and tetanus is strongly recommended for work in confined spaces.
- .8 The Contractor shall establish an emergency and rescue procedure with municipal and ambulance services. The procedure, telephone numbers and location of the nearest telephone shall be clearly posted near the work location.
- .9 Before entering the confined space and continuously thereafter, the Contractor shall take readings of the concentration of oxygen, flammable gases and any toxic gases likely to be present, in particular carbon monoxide and hydrogen sulphide, and make sure that no one enters the confined spaces if the gas concentrations are not within regulatory limits. The readings must be recorded in the entry permit. The detection devices used shall be calibrated and adjusted by a qualified person according to the manufacturer's instructions so that the alarms comply with the limits set out in the permit.
- .10 The Contractor shall supply its own gas detection devices and keep them in good condition. The Departmental representative must at all times be able to have the accuracy of the Contractor's devices checked by a qualified person. If a detection device fails, work shall be suspended immediately, and all workers shall leave the confined space. No claim for lost time will be accepted under such circumstances.

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- .11 If the alarm on a detection device sounds, all workers shall leave the confined space. The Contractor shall then determine the source of the contamination, neutralize it and ventilate the confined space in order to eliminate any remaining contaminant and shall keep individuals out of the confined space until the oxygen and gas levels have returned to normal.
 - .12 Compressed gas cylinders and welding machines shall not be taken into confined spaces. Such equipment shall remain outside and shall not block any entrance or exit. All cylinders shall be properly secured.
 - .13 Electric tools and devices used to access confined spaces shall be grounded and, if necessary, designed to be explosion-proof. All equipment shall be connected to a ground fault interrupter or step-down transformer. The Contractor shall, at its own expense, have a qualified electrician modify any power outlets and/or circuit breakers it plans to use which do not meet these criteria.
 - .14 The Contractor shall provide a ventilation system in order to keep the contaminant levels below the allowable limits.
 - .15 The Contractor shall post signs to stop unauthorized persons from entering the confined space.
 - .16 Where it is impossible to keep the noise level below 85 dB, the Contractor shall provide all workers with ear protectors appropriate to the desired level of attenuation and the work to be performed.
 - .17 The Contractor shall ensure that all workers wear the required personal protective equipment.
 - .18 The Contractor shall assign a qualified person to assume the duties of custodian. The custodian shall:
 - be familiar with the procedure for working in a confined space;
 - ensure constant communication with all workers in the confined space. The directives applied shall be adapted to confined spaces. The Contractor shall select means of communication taking into account the identified hazards and other pertinent factors, that is, the protective equipment workers are required to wear, noise levels in and near confined spaces, remoteness, lighting conditions, etc.;
 - be familiar with the gas detection devices and ensure that they are in working order throughout the work;
 - be familiar with the back-up ventilation systems and ensure that they are in working order throughout the work;
 - be familiar with emergency procedures;
 - Ensure that:
 - all workers entering the confined space observe the Contractor's work procedure;

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- working conditions and the work environment inside the confined space are not detrimental to the workers' health and safety.
- .19 The custodian shall remain at the entrance to the confined space as long as there is a worker in the space.
- .20 The Contractor shall designate a person to be in charge of safety in confined spaces. This person must be present on the worksite at all times.
- .21 The same person may not serve as custodian and confined spaces safety officer unless he or she is able to meet the requirements of both positions.
- .6 Hot work
- .1 Hot work means any work that involves the use of an open flame or which may produce heat or sparks, such as the following work: riveting, welding, cutting, grinding, milling, burning and heating, etc.
- .2 At the start of each work shift and for each sector, the Contractor must obtain a "Hot work permit" issued by the Building Technical Authority.
- .3 A working handheld extinguisher appropriate to the fire hazard shall be available and readily accessible within a 5-metre radius of any flame or source of sparks or intense heat.
- .4 The Contractor shall designate a person to continuously monitor fire risks for a minimum period of one hour after the end of any hot work. This person must sign the section of the permit designated for this purpose and give it to the Building Technical Authority after that hour has gone by.
- .7 Welding and cutting
- In addition to the conditions set out in the preceding paragraphs, the Contractor must comply with the following requirements:
- Welding and cutting must be performed in accordance with the requirements set out in the Safety Code for the construction industry, S-2.1, r.4. and the standard CSA W117.2 Safety in Welding, Cutting & Allied Processes.
 - Pause any activity that produces gases, vapors or flammable or combustible dust if in proximity to welding or cutting work.
 - Store compressed gas cylinders on a fireproof surface and ensure that the room is well ventilated.
 - Store oxygen cylinders at least six (6) metres away from cylinders containing flammable gas (e.g. acetylene) or such combustible materials as oil and grease unless they are separated by a wall made of non-combustible material as specified in section 3.13.4 of the *Safety Code for the construction industry, c. S-2.1, r.4.*
 - Store cylinders away from heat sources.
 - Do not store cylinders near stairs, exits, corridors or elevators.

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- Do not allow acetylene to come into contact with such metals as silver, mercury, copper and brass with a copper content of more than 65%, to avoid the risk of explosion.
 - Make sure that the electric arc welding equipment has the required voltage rating and is grounded.
 - Make sure that the lead wires of the electric welding equipment are not damaged.
 - Place the welding equipment on a flat surface protected from the weather.
 - Put fireproof tarps in place when overhead welding is being done and there is a risk of falling sparks.
 - Remove or protect flammable or combustible materials located 15 metres or closer to the welding work.
 - Never weld or cut on closed containers.
 - Do not cut, weld or carry out open-flame work on a tank, pipe or other container that may contain a flammable or explosive substance or residue unless:
 - air samples have been taken, indicating that the work can be done safely, or
 - measures have been taken to ensure worker safety.

.8 Scaffolding:

Over and above the requirements of the *Safety Code for the construction industry*, any Contractor who uses scaffolding must meet the following conditions:

Footings:

- Scaffolding shall be placed on solid footings so as to prevent it from sliding or tipping.
- If the Contractor wishes to place scaffolding on a roof, an eave, a canopy or a garret, the Contractor shall submit its load calculations and its plans, signed and sealed by an engineer, to the Departmental Representative and obtain the latter's authorization before beginning installation.

Assembly, bracing and anchoring:

- All scaffolding shall be assembled, braced and anchored in accordance with the manufacturer's instructions and the provisions of the Safety code for the construction industry.
- In situations where it is necessary to remove some scaffolding components (e.g. cross pieces), the Contractor, before assembling the scaffold, shall submit to the Departmental Representative an assembly procedure, signed and sealed by an engineer, certifying that the scaffolding will allow work to be carried out safely, taking into account the loads that will be applied.
- For any scaffolding structure where the span between two scaffolding supports is greater than three metres, the Contractor shall provide the Departmental Representative with an assembly plan signed and sealed by an engineer, before the scaffolding is assembled.

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Fall protection during assembly:

- Throughout the assembly process, workers shall be protected against falls if they are exposed to a risk of falling farther than three metres.

Platforms:

- Scaffold platforms shall be designed and installed in accordance with the provisions of the Safety code for the construction industry.
- If planks are used, they shall be approved and stamped in accordance with section 3.9.8 of the Safety code for the construction industry.
- Scaffolding four sections (or six metres) high or higher shall have a full platform covering the entire surface of the putlogs every 3 m or portion thereof, and at no time shall the components of such platforms be moved to create intermediate landings.

▪ Guardrails:

- A guardrail shall be installed on every platform.
- Cross-bracing shall not be considered guardrails.
- If the platforms are not full ones, the guardrails must be installed just above the edge of the platform in such a way that there is no empty horizontal space between the platform and the guardrail.
- On scaffolding four (4) sections (or 6 metres) high or higher that require full platforms, the guardrails shall be installed on every platform at the start of work and shall remain in place until the work is finished.

Access:

- The Contractor shall ensure that access to scaffolding does not compromise worker safety.
- Where the scaffolding platforms are made up of planks, ladders shall be installed so as to ensure that any planks that extend past the edge do not prevent the workers from moving up or down.
- Notwithstanding the provisions of the *Safety Code for the Construction Industry*, stairs shall be installed on all scaffolding with six or more sets of uprights and six sections (or nine metres) high or higher.

Protection of the public and occupants:

- Where the scaffolding is installed in an area accessible to the public, the Contractor must take measures to prevent the public from accessing the scaffolding, and if need be, any work area or storage area located near this scaffolding.
- The Contractor shall install covered walkways, nets or other similar devices to protect the public and occupants from falling objects. The protection measures used must be approved by the Departmental Representative.

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Engineer's plans:

- In addition to those required by the *Safety Code for the construction industry*, the Departmental Representative reserves the right to demand engineer's plans for other scaffolding types or configurations.
- A plan signed and sealed by an engineer is required for any scaffolding to which tarpaulins, canvases or other contrivances susceptible to wind uplift are attached.

A certificate of compliance must be signed by an engineer for all cases where an engineer's plan is required, before anyone uses the facility for which the plan was created. A copy of these documents should at all times be available at the site.

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1 SCOPE OF WORK

1. Provide at its own expense all of the components, materials, tools and skilled labour needed to carry out the "all-inclusive" corrective and preventive maintenance of the Trane screw chillers, the McQuay centrifugal chillers and the auxiliary equipment listed in section 4 "Inventory" of these Specifications.
2. The Contractor shall be responsible at all times for the performance of the unit, that is, the maintenance of kW/ton for each of the compressors and exchangers under operating conditions in accordance with ARI standard 550/590, most recent edition.
3. The level of maintenance, that is, the frequency of maintenance visits and the specific tasks carried out, shall be determined by the Contractor so as to ensure that the Contractor meets all of its contractual obligations and responsibilities; the Contractor shall, however, refer to the minimum tasks set out in this section of the Specifications.
4. Follow to the letter all of the manufacturer's recommendations for maintenance, including information which may be found in the form of technical advice.
5. Comply in all respects with the *Federal Halocarbon Regulations*. Produce the reports necessary for the enforcement of these regulations.

2 DEFINITIONS

1. All-inclusive: All maintenance and repair work required, travel, supply of materials and expertise required to keep the chillers and other equipment listed in the Inventory section in their original condition in terms of energy and mechanical efficiency and reliability and to keep this equipment clean inside and out.
2. Tasks: Inspections and/or repairs and scheduled and unscheduled tests of the various chiller components.
3. Minimum tasks: All of the work listed in this section of the Specifications.

3 TECHNICAL UPGRADES

1. The communications software built into the microprocessor (as required), or the EPROM version used to control the chillers shall be upgraded automatically at no additional cost.
2. Any safety devices on the unit shall be modified and upgraded at the Contractor's expense when the manufacturer announces desirable upgrades.
3. Devices with the potential to improve the chiller's performance are not included. However, the Contractor shall, when required, submit to PWGSC the upgrades

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proposed by the manufacturer, so that PWGSC can determine whether the proposed modifications are desirable and cost-effective.

4. PWGSC reserves the right to accept or reject the proposed modifications in whole or in part. However, if the Department accepts the proposal, then the Contractor shall be compensated for the work in accordance with the general provisions set out in the AIM section of these specifications.
5. Modifications to the instrumentation or software of the microprocessors (algorithms) shall be made free of charge, it being in the Contractor's interest to make the chiller more reliable while keeping capacity and efficiency as stipulated on the shop drawings.
6. Modifications required under federal, provincial or municipal regulations shall be paid for by the Contractor.

4 VISIT REPORTS

1. Following any visit, which may be a seasonal inspection, a monthly visit, an emergency service call, or a special inspection, the Contractor shall send PWGSC a detailed report on the tasks that were carried out.
2. This report shall not consist of the work order filled in by the employee. It must be a **detailed, typewritten report**.
3. At least seven (7) monthly reports shall be submitted for the scheduled visits, in addition to reports on emergency service calls, and on spring and autumn check-ups.

5 TRAINING

1. The Contractor is responsible for the continuous training of its operational staff and shall, at the request of the chief of operations, make its technicians available to operational staff so that they can receive all the information needed to operate the chillers and other equipment covered by this contract as effectively and safely as possible.

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MINIMUM MAINTENANCE OF CENTRIFUGAL AND SCREW CHILLERS

6 GENERAL

1. The Contractor shall bear the cost of all maintenance and repairs. Generally, maintenance covers, but is not limited to, the following components:
2. Starters, fuses, watertight pipes, switches, control panels and the control transformer; controls, including sensors, actuators, solenoids, fuses on the unit itself and any other regulating devices mounted on the chiller; compressors, motors and couplings; intake and discharge service valves and all other service valves; thermostatic, electronic and electromechanical valves; pressure gauges; and safety valves; exchangers, including tubes, tube supports, shells, tube plates and covers; Flow detection switches electrically connected to microprocessors and any other sensors installed on the pipes and all components essential to operation of the chillers;
3. Armaflex or other pipe insulation must be replaced if it shows signs of drying or cracking;
4. The Contractor shall perform the maintenance in accordance with the instructions and at the intervals recommended in the specific maintenance manuals for the McQuay chillers and Trane chillers. The manuals shall be provided by the Contractor and must remain on the site premises. The PWGSC shall be the custodian of the manuals until the end of the contract.
5. Following any visit (for start-up, shutdown or monthly inspections), **a notation must be made in the work record as to which procedures were carried out at that visit, referencing them by the sections of the maintenance manual that document them.**

7 MATERIALS AND COMPONENTS

1. Lubricants and refrigerants shall be supplied by the Contractor as needed at the Contractor's expense.
2. Only new, manufacturer-approved materials and components shall be used for maintenance and/or repairs. For important components, only manufacturer's original parts shall be used.

8 SPRING START-UP (APRIL-MAY)

1. The chillers shall be available throughout the year. The "annual start-up" shall be performed in May, after the exchangers have been cleaned.
2. Clean the units completely. It shall be the Contractor's responsibility to keep the chillers clean. The presence of dust or streaks of oil on the compressors, starters and exchangers shall not be tolerated.

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3. Check the systems for leaks.
 4. Check the oil level.
 5. Check the refrigerant level.
 6. Check the insulation for the motors, and tighten the electrical connections.
 7. Start the unit.
 8. Check the low-temperature safety breakpoint for the chilled water and the refrigerant and the high-temperature safety breakpoint for the condenser water.
 9. Check the differential low oil pressure breakpoint.
 10. Check the adjustment and operation of the compressor motor overload protection controls (overload relay and/or thermistor in the coil).
 11. Check the evaporator and condenser pressures and temperatures.
 12. Check the operation of the water flow switch.
 13. Inspect for abnormal noise and vibration.
 14. Check the adjustment and operation of the chilled water temperature controls.
 15. Check the indicator lights.
 16. Check the operation of the multi-stage thermostat.
 17. Check the operation of the thermostatic expansion valves.
 18. Check the superheating and the sub cooling.
 19. Check the unloaders.
 20. Check the condition of the valves (valve plate assembly).
 21. Measure and record the amperage at the compressor motor terminals.
 22. Give the operators the necessary instructions when new operating procedures are adopted.
 23. Update the log book.
 24. Run the chiller(s), if required.
 25. **Prepare a complete report on these checks and submit it to the operations manager. This report must be typed.**

9 OPERATIONAL INSPECTION (MONTHLY)

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1. Check the chiller's operation as recommended by the manufacturer. Here is a non-exhaustive list of monthly maintenance activities:
2. Check the oil level.
3. Check the low-temperature safety breakpoint for the chilled water and the refrigerant and the high-temperature safety breakpoint for the condenser water.
4. Check the low oil pressure breakpoint.
5. Check the adjustment and operation of the compressor motor overload protection controls.
6. Check the evaporator and condenser pressures and temperatures.
7. Check the operation of the water flow switch.
8. Inspect for abnormal noise and vibration.
9. Check the operation of the multi-stage thermostat.
10. Check the indicator lights.
11. Check the operation of the thermostatic expansion valves.
12. Check the superheating and the sub cooling.
13. Check the unloaders.
14. Check the oil level(s) in the oil pan(s).
15. Measure and record the amperage at the connection terminals for the compressor motor.
16. Give the operator instructions on any new operating procedures.
17. Prepare a complete draft report on these checks and submit it to the operations manager. This report must be typed and sent by mail or fax within one week after the visit.

10 CAPACITY AND EFFICIENCY TESTS PER ARI STANDARD 550-590- 2015, OR VERSION IN CURRENT FORCE

1. Provide at its own expense all materials, components and skilled labour required to maintain the current cooling capacity of the chiller.
2. Perform an operating test under load. Shut off the master chiller and let the temperature of the chilled water rise so that the test can be performed under the conditions specified in standard ARI-550/590-2015. Check the exchanger flows, the

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temperature differentials and the power demand at 100% load under ARI normal conditions.

3. Prepare a complete draft report on these checks and submit it to the operations manager. This report must be typed and sent via mail or fax within one week after the visit.

11 CLEANING OF CONDENSER TUBES (MARCH/APRIL)

1. Remove the condenser cover(s).
2. Every year, clean the condenser with the rotary brush and finish with the nylon brush.
3. Depending on how much algae and sediment have built up, make the necessary recommendations. Time the cleanings to coincide with the inspection by the hydronic circuit water treatment consultant.
4. Schedule the work so that at least one chiller is always available.
5. If the treatment of the water or the glycol is questionable, notify the person in charge in writing. If there is no such written notification on file, it will be assumed that the treatment of the chilled water and condenser water (glycol) circuits was satisfactory. At this time, the Contractor shall at its own expense clean the lime or other sediment using the method specified by the manufacturer.
6. Prepare a complete draft report on these checks and submit it to the operations manager. This report must be typed.

12 ANALYSIS OF CONDITION OF EXCHANGER TUBES

1. In the spring of the third year of the contract (or earlier if needed), perform the analysis on the tubes for all the exchangers in the coolers. Clean the tubes and perform an eddy current (Probolog) analysis. Do the cleaning of the recovery condenser tubes at the same time as the analysis of the tubes.
2. The degree of corrosion (pitting), abnormal wear of tube supports, variations in tube diameter (bulges caused by freezing), condition of fins and any other abnormalities observed.
3. Prepare a complete report on the analyses, showing the location and numbering of the tubes, the results and your recommendations.
4. Replace any defective tubes as required.

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5. Clean the exchanger covers and replace the sacrificial anode(s) if necessary.
 6. Replace the gaskets.
 7. Check the calibration of the temperature and/or pressure transmitter(s) if they were taken apart to open the exchangers.
 8. Have the thermal insulation replaced by an accredited insulation firm.
 9. Perform an electronic or thermographic leak test.
 10. Start the unit (see spring start-up).
 11. Check the connections and conductors thermographically.
 12. Prepare a complete draft report on these checks and submit it to the operations manager. This report must be typed and sent by mail or by fax within one week after the visit.

13 END-OF-SEASON SHUTDOWN (OCTOBER- NOVEMBER)

1. Turn off the power and attach labels to the distribution cut-out switches and the 600-V starters.
2. Make sure that the concentration of chemicals is adequate to protect the exchanger tubes. Operations will supply the chemicals and labour to achieve this concentration.
3. Close the chilled water and condenser water valves.
4. Place a tarpaulin over any components that could get dirty over the winter.
5. Perform all the checks that the manufacturer recommends for the long-term shutdown of this type of unit.
6. Prepare a complete report on all these checks in draft form and submit it to the operations manager. This report must be typed up and sent in by mail or fax within one week after the visit.

14 NON-DESTRUCTIVE TESTS

1. Once per year, perform the following tests:
2. Oil test.
3. Conduct a spectrochemical and chemical analysis of the oil. The following parameters must be analyzed: moisture content and acidity.

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-
4. Submit a 50-mL sample of the oil to PWGSC. This sample must be taken with a PWGSC representative present. Identify the sample (chiller serial number, date, hours in operation, and technician's name).
 5. The oil must be changed at least once during the term of the contract. Prepare a separate typed report on this specific task.
 6. Prepare a typed, detailed report on the condition of the oil.
 7. Vibration test.
 8. For each of these non-destructive tests, submit a complete report on the general condition of the chiller and note any abnormalities (such as abnormal vibrations, metal particles in the oil, etc.) that could cause premature wear. These data shall be compared with the other chillers of this same model operating elsewhere in the world. Submit this comparative analysis no more than one month after completing all the tests. All of the reports shall be submitted at the same time, both in electronic format (.pdf or .doc) and in printed form.
 9. At the appropriate time, prepare the chiller for the pressure vessel inspection. Carry out any corrective actions required by the Quebec-accredited inspection authority. The costs of this inspection shall be borne by PWGSC.

MAINTENANCE OF COOLING TOWERS

Building # 600892

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1 GENERAL

1. Provide at own cost all of the materials and skilled labour needed to carry out the "all-inclusive" corrective and preventive maintenance of BAC cooling tower, two Evapco cooling towers and auxiliary equipment listed in section 4 – Inventory of these Specifications.
2. The Contractor shall be responsible at all times for the performance of the BAC Series 1500 cross-flow single-cell cooling tower and the Evapco LSTE-419 cooling towers. The level of maintenance, that is, the frequency of maintenance visits and the specific tasks carried out, shall be determined by the Contractor so as to ensure that the Contractor meets all of its contractual obligations and responsibilities; the Contractor shall, however, refer to the minimum tasks set out in this section of the Specifications.
3. The Contractor shall bear the cost of all maintenance and repairs. Generally, maintenance covers, but is not limited to, the following components: starters, fuses, sealed flexible conduits, switches, specialized control panel, hangers, frames and structures, exchangers (media), eliminators, fans, transmissions, motors, belts, bearings, distributors, spray nozzles, sealed doors, gaskets, regulator motors and linkages, temperature controllers, couplings, strainers, sealed basins, partitions, water level control valve and cleaning and replacement of the sand in the sand filter,

2 DEFINITIONS

1. All-inclusive: All work, travel, materials and expertise required to maintain the cooling tower in its original condition in terms of energy and mechanical efficiency and reliability, and to keep it clean inside and out.
2. Tasks: Scheduled and unscheduled testing and inspection of the various components of the cooling tower.
3. Minimum tasks: All of the work listed in this section of the Specifications.

3 TECHNICAL UPGRADES

1. Any safety devices on the unit shall be modified and upgraded at the Contractor's expense when the manufacturer announces desirable upgrades.
2. Devices with the potential to improve the performance of the evaporative condensers are not included. However, the Contractor shall, when required, submit to PWGSC the upgrades proposed by the manufacturer, so that PWGSC can determine whether the proposed modifications are desirable and cost-effective.
3. PWGSC reserves the right to accept or reject the proposed modifications in whole or in part. However, if the Department accepts the proposal, then the Contractor shall be compensated for the work in accordance with the general provisions set out in the AIM Section of these Specifications.

4 VISIT REPORTS

MAINTENANCE OF COOLING TOWERS

Building # 600892

Page 2 of 6

1. Following any seasonal inspection, monthly visit, emergency service call, or special inspection, the Contractor shall send PWGSC a detailed report on the tasks that were carried out.
2. This report shall not consist of the work order filled in by the employee. It must be a detailed, typewritten report.
3. A report shall be submitted for each of the 7 scheduled monthly visits (April through October), as well as for emergency calls and for the spring start-up and fall shutdown visits.

Note: The water towers are placed in operation very early in the spring (April) and shutdown very late in the fall (November). The Contractor shall therefore schedule its work so that the towers are operational throughout this period.

5 OPERATION

1. The following activities are not part of the "all inclusive" maintenance:
 - Normal operation of the cooling tower and their peripherals (pumps).
 - The normal treatment of the cooled and ice water, except for the Vortisand sand filtration system and the Pulse Pure system on the cooled water circuit of the Evapco towers of unit C.

MAINTENANCE OF COOLING TOWERS

Building # 600892

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➤ MINIMUM MAINTENANCE OF THE COOLING TOWERS

6 END OF SEASON SHUTDOWN (NOV.) AND ANNUAL MAINTENANCE

1. The towers should be cleaned in accordance with the manufacturer's recommendations and in compliance with the procedures specified in the PWGSC standard IM-15161-2013 entitled "*Control of Legionella in Mechanical Systems*" and successive modifications. The work shall include but not be limited to the following activities;
2. Empty and clean the water basin. Clean the roof and the roof drain.
3. Clean the distribution system, the spray nozzles and the strainers.
4. Inspect the tower to check the condition of the exchangers (media) and eliminators.
5. Inspect the condensers to check the condition of the exchangers, the eliminators, and the flexible joints. Clean the condenser tubes and fins by circulating a BAC and EVAPCO-approved acid solution (CLR, max. 5%/vol.) through the spray water circuit. This procedure is required only if there is a build-up of scale in the tubes after the exchanger has been cleaned with clear water. Circulate the solution while maintaining a 5% concentration. Once you have finished removing the tartar, neutralize the circuit with an alkaline solution (sodium bicarbonate) so as to obtain a pH equivalent to that of the water in the supply line (7.5 to 8.0). Rinse and drain as necessary.
6. If the water treatment is questionable, notify the person in charge in writing. If there is no such written notification on file, it will be assumed that the treatment of the water in the condensation circuit of the evaporative condensers was satisfactory.
7. Check for any build-up of chemicals on the outside of the frame and for any possible water leaks.
8. Check the access doors to make sure they are properly sealed (condition of seals and hardware) and correct as necessary.
9. Check the integrity of the internal structures for the presence of oxidation and deposits and correct as necessary.
10. Check the fans to ensure that the blades are clean and the cages are secure, and correct as necessary.
11. Tighten all the bolts on the water tower.
12. Check the alignment of the pulleys and the condition of the belts, and correct as necessary.
13. Check the shafts and bearings and correct as necessary; tighten all components and lubricate as necessary.

MAINTENANCE OF COOLING TOWERS

Building # 600892

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14. Check the deflection of the suspension springs, check for rust, and correct as necessary.
15. Lubricate the bearings.
16. Check for oil leaks from the transmission (if applicable), and correct as necessary.
17. Replace the oil in the transmissions (if applicable).
18. Check the blade angles for regularity (if applicable).
19. Check whether the extreme vibration detector is working properly (if applicable).
20. When done working, clean the floor and close the units back up.
21. Prepare a complete report on all these checks in draft form and submit it to the operations manager. **The report must include color photographs taken before and after the cleaning work.** Photographs of the following components must be included in the report: nozzles, exchangers, drift eliminators and basins. This report must be typed and sent in by mail or fax **within one week after the visit.**

7 SPRING START- UP IN APRIL

1. The towers should be started up in accordance with the manufacturer's recommendations and in compliance with the procedures specified in the PWGSC standard IM-15161-2013 entitled "Control of Legionella in Mechanical Systems" and successive modifications. The work shall include but not be limited to the following activities:
2. Check the cleanliness of the water basin; check for debris.
3. Fill the tank with clean water and check the operation of the float valve or other water level control device; adjust the water to the optimal level.
4. Check and adjust the flow of water to the spray nozzles; balance the circuit flow if necessary.
5. Adjust the tension on the belts. Belts and pulleys shall be replaced as necessary.
6. Check the rotation of the fans.
7. Check the starters (overload relays and contactors); replace the indicator lights as necessary.
8. Check the motors (amperage, voltage, etc.)
9. Check the electrical connections for the overheat switch with an infrared indicator.
10. Check all the capacity controls.
11. The head pressure of the compressors must be kept at a reasonable level (210–230 psig).

MAINTENANCE OF COOLING TOWERS

Building # 600892

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12. **The Contractor must, along with the water treatment specialist, coordinate and collaboratively decontaminate the system using a shock treatment as mentioned in standard IM-15161-2013, or the most recent version.**
13. Prepare a complete report on all these checks and detail the contamination procedure. The report must be submitted to the operations manager. **The report must include color photographs taken before and after the cleaning work.** Photographs of the following components must be included in the report: the outsides of the towers, nozzles, exchangers, drift eliminators and basins. This report must be typed and sent in by mail or fax **within one week after the visit.**

8 REQUIRED MONTHLY OPERATING INSPECTIONS (7)

1. In addition to spring start-up and fall shut-down, perform seven (7) monthly inspections.
2. Perform a visual leak test.
3. Perform an operating test.
4. Inspect the towers and make any necessary adjustments and repairs.
5. Adjust the tension on the belts.
6. Check the motor mount and vibrations.
7. Check the operation of the water level control valve. Adjust the valve and check the level of the basins and accumulation of sediment (mud, lime, etc).
8. Check and record the amperage and voltage of the motors.
9. If necessary, run the unit at high speed and at low speed, and check the time lapse when switching from low speed to high speed and vice-versa.
10. Lubricate the bearings and bearing bushings.
11. Check all capacity controls.
12. Clean the inlet strainer.
13. Prepare a complete report on all these checks and submit it to the operations manager. Color photographs of the inside of the basins must be included in the report. This report must be typed and sent in by mail or fax within one week after the visit.

9 TESTING OF COOLING TOWER CAPACITY

1. During the annual ARI 550/590 test on the chiller, record the operating data such as: water flow (from the curve for the condenser water pump), the dry-bulb and wet-bulb temperatures of the ambient air, the condenser water feed and return temperatures, the speed of the fans and their total load in kW.

MAINTENANCE OF COOLING TOWERS

Building # 600892

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2. These data shall be included in the ARI 550/590 conformity report.
3. If the cooling tower does not seem to be operating at its rated design capacity, the Contractor shall take the necessary steps to bring the facility into conformity with the CTI certification currently in effect (see Schedule A for the current certification).
4. Attach this report to the ARI 550/590 conformity report.
5. The report shall be comparative: present the initial start-up data (obtain the BAC and EVAPCO file) and the data obtained in the ARI 550/590 testing.
6. This report must be typed and sent in by mail or fax **within one week after the visit.**

EQUIPMENT INVENTORY

Building # 600892

Page 1 of 2

1 MCQUAY CENTRIFUGAL CHILLERS

QUANTITY	MANUFACTURER	MODEL NO.	DESCRIPTION
2 IN SERIES	M ^c Quay	WSC063-DAAAM	Style: E964329010 and E964329020 Serial numbers: STNU041200139 (230 tons) and STNU041200148 (235 tons) Four Microtech II processors, two on each chiller Starter: Star/Delta

Included:

1. Two combined Star/Delta starters;
2. Honeywell leak monitor model # 301EMRP R-134a.

2 BAC CROSS-FLOW COOLING TOWER

QUANTITY	MANUFACTURER	MODEL NO.	DESCRIPTION
1	BAC (2002)	15425 MDR Series 1500	Capacity: 428 tons 1125 usgpm from 100.4° to 86° F dry /77°F wet 2 x 20 HP 1,800 rpm 600-3-60 TEAO Belt drive 16-kW cold water basin heater Vibration cutout switch BALTIBOND corrosion protection system CTI specs STD-201 Z-700 (G-235) cold water tank BAC 9095B water level control

1. Included: External power switches (WP) on roof, Bray temperature control valve (two DN 10 butterfly valves), 120 volts, 5,000 ft-lb, Series 70, Model 70-0501-113-A0-536.
2. Conductivity Controller Lakewood Instruments model 1575e, flowmeter conductivity sensor and water meter.
3. Bray 120-volt temperature control valve (2 x DN 10) 5,000 ft-lb.

EQUIPMENT INVENTORY

Building # 600892

Page 2 of 2

3 TRANE RECIPROCATING CHILLERS

QUANTITY	MANUFACTURER	MODEL NO.	DESCRIPTION
2	TRANE	RTWD 080G 2C02 A1A2 AA2A 1A1Y 1D0D 4A0A 000P 100A 70A1 00E0	Capacity: 80 tons each on R-134a Schneider controller model MNB-1000 and expansion module MNB-1000-15 Trane controller CH530 Marcus models MTC-150-20 and MTC- 250-20 control transformers

Included: all the accessories built into the chillers including the starters/power switches and the refrigerant leakage controls and sensors.

4 EVAPCO COOLING TOWERS

QUANTITY	MANUFACTURER	MODEL NO.	DESCRIPTION
2	EVAPCO	LSTE-419	Capacity: 155 tons 232 usgpm/tower of 85°F @ 95°F dry bulb /76°F wet bulb Fans 7.5 HP 575-3-60/Airflow: 18 300 CFM Galvanized steel basin Vibration switch

Included Starters for fans and pumps as well as purge (conductivity) control.
Frequency inverters of ABB brand pumps (X4).

5 PULSE PURE WATER TREATMENT SYSTEM

QUANTITY	MANUFACTURER	MODEL NO.	DESCRIPTION
1	EVAPCO	PULSE PURE #P-4	Integrated controller, purge valve Electrical Pulse Pure Integrated Panel (120V)

6 SAND FILTRATION SYSTEM

QUANTITY	MANUFACTURER	MODEL NO.	DESCRIPTION
1	VORTISAND	AWT1-16-SI-SK	Goulds series NPE pump Control panel and its components (differential pressure switch, Omron programmable controller, main and mini switch, contactor and overload relay) Gauges Belimo actuator and ball valve

Annexe "B" Basis of payment

**ALL INCLUSIVE MAINTENANCE OF CENTRIFUGAL CHILLERS,
COOLING WATER AND OTHER EQUIPEMENT**

Building 600892

SECTION

MAINTENANCE SERVICES

A

Fixe price for First year _____ \$

Fixe price for Second year _____ \$

Optional years

Fixe price for Third year _____ \$

Fixe price for Fourth year _____ \$

Fixe price for Fiftth year _____ \$



Government of Canada / Gouvernement du Canada

RECEIVED
MAR 09 2016

Contract Number / Numéro du contrat
0016050625 EF944-1/2736

Security Classification / Classification de sécurité
UNCLASSIFIED

**SECURITY REQUIREMENTS CHECK LIST (SRCL)
LISTE DE VÉRIFICATION DES EXIGENCES RELATIVES À LA SÉCURITÉ (LVERS)**

PART A - CONTRACT INFORMATION / PARTIE A - INFORMATION CONTRACTUELLE		
1. Originating Government Department or Organization / Ministère ou organisme gouvernemental d'origine	Public Works and Government Services Canada	2. Branch or Directorate / Direction générale ou Direction Biens immobiliers
3. a) Subcontract Number / Numéro du contrat de sous-traitance		3. b) Name and Address of Subcontractor / Nom et adresse du sous-traitant
4. Brief Description of Work / Brève description du travail Inspection des refroidisseurs et tours d'eau, 1001 St-Laurent Longueuil		
5. a) Will the supplier require access to Controlled Goods? Le fournisseur aura-t-il accès à des marchandises contrôlées?		<input checked="" type="checkbox"/> No / Non <input type="checkbox"/> Yes / Oui
5. b) Will the supplier require access to unclassified military technical data subject to the provisions of the Technical Data Control Regulations? Le fournisseur aura-t-il accès à des données techniques militaires non classifiées qui sont assujetties aux dispositions du Règlement sur le contrôle des données techniques?		<input checked="" type="checkbox"/> No / Non <input type="checkbox"/> Yes / Oui
6. Indicate the type of access required / Indiquer le type d'accès requis		
6. a) Will the supplier and its employees require access to PROTECTED and/or CLASSIFIED information or assets? Le fournisseur ainsi que les employés auront-ils accès à des renseignements ou à des biens PROTÉGÉS et/ou CLASSIFIÉS? (Specify the level of access using the chart in Question 7. c) (Préciser le niveau d'accès en utilisant le tableau qui se trouve à la question 7. c)		<input checked="" type="checkbox"/> No / Non <input type="checkbox"/> Yes / Oui
6. b) Will the supplier and its employees (e.g. cleaners, maintenance personnel) require access to restricted access areas? No access to PROTECTED and/or CLASSIFIED information or assets is permitted. Le fournisseur et ses employés (p. ex. nettoyeurs, personnel d'entretien) auront-ils accès à des zones d'accès restreintes? L'accès à des renseignements ou à des biens PROTÉGÉS et/ou CLASSIFIÉS n'est pas autorisé.		<input type="checkbox"/> No / Non <input checked="" type="checkbox"/> Yes / Oui
6. c) Is this a commercial courier or delivery requirement with no overnight storage? S'agit-il d'un contrat de messagerie ou de livraison commerciale sans entreposage de nuit?		<input checked="" type="checkbox"/> No / Non <input type="checkbox"/> Yes / Oui
7. a) Indicate the type of information that the supplier will be required to access / Indiquer le type d'information auquel le fournisseur devra avoir accès		
Canada <input type="checkbox"/>	NATO / OTAN <input type="checkbox"/>	Foreign / Étranger <input type="checkbox"/>
7. b) Release restrictions / Restrictions relatives à la diffusion		
No release restrictions / Aucune restriction relative à la diffusion <input type="checkbox"/>	All NATO countries / Tous les pays de l'OTAN <input type="checkbox"/>	No release restrictions / Aucune restriction relative à la diffusion <input type="checkbox"/>
Not releasable / À ne pas diffuser <input type="checkbox"/>		
Restricted to: / Limité à: <input type="checkbox"/>	Restricted to: / Limité à: <input type="checkbox"/>	Restricted to: / Limité à: <input type="checkbox"/>
Specify country(ies): / Préciser le(s) pays:	Specify country(ies): / Préciser le(s) pays:	Specify country(ies): / Préciser le(s) pays:
7. c) Level of information / Niveau d'information		
PROTECTED A / PROTÉGÉ A <input type="checkbox"/>	NATO UNCLASSIFIED / NATO NON CLASSIFIÉ <input type="checkbox"/>	PROTECTED A / PROTÉGÉ A <input type="checkbox"/>
PROTECTED B / PROTÉGÉ B <input type="checkbox"/>	NATO RESTRICTED / NATO DIFFUSION RESTREINTE <input type="checkbox"/>	PROTECTED B / PROTÉGÉ B <input type="checkbox"/>
PROTECTED C / PROTÉGÉ C <input type="checkbox"/>	NATO CONFIDENTIAL / NATO CONFIDENTIEL <input type="checkbox"/>	PROTECTED C / PROTÉGÉ C <input type="checkbox"/>
CONFIDENTIAL / CONFIDENTIEL <input type="checkbox"/>	NATO SECRET / NATO SECRET <input type="checkbox"/>	CONFIDENTIAL / CONFIDENTIEL <input type="checkbox"/>
SECRET / SECRET <input type="checkbox"/>	COSMIC TOP SECRET / COSMIC TRÈS SECRET <input type="checkbox"/>	SECRET / SECRET <input type="checkbox"/>
TOP SECRET / TRÈS SECRET <input type="checkbox"/>		TOP SECRET / TRÈS SECRET <input type="checkbox"/>
TOP SECRET (SIGINT) / TRÈS SECRET (SIGINT) <input type="checkbox"/>		TOP SECRET (SIGINT) / TRÈS SECRET (SIGINT) <input type="checkbox"/>



Government of Canada / Gouvernement du Canada

Contract Number / Numéro du contrat

0010050625 EF944-162736

Security Classification / Classification de sécurité
UNCLASSIFIED

PART A (continued) / PARTIE A (suite)

8. Will the supplier require access to PROTECTED and/or CLASSIFIED COMSEC information or assets?
Le fournisseur aura-t-il accès à des renseignements ou à des biens COMSEC désignés PROTÉGÉS et/ou CLASSIFIÉS? No / Non Yes / Oui
If Yes, indicate the level of sensitivity:
Dans l'affirmative, indiquer le niveau de sensibilité :
9. Will the supplier require access to extremely sensitive INFOSEC information or assets?
Le fournisseur aura-t-il accès à des renseignements ou à des biens INFOSEC de nature extrêmement délicate? No / Non Yes / Oui
- Short Title(s) of material / Titre(s) abrégé(s) du matériel :
Document Number / Numéro du document :

PART B - PERSONNEL (SUPPLIER) / PARTIE B - PERSONNEL (FOURNISSEUR)

10. a) Personnel security screening level required / Niveau de contrôle de la sécurité du personnel requis
- | | | | |
|---|---|---|--|
| <input checked="" type="checkbox"/> RELIABILITY STATUS
COTE DE FIABILITÉ | <input type="checkbox"/> CONFIDENTIAL
CONFIDENTIEL | <input type="checkbox"/> SECRET
SECRET | <input type="checkbox"/> TOP SECRET
TRÈS SECRET |
| <input type="checkbox"/> TOP SECRET - SIGINT
TRÈS SECRET - SIGINT | <input type="checkbox"/> NATO CONFIDENTIAL
NATO CONFIDENTIEL | <input type="checkbox"/> NATO SECRET
NATO SECRET | <input type="checkbox"/> COSMIC TOP SECRET
COSMIC TRÈS SECRET |
| <input type="checkbox"/> SITE ACCESS
ACCÈS AUX EMPLACEMENTS | | | |
- Special comments:
Commentaires spéciaux : _____

NOTE: If multiple levels of screening are identified, a Security Classification Guide must be provided.
REMARQUE : Si plusieurs niveaux de contrôle de sécurité sont requis, un guide de classification de la sécurité doit être fourni.

10. b) May unscreened personnel be used for portions of the work?
Du personnel sans autorisation sécuritaire peut-il se voir confier des parties du travail? No / Non Yes / Oui
If Yes, will unscreened personnel be escorted?
Dans l'affirmative, le personnel en question sera-t-il escorté? No / Non Yes / Oui

PART C - SAFEGUARDS (SUPPLIER) / PARTIE C - MESURES DE PROTECTION (FOURNISSEUR)

INFORMATION / ASSETS / RENSEIGNEMENTS / BIENS

11. a) Will the supplier be required to receive and store PROTECTED and/or CLASSIFIED information or assets on its site or premises?
Le fournisseur sera-t-il tenu de recevoir et d'entreposer sur place des renseignements ou des biens PROTÉGÉS et/ou CLASSIFIÉS? No / Non Yes / Oui
11. b) Will the supplier be required to safeguard COMSEC information or assets?
Le fournisseur sera-t-il tenu de protéger des renseignements ou des biens COMSEC? No / Non Yes / Oui

PRODUCTION

11. c) Will the production (manufacture, and/or repair and/or modification) of PROTECTED and/or CLASSIFIED material or equipment occur at the supplier's site or premises?
Les installations du fournisseur serviront-elles à la production (fabrication et/ou réparation et/ou modification) de matériel PROTÉGÉ et/ou CLASSIFIÉ? No / Non Yes / Oui

INFORMATION TECHNOLOGY (IT) MEDIA / SUPPORT RELATIF À LA TECHNOLOGIE DE L'INFORMATION (TI)

11. d) Will the supplier be required to use its IT systems to electronically process, produce or store PROTECTED and/or CLASSIFIED information or data?
Le fournisseur sera-t-il tenu d'utiliser ses propres systèmes informatiques pour traiter, produire ou stocker électroniquement des renseignements ou des données PROTÉGÉS et/ou CLASSIFIÉS? No / Non Yes / Oui
11. e) Will there be an electronic link between the supplier's IT systems and the government department or agency?
Disposera-t-on d'un lien électronique entre le système informatique du fournisseur et celui du ministère ou de l'agence gouvernementale? No / Non Yes / Oui



PART C - (continued) / PARTIE C - (suite)

For users completing the form manually use the summary chart below to indicate the category(ies) and level(s) of safeguarding required at the supplier's site(s) or premises.

Les utilisateurs qui remplissent le formulaire manuellement doivent utiliser le tableau récapitulatif ci-dessous pour indiquer, pour chaque catégorie, les niveaux de sauvegarde requis aux installations du fournisseur.

For users completing the form online (via the Internet), the summary chart is automatically populated by your responses to previous questions.

Dans le cas des utilisateurs qui remplissent le formulaire en ligne (par Internet), les réponses aux questions précédentes sont automatiquement saisies dans le tableau récapitulatif.

SUMMARY CHART / TABLEAU RÉCAPITULATIF

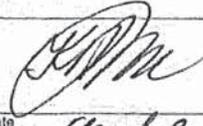
Category / Catégorie	PROTECTED / PROTÉGÉ			CLASSIFIED / CLASSIFIÉ			NATO				COMSEC					
	A	B	C	CONFIDENTIAL	SECRET	TOP SECRET	NATO RESTRICTED	NATO CONFIDENTIAL	NATO SECRET	COSMIC TOP SECRET	PROTECTED / PROTÉGÉ			CONFIDENTIAL	SECRET	TOP SECRET
											A	B	C			
Information / Assets / Renseignements / Biens / Production																
IT Media / Support TI																
IT Link / Lien électronique																

12. a) Is the description of the work contained within this SRCL PROTECTED and/or CLASSIFIED? / La description du travail visé par la présente LVERS est-elle de nature PROTÉGÉE et/ou CLASSIFIÉE? No / Non Yes / Oui

If Yes, classify this form by annotating the top and bottom in the area entitled "Security Classification". / Dans l'affirmative, classifiez le présent formulaire en indiquant le niveau de sécurité dans la case intitulée « Classification de sécurité » au haut et au bas du formulaire.

12. b) Will the documentation attached to this SRCL be PROTECTED and/or CLASSIFIED? / La documentation associée à la présente LVERS sera-t-elle PROTÉGÉE et/ou CLASSIFIÉE? No / Non Yes / Oui

If Yes, classify this form by annotating the top and bottom in the area entitled "Security Classification" and indicate with attachments (e.g. SECRET with Attachments). / Dans l'affirmative, classifiez le présent formulaire en indiquant le niveau de sécurité dans la case intitulée « Classification de sécurité » au haut et au bas du formulaire et indiquez qu'il y a des pièces jointes (p. ex. SECRET avec des pièces jointes).

PART D - AUTHORIZATION / PARTIE D - AUTORISATION			
13. Organization Project Authority / Chargé de projet de l'organisme			
Name (print) - Nom (en lettres moulées)		Title - Titre	Signature
L'Heureux, Josée		Agent des Immeubles et des Installations	
Telephone No. - N° de téléphone	Facsimile No. - N° de télécopieur	E-mail address - Adresse courriel	Date
614-496-3366	614-496-6522	josée.heureux@psgc.gc.ca	2016/02/12
14. Organization Security Authority / Responsable de la sécurité de l'organisme			
Name (print) - Nom (en lettres moulées)		Title - Titre	Signature
Robinson, Kevin		SO	
Telephone No. - N° de téléphone	Facsimile No. - N° de télécopieur	E-mail address - Adresse courriel	Date
614-496-3613	614-496-3324	kevin.robinson@psgc.gc.ca	2016-03-08
15. Are there additional instructions (e.g. Security Guide, Security Classification Guide) attached? Des instructions supplémentaires (p. ex. Guide de sécurité, Guide de classification de la sécurité) sont-elles jointes?			<input checked="" type="checkbox"/> No / Non <input type="checkbox"/> Yes / Oui
16. Procurement Officer / Agent d'approvisionnement			
Name (print) - Nom (en lettres moulées)		Title - Titre	Signature
Telephone No. - N° de téléphone	Facsimile No. - N° de télécopieur	E-mail address - Adresse courriel	Date
17. Contracting Security Authority / Autorité contractante en matière de sécurité			
Name (print) - Nom (en lettres moulées)		Title - Titre	Signature
Contract Security Division			
Telephone No. - N° de téléphone	Facsimile No. - N° de télécopieur	E-mail address - Adresse courriel	Date
			March 9, 2016

Anna Kulycka
 Contract Security Officer, Contract Security Division
 Anna.kulycka@psgc-pwgsc.gc.ca
 Tel: 4-613-957-1250 / Fax/Télé: 613-954-4171

number changed
 March 15, 2016


ANNEX « G »
Evaluation Criteria
Chillers maintenance Health Canada
1001 St-Laurent, Longueuil, Qué.



EF944-162736

Evaluation criteria

Bids submitted in writing must demonstrate that they meet all mandatory evaluation criteria in order to be considered receivable.

Mandatory criteria	Instructions
<p>1- Bidders must demonstrate that the proposed resource must hold accreditation to the regulatory authority requirements (Code Mechanical Refrigeration B-52) is a refrigeration or mechanic in refrigeration. This is a vocational diploma studies / Diploma of professional studies (D.E.P. in french). The required level is obtaining the journeyman competency certificate.</p>	<p>Bidders must clearly present all required certifications/attestations.</p>
<p>2- Bidders must demonstrate that the experience of the nominee meets at least 2 years of continuous experience in the last five years, in the maintenance of similar contracts is a surface of at least 8000 m2. Similar contracts by means: maintenance of cooling systems (chillers, cooling towers and related equipment).</p>	<p>Bidders must complete part 2 in annex « G ».</p>

ANNEX « G »
Evaluation Criteria
Chillers maintenance Health Canada
1001 St-Laurent, Longueuil, Qué.

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Reference questions

Reference No. 1	Year and period of contract _____ Organisation/company _____ Contact person _____ Project description/equipment _____ _____ _____ _____
Reference No. 2	Year and period of contract _____ Organisation/company _____ Contact Person _____ Project description/equipment _____ _____ _____ _____

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