

**STATEMENT OF WORK**  
**Two (2) Intermediate Class Helicopters – Wood Buffalo National Park**  
**Parks Canada - Wildland Fire Management**  
**2022-2025**

**1. Scope of Requirement**

Parks Canada Agency (PCA) is requesting exclusive services of two (2) intermediate class helicopters to support wildland fire management operations.

1. Safe, rapid and reliable water delivery for wildland fire management;
2. Transport of Parks Canada personnel and equipment in a safe and reliable manner;
3. Performance of other specialized fire management operations including vertical reference work, ignition operations, and fire mapping.

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

1.1 Lexicon:

The following terms are used throughout this Statement of Work:

Carrier = the Contractor

Charterer = Parks Canada Project Authority or Designate

**2. Base of Operations and Geographical Operating Area**

The principal base of operations for the aircraft will be **Fort Smith, North-West Territories**. Other base locations throughout the National Parks may be used for day-basing or multi-day deployments. These locations may include:

- Banff National Park, AB
- Kootenay National Park, BC
- Revelstoke and Glacier National Parks, BC
- Waterton National Park, AB
- Jasper National Park, AB
- Prince Albert National Park, SK
- Riding Mountain National Park, MB
- Kluane National Park, YT

The Carrier may be requested to provide fire management support services to partners of Parks Canada through the Canadian Interagency Forest Fire Centre (CIFFC). The Carrier may be required to perform these services within the jurisdiction of any signatory to the CIFFC, Mutual Aid and Resource Sharing Agreement (MARS).

**3. Contract Length, Exclusive Usage Dates and Terms**

3.1 Contract Dates and Minimum Usage

- a. Parks Canada requires a 2-year contract with 1 potential additional option year (3-year maximum contract length)
- b. Parks Canada will guarantee a minimum of 2.5 hours per day for a total of 200 hours, per aircraft, per operating season;
- c. Minimum payment obligations are to be paid out at the end of each operating season;
- d. Unused annual minimums will not be carried forward to subsequent years of the contract.

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Table 1					
Helicopter	Primary Location of Service	Annual Exclusive use dates	Annual Exclusive use days	Outside of Contract dates	Minimum annual flight hours
Helicopter 1	Fort Smith, NWT	May 25 to Aug 13	Approx. 80	Early start and extension of contract dates possible.	200
Helicopter 2	Fort Smith, NWT	June 6 to Aug 25	Approx. 80	Early start and extension of contract dates possible.	200

### 3.2 Availability of Aircraft Outside of Exclusive Use Dates

- a. Parks Canada requires the option to employ an early call-up of either one (1) or both aircraft, for situations where fire seasons may begin earlier than expected;
  - i. Early call-ups have historically been within 2 weeks prior to established exclusive use dates;
  - ii. If and when an early call-up is initiated, calculation of the annual exclusive use days of the helicopter (80) will begin on the first day of the early call-up.
- b. Parks Canada requires the option to extend annual contract dates beyond annual exclusive use days. The fire season in parks located in the Rocky Mountains, for example, often continues into September.
  - i. Extension periods of the contract will be in blocks of a minimum of five (5) day periods with two and a half (2.5) hour minimums per day;
  - ii. If and when an extension beyond the eighty (80) annual exclusive use days is initiated, any remaining unused minimum hours, for that operating season, will be carried forward until the end of any consecutive extension periods;
  - iii. If and when an extension beyond the eighty (80) annual exclusive use days is initiated and the minimum annual flight hours of 200 has been met or exceeded within the 80-day exclusive use period, flight hours beyond minimum annual guarantee during the original contract period, will not be applied to meet minimum flight guarantees of consecutive extension periods;
  - iv. If and when multiple consecutive extension periods are initiated beyond the eighty (80) annual exclusive use days as per parameters described in 3.3b(ii), unused minimum hours accumulated within extension periods, will be carried forward until the end of any consecutive extension periods;

## 4. Carrier Safety Record

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

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

## 5. **Aircrew Requirements**

### 5.1 Verification and Security Screening

- a. The mandatory experience and competence of any pilot assigned to this contract must be provided to Parks Canada in the contract bid package, and annually, no less than 45 days prior to start of annual contract exclusive use dates;
- b. All aircrew who will be working at Parks Canada sites will be required to complete a Reliability Status screening - <https://www.tbs-sct.gc.ca/pol/doc-eng.aspx?id=28115>.

### 5.2 Pilot Experience

Although helicopter assets supplied by the successful Carrier will be based in Fort Smith, NWT, they will also be expected to safely and effectively operate in Parks Canada sites found in mountainous locations including, Banff, Jasper, Yoho, Kootenay, Revelstoke, Glacier, Kluane and Waterton Lakes National Parks.

Pilot names and information to be assigned to this contract are to be submitted to Parks Canada no less than 45 days prior to start of annual contract exclusive use dates for evaluation. This information will be used to create an approved pilot list.

Pilots assigned to this contract must have:

- a. Appropriate license and endorsements for the proposed helicopter they are assigned to;
- b. Minimum 2000 hours as Pilot-in-Command (PIC) rotary wing aircraft;
- c. Minimum 500 hours (PIC) flight time on class;
- d. Minimum 50 hours (PIC) on type in the last twelve (12) months prior to the reporting date at the base of operations;
- e. Fire-fighting experience with a minimum total of 200 hours (PIC) fire-fighting experience;**
- f. Minimum of 250 hours (PIC) vertical reference operations (ie bucketing/longlining);
- g. Minimum of 250 flight time hours (PIC) in designated mountainous area 1 as per Transport Canada Aeronautical Information Manual (AIM) definition of mountainous regions;
- h. Pilots are expected to perform their duties in a manner considered appropriate by Parks Canada fire management personnel. Pilot replacement will be requested by Parks Canada if it is determined that performance is unsatisfactory.

### 5.3 Pilot Competence and Evaluation

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

- a. General Wildfire Operations Knowledge
- b. Mountain Flying
- c. External Load
- d. Aerial Ignition Device and Drip Torching
- e. Hover Exit
- f. Confined Area Operations

g. Low Visibility Operations

5.4 Engineer

- a. The Carrier must provide Aircraft Maintenance Engineer's with the appropriate license endorsed for the designated aircraft and engine type and minimum 2 (two) seasons' field experience.
- b. The Engineer is expected to remain at the principal base of operations while, either one (1) or both helicopters, are operating from that location;
- c. A second engineer meeting contract requirements may be requested if the 2 helicopters are deployed to separate locations for an extended period of time.

5.5 COVID-19 and Infectious Disease Mitigations

- a. The Carrier will meet or exceed Health Canada, Transport Canada and the Charterer mitigations against the spread of COVID-19 and other infection diseases;
- b. The Carrier will be expected to coordinate with the Charterer to ensure aircrew compliance to territorial and provincial guidelines pertaining to social distancing, isolation or quarantine for travelling personnel. The Charterer will work with the successful Carrier to manage operational impacts presented by mitigations against the spread of Covid-19;
- c. The Carrier will review North-West Territories and Alberta guidelines for mitigation of the spread of Covid-19 on a regular basis throughout the contract to ensure compliance. The Charterer will work with the Carrier to manage operational impacts presented by mitigations against the spread of Covid-19 as needed.

5.6 Pilot Approval and Replacement

- a) The Carrier must submit to the Charterer annually, and additionally as required, names, pilot information sheets and resumes of 4 pilots, who will be considered *principal pilots* for this contract, whose experience is comparable to the 4 *principal pilots* identified in the original bid submission package;
- b) The 4 *principal pilot* experience packages submitted in the original bid package will be used for evaluation of the pilot experience portion of the bid submission, and, will be the *principal pilots* for the first year of any successful resulting contract;
- c) *Principal pilots* must work a minimum of 75% of scheduled time during contract exclusive use dates, and any resulting annual extensions, unless approved otherwise by the Charterer;
- d) The Carrier may submit annually, and additionally as required, names, pilot information sheets and resumes of as many as 2 additional pilots meeting minimum qualifications who will be approved to work no more than 25% of regular scheduled contract time;
- e) The Carrier will submit names, pilot information sheets and resumes of pilots who will be assigned to this contract, to the contract technical authority, no less than 45 days prior to the annual contract start-date, for verification and approval;
- f) If it is necessary to replace any personnel, (i.e. due to timing out, commitments, etc.) the Carrier or the Charterer, depending who is requesting replacement, must give a minimum of five (5) days notice to the Charterer or the Carrier respectively;
- g) Immediate removal of Carrier personnel may be requested in cases where poor performance or personal suitability is considered problematic for the Charterer;

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- h) The Charterer will engage the Carriers' representative in effort to address performance issues prior to an immediate replacement request;
- i) If aircrew are to be replaced due to performance not meeting contract obligations and the aircraft is unavailable as a result, daily minimums of two and a half (2.5) hours per day will be removed from the contract obligations, or, the carrier will be responsible for cost incurred by the Charterer to backfill the helicopter requirement;
- j) All personnel assigned to this contract must meet the mandatory aircrew requirements. In the event that it becomes necessary to activate back-up or replacement personnel, prior authorization, confirmed in writing, must be obtained from the Parks Canada technical authority or designate;
- k) Any replacement crew are to be available and fully operational according to the Fire Preparedness System of Canada's National Parks, as well as, Transport Canada regulations for adequate rest;
- l) Any false pilot experience reporting by the Carrier, at any point during the contract, may result in any or all of the following:
  - a. Immediate termination of the contract without payment of the guarantees;
  - b. Request for immediate pilot withdrawal;
  - c. Reduction of the minimum hour guarantee by the greater of 6 hours, or time lost due to pilot replacement;

#### 5.7 Pilot Rotation Schedule

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

### 6. Aircraft Requirement

#### 6.1 General

The Carrier must provide two (2) helicopters that meet the following minimum performance criteria:

- |                                      |  |
|--------------------------------------|--|
| 1) Class                             | Intermediate   |
| 2) Seating Capacity                  | 1 pilot + 5 passengers   |
| 3) Closed Baggage Compartment Volume | 1.39 m <sup>3</sup> (49.08 ft <sup>3</sup> ) or more (tail boom cargo compartment and Squirrel Cheeks or equivalent) |
| 4) Fuel Range                        | <b>575 km (310 nautical miles) or more</b>   |
| 5) External Load (Cargo Hook Limit)  | <b>1,115kg (2500 lbs) or more</b>  |
| 6) Internal Useful Load              | <b>860 kg (1,896 lbs) or more*</b>   |
| 7) Service Ceiling                   | <b>14,000 ft (4,267 m) or more</b>   |

**\* Internal Useful Load to be calculated assuming the aircraft is configured with requirements expressed in 6.2, 6.3 and 6.4 of the Statement of Work. Non-permanent supplemental equipment including, 6.2(b), 6.2(e), 6.2(f), 6.2(g) and 6.2(j) are presumed NOT to be on-board aircraft for purpose of calculating Internal Useful Load**

Note:

These specifications reflect configuration of an **AS350B2**, or equivalent, configured with closed external cargo pods (squirrel cheeks), or equivalent. If the aircraft proposed is different from that which is specified, the Carrier must provide sufficient technical information and specifications to allow Parks Canada to complete the evaluation at their sole discretion as to the acceptability of the alternative aircraft proposed.

## 6.2 Aircraft Supplemental Equipment for each Helicopter

- a. Seating for 5 or more passengers. All seats to have high back support capability with shoulder restraint harnesses;
- b. Two (2) fire-bombing buckets (i.e. Bambi collapsible type)
  - i. 1 bucket size (180USG / 680l)
  - ii. 1 bucket size (240 USG / 910l)
- c. An hour meter activated by the collective;
- d. Equipped for pilot to conduct vertical reference work;
- e. One (1) 15 meter longline and one with remote release load hook;
- f. One (1) 30 meter longline with remote electric release load hook;
- g. Two (2) cargo nets with lanyards and swivels;
- h. One (1) pilot removable, cargo basket for external transport of hazardous goods such as fuels, chainsaws, bear sprays etc;
- i. Dart extended high (or equivalent for machine) skid gear with bear paws and passenger steps on both left and right side of the aircraft;
- j. One (1) operational, 24-volt heli-torch capable of using AVGAS, Jet A and/or B fuel mixed with a gelling agent **(only having 1 torch between the 2 aircraft is acceptable)**;
- k. 24-volt DC internal electrical system suitable for *Red Dragon* and *Primo* Plastic Sphere Dispenser (PSD) ignition devices;
- l. Highly visible marking scheme on the main rotor and on the tail rotor;
- m. Medivac stretcher kit for each aircraft;
- n. Portable refueling pump which operates from aircraft electrical system and spill response kit appropriate for the helicopter.

## 6.3 Communication Equipment for each Helicopter

- a. Two (2) VHF/AM radio transmitter-receivers with frequencies of 118 MHz to 135.97 MHz inclusive with 50 KHz spacing with guard feature. This will provide independent receive and transmit capability for the pilot and co-pilot position on any of the radio systems. The control arrangement will have dual switches, which can be operated independently in both the pilot and co-pilot positions. The co-pilot shall have an operational foot switch for radio transmission or a dash or panel mount ICS/TSX transmit switch;
- b. Two (2) FM transceivers with a frequency range of 150 to 174 Mhz capable of generating CTCSS tones of 103.5HZ, 114.8HZ, 127.3HZ and 141.3HZ with control head provision for 30 pilot-programmable, pre-set simplex and semi-duplex channels hosting a main and guard feature. Also must be capable of both wideband (25kHz) and narrowband (12.5 kHz) operations as required;
- c. Provision for operational capabilities of both radio and hot-mic intercom, through headset/boom microphones, by both pilot, copilot/front seat passenger;

- d. One (1) intercom, front and rear seats, with headsets and boom microphones, Davis Clark, Bose or equivalent;
- e. One (1) Transport Canada approved power supply for cockpit electronics accessible to copilot/front seat;
- f. One (1) hard-wired, or portable, satellite phone for phone communications in remote areas;
- g. Minimum one (1) programmable portable FM transceiver radio with capability of frequency range and CTCSS tones (as noted above);
- h. All aircrew, including engineers, to be equipped with smartphone;
- i. Unserviceable radio equipment and accessories will be considered rendering the aircraft unserviceable for operational use.

#### 6.4 Directional, Safety and Emergency Equipment for each Helicopter

- a. One (1) Emergency Locator Transmitter (ELT);
- b. One (1) Global Positioning System (GPS);
- c. One tablet equipped with the Avenza maps application and a QR code reader application, mounted in the cockpit, within reach of the pilot and able to be charged in this position;
- d. Equipped with all safety, communication, navigation and other equipment as required by Transport Canada for operations of the nature of the services;
- e. Automated Flight Following system (AFF) providing 2-minute ping locations during the annual operational period;
- f. AFF flight data must be available to the Charterer during the annual operational period.

#### 6.5 Aircraft Condition for each Helicopter

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

#### 6.6 Maintenance

- a. The Carrier aircraft is to be disinfected against infectious diseases, such as COVID-19, on a regular, logical, schedule in line with amount and type of flight activity;
- b. The Carrier must advise the Charterer in advance of any periodic maintenance requiring the aircraft to be out of service;
- c. Progressive maintenance will be carried out during flight crew rest periods;
- d. The Aircraft is to be kept in complete readiness in accordance with the Charterer's requirements;
- e. The aircraft will be considered unserviceable during any 24-hour period commencing at 12 o'clock midnight when the aircraft is requested to do a flight and is not in proper working order or is unavailable, with the exception due to "weather conditions", and/or if the Carrier's crew is not available to operate it for reasons of which the Carrier has no control;
- f. During any 24-hour period commencing at 12 o'clock midnight when an aircraft is unserviceable the minimum utilization (200 hours) may be reduced by two and a half (2.5) hours;

- g. Notification by the Carrier that an aircraft will be unserviceable longer than an initial 24-hour period will require that the Carrier provide a back-up aircraft meeting contract specifications that shall be in service within 24 hours of notification, or;
- h. In the event the Carrier is unable to provide an identical aircraft, the Carrier will be responsible for costs incurred by the Charterer to charter a replacement aircraft meeting contract requirements.

#### 6.7 Inspection

- a. All services provided by the Carrier will be subject to the approval of and acceptance by the authorized representative of the Charterer who shall have the right to inspect the aircraft, its equipment, and documents relating to the air worthiness of the aircraft, at any time during the contract;
- b. The aircraft shall be available for inspection five (5) days prior to the start-up date of the contract at the Carriers base of operations. Inspection of the aircraft may also be conducted at a base of the Charterer on the contract commencement date if prior consent is provided the designated Charterer representative;
  - i. Inspection shall include:
    - I. Presentation of certificate of registration or lease agreement,
    - II. Current certificate of airworthiness; and journey and technical log book,
    - III. Verification of helicopter configuration and equipment meeting requirements of contract;
  - ii. A failure to meet final inspection criteria at the start-up date will result in the Carrier being responsible for any additional expenses incurred by the Charterer to provide the necessary services that the Carrier has been unable to comply with.

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

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

#### **8. Accommodation, Meals and Ground Transportation**

##### 8.1 Accommodations

- a. The Charterer will provide accommodations for aircrew while the helicopters are based in Fort Smith, NWT;
- b. While aircraft is deployed away from the principal base of operations for multiple days (one or more nights), the Charterer will provide separate accommodations for each aircrew;
- c. While aircraft is assigned to a multi-day fire incident managed by a Parks Canada Incident Command Team, the Charterer will provide accommodations for aircrew;
- d. While aircraft is assigned to a multi-day fire incident managed by a Parks Canada, the Carrier may be requested to organize their own accommodations during challenging circumstances. The Carrier will be reimbursed, on a no profit basis, with the presentation of accommodation receipt, at a reasonable rate for the location;



- e. If it is necessary for aircrew to overnight while in transit to a multi-day deployment, the carrier will be reimbursed, on a no profit basis, with the presentation of accommodation receipt, at a reasonable rate for the location;

## 8.2 Meals and Incidentals

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

## 8.3 Ground Transportation

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

## 8.4 Fire Camps and COVID-19

- a. Pilots and engineers must be prepared to live in base camps or fire camps when required;
- b. Accommodations in fire camps will meet Transport Canada's specifications for pilots;
- c. Accommodations will adhere to local jurisdiction direction to mitigate the spread COVID-19.

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### **9. Inter-agency Resource Sharing**

The Charterer may assign the helicopters to support other fire management agencies in Canada. All services must be performed in accordance with the terms, conditions, specifications and provisions of this contract. Payment of these services will be in accordance with Annex B - Basis of Payment.

- a) For the purposes of dispatching controls, the Charterer may designate a qualified representative of the recipient organization as Usage Control during operations within that organization's jurisdiction.
- b) The cost of ferrying the aircraft to and from the location of the support work will be paid for at the firm all inclusive rate per flying hour specified in Annex B - Basis of Payment.
- c) The Carrier is responsible for ensuring that insurance coverage as stipulated herein is valid for operations across Canada.