



RETURN PROPOSALS TO:
RETOURNER LES SOUMISSIONS À:
Parks Canada Agency Bid Receiving Unit
National Contracting Services

Proposal Fax: 1-855-983-1808

Proposal Email:
soumissionsami-bidsrpc@pc.gc.ca

This is the only acceptable email address for responses to the Request for Proposal. Proposals submitted by email directly to the Contracting Authority or to any other email address will not be accepted.

The maximum email file size is 15 megabytes. Parks Canada Agency (PCA) is not responsible for any transmission errors. Emails with links to proposal documents will not be accepted.

REQUEST FOR PROPOSAL

DEMANDE DE PROPOSITION

Proposal To: Parks Canada Agency

We hereby offer to sell to His Majesty the King in right of Canada, in accordance with the terms and conditions set out herein, referred 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 à: l'Agence Parcs Canada

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

Issuing Office - Bureau de distribution

Parks Canada Agency
Québec, QC

| | | |
|---|--|--|
| Title-Sujet Naval architect and construction quality advisor – Mingan Archipelago National Park Reserve. | | |
| Solicitation No. - N° de l'invitation 5P468-24-0004/A | Date: April 25, 2024 | |
| Client Ref. No. – N° de réf du client PRO 9500 | | |
| Solicitation Closes – L'invitation prend fin : | | |
| at – à 2:00 PM | on – le May 16, 2024 | Time Zone - Fuseau horaire EDT - HAE |
| F.O.B. - F.A.B. Plant-Usine: <input type="checkbox"/> Destination: <input checked="" type="checkbox"/> Other-Autre: <input type="checkbox"/> | | |
| Address Inquiries to: - Adresser toute demande de renseignements à : Annik Piché annik.piche@pc.gc.ca | | |
| Telephone No. - N° de téléphone 581-398-3489 | Fax No. – N° de FAX 1-855-983-1808 | |
| Destination of Goods, Services, and Construction: Destination des biens, services et construction: See Herein – Voir aux présentes | | |

TO BE COMPLETED BY THE BIDDER À COMPLÉTER PAR LE SOUMISSIONNAIRE

| | |
|---|-------------|
| Vendor/Firm Name – Nom du fournisseur/de l'entrepreneur | |
| Address - Adresse | |
| Name of person authorized to sign on behalf of the Vendor/Firm Nom de la personne autorisée à signer au nom du fournisseur/de l'entrepreneur | |
| Title - Titre | |
| Telephone No. - N° de téléphone: _____ | |
| E-mail Address – Adresse E-mail:: _____ | |
| Signature | Date |

IMPORTANT NOTICE TO PROPONENTS

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

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

The only acceptable email address for responses to proposal solicitations is soumissionsami-bidsrpc@pc.gc.ca. Proposals submitted by email directly to the Contracting Authority or to any email address other than soumissionsami-bidsrpc@pc.gc.ca will not be accepted.

The only acceptable facsimile for responses to proposal solicitations **1-855-983-1808**.

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

The Proponent should be cognisant of the size of the email as a whole, and not only the attachments. Please take into consideration that some attachments, when sent, may be resized during the email transfer. If the email size is too large, the Proponent should send the proposal in multiple emails properly labeled with the solicitation number, project name, and indicate how many emails are included (ex. 1 of 2).

Emails with links to proposal documents will not be accepted. Proposal documents must be sent as email attachments.

REQUEST FOR PROPOSAL (RFP)

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SUPPLEMENTARY INSTRUCTIONS TO PROPONENTS (SI)

SI1 INTRODUCTION

1. Parks Canada Agency (PCA) intends to retain an individual consulting firm or joint venture to provide the professional services for the project as set out in this Request for Proposal (RFP).
2. This is a single-phase selection process.
3. Proponents responding to this RFP are requested to submit Appendix A- Team Identification, Appendix B- Declaration/Certification form, Appendix C - Price Proposal Form.

SI2 PROPOSAL DOCUMENTS

1. All instructions, general terms, conditions and clauses identified in the RFP by number, date and title, are hereby incorporated by reference into and form part of this solicitation and any resultant contract.

All instructions, general terms, conditions and clauses identified in the RFP by number, date and title, are set out in the Supply Manual [Standard Acquisition Clauses and Conditions \(SACC\) Manual - Buyandsell.gc.ca](#)

All references to the Minister of Public Works and Government Services Canada shall be deleted and replaced with the Minister of the Environment for the purposes of the Parks Canada Agency. All references to the Department of Public Works and Government Services Canada shall be deleted and replaced with the Parks Canada Agency.

2. The following are the proposal documents:
 - (a) Supplementary Instructions to Proponents (SI); [R1410T](#) (2022-01-28), General Instructions (GI) – Architectural and/or Engineering Services – Request for Proposal; Submission Requirements and Evaluation (SRE);
 - (b) the general terms, conditions and clauses, as amended, identified in the Agreement clause.
 - (c) Statement of requirements;
 - (d) the document entitled " PWGSC Documentation and Deliverables Manual for Architectural and Engineering Consultants".
 - (e) any amendment to the solicitation document issued prior to the date set for receipt of proposals; and
 - (f) the proposal, Declaration/Certifications Form and Price Proposal Form.
3. Submission of a proposal constitutes acknowledgment that the Proponent has read and agrees to be bound by these documents.

SI3 QUESTIONS OR REQUEST FOR CLARIFICATION

Questions or requests for clarification during the solicitation period must be submitted in writing to the Contracting Authority named on the RFP - Page 1 as early as possible. Enquiries should be received no later than **eight (8) business days** prior to the closing date identified on the front page of the Request for Proposal. Enquiries received after that date may not be answered prior to the closing date of the solicitation.

SI4 CANADA'S TRADE AGREEMENTS

This procurement is subject to the provisions of Canada-Korea Free Trade Agreement (CKFTA) and Canadian Free Trade Agreement (CFTA).

SI5 CERTIFICATIONS

1. Integrity Provisions – Declaration of Convicted Offences

As applicable, pursuant to subsection Declaration of Convicted Offences, of section 01 of the General Instructions, the Proponent must provide with its bid, a completed [Declaration Form](#), to be given further consideration in the procurement process.

2. Federal Contractors Program for Employment Equity - Proposal Certification

By submitting a proposal, the Proponent certifies that the Proponent, and any of the Proponent's members if the Proponent is a Joint Venture, is not named on the Federal Contractors Program (FCP) for employment equity "[FCP Limited Eligibility to Bid](http://www.labour.gc.ca/eng/standards_equity/eq/emp/fcp/list/inelig.shtml)" list (http://www.labour.gc.ca/eng/standards_equity/eq/emp/fcp/list/inelig.shtml) available from Employment and Social Development Canada (ESDC) - Labour's website.

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

SI06 WEB SITES

The connection to some of the Web sites in the RFP is established by the use of hyperlinks. The following is a list of the addresses of the Web sites:

Employment Equity Act

<http://laws-lois.justice.gc.ca/eng/acts/E-5.401/index.html>

Federal Contractors Program (FCP)

http://www.labour.gc.ca/eng/standards_equity/eq/emp/fcp/index.shtml

Certificate of Commitment to Implement Employment Equity form LAB 1168

<http://www.servicecanada.gc.ca/cgi-bin/search/eforms/index.cgi?app=profile&form=lab1168&dept=sc&lang=e>

Code of Conduct for Procurement

<http://www.tpsgc-pwgsc.gc.ca/app-acq/cndt-cndct/contexte-context-eng.html>

Solicitation No. - N° de l'invitation
5P468-24-0004/A

Amd. No. - N° de la modif.
000

Contracting Authority - Autorité contractante
Annik Piché

Client Ref. No. - N° de réf. du client
PRO 9500

File Name - Nom du dossier
Naval architect and construction quality advisor – Mingan Archipelago National
Park Reserve.

Lobbying Act

<http://laws-lois.justice.gc.ca/eng/acts/L-12.4/?noCookie>

CanadaBuys Tender opportunities page

<https://canadabuys.canada.ca/en/tender-opportunities>

Supplier Registration Information

<https://srisupplier.contractsCanada.gc.ca>

Consultant Performance Evaluation Report Form

<http://www.tpsgc-pwgsc.gc.ca/app-acq/forms/documents/2913-1.pdf>

Canadian economic sanctions

https://www.international.gc.ca/world-monde/international_relations-relations_internationales/sanctions/current-actuelles.aspx?lang=eng

National Joint Council (NJC) Travel Directive

<http://www.njc-cnm.gc.ca/directive/travel-voyage/index-eng.php>

PWGSC documentation and deliverables manual for architectural and engineering consultants

<https://publications.gc.ca/site/eng/9.926552/publication.html>

TERMS, CONDITIONS AND CLAUSES

AGREEMENT

1. The Consultant understands and agrees that upon acceptance of the offer by Canada, a binding Agreement shall be formed between Canada and the Consultant and the documents forming the Agreement shall be the following:
 - (a) the Front Page and this Agreement clause;
 - (b) the General Terms, Conditions and Clauses, as amended, identified as:
 - [R1210D](#) (2022-12-01), General Condition (GC) 1 - General Provisions – Architectural and/or Engineering Services
 - [R1215D](#) (2022-12-01), General Condition (GC) 2 - Administration of the Contract
 - [R1220D](#) (2015-02-25), General Condition (GC) 3 - Consultant Services
 - [R1225D](#) (2015-04-01), General Condition (GC) 4 - Intellectual Property
 - [R1230D](#) (2018-06-21), General Condition (GC) 5 - Terms of Payment
 - [R1235D](#) (2011-05-16), General Condition (GC) 6 - Changes
 - [R1240D](#) (2018-06-21), General Condition (GC) 7 - Taking the Services Out of the Consultant's Hands, Suspension or Termination
 - [R1245D](#) (2016-01-28), General Condition (GC) 8 - Dispute Resolution
 - [R1650D](#) (2022-12-01), General Condition (GC) 9 - Indemnification and InsuranceAgreement Particulars
 - (c) Statement of requirements;
 - (d) the document entitled "PWGSC Documentation and Deliverables Manual for Architectural and Engineering Consultants";
 - (e) any amendment to the solicitation document incorporated in the Agreement before the date of the Agreement;
 - (f) the proposal, the Declaration/Certifications Form and the Price Proposal Form.
2. The documents identified above by title, number and date are hereby incorporated by reference into and form part of this Agreement, as though expressly set out herein, subject to any other express terms and conditions herein contained.

The documents identified above by title, number and date are set out in the Standard Acquisition Clauses and Conditions (SACC) Manual, issued by Public Works and Government Services Canada (PWGSC). The SACC Manual is available on the PWGSC Web site:
<https://buyandsell.gc.ca/policy-and-guidelines/standard-acquisition-clauses-and-conditions-manual>

All references to the Minister of Public Works and Government Services Canada shall be deleted and replaced with the Minister of the Environment for the purposes of the Parks Canada Agency. All references to the Department of Public Works and Government Services Canada shall be deleted and replaced with the Parks Canada Agency.

3. If there is a discrepancy between the wording of any documents that appear on the following 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) any amendment or variation in the Agreement that is made in accordance with the terms and conditions of the Agreement;
 - (b) any amendment to the solicitation document incorporated in the Agreement before the date of the Agreement;
 - (c) this "Agreement" clause;
 - (d) Supplementary Conditions;

- (e) General Terms, Conditions and Clauses;
- (f) Agreement Particulars;
- (g) Statement of requirements;
- (h) the document entitled “PWGSC Documentation and Deliverables Manual for Architectural and Engineering Consultants”;
- (i) the proposal.

SUPPLEMENTARY CONDITIONS (SC)

SC1 SECURITY REQUIREMENT

There is no security requirement applicable to this Agreement.

SC2 LANGUAGE REQUIREMENTS

1. Communication between Canada and the Consultant shall be in the language of choice of the Consultant Team, which shall be deemed to be the language of the Consultant's proposal.
2. The Consultant's services during construction tender call (such as addenda preparation, tenderers' briefing meetings, technical answers to questions by bidders, including translation of bidder's questions) shall be provided expeditiously in both languages, as necessary.
3. The Consultant's services during construction shall be provided in the language of choice of the Contractor. The successful Contractor will be asked to commit to one or other of Canada's official languages upon award of the Construction Contract and, thereafter construction and contract administration services will be conducted in the language chosen by the Contractor.
4. Other required services in both of Canada's official languages (such as construction documentation) are described in detail in the Project Brief.
5. The Consultant Team, including the Prime Consultant, Sub-Consultants and Specialists Consultants shall ensure that the services being provided in either language shall be to a professional standard.

SC3 COMPLIANCE WITH ON-SITE MEASURES, STANDING ORDERS, POLICIES, AND RULES

The Consultant must comply and ensure that its employees and subconsultant comply with all security measures, standing orders, policies or other rules in force at the site where the Work is performed.

SC4 DURATION OF THE CONTRACT

The consultant must perform and complete the services described in the project Statement of requirement.

SC5 OPTIONAL SERVICES

The Contractor grants to Canada individual irrevocable options to acquire the services of:

- a) attempt meeting #1 to #5,
- b) Reviewed plans and documents from Houseboat #1 as amended based on discussions for possible comments to be discussed with PCA, document and translate to move to Contractor. Potential discussion with contractor for clarification if required.
- c) Answer any technical questions about conformity elements, certifications, trailer etc. Review of documentation or intermediate technical data such as the revised estimate of the final weight before manufacture, preliminary stability booklet. For potential comments to discuss with PCA, document and translate to move to Contractor. Potential discussion with contractor for clarification if required.

d) Review of procedures and subsequent reports of sea trials and tilt test for possible comments to be discussed with PCA, document and translate to proceed to Contractor. Potential discussion with contractor for clarification if required.

e) Review of deliverable documentation such as operation and maintenance manuals, stability booklet, documentation of certifications or records, drawings etc.

f) Research of technical or regulatory issues. Preparation of technical amendments or modifications to be drafted for the PCA in applicable Canada formats in order to formalize change requests with the site.

g) All other requests for technical assistance related to the specification or construction, tests, documentation, certification, conformity, inspection, warranty period of the boat etc.

AGREEMENT PARTICULARS

The Agreement Particulars will be issued at time of award of contract and will identify the fee to be paid to the Consultant for the services determined in the Price Proposal Form.

APPENDIX A - TEAM IDENTIFICATION FORMAT

The prime consultant and other members of the Consultant Team shall be, or eligible to be, licensed, certified or otherwise authorized to provide the necessary professional services to the full extent that may be required by provincial or territorial law.

I. Prime Consultant (Proponent – Naval Architect):

Firm or Joint Venture Name:

.....

.....

Key Individuals and provincial professional licensing status and/or professional accreditation:

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APPENDIX B - DECLARATION/CERTIFICATIONS FORM

Project Title: Naval architect and construction quality advisor – Mingan Archipelago National Park Reserve.

1. Proponent Information

| | |
|------------------------------|---|
| NAME OF PROPONENT: | |
| Street Address: | Mailing Address (if different than street address) |
| City: | City: |
| Prov./Terr./State: | Prov./Terr./State: |
| Postal/ZIP Code: | Postal/ZIP Code: |
| Phone #: () | Fax#: () |
| E-Mail: | |
| Procurement Business Number: | |

Type of Organization

- Sole Proprietorship
- Partnership
- Corporation
- Joint Venture

Size of Organization

Number of Employees: _____

Graduate Architects/
Professional Engineers: _____

Other Professionals: _____

Technical Support: _____

Other: _____

APPENDIX B - DECLARATION/CERTIFICATIONS FORM (CONT'D)

Former Public Servant (FPS) - Certification

Contracts awarded to former public servants (FPS) in receipt of a pension or of a lump sum payment must bear the closest public scrutiny, and reflect fairness in the spending of public funds. In order to comply with Treasury Board policies and directives on contracts awarded to FPS, proponents 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 proposals is completed, Canada will inform the Proponent 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 proposal 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.

APPENDIX B - DECLARATION/CERTIFICATIONS FORM (CONT'D)

Former Public Servant in Receipt of a Pension

As per the above definitions, is the Proponent a FPS in receipt of a pension?
YES () NO ()

If so, the Proponent must provide the following information, for all FPS in receipt of a pension, as applicable:

- (a) name of former public servant;
- (b) date of termination of employment or retirement from the Public Service.

By providing this information, proponents agree that the successful Proponent'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 Proponent a FPS who received a lump sum payment pursuant to the terms of a work force reduction program?
YES () NO ()

If so, the Proponent 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.

APPENDIX B - DECLARATION/CERTIFICATIONS FORM (CONT'D)

LIST OF NAMES FOR INTEGRITY VERIFICATION FORM

Requirements

Section 17 of the [Ineligibility and Suspension Policy](#) (the Policy) requires suppliers, regardless of their status under the Policy, to submit a list of names with their bid or offer. The required list differs depending on the bidder or offeror's organizational structure:

- Suppliers including those bidding as joint ventures, whether incorporated or not, must provide a complete list of the names of all current directors.
- Privately owned corporations must provide a list of the owners' names.
- Suppliers bidding as sole proprietors, including sole proprietors bidding as joint ventures, whether incorporated or not, must provide a complete list of the names of all owners.
- Suppliers that are a partnership do not need to provide a list of names.

Suppliers may use this form to provide the required list of names with their bid or offer submission. Failure to submit this information with a bid or offer, where required, will render a bid or offer non-responsive, or the supplier otherwise disqualified for award of a contract or real property agreement. Please refer to [Information Bulletin: Required information to submit a bid or offer](#) for additional details.

Supplier information

| |
|--|
| Supplier's legal name: |
| Organizational structure: <input type="checkbox"/> Corporate entity <input type="checkbox"/> Privately owned corporation <input type="checkbox"/> Sole proprietor |
| Supplier's address: |
| Supplier's procurement business number (optional): |
| Solicitation or transaction number: |
| Date of bid, offer submission or closing date of Invitation to Offer (yyyy-mmdd): |

List of names

| Name | Title Publicly Traded Company – all current directors Privately owned corporation – all current owners | Owner Yes/no |
|-------------|---|-------------------------|
| | | |
| | | |
| | | |
| | | |
| | | |
| | | |

Declaration

I, (name) _____, (position) _____, of (supplier's name) _____ declare that the information provided in this Form is, to the best of my knowledge and belief, true, accurate and complete. I am aware that failing to provide the list of names will render a bid or offer non-responsive, or I will be otherwise disqualified for award of a contract or real property agreement. I am aware that during the bid or offer evaluation stage, I must, within 10 working days, inform the contracting authority in writing of any changes affecting the list of names submitted. I am also aware that after contract award I must inform the Registrar of Ineligibility and Suspension within 10 working days of any changes to the list of names submitted.

Signature

Please include with your proposal.

APPENDIX B - DECLARATION/CERTIFICATIONS FORM (CONT'D)

Name of Proponent: _____

DECLARATION:

I, the undersigned, being a principal of the proponent, hereby certify that the information given on this form and in the attached proposal is accurate to the best of my knowledge. If any proposal is submitted by a partnership or joint venture, then the following is required from each component entity.

| | |
|--|--------------------|
| Name | Signature |
| Title | |
| I have authority to bind the Corporation / Partnership / Sole Proprietorship / Joint Venture | |
| Name | Signature |
| Title | |
| I have authority to bind the Corporation / Partnership / Sole Proprietorship / Joint Venture | |
| Name | Signature |
| Title | |
| I have authority to bind the Corporation / Partnership / Sole Proprietorship / Joint Venture | |

During proposal evaluation period, Parks Canada Agency contact will be with the following person:

Name: _____.

Telephone Number: () _____ Fax Number: () _____

E-mail: _____

This Appendix "B" should be completed and submitted with the proposal, but may be submitted afterwards as follows: if Appendix "B" is not completed and submitted with the proposal, the Contracting Authority will inform the Proponent of a time frame within which to provide the information. Failure to comply with the request of the Contracting Authority and to provide the certifications within the time frame provided will render the proposal non-responsive.

APPENDIX C - PRICE PROPOSAL FORM

INSTRUCTIONS: Complete this Price Proposal Form and submit to the bid fax or email designated on the Front Page "Request for Proposal" for the receipt of the proposals with the Name of Proponent, Name of Project, PCA Solicitation Number, and the words "PRICE PROPOSAL FORM" typed on the fax cover page or email subject line. Price Proposals are not to include Applicable Taxes.

PROponents MUST NOT ALTER THIS FORM

Project Title: Naval architect and construction quality advisor – Mingan Archipelago National Park Reserve.

Name of Proponent: _____

The following will form part of the evaluation process:

Time Based Fees ([R1230D](#) (2018-06-21), GC 5 - Terms of Payment– Architectural and/or Engineering Services)

| Landing Crafts | ESTIMATED HOURS Column A | HOURLY RATES** Column B | TIME BASED FEE Columns AxB |
|--|-------------------------------------|------------------------------------|---|
| Landing Craft #1 | | | |
| Required Service (RS) 01- Read and familiarize yourself with the technical specification for the acquisition of the barge (approximately 75 pages). Initial virtual Teams meeting with Parks Canada Agency (PCA) to discuss the project and mandate. Use applicable hourly rates for 2024-25 | | | |
| Naval Architect | 12 | \$..... | \$..... |
| RS 02 - Meeting #1: Start-up meeting with contractor (on-site). Includes discussions with PCA before and after the start-up meeting. Use applicable hourly rates for 2024-25 | | | |
| Naval Architect | 7 | \$..... | \$..... |
| Administration assistant | 2 | \$..... | \$..... |
| RS 03 - Meeting #2: Contractor is to present preliminary draft plans of arrangement. Included discussions with PCA before and after the meeting and time for specific actions. Use applicable hourly rates for 2024-25 | | | |
| Naval Architect | 7 | \$..... | \$..... |

| Landing Crafts #1 (cont'd) | ESTIMATED HOURS Column A | HOURLY RATES** Column B | TIME BASED FEE Columns AxB |
|---|---|--|---|
| RS 04 - Meeting #3: Contractor presentation for finalization of Plans of Arrangement and hull shapes. Included discussions with PCA before and after the meeting and time for specific actions. Use applicable hourly rates for 2024-25 | | | |
| Naval Architect | 10 | \$..... | \$..... |
| RS 05 - Meeting #4: Contractor presentation for 35% of construction progress. Included discussions with PCA before and after the meeting and time for specific actions. Use applicable hourly rates for 2024-25 | | | |
| Naval Architect | 10 | \$..... | \$..... |
| RS 06 - Meeting #5: Contractor presentation for 75% of construction progress. Included discussions with PCA before and after the meeting and time for specific actions. Use applicable hourly rates for 2025-26 | | | |
| Naval Architect | 10 | \$..... | \$..... |
| RS 07 - Meeting #6: Presentation by the contractor after sea trials and tilt. Included discussions with PCA before and after the meeting and time for specific actions. USE APPLICABLE HOURLY RATES FOR 2025-26 | | | |
| Naval Architect | 15 | \$..... | \$..... |
| RS 08 - Review of plans of some of the vessel's systems and documents for possible comments to be discussed with the PCA. The information will be documented and translated before moving to the contractor. Potential discussion with the contractor for clarification if required. Use applicable hourly rates for 2024-25 | | | |
| Naval Architect | 30 | \$..... | \$..... |
| Naval Technician | 15 | \$..... | \$..... |
| Administration Assistant | 4 | \$..... | \$..... |
| RS 09 - Answer any technical questions about conformity elements, certifications, trailers, etc. Review of documentation or intermediate technical data such as the revised estimate of the final weight before manufacture, and preliminary stability booklet. Potential comments to discuss with PCA, document and translate to move to Contractor. Potential | | | |

| Landing Crafts #1 (cont'd) | ESTIMATED HOURS Column A | HOURLY RATES** Column B | TIME BASED FEE Columns AxB |
|--|---|--|---|
| RS 09 (cont'd)discussion with the contractor for clarification if required.Use applicable hourly rates for 2024-25 | | | |
| Naval Architect | 20 | \$..... | \$..... |
| Naval Technician | 5 | \$..... | \$..... |
| Administration Assistant | 5 | \$..... | \$..... |
| RS 10 - Review of procedures and post-sea test reports and tilt test for possible comments to be discussed with PCA, document and translate to proceed to Contractor. Potential discussion with the contractor for clarification if required. Use applicable hourly rates for 2025-26 | | | |
| Naval Architect | 15 | \$..... | \$..... |
| Naval Technician | 5 | \$..... | \$..... |
| Administration assistant | 2 | \$..... | \$..... |
| RS 11 - Review of deliverable documentation such as operation and maintenance manuals, stability booklet, documentation of certifications or records, drawings etc. Use applicable hourly rates for 2025-26 | | | |
| Naval Architect | 10 | \$..... | \$..... |
| Naval Technician | 20 | \$..... | \$..... |
| Administration Assistant | 3 | \$..... | \$..... |
| RS 12 - Research of technical or regulatory issues. Preparation of technical amendments or modifications to be drafted for the PCA in the applicable Canada formats in order to formalize the change requests with the site etc.Use applicable hourly rates for 2024-25 | | | |
| Naval Architect | 25 | \$..... | \$..... |
| Naval Technician | 10 | \$..... | \$..... |
| Administration Assistant | 10 | \$..... | \$..... |
| RS 13 - All other requests for technical assistance related to the specification or construction, tests, documentation, certification, conformity, inspection, warranty period of the boat etc. Use applicable hourly rates for 2025-26 | | | |
| Naval Architect | 50 | \$..... | \$..... |
| Naval Technician | 10 | \$..... | \$..... |

| Landing crafts #1 (Cont'd) | ESTIMATED HOURS Column A | HOURLY RATES** Column B | TIME BASED FEE Columns AxB |
|---|---|--|---|
| RS 13 (cont'd) Administration Assistant | 10 | \$..... | \$..... |
| Landing crafts #2 and #3 | | | |
| Optional service (OS) 01 - Meeting #1: Start-up meeting with contractor (on-site). Includes discussions with PCA before and after the start-up meeting. use applicable hourly rates for 2024-25 | | | |
| Naval Architect | 7 | \$..... | \$..... |
| Administration Assistant | 2 | \$..... | \$..... |
| OS 02 - Meeting #2 spec: Discussion with the contractor for any desired modifications to the barge plans #1. Included discussions with PCA before and after the meeting and time for specific actions. Use applicable hourly rates for 2026-27 | | | |
| Naval Architect | 15 | \$..... | \$..... |
| OS 03 - Meeting #3: Contractor presentation for 35% construction progress. Included discussions with PCA before and after the kick-off meeting and time for specific actions. Use applicable hourly rates for 2026-27 | | | |
| Naval Architect | 10 | \$..... | \$..... |
| OS 04 - Meeting #4: Presentation by the contractor for progress of construction work at 75%. Included discussions with PCA before and after the kick-off meeting and time for specific actions. Use applicable hourly rates for 2026-27 | | | |
| Naval Architect | 10 | \$..... | \$..... |
| OS 05 - Meeting #5: Presentation by the contractor after sea trials and tilt. Included discussions with PCA before and after the kick-off meeting and time for specific actions. Use applicable hourly rates for 2027-28 | | | |
| Naval Architect | 5 | \$..... | \$..... |
| OS 06 - Reviewed plans and documents from Houseboat #1 as amended based on discussions for possible comments to be discussed with PCA, document and translate to move to Contractor. Potential discussion with contractor for clarification if required. Use applicable hourly rates for 2026-27 | | | |
| Naval Architect | 15 | \$..... | \$..... |
| Naval Technician | 10 | \$..... | \$..... |

| Landing crafts #2 and #3 (Cont'd) | ESTIMATED HOURS Column A | HOURLY RATES** Column B | TIME BASED FEE Columns AxB |
|---|---|--|---|
| OS-06 (cont'd) Administration Assistant | 4 | \$..... | \$..... |
| OS 07 - Answer any technical questions about conformity elements, certifications, trailer etc. Review of documentation or intermediate technical data such as the revised estimate of the final weight before manufacture, preliminary stability booklet. For potential comments to discuss with PCA, document and translate to move to Contractor. Potential discussion with contractor for clarification if required. Use applicable hourly rates for 2026-27 | | | |
| Naval Architect | 10 | \$..... | \$..... |
| Naval technician | 5 | \$..... | \$..... |
| Administration Assistant | 5 | \$..... | \$..... |
| OS 08 - Review of procedures and subsequent reports of sea trials and tilt test for possible comments to be discussed with PCA, document and translate to proceed to Contractor. Potential discussion with contractor for clarification if required. Use applicable hourly rates for 2027-28 | | | |
| Naval Architect | 5 | \$..... | \$..... |
| Administration Assistant | 2 | \$..... | \$..... |
| OS 09 - Review of deliverable documentation such as operation and maintenance manuals, stability booklet, documentation of certifications or records, drawings etc. Use applicable hourly rates for 2027-28 | | | |
| Naval Architect | 5 | \$..... | \$..... |
| Naval Technician | 10 | \$..... | \$..... |
| Administration Assistant | 3 | \$..... | \$..... |
| OS 10 - Research of technical or regulatory issues. Preparation of technical amendments or modifications to be drafted for the PCA in applicable Canada formats in order to formalize change requests with the site. Use applicable hourly rates for 2026-27 | | | |
| Naval Architect | 15 | \$..... | \$..... |
| Naval Technician | 5 | \$..... | \$..... |
| Administration Assistant | 5 | \$..... | \$..... |

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5P468-24-0004/A

Amd. No. - N° de la modif.
000

Contracting Authority - Autorité contractante
Annik Piché

Client Ref. No. - N° de réf. du client
PRO 9500

File Name - Nom du dossier
Naval architect and construction quality advisor – Mingan Archipelago National
Park Reserve.

| Landing crafts #2 and #3 (Cont'd) | ESTIMATED HOURS Column A | HOURLY RATES** Column B | TIME BASED FEE Columns AxB |
|--|---|--|---|
| OS 11 - All other requests for technical assistance related to the specification or construction, tests, documentation, certification, conformity, inspection, warranty period of the boat etc. USE APPLICABLE HOURLY RATES FOR 2026-27 | | | |
| Naval Architect | 30 | \$..... | \$..... |
| Naval Technician | 10 | \$..... | \$..... |
| Administration Assistant | 5 | \$..... | \$..... |
| MAXIMUM TOTAL TIME BASED FEES | | | \$..... |

Table of **HOURLY RATES** (excluding taxes) for consulting services to be included in the offer of services for each fiscal year (FY) (April 1 to March 31) requested. The actual time associated with each task will be charged at the firm hourly rates applicable below.

| DESCRIPTION | Hourly rate Excluding taxes FY 2024-25 | Hourly rate Excluding taxes FY 2025-26 | Hourly rate Excluding taxes FY 2026-27 | Hourly rate Excluding taxes FY 2027-28 |
|---|--|--|--|--|
| Senior Naval Architect | \$ | \$ | \$ | \$ |
| Senior Technician in naval architecture | \$ | \$ | \$ | \$ |
| Administration assistant | \$ | \$ | \$ | \$ |

*Payment will be based on actual hours spent. Travel time and/or expenses will not be reimbursed separately (Refer to [R1230D](#) (2018-06-21), GC 5.12 – Disbursements).

** All inclusive hourly rate is applicable to both normal working hours and any other shift work as required.

TOTAL COST OF SERVICES FOR PROPOSAL EVALUATION PURPOSES \$.....

APPENDIX C - PRICE PROPOSAL FORM (CONT'D)

The following will NOT form part of the evaluation process.

Canada may accept or reject any of the following fees, disbursements and/or hourly rates. Canada reserves the right to negotiate on these fees, disbursements and/or hourly rates.

HOURLY RATES

The following hourly rates may be used for future contract amendments.

A) Principals

| Name | Hourly Rate FY 2024-25 | Hourly Rate FY 2025-26 | Hourly Rate FY 2026-27 | Hourly Rate FY 2027-28 |
|------|---------------------------|---------------------------|---------------------------|---------------------------|
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |

B) Staff

| Name | Hourly Rate FY 2024-25 | Hourly Rate FY 2025-26 | Hourly Rate FY 2026-27 | Hourly Rate FY 2027-28 |
|------|---------------------------|---------------------------|---------------------------|---------------------------|
| | | | | |
| | | | | |
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END OF PRICE PROPOSAL FORM

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Contracting Authority - Autorité contractante
Annik Piché

Client Ref. No. - N° de réf. du client
PRO 9500

File Name - Nom du dossier
Naval architect and construction quality advisor – Mingan Archipelago National
Park Reserve.

**APPENDIX D –
STATEMENT OF REQUIREMENTS**

This document is attached as a separate pdf.

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000

Contracting Authority - Autorité contractante
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PRO 9500

File Name - Nom du dossier
Naval architect and construction quality advisor – Mingan Archipelago National
Park Reserve.

APPENDIX E

PWGSC DOCUMENTATION AND DELIVERABLES MANUAL FOR ARCHITECTURAL AND ENGINEERING CONSULTANTS

PWGSC Documentation and Deliverables Manual for Architectural and Engineering Consultants

<https://publications.gc.ca/site/eng/9.926552/publication.html>

All reference to the Department of Public Works and Government Services shall be deleted and replaced
with Parks Canada Agency.

APPENDIX F - ATTESTATION AND PROOF OF COMPLIANCE WITH OCCUPATIONAL HEALTH AND SAFETY (OHS)

The following form must be completed and signed prior to commencing work on Parks Canada Sites.

Submission of this completed form, satisfactory to Parks Canada, is a condition of gaining access to the work place.

Parks Canada recognizes that federal OHS legislation places certain specific responsibilities upon Parks Canada as owner of the work place. In order to meet those responsibilities, Parks Canada is implementing a contractor safety regime that will ensure that roles and responsibilities assigned under Part II of the *Canada Labour Code* and the *Canada Occupational Health and Safety Regulations* are implemented and observed when involving contractor(s) to undertake works in Parks Canada work places.

| Parks Canada Responsible Authority/Project Lead | Address | Contact Information |
|--|---------|--|
| Contracting Authority Annik Piché | | 581-398-3489 Annik.piche@pc.gc.ca |
| Prime Contractor | | |
| Subcontractor(s) (add additional fields as required) | | |

Location of Work
Mingan Archipelago National Park Reserve

General Description of Work to be Completed

Naval architect and construction quality advisor

Mark "Yes" where applicable.

| | |
|--|--|
| | A meeting has been held to discuss hazards and access to the work place and all known and foreseeable hazards have been identified to the contractor and/or subcontractor(s) |
| | The contractor and/or its subcontractor(s) will comply with all federal and provincial/territorial legislation and Parks Canada's policies and procedures, regarding occupational health and safety. |
| | The contractor and/or its subcontractor(s) will provide all prescribed safety materials, equipment, devices and clothing. |
| | The contractor and/or its subcontractor(s) will ensure that its employees are familiar with and use all prescribed safety materials, equipment, devices and clothing at all times. |
| | The contractor and/or its subcontractor(s) will ensure that its activities do not endanger the health and safety of Parks Canada employees. |
| | The contractor and/or its subcontractor(s) has inspected the site and has carried out a hazard assessment and has put in place a health and safety plan and informed its employees accordingly, prior to the commencement of the work. |
| | Where a contractor and/or its subcontractor(s) will be storing, handling or using hazardous substances in the work place, it will place warning signs at access points warning persons of the presence of the substances and any precautions to be taken to prevent or reduce any hazard of injury or death. |
| | The contractor and/or its subcontractor(s) will ensure that its employees are instructed in respect of any emergency procedures applicable to the site. |

I, _____ (contractor), certify that I have read, understood and attest that my firm, employees and all sub-contractors will comply with the requirements set out in this document and the terms and conditions of the contract.

Name _____

Signature _____

Date _____