



**RETURN BIDS TO:**

Parks Canada Agency Bid Receiving Unit  
 National Contracting Services  
 Bid Fax: 1-866-246-6893  
 Bid E-mail Address:  
[soumissionsouest-bidswest@canada.ca](mailto:soumissionsouest-bidswest@canada.ca)

This is the only acceptable email address for responses to the bid solicitation. Bids 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. The Parks Canada Agency (PCA) is not responsible for any transmission errors. Emails with links to bid documents will not be accepted.

**REQUEST FOR PROPOSAL**

**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 or attached hereto, the goods, services and construction listed herein or on any attached sheets at the price(s) set out therefor.

**Comments:**

**Issuing Office:**

Parks Canada Agency  
 National Contracting Services  
 Calgary, AB

<b>Title:</b> Air Charter Services for the Capture of Grizzly Bears for GPS Collaring and Biological Sample Collection - Nahanni National Park Reserve	
<b>Solicitation No.:</b> 5P420-24-0039/A	<b>Date:</b> May 23, 2024
<b>Client Reference No.:</b> n/a	
<b>GETS Reference No.:</b> n/a	

<b>Solicitation Closes:</b> <b>At:</b> 14:00 <b>On:</b> 7 June 2024	<b>Time Zone:</b> MDT
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<b>F.O.B.:</b> Plant: <input type="checkbox"/> Destination: <input checked="" type="checkbox"/> Other: <input type="checkbox"/>	
<b>Address Enquiries to:</b> Andrea McGraw-Alcock	
<b>Telephone No.:</b> 587-436-5908	<b>Fax No.:</b> 866-246-6893
<b>Email Address:</b> <a href="mailto:andrea.mcgraw-alcock@pc.gc.ca">andrea.mcgraw-alcock@pc.gc.ca</a>	
<b>Destination of Goods, Services, and Construction:</b> See herein	

**TO BE COMPLETED BY THE BIDDER**

<b>Vendor/ Firm Name:</b>	
<b>Address:</b>	
<b>Telephone No.:</b>	<b>Email Address:</b>
<b>Name of person authorized to sign on behalf of the Vendor/ Firm (type or print):</b>	
<b>Signature:</b>	<b>Date:</b>

**Solicitation No.:**  
5P420-24-0039/A

**Amendment No.:**  
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**Contracting Authority:**  
Andrea McGraw-Alcock

Ver. 12.12.2022

**Client Reference No.:**  
n/a

**Title:**  
Air Charter Services for the Capture of Grizzly Bears for GPS Collaring and Biological Sample Collection - Nahanni National Park Reserve

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### **IMPORTANT NOTICE TO BIDDERS**

**BIDS RECEIVED BY FAX AND EMAIL WILL BE ACCEPTED AS OFFICIAL.**

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

The only acceptable email address for responses to the bid solicitation is [soumissionsouest-bidswest@canada.ca](mailto:soumissionsouest-bidswest@canada.ca). Bids submitted by email directly to the Contracting Authority or to any email address other than [soumissionsouest-bidswest@canada.ca](mailto:soumissionsouest-bidswest@canada.ca) will not be accepted.

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The Bidder 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 Bidder should send the bid 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 bid documents will not be accepted. Bid documents must be sent as email attachments.

#### **Direct Deposit**

The Government of Canada has replaced cheques with direct deposit payment(s); an electronic transfer of funds deposited directly into a bank account. In order to receive payment, new vendors that are awarded a contract will be required to complete a direct deposit enrolment form to register their direct deposit information with Parks Canada.

Additional information on this Government of Canada initiative is available at:

<http://www.directdeposit.gc.ca>

**TABLE OF CONTENTS**

**PART 1 – INFORMATION AND INSTRUCTIONS.....4**  
1.1. SECURITY REQUIREMENTS.....4  
1.2. STATEMENT OF WORK.....4  
1.3. DEBRIEFINGS.....4

**PART 2 – BIDDER INSTRUCTIONS .....5**  
2.1. STANDARD INSTRUCTIONS, CLAUSES AND CONDITIONS.....5  
2.2. SUBMISSION OF BIDS.....5  
2.3. ENQUIRIES – BID SOLICITATION.....5  
2.4. APPLICABLE LAWS.....6  
2.5. BID CHALLENGE AND RECOURSE MECHANISMS.....6

**PART 3 – BID PREPARATION INSTRUCTIONS .....7**  
3.1. BID PREPARATION INSTRUCTIONS.....7

**PART 4 – EVALUATION PROCEDURES AND BASIS OF SELECTION .....8**  
4.1. EVALUATION PROCEDURES.....8

**PART 5 – CERTIFICATIONS AND ADDITIONAL INFORMATION.....9**  
5.1. CERTIFICATIONS REQUIRED WITH THE BID.....9  
5.2. CERTIFICATIONS PRECEDENT TO CONTRACT AWARD AND ADDITIONAL INFORMATION.....9

**PART 6 – RESULTING CONTRACT CLAUSES ..... 11**  
6.1. SECURITY REQUIREMENTS..... 11  
6.2. STATEMENT OF WORK..... 11  
6.3. STANDARD CLAUSES AND CONDITIONS..... 11  
6.4. TERM OF CONTRACT..... 11  
6.5. AUTHORITIES..... 12  
6.6. PROACTIVE DISCLOSURE OF CONTRACTS WITH FORMER PUBLIC SERVANTS..... 13  
6.7. PAYMENT..... 13  
6.8. INVOICING INSTRUCTIONS..... 14  
6.9. CERTIFICATIONS AND ADDITIONAL INFORMATION..... 14  
6.10. APPLICABLE LAWS..... 14  
6.11. PRIORITY OF DOCUMENTS..... 14  
6.12. SACC MANUAL CLAUSES..... 15  
6.13. INSURANCE REQUIREMENTS..... 15  
6.14. INSPECTION AND ACCEPTANCE..... 15

**ANNEX A..... 16**  
STATEMENT OF WORK..... 16

**ANNEX B..... 23**  
BASIS OF PAYMENT..... 23

**ANNEX C..... 25**  
INSURANCE REQUIREMENTS..... 25

**ANNEX D..... 27**  
ATTESTATION AND PROOF OF COMPLIANCE WITH OCCUPATIONAL HEALTH AND SAFETY (OHS)..... 27

**ANNEX E TO PART 4 OF THE BID SOLICITATION..... 29**  
TECHNICAL EVALUATION..... 29

**ANNEX F TO PART 5 OF THE BID SOLICITATION..... 32**  
LIST OF NAMES FOR INTEGRITY VERIFICATION FORM..... 32

**ANNEX G TO PART 5 OF THE BID SOLICITATION..... 34**  
FORMER PUBLIC SERVANT..... 34

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**Solicitation No.:**  
5P420-24-0039/A

**Amendment No.:**  
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## **PART 1 – INFORMATION AND INSTRUCTIONS**

### **1.1. Security Requirements**

1.1.1. There is no security requirement associated with the bid solicitation.

### **1.2. Statement of Work**

The requirement 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.

## 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) (<https://buyandsell.gc.ca/policy-and-guidelines/standard-acquisition-clauses-and-conditions-manual>) issued by Public Works and Government Services Canada.

Bidders who submit a bid agree to be bound by the instructions, clauses and conditions of the bid solicitation and accept the clauses and conditions of the resulting contract.

The [2003](#) (2023-06-08), Standard Instructions – Goods or Services – Competitive Requirements, are incorporated by reference into and form part of the bid solicitation.

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

Subsection 2. entitled Canada Post Corporation's Connect service of section 08, Transmission by facsimile or by Canada Post Corporation's (CPC) Connect service of the Standard Instructions [2003](#) incorporated by reference above is deleted in its entirety.

#### 2.1.1. SACC Manual Clauses

[B3000T](#) (2006-06-16), Equivalent Products

### 2.2. Submission of Bids

Bids must be submitted only to the Parks Canada Agency (PCA) Bid Receiving Unit by the date and time indicated on page 1 of the bid solicitation.

**Bids submitted in-person or by courier will not be accepted.**

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Emails with links to bid documents will not be accepted. Bid documents must be sent as email attachments .

### 2.3. Enquiries – Bid Solicitation

All enquiries must be submitted in writing to the Contracting Authority no later than seven (7) 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"

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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.

## 2.4. Applicable Laws

Any resulting contract must be interpreted and governed, and the relations between the parties determined, by the laws in force in Northwest Territory.

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

## 2.5. Bid Challenge and Recourse Mechanisms

2.5.1. Several mechanisms are available to potential suppliers to challenge aspects of the procurement process up to and including contract award.

2.5.2. Canada encourages suppliers to first bring their concerns to the attention of the Contracting Authority. Canada's [Buy and Sell website](#), under the heading "[Bid Challenge and Recourse Mechanisms](#)" contains information on potential complaint bodies such as:

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

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

Solicitation No.:  
5P420-24-0039/A

Amendment No.:  
00

Contracting Authority:  
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Ver. 12.12.2022

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Title:  
Air Charter Services for the Capture of Grizzly Bears for GPS Collaring and Biological Sample Collection - Nahanni National Park Reserve

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## **PART 3 – BID PREPARATION INSTRUCTIONS**

### **3.1. Bid Preparation Instructions**

Canada requests that the bid be gathered per section and separated as follows:

Section I: Technical Bid  
Section II: Financial Bid  
Section III: Certifications

Prices must appear in the financial bid only. No prices must be indicated in any other section of the bid.

#### **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 at **Annex B**.

##### **3.1.1. Exchange Rate Fluctuation**

*SACC Manual* clause [C3011T](#) (2013-11-06), Exchange Rate Fluctuation

#### **Section III: Certifications**

Bidders must submit the certifications and additional information required under Part 5.

**Solicitation No.:**  
5P420-24-0039/A

**Amendment No.:**  
00

**Contracting Authority:**  
Andrea McGraw-Alcock

Ver. 12.12.2022

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Air Charter Services for the Capture of Grizzly Bears for GPS Collaring and Biological Sample Collection - Nahanni National Park Reserve

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## **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**

Technical bids will be evaluated against the mandatory technical evaluation criteria at **Annex E to Part 4 of the Bid Solicitation**.

#### **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.

#### **4.1.3. Basis of Selection - Mandatory Technical Criteria**

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 – Declaration of Convicted Offences**

In accordance with the Integrity Provisions of the Standard Instructions, all Bidders must provide with their bid, if applicable, the declaration form available on the [Forms for the Integrity Regime](http://www.tpsgc-pwgsc.gc.ca/ci-if/declaration-eng.html) website (<http://www.tpsgc-pwgsc.gc.ca/ci-if/declaration-eng.html>), to be given further consideration in the procurement process.

### **5.2. Certifications Precedent to Contract Award and Additional Information**

The certifications and additional information listed below should be submitted with the bid, but may be submitted afterwards. If any of these required certifications or additional information is not completed and submitted as requested, the Contracting Authority will inform the Bidder of a time frame within which to provide the information. Failure to provide the certifications or the additional information listed below within the time frame specified will render the bid non-responsive.

#### **5.2.1. Integrity Provisions – Required Documentation**

In accordance with the section titled Information to be provided when bidding, contracting or entering into a real property agreement of the [Ineligibility and Suspension Policy](http://www.tpsgc-pwgsc.gc.ca/ci-if/politique-policy-eng.html) (<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.

The Bidder, regardless of their status under the [Ineligibility and Suspension Policy](http://www.tpsgc-pwgsc.gc.ca/ci-if/politique-policy-eng.html), must provide the information requested at **Annex F to Part 5 of the Bid Solicitation** prior to contract award.

#### **5.2.2. Former Public Servant**

Contracts awarded to former public servants in receipt of a pension or 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 Former Public Servants, the Bidder must provide the information requested at **Annex G to Part 5 of the Bid Solicitation** prior to contract award.

**Solicitation No.:**  
5P420-24-0039/A

**Amendment No.:**  
00

**Contracting Authority:**  
Andrea McGraw-Alcock

Ver. 12.12.2022

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### **5.2.3. Federal Contractors Program for Employment Equity – Bid Certification**

By submitting a bid, the Bidder certifies that the Bidder, and any of the Bidder's members if the Bidder is a Joint Venture, is not named on the Federal Contractors Program (FCP) for employment equity "FCP Limited Eligibility to Bid" list available at the bottom of the page of the [Employment and Social Development Canada \(ESDC\) – Labour's](#) website.

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

### **5.2.4. Additional Certifications Precedent to Contract Award**

#### **5.2.4.1. Status and Availability of Resources**

*SACC Manual* clause [A3005T](#) (2010-08-16), Status and Availability of Resources

#### **5.2.4.2. Education and Experience**

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

**Additional certifications required for evaluation of the technical bid (e.g. professional certifications, CVs, résumés, etc.) are to be included in Section I: Technical Bid.**

## **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 apply to and form part of the Contract.

**6.1.1.1.** There are NO SECURITY REQUIREMENTS as long as the contractor has no access to protected or classified information or sensitive assets\* and is treated as a visitor and MUST BE escorted at all times if work must be performed inside operational zones or restricted non-public areas such as PCA compounds or buildings.

\* Sensitive assets may include: cash, artefacts, firearms, explosives, keys, vehicles, historic sites and bldgs., electronic equipment, IT networks, critical installations and systems, etc.

**6.1.1.2.** The contractor/vendor's personnel as well as their subcontractors MUST NOT remove any PCA information or assets from the identified work site(s) without consent from a PCA employee, and they must ensure that their personnel are made aware of and comply with this restriction.

### **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) (<https://buyandsell.gc.ca/policy-and-guidelines/standard-acquisition-clauses-and-conditions-manual>) issued by Public Works and Government Services Canada.

#### **6.3.1. General Conditions**

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

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

#### **6.3.2. Supplemental General Conditions**

##### **6.3.2.1. Compliance with On-site Measures, Standing Orders, Policies, and Rules**

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

### **6.4. Term of Contract**

#### **6.4.1. Period of the Contract**

The period of the Contract is from date of Contract to July 5, 2024 inclusive.

**Solicitation No.:**  
5P420-24-0039/A

**Amendment No.:**  
00

**Contracting Authority:**  
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Ver. 12.12.2022

**Client Reference No.:**  
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## **6.5. Authorities**

### **6.5.1. Contracting Authority**

The Contracting Authority for the Contract is:

**Andrea McGraw-Alcock**

A/ Advisor, National Contracting Services  
Parks Canada Agency  
Calgary, AB

Telephone: (587) 436-5908 | Facsimile: 1-866-246-6893 | E-mail address: [andrea.mcgraw-alcock@pc.gc.ca](mailto:andrea.mcgraw-alcock@pc.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**

The Project Authority for the Contract is:

\*\*\* to be provided at contract award \*\*\*

The Project Authority 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 Project Authority; however, the Project Authority has no authority to authorize changes to the scope of the Work. Changes to the scope of the Work can only be made through a contract amendment issued by the Contracting Authority.

### **6.5.3. Contractor's Representative**

The Contractor's Representative for the Contract is:

Solicitation No.:  
5P420-24-0039/A

Amendment No.:  
00

Contracting Authority:  
Andrea McGraw-Alcock

Ver.12.12.2022

Client Reference No.:  
n/a

Title:  
Air Charter Services for the Capture of Grizzly Bears for GPS Collaring and Biological Sample Collection - Nahanni National Park Reserve

**\*\* to be completed by the Bidder \*\***

<b>Representative's Name:</b>		
<b>Representative's Title:</b>		
<b>Legal Vendor/ Firm Name:</b>		
<b>Operating Vendor/ Firm Name</b> (if different than above):		
<b>Physical Address:</b>		
<b>City:</b>	<b>Province/ Territory:</b>	<b>Postal Code:</b>
<b>Telephone:</b>	<b>Facsimile:</b>	
<b>Email Address:</b>		
<b>Procurement Business Number (PBN) or Goods and Services Tax (GST) Number:</b>		

## 6.6. Proactive Disclosure of Contracts with Former Public Servants

\*\*\* SACC Manual clause A3025C to be inserted at contract award, if applicable \*\*\*

## 6.7. Payment

### 6.7.1. Basis of payment: Cost reimbursable – Limitation of expenditure

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

### 6.7.2. Limitation of Expenditure

6.7.2.1. Canada's total liability to the Contractor under the Contract must not exceed \*\*\* to be inserted at contract award \*\*\*. Customs duties are included and Applicable Taxes are extra.

6.7.2.2. 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% committed, or
- b. four 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.

**6.7.2.3.** 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.

### **6.7.3. Single Payment**

Canada will pay the Contractor upon completion and delivery of the Work in accordance with the payment provisions of the Contract if:

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

### **6.7.4 SACC Manual Clauses**

[C0711C](#) (2008-05-12) Time Verification

### **6.8. Invoicing Instructions**

**6.8.1.** 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.

**6.8.2.** Invoices must be distributed as follows:

- (a) One (1) copy must be forwarded electronically to the Project Authority identified under the section entitled "Authorities" of the Contract for appropriate certification after inspection and acceptance of the Work takes place.

### **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.

### **6.10. Applicable Laws**

The Contract must be interpreted and governed, and the relations between the parties determined, by the laws in force in **\*\*\* to be inserted at contract award \*\*\***.

### **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 [2010B](#) (2022-12-01), General Conditions – Professional Services (Medium Complexity);
- (c) Annex A, Statement of Work;
- (d) Annex B, Basis of Payment;
- (e) Annex C, Insurance Requirements;
- (f) Annex D, Attestation and Proof of Compliance with Occupational Health and Safety (OHS);
- (g) The Contractor's bid dated \*\*\* to be inserted at contract award \*\*\*.

#### 6.12. SACC Manual Clauses

- [A0038C](#) (2006-06-16), Air Transportation
- [A1009C](#) (2008-05-12), Work Site Access
- [A7017C](#) (2008-05-12), Replacement of Specific Individuals
- [A9068C](#) (2010-01-11), Government Site Regulations
- [B4028C](#) (2008-05-12), Air Charter Conditions
- [B4032C](#) (2006-06-16), Safety Briefing
- [B6802C](#) (2007-11-30), Government Property
- [B9028C](#) (2007-05-25), Access to Facilities and Equipment
- [D5324C](#) (2007-11-30), Inspection

#### 6.13. Insurance Requirements

The Contractor must comply with the insurance requirements specified in **Annex C**. The Contractor must maintain the required insurance coverage for the duration of the Contract. Compliance with the insurance requirements does not release the Contractor from or reduce its liability under the Contract.

The Contractor is responsible for deciding if additional insurance coverage is necessary to fulfill its obligation under the Contract and to ensure compliance with any applicable law. Any additional insurance coverage is at the Contractor's expense, and for its own benefit and protection.

The Contractor must forward to the Contracting Authority within ten (10) days after the date of award of the Contract, a Certificate of Insurance evidencing the insurance coverage and confirming that the insurance policy complying with the requirements is in force. For Canadian-based Contractors, coverage must be placed with an Insurer licensed to carry out business in Canada, however, for Foreign-based Contractors, coverage must be placed with an Insurer with an A.M. Best Rating no less than "A-". The Contractor must, if requested by the Contracting Authority, forward to Canada a certified true copy of all applicable insurance policies.

#### 6.14. Inspection and Acceptance

The Project Authority is the Inspection Authority. All reports, deliverable items, documents, goods and all services rendered under the Contract are subject to inspection by the Inspection Authority or representative. Should any report, document, good or service not be in accordance with the requirements of the Statement of Work and to the satisfaction of the Inspection Authority, as submitted, the Inspection Authority will have the right to reject it or require its correction at the sole expense of the Contractor before recommending payment.

## ANNEX A

### STATEMENT OF WORK

#### TITLE: CAPTURE OF GRIZZLY BEAR FOR GPS COLLARING AND BIOLOGICAL SAMPLE COLLECTION

##### 1.0 Scope

###### 1.1. Objective:

The objectives of this project are to

- 1) Capture and fit up to 15 adult grizzly bears (primarily female) with GPS Iridium tracking collars.
- 2) Collect biological samples from each captured bear.

###### 1.2. Background:

Nahanni National Park Reserve is located on the border between the Yukon and Northwest Territories. The park is a remote, mountainous area that encompasses 30,000 square kilometers and is a designated UNESCO world heritage site. The area is known for fog, and strong and gusty winds. In the spring/summer of 2024 Nahanni NP requires the capture and collaring of up to 15 adult grizzly bears (primarily female) to collect biological samples, movement, and survival data. Collars are to be dispersed throughout the study area. The study area is defined as a 30 to 50 km buffer around the Prairie Creek mine site and associated road. Collar data will increase understanding of grizzly bear habitat selection and survival in the park.

###### 1.3 Base of Operations and Geographical Operating Area:

When executing this contract, the principal base of operations will be the Prairie Creek mine site and Nahanni Butte, NT. Operations will be completed in Nahanni National Park Reserve. The area of study is 8000 km<sup>2</sup> on the southeastern side of the park.

###### 1.4 Terminology:

NP = National Park

Parks Canada Darter = Parks Canada staff member

Darter = Person who will be darting the animal, that is, the attending Parks Canada Darter

Agency = Parks Canada Agency

##### 2.0 Requirements:

###### 2.1 Scope of Work:

The Contractor is responsible for the following:

- 2.1.1 Provide pilot and helicopter communications equipment (e.g., radio) with experience coordinating with fixed-wing spotter aircraft for animal capture.
- 2.1.2 Provide rotary aircraft (with VHF tracking equipment), harness for darter, and pilot for herding, positioning, pursuit, darting and to transport capture crew to the work location.
- 2.1.3. Provide pilot with experience in positioning and pursuit of grizzly bears in a chemical immobilization setting.
- 2.1.4. Provide pilot experienced in handling and sampling of grizzly bears, to assist Parks Canada Staff with darting, post-darting tasks, and sampling.
- 2.1.5. Provide pilot, long line, and cargo net for positioning of study gear and fuel, or to sling bear to safety.

###### 2.2 Tasks:

Task 2.2.1. Contractor pilot must attend a pre-darting briefing with darter (Parks Canada darter or veterinarian) and capture crew to go over logistics, safety concerns, and plan for daily captures.

Task 2.2.2. Use rotary aircraft to locate animals.



- Task 2.2.3. Coordinate locating animals with use of a fixed-wing spotter plane.
- Task 2.2.4. Use rotary aircraft for aerial pursuit, commensurate with darters need for shooting. Pursuit must meet Canadian Association of Zoo and Wildlife Veterinarians (CAZWW) standards.
- Task 2.2.5. Maintain proximity to the darted animal to monitor plane of anesthesia, and/or maintain the animal's position so as to reduce chance of injury and increase chance of landing a helicopter beside the animal.
- Task 2.2.6. Contractor pilot must assist darter with preparation of equipment, treatment of injuries and euthanasia, as needed. Darting must be carried out by the Parks Canada darter.
- Task 2.2.7. The helicopter pilot must land at a safe location close to the immobilized animal. It is possible that a toe in or hover exit may be required.
- Task 2.2.8. The pilot must immediately assist the darter with preparing the immobilized animal for processing, as needed.
- Task 2.2.9. The pilot must assist with processing of immobilized animals, including; attaching GPS collars to 15 grizzly bears, extracting hair samples, and placing samples in labelled vials/envelopes for the 15 collared individuals.
- Task 2.2.10. The pilot must assist in monitoring the health of the animal during the capture period.
- Task 2.2.11. The pilot must assist with filling out a capture form for each animal handled.
- Task 2.2.12. The darter, helicopter pilot, and the rest of the capture crew must debrief on safety and capture methods at the end of the day.
- Task 2.2.13. The pilot must position fuel and gear for the project at designated cache locations.

### **2.3 Deliverables and Acceptance Criteria:**

- 2.3.1. For each capture day, the contractor must provide Aircraft Daily Flight Records (ADFRs) for the aircraft.

### **2.4 Constraints:**

#### **2.4.1 Occupational health and safety constraints:**

The work period may be changed (delayed, cancelled or extended) due to weather conditions, such as extreme wind or rain. Changes in the work period may affect overall cost.

Animal welfare constraints: The work period may be changed due to weather conditions that cause stress for animals during the capture process, for example, warm temperatures (above 20°C), or cool temperatures (below -20°C) and non-ideal terrain conditions.

### **2.5 Support Provided by Canada:**

- 2.5.1. The Agency will supply information to support the contract, including location information for potential capture sites and detailed information regarding care of animals during the collaring process, as requested.
  - 2.5.2. The Agency will provide all fuel for flights when on site (within the study area).
  - 2.5.3. The Agency will provide all GPS collars and related equipment.
  - 2.5.4. The Agency will provide a darter and capture crew, darting equipment, and all equipment necessary for chemical immobilization of the animals (drugs, dart guns, CO2 cartridges, ear tags, etc.)
-

- 2.5.5 The Agency will provide sampling equipment for collecting biological samples during captures (vials, syringes, etc.).
- 2.5.6 The Agency will arrange for and participate in the pre-capture meeting prior to commencing the Work.
- 2.5.7 The Agency will arrange for and participate in post-capture meetings at the end of each day with the Contractor.

## 2.6 Travel and Living Expenses:

It is expected that the captures will require approximately 11 consecutive days to complete, with an estimated 7 working days and 4 potential standby days. The nature of work requires flexibility in scheduling of flight days to mitigate potential delays due to weather or other unavoidable impacts to aerial capture activities. Crews are expected to stay nearby if the weather is set to improve in the short-term. All-travel related costs must be included in the daily rates.

Briefing meetings are to be held at the Nahanni Butte or Prairie Creek mine site Airport. A vehicle will not be provided to the contractor at any point during the contract.

## 2.7 Timeframe and Delivery Dates:

Parks Canada staff will discuss weather conditions and the best window with the Contractor. For this reason, the contract will be set to start **June 14, 2024, and end July 5, 2024** and may be adjusted as needed.

## 3.0 Contractor Qualifications:

### 3.0.1 Pilot Requirements

Pilot manifest, qualifications and documentation must be forwarded to the Project Authority for confirmation prior to the pilot's arrival.

The Contractor must provide a pilot who holds the appropriate licence and authorizations, as well as the following qualifications/experience:

- (a) Demonstrated experience in capturing grizzly bears without causing injury or mortality in relation to helicopter research
- (b) Experience assisting with in chemical immobilizations in closed canopy forests
- (c) Experience working with firearms

One (1) qualified pilot in accordance with the minimum experience:

- a. minimum 8,500 hours helicopter flight time as pilot-in-command rotary wing aircraft and 500 within the last 24 months prior to the commencement of the contract;
- b. minimum 1,000 hours flight time on class as pilot-in-command and 150 hours on type in the last eighteen months prior to the commencement date of the contract;
- c. minimum of 1000 hours of flight time as pilot-in-command in mountainous environments
- d. minimum 200 hours experience as pilot-in-command in animal darting and immobilization (net gunning and lethal removal are not considered as substitutes for this experience category), with at least 50 hours in the last 36 months;
- e. minimum 150 hours in the last five years in telemetry work as pilot-in-command locating collared animals, with a minimum of 25 hours in the last 24 months;
- f. minimum of 50 captures on grizzly bears as pilot-in-command in the last 10 years;
- g. demonstrated track record of grizzly bear captures with no injuries or mortalities related to helicopter chase;
- h. minimum of 50 captures working with XZT or MZT and reversals for immobilizations;
- i. experience assisting with chemical immobilizations in closed canopy forests;
- j. experience working around firearms.

All personnel assigned to the Contract must be demonstrably in accordance with the above mandatory 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 Project Authority.

### 3.0.1.1 Pilot Approval and Replacement

- a. Pilots are expected to perform their duties in a manner considered appropriate by Parks Canada. Immediate removal of Contractor personnel may be requested in cases where safety, poor performance or personal suitability is considered problematic for Parks Canada personnel. Pilot replacement will be requested by the Charterer if it is determined that performance is unsatisfactory.
- b. The Project Authority will engage the Contractor's representative in effort to address performance issues prior to an immediate replacement request;
- c. If aircrew are to be replaced due to performance not meeting contract obligations and the aircraft is unavailable as a result, the carrier will be responsible for cost incurred to replace the pilot or by Parks Canada to backfill the helicopter requirement;
- d. Any false pilot experience reporting by the Contractor, may result in any or all of the following:
  - a. Termination of the contract;
  - b. Request for immediate pilot withdrawal;

### 3.0.2 Aircraft Requirements

The aircraft provided for the Work under the Contract must meet the following minimum requirements:

- (a) Duly certified and maintained in accordance with all applicable Transport Canada Regulations;
- (b) The Contractor must provide a helicopter that is authorized by Transport Canada to be used for wildlife capture commercial flying services; and
- (c) Long Ranger helicopter that is suitably equipped to provide darting flying services as follows:
  - i. Capable of performing capture work with the pilot, three additional personnel, and capture gear on board;
  - ii. Boot dimensions must be large enough to fit the weigh tripod ie. 55" long x 10" tall x 46" – 10" wide
  - iii. Helicopter must be equipped with a shooting door, high skid gear and a harness for the darter;
  - iv. Suitable refueling and filtering system;
  - v. On board telemetry gear for locating collared bears, including attached antenna and receiver;
  - vi. A long line and cargo net; and
  - vii. Any additional equipment required by Transport Canada Regulations.

### 3.0.3 Communications Equipment Requirements

The aircraft provided for the Work under the Contract must have the following:

- (a) One VHF/AM radio transmitter-receiver;
- (b) Radio with simplex capabilities for communication with individuals on the ground
- (c) Provision for operational capabilities of both radio and hot-mic intercom, through headset/boom microphones, by both pilot and front seat passenger;
- (d) Unserviceable radio equipment and accessories may be considered as rendering the aircraft unserviceable for operational use. Please note that Nahanni National Park is remote and there are no cellular towers located within the park.

### 3.0.4 Directional, Safety and Emergency Equipment Requirements:

The aircraft provided for work under this contract must have the following:

- (a) One (1) Aircraft Direction Finder (ADF) and/or VORTEC (VOR);
  - (b) One (1) Emergency Locator Transmitter (ELT); and
  - (c) One (1) Global Positioning System (GPS), Trimble Trans Pack or equivalent. This GPS system must be capable of taking and storing waypoints for the capture crew.
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**Solicitation No.:**  
5P420-24-0039/A

**Amendment No.:**  
00

**Contracting Authority:**  
Andrea McGraw-Alcock

Ver. 12.12.2022

**Client Reference No.:**  
n/a

**Title:**  
Air Charter Services for the Capture of Grizzly Bears for GPS Collaring and Biological Sample Collection - Nahanni National Park Reserve

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### **3.0.5 Other Equipment**

In addition to the above noted, the aircraft must be equipped with any and all other standard safety, survival gear and emergency equipment as required by Transport Canada Regulations and the Canadian Aircraft Regulations (CARS). Additionally, the contractor must provide helmets for aerial darter and capture crew, a safety harness for the darter, short line and longlines for weighing of bears and a cargo net for carrying fuel and live or deceased animals.

### **3.0.6 Inspection**

All services provided by the Contractor will be subject to the approval of and acceptance by the Project Authority, who shall have the right to inspect the aircraft, its equipment, and documents relating to the air worthiness of the aircraft, and operational documentation including flight plans or flight notification, loading records, logs, aircrew log books, air carrier licenses and dangerous goods certificates of company and pilot in order to ensure compliance with the terms and conditions of this agreement. Inspection shall include presentation of certificate of registration or lease agreement; current certificate of airworthiness; and journey and technical log book.

If the Contractor is unavailable due to failure to meet final inspection criteria at the start-up date, the Contractor is responsible for any additional expenses incurred by Parks Canada to provide the necessary services that the Contractor has been unable to comply with.

## Appendix A

### BEAR HANDLING PROTOCOL AND CHEMICAL IMMOBILIZATION PROCEDURES

HELICOPTER HERDING POSITIONING AND PURSUIT (CCAC guidelines on: the care and use of wildlife, 2003)

#### Herding

- Use rotary aircraft to herd animals to a capture area, minimizing herding time, prior to active chase. Move groups of animals in a controlled manner, at a slow speed, and with minimal disturbance, bearing in mind efficiency and safety for humans and wildlife.
- A time limit of 20 minutes is associated with this activity; however, crews must be conscious of any indication that the animal is unduly stressed (tongue hanging out, breathing heavily, panting, change in movement speed and/or behavior). If animals are exhibiting any of these signs, back off appropriately; regardless if the 20-minute time limit has been reached yet.

#### Positioning (selective capture of an individual or small group)

- Generally, avoid animals that appear aged, non-adults, crippled, or in poor body condition.
- Separate one or more chosen animals from the main group and press them towards a capture site.
- If animals show signs of undue stress, either back off or break off contact.

#### Pursuit (aerial pursuit with a rotary aircraft)

- Pursuit of animals at a full run should last no more than 2 minutes and should occur in relatively open areas away from topographic features that may be dangerous for the bear (e.g., fences, thin ice).
- If animals show signs of undue stress (tongue hanging out, breathing heavily, panting, change in movement speed and/or behavior), either back off or break off contact.

### DARTING

#### Pre-darting:

- Pre-flight briefing with darter, pilots, Parks Canada staff to go over logistics, safety concerns, and plan for daily capture.

#### Drug Combinations and Dosages

- 3.6mg/kg of MZT (3mg tiletamine-zolazepam, 0.06mg medetomidine) will be used to immobilize grizzly bears.

#### Darting Description:

Grizzly bears will be darted in the quadriceps using barbed 2.0mm x 30 or 40mm needles (depending on the season darting occurs). Darting will occur when ambient temperature is between plus 20 and minus 20 degrees Celsius. The aircraft will land in a safe area close to the darted animal and the darter will attend to the animal immediately. The treatment of superficial wounds is not required, but treatment is recommended if wounds are more serious and were inflicted during the capture effort. In the event of a major injury (e.g. broken leg) the animal will be quickly and humanely destroyed following CCAC Protocols. The preferred method for euthanasia of lethally injured animals will be 12-gauge shotgun slug at close range to the brain. Euthanized animals will be transported by the helicopter using a cargo net, to another location.

#### Post Darting:

- The darter will be dropped off at a safe location close to the immobilized animal.
- The darter will bring the dart gun and extra dose of immobilization agent in case of incomplete induction.
- The attending capture crew and pilot will
  - Lubricate corneas with ophthalmic gel
  - Apply blindfold over eyes
  - Monitor oxygen saturation, heart rate, respiratory rate and temperature
  - Administer supplemental oxygen

**Solicitation No.:**  
5P420-24-0039/A

**Amendment No.:**  
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Ver. 12.12.2022

**Client Reference No.:**  
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**Title:**  
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**Processing of immobilized animals:** To be conducted by darter, assisted by capture crew and pilot.

- Physical examination
- Collar fitting
- Administer one DO NOT EAT ear tag
- Collect fecal sample
- Collect hair sample
- Draw blood (from the cephalic or femora; vein using a 16G x 1-inch needle. Approximately 30 cc of blood will be taken from each animal)
- Take morphometric data
- Return all data forms and samples to capture forms to bag
- Reversal (IM atipamezole)

**Post-processing:**

- Return to helicopter
- Monitor bear to ensure recovery from immobilization
- Debrief on safety and capture methods with the capture crew and pilot at the end of the day.
- Monitor newly collared individuals for 24-hours post-capture using collar data and visual checks using VHF from the air or ground as possible to detect any lasting effects of immobilization.

**ANNEX B**

**BASIS OF PAYMENT**

**\*\* to be completed by the Bidder \*\***

**Financial Bid Submission Requirements**

- (a) Prices must appear in the financial bid only. No prices must be indicated in any other section of the bid.
- (b) Bidder must submit its financial bid in accordance with this Basis of Payment.
- (c) The bid must be submitted in Canadian dollars, Applicable Taxes excluded, FOB destination, Canadian customs duties and excise taxes included.

**1. Estimated Flying Hours and Flying Hours**

An estimated number of flying hours are included in the table below.

**1.1. Determination of Hourly Rate:**

The hours and minutes for which a charge is made must be computed from the time the aircraft leaves the surface of the earth and terminating when the aircraft touches the surface of the earth at the next point of landing. The term "Firm Hourly Rate" is an hourly charge or portion of an hourly charge of "Air Time" as defined in the [Canadian Aviation Regulations](#), Part VIII, Air Navigation Services, and will be the basis of calculating charges for air services.

**1.2. In Determining the Duration of a Flight:**

- (a) each fraction of an hour must be stated as a decimal, established on the basis of a six-minute period;
- (b) each period of less than three minutes must be rounded to zero; and
- (c) each period of between three and six minutes must be rounded to six minutes, except that no flight must be considered to have a duration of less than 0.1 hour.

**1.3. Oil/ Lubricants/ Fuel**

The all-inclusive firm rate per flying hour includes oil and lubricants but not fuel. PCA will provide fuel after arrival at PCA base but will not cover the ferry of helicopter to/ from Contractor's location to PCA base site.

**2. Firm Unit Price(s)**

In consideration of the Contractor completing all of its obligations under the Contract, the Contractor will be paid firm unit price(s) in Canadian funds for all costs, including but not limited to all professional, technical, travel, positioning from Contractor's location to Parks Canada site, and administrative fees and costs as required to fulfill the requirements of *Annex A – Statement of Work* as defined.

Item No.	Description	Unit of Measurement	Firm Unit Price (a)	Estimated Quantity (b)	Extended Total = a x b
2.1	All-inclusive flight hours (working days)	Per Hour	\$	100	\$
2.2	All-inclusive standby rate for non-flight days	Per Day	\$	4	\$
(A)	<b>TOTAL FIRM UNIT PRICE(S) Sum of Extended Total(s)</b>				\$

**Solicitation No.:**  
5P420-24-0039/A

**Amendment No.:**  
00

**Contracting Authority:**  
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Ver. 12.12.2022

**Client Reference No.:**  
n/a

**Title:**  
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**Notes:**

- (a) Unidentified costs will not be allowable under the Contract unless there is a change to the work requirements and addressed by a contract amendment issued by the Contracting Authority;
- (b) Additional payment terms and conditions will not apply to the contract; and
- (c) Customs duties are included and Applicable Taxes are extra.



## ANNEX C

### INSURANCE REQUIREMENTS

#### A. AIRCRAFT CHARTER INSURANCE

1. The Contractor must not provide a domestic or international aircraft charter service to Canada unless, for every incident related to the Contractor's operation of that service, it has:
  - a. liability insurance covering risks of injury to or death of passengers in an amount that is not less than the amount determined by multiplying \$300,000 by the number of passenger seats on board the aircraft engaged in the service, or in accordance with the applicable regulations, whichever is greater;
  - b. in addition to passenger liability limits in (a) above, insurance covering risks of public liability in an amount that is not less than:
    - i. \$1,000,000, where the maximum permissible take-off weight of the aircraft less than 3,402 kg (7,500 pounds);
    - ii. \$2,000,000, where the maximum permissible take-off weight of the aircraft is between 3,402 kg (7,500 pounds) and 8,165kg (18,000 pounds); and,
    - iii. \$2,000,000 plus an amount determined by multiplying \$68 by the number of kilograms by which the maximum permissible take-off weight of the aircraft exceeds 8,165 kg (18,000 pounds), where the maximum permissible take-off weight of the aircraft is over 8,165 kg.
2. The insurance coverage required by subsection 1. (a) does not need to extend to any passenger who is an employee of the Contractor if workers' compensation legislation governing a claim for damages against that Contractor by the employee is applicable.
3. The Contractor's insurance must include the following:
  - a. Additional Insured: Canada is added as an additional insured, but only with respect to liability arising out of the Contractor's performance of the Contract. The interest of Canada as additional insured should read as follows: Canada, represented by Public Works and Government Services Canada.
  - b. Notice of Cancellation: The Contractor will provide the Contracting Authority thirty (30) days prior written notice of policy cancellation or any changes to the insurance policy.
  - c. Cross Liability/Separation of Insureds: Without increasing the limit of liability, the policy must protect all insured parties to the full extent of coverage provided. Further, the policy must apply to each Insured in the same manner and to the same extent as if a separate policy had been issued to each.
  - d. Contractual Liability: The policy must, on a blanket basis or by specific reference to the contract, extend to assumed liabilities with respect to contractual obligations.

#### B. AVIATION LIABILITY INSURANCE

1. The Contractor must obtain Aviation Liability Insurance for Bodily Injury (including passenger Bodily Injury) and Property Damage, and maintain it in force throughout the duration of the Contract, in an amount usual for a contract of this nature, but for not less than \$5,000,000 per accident or occurrence and in the annual aggregate.
2. The Aviation Liability policy must include the following:
  - a. Additional Insured: Canada is added as an additional insured, but only with respect to liability arising out of the Contractor's performance of the Contract. The interest of Canada should read as follows: Canada, represented by Public Works and Government Services Canada.
  - b. Notice of Cancellation: The Contractor will provide the Contracting Authority thirty (30) days prior written notice of policy cancellation or any changes to the insurance policy.
  - c. Cross Liability/Separation of Insureds: Without increasing the limit of liability, the policy must protect all insured parties to the full extent of coverage provided. Further, the policy must apply to each Insured in the same manner and to the same extent as if a separate policy had been issued to each.

**Solicitation No.:**  
5P420-24-0039/A

**Amendment No.:**  
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Ver. 12.12.2022

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Air Charter Services for the Capture of Grizzly Bears for GPS Collaring and Biological Sample Collection - Nahanni National Park Reserve

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- d. Contractual Liability: The policy must, on a blanket basis or by specific reference to the Contract, extend to assumed liabilities with respect to contractual provisions.
- e. Employees and, where applicable, Volunteers must be included as Additional Insured.
- f. Aviation Passenger Liability and inclusive Medical Payments: If sub-limits are applicable to Contractor's policy conforming to international carriage agreements or otherwise, such sub-limits must in any event be, not less than, \$300,000 per person. The per accident limit should be no less than \$300,000 multiplied by the number of passengers.
- g. If the policy is written on a claims-made basis, coverage must be in place for a period of at least 12 months after the completion or termination of the Contract.
- h. Employers Liability (unless we have confirmation that all employees are covered by Worker's compensation WSIB or similar program)

Solicitation No.:  
5P420-24-0039/A

Amendment No.:  
00

Contracting Authority:  
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Ver. 12.12.2022

Client Reference No.:  
n/a

Title:  
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## ANNEX D

### ATTESTATION AND PROOF OF COMPLIANCE WITH OCCUPATIONAL HEALTH AND SAFETY (OHS)

\*\*\* to be completed after contract award \*\*\*

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
Project Manager		
Prime Contractor		
Subcontractor(s) (add additional fields as required)		

Location of Work
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General Description of Work to be Completed
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**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:** \_\_\_\_\_

Solicitation No.:  
5P420-24-0039/A

Amendment No.:  
00

Contracting Authority:  
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Ver. 12.12.2022

Client Reference No.:  
n/a

Title:  
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## ANNEX E TO PART 4 OF THE BID SOLICITATION

### TECHNICAL EVALUATION

#### Technical Bid Format

The technical bid must address clearly and in sufficient depth the points that are subject to the evaluation criteria against which the bid will be evaluated. Simply repeating the statement contained in the bid solicitation is not sufficient.

In order to facilitate the evaluation of the bid, **Canada strongly requests that bidders address and present topics in the order of the evaluation criteria under the same headings.**

To avoid duplication, bidders may refer to different sections of their bids by identifying the specific paragraph and page number where the subject topic has already been addressed.

The Bidder is advised to pay careful attention to the wording used throughout this Request for Proposal (RFP). Failure to satisfy a term or condition of this RFP may result a bid being deemed non-responsive.

All information required for evaluation purposes must be included directly in the Bidder's technical bid. The evaluation team cannot consider information not provided directly in the technical bid (e.g. links to additional website content, references checks, etc.).

#### Submission Requirements

The Bidder must submit one (1) electronic version of their technical bid. Adobe PDF format is the preferred format.

#### 1. Mandatory Technical Criteria

Technical bids will be evaluated against the mandatory technical criteria below.

For a bid to be declared responsive to the solicitation requirements it must demonstrate and meet all of the mandatory technical criteria. Bids declared non-responsive to the mandatory technical criteria will be given no further evaluation.

Note: Any dates provided should indicate months and years (e.g. November 2008 – July 2015).

a) Pilot submission:				
1.1	<p><b>Pilot submission:</b> The Bidder must provide <b>one</b> (1) pilot and must include the following with their proposal: The pilot manifest, qualifications, documentation, and respective pilot information sheet which clearly outlines minimum qualifications to be used to confirm qualifications for mandatory criterion as per Annex A Statement of Work section 3.0.1 Pilot Requirements:</p> <ul style="list-style-type: none"> <li>(a) minimum 8,500 hours helicopter flight time as pilot-in-command rotary wing aircraft and 500 within the last 24 months prior to the commencement of the contract;</li> <li>(b) minimum 1,000 hours flight time on class as pilot-in-command and 150 hours on type in the last eighteen months prior to the commencement date of the contract;</li> <li>(c) minimum of 1000 hours of flight time as pilot-in-command in mountainous environments</li> <li>(d) minimum 200 hours experience as pilot-in-command in animal darting and immobilization (net gunning and lethal removal are not considered as substitutes for this experience category), with at least 50 hours in the last 36 months;</li> <li>(e) minimum 150 hours in the last five years in telemetry work as pilot-in-command locating collared animals, with a minimum of 25 hours in the last 24 months;</li> <li>(f) minimum of 50 captures on grizzly bears as pilot-in-command in the last 10 years;</li> <li>(g) demonstrated track record of grizzly bear captures with no injuries or mortalities related to helicopter chase;</li> <li>(h) minimum of 50 captures working with XZT or MZT and reversals for immobilizations;</li> <li>(i) experience assisting with chemical immobilizations in closed canopy forests;</li> <li>(j) experience working around firearms.</li> </ul>			
Item No.	Evaluation Criteria	Met / Not Met		Remarks / Notes
		**To Be Completed by Evaluation Team**		
1.1	Bidder has provided one (1) qualified pilot in accordance with the minimum experience.	<input type="checkbox"/> Met	<input type="checkbox"/> Not Met	

**b) Helicopter Submission:**

<b>1.2</b>	<p><b>Helicopter Requirements:</b> Bidder must provide one (1) "Long Ranger" (Bell 206L) helicopter and its specifications that clearly outline the minimum requirements identified as per Annex A Statement of Work section 3.0.2 Aircraft Requirements:</p> <ul style="list-style-type: none"> <li>a. A helicopter that is authorized by Transport Canada to be used for wildlife capture commercial flying services and duly certified and maintained in accordance with all applicable Transport Canada Regulations;</li> <li>b. Capable of performing capture work with the pilot, <b>three</b> additional personnel, and capture gear on board;</li> <li>c. Boot dimensions must be large enough to fit the weigh tripod ie. 55" long x 10" tall x 46" – 10" wide</li> <li>d. Helicopter must be equipped with a shooting door, high skid gear and a harness for the darter;</li> <li>e. Suitable refueling and filtering system;</li> <li>f. On board telemetry gear for locating collared bears, including attached antenna and receiver;</li> <li>g. A long line and cargo net.</li> </ul>
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Item No.	Evaluation Criteria	Met / Not Met		Remarks / Notes
		**To Be Completed by Evaluation Team**		
1.2	Bidder has submitted one (1) helicopter that meets or exceeds minimum specifications requirements of Annex A – Statement of Work.	<input type="checkbox"/> Met	<input type="checkbox"/> Not Met	

**C) Communication Equipment:**

<b>1.3</b>	<p><b>Communication Requirements:</b> Bidder must provide one (1) helicopter and its specifications that clearly outline the minimum requirements identified as per Annex A Statement of Work section 3.0.3 Communications Equipment Requirements:</p> <ul style="list-style-type: none"> <li>a. One VHF/AM radio transmitter-receiver;</li> <li>b. Radio with simplex capabilities for communication with individuals on the ground</li> <li>c. Provision for operational capabilities of both radio and hot-mic intercom, through headset/boom microphones, by both pilot and front seat passenger;</li> </ul>
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Item No.	Evaluation Criteria	Met / Not Met		Remarks / Notes
		**To Be Completed by Evaluation Team**		
1.3	Bidder has submitted one (1) helicopter with communication equipment that meets or exceeds minimum requirements of Annex A – Statement of Work.	<input type="checkbox"/> Met	<input type="checkbox"/> Not Met	

**Bids that do not demonstrate and meet all of the mandatory technical criteria will be given no further evaluation.**

Solicitation No.:  
5P420-24-0039/A

Amendment No.:  
00

Contracting Authority:  
Andrea McGraw-Alcock

Ver.12.12.2022

Client Reference No.:  
n/a

Title:  
Air Charter Services for the Capture of Grizzly Bears for GPS Collaring and Biological Sample Collection - Nahanni National Park Reserve

**ANNEX F TO PART 5 OF THE BID SOLICITATION**

**LIST OF NAMES FOR INTEGRITY VERIFICATION FORM**

**\*\* to be completed by the Bidder \*\***

**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 when participating in a procurement process. The required list differs depending on the Bidder's 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**

<b>Supplier's Legal Name:</b>		
<b>Organizational Structure:</b> <input type="checkbox"/> Corporate Entity <input type="checkbox"/> Privately Owned Corporation <input type="checkbox"/> Sole Proprietor <input type="checkbox"/> Partnership		
<b>Supplier's Legal Address:</b>		
<b>City:</b>	<b>Province / Territory:</b>	<b>Postal Code:</b>
<b>Supplier's Procurement Business Number (optional):</b>		

**List of Names**

Name	Title



Solicitation No.:  
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**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:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**ANNEX G TO PART 5 OF THE BID SOLICITATION**

**FORMER PUBLIC SERVANT**

**\*\* to be completed by the Bidder \*\***

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 FPS in receipt of a pension, as applicable:

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

By providing this information, Bidders agree that the successful Bidder’s status, with respect to being a former public servant in receipt of a pension, will be reported on departmental websites as part of the published proactive disclosure reports in accordance with [Contracting Policy Notice: 2019-1](#) and the [Guidelines on the Proactive Disclosure of Contracts](#).

**Solicitation No.:**  
5P420-24-0039/A

**Amendment No.:**  
00

**Contracting Authority:**  
Andrea McGraw-Alcock

Ver. 12.12.2022

**Client Reference No.:**  
n/a

**Title:**  
Air Charter Services for the Capture of Grizzly Bears for GPS Collaring and Biological Sample Collection - Nahanni National Park Reserve

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### 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? <b>Yes ( ) No ( )</b>
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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.