



**RETURN BIDS TO:
RETOURNER LES SOUMISSIONS À:**

Public Health Agency of Canada

Attn: Jeremy Mallon
Email: Jeremy.mallon@hc-sc.gc.ca

**REQUEST FOR PROPOSAL
DEMANDE DE PROPOSITION**

Proposal To: Public Health Agency of Canada

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 thereof.

**Proposition à:
Agence de la santé publique du 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 construction énumérés ici sur toute feuille ci-annexées, au(x) prix indiqué(s).

**Instructions : See Herein
Instructions: Voir aux présentes**

Issuing Office – Bureau de distribution
Public Health Agency of Canada / Agence de la santé publique du Canada
200, Eglantine Driveway
Tunney's Pasture
Ottawa Ontario K1A 0K9

Title – Sujet: The Collection, Removal and Disposal of Garbage, Recycling and/or Organic waste	
Solicitation No. – N° de l'invitation 1000246931	Date May 18, 2023
Solicitation Closes at – L'invitation prend fin à on / le date , June 9, 2023 – @ 2:00p.m.	Time Zone Fuseau horaire EDT
F.O.B. - F.A.B. Plant-Usine: <input type="checkbox"/> Destination: <input checked="" type="checkbox"/> Other-Autre: <input type="checkbox"/>	
Address Enquiries to: - Adresser toutes questions à : Name: Jeremy Mallon Email: Jeremy.mallon@hc-sc.gc.ca Telephone – téléphone : 613-371-3237	
Destination – of Goods, Services, and Construction: Destination – des biens, services et construction : See Herein – Voir ici	
Delivery required - Livraison exigée See Herein – Voir ici	
Vendor/firm Name and address Raison sociale et adresse du fournisseur/de l'entrepreneur	
Facsimile No. – N° de télécopieur : Telephone No. – N° de téléphone :	
Name and title of person authorized to sign on behalf of Vendor/firm Nom et titre de la personne autorisée à signer au nom du fournisseur/de l'entrepreneur	
<hr/> (type or print)/ (taper ou écrire en caractères d'imprimerie)	
<hr/> Signature	<hr/> Date



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PART 1 - GENERAL INFORMATION

1.1 Introduction

The bid solicitation is divided into seven parts plus attachments and annexes, as follows:

- Part 1 General Information: provides a general description of the requirement;
- Part 2 Bidder Instructions: provides the instructions, clauses and conditions applicable to the bid solicitation;
- Part 3 Bid Preparation Instructions: provides Bidders with instructions on how to prepare their bid;
- Part 4 Evaluation Procedures and Basis of Selection: indicates how the evaluation will be conducted, the evaluation criteria that must be addressed in the bid, and the basis of selection;
- Part 5 Certifications and Additional Information: includes the certifications and additional information to be provided;
- Part 6 Security Requirements: includes specific requirements that must be addressed by Bidders; and
- Part 7 Resulting Contract Clauses: includes the clauses and conditions that will apply to any resulting contract.

The Annexes include the Statement of Work, the Basis of Payment, the Security Requirements Checklist, the Task Authorization Form and any other annexes.

1.2 Summary

The Canadian Science Centre for Human and Animal Health (CSCHAH) and the JC Wilt Infectious Diseases Research Centre (JCWIDRC) have a requirement for a Contract or Contracts for the collection, removal and disposal of garbage, recycling and organic waste. The work will be performed at the Canadian Science Centre for Human and Animal Health (CSCHAH) located at 1015 Arlinton Street, 820 Elgin Avenue and the JC Wilt Infectious Diseases Research Centre (JWIDRC) located at 745 Logan Avenue, Winnipeg, Manitoba.

There are security requirements associated with this requirement. For additional information, consult Part 6 - Security, Financial and Other Requirements, and Part 7 - Resulting Contract Clauses. For more information on personnel and organization security screening or security clauses, Bidders should refer to the [Contract Security Program](http://www.tpsgc-pwgsc.gc.ca/esc-src/introduction-eng.html) of Public Works and Government Services Canada (<http://www.tpsgc-pwgsc.gc.ca/esc-src/introduction-eng.html>) website.

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](#) (2022-03-29) Standard Instructions - Goods or Services - Competitive Requirements, are incorporated by reference into and form part of the bid solicitation.

2.2 Submission of Bids

Bids must be submitted only to jeremy.mallon@hc-sc.gc.ca at the time and place indicated on the front page of the bid solicitation.

Due to the nature of the bid solicitation, bids transmitted by e-post or facsimile will not be accepted.

2.3 Former Public Servant

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

Definitions

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

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

"*lump sum payment period*" means the period measured in weeks of salary, for which payment has been made to facilitate the transition to retirement or to other employment as a result of the implementation of various programs to reduce the size of the Public Service. The lump sum payment period does not include the period of severance pay, which is measured in a like manner.

"*pension*" means a pension or annual allowance paid under the [Public Service Superannuation Act](#) (PSSA), R.S., 1985, c. P-36, and any increases paid pursuant to the [Supplementary Retirement Benefits Act](#), R.S., 1985, c. S-24 as it affects the PSSA. It does not include pensions payable pursuant to the [Canadian Forces Superannuation Act](#), R.S., 1985, c. C-17, the [Defence Services Pension](#)



[Continuation Act](#), 1970, c. D-3, the [Royal Canadian Mounted Police Pension Continuation Act](#), 1970, c. R-10, and the [Royal Canadian Mounted Police Superannuation Act](#), R.S., 1985, c. R-11, the [Members of Parliament Retiring Allowances Act](#), R.S. 1985, c. M-5, and that portion of pension payable to the [Canada Pension Plan Act](#), R.S., 1985, c. C-8.

Former Public Servant in Receipt of a Pension

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

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

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

By providing this information, Bidders agree that the successful Bidder's status, with respect to being a former public servant in receipt of a pension, will be reported on departmental websites as part of the published proactive disclosure reports in accordance with [Contracting Policy Notice: 2019-01](#) and the [Guidelines on the Proactive Disclosure of Contracts](#).

Work Force Adjustment Directive

Is the Bidder a FPS who received a lump sum payment pursuant to the terms of the Work Force Adjustment Directive? **Yes () No ()**

If so, the Bidder must provide the following information:

- a. name of former public servant;
- b. conditions of the lump sum payment incentive;
- c. date of termination of employment;
- d. amount of lump sum payment;
- e. rate of pay on which lump sum payment is based;
- f. period of lump sum payment including start date, end date and number of weeks;
- g. number and amount (professional fees) of other contracts subject to the restrictions of a work force adjustment program.

2.4 Enquiries - Bid Solicitation

All enquiries must be submitted in writing to the Contracting Authority no later than 5 calendar days before the bid closing date. Enquiries received after that time may not be answered.

Bidders should reference as accurately as possible the numbered item of the bid solicitation to which the enquiry relates. Care should be taken by Bidders to explain each question in sufficient detail in order to enable Canada to provide an accurate answer. Technical enquiries that are of a proprietary nature must be clearly marked "proprietary" at each relevant item. Items identified as "proprietary" will be treated as such except where Canada determines that the enquiry is not of a proprietary nature. Canada may edit the question(s) or may request that the Bidder do so, so that the proprietary nature of the question(s) is eliminated and the enquiry can be answered to all Bidders. Enquiries not submitted in a form that can be distributed to all Bidders may not be answered by Canada.

2.5 Applicable Laws

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

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



2.6 Improvement of Requirement During Solicitation Period

Should bidders consider that the specifications or Statement of Work contained in the bid solicitation could be improved technically or technologically, bidders are invited to make suggestions, in writing, to the Contracting Authority named in the bid solicitation. Bidders must clearly outline the suggested improvement as well as the reason for the suggestion. Suggestions that do not restrict the level of competition nor favour a particular bidder will be given consideration provided they are submitted to the Contracting Authority at least 10 days before the bid closing date. Canada will have the right to accept or reject any or all suggestions.

2.7 Bid Challenge and Recourse Mechanisms

- (a) Several mechanisms are available to potential suppliers to challenge aspects of the procurement process up to and including contract award.
- (b) 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)
- (c) 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.

PART 3 - BID PREPARATION INSTRUCTIONS

3.1 Bid Preparation Instructions

If a Bidder would like to apply to more than one stream, they must submit a separate bid for each stream.

Due to the nature of the bid solicitation, bids transmitted by epost Connect service and by facsimile will not be accepted.

Canada requests that bidders provide their bid in separately bound sections as follows:

Section I: Technical Bid electronic copy by email

Section II: Financial Bid electronic copy by email

Section III: Certifications electronic copy by email

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

Canada requests that bidders follow the format instructions described below in the preparation of their bid:

- (a) use a numbering system that corresponds to the bid solicitation.



Section I: Technical Bid

In their technical bid, Bidders should demonstrate their understanding of the requirements contained in the bid solicitation and explain how they will meet these requirements. Bidders should demonstrate their capability in a thorough, concise and clear manner for carrying out the work.

The technical bid should 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 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.

Section II: Financial Bid

Bidders must submit their financial bid in accordance with the Basis of Payment in Annex "B".

Section III: Certifications

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

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

The bid must meet the mandatory criteria set out below. The Bidder must provide the necessary documentation to support compliance. Bids which fail to meet the mandatory criteria will be declared non-responsive. Mandatory criteria are evaluated on a simple pass or fail basis. This will be evaluated as either "Yes" or a "No."

Stream 1



No.	Mandatory Criteria	Meets Criteria (✓)	Proposal Page No.
M1	The Bidder's disposal area must be an approved site for the disposal of garbage. To demonstrate this criteria the Bidder must provide a permit or letter, approved by municipal authorities, authorizing the bidder's proposed disposal area as an approved site for the disposal of garbage.		
M2	<p>Corporate Experience:</p> <p>The Bidder must have a minimum of two (2) years of cumulative experience providing garbage and recycling services within the last four (4) years.</p> <p>Bidders must provide the following details as to how the stated experience was obtained:</p> <ol style="list-style-type: none">1) The name and location of the organization for whom service was provided2) The start and end dates of the project/job3) A short description the services provided4) Contact information (name, telephone number and/or email address) for the client. <p>Canada reserves the right to contact references to validate experience.</p>		

Stream 2



No.	Mandatory Criteria	Meets Criteria (√)	Proposal Page No.
M1	<p>The Bidder's disposal area must be an approved site for the disposal of organic waste. To demonstrate this criteria the Bidder must provide a permit or letter, approved by municipal authorities, authorizing the bidder's proposed disposal area as an approved site for the disposal of Organic waste.</p>		
M2	<p>Corporate Experience:</p> <p>The Bidder must have a minimum of two (2) years of cumulative experience providing organic waste removal services within the last four (4) years.</p> <p>Bidders must provide the following details as to how the stated experience was obtained:</p> <ol style="list-style-type: none">1) The name and location of the organization for whom service was provided2) The start and end dates of the project/job3) A short description the services provided4) Contact information (name, telephone number and/or email address) for the client. <p>Canada reserves the right to contact references to validate experience.</p>		



4.2 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 Integrity 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.



PART 6 - SECURITY AND INSURANCE REQUIREMENTS

6.1 Security Requirements

1. Prior to contract award, the following conditions must be met:
 - (a) the Bidder must hold a valid organization security clearance as indicated in Part 7 - Resulting Contract Clauses;
 - (b) the Bidder's proposed individuals requiring access to classified or protected information, assets or sensitive work sites must meet the security requirements as indicated in Part 7 - Resulting Contract Clauses;
 - (c) the Bidder must provide the name of all individuals who will require access to classified or protected information, assets or sensitive work sites;
2. Bidders are reminded to obtain the required security clearance promptly. Any delay in the award of a contract to allow the successful Bidder to obtain the required clearance will be at the entire discretion of the Contracting Authority.
3. For additional information on security requirements, Bidders should refer to the [Contract Security Program](http://www.tpsgc-pwgsc.gc.ca/esc-src/introduction-eng.html) of Public Works and Government Services Canada (<http://www.tpsgc-pwgsc.gc.ca/esc-src/introduction-eng.html>) website.



PART 7 - RESULTING CONTRACT CLAUSES

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

7.1 Statement of Work

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

7.1.1 Task Authorization

The Work or a portion of the Work to be performed under the Contract will be on an "as and when requested basis" using a Task Authorization (TA). The Work described in the TA must be in accordance with the scope of the Contract.

7.1.1.1 Task Authorization Process

1. The Project Authority will provide the Contractor with a description of the task using the Task Authorization form specified in Annex E
2. The Task Authorization (TA) will contain the details of the activities to be performed, a description of the deliverables, and a schedule indicating completion dates for the major activities or submission dates for the deliverables. The TA will also include the applicable basis(bases) and methods of payment as specified in the Contract.
3. The Contractor must provide the Project Authority, within 2 calendar days of its receipt, the proposed total estimated cost for performing the task and a breakdown of that cost, established in accordance with the Basis of Payment specified in the Contract.
4. The Contractor must not commence work until a TA authorized by the Project Authority has been received by the Contractor. The Contractor acknowledges that any work performed before a TA has been received will be done at the Contractor's own risk.

7.1.2.2 Task Authorization Limit

The Project Authority may authorize individual task authorizations up to a limit of \$_____ (*insert at contract award*), Applicable Taxes included, inclusive of any revisions.

Any task authorization to be issued in excess of that limit must be authorized by the Contracting Authority before issuance.

7.1.2.3 Canada's Obligation - Portion of the Work - Task Authorizations

Canada's obligation with respect to the portion of the Work under the Contract that is performed through task authorizations is limited to the total amount of the actual tasks performed by the Contractor.

7.2 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.

7.2.1 General Conditions

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



7.2.2 Supplemental General Conditions

7.2.2.1 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.

7.3 Security Requirements

7.3.1 Unscreened contractors must be escorted:

1. Unscreened contractors must be escorted by an employee or Commissionaire at all times when visiting Government of Canada facilities.
2. Information which is to be used in the development of the contracted product, as reference material or otherwise made available to the contractor must be unclassified material and considered to be releasable to the public by Health Canada/Public Health Agency of Canada and/or The Government of Canada.
3. No Protected or Classified information is to be made available to the contractor, used in the production of the contracted product, or produced as a result of this contract.

7.4 Term of Contract

7.4.1 Period of the Contract

The period of the Contract is from Contract Award to July 31, 2025 inclusive.

7.4.2 Option to Extend the Contract

The Contractor grants to Canada the irrevocable option to extend the term of the Contract by up to three (3) additional one (1) year period(s) under the same conditions. The Contractor agrees that, during the extended period of the Contract, it will be paid in accordance with the applicable provisions as set out in the Basis of Payment.

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

7.5 Authorities

7.5.1 Contracting Authority

Name: Jeremy Mallon
Title: Procurement Officer
Telephone: 613-371-3237
E-mail address: jeremy.mallon@hc-sc.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.

7.5.2 Project Authority (to be identified at contract award)



The Project Authority for the Contract is:

Name: _____
Telephone: ____-____-_____
E-mail address: _____

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.

7.5.3 Contractor's Representative (to be identified at contract award)

Name: _____
Title: _____
Organization: _____
Telephone: ____-____-_____
E-mail address: _____

7.6 Proactive Disclosure of Contracts with Former Public Servants

****this clause may be removed from the contract pending the results of the evaluation****

By providing information on its status, with respect to being a former public servant in receipt of a Public Service Superannuation Act (PSSA) pension, the Contractor has agreed that this information will be reported on departmental websites as part of the published proactive disclosure reports, in accordance with Contracting Policy Notice: 2012-2 of the Treasury Board Secretariat of Canada.

7.7 Payment

7.7.1 Basis of Payment – Scheduled Services

For the Work described the Statement of Work in Annex A:

In consideration of the Contractor satisfactorily completing its obligations under the Contract, the Contractor will be paid firm unit prices as specified in Annex B for a cost of \$_____ (**insert the amount at contract award**). Customs duties are excluded and Applicable Taxes are extra.

For the firm price portion of the Work only, Canada will not pay the Contractor for any design changes, modifications or interpretations of the Work unless they have been approved, in writing, by the Contracting Authority before their incorporation into the Work.

7.7.2 Basis of Payment - Task Authorizations

In consideration of the Contractor satisfactorily completing all of its obligations under the authorized Task Authorization (TA), the Contractor will be paid the firm unit price(s) in accordance with the Basis of Payment, in Annex B, as specified in the authorized TA. Customs duties are included and Applicable Taxes are extra.

Canada will not pay the Contractor for any design changes, modifications or interpretations of the Work, unless they have been authorized, in writing, by the Contracting Authority before their incorporation into the Work.

7.7.2.1 Limitation of Expenditure - Cumulative Total of all Task Authorizations



1. Canada's total liability to the Contractor under the Contract for all authorized Task Authorizations (TAs), inclusive of any revisions, must not exceed the sum of \$ _____. Customs duties are included and Applicable Taxes are extra.
2. No increase in the total liability of Canada will be authorized or paid to the Contractor unless an increase has been approved, in writing, by the Contracting Authority.
3. The Contractor must notify the Contracting Authority in writing as to the adequacy of this sum:
 - a. when it is 75 percent committed, or
 - b. four (4) months before the contract expiry date, or
 - c. as soon as the Contractor considers that the sum is inadequate for the completion of the Work required in all authorized TAs, inclusive of any revisions, whichever comes first.
4. 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.

7.7.3 Method of Payment

7.7.3.1 Scheduled Services - Monthly Payment

Canada will pay the Contractor on a monthly basis for work performed during the month covered by the invoice 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 performed has been accepted by Canada.

7.7.3.2 Task Authorizations – Single Payment or Monthly 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.

7.8 Invoicing Instructions

1. The Contractor must submit invoices in accordance with the section entitled "Invoice Submission" of the general conditions. Invoices cannot be submitted until all work identified in the invoice is completed.
2. Each invoice must indicate the following information:
 - (a) Contract number
 - (b) Work location
 - (c) Date



(d) Description of work activities

3. Invoices must be distributed as follows:

- a. One copy must be forwarded to the Project Authority and to p2p.invoices-factures@hc-sc.gc.ca for certification and payment.

7.9 Certifications and Additional Information

7.9.1 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.

7.10 Applicable Laws

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

7.11 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 Supplemental General Conditions
- (c) the general conditions 2010C (2022-12-01) General Conditions – Services (Medium Complexity);
- (d) Annex A, Statement of Work;
- (e) Annex B, Basis of Payment;
- (f) the signed Task Authorizations (including all of its annexes, if any);
- (g) the Contractor's bid dated _____

7.12 Insurance Requirements

SACC *Manual* clause [G1005C](#) (2016-01-28) Insurance - No Specific Requirement



ANNEX "A" - STATEMENT OF WORK

1. TITLE

The Collection, Removal and Disposal of Garbage, Recycling and/or Organic waste.

2. SCOPE

2.1. Objectives of the Requirement

The Canadian Science Centre for Human and Animal Health (CSCHAH) and the JC Wilt Infectious Diseases Research Centre (JCWIDRC) have a requirement for the collection, removal and disposal of garbage, recycling and/or organic waste.

The Scope of Work includes, but shall not be limited to, the provision, by the Contractor, of all labour, supervision, material and equipment necessary to complete the work and provide the services as detailed herein.

2.2. Background and Specific Scope of the Requirement

2.2.1 Canada's National Microbiology Laboratory Branch (NMLB) is known around the world for its scientific excellence. The NMLB works with public health partners in Canada and abroad to prevent the spread of infectious diseases. The NMLB has multiple sites across Canada, including the CSCHAH and the JCWIDRC in Winnipeg MB.

The Canadian Science Centre for Human and Animal Health (CSCHAH) is unique in both Canada and the world. CSCHAH is recognized as a leading-edge facility in an elite group of centres around the world equipped with laboratories ranging from biosafety level 2 to level 4 designed to accommodate the most basic to the most deadly infectious organisms. It is the first high-containment laboratory in the world where both animal and human disease research are conducted within the same facility.

The JC Wilt Infectious Diseases Research Centre (JCWIDRC) is one of few laboratories in North America to receive LEED® Canada Gold, the second highest status for leadership in Energy and Environmental Design. LEED® is a rating system that is recognized as the international mark of excellence for green building in over 132 countries. The JCWIDRC, which serves as a hub for HIV research and diagnostics in Canada.

3. REQUIREMENTS

3.1. Tasks, Activities, Deliverables and/or Milestones

3.1.1 Service to be provided - Type of Services:

- Unless otherwise specified, all instructions herein specify the duties and obligations of the Contractor.
- It is the intent of this Contract to provide trained and skilled personnel to provide services for the removal of refuse as detailed herein.
- The Contractor must respond to "routine" services as well as additional "as & when requested" services within four (4) hours of being notified by the Project Authority.
- The Contractor must be able to receive and respond to emergency calls outside normal business hours.
- The Contractor must provide telephone numbers for regular service calls and the contact names and telephone/cell numbers for emergency contact. The Contractor is responsible for advising the Project Authority (listed herein) in writing of any changes to after-hour personnel schedule



changes (weekend/holiday coverage) with a minimum seven (7) days' notice.

- The Contractor must advise the Project Authority on site of product defect or damage.

3.1.2 For 1015 Arlington: Garbage and Recycling:

The Contractor must:

- Provide three (3) eight (8) cubic yard bins.
 - One (1) 8 cubic yard bin is to be allocated for regular waste removal with a collection of twice per week.
 - One (1) 8 cubic yard bin to be labelled Mixed Recycling, the other bin to be labelled Cardboard Only with a collection of twice per week.
- The collection day will be determined through consultation between the Contractor and Project Authority
- Collect and remove of shredded autoclaved waste from a 20 Yard Roll-off bin. This bin is the property of the CSCHAH. This service will be required approximately once per month and is to be arranged by the Project Authority on a date that is mutually agreed upon.
- Wash (weather permitting) the interior of the 20-yard roll off bin, off site. This service will be required approximately once every other month (6 x per year) and will be coordinated by the Project Authority when a collection of waste pick up is arranged / scheduled.
- Report to Overhead Door #3 (North Entrance), at 1015 Arlington upon arrival prior to pick up of waste and recycling. Contractor must report to Overhead Door #4 for the 20-yard roll-off bin pick-up.

Organic Waste:

The Contractor must:

- Provide three (3) 65 gallon bins collected twice per week.
- The collection day will be determined through consultation between the Contractor and Project Authority.
- Provide the option to purchase liners for the 65 gallons bins

Tonnage Report (monthly):

The Contractor must provide a monthly tonnage report. This report must provide the total weight of each type of material collected from the facility during the month (garbage, recycled and organic materials). This report must be sent via email to the Project Authority at the end of each month.



3.1.3 For 820 Elgin: Garbage and Recycling:

The Contractor must:

- Provide one (1) four (4) cubic yard bin for regular waste collected once weekly.
- The collection day will be determined through consultation between the Contractor and Project Authority.

Organic Waste:

The Contractor must:

- Provide one (1) 65 gallon bins collected twice per week.
- The collection day will be determined through consultation between the Contractor and Project Authority.
- Provide the option to purchase liners for the 65 gallons bins

3.1.4 For 745 Logan: Garbage and Recycling:

The Contractor must:

- Provide two (2) six (6) cubic yard bins.
 - One (1) 6 cubic yard bin is to be allocated for regular waste with a collection of twice per week.
 - One (1) 6 cubic yard bin is to be allocated for recycling with a collection of twice per week. .
- The collection days will be determined through consultation between the Contractor and Project Authority.
- Report to Overhead Door # 1 (North Entrance).

Organic Waste:

The Contractor must:

- Provide one (1) 65 gallon bins collected twice per week.
- The collection day will be determined through consultation between the Contractor and Project Authority.
- Provide the option to purchase liners for the 65 gallons bins

3.2 As & When Services Initiated Through Task Authorizations



Additional services beyond the scheduled work may be required on an "as and when" required basis and authorized by the Project Authority through the issuance of a Task Authorization. The Contractor must not commence work until it has received a completed Task Authorization.

Garbage and Recycling:

- 3.2.1 As and when requested services from identified sites
- Collection of 8 cubic yard bin allocated for regular waste
 - Collection of 8 cubic yard bin labelled Mixed Recycling,
 - Collection of 8 cubic yard bin labelled Cardboard Only
 - Collection of 20 yard roll-off bin for shredded autoclaved waste
 - Washing the interior of 20 yard roll-off Bin
 - Collection of 4 cubic yard outside waste bin
 - Collection of 6 cubic yard bin for regular waste
 - Collection of 6 cubic yard bin for Mixed Recycling
- 3.2.2 As and when requested rental of 30 yard (6.5 ft high) roll off bin. This is required once every two years, usually in the spring.

Organic Waste:

- 3.2.3 As and when requested services from identified sites
- Collection of five (5) 65 gallons bins allocated for organic waste.
- 3.2.4 As and when requested rental of 20 yard roll-off bin for leaf and yard waste collection, once per year, usually in the fall.

All as and when collections will be coordinated by the Project Authority.

3.3 Contractor Requirements for all Sites

The Contractor must:

- 3.3.1 Leave the collection site neat and orderly after each collection and immediately clean-up any spillage from the container in the collection operation or en-route to the disposal site.
- 3.3.2 Transport the waste directly from the collection point to the Municipal or private disposal site, on routes designated by the municipal authority, where it is to be emptied.
- 3.3.4 Report all damage done by contractor's employees to the building, parked vehicles, light standards, car-plug standards, sidewalks, curbing, sod, plants, etc. must be reported to the Project Authority immediately. The contractor is responsible for cost of all repairs.

4. GENERAL REQUIREMENTS

4.1 Standards

- 4.1.1 The Contractor must comply with all legislative and regulatory provisions whether federal, provincial or municipal applicable to the performance of the work. The Work is to be executed to meet or exceed the requirements of:



- Applicable Federal, Provincial and Municipal statutes, codes, regulations and acts;
- Equipment or system manufacturer's recommendations, instruction manuals and/or leaflets;
- [Workplace Hazardous Materials Information System \(WHMIS\)](#)
- [Department of the Environment Act \(justice.gc.ca\)](#)
- [Canada Labour Code, Part II;](#)
- [Provincial Worker's Compensation Board;](#)
- [Province of Manitoba | Environment, Climate and Parks \(gov.mb.ca\)](#) and
- [Federal Sustainable Development Act \(justice.gc.ca\)](#)

4.1.2 In the event of a conflict between any of the codes, regulations, acts or standards outlined herein, the most stringent must apply.

4.1.3 All of the above codes and standards in effect at the time of award are subject to change/revision. The latest editions of each must be enforced during the term of the Contract.

4.2 Permits, Fees, Licenses

The Contractor must:

- 4.2.1 Pay all fees, obtain certificates and permits as required by code and provide the appropriate Authorities Having Jurisdiction with all requested information.
- 4.2.2 Furnish these certificates and permits for all work to the Project Authority upon request.
- 4.2.3 All required licenses, certificates, and permits must be kept current throughout the entire term of this Contract.

4.3 Service Hours

For regular pick up of garbage, recycling and organic waste, normal access hours must fall within 0600 hours to 1800 hours, Monday through Friday inclusive, excluding holidays.

For the collection of the 20-yard roll-off bin of shredded autoclaved waste, normal access hours must fall within 0700 hours to 1600 hours, Monday through Friday inclusive, excluding holidays.

4.4 Co-ordination and Protection

The Contractor must:

4.4.1 Execute work with minimum disturbance to occupants, public, and normal use of building. Make arrangements with the Project Authority to facilitate execution of work.

4.4.2 Protect existing work from damage.

4.4.3 All possible safety precautions are to be taken to ensure the protection of employees or occupants during the course of the work.



5. ADDITIONAL INFORMATION

5.1. Canada's Obligations

- access to facilities and equipment.
- access to a staff member who will be available to coordinate activities.
- provide other assistance or support.

5.2. Contractor's Obligations

- Unless otherwise specified, the Contractor must use its own equipment and software for the performance of this Statement of Work.
- The Contractor must adhere to proper Waste Disposal protocol including the chain of custody for each stream of waste: Garbage, Recycling and Organics.
- The Contractor will ensure that the scope of work is brought in on time, on budget and of an acceptable quality.
- The Contractor must not list, publicize or use for business promotion purposes, the address of the work of this Contract, the name of the facility, Agency or the Government of Canada.
- The Contractor must be prepared to work with CSCHAH and JWIDRC staff to carry out the work.

5.3. Location of Work, Work site and Delivery Point

The work will be performed at the Canadian Science Centre for Human and Animal Health (CSCHAH) located at 1015 Arlington Street, 820 Elgin Avenue and the JC Wilt Diseases Research Centre (JWIDRC) located at 745 Logan Avenue, Winnipeg, Manitoba.

5.4. Language of Work

The work must be performed in English.



ANNEX “B” - BASIS OF PAYMENT

The Bidder must complete the pricing schedule of the stream(s) they are bidding on and include it in its financial bid.

If a Bidder would like to apply to more than one stream, they must submit a separate financial bid for each stream.

**Stream #1 - Garbage and Recycling:
PRICING SCHEDULE A - Scheduled Services**
Prices must include:

- All costs incurred in the collection and disposal of waste including:
 - Bin Drop off
 - Bin Pick-up
 - Rental
 - Delivery
 - Landfill fees

Initial Contract Period – August 1, 2023 to July 31, 2025					
A	B	C	D	E	F
Description	Unit of Measure	Frequency	Estimated Quantity	Price Per Unit	Extended Annual Price (DxE=F)
LOCATION – 1015 ARLINGTON					
Regular waste removal: Outside waste bins; Front end service – 8 cubic yard bin	Per Disposal	Twice Weekly (Monday & Thursday)	208	\$ _____	\$ _____
Mixed Recycling removal: Outside waste bins; Front end service- 8 cubic yard bin	Per Disposal	Twice Weekly (Monday & Thursday)	208	\$ _____	\$ _____
Cardboard Recycling removal: Outside waste bins; Front end service- 8 cubic yard bin	Per Disposal	Twice Weekly (Monday & Thursday)	208	\$ _____	\$ _____
Prepare and provide monthly garbage and recycling estimated tonnage report	Per Report	Monthly	24	\$ _____	\$ _____
Roll-Off Bin: 20 yard roll-off bin; pick up, dump and return bin	Per Disposal	Approx. Monthly	24	\$ _____	\$ _____
Roll-Off Bin 20 yard roll-off bin; Washing only of the interior of bin	Per Wash	Approx. Every other Month	12	\$ _____	\$ _____
LOCATION – 820 Elgin Ave.					
Regular waste removal: Outside waste bins; Front end service – 4 cubic yard bin	Per Disposal	Once Weekly	104	\$ _____	\$ _____
Prepare and provide monthly garbage and recycling estimated tonnage report	Per Report	Monthly	24	\$ _____	\$ _____
LOCATION – 745 Logan Ave.					
Regular waste removal: Outside waste bins; Front end service – 6 cubic yard bin	Per Disposal	Twice Weekly	208	\$ _____	\$ _____



Mixed Recycling Bin: Outside waste bins; Front end service- 6 cubic yard bin	Per Disposal	Twice Weekly	208	\$ _____	\$ _____
Prepare and provide monthly garbage and recycling estimated tonnage report	Per Report	Monthly	24	\$ _____	\$ _____
Initial Contract Period Total					\$ _____

Option Year 1 – August 1, 2025 to July 31, 2026

A	B	C	D	E	F
Description	Unit of Measure	Frequency	Estimated Quantity	Price Per Unit	Extended Annual Price (DxE=F)
LOCATION – 1015 ARLINGTON					
Regular waste removal: Outside waste bins; Front end service – 8 cubic yard bin	Per Disposal	Twice Weekly (Monday & Thursday)	104	\$ _____	\$ _____
Mixed Recycling removal: Outside waste bins; Front end service- 8 cubic yard bin	Per Disposal	Twice Weekly (Monday & Thursday)	104	\$ _____	\$ _____
Cardboard Recycling removal: Outside waste bins; Front end service- 8 cubic yard bin	Per Disposal	Twice Weekly (Monday & Thursday)	104	\$ _____	\$ _____
Prepare and provide monthly garbage and recycling estimated tonnage report	Per Report	Monthly	12	\$ _____	\$ _____
Roll-Off Bin: 20 yard roll-off bin; pick up, dump and return bin	Per Disposal	Approx. Monthly	12	\$ _____	\$ _____
Roll-Off Bin 20 yard roll-off bin; Washing only of the interior of bin	Per Wash	Approx. Every other Month	6	\$ _____	\$ _____
LOCATION – 820 Elgin Ave.					
Regular waste removal: Outside waste bins; Front end service – 4 cubic yard bin	Per Disposal	Once Weekly	52	\$ _____	\$ _____
Prepare and provide monthly garbage and recycling estimated tonnage report	Per Report	Monthly	12	\$ _____	\$ _____
LOCATION – 745 Logan Ave.					
Regular waste removal: Outside waste bins; Front end service – 6 cubic yard bin	Per Disposal	Twice Weekly	104	\$ _____	\$ _____
Mixed Recycling Bin: Outside waste bins; Front end service- 6 cubic yard bin	Per Disposal	Twice Weekly	104	\$ _____	\$ _____
Prepare and provide monthly garbage and recycling estimated tonnage report	Per Report	Monthly	12	\$ _____	\$ _____
Option Year 1 Total					\$ _____



Option Year 2 – August 1, 2026 to July 31, 2027					
A	B	C	D	E	F
Description	Unit of Measure	Frequency	Estimated Quantity	Price Per Unit	Extended Annual Price (DxE=F)
LOCATION – 1015 ARLINGTON					
Regular waste removal: Outside waste bins; Front end service – 8 cubic yard bin	Per Disposal	Twice Weekly (Monday & Thursday)	104	\$ _____	\$ _____
Mixed Recycling removal: Outside waste bins; Front end service- 8 cubic yard bin	Per Disposal	Twice Weekly (Monday & Thursday)	104	\$ _____	\$ _____
Cardboard Recycling removal: Outside waste bins; Front end service- 8 cubic yard bin	Per Disposal	Twice Weekly (Monday & Thursday)	104	\$ _____	\$ _____
Prepare and provide monthly garbage and recycling estimated tonnage report	Per Report	Monthly	12	\$ _____	\$ _____
Roll-Off Bin: 20 yard roll-off bin; pick up, dump and return bin	Per Disposal	Approx. Monthly	12	\$ _____	\$ _____
Roll-Off Bin 20 yard roll-off bin; Washing only of the interior of bin	Per Wash	Approx. Every other Month	6	\$ _____	\$ _____
LOCATION – 820 Elgin Ave.					
Regular waste removal: Outside waste bins; Front end service – 4 cubic yard bin	Per Disposal	Once Weekly	52	\$ _____	\$ _____
Prepare and provide monthly garbage and recycling estimated tonnage report	Per Report	Monthly	12	\$ _____	\$ _____
LOCATION – 745 Logan Ave.					
Regular waste removal: Outside waste bins; Front end service – 6 cubic yard bin	Per Disposal	Twice Weekly	104	\$ _____	\$ _____
Mixed Recycling Bin: Outside waste bins; Front end service- 6 cubic yard bin	Per Disposal	Twice Weekly	104	\$ _____	\$ _____
Prepare and provide monthly garbage and recycling estimated tonnage report	Per Report	Monthly	12	\$ _____	\$ _____
Option Year 2 Total					\$ _____

Option Year 3 – August 1, 2027 to July 31, 2028					
A	B	C	D	E	F
Description	Unit of Measure	Frequency	Estimated Quantity	Price Per Unit	Extended Annual Price (DxE=F)
LOCATION – 1015 ARLINGTON					



Regular waste removal: Outside waste bins; Front end service – 8 cubic yard bin	Per Disposal	Twice Weekly (Monday & Thursday)	104	\$ _____	\$ _____
Mixed Recycling removal: Outside waste bins; Front end service- 8 cubic yard bin	Per Disposal	Twice Weekly (Monday & Thursday)	104	\$ _____	\$ _____
Cardboard Recycling removal: Outside waste bins; Front end service- 8 cubic yard bin	Per Disposal	Twice Weekly (Monday & Thursday)	104	\$ _____	\$ _____
Prepare and provide monthly garbage and recycling estimated tonnage report	Per Report	Monthly	12	\$ _____	\$ _____
Roll-Off Bin: 20 yard roll-off bin; pick up, dump and return bin	Per Disposal	Approx. Monthly	12	\$ _____	\$ _____
Roll-Off Bin 20 yard roll-off bin; Washing only of the interior of bin	Per Wash	Approx. Every other Month	6	\$ _____	\$ _____
LOCATION – 820 Elgin Ave.					
Regular waste removal: Outside waste bins; Front end service – 4 cubic yard bin	Per Disposal	Once Weekly	52	\$ _____	\$ _____
Prepare and provide monthly garbage and recycling estimated tonnage report	Per Report	Monthly	12	\$ _____	\$ _____
LOCATION – 745 Logan Ave.					
Regular waste removal: Outside waste bins; Front end service – 6 cubic yard bin	Per Disposal	Twice Weekly	104	\$ _____	\$ _____
Mixed Recycling Bin: Outside waste bins; Front end service- 6 cubic yard bin	Per Disposal	Twice Weekly	104	\$ _____	\$ _____
Prepare and provide monthly garbage and recycling estimated tonnage report	Per Report	Monthly	12	\$ _____	\$ _____
Option Year 3 Total					\$ _____

PRICING SCHEDULE B - As and When Services Initiated through Task Authorizations

The Bidder must provide firm prices for each of the optional services listed in the Pricing Schedule B.

The Quantity listed in column C is an estimation of the requirements for evaluation purposes and do not represent a firm commitment by Canada.

The Bidder must insert the required pricing information into the blank cells of columns D and E of the pricing tables and include the tables in their Bid Package.

Initial Contract Period – August 1, 2023 to July 31, 2025				
A	B	C	D	E
Description	Frequency	Estimated Quantity	Price per Unit	Extended Price (Cx D=E)



Regular waste Removal: Outside waste bins; Front end service – 8 cubic yard bin	As Requested	4	\$ _____	\$ _____
Mixed Recycling Removal: Outside waste bins; Front end service- 8 cubic yard bin	As Requested	6	\$ _____	\$ _____
Cardboard Recycling Removal: Outside waste bins; Front end service- 8 cubic yard bin	As Requested	6	\$ _____	\$ _____
Roll-Off Bin: 20 yard roll-off bin; pick up, dump and return bin	As Requested	4	\$ _____	\$ _____
Roll-Off Bin 20 yard roll-off bin; Washing only of the interior of bin	As Requested	2	\$ _____	\$ _____
Regular Waste Removal: Outside waste bins; Front end service – 4 cubic yard bin	As Requested	6	\$ _____	\$ _____
Regular Waste Removal: Outside waste bins; Front end service – 6 cubic yard bin	As Requested	12	\$ _____	\$ _____
Mixed Recycling Removal: Outside waste bins; Front end service- 6 cubic yard bin	As Requested	12	\$ _____	\$ _____
30 yard (6.5 ft high) roll off bin includes, daily rental, drop off, dump and pick up.	As Requested	2	\$ _____	\$ _____
Initial Contract Period Total				\$ _____

Option Year 1 – August 1, 2025 to July 31, 2026

A	B	C	D	E
Description	Frequency	Estimated Quantity	Price per Unit	Extended Price (CxD=E)
Regular waste Removal: Outside waste bins; Front end service – 8 cubic yard bin	As Requested	2	\$ _____	\$ _____
Mixed Recycling Removal: Outside waste bins; Front end service- 8 cubic yard bin	As Requested	3	\$ _____	\$ _____
Cardboard Recycling Removal: Outside waste bins; Front end service- 8 cubic yard bin	As Requested	3	\$ _____	\$ _____
Roll-Off Bin: 20 yard roll-off bin; pick up, dump and return bin	As Requested	2	\$ _____	\$ _____
Roll-Off Bin 20 yard roll-off bin; Washing only of the interior of bin	As Requested	1	\$ _____	\$ _____
Regular Waste Removal: Outside waste bins; Front end service – 4 cubic yard bin	As Requested	3	\$ _____	\$ _____
Regular Waste Removal: Outside waste bins; Front end service – 6 cubic yard bin	As Requested	6	\$ _____	\$ _____
Mixed Recycling Removal: Outside waste bins; Front end service- 6 cubic yard bin	As Requested	6	\$ _____	\$ _____
30 yard (6.5 ft high) roll off bin includes, daily rental, drop off, dump and pick up.	As Requested	1	\$ _____	\$ _____
Option Year 1 Total				\$ _____



Option Year 2 – August 1, 2026 to July 31, 2027

A	B	C	D	E
Description	Frequency	Estimated Quantity	Price per Unit	Extended Price (Cx D=E)
Regular waste Removal: Outside waste bins; Front end service – 8 cubic yard bin	As Requested	2	\$ _____	\$ _____
Mixed Recycling Removal: Outside waste bins; Front end service- 8 cubic yard bin	As Requested	3	\$ _____	\$ _____
Cardboard Recycling Removal: Outside waste bins; Front end service- 8 cubic yard bin	As Requested	3	\$ _____	\$ _____
Roll-Off Bin: 20 yard roll-off bin; pick up, dump and return bin	As Requested	2	\$ _____	\$ _____
Roll-Off Bin 20 yard roll-off bin; Washing only of the interior of bin	As Requested	1	\$ _____	\$ _____
Regular Waste Removal: Outside waste bins; Front end service – 4 cubic yard bin	As Requested	3	\$ _____	\$ _____
Regular Waste Removal: Outside waste bins; Front end service – 6 cubic yard bin	As Requested	6	\$ _____	\$ _____
Mixed Recycling Removal: Outside waste bins; Front end service- 6 cubic yard bin	As Requested	6	\$ _____	\$ _____
30 yard (6.5 ft high) roll off bin includes, daily rental, drop off, dump and pick up.	As Requested	1	\$ _____	\$ _____
Option Year 2 Total				\$ _____

Option Year 3 – August 1, 2027 to July 31, 2028

A	B	C	D	E
Description	Frequency	Estimated Quantity	Price per Unit	Extended Price (Cx D=E)
Regular waste Removal: Outside waste bins; Front end service – 8 cubic yard bin	As Requested	2	\$ _____	\$ _____
Mixed Recycling Removal: Outside waste bins; Front end service- 8 cubic yard bin	As Requested	3	\$ _____	\$ _____
Cardboard Recycling Removal: Outside waste bins; Front end service- 8 cubic yard bin	As Requested	3	\$ _____	\$ _____
Roll-Off Bin: 20 yard roll-off bin; pick up, dump and return bin	As Requested	2	\$ _____	\$ _____
Roll-Off Bin 20 yard roll-off bin; Washing only of the interior of bin	As Requested	1	\$ _____	\$ _____
Regular Waste Removal: Outside waste bins; Front end service – 4 cubic yard bin	As Requested	3	\$ _____	\$ _____
Regular Waste Removal: Outside waste bins; Front end service – 6 cubic yard bin	As Requested	6	\$ _____	\$ _____
Mixed Recycling Removal: Outside waste bins; Front end service- 6 cubic yard bin	As Requested	6	\$ _____	\$ _____
30 yard (6.5 ft high) roll off bin includes, daily rental, drop off, dump and pick up.	As Requested	1	\$ _____	\$ _____
Option Year 1 Total				\$ _____



Stream #2 - Organic Waste:

PRICING SCHEDULE C - Scheduled Services

Prices must include:

- All costs incurred in the collection and disposal of organic waste including:
 - Bin Drop off
 - Bin Pick-up
 - Delivery
 - Landfill fees

Initial Contract Period – August 1, 2023 to July 31, 2025					
A	B	C	D	E	F
Description	Unit of Measure	Frequency	Estimated Quantity	Price Per Unit	Estimated Annual Price (DxE=F)
LOCATION – 1015 ARLINGTON					
Monthly cost/rental rate of up to 3 - 65 gallon organic waste bins	Per Bin	Monthly	72 (24 months x 3 bins)	\$ _____	\$ _____
Removal of organic waste (3 bins)	Per Bin	Twice Weekly	624 (208 pick-ups x 3 bins)	\$ _____	\$ _____
Option to purchase liners for bins	Per Box	Per Box	2	\$ _____	\$ _____
Prepare and provide monthly garbage, recycling and organic waste estimated tonnage report	Per Report	Monthly	24	\$ _____	\$ _____
LOCATION – 820 Elgin Ave.					
Monthly cost/rental rate of up to 1 – 65 gallon organic waste bins	Per Bin	Monthly	24 (24 months x 1 bin)	\$ _____	\$ _____
Removal of organic waste twice per week (1 bin)	Per Disposal	twice weekly	208 (208 pick-ups x 1 bin)	\$ _____	\$ _____
Prepare and provide monthly organic waste estimated tonnage report	1	Monthly	24	\$ _____	\$ _____
LOCATION – 745 Logan Ave.					
Monthly cost/rental rate of up to 1 – 65 gallon organic waste bins	1	Monthly	24 (24 months x 1 bin)	\$ _____	\$ _____
Removal of organic waste twice per week (1 bins)	1	twice weekly	208 (208 pick-ups x 1 bin)	\$ _____	\$ _____
Prepare and provide monthly garbage, recycling and organic waste estimated tonnage report	1	Monthly	24	\$ _____	\$ _____
Initial Contract Period Total					\$ _____



Option Year 1 – August 1, 2025 to July 31, 2026					
A	B	C	D	E	F
Description	Unit of Measure	Frequency	Estimated Quantity	Price Per Unit	Estimated Annual Price (DxE=F)
LOCATION – 1015 ARLINGTON					
Monthly cost/rental rate of up to 3 - 65 gallon organic waste bins	Per Bin	Monthly	36 (12 months x 3 bins)	\$ _____	\$ _____
Removal of organic waste (3 bins)	Per Bin	Twice Weekly	312 (104 pick-ups x 3 bins)	\$ _____	\$ _____
Option to purchase liners for bins	Per Box	Per Box	1	\$ _____	\$ _____
Prepare and provide monthly garbage, recycling and organic waste estimated tonnage report	Per Report	Monthly	12	\$ _____	\$ _____
LOCATION – 820 Elgin Ave.					
Monthly cost/rental rate of up to 1 – 65 gallon organic waste bins	Per Bin	Monthly	12 (12 months x 1 bin)	\$ _____	\$ _____
Removal of organic waste twice per week (1 bin)	Per Disposal	twice weekly	104 (104 pick-ups x 1 bin)	\$ _____	\$ _____
Prepare and provide monthly organic waste estimated tonnage report	1	Monthly	12	\$ _____	\$ _____
LOCATION – 745 Logan Ave.					
Monthly cost/rental rate of up to 1 – 65 gallon organic waste bins	1	Monthly	12 (12 months x 1 bin)	\$ _____	\$ _____
Removal of organic waste twice per week (1 bins)	1	twice weekly	104 (104 pick-ups x 1 bin)	\$ _____	\$ _____
Prepare and provide monthly garbage, recycling and organic waste estimated tonnage report	1	Monthly	12	\$ _____	\$ _____
Option Year 1 Total					\$ _____

Option Year 2 – August 1, 2026 to July 31, 2027					
A	B	C	D	E	F
Description	Unit of Measure	Frequency	Estimated Quantity	Price Per Unit	Estimated Annual Price (DxE=F)
LOCATION – 1015 ARLINGTON					
Monthly cost/rental rate of up to 3 - 65 gallon organic waste bins	Per Bin	Monthly	36 (12 months x 3 bins)	\$ _____	\$ _____



Removal of organic waste (3 bins)	Per Bin	Twice Weekly	312 (104 pick-ups x 3 bins)	\$ _____	\$ _____
Option to purchase liners for bins	Per Box	Per Box	1	\$ _____	\$ _____
Prepare and provide monthly garbage, recycling and organic waste estimated tonnage report	Per Report	Monthly	12	\$ _____	\$ _____
LOCATION – 820 Elgin Ave.					
Monthly cost/rental rate of up to 1 – 65 gallon organic waste bins	Per Bin	Monthly	12 (12 months x 1 bin)	\$ _____	\$ _____
Removal of organic waste twice per week (1 bin)	Per Disposal	twice weekly	104 (104 pick-ups x 1 bin)	\$ _____	\$ _____
Prepare and provide monthly organic waste estimated tonnage report	1	Monthly	12	\$ _____	\$ _____
LOCATION – 745 Logan Ave.					
Monthly cost/rental rate of up to 1 – 65 gallon organic waste bins	1	Monthly	12 (12 months x 1 bin)	\$ _____	\$ _____
Removal of organic waste twice per week (1 bins)	1	twice weekly	104 (104 pick-ups x 1 bin)	\$ _____	\$ _____
Prepare and provide monthly garbage, recycling and organic waste estimated tonnage report	1	Monthly	12	\$ _____	\$ _____
Option Year 2 Total					\$ _____

Option Year 3 – August 1, 2027 to July 31, 2028					
A	B	C	D	E	F
Description	Unit of Measure	Frequency	Estimated Quantity	Price Per Unit	Estimated Annual Price (DxE=F)
LOCATION – 1015 ARLINGTON					
Monthly cost/rental rate of up to 3 - 65 gallon organic waste bins	Per Bin	Monthly	36 (12 months x 3 bins)	\$ _____	\$ _____
Removal of organic waste (3 bins)	Per Bin	Twice Weekly	312 (104 pick-ups x 3 bins)	\$ _____	\$ _____
Option to purchase liners for bins	Per Box	Per Box	1	\$ _____	\$ _____
Prepare and provide monthly garbage, recycling and organic waste estimated tonnage report	Per Report	Monthly	12	\$ _____	\$ _____
LOCATION – 820 Elgin Ave.					



Monthly cost/rental rate of up to 1 – 65 gallon organic waste bins	Per Bin	Monthly	12 (12 months x 1 bin)	\$ _____	\$ _____
Removal of organic waste twice per week (1 bin)	Per Disposal	twice weekly	104 (104 pick-ups x 1 bin)	\$ _____	\$ _____
Prepare and provide monthly organic waste estimated tonnage report	1	Monthly	12	\$ _____	\$ _____
LOCATION – 745 Logan Ave.					
Monthly cost/rental rate of up to 1 – 65 gallon organic waste bins	1	Monthly	12 (12 months x 1 bin)	\$ _____	\$ _____
Removal of organic waste twice per week (1 bins)	1	twice weekly	104 (104 pick-ups x 1 bin)	\$ _____	\$ _____
Prepare and provide monthly garbage, recycling and organic waste estimated tonnage report	1	Monthly	12	\$ _____	\$ _____
Option Year 3 Total					\$ _____

PRICING SCHEDULE D – As and When Services Initiated through Task Authorizations

The Bidder must provide firm prices for each of the optional services listed in the Pricing Schedule D.

The Quantity listed in column C is an estimation of the requirements for evaluation purposes and do not represent a firm commitment by Canada.

The Bidder must insert the required pricing information into the blank cells of columns D and E of the pricing tables and include the tables in their Bid Package.

Initial Contract Period – August 1, 2023 to July 31, 2025				
A	B	C	D	E
Description	Frequency	Estimated Quantity	Price Per Unit	Extended Price (CxD=E)
Removal of organic waste from 65 gallon bin	As Requested	12 disposals	\$ _____	\$ _____
Monthly cost/rental rate of additional 65 gallon organic waste bin	As Requested	6 months	\$ _____	\$ _____
Rental rate of a 20 yard roll-off bin for leaves and yard waste collection in fall – daily rental. includes drop off, pick-up and disposal	As Requested	60 days	\$ _____	\$ _____
Initial Contract Period Total				\$ _____



Option Year 1 – August 1, 2025 to July 31, 2026				
A	B	C	D	E
Description	Frequency	Estimated Quantity	Price Per Unit	Extended Price (Cx D=E)
Removal of organic waste from 65 gallon bin	As Requested	6 disposals	\$ _____	\$ _____
Monthly cost/rental rate of additional 65 gallon organic waste bin	As Requested	3 months	\$ _____	\$ _____
Rental rate of a 20 yard roll-off bin for leaves and yard waste collection in fall – daily rental. includes drop off, pick-up and disposal	As Requested	30 days	\$ _____	\$ _____
Option Year 1 Total				\$ _____

Option Year 2 – August 1, 2026 to July 31, 2027				
A	B	C	D	E
Description	Frequency	Estimated Quantity	Price Per Unit	Extended Price (Cx D=E)
Removal of organic waste from 65 gallon bin	As Requested	6 disposals	\$ _____	\$ _____
Monthly cost/rental rate of additional 65 gallon organic waste bin	As Requested	3 months	\$ _____	\$ _____
Rental rate of a 20 yard roll-off bin for leaves and yard waste collection in fall – daily rental. includes drop off, pick-up and disposal	As Requested	30 days	\$ _____	\$ _____
Option Year 2 Total				\$ _____

Option Year 3 – August 1, 2027 to July 31, 2028				
A	B	C	D	E
Description	Frequency	Estimated Quantity	Price Per Unit	Extended Price (Cx D=E)
Removal of organic waste from 65 gallon bin	As Requested	6 disposals	\$ _____	\$ _____
Monthly cost/rental rate of additional 65 gallon organic waste bin	As Requested	3 months	\$ _____	\$ _____
Rental rate of a 20 yard roll-off bin for leaves and yard waste collection in fall – daily rental. includes drop off, pick-up and disposal	As Requested	30 days	\$ _____	\$ _____
Option Year 3 Total				\$ _____



ANNEX "C" - TASK AUTHORIZATION FORM

Contract Number:			
Task Authorization (TA) No. / PO Number:			
TA Validity Period:		Start:	End:
Financial Coding:			
Contractor's Name and Address			
.			
Original Authorization			
Total Estimated Cost of Task (GST/HST extra) before any revisions:			
TA Revisions Previously Authorized (as applicable)			
TA Revision No.	Authorized Increase or Decrease (GST/HST extra): \$		
TA Revision No.	Authorized Increase or Decrease (GST/HST extra): \$		
TA Revision No.	Authorized Increase or Decrease (GST/HST extra): \$		
New TA Revision (as applicable)			
TA Revision No.	Authorized Increase or Decrease (GST/HST extra):		
Total Estimated Cost of Task (GST/HST extra) after this revision:			
Contract Security Requirements (as applicable)			
This task includes security requirements.			
<input type="checkbox"/> No <input type="checkbox"/> Yes. Refer to the Security Requirements Checklist (SRCL) annex of the Contract.			



Required Work
SECTION A - Task Description of the Work required
SECTION B - Applicable Basis of Payment
SECTION C - Cost Breakdown of Task
SECTION D - Applicable Method of Payment

Authorization
<p>By signing this TA, the Project Authority certifies that the content of this TA is in accordance with the Contract.</p> <p>Name of Project Authority</p> <p>_____</p> <p>Signature _____ Date: _____</p>
Contractor's Signature
<p>Name and title of individual authorized to sign for the Contractor</p> <p>_____</p> <p>Signature _____ Date _____</p>