

Solicitation No. - N° de l'invitation  
T8080-230094

Amd. No. - N° de la modif.

**REQUEST FOR PROPOSAL  
DEMANDE DE PROPOSITION****Proposal To: Transport Canada**

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

**Proposition à : Transports Canada**

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

**Comments - Commentaires****RETURN BIDS TO:  
RETOURNER LES SOUMISSIONS À :**

By e-mail to: - Par courriel au :  
[alexander.hmaidan@tc.gc.ca](mailto:alexander.hmaidan@tc.gc.ca)

Attention: - Attention :  
Alexander Hmaidan

**Solicitation Closes - L'invitation prend fin****At - à :**

2:00 PM - 14:00

**On - le :**

August 28, 2023

**Time Zone - Fuseau Horaire :**

EST

<b>Title – Sujet</b> <b>Research Technologies For Uncontrolled Movements</b>	
<b>Solicitation No. – N° de l'invitation</b> T8080-230094	<b>Date</b> July 27, 2023
<b>Solicitation Closes – L'invitation prend fin</b> <b>at – à 02 :00 PM</b> <b>on – le</b>	<b>Time Zone</b> <b>Fuseau horaire</b> Eastern Standard Time (EST)
<b>F.O.B. - F.A.B.</b> <b>Plant-Usine:</b> <input type="checkbox"/> <b>Destination:</b> <input type="checkbox"/> <b>Other-Autre:</b> <input type="checkbox"/>	
<b>Address Inquiries to : - Adresser toutes questions à:</b> Alexander Hmaidan <a href="mailto:alexander.hmaidan@tc.gc.ca">alexander.hmaidan@tc.gc.ca</a>	<b>Buyer Id – Id de l'acheteur</b>
<b>Telephone No. – N° de téléphone :</b> 613-558-5328	<b>FAX No. – N° de FAX</b>
<b>Destination – of Goods, Services, and Construction:</b> <b>Destination – des biens, services et construction :</b>	

**Instructions:** Municipal taxes are not applicable. Unless otherwise specified herein all prices quoted must include all applicable Canadian customs duties, GST/HST, excise taxes and are to be delivered Delivery Duty Paid including all delivery charges to destination(s) as indicated. The amount of the Goods and Services Tax/Harmonized Sales Tax is to be shown as a separate item.

**Instructions :** Les taxes municipales ne s'appliquent pas. Sauf indication contraire, les prix indiqués doivent comprendre les droits de douane canadiens, la TPS/TVH et la taxe d'accise. Les biens doivent être livrés « rendu droits acquittés », tous frais de livraison compris, à la ou aux destinations indiquées. Le montant de la taxe sur les produits et services/taxe de vente harmonisée doit être indiqué séparément.

<b>Delivery required</b> <b>Livraison exigée</b> See herein - Voir aux présentes	<b>Delivery offered</b> <b>Livraison proposée</b> Not applicable - Sans objet
<b>Vendor/Firm Name and Address</b> <b>Raison sociale et adresse du fournisseur/de l'entrepreneur</b>	
<b>Person authorized to sign on behalf of Vendor/Firm (type or print):</b> <b>La personne autorisée à signer au nom du fournisseur/de l'entrepreneur (taper ou écrire en caractères d'imprimerie) :</b>	
<b>Name - Nom</b>	<b>Title - Titre</b>
<b>Signature</b>	<b>Date</b>

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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, Financial and Other 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.

### 1.2 Summary

Uncontrolled movements (UM) of railway equipment are a major safety hazard for crew members and the environment. Uncontrolled movements can be divided into three main categories – switching without air, loss of control, and inappropriate securement. The scope of this contract will focus primarily on uncontrolled movement in the rail yard – switching without air, specifically. Despite being a low-probability event, the consequences are severe, particularly if dangerous goods are involved. Although safety actions and efforts were implemented since the Lac-Mégantic accident, the Transportation Safety Board (TSB) expressed new concern due to an upward trend in occurrences since 2015.

There was a total of 78 occurrences of UM in 2019, an all-time high in the past decade. In attempt to reduce and mitigate the amount of UM occurrences, this study will evaluate human factors, technologies, and operational behaviors related to UM.

"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.

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## 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.

Subsection 5.4 of [2003](#), Standard Instructions - Goods or Services - Competitive Requirements, is amended as follows:

Delete: 60 days

Insert: 120 days

### 2.2 Submission of Bids

Bids must be submitted only to Transport Canada by the date and time indicated on page 1 of the bid solicitation.

### 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;
2. an individual who has incorporated;
3. a partnership made of former public servants; or
4. 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;
2. 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;
2. conditions of the lump sum payment incentive;
3. date of termination of employment;
4. amount of lump sum payment;
5. rate of pay on which lump sum payment is based;
6. period of lump sum payment including start date, end date and number of weeks;
7. 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 Ontario.

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 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 the Bidder chooses to submit its bid electronically, Canada requests that the Bidder submits its bid in accordance with section 08 of the 2003 standard instructions.

Canada requests that the Bidder submits its bid in separately bound sections as follows:

- Section I: Technical Bid
- Section II: Financial Bid
- Section III: Certifications
- Section IV: Additional Information

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

Canada is committed to achieving net zero greenhouse gas (GHG) emissions by 2050 in an effort to position Canada for success in a green economy and to mitigate climate change impacts. As a result, future solicitations may include the following:

- there may be evaluation criteria or other instructions in the solicitation or contract documents related to measuring and disclosing your company's GHG emissions;
- you may be requested or required to join one of the following initiatives to submit a bid, offer or arrangement or if you are awarded the contract:
  - Canada's Net-Zero Challenge;
  - the United Nations Race to Zero;
  - the Science-based Targets Initiative;
  - the Carbon Disclosure Project;
  - the International Organization for Standardization;
- you may be required to provide other evidence of your company's commitment and actions toward meeting net zero targets by 2050.

#### **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**

**3.1.1** Bidders must submit their financial bid in accordance with the Pricing Schedule in Annex "C".

#### **3.1.2 Electronic Payment of Invoices – Bid**

If you are willing to accept payment of invoices by Electronic Payment Instruments, complete Annex "E" Electronic Payment Instruments, to identify which ones are accepted.



If Annex "E" Electronic Payment Instruments is not completed, it will be considered as if Electronic Payment Instruments are not being accepted for payment of invoices.

Acceptance of Electronic Payment Instruments will not be considered as an evaluation criterion.

### **3.1.3 SACC Manual Clauses**

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

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

#### **Section IV: Additional Information**

### **3.1.4 Bidder's Proposed Sites or Premises Requiring Safeguarding Measures**

**3.1.4.1** As indicated in Part 6 under Security Requirements, the Bidder must provide the full addresses of the Bidder's and proposed individuals' sites or premises for which safeguarding measures are required for Work Performance:

Street Number / Street Name, Unit / Suite / Apartment Number  
City, Province, Territory / State  
Postal Code / Zip Code  
Country

**3.1.4.2** The Company Security Officer must ensure through the [Contract Security Program](#) that the Bidder and proposed individuals hold a valid security clearance at the required level, as indicated in Part 6 – Security, Financial and Other Requirements.

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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**

Mandatory and point rated technical evaluation criteria are included in Annex "D".

#### **4.1.2 Financial Evaluation**

For bid evaluation and Contractor selection purposes only, the evaluated price of a bid will be determined in accordance with the Pricing Schedule detailed in Annex C.

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

### **4.2 Basis of Selection**

#### **4.2.1 Highest Combined Rating of Technical Merit and Price**

1. To be declared responsive, a bid must:
  - a) comply with all the requirements of the bid solicitation; and
  - b) meet all mandatory criteria.
2. Bids not meeting (a) or (b) will be declared non-responsive.
3. The selection will be based on the highest responsive combined rating of technical merit and price. The ratio will be 60% for the technical merit and 40% for the price.
4. To establish the technical merit score, the overall technical score for each responsive bid will be determined as follows: total number of points obtained / maximum number of points available multiplied by the ratio of 60%.
5. To establish the pricing score, each responsive bid will be prorated against the lowest evaluated price and the ratio of 40%.
6. For each responsive bid, the technical merit score and the pricing score will be added to determine its combined rating.

7. Neither the responsive bid obtaining the highest technical score nor the one with the lowest evaluated price will necessarily be accepted. The responsive bid with the highest combined rating of technical merit and price will be recommended for award of a contract.

The table below illustrates an example where all three bids are responsive and the selection of the contractor is determined by a 60/40 ratio of technical merit and price, respectively. The total available points equals 135 and the lowest evaluated price is \$45,000 (45).

**Basis of Selection - Highest Combined Rating Technical Merit (60%) and Price (40%)**

		Bidder 1	Bidder 2	Bidder 3
<b>Overall Technical Score</b>		115/135	89/135	92/135
<b>Bid Evaluated Price</b>		\$55,000.00	\$50,000.00	\$45,000.00
<b>Calculations</b>	<b>Technical Merit Score</b>	$115/135 \times 60 = 51.11$	$89/135 \times 60 = 39.56$	$92/135 \times 60 = 40.89$
	<b>Pricing Score</b>	$45/55 \times 40 = 32.73$	$45/50 \times 40 = 36.00$	$45/45 \times 40 = 40.00$
<b>Combined Rating</b>		83.84	75.56	80.89
<b>Overall Rating</b>		1st	3rd	2nd

## **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.

#### **5.2.2 Security Requirements – Required Documentation**

In accordance with the [requirements of 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>), the Bidder must provide a completed Contract Security Program Application for Registration (AFR) form to be given further consideration in the procurement process.

Bidders are reminded to obtain the required security clearance and, as applicable, security capabilities promptly. As indicated above, bidders who do not provide all the required information at bid closing will be given the opportunity to complete any missing information from the AFR form within a period set by the Contracting Authority. If that information is not provided within the timeframe established by the Contracting Authority (including any extension granted by the Contracting Authority in its discretion), or if Canada requires further information from the Bidder in connection with assessing the request for security clearance (i.e., information not required by the AFR form), the Bidder will be required to submit that information within the time period established by the Contracting Authority, which will not be less than 48

hours. If, at any time, the Bidder fails to provide the required information within the timeframe established by the Contracting Authority, its bid will be declared non-compliant.

### **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**

The Bidder certifies that, should it be awarded a contract as a result of the bid solicitation, every individual proposed in its bid will be available to perform the Work as required by Canada's representatives and at the time specified in the bid solicitation or agreed to with Canada's representatives. If for reasons beyond its control, the Bidder is unable to provide the services of an individual named in its bid, the Bidder may propose a substitute with similar qualifications and experience. The Bidder must advise the Contracting Authority of the reason for the substitution and provide the name, qualifications and experience of the proposed replacement. For the purposes of this clause, only the following reasons will be considered as beyond the control of the Bidder: death, sickness, maternity and parental leave, retirement, resignation, dismissal for cause or termination of an agreement for default.

If the Bidder has proposed any individual who is not an employee of the Bidder, the Bidder certifies that it has the permission from that individual to propose his/her services in relation to the Work to be performed and to submit his/her résumé to Canada. The Bidder must, upon request from the Contracting Authority, provide a written confirmation, signed by the individual, of the permission given to the Bidder and of his/her availability. Failure to comply with the request may result in the bid being declared non-responsive.

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

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

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**PART 6 - SECURITY, FINANCIAL AND OTHER REQUIREMENTS****6.1 Security Requirements**

1. The Contractor must, at all times during the performance of the Contract, hold a valid Designated Organization Screening (DOS), and obtain approved Document Safeguarding Capability at the level of PROTECTED B, issued by the Contract Security Program (CSP), Public Works and Government Services Canada (PWGSC).
2. The Contractor personnel requiring access to PROTECTED information, assets, or sensitive site(s) must EACH hold a valid RELIABILITY STATUS, granted or approved by the CSP, PWGSC.
3. The Contractor MUST NOT utilize its facilities to process, produce, or store PROTECTED information or assets until the CSP, PWGSC has issued written approval.
4. The Contractor MUST NOT utilize its Information Technology systems to electronically process, produce, or store PROTECTED information until the CSP, PWGSC has issued written approval. After approval has been granted or approved, these tasks may be performed at the level of PROTECTED B.
5. Subcontracts which contain security requirements are NOT to be awarded without the prior written permission of the CSP, PWGSC.
6. The Contractor must comply with the provisions of the:
  - (a) Security Requirements Check List and security guide (if applicable), attached at Annex "F"
  - (b) *Contract Security Manual* (Latest Edition)

## **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 in Annex "A".

### **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**

2035 (2022-12-01), General Conditions - Higher Complexity - Services, apply to and form part of the Contract.

### **7.3 Security Requirements**

The following security requirements (SRCL and related clauses provided by the Contract Security Program) apply and form part of the Contract:

1. The Contractor must, at all times during the performance of the Contract, hold a valid Designated Organization Screening (DOS), and obtain approved Document Safeguarding Capability at the level of PROTECTED B, issued by the Contract Security Program (CSP), Public Works and Government Services Canada (PWGSC).
2. The Contractor personnel requiring access to PROTECTED information, assets, or sensitive site(s) must EACH hold a valid RELIABILITY STATUS, granted or approved by the CSP, PWGSC.
3. The Contractor MUST NOT utilize its facilities to process, produce, or store PROTECTED information or assets until the CSP, PWGSC has issued written approval.
4. The Contractor MUST NOT utilize its Information Technology systems to electronically process, produce, or store PROTECTED information until the CSP, PWGSC has issued written approval. After approval has been granted or approved, these tasks may be performed at the level of PROTECTED B.
5. Subcontracts which contain security requirements are NOT to be awarded without the prior written permission of the CSP, PWGSC.
6. The Contractor must comply with the provisions of the:
  - (a) Security Requirements Check List and security guide (if applicable), attached at Annex "F"
  - (b) *Contract Security Manual* (Latest Edition)

### **7.4 Term of Contract**

#### **7.4.1 Period of the Contract**

The period of the Contract will be from the date of Contract Award to one (1) year 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 One (1) additional One (1) year period under the same conditions. The Contractor agrees that, during the extended period of the Contract, it will be paid in accordance with the applicable provisions as set out in the Basis of Payment.

Canada may exercise this option at any time by sending a written notice to the Contractor at least Fifteen (15) calendar days before the expiry date of the Contract. The option may only be exercised by the Contracting Authority, and will be evidenced for administrative purposes only, through a contract amendment.

## 7.5 Authorities

### 7.5.1 Contracting Authority

The Contracting Authority for the Contract is:

Name: Alexander Hmaidan  
Title: Procurement Specialist  
Organization: Transport Canada  
Address: 330 Sparks Street, K1A 0N5  
E-mail address: [Alexander.Hmaidan@tc.gc.ca](mailto:Alexander.Hmaidan@tc.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.

## 7.6 Proactive Disclosure of Contracts with Former Public Servants

By providing information on its status, with respect to being a former public servant in receipt of a Public Service Superannuation Act (PSSA) pension, the Contractor has agreed that this information will be reported on departmental websites as part of the published proactive disclosure reports, in accordance with Contracting Policy Notice: 2019-01 of the Treasury Board Secretariat of Canada.

## 7.7 Payment

### 7.7.1 Basis of Payment

### 7.7.2 Limitation of Price

SACC *Manual* clause [C6000C](#) (2017-08-17) Limitation of Price

### 7.7.3 Multiple Payments

Canada will pay the Contractor upon completion and delivery of units 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.



#### **7.7.4 Electronic Payment of Invoices – Contract**

The Contractor accepts to be paid using any of the following Electronic Payment Instrument(s):

- a. Visa Acquisition Card;
- b. MasterCard Acquisition Card;
- c. Direct Deposit (Domestic and International);
- d. Electronic Data Interchange (EDI);
- e. Wire Transfer (International Only);
- f. Large Value Transfer System (LVTS) (Over \$25M)

#### **7.7.5 Discretionary Audit**

C0705C (2010-01-11) , Discretionary Audit

#### **7.8 Invoicing Instructions**

The Contractor must submit invoices in accordance with the section titled "Invoice Submission" of the general conditions. Invoices cannot be submitted until all work identified in the invoice is completed.

Each invoice must be supported by:

- (i) A copy of the invoices, receipts, vouchers for all direct expenses;
- (ii) A description of the Work delivered; and
- (iii) A breakdown of the cost elements.

Invoices must be distributed as follows:

- (i) The original and 1 copy must be forwarded to the address shown on page 1 of the Contract for certification and payment;
- (ii) Upon request, 1 copy must be forwarded to the Contracting Authority identified under the section titled "Authorities" of the Contract;

#### **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 Ontario.

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### 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 general conditions (2022-12-01);
- c) Annex A, Statement of Work;
- d) Annex B, Basis of Payment;
- e) Annex C, Security Requirements Check List

### 7.12 Insurance Requirements

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

### 7.13 Dispute Resolution

- (a) The parties agree to maintain open and honest communication about the Work throughout and after the performance of the contract.
- (b) The parties agree to consult and co-operate with each other in the furtherance of the contract and promptly notify the other party or parties and attempt to resolve problems or differences that may arise.
- (c) If the parties cannot resolve a dispute through consultation and cooperation, the parties agree to consult a neutral third party offering alternative dispute resolution services to attempt to address the dispute.
- (d) Options of alternative dispute resolution services can be found on Canada's Buy and Sell website under the heading "[Dispute Resolution](#)".

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**ANNEX "A"****STATEMENT OF WORK****1.1. Objective:**

The objective is to identify:

1. Human Factors (HF) causes of UM occurrences, and the potential approaches to reduce the likelihood.
2. Emerging and existing technologies which could be implemented into the rail industry to prevent uncontrolled movement, reduce human error, and retrofitting these technologies to current operating environments.
3. Safety culture and operational practices and behaviours such as Crew Resource Management (CRM), used in other safety critical industries to prevent undesirable events, which could potentially be implemented in a rail operating environment.

**1.2. Background:**

Uncontrolled movements (UM) of railway equipment are a major safety hazard for crew members and the environment. Uncontrolled movements can be divided into three main categories – switching without air, loss of control, and inappropriate securement. The scope of this contract will focus primarily on uncontrolled movement in the rail yard – switching without air, specifically. Despite being a low-probability event, the consequences are severe, particularly if dangerous goods are involved. Although safety actions and efforts were implemented since the Lac-Mégantic accident, the Transportation Safety Board (TSB) expressed new concern due to an upward trend in occurrences since 2015.

There was a total of 78 occurrences of UM in 2019, an all-time high in the past decade. In attempt to reduce and mitigate the amount of UM occurrences, this study will evaluate human factors, technologies, and operational behaviors related to UM.

**2.0 Reference Documents:**

- TSB reports and recommendations
- Literature Review of Key Findings Report for Research Technologies for Uncontrolled Movements (Deliverable 3.2.1 from FactorSafe Contract) – Protected Document
- TC Technology for UM-Key Findings Data Collection Spreadsheet (Deliverable 3.2.1 from FactorSafe Contract) – Protected Document

**3.0 Requirements****3.1 Scope of Work****The Contractor must perform the following :**

3.1.1 Identify research technologies (existing and proven as well as emerging) that the Canadian rail industry could use to prevent UM of railway equipment, and to generate alerts if/when UM occurs, including identification of the following.

- Most Widely Used Technical Solution for:
  - Situational awareness of the rail worker
  - Mechanical movement prevention (track)
  - Brake technical advancements/ traditional handbrake alternatives

- By Emerging Technologies such as (but not limited to):
  - Remote Movement Control
  - Wearables technology that could improve situational awareness
  - Sensor that could detect uncontrolled movement coupled with notifications, warning or alarms
- Operational Impacts of integrating a select number of Most Widely Used Technical Solution(s) and Emerging Technologies identified above.

Number of technologies not to exceed 8, but to be considered and defined by the Project Steering Committee.

3.1.2 Identify Human Factors considerations/principles that have caused or contributed to UM occurrences, and potential human errors that could lead to UM occurrences. Suggest possible mitigation measures which can be implemented to reduce the likelihood of these occurrences.

- Human Factors issues to be considered should include, but not be limited to:
  - Crew briefing and communications
  - Crew Resource Management (CRM)
  - Effective supervision
  - Level of experience and competency including training, On Job Training (OJT), training of emergency situations, and experience level of individuals who are paired to work together)
  - Risk assessment and mitigation
  - Clarity of job aids (e.g., procedures, checklists etc.)
  - Fatigue
  - Other Human Factor issues/performance influencing factors (e.g.: characteristics of the job, the individual and the organization that influence human performance)

3.1.3 Identify possible organizational and behavioral practices, used in other safety critical industries to reduce the likelihood of undesirable outcomes, that could be implemented in a rail operating environment where UM is a safety risk. Identify how these measures can be used to reduce risk.

- Examples of organizational and behavioural practices to improve safety should include, but not be limited to:
  - Crew Resource Management
  - Improved Safety Culture
    - Leadership and Commitment to Safety Culture
    - Two-Way Communication
    - Stakeholder/Employee Representative Involvement
    - Clear Accountability for Safety
    - Just Culture
    - Learning Culture

### **3.2 Tasks**

#### **The Contractor must perform the following tasks:**

3.2.1 Conduct a review of the RODS and TSB data related to UM occurrences to identify ineffective barriers and the absence of barriers to prevent or reduce the likelihood of UM. This is intended to address the issue from a reactive perspective.

3.2.2 Conduct a Human Error Analysis which will consist of the identification of potential human errors that could lead to uncontrolled movements, and the identification of potential causes. Identify barriers

that could prevent or reduce the likelihood of the human errors leading to UM. This activity is intended to address the issue from a proactive perspective.

3.2.3 Determine if there are other factors that led to an increase of UM incidents in the past decade, such as increased rail traffic.

3.2.4 Conduct a detailed review of the technology to determine how it can be used to prevent or reduce the likelihood of UM.

3.2.5 Identify how organizational and behavioral practices, used in other safety critical industries can be used within the rail industry to reduce the likelihood of UM.

3.2.6 Discuss the feasibility of implementing these prevention measures in the Canadian rail industry with subject matter experts (SMEs). The SMEs will be identified in collaboration with the TC Project Steering Committee.

3.2.7 Use the knowledge generated by the activities described above to create a Guidance Document that can be shared with the Canadian railway operators as best practices in reducing the likelihood of UM.

3.2.8 Identify possible impacts on operating rules (CROR) through discussions with the SMEs involved in 3.2.5 in conjunction with TC personnel with operating experience. Determine if changes to the CRORs could be made as a part of the solution.

3.2.9 Manage all project parameters, including but not limited to:

- Establishment of a Steering Committee (SC) to guide the progress of this project with TC's approval
- Identification of relevant members of the SC of key stakeholders
- Development of a meeting schedule and agenda as required
- Recording and taking action on SC recommendations

### **3.3 Deliverables and Acceptance Criteria**

#### **The Contractor must:**

3.3.1 Produce a Final Report to address Tasks 3.2.1 to 3.2.5.

3.3.2 Produce a Guidance Document to share with industry to address Task 3.2.6.

3.3.3 Produce a list of proposed revisions to the CRORs to address Task 3.2.7.

3.3.4 Provide status reports on the evolution of the project every second month.

3.3.5 Produce a PowerPoint presentation to communicate project findings in a concise manner to potential internal and external audiences.

3.3.6 Provide the cost for completing the project activities as identified in this Statement of Work.

### **3.4 Constraints**

Any issues or constraints that may affect the cost, time or performance of a task must be identified. Some potential constraints are:

- Milestone dates, distance, type of equipment.

- Interdependencies with other projects.
- Access to client's premises and systems, or access restrictions.
- Occupational health and safety constraints; and
- Travel and living requirements.

### **3.5 Support Provided by Canada**

- Transport Canada will participate in the Steering Committee and Working Groups which will include internal SMEs
- Transport Canada will provide input to Task 3.2.5 from TC Rail Safety SMEs
- Transport Canada will review all deliverables
- Transport Canada will require 2 weeks to review and comment on draft reports

### **3.6 Timeframe and Delivery Dates**

Milestone/Deliverable	Estimated Delivery
Organize Steering Committee Meetings	1 month after contract signing then monthly (ongoing)
Status Reports every Second Month	Monthly (ongoing) or as necessary
Technical Report summarizing the findings outlined in Tasks 3.2.1 to 3.2.5 - Draft	TBD
Technical Report summarizing the findings outlined in Tasks 3.2.1 to 3.2.5 - Final	TBD
PowerPoint presentation summarizing findings – Draft	TBD
PowerPoint presentation summarizing findings – Final	TBD
Guidance Document as outlined in Task 3.2.7 - Draft	TBD
Guidance Document as outlined in Task 3.2.7 - Final	TBD
Changes to the CRORs as identified 3.2.8 – Draft	TBD
Changes to the CRORs as identified 3.2.8 – Final	TBD

**ANNEX "B"****BASIS OF PAYMENT (TO BE COMPLETED BEFORE CONTRACT AWARD)**

All prices are in Canadian dollars, Applicable Taxes excluded, Canadian customs duties and excise taxes included.

Canada will not reimburse any travel or living travel or living expenses associated with performing the Work.

<b>Milestone No.</b>	<b>Description of Deliverable</b>	<b>Completion Date/Due Date</b>	<b>Firm Amount</b>
1	Organize Steering Committee Meetings  Format: N/A	1 month after contract signing then monthly (ongoing)	\$ _____
2	Status Reports every Second Month  Format: Microsoft Word, PPT	Monthly (ongoing) or as necessary	\$ _____
3	Technical Report summarizing the findings outlined in Tasks 3.2.1 to 3.2.5 of SOW – Draft  Format: Microsoft Word	TBD	\$ _____
4	Technical Report summarizing the findings outlined in Tasks 3.2.1 to 3.2.5 of SOW – Final  Format: Microsoft Word	2 weeks after draft received	\$ _____
5	PowerPoint presentation summarizing findings – Draft  Format: Microsoft PPT	TBD	\$ _____
6	PowerPoint presentation summarizing findings – Final  Format: Microsoft PPT	2 weeks after draft received	\$ _____
7	Guidance Document of best practices in reducing likelihood of Uncontrolled Movements – Draft  Format: Microsoft Word	TBD	\$ _____
8	Guidance Document of best practices in reducing likelihood of Uncontrolled Movements - Final  Format: Microsoft Word	2 weeks after draft received	\$ _____
9	Potential changes to the CRORs– Draft  Format: Microsoft Word	TBD	\$ _____

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10	Potential changes to the CRORs– Final  Format: Microsoft Word	Week before end of contract date – 2 weeks after draft received	\$ _____
<b>Total Cost (Applicable Taxes Extra)</b>			\$ _____



**ANNEX "C"****PRICING SCHEDULE**

Bidders must complete the table below and must submit the Pricing Schedule in accordance with the details in the RFP. Bidders must include a price for all items. The information in this Annex will form part of the resulting contract.

All prices are in Canadian dollars, Applicable Taxes excluded, Canadian customs duties and excise taxes included.

Canada will not reimburse any travel or living travel or living expenses associated with performing the Work.

<b>Milestone No.</b>	<b>Description of Deliverable</b>	<b>Completion Date/Due Date</b>	<b>Firm Amount</b>
1	Organize Steering Committee Meetings Format: N/A	1 month after contract signing then monthly (ongoing)	\$ _____ <i>amount to be inserted by Bidder</i>
2	Status Reports every Second Month Format: Microsoft Word, PPT	Monthly (ongoing) or as necessary	\$ _____ <i>amount to be inserted by Bidder</i>
3	Technical Report summarizing the findings outlined in Tasks 3.2.1 to 3.2.5 of SOW – Draft Format: Microsoft Word	TBD	\$ _____ <i>amount to be inserted by Bidder</i>
4	Technical Report summarizing the findings outlined in Tasks 3.2.1 to 3.2.5 of SOW – Final Format: Microsoft Word	2 weeks after draft received	\$ _____ <i>amount to be inserted by Bidder</i>
5	PowerPoint presentation summarizing findings – Draft Format: Microsoft PPT	TBD	\$ _____ <i>amount to be inserted by Bidder</i>
6	PowerPoint presentation summarizing findings – Final Format: Microsoft PPT	2 weeks after draft received	\$ _____ <i>amount to be inserted by Bidder</i>
7	Guidance Document of best practices in reducing likelihood of Uncontrolled Movements – Draft Format: Microsoft Word	TBD	\$ _____ <i>amount to be inserted by Bidder</i>
8	Guidance Document of best practices in reducing likelihood of Uncontrolled Movements - Final Format: Microsoft Word	2 weeks after draft received	\$ _____ <i>amount to be inserted by Bidder</i>

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9	Potential changes to the CRORs– Draft Format: Microsoft Word	TBD	\$ _____ <i>amount to be inserted by Bidder</i>
10	Potential changes to the CRORs– Final Format: Microsoft Word	Week before end of contract date – 2 weeks after draft received	\$ _____ <i>amount to be inserted by Bidder</i>
<b>Total Evaluated Cost (Applicable Taxes Extra)</b>			\$ _____

**ANNEX "D"****BID EVALUATION CRITERIA**

Proposal compliance will be evaluated based on the following mandatory and rated requirements. Bidders must provide necessary documentations to support compliance.

Bidders are advised that the month(s) of experience listed for a project or experience whose timeframe overlaps that of another referenced project or experience will only be counted once. For example: Project 1 timeframe is July 2019 to December 2019; Project 2 timeframe is October 2019 to January 2020; the total months of experience for these two project references is seven (7) months.

**Table A: Required Format for Demonstrating Experience**

When requested in a technical evaluation criterion to demonstrate either Work experience or Project experience, the Bidder must provide (at a minimum) the following information below in order to demonstrate compliance (in addition to any other required information identified in the criterion):
--

- |   |
|---|
| <ol style="list-style-type: none"> <li>a. The name of the client organization.</li> <li>b. Title of the proposed resource</li> <li>c. A description of the project, including the scope and elements of the framework, and the results/outcomes of the work undertaken by the proposed resource.</li> <li>d. The dates/-duration of the work/project indicating the years and months of engagement by the proposed resource</li> <li>e. Title, name and email address of an individual at the organization which may be contacted to validate the information provided</li> </ol> |
|---|

1. These are the steps for the technical evaluation:
  - I. Part 1: Mandatory Criteria
  - II. Part 2 : Point-Rated Technical Criteria

**Part 1: Mandatory Criteria**

At bid closing time, the Bidder must comply with the following mandatory technical criteria and provide the necessary documentation to support compliance. The Bidder must specify where the information can be found in their Proposal. Canada reserves the right to verify any and all information. Bids that fail to meet the following mandatory technical criteria will be declared non-responsive. Each criterion must be addressed separately. By submitting a bid, the Bidder certifies it meets all the mandatory requirements of the Statement of Work including those that are not part of this mandatory technical criteria bid evaluation.

Criteria	Mandatory Criteria (M)	Provide a cross reference to the proposal/CV where substantiating information can be found.	Met / Not Met
M1	<p><b>BIDDER TEAM</b></p> <p>The Bidder <b>must</b> propose a team and provide the list of proposed resources within the team.</p> <p>A) The Bidder <b>must</b> propose a team and provide the names, titles, and responsibilities of each proposed resource within the team. The bidder must indicate which proposed resource will be the Project manager/Contractor representative for this project.</p> <p>B) For each proposed resource, the bidder <b>must</b> provide a current Curriculum Vitae (CV), and it must include the following information:</p> <ul style="list-style-type: none"> <li>-Education (institution name and year of graduation and specialization i.e., certificate obtained) for example Bachelor of Applied Science, 2010, Carleton University</li> <li>-Work history of the proposed resources which includes the information in Table A, to demonstrate compliance.</li> </ul>		
M2	<p>The Bidder <b>must</b> include at least:</p> <p>One (1) Principal Researcher/Project Director that has worked as a licensed professional human factors expert in a safety critical industry.</p> <p>One (1) Principal Researcher/Project Director that is a licensed professional engineer and has worked in the safety critical industry within the last 20 years.</p>		

	The bidder <b>must</b> submit current and up-to date documents in accordance with Table A demonstrating the resource's certification as a Professional Engineer in Canada.		
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## **Part 2: Point-Rated Technical Criteria**

Only bids that meet the mandatory criteria will be subject to point rating. The criteria listed below will be used to evaluate each bid that meets the mandatory requirements. Contractors are advised to address these requirements in order and in sufficient depth in their bid to enable a full assessment. The evaluation will be based exclusively on the information contained in the bid. Any points obtained in the point rated criteria will determine the technical score.

<b>PR 1: QUALITY AND RESPONSIVENESS OF PROPOSAL</b>				
Maximum Points Available: 50; Minimum Points Required: 34				
<p><b>PR1.1 Demonstrated project and task planning.</b> (10 points)</p> <p>The Bidder must submit a proposal demonstrating its project and task planning. The project and task planning must address the following elements:</p> <ul style="list-style-type: none"> <li>(i) Work breakdown structure.</li> <li>(ii) Personnel allocation (including subcontractor management, if applicable).</li> <li>(iii) Level of effort.</li> <li>(iv) Risk and mitigation strategies.</li> <li>(v) Financial management, including cash flow projections.</li> <li>(vi) Project management plan; and</li> <li>(vii) Documentation procedures.</li> </ul>	<p><b>Max. points:</b></p> <p><b>10</b></p>	<p><b>Score:</b></p>	<p><b>Rating guide</b></p> <p><b>0 Points</b> - The proposal does <u>not</u> address at least 5 of the listed project and task planning elements.</p> <p><b>5 Points</b> - The proposal addresses 5 or more of the project and task planning elements listed, however there are a number of details missing.</p> <p><b>7 Points</b> - The proposal addresses 6 or more of the project and task planning elements listed, however there are a few details missing.</p> <p><b>10 Points</b> - The proposal addresses all of the listed project and task planning elements and is comprehensive, no details missing.</p>	<p><b>Referenced Section/Page in Bidder's proposal and/or CV</b></p>
<p><b>PR1.2 Proposed work: Technical Approach and Research Strategy for understanding and</b></p>	<p><b>Max. points:</b></p>	<p><b>Score:</b></p>	<p><b>Rating guide</b></p> <p><b>0 Points</b> - The proposal addresses less than 2 of the listed elements of the technical approach and research strategy for</p>	<p><b>Referenced Section/Page in Bidder's proposal and/or CV</b></p>

<p><b>evaluating human factors solutions to uncontrolled movements in the Canadian rail environment.</b> (15 points)</p> <p>The Bidder must submit a proposal clearly outlining its proposed Technical Approach and Research Strategy as it relates to the Statement of Work. Sufficient detail must be provided to demonstrate the Bidder's grasp of the requirement and the Bidder's ability to meet it. The Technical Approach and Research Strategy must include, but not be limited to the following:</p> <ul style="list-style-type: none"> <li>i) Methodology used to review and analyze uncontrolled movements occurrences data and incidents, identifying ineffective barriers.</li> <li>ii) Methodology used to identify potential human errors which lead to uncontrolled movements, classifying as human factors causes of uncontrolled movements.</li> <li>iii) Methodology used to form barriers and recommend mitigation measures which could prevent or reduce the likelihood of human factors related uncontrolled movements.</li> </ul>	<p><b>15</b></p>		<p>understanding uncontrolled movements in the Canadian rail environment. The proposal is very incomplete, overall presentation is poor, answers provided are not clear and concise, and the Evaluation Committee is unable to locate and understand most of the elements being evaluated.</p> <p><b>8 Points</b> - The proposal addresses at least 2 of the listed elements of the technical approach and research strategy for understanding uncontrolled movements and human factors related causes in the Canadian rail environment. The proposal partially incomplete, overall presentation is poor, answers provided are not clear and concise, and the Evaluation Committee is unable to locate and understand some of the elements being evaluated.</p> <p><b>15 Points</b> - The proposal addresses all 3 of the listed elements of the technical approach and research strategy for understanding uncontrolled movements and human factors related causes in the Canadian rail environment. The proposal is complete, overall presentation is high, answers provided are very clear and concise, and the Evaluation Committee is able to locate and understand all of the elements being evaluated.</p>	
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<p><b>PR1.3 Proposed work: Technical Approach and Research Strategy for understanding and evaluating technology-based solutions to uncontrolled movements in the Canadian rail environment. (10 points)</b></p> <p>The Bidder must submit a proposal clearly outlining its proposed Technical Approach and Research Strategy as it relates to the requirements of the Statement of Work. Sufficient detail must be provided to demonstrate the Bidder's grasp of the requirement and the Bidder's ability to meet it. The Technical Approach and Research Strategy must include, but not be limited to the following:</p> <ul style="list-style-type: none"> <li>i) Methodology used to collect information on existing technologies that mitigate uncontrolled movements.</li> <li>ii) Methodology used to evaluate the implementation feasibility of each identified technology with potential to</li> </ul>	<p><b>Max. points:</b></p> <p><b>10</b></p>	<p><b>Score</b></p>	<p><b>Rating guide</b></p> <p><b>0 Points</b> - The proposal fails to address either of the listed elements of the technical approach and research strategy for understanding and evaluating technology-based solutions to uncontrolled movements in the Canadian rail environment. The proposal is very incomplete, overall presentation is poor, answers provided are not clear and concise, and the Evaluation Committee is unable to locate and understand most of the elements being evaluated.</p> <p><b>5 Points</b> - The proposal addresses 1 of the listed elements of the technical approach and research strategy for understanding and evaluating technology-based solutions to uncontrolled movements in the Canadian rail environment. The proposal is partially incomplete, overall presentation is good, answers provided are not clear and concise, and the Evaluation Committee is unable to locate and understand some of the elements being evaluated.</p> <p><b>10 Points</b> - addresses both of the listed elements of the technical approach and research strategy for understanding and evaluating technology-based solutions to uncontrolled movements in the Canadian rail environment. The proposal is complete, overall presentation is high, answers provided are very clear and concise, and the Evaluation Committee is able to locate and understand all of the elements being evaluated.</p>	<p><b>Referenced Section/Page in Bidder's proposal and/or CV</b></p>

mitigate uncontrolled movements.				
<p><b>PR1.4 Proposed work: Technical Approach and Research Strategy for understanding and evaluating organizational and behavioral solutions to uncontrolled movements in the Canadian rail environment. (15 points)</b></p> <p>The Bidder must submit a proposal clearly outlining its proposed Technical Approach and Research Strategy as it relates to the requirements of the Statement of Work. Sufficient detail must be provided to demonstrate the Bidder's grasp of the requirement and the Bidder's ability to meet it. The Technical Approach and Research Strategy must include, but not be limited to the following:</p> <ul style="list-style-type: none"> <li>i) Methodology used to collect information on organizational and behavioral practices used in other safety critical industries.</li> <li>ii) Methodology used to evaluate the implementation feasibility of each identified organizational and behavioral practice with potential to mitigate uncontrolled movements.</li> </ul>	<p><b>Max. points:</b></p> <p><b>15</b></p>	<p><b>Score</b></p>	<p><b>Rating guide</b></p> <p><b>0 Points</b> - The proposal fails to address either of the listed elements of the technical approach and research strategy for understanding and evaluating organizational and behavioral solutions to uncontrolled movements in the Canadian rail environment. The proposal is very incomplete, overall presentation is poor, answers provided are not clear and concise, and the Evaluation Committee is unable to locate and understand most of the elements being evaluated.</p> <p><b>5 Points</b> - The proposal addresses at least 1 of the listed elements of the technical approach and research strategy for understanding and evaluating organizational and behavioral solutions to uncontrolled movements in the Canadian rail environment. The proposal is partially incomplete, overall presentation is average, answers provided are not clear and concise, and the Evaluation Committee is unable to locate and understand some of the elements being evaluated.</p> <p><b>10 Points</b> - The proposal addresses two of the three elements of the technical approach and research strategy for understanding and evaluating organizational and behavioral solutions to uncontrolled movements in the Canadian rail environment. The proposal is fairly complete, overall presentation is average, and answers provided are moderately clear and concise. The Evaluation Committee is unable to locate and understand some of the elements being evaluated.</p> <p><b>15 Points</b> - addresses all three of the listed elements of the technical approach and research strategy for understanding and evaluating organizational and behavioral solutions to uncontrolled movements in the Canadian rail environment. The proposal is complete, overall presentation is high, answers provided are very clear and concise, and the Evaluation Committee is able to locate and understand all of the elements being evaluated.</p>	<p><b>Referenced Section/Page in Bidder's proposal and/or CV</b></p>



<p>iii) Methodology used to connect with subject matter experts to understand and gain insight on uncontrolled movements and related best practices.</p>				
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**PR2. PROJECT TEAM QUALIFICATIONS**

Maximum Points Available: 50; Minimum Points Required: 32

<b>PR 2.1 Principal Researcher Education and Qualification (5 points)</b>	<b>Max. points:</b>	<b>Score</b>	<b>Rating guide</b>	<b>Referenced Section/Page in Bidder's proposal and/or CV</b>
<p><i>Minimum of 2 Points required for Consideration</i></p> <p>The Bidder must demonstrate the Qualifications and Education of the Principal Researcher, including Professional Qualifications (such as a member in a professional human factors association), Diplomas, Certifications, or Degrees. To demonstrate this, the Bidder must clearly state where, when, and how the stated education and qualifications were acquired. Evidentiary documents demonstrating the education and/or qualifications must be provided. Only documents from a recognized Canadian university or college, or the equivalent.</p> <p>*The list of recognized organizations can be found under the Canadian Information Centre for International Credentials website, at the following internet</p>	<b>5</b>		<p><b>0 Points</b> - Principal Researcher has a High school Diploma, or Post-Secondary Certification or College Diploma.</p> <p><b>3 Points</b> - Principal Researcher has a University Undergraduate Degree in Human Factors.</p> <p><b>5 Points</b> - Principal Researcher has a University Degree and has professional registration with the Human Factors Association of Canada (HFAC) or equivalent.</p>	

link: <a href="http://www.cicic.ca/indexe.stm">http://www.cicic.ca/indexe.stm</a>				
<p><b>PR2.2 Principal Researcher Experience</b> (10 points)</p> <p>The Bidder must demonstrate the previous experience of the Principal Researcher by completing <i>Table A: Required Format for Demonstrating Experience</i> for up to three relevant research projects completed by the proposed Principal Researcher within the past 20 years. Relevant research projects consist of the conduct of research related to human factors in a safety-critical industry.</p>	<p><b>Max. points:</b></p> <p><b>10</b></p>	<p><b>Score</b></p>	<p><b>Rating guide</b></p> <p><b>0 Points</b> - No relevant projects</p> <p><b>3 Points</b> - One relevant project</p> <p><b>7 Points</b> - Two relevant projects</p> <p><b>10 Points</b> - Three or more relevant projects</p>	<p><b>Referenced Section/Page in Bidder's proposal and/or CV</b></p>
<p><b>PR2.3 Project Director Education and Qualification</b> (5 points)</p> <p><i>Minimum of 2 Points required for Consideration</i></p> <p>The Bidder must demonstrate the Qualifications and Education of the Project Director, including Professional Qualifications (such as a member in a professional engineering association), Diplomas, Certifications, or Degrees. To demonstrate this, the Bidder must clearly state: where, when, and how the stated education and qualifications were acquired. Evidentiary documents demonstrating the education and/or qualifications must be provided. Only documents from a recognized Canadian university or college, or the equivalent as established by a</p>	<p><b>Max. points:</b></p> <p><b>5</b></p>	<p><b>Score</b></p>	<p><b>Rating guide</b></p> <p><b>0 Points</b> – Project Director has a High school Diploma, or Post-Secondary Certification or College Diploma.</p> <p><b>2 Points</b> – Project Director has a University Undergraduate Degree.</p> <p><b>3 Points</b> – Project Director has a University Graduate Degree.</p> <p><b>4 Points</b> – Project Director has a University Undergraduate Degree and a Professional Qualification (such as a member in a professional engineering association).</p> <p><b>5 Points</b> – Project Director has a University Graduate Degree and Professional Qualifications (such as a member in a professional engineering association).</p>	<p><b>Referenced Section/Page in Bidder's proposal and/or CV</b></p>

<p>recognized Canadian academic credentials assessment service*, if obtained outside Canada, will be considered.</p> <p>*The list of recognized organizations can be found under the Canadian Information Centre for International Credentials website, at the following internet link:  <a href="http://www.cicic.ca/indexe.stm">http://www.cicic.ca/indexe.stm</a></p>				
<p><b>PR2.4 Project Director Experience</b> (10 points)</p> <p>The Bidder must demonstrate the previous experience of the Project Director by completing <i>Table A: Required Format for Demonstrating Experience</i>, for up to three projects completed by the proposed Project Director within the past 20 years. Relevant projects consist of projects related to railway safety and/or human factors in a safety-critical industry.</p>	<p><b>Max. points:</b></p> <p><b>10</b></p>	<p><b>Score</b></p>	<p><b>Rating guide</b></p> <p><b>0 Points</b> - No relevant projects</p> <p><b>3 Points</b> - One relevant project</p> <p><b>7 Points</b> - Two relevant projects</p> <p><b>10 Points</b> - Three or more relevant projects</p>	<p><b>Referenced Section/Page in Bidder's proposal and/or CV</b></p>
<p><b>PR2.5 Other Key Team Member's experience in conducting research related to Human Factors.</b> (10 points)</p> <p>The Bidder must demonstrate its Other Key Team Member's previous experience by completing <i>Table A: Required Format for Demonstrating Experience</i>, for up to three relevant projects completed by the Other Key Team Members. Relevant projects consist of conducting research related to human factors in a safety</p>	<p><b>Max. points:</b></p> <p><b>10</b></p>	<p><b>Score</b></p>	<p><b>Rating guide</b></p> <p><b>0 Points</b> - No relevant projects</p> <p><b>3 Points</b> - One relevant project</p> <p><b>7 Points</b> - Two relevant projects</p> <p><b>10 Points</b> - Three or more relevant projects</p>	<p><b>Referenced Section/Page in Bidder's proposal and/or CV</b></p>

critical industry including identification and mitigation against human errors.				
<p><b>PR2.6 Other Key Team Member's experience in conducting research related to Rail Technology or Uncontrolled Movements of Railway Vehicles. (10 points)</b></p> <p>The Bidder must demonstrate its Other Key Team Member's previous experience by completing <i>Table A: Required Format for Demonstrating Experience</i>, for up to three relevant projects completed by the Other Key Team Members. Relevant projects consist of conducting research related to rail technology or uncontrolled movements of railway vehicles.</p>	<p><b>Max. points:</b></p> <p><b>10</b></p>	<p><b>Score</b></p>	<p><b>Rating guide</b></p> <p><b>0 Points</b> - No relevant projects</p> <p><b>3 Points</b> -One relevant project</p> <p><b>7 Points</b> - Two relevant projects</p> <p><b>10 Points</b> - Three or more relevant projects</p>	<p><b>Referenced Section/Page in Bidder's proposal and/or CV</b></p>

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**ANNEX "E"****ELECTRONIC PAYMENT INSTRUMENTS**

The Bidder accepts to be paid by any of the following Electronic Payment Instrument(s):

- VISA Acquisition Card;
- MasterCard Acquisition Card;
- Direct Deposit (Domestic and International);
- Electronic Data Interchange (EDI);
- Wire Transfer (International Only);
- Large Value Transfer System (LVTS) (Over \$25M)

**ANNEX "F"**

**SECURITY REQUIREMENTS CHECK LIST**



Contract Number / Numéro du contrat T8691-230056
Security Classification / Classification de sécurité UNCLASSIFIED

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

**PART A - CONTRACT INFORMATION / PARTIE A - INFORMATION CONTRACTUELLE**

1. Originating Government Department or Organization Ministère ou organisme gouvernemental d'origine <b>Transport Canada</b>	2. Branch or Directorate / Direction générale ou Direction <b>Rail Safety</b>
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3. a) Subcontract Number / Numéro du contrat de sous-traitance	3. b) Name and Address of Subcontractor / Nom et adresse du sous-traitant
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4. Brief Description of Work - Brève description du travail  
The objective of this contract is to research causes of uncontrolled movements in the rail yard, switching without air specifically. With an increase in occurrences, and severe or even fatal consequences, it is important to look into existing causes and possible mitigation measures. The scope focuses primarily on human factors causes, emerging technology which may be implemented to mitigate uncontrolled movements, and identify operational practices and behaviors which could potentially be implemented to prevent uncontrolled movements.

5. a) Will the supplier require access to Controlled Goods? / Le fournisseur aura-t-il accès à des marchandises contrôlées?  No / Non  Yes / Oui

5. b) Will the supplier require access to unclassified military technical data subject to the provisions of the Technical Data Control Regulations? / Le fournisseur aura-t-il accès à des données techniques militaires non classifiées qui sont assujetties aux dispositions du Règlement sur le contrôle des données techniques?  No / Non  Yes / Oui

6. Indicate the type of access required - Indiquer le type d'accès requis

6. a) Will the supplier and its employees require access to PROTECTED and/or CLASSIFIED information or assets? / Le fournisseur ainsi que les employés auront-ils accès à des renseignements ou à des biens PROTÉGÉS et/ou CLASSIFIÉS? (Specify the level of access using the chart in Question 7. c) / Préciser le niveau d'accès en utilisant le tableau qui se trouve à la question 7. c)  No / Non  Yes / Oui

6. b) Will the supplier and its employees (e.g. cleaners, maintenance personnel) require access to restricted access areas? / No access to PROTECTED and/or CLASSIFIED information or assets is permitted. / Le fournisseur et ses employés (p.ex. nettoyeurs, personnel d'entretien) auront-ils accès à des zones d'accès restreintes? L'accès à des renseignements ou à des biens PROTÉGÉS et/ou CLASSIFIÉS n'est pas autorisé.  No / Non  Yes / Oui

6. c) Is this a commercial courier or delivery requirement with **no** overnight storage? / S'agit-il d'un contrat de messagerie ou de livraison commerciales **sans** entreposage de nuit?  No / Non  Yes / Oui

7. a) Indicate the type of information that the supplier will be required to access / Indiquer le type d'information auquel le fournisseur devra avoir accès

<b>Canada</b> <input checked="" type="checkbox"/>	<b>NATO / OTAN</b> <input type="checkbox"/>	<b>Foreign / Étranger</b> <input type="checkbox"/>
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7. b) Release restrictions / Restrictions relatives à la diffusion

No release restrictions / Aucune restriction relative à la diffusion <input checked="" type="checkbox"/>	All NATO countries / Tous les pays de l'OTAN <input type="checkbox"/>	No release restrictions / Aucune restriction relative à la diffusion <input type="checkbox"/>
Not releasable / À ne pas diffuser <input type="checkbox"/>		
Restricted to: / Limité à: <input type="checkbox"/>	Restricted to: / Limité à: <input type="checkbox"/>	Restricted to: / Limité à: <input type="checkbox"/>
Specify country(ies): / Préciser le(s) pays:	Specify country(ies): / Préciser le(s) pays:	Specify country(ies): / Préciser le(s) pays:

7. c) Level of information / Niveau d'information

PROTECTED A / PROTÉGÉ A <input checked="" type="checkbox"/>	NATO UNCLASSIFIED / NATO NON CLASSIFIÉ <input type="checkbox"/>	PROTECTED A / PROTÉGÉ A <input type="checkbox"/>
PROTECTED B / PROTÉGÉ B <input checked="" type="checkbox"/>	NATO RESTRICTED / NATO DIFFUSION RESTREINTE <input type="checkbox"/>	PROTECTED B / PROTÉGÉ B <input type="checkbox"/>
PROTECTED C / PROTÉGÉ C <input type="checkbox"/>	NATO CONFIDENTIAL / NATO CONFIDENTIEL <input type="checkbox"/>	PROTECTED C / PROTÉGÉ C <input type="checkbox"/>
CONFIDENTIAL / CONFIDENTIEL <input type="checkbox"/>	NATO SECRET / NATO SECRET <input type="checkbox"/>	CONFIDENTIAL / CONFIDENTIEL <input type="checkbox"/>
SECRET / SECRET <input type="checkbox"/>	COSMIC TOP SECRET / COSMIC TRÈS SECRET <input type="checkbox"/>	SECRET / SECRET <input type="checkbox"/>
TOP SECRET / TRÈS SECRET <input type="checkbox"/>		TOP SECRET / TRÈS SECRET <input type="checkbox"/>
TOP SECRET (SIGINT) / TRÈS SECRET (SIGINT) <input type="checkbox"/>		TOP SECRET (SIGINT) / TRÈS SECRET (SIGINT) <input type="checkbox"/>





**PART A (continued) / PARTIE A (suite)**

8. Will the supplier require access to PROTECTED and/or CLASSIFIED COMSEC information or assets?  
Le fournisseur aura-t-il accès à des renseignements ou à des biens COMSEC désignés PROTÉGÉS et/ou CLASSIFIÉS?  
If Yes, indicate the level of sensitivity:  
Dans l'affirmative, indiquer le niveau de sensibilité :  No / Non  Yes / Oui

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9. Will the supplier require access to extremely sensitive INFOSEC information or assets:  
Le fournisseur aura-t-il accès à des renseignements ou à des biens INFOSEC de nature extrêmement délicate?  No / Non  Yes / Oui

Short Title(s) of material / Titre(s) abrégé(s) du matériel : \_\_\_\_\_

Document Number / Numéro du document : \_\_\_\_\_

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

10. a) Personnel security screening level required / Niveau de contrôle de la sécurité du personnel requis

<input checked="" type="checkbox"/> RELIABILITY STATUS COTE DE FIABILITÉ	<input type="checkbox"/> CONFIDENTIAL CONFIDENTIEL	<input type="checkbox"/> SECRET SECRET	<input type="checkbox"/> TOP SECRET TRÈS SECRET
<input type="checkbox"/> TOP SECRET - SIGINT TRÈS SECRET - SIGINT	<input type="checkbox"/> NATO CONFIDENTIAL NATO CONFIDENTIEL	<input type="checkbox"/> NATO SECRET NATO SECRET	<input type="checkbox"/> COSMIC TOP SECRET COSMIC TRÈS SECRET
<input type="checkbox"/> SITE ACCESS ACCÈS AUX EMPLACEMENTS			

Special comments:  
Commentaires spéciaux : \_\_\_\_\_

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

10. b) May unscreened personnel be used for portions of the work?  
Du personnel sans autorisation sécuritaire peut-il se voir confier des parties du travail?  No / Non  Yes / Oui

If Yes, will unscreened personnel be escorted:  
Dans l'affirmative, le personnel en question sera-t-il escorté?  No / Non  Yes / Oui

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

**INFORMATION / ASSETS / RENSEIGNEMENTS / BIENS**

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

11. b) Will the supplier be required to safeguard COMSEC information or assets?  
Le fournisseur sera-t-il tenu de protéger des renseignements ou des biens COMSEC?  No / Non  Yes / Oui

**PRODUCTION**

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

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

11. d) Will the supplier be required to use its IT systems to electronically process, produce or store PROTECTED and/or CLASSIFIED information or data?  
Le fournisseur sera-t-il tenu d'utiliser ses propres systèmes informatiques pour traiter, produire ou stocker électroniquement des renseignements ou des données PROTÉGÉS et/ou CLASSIFIÉS?  No / Non  Yes / Oui

11. e) Will there be an electronic link between the supplier's IT systems and the government department or agency?  
Disposera-t-on d'un lien électronique entre le système informatique du fournisseur et celui du ministère ou de l'agence gouvernementale?  No / Non  Yes / Oui



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

For users completing the form **manually** use the summary chart below to indicate the category(ies) and level(s) of safeguarding required at the supplier's site(s) or premises.  
Les utilisateurs qui remplissent le formulaire **manuellement** doivent utiliser le tableau récapitulatif ci-dessous pour indiquer, pour chaque catégorie, les niveaux de sauvegarde requis aux installations du fournisseur.

For users completing the form online (via the Internet), the summary chart is automatically populated by your responses to previous questions.  
Dans le cas des utilisateurs qui remplissent le formulaire en ligne (par Internet), les réponses aux questions précédentes sont automatiquement saisies dans le tableau récapitulatif.

**SUMMARY CHART / TABLEAU RÉCAPITULATIF**

Category / Catégorie	PROTECTED / PROTÉGÉ			CLASSIFIED / CLASSIFIÉ			NATO				COMSEC					
	A	B	C	Confidential / Confidentiel	Secret	Top Secret / Très Secret	NATO Restricted / NATO Diffusion Restreinte	NATO Confidential	NATO Secret	COSMIC Top Secret / COSMIC Très Secret	Protected / Protégé			Confidential / Confidentiel	Secret	Top Secret / Très Secret
											A	B	C			
Information / Assets / Renseignements / Biens	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Production	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
IT Media / Support TI	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
IT Link / Lien électronique	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

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

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

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

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

**PART D - AUTHORIZATION / PARTIE D - AUTORISATION**

13. Organization Project Authority / Chargé de projet de l'organisme				
Name (print) - Nom (en lettres moulées) Asonye, Solomon		Title - Titre A\Chief Engineer, ASRT	Signature Asonye, Solomon	Digitally signed by Asonye, Solomon Date: 2023.06.22 15:18:40 -04'00'
Telephone no. - N° de téléphone (613) 791-6471	Facsimile - Télécopieur	E-mail address - Adresse courriel solomon.asonye@tc.gc.ca		Date 2023-06-22

14. Organization Security Authority / Responsable de la sécurité de l'organisme				
Name (print) - Nom (en lettres moulées) Alex Desbiens		Title - Titre Senior Advisor - Security in Contracts	Signature Desbiens, Alex	Digitally signed by Desbiens, Alex Date: 2023.06.23 14:12:20 -04'00'
Telephone no. - N° de téléphone (343) 575-4308	Facsimile - Télécopieur	E-mail address - Adresse courriel alex.desbiens@tc.gc.ca		Date 2023-06-23

15. Are there additional instructions (e.g. Security Guide, Security Classification Guide) attached? Des instructions supplémentaires (p. ex. Guide de sécurité, Guide de classification de la sécurité) sont-elles jointes?			<input checked="" type="checkbox"/> No / Non	<input type="checkbox"/> Yes / Oui
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16. Procurement Officer / Agent d'approvisionnement				
Name (print) - Nom (en lettres moulées)		Title - Titre	Signature	
Telephone no. - N° de téléphone	Facsimile - Télécopieur	E-mail address - Adresse courriel		Date

17. Contracting Security Authority / Autorisé contractante en matière de sécurité				
Name (print) - Nom (en lettres moulées)		Title - Titre	Signature	
Telephone no. - N° de téléphone	Facsimile - Télécopieur	E-mail address - Adresse courriel		Date

**APPROVED**  
By Denis Lecompte at 3:21 pm, Jul 06, 2023