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Bid Receiving/Réception des soumissions :

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Fisheries and Oceans Canada | Pêches et  
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**REQUEST FOR STANDING OFFER  
DEMANDE D'OFFRES À  
COMMANDES (DOC)**

Proposal to: Fisheries and Oceans 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 and services listed herein and on any attached sheets at the price(s) set out therefor.

Proposition à : Pêches et Océans 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 appendices ci-jointes, les biens et les services énumérés ici sur toute feuille ci-annexée, au(x) prix indiqué(s).

|   |  |                                       |
|---|--|---------------------------------------|
| <b>Title / Titre</b><br>Regional Standing Offer for Laboratory Analytical Services  |  | <b>Date</b><br>9 August, 2023         |
| <b>Solicitation No. / N° de l'invitation</b><br>30003693  |  |                                       |
| <b>Client Reference No. / No. de référence du client(e)</b><br>30003693   |  |                                       |
| <b>Solicitation Closes / L'invitation prend fin</b><br><b>At / à :</b> 14 :00<br>EDT (Eastern Daylight Time) / HAE (Heure Avancée de l'Est)<br><b>On / le :</b> 13 September, 2023  |  |                                       |
| <b>F.O.B. / F.A.B.</b><br>Destination   | <b>Taxes</b><br>See herein — Voir ci-inclus  | <b>F.O.B. / F.A.B.</b><br>Destination |
| <b>Destination of Goods and Services / Destinations des biens et services</b><br>See herein — Voir ci-inclus  |  |                                       |
| <b>Instructions</b><br>See herein — Voir ci-inclus  |  |                                       |
| <b>Address Inquiries to : / Adresser toute demande de renseignements à :</b><br><br>Mazen Obeid<br><b>Email / Courriel:</b> <a href="mailto:DFO.tenders-soumissions.MPO@dfo-mpo.gc.ca">DFO.tenders-soumissions.MPO@dfo-mpo.gc.ca</a><br><b>Cc:</b> <a href="mailto:Mazen.Obeid@dfo-mpo.gc.ca">Mazen.Obeid@dfo-mpo.gc.ca</a> |  |                                       |
| <b>Delivery Required / Livraison exigée</b><br>See herein — Voir en ceci  | <b>Delivery Offered / Livraison proposée</b> |                                       |
| <b>Vendor Name, Address and Representative / Nom du vendeur, adresse et représentant du fournisseur/de l'entrepreneur</b>   |  |                                       |
| <b>Telephone No. / No. de téléphone</b>   | <b>Facsimile No. / No. de télécopieur</b>    |                                       |
| <b>Name and title of person authorized to sign on behalf of Vendor (type or print) / Nom et titre de la personne autorisée à signer au nom du fournisseur (taper ou écrire en caractères d'imprimerie)</b>  |  |                                       |
| <b>Signature</b>  | <b>Date</b>                                  |                                       |



# REQUEST FOR STANDING OFFER (RFSO)

30003693

Regional Standing Offer for Laboratory  
Analytical Services

FISHERIES AND OCEANS CANADA



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## **PART 1 - GENERAL INFORMATION**

### **1.1 Introduction**

The Request for Standing Offers (RFSO) is divided into seven parts plus attachments and annexes, as follows:

- Part 1            General Information: provides a general description of the requirement;
- Part 2            Offeror Instructions: provides the instructions applicable to the clauses and conditions of the RFSO;
- Part 3            Offer Preparation Instructions: provides offerors with instructions on how to prepare their offer to address the evaluation criteria specified;
- Part 4            Evaluation Procedures and Basis of Selection: indicates how the evaluation will be conducted, the evaluation criteria which must be addressed in the offer, 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 Insurance Requirements: includes specific requirements that must be addressed by offerors; and
- Part 7            7A, Standing Offer, and 7B, Resulting Contract Clauses:
  - 7A, includes the Standing Offer containing the offer from the Offeror and the applicable clauses and conditions;
  - 7B, includes the clauses and conditions which will apply to any contract resulting from a call-up made pursuant to the Standing Offer.

The Annexes include the Statement of Work, the Basis of Payment, the Electronic Payment Instruments, and the Federal Contractors Program for Employment Equity – Certification.

### **1.2 Summary**

**1.2.1** The Department of Fisheries and Oceans has a requirement to set up standing offer agreements for laboratory analytical services on an “as and when” requested basis. The objective is to award Standing Offer Agreements (SOA) to five (5) suppliers who can provide Laboratory Analytical Services to meet the specific needs of the Statement of Work.

The Regional Office of Environmental Coordination (ROEC) within Real Property Safety & Security (RPSS) of the Department of Fisheries and Oceans-Pacific Region conducts and manages site assessment, site characterization and environmental audit projects on federal lands. These projects involve assessments of contaminants in air, soil, soil vapour, sediments, surface water, groundwater, drinking water, pore water, building materials, and plant and animal tissues. While each site may have specific parameters of concern, ROEC will typically request analyses of analytic groups (e.g., total metals or PAH compounds), with analytical results to be provided for specific parameters (e.g., lead or benzo[a]pyrene) within each group.

ROEC routinely analyzes for organic and inorganic parameters listed in:

- a) CCME Canadian Environmental Quality Criteria for Contaminated Sites



- b) Environmental Management Act *Contaminated Sites Regulation* (Schedules 4-7, 9, 10 and 11)
- c) Environmental Management Act *Hazardous Waste Regulation* (leachability testing).
- d) Canada Wide Standards for Petroleum Hydrocarbons (CWS\_PHC's) (organic parameters, including grain size analysis for soil samples)

The assessment objectives for ROEC projects require analytical method detection limits that do not exceed the most stringent of these criteria/guidelines/standards.

### **PERIOD OF STANDING OFFER**

The services are to be performed on an “as and when required” basis during the period from date of award until 30 September, 2028.

**1.2.2** The Request for Standing Offers (RFSO) is to establish Regional Standing Offers for the requirement detailed in the RFSO, to the Identified Users across Canada, excluding locations within Yukon, Northwest Territories, Nunavut, Quebec, and Labrador that are subject to Comprehensive Land Claims Agreements (CLCAs). Any requirement for deliveries to locations within CLCAs areas within Yukon, Northwest Territories, Nunavut, Quebec, or Labrador will have to be treated as a separate procurement, outside of the resulting standing offers.

**1.2.3** The requirement is subject to the Canada-Chile Free Trade Agreement (CCFTA), Comprehensive and Progressive Agreement for Trans-Pacific Partnership (CPTPP), Canada-European Union Comprehensive Economic and Trade Agreement (CETA), Canada-Colombia Free Trade Agreement, Canada-Peru Free Trade Agreement (CPFTA), Canada-Panama Free Trade Agreement, Canada-Korea Free Trade Agreement (CKFTA), Canada-Ukraine Free Trade Agreement, Canada-Honduras Free Trade Agreement, World Trade Organization–Agreement on Government Procurement (WTO-GPA), and the Canadian Free Trade Agreement (CFTA).

### **1.3 Security Requirements**

There is no security requirement applicable to the Standing Offer.

### **1.4 Debriefings**

Offerors may request a debriefing on the results of the request for standing offers process. Offerors should make the request to the Standing Offer Authority within **15 (fifteen)** working days of receipt of the results of the request for standing offers process. The debriefing may be in writing, by telephone or in person.



## PART 2 - OFFEROR INSTRUCTIONS

### 2.1 Standard Instructions, Clauses and Conditions

As this solicitation is issued by Fisheries and Oceans Canada (DFO), any reference to Public Works and Government Services Canada or PWGSC or its Minister contained in any term, condition or clause of this solicitation, including any individual SACC clauses incorporated by reference, will be interpreted as reference to DFO or its Minister.

All instructions, clauses and conditions identified in the Request for Standing Offers (RFSO) 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.

Offerors who submit an offer agree to be bound by the instructions, clauses and conditions of the RFSO and accept the clauses and conditions of the Standing Offer and resulting contract(s).

The [2006](#) (2022-12-01) Standard Instructions - Request for Standing Offers - Services - Competitive Requirements, are incorporated by reference into and form part of the RFSO.

Subsection 5.4 of [2006](#), Standard Instructions - Request for Standing Offers - Goods or Services - Competitive Requirements, is amended as follows:

Delete: 60 days

Insert: 120 days

### 2.2 Submission of Offers

Offers must be submitted only to Fisheries and Oceans (DFO) Bid Receiving Unit by the date, time and place indicated in the RFSO.

Due to the nature of the Request for Standing Offers, transmission of offers by facsimile to DFO will not be accepted.

### 2.3 Enquiries - Request for Standing Offers

All enquiries must be submitted in writing to the Standing Offer Authority no later than **ten (10) calendar days** before the Request for Standing Offers (RFSO) closing date. Enquiries received after that time may not be answered.

Offerors should reference as accurately as possible the numbered item of the RFSO to which the enquiry relates. Care should be taken by offerors 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 offerors do so, so that the proprietary nature of the question(s) is eliminated, and the enquiry can be answered to all offerors. Enquiries not submitted in a form that can be distributed to all offerors may not be answered by Canada.

### 2.4 Applicable Laws

The Standing Offer and any contract resulting from the Standing Offer must be interpreted and governed, and the relations between the parties determined, by the laws in force in British Columbia.



Offerors may, at their discretion, substitute the applicable laws of a Canadian province or territory of their choice without affecting the validity of their offer, 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 offerors.

## 2.5 Bid Challenge and Recourse Mechanisms

- (a) Several mechanisms are available to potential offerors to challenge aspects of the procurement process up to and including contract award.
- (b) Canada encourages offerors 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) Offerors should note that there are **strict deadlines** for filing complaints, and the time periods vary depending on the complaint body in question. Offerors should therefore act quickly when they want to challenge any aspect of the procurement process.





## PART 3 - OFFER PREPARATION INSTRUCTIONS

### 3.1 Offer Preparation Instructions

Due to the nature of the RFSO, offers transmitted by CPC Connect service and by facsimile will not be accepted.

Canada requests that offerors provide their offer in separately bound sections as follows:

Section I: Technical Offer (1 Soft Copy)  
Section II: Financial Offer (1 Soft Copy)  
Section III: Certifications (1 Soft Copy)

**The maximum size per email (including attachments) is limited to 10MB. If the limit is exceeded, your email might not be received by DFO. It is suggested that you compress the email size or send multiple emails to ensure delivery. Offerors are responsible to send their proposal and to allow enough time for DFO to receive the proposal by the closing period indicated in the RFP.**

**For bids transmitted by email, DFO will not be responsible for any failure attributable to the transmission or receipt of the email bid. DFO will send a confirmation email to the Offerors when the submission is received.**

If there is a discrepancy between the wording of the soft copy on electronic media and the hard copy, the wording of the hard copy will have priority over the wording of the soft copy.

If the Offeror is simultaneously providing copies of its offer using multiple acceptable delivery methods, and if there is a discrepancy between the wording of any of these copies and the electronic copy, the wording of the electronic copy will have priority over the wording of the other copies.

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

Canada requests that offerors follow the format instructions described below in the preparation of hard copy of their offer:

- (a) use 8.5 x 11 inch (216 mm x 279 mm) paper;
- (b) use a numbering system that corresponds to the RFSO.

In April 2006, Canada issued a policy directing federal departments and agencies to take the necessary steps to incorporate environmental considerations into the procurement process [Policy on Green Procurement](https://www.tbs-sct.gc.ca/pol/doc-eng.aspx?id=32573) (<https://www.tbs-sct.gc.ca/pol/doc-eng.aspx?id=32573>). To assist Canada in reaching its objectives, Offerors should:

- 1) Include all environmental certification(s) relevant to your organization (e.g., ISO 14001, Leadership in Energy and Environmental Design (LEED), Carbon Disclosure Project, etc.)
- 2) Include all environmental certification(s) or Environmental Product Declaration(s) (EPD) specific to your product/service (e.g., Forest Stewardship Council (FSC), ENERGYSTAR, etc.)
- 3) Unless otherwise noted, Offerors are encouraged to submit offers electronically. If hard copies are required, Offerors should:
  - a. use 8.5 x 11 inch (216 mm x 279 mm) paper containing fibre certified as originating from a sustainably-managed forest and containing minimum 30% recycled content; and
  - b. use an environmentally-preferable format including black and white printing instead of colour printing, printing double sided/duplex, using staples or clips instead of cerlox, duotangs or binders.



## **Section I: Technical Offer**

In their technical offer, offerors should explain and demonstrate how they propose to meet the requirements and how they will carry out the Work.

### **3.1.1 List of Proposed Subcontractors**

[A7035T](#) (2007-05-25), List of Proposed Subcontractors

## **Section II: Financial Offer**

Offerors must submit their financial offer in accordance with Attachment 2 to Part 4 **and** Annex “B”, Basis of Payment.

### **3.1.2 Electronic Payment of Invoices - Offer**

If you are willing to accept payment of invoices by Electronic Payment Instruments, complete Annex “1” to Part 3 Electronic Payment Instruments, to identify which ones are accepted.

If Annex “1” to Part 3 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.

### **3.1.2 Exchange Rate Fluctuation**

[C3011T](#) (2013-11-06), Exchange Rate Fluctuation

## **Section III: Certifications**

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



## **ANNEX “1” to PART 3 OF THE REQUEST FOR STANDING OFFERS**

### **ELECTRONIC PAYMENT INSTRUMENTS**

As indicated in Part 3, clause 3.1.2, the Offeror must complete the information requested below, to identify which electronic payment instruments are accepted for the payment of invoices.

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

- VISA Acquisition Card;
- MasterCard Acquisition Card;
- Direct Deposit (Domestic and International);



## PART 4 - EVALUATION PROCEDURES AND BASIS OF SELECTION

### 4.1 Evaluation Procedures

- (a) Offers will be assessed in accordance with the entire requirement of the Request for Standing Offers including the technical and financial evaluation criteria.
- (b) An evaluation team composed of representatives of Canada will evaluate the offers.

#### 4.1.1 Technical Evaluation

##### 4.1.1.1 Mandatory Technical Criteria

Refer to Attachment 1 to Part 4

##### 4.1.1.2 Point Rated Technical Criteria

Refer to Attachment 1 to Part 4

#### 4.1.2 Financial Evaluation

Refer to Attachment 2 to Part 4

##### 4.1.2.1 Evaluation of Price – Offer

SACC Manual Clause [M0220T](#) (2016-01-28), Evaluation of Price - Offer

### 4.2 Basis of Selection – Highest Combined Rating 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; and
  - c. obtain the required minimum points specified for criteria R1 and R2 for the technical evaluation, and
  - d. obtain the required minimum of **10 points** overall for the technical evaluation criteria which are subject to point rating. The rating is performed on a scale of **30 points**.
2. Bids not meeting (a) or (b) or (c) or (d) 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 70% for the technical merit and 30% 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 70%.
5. To establish the pricing score, each responsive bid will be prorated against the lowest evaluated price and the ratio of 30%.
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 70/30 ratio of technical merit and price, respectively. The total available points equals 135 and the lowest evaluated price is \$45,000 (45).

| <b>Basis of Selection - Highest Combined Rating Technical Merit (70%) and Price (30%)</b> |                             |                            |                            |
|---|-----------------------------|----------------------------|----------------------------|
|   | <b>Offeror</b>              |                            |                            |
|   | <b>Offeror 1</b>            | <b>Offeror 2</b>           | <b>Offeror 3</b>           |
| <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>  | $115/135 \times 70 = 59.62$ | $89/135 \times 70 = 46.14$ | $92/135 \times 70 = 47.70$ |
| <b>Pricing Score</b>  | $45/55 \times 30 = 24.54$   | $45/50 \times 30 = 27.00$  | $45/45 \times 30 = 30.00$  |
| <b>Combined Rating</b>  | 84.16                       | 73.14                      | 77.70                      |
| <b>Overall Rating</b>   | <b>1st</b>                  | <b>3rd</b>                 | <b>2nd</b>                 |



**ATTACHMENT 1 to PART 4 - TECHNICAL CRITERIA**

**Mandatory Technical Criteria**

The bid must meet the mandatory technical criteria specified below. The Offeror must provide the necessary documentation to support compliance with this requirement.

Bids which fail to meet the mandatory technical criteria will be declared non-responsive. Each mandatory technical criterion should be addressed separately.

**Please note Offerors must complete the following charts and include with their bid submission.**

| Criteria No. | Mandatory Criterion  | Meets Criteria<br>(Yes/No)<br><i>(Evaluation Team to complete)</i> | Proposal Page No.<br><i>(Offeror to complete)</i> |
|--------------|--|--|---|
| M1           | <p>The Offeror <b>must</b> hold the certification by the Standards Council of Canada – Canadian Association for Laboratory Association (SCC – CALA) at time of bid close.</p> <p>Offerors <b>must</b> provide proof of this certification with their bid.</p>  |  |   |
| M2           | <p>The Offeror <b>must</b> provide two (2) relevant lab analytical services projects completed within the last five (5) years. Each project <b>must</b> have the following information:</p> <ol style="list-style-type: none"> <li>1. The name of the client organization (to whom the services were provided);</li> <li>2. The name, title, telephone number and email address of a contact person from the client organization which will act as a reference for the project (for validation purposes);</li> <li>3. The name, title, telephone number and email address of Project Authority; (for validation purposes)</li> <li>4. Description of the type and scope of services that meet the identified criteria by the resource.</li> <li>5. Dates and duration of the project (indicating the years and months of engagement and the start and end dates of the work).</li> </ol> |  |   |
| M3           | <p>The Offeror's proposed resource as the Senior Technical Specialist <b>must</b> have a minimum of 120 months (10 years) work experience related to contaminated sites analyses within the last 120 months (10 years) and <b>must</b> demonstrate this experience by providing relevant completed projects information.</p>   |  |   |



|           |  |  |  |
|-----------|--|--|--|
|           | <p>Each project <b>MUST</b> have the following information:</p> <ol style="list-style-type: none"><li>1. The name of the client organization (to whom the services were provided);</li><li>2. The name, title, telephone number and email address of Project Authority; (for validation purposes)</li><li>3. Description of the type and scope of services that meet the identified criteria by the resource.</li><li>4. Dates and duration of the project (indicating the years and months of engagement and the start and end dates of the work).</li></ol>  |  |  |
| <b>M4</b> | <p>The Offeror's proposed resource as the Project Manager <b>must</b> have a minimum of 96 months (8 years) of Project Management Experience related to contaminated sites analyses, within the last 120 months (10 years) and <b>must</b> demonstrate this experience by providing relevant completed projects information.</p> <p>Each project <b>MUST</b> have the following information:</p> <ol style="list-style-type: none"><li>1. The name of the client organization (to whom the services were provided);</li><li>2. The name, title, telephone number and email address of Project Authority; (for validation purposes)</li><li>3. Description of the type and scope of services that meet the identified criteria by the resource.</li><li>4. Dates and duration of the project (indicating the years and months of engagement and the start and end dates of the work).</li></ol> |  |  |



**Point Rated Technical Criteria**

Proposals meeting the Mandatory Criteria will be evaluated and rated against the following Point-Rated Criteria, using the evaluation factors specified for each criterion. It is imperative that these criteria be addressed in sufficient depth in the proposal to fully describe the Offeror's response and to permit the Evaluation Team to rate the proposals.

Bids **MUST** achieve a minimum score of 10/30 of the total score of the Rated Requirements, the minimum score per rated item and the minimum score per table in order to be considered technically responsive. Proposals which fail to attain at least 10 points in total score of the Rated Requirements will be considered technically non-responsive and no further evaluation will be conducted.

| Criteria No. | Point Rated Technical Criterion   | Scoring Grid  | Minimum Required Points/Maximum Points | Cross-Reference to Proposal<br><i>(Offeror to complete)</i> |
|--------------|---|---|--|---|
| R1           | <p>The Offeror should demonstrate (beyond what is stated in mandatory requirement M4) that the proposed resource as the Senior Technical Specialist has experience providing laboratory services for contaminated site projects, within the last 15 years.</p> <p>Each project <b>MUST</b> have the following information:</p> <ol style="list-style-type: none"> <li>1. The name of the client organization (to whom the services were provided);</li> <li>2. The name, title, telephone number and email address of Project Authority; (for validation purposes)</li> <li>3. Description of the type and scope of services that meet the identified criteria by the resource.</li> <li>4. Dates and duration of the project (indicating the years and months of engagement and the start and end dates of the work).</li> </ol> | <p>120 months to 144 months (10 years to 12 years) = <b>5 pts</b></p> <p>144 months to 180 months (12 years to 15 years) = <b>10 pts</b></p> <p>180+ months (15+ years) = <b>15 pts</b></p> | 5/15                                   |   |





|   |   |   |                    |  |
|---|---|---|--------------------|--|
| <p><b>R2</b></p>  | <p>The Offeror should demonstrate (beyond what is stated in mandatory requirement M4) that the proposed resource as the Project Manager has experience providing laboratory services for contaminated site projects.</p> <p>Each project <b>MUST</b> have the following information:</p> <ol style="list-style-type: none"> <li>1. The name of the client organization (to whom the services were provided);</li> <li>2. The name, title, telephone number and email address of Project Authority; (for validation purposes)</li> <li>3. Description of the type and scope of services that meet the identified criteria by the resource.</li> <li>4. Dates and duration of the project (indicating the years and months of engagement and the start and end dates of the work).</li> </ol> | <p>96 months to 120 months (8 years to 10 years) = <b>5 pts</b></p> <p>120 months to 144 months (10 years to 12 years) = <b>10 pts</b></p> <p>144+ months (12+ years) = <b>15 pts</b></p> | <p><b>5/15</b></p> |  |
| <p><b>R1 +R2 Total Points<br/>(Minimum Point Total = 10 Points)</b></p> |   |   | <p><b>/30</b></p>  |  |



**ATTACHMENT 2 to PART 4 – FINANCIAL PROPOSAL**

The financial proposal will be opened only for contractors demonstrating they meet the mandatory requirements, meet the minimum passing grade for R1 and R2, and those with a minimum technical score of 10/30.

The financial proposal will be evaluated for a maximum score of 30 points. The lowest blended rate will receive a score of 30. Other companies will be pro-rated in accordance with the formula in the Basis of Selection.

Rates as offered per year will remain fixed during the course of the Standing Offer. Increases in hourly rates will not be permitted during that Standing Offer period.

The table below is for **financial evaluation purposes only**. Offerors will be evaluated against the overall total blended rate. Offerors **must** complete this table along with all potential analytical of parameters which are in Annex B – Basis of Payment. The prices that are proposed in the below table **must** match the proposed prices in Annex B – Basis of Payment. The Offeror **must** provide a price for each analytical parameter provided below.

**Year 1: Date of Standing Offer Award to 30 September, 2024**

| Sample Media | Analytical Parameter                         | Proposed Rate Per Sample (CAD) |                              |                             |                              |         | Blending Percentage | Blended Rate (CAD) |
|--------------|--|--------------------------------|------------------------------|-----------------------------|------------------------------|---------|---------------------|--------------------|
|              |  | Standard turnaround            |                              | Rapid turnaround            |                              | A+B+C+D |                     |                    |
|              |  | Low vol. (<15 samples)<br>A    | High vol. (15+ samples)<br>B | Low vol. (<15 samples)<br>C | High vol. (15+ samples)<br>D |         |                     |                    |
| Soil         | CCME Metals (incl. pH)                       |                                |                              |                             |                              |         | x 0.08              | \$                 |
| Soil         | CWS F1 incl. BTEX                            |                                |                              |                             |                              |         | x 0.06              | \$                 |
| Soil         | CWS F2, F3 and F4                            |                                |                              |                             |                              |         | x 0.06              | \$                 |
| Soil         | PAH  |                                |                              |                             |                              |         | x 0.05              | \$                 |
| Soil         | TCLP (Metals)                                |                                |                              |                             |                              |         | x 0.05              | \$                 |
| Water        | CCME Metals (incl pH, Hardness)_freshwater   |                                |                              |                             |                              |         | x 0.08              | \$                 |
| Water        | CCME Metals (incl pH, Hardness)_marine water |                                |                              |                             |                              |         | x 0.08              | \$                 |
| Water        | CCME F1 incl BTEX                            |                                |                              |                             |                              |         | x 0.07              | \$                 |



|   |                 |  |  |  |  |  |        |    |
|---|-----------------|--|--|--|--|--|--------|----|
| Water   | CCME F2, F3, F4 |  |  |  |  |  | x 0.07 | \$ |
| Water   | PAH             |  |  |  |  |  | x 0.05 | \$ |
| Air   | Aliphatics      |  |  |  |  |  | x 0.05 | \$ |
| Air   | Aromatics       |  |  |  |  |  | x 0.05 | \$ |
| Air   | PAH             |  |  |  |  |  | x 0.05 | \$ |
| Air   | VPHv            |  |  |  |  |  | x 0.05 | \$ |
| Animal Tissue   | Metals          |  |  |  |  |  | x 0.05 | \$ |
| Animal Tissue   | PAH             |  |  |  |  |  | x 0.05 | \$ |
| Plant Tissue  | Metals          |  |  |  |  |  | x 0.05 | \$ |
| <b>Total Blended Rate Year 1 (For Evaluation Purposes Only)</b> |                 |  |  |  |  |  |        | \$ |

**Year 2: 1 October, 2024 to 30 September, 2025**

| Sample Media | Analytical Parameter                         | Proposed Rate Per Sample (CAD) |                              |                             |                              |         | Blending Percentage | Blended Rate (CAD) |
|--------------|--|--------------------------------|------------------------------|-----------------------------|------------------------------|---------|---------------------|--------------------|
|              |  | Standard turnaround            |                              | Rapid turnaround            |                              | A+B+C+D |                     |                    |
|              |  | Low vol. (<15 samples)<br>A    | High vol. (15+ samples)<br>B | Low vol. (<15 samples)<br>C | High vol. (15+ samples)<br>D |         |                     |                    |
| Soil         | CCME Metals (incl. pH)                       |                                |                              |                             |                              |         | x 0.08              | \$                 |
| Soil         | CWS F1 incl. BTEX                            |                                |                              |                             |                              |         | x 0.06              | \$                 |
| Soil         | CWS F2, F3 and F4                            |                                |                              |                             |                              |         | x 0.06              | \$                 |
| Soil         | PAH  |                                |                              |                             |                              |         | x 0.05              | \$                 |
| Soil         | TCLP (Metals)                                |                                |                              |                             |                              |         | x 0.05              | \$                 |
| Water        | CCME Metals (incl pH, Hardness)_freshwater   |                                |                              |                             |                              |         | x 0.08              | \$                 |
| Water        | CCME Metals (incl pH, Hardness)_marine water |                                |                              |                             |                              |         | x 0.08              | \$                 |



|   |                   |  |  |  |  |  |        |    |
|---|-------------------|--|--|--|--|--|--------|----|
| Water   | CCME F1 incl BTEX |  |  |  |  |  | x 0.07 | \$ |
| Water   | CCME F2, F3, F4   |  |  |  |  |  | x 0.07 | \$ |
| Water   | PAH               |  |  |  |  |  | x 0.05 | \$ |
| Air   | Aliphatics        |  |  |  |  |  | x 0.05 | \$ |
| Air   | Aromatics         |  |  |  |  |  | x 0.05 | \$ |
| Air   | PAH               |  |  |  |  |  | x 0.05 | \$ |
| Air   | VPHv              |  |  |  |  |  | x 0.05 | \$ |
| Animal Tissue   | Metals            |  |  |  |  |  | x 0.05 | \$ |
| Animal Tissue   | PAH               |  |  |  |  |  | x 0.05 | \$ |
| Plant Tissue  | Metals            |  |  |  |  |  | x 0.05 | \$ |
| <b>Total Blended Rate Year 2 (For Evaluation Purposes Only)</b> |                   |  |  |  |  |  |        | \$ |

**Year 3: 1 October, 2025 to 30 September, 2026**

| Sample Media | Analytical Parameter                       | Proposed Rate Per Sample (CAD) |                              |                             |                              |         | Blending Percentage | Blended Rate (CAD) |
|--------------|--|--------------------------------|------------------------------|-----------------------------|------------------------------|---------|---------------------|--------------------|
|              |  | Standard turnaround            |                              | Rapid turnaround            |                              | A+B+C+D |                     |                    |
|              |  | Low vol. (<15 samples)<br>A    | High vol. (15+ samples)<br>B | Low vol. (<15 samples)<br>C | High vol. (15+ samples)<br>D |         |                     |                    |
| Soil         | CCME Metals (incl. pH)                     |                                |                              |                             |                              |         | x 0.08              | \$                 |
| Soil         | CWS F1 incl. BTEX                          |                                |                              |                             |                              |         | x 0.06              | \$                 |
| Soil         | CWS F2, F3 and F4                          |                                |                              |                             |                              |         | x 0.06              | \$                 |
| Soil         | PAH  |                                |                              |                             |                              |         | x 0.05              | \$                 |
| Soil         | TCLP (Metals)                              |                                |                              |                             |                              |         | x 0.05              | \$                 |
| Water        | CCME Metals (incl pH, Hardness)_freshwater |                                |                              |                             |                              |         | x 0.08              | \$                 |
| Water        | CCME Metals (incl pH,                      |                                |                              |                             |                              |         | x 0.08              | \$                 |



|   |                            |  |  |  |  |  |        |    |
|---|----------------------------|--|--|--|--|--|--------|----|
|   | Hardness)_m<br>arine water |  |  |  |  |  |        |    |
| Water   | CCME F1 incl<br>BTEX       |  |  |  |  |  | x 0.07 | \$ |
| Water   | CCME F2,<br>F3, F4         |  |  |  |  |  | x 0.07 | \$ |
| Water   | PAH                        |  |  |  |  |  | x 0.05 | \$ |
| Air   | Aliphatics                 |  |  |  |  |  | x 0.05 | \$ |
| Air   | Aromatics                  |  |  |  |  |  | x 0.05 | \$ |
| Air   | PAH                        |  |  |  |  |  | x 0.05 | \$ |
| Air   | VPHv                       |  |  |  |  |  | x 0.05 | \$ |
| Animal<br>Tissue  | Metals                     |  |  |  |  |  | x 0.05 | \$ |
| Animal<br>Tissue  | PAH                        |  |  |  |  |  | x 0.05 | \$ |
| Plant<br>Tissue   | Metals                     |  |  |  |  |  | x 0.05 | \$ |
| <b>Total Blended Rate Year 3 (For Evaluation Purposes Only)</b> |                            |  |  |  |  |  |        | \$ |

**Year 4: 1 August, 2026 to 31 July, 2027**

| Sample<br>Media | Analytical<br>Parameter                              | Proposed Rate Per Sample (CAD)    |                                    |                                   |   |             | Blending<br>Percenta<br>ge | Blended<br>Rate (CAD) |
|-----------------|--|-----------------------------------|------------------------------------|-----------------------------------|---|-------------|----------------------------|-----------------------|
|                 |  | Standard turnaround               |                                    | Rapid turnaround                  |   | A+B+C+<br>D |                            |                       |
|                 |  | Low vol.<br>(<15<br>samples)<br>A | High vol.<br>(15+<br>samples)<br>B | Low vol.<br>(<15<br>samples)<br>C | High<br>vol.<br>(15+<br>sample<br>s)<br>D |             |                            |                       |
| Soil            | CCME Metals<br>(incl. pH)                            |                                   |                                    |                                   |   |             | x 0.08                     | \$                    |
| Soil            | CWS F1 incl.<br>BTEX                                 |                                   |                                    |                                   |   |             | x 0.06                     | \$                    |
| Soil            | CWS F2, F3<br>and F4                                 |                                   |                                    |                                   |   |             | x 0.06                     | \$                    |
| Soil            | PAH  |                                   |                                    |                                   |   |             | x 0.05                     | \$                    |
| Soil            | TCLP<br>(Metals)                                     |                                   |                                    |                                   |   |             | x 0.05                     | \$                    |
| Water           | CCME Metals<br>(incl pH,<br>Hardness)_fr<br>eshwater |                                   |                                    |                                   |   |             | x 0.08                     | \$                    |



|   |  |  |  |  |  |  |        |    |
|---|--|--|--|--|--|--|--------|----|
| Water   | CCME Metals (incl pH, Hardness)_marine water |  |  |  |  |  | x 0.08 | \$ |
| Water   | CCME F1 incl BTEX                            |  |  |  |  |  | x 0.07 | \$ |
| Water   | CCME F2, F3, F4                              |  |  |  |  |  | x 0.07 | \$ |
| Water   | PAH  |  |  |  |  |  | x 0.05 | \$ |
| Air   | Aliphatics                                   |  |  |  |  |  | x 0.05 | \$ |
| Air   | Aromatics                                    |  |  |  |  |  | x 0.05 | \$ |
| Air   | PAH  |  |  |  |  |  | x 0.05 | \$ |
| Air   | VPHv   |  |  |  |  |  | x 0.05 | \$ |
| Animal Tissue   | Metals                                       |  |  |  |  |  | x 0.05 | \$ |
| Animal Tissue   | PAH  |  |  |  |  |  | x 0.05 | \$ |
| Plant Tissue  | Metals                                       |  |  |  |  |  | x 0.05 | \$ |
| <b>Total Blended Rate Year 4 (For Evaluation Purposes Only)</b> |  |  |  |  |  |  |        | \$ |

**Year 5: 1 September, 2027 to 30 October, 2028**

| Sample Media | Analytical Parameter   | Proposed Rate Per Sample (CAD) |                              |                             |                              |         | Blending Percentage | Blended Rate (CAD) |
|--------------|------------------------|--------------------------------|------------------------------|-----------------------------|------------------------------|---------|---------------------|--------------------|
|              |                        | Standard turnaround            |                              | Rapid turnaround            |                              | A+B+C+D |                     |                    |
|              |                        | Low vol. (<15 samples)<br>A    | High vol. (15+ samples)<br>B | Low vol. (<15 samples)<br>C | High vol. (15+ samples)<br>D |         |                     |                    |
| Soil         | CCME Metals (incl. pH) |                                |                              |                             |                              |         | x 0.08              | \$                 |
| Soil         | CWS F1 incl. BTEX      |                                |                              |                             |                              |         | x 0.06              | \$                 |
| Soil         | CWS F2, F3 and F4      |                                |                              |                             |                              |         | x 0.06              | \$                 |
| Soil         | PAH                    |                                |                              |                             |                              |         | x 0.05              | \$                 |
| Soil         | TCLP (Metals)          |                                |                              |                             |                              |         | x 0.05              | \$                 |
| Water        | CCME Metals (incl pH,  |                                |                              |                             |                              |         | x 0.08              | \$                 |



|   |  |  |  |  |  |  |        |           |
|---|--|--|--|--|--|--|--------|-----------|
|   | Hardness)_fr<br>eshwater                               |  |  |  |  |  |        |           |
| Water   | CCME Metals<br>(incl pH,<br>Hardness)_m<br>arine water |  |  |  |  |  | x 0.08 | \$        |
| Water   | CCME F1 incl<br>BTEX                                   |  |  |  |  |  | x 0.07 | \$        |
| Water   | CCME F2,<br>F3, F4                                     |  |  |  |  |  | x 0.07 | \$        |
| Water   | PAH  |  |  |  |  |  | x 0.05 | \$        |
| Air   | Aliphatics   |  |  |  |  |  | x 0.05 | \$        |
| Air   | Aromatics  |  |  |  |  |  | x 0.05 | \$        |
| Air   | PAH  |  |  |  |  |  | x 0.05 | \$        |
| Air   | VPHv   |  |  |  |  |  | x 0.05 | \$        |
| Animal<br>Tissue  | Metals   |  |  |  |  |  | x 0.05 | \$        |
| Animal<br>Tissue  | PAH  |  |  |  |  |  | x 0.05 | \$        |
| Plant<br>Tissue   | Metals   |  |  |  |  |  | x 0.05 | \$        |
| <b>Total Blended Rate Year 5 (For Evaluation Purposes Only)</b> |  |  |  |  |  |  |        | <b>\$</b> |

**Total Price for Evaluation Purposes:**

**Total Blended Rate Year 1 \$** \_\_\_\_\_  
 +  
**Total Blended Rate Year 2 \$** \_\_\_\_\_  
 +  
**Total Blended Rate Year 3 \$** \_\_\_\_\_  
 +  
**Total Blended Rate Year 4 \$** \_\_\_\_\_  
 +  
**Total Blended Rate Year 5 \$** \_\_\_\_\_

**= \$** \_\_\_\_\_  
**Total Financial Bid, GST/HST Extra**



## PART 5 – CERTIFICATIONS AND ADDITIONAL INFORMATION

Offerors must provide the required certifications and additional information to be issued a standing offer.

The certifications provided by offerors to Canada are subject to verification by Canada at all times. Unless specified otherwise, Canada will declare an offer non-responsive, will have the right to set-aside a standing offer, or will declare a contractor in default if any certification made by the Offeror is found to be untrue whether made knowingly or unknowingly during the offer evaluation period, during the Standing Offer period, or during the contract period.

The Standing Offer Authority will have the right to ask for additional information to verify the Offeror's certifications. Failure to comply and to cooperate with any request or requirement imposed by the Standing Offer Authority will render the offer non-responsive, result in the setting aside of the Standing Offer or constitute a default under the Contract.

### 5.1 Certifications Required with the Offer

Offerors must submit the following duly completed certifications as part of their offer.

#### 5.1.1 Integrity Provisions - Declaration of Convicted Offences

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

### 5.2 Certifications Precedent to the Issuance of a Standing Offer and Additional Information

The certifications and additional information listed below should be submitted with the offer but may be submitted afterwards. If any of these required certifications or additional information is not completed and submitted as requested, the Standing Offer Authority will inform the Offeror 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 provided will render the offer 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 Offeror must provide the required documentation, as applicable, to be given further consideration in the procurement process.

#### 5.2.2 Federal Contractors Program for Employment Equity - Standing Offer Certification

By submitting an offer, the Offeror certifies that the Offeror, and any of the Offeror's members if the Offeror 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 an offer non-responsive, or to set-aside a Standing Offer, if the Offeror, or any member of the Offeror if the Offeror is a Joint Venture, appears on the "FCP Limited Eligibility to Bid" list at the time of issuing of a Standing Offer or during the period of the Standing Offer.

Canada will also have the right to terminate the Call-up for default if a Contractor, or any member of the Contractor if the Contractor is a Joint Venture, appears on the "[FCP Limited Eligibility to Bid](#)" list during the period of the Contract.





The Offeror must provide the Standing Offer Authority with a completed annex titled [Federal Contractors Program for Employment Equity - Certification](#), before the issuance of a Standing Offer. If the Offeror is a Joint Venture, the Offeror must provide the Standing Offer Authority with a completed annex Federal Contractors Program for Employment Equity - Certification, for each member of the Joint Venture.

## 5.2.3 Additional Certifications Precedent to Issuance of a Standing Offer

### 5.2.3.1 Status and Availability of Resources

SACC Manual Clause [M3020T](#) (2016-01-28), Status of Availability of Resources – Offer

### 5.2.3.2 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 FPS, offerors must provide the information required below before the issuance of a standing offer. If the answer to the questions and, as applicable the information required have not been received by the time the evaluation of offers is completed, Canada will inform the Offeror 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 offer 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 Offeror a FPS in receipt of a pension?



**YES ( )**      **NO ( )**

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

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

By providing this information, Offerors agree that the successful Offeror's status, with respect to being a former public servant in receipt of a pension, will be reported on departmental websites as part of the published proactive disclosure reports in accordance with [Contracting Policy Notice: 2012-2](#) and the [Guidelines on the Proactive Disclosure of Contracts](#).

**Work Force Adjustment Directive**

Is the Offeror a FPS who received a lump sum payment pursuant to the terms of the Work Force Adjustment Directive?

**YES ( )**      **NO ( )**

If so, the Offeror must provide the following information:

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

For all contracts awarded during the lump sum payment period, the total amount of fees that may be paid to a FPS who received a lump sum payment is \$5,000, including Applicable Taxes.

**5.2.3.3 List of Names for Integrity Verification Form**

Offerors must complete the List of Names for Integrity Verification form found in Attachment 1 to Part 5.

**5.2.3.4 Contractor's Representative**

The Contractor's Representative for the Contract is:

Name: \_\_\_\_\_  
 Title: \_\_\_\_\_  
 Address: \_\_\_\_\_  
 Telephone: \_\_\_\_\_  
 Facsimile: \_\_\_\_\_  
 E-mail: \_\_\_\_\_

**5.2.3.5 Supplementary Contractor Information**

Pursuant to paragraph 221 (1)(d) of the Income Tax Act, payments made by departments and agencies under applicable services contracts (including contracts involving a mix of goods and services) must be reported on a T4-A supplementary slip.

To enable the Department of Fisheries and Oceans to comply with this requirement, the Contractor hereby agrees to provide the following information which it certifies to be correct, complete, and fully discloses the



identification of this Contractor:

a) The legal name of the entity or individual, as applicable (the name associated with the Social Insurance Number (SIN) or Business Number (BN), as well as the address and the postal code:

\_\_\_\_\_

b) The status of the contractor (individual, unincorporated business, corporation or partnership:

\_\_\_\_\_

c) For individuals and unincorporated businesses, the contractor's SIN and, if applicable, the BN, or if applicable, the Goods and Services Tax (GST)/Harmonized Sales Tax (HST) number:

\_\_\_\_\_

d) For corporations, the BN, or if this is not available, the GST/HST number. If there is no BN or GST/HST number, the T2 Corporation Tax number must be shown:

\_\_\_\_\_

**The following certification signed by the contractor or an authorized officer:**

"I certify that I have examined the information provided above and that it is correct and complete"

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Print Name of Signatory



## ATTACHMENT 1 TO PART 5 LIST OF NAMES FOR INTEGRITY VERIFICATION FORM

### Requirements

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

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

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

List of names for [integrity verification form](#)



## **PART 6 - SECURITY, FINANCIAL AND INSURANCE REQUIREMENTS**

### **6.1 Security Requirements**

There is no security requirement applicable to the Contract.

#### **Escort required at DFO site(s)**

- The supplier and all individuals assigned to work on the contract or arrangement **MUST NOT** have access to PROTECTED or CLASSIFIED information/assets.
- The supplier and all individuals assigned to work on the contract or arrangement **MUST NOT** have unescorted access to restricted access areas of Fisheries and Oceans Canada facilities, or Canadian Coast Guard vessels.
- The supplier and all individuals assigned to work on the contract or arrangement **MUST NOT** remove any PROTECTED or CLASSIFIED information/assets from DFO site(s).
- Subcontracts or arrangements with a third party are not to be awarded without the prior written permission of the Contracting Authority (i.e. a new SRCL must be submitted and processed following the same procedure as for the initial contract).

### **6.2 Insurance Requirements**

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



## **PART 7 - STANDING OFFER AND RESULTING CONTRACT CLAUSES**

### **A. STANDING OFFER**

#### **7.1 Offer**

**7.1.1** The Offeror offers to perform the Work in accordance with the Statement of Work at Annex "A".

#### **7.2 Security Requirements**

There is no security requirement applicable to the Contract.

#### **Escort required at DFO site(s)**

- The supplier and all individuals assigned to work on the contract or arrangement MUST NOT have access to PROTECTED or CLASSIFIED information/assets.
- The supplier and all individuals assigned to work on the contract or arrangement MUST NOT have unescorted access to restricted access areas of Fisheries and Oceans Canada facilities, or Canadian Coast Guard vessels.
- The supplier and all individuals assigned to work on the contract or arrangement MUST NOT remove any PROTECTED or CLASSIFIED information/assets from DFO site(s).
- Subcontracts or arrangements with a third party are not to be awarded without the prior written permission of the Contracting Authority (i.e. a new SRCL must be submitted and processed following the same procedure as for the initial contract).

#### **7.3 Standard Clauses and Conditions**

All clauses and conditions identified in the Standing Offer and resulting contract(s) 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.

##### **7.3.1 General Conditions**

2005 (2022-12-01) General Conditions - Standing Offers - Services, apply to and form part of the Standing Offer.

##### **7.3.2 Standing Offers Reporting**

The Offeror must compile and maintain records on its provision of goods and services to Canada under contracts resulting from the Standing Offer. This data must include all purchases done by Canada, including those acquired and paid for by Canada acquisition cards.

The Offeror must provide this data in accordance with the reporting requirements detailed in annex entitled "Standing Offer Usage Report". If some data is not available, the reason must be indicated in the report. If no goods or services is provided during a given period, the Offeror must provide a "nil" report.

The data must be submitted on a semi-annual basis to the Standing Offer Authority.

The semi-annual reporting periods are defined as follows:



- Report 1: 1 April to 30 September
- Report 2: 1 October to 31 March

The data must be submitted to the Standing Offer Authority no later than 30 (thirty) calendar days after the end of the reporting period.

## 7.4 Term of Standing Offer

### 7.4.1 Period of the Standing Offer

The period for making call-ups against the Standing Offer is from date of Award to 30 September, 2028 inclusively.

### 7.4.2 Comprehensive Land Claims Agreements (CLCAs)

The Standing Offer (SO) is for the delivery of the requirement detailed in the SO to the Identified Users in the Pacific Region, excluding locations within Yukon, Northwest Territories, Nunavut, Quebec, and Labrador that are subject to Comprehensive Land Claims Agreements (CLCAs). Any requirement for deliveries to locations within CLCAs areas within Yukon, Northwest Territories, Nunavut, Quebec, or Labrador will have to be treated as a separate procurement, outside of the resulting standing offers.

## 7.5 Authorities

### 7.5.1 Standing Offer Authority

The Standing Offer Authority is:

#### **Mazen Obeid**

Senior Contracting Officer  
Procurement Services and Procurement Hub  
Fisheries and Oceans Canada  
Government of Canada

200 Kent Street  
Ottawa, ON K1A 0E6  
Cell phone: (613) 299-2564  
E-mail: [Mazen.Obeid@dfm-mpo.gc.ca](mailto:Mazen.Obeid@dfm-mpo.gc.ca)

The Standing Offer Authority is responsible for the establishment of the Standing Offer, its administration and its revision, if applicable. Upon the making of a call-up, as Contracting Authority, he is responsible for any contractual issues relating to individual call-ups made against the Standing Offer by any Identified User.

### 7.5.2 Project Authority *(To be provided at standing offer award)*

The Project Authority for the Standing Offer is:

Name: \_\_\_\_\_  
Title: \_\_\_\_\_  
Organization: \_\_\_\_\_  
Address: \_\_\_\_\_  
  
Telephone: \_\_\_\_ - \_\_\_\_ - \_\_\_\_\_



Facsimile: \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_

E-mail address: \_\_\_\_\_

The Project Authority for the Standing Offer is identified in the call-up against the Standing Offer.

The Project Authority is the representative of the department or agency for whom the Work will be carried out pursuant to a call-up against the Standing Offer and is responsible for all the technical content of the Work under the resulting Contract.

### 7.5.3 Offeror's Representative *(To be provided at standing offer award)*

### 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: 2012-2](#) of the Treasury Board Secretariat of Canada.

### 7.7 Identified Users

The Identified User authorized to make call-ups against the Standing Offer is: *(to be provided at standing offer award)*

### 7.8 Call-up Procedures

Call-ups will be issued on a proportional basis. The ranking and percentages for the call-ups are:

1. Highest Ranked Offeror: *(To be provided at standing offer award)*
2. 2<sup>nd</sup>-Highest Ranked Offeror: *(To be provided at standing offer award)*
3. 3<sup>rd</sup>-Highest Ranked Offeror: *(To be provided at standing offer award)*
4. 4<sup>th</sup>-Highest Ranked Offeror: *(To be provided at standing offer award)*
5. 5<sup>th</sup>-Highest Ranked Offeror: *(To be provided at standing offer award)*

### 7.9 Call-up Instrument

The Work will be authorized or confirmed by the Identified User(s) using the duly completed forms or their equivalents as identified in paragraphs 2 and 3 below, or by using Canada acquisition cards (Visa or MasterCard) for low dollar value requirements.

1. Call-ups must be made by Identified Users' authorized representatives under the Standing Offer and must be for goods or services or combination of goods and services included in the Standing Offer at the prices and in accordance with the terms and conditions specified in the Standing Offer.
2. Any of the following forms could be used which are available through [PWGSC Forms Catalogue](#) website:
  - PWGSC-TPSGC 942 Call-up Against a Standing Offer

or

3. An equivalent form or electronic call-up document which contains at a minimum the following information:
  - standing offer number;
  - statement that incorporates the terms and conditions of the Standing Offer;
  - description and unit price for each line item;
  - total value of the call-up;





- point of delivery;
- confirmation that funds are available under section 32 of the Financial Administration Act;
- confirmation that the user is an Identified User under the Standing Offer with authority to enter into a contract.

#### 7.10 Limitation of Call-ups

Individual call-ups against the Standing Offer must not exceed **\$30,000.00** (Applicable Taxes included).

#### 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 call up against the Standing Offer, including any annexes;
- b) the articles of the Standing Offer;
- c) the general conditions 2005 (2022-12-01), General Conditions - Standing Offers - Goods or Services;
- d) the general conditions 2010B (2022-12-01), General Conditions - Professional Services (Medium Complexity);
- e) Annex A, Statement of Work;
- f) Annex B, Basis of Payment;
- g) the Offeror's offer dated \_\_\_\_\_ *(to be inserted at standing offer award)*

#### 7.12 Certifications and Additional Information

##### 7.12.1 Compliance

Unless specified otherwise, the continuous compliance with the certifications provided by the Offeror with its offer or precedent to issuance of the Standing Offer (SO), and the ongoing cooperation in providing additional information are conditions of issuance of the SO and failure to comply will constitute the Offeror in default. Certifications are subject to verification by Canada during the entire period of the SO and of any resulting contract that would continue beyond the period of the SO.

##### 7.12.2 SACC Manual Clauses

M3020C (2016-01-28), Status of Availability of Resources – Standing Offer

#### 7.13 Applicable Laws

The Standing Offer and any contract resulting from the Standing Offer must be interpreted and governed, and the relations between the parties determined, by the laws in force in British Columbia.



## B. RESULTING CONTRACT CLAUSES

The following clauses and conditions apply to and form part of any contract resulting from a call-up against the Standing Offer.

### 7.1 Statement of Work

The Contractor must perform the Work described in the call-up against the Standing Offer.

### 7.2 Standard Clauses and Conditions

**As this Call-up Contract is issued by Fisheries and Oceans Canada (DFO), any reference to Public Works and Government Services Canada or PWGSC or its Minister contained in any term, condition or clause of this contract, including any individual SACC clauses incorporated by reference, will be interpreted as reference to DFO or its Minister.**

All clauses and conditions identified in the Standing Offer 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

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

Subsection 10 of **2010B** (2022-12-01), General Conditions – Professional Services (Medium Complexity) – Invoice submission, is amended as follows:

Delete: 2010B 10 (2013-03-21), Invoice submission

Insert: **Invoice submission**

1. Invoices must be submitted in the Contractor's name to [DFO.invoicing-facturation.MPO@DFO-MPO.gc.ca](mailto:DFO.invoicing-facturation.MPO@DFO-MPO.gc.ca) and [Attn: TBD](#). The Contractor must submit invoices for each delivery or shipment; invoices must only apply to the Contract. Each invoice must indicate whether it covers partial or final delivery.
2. Invoices must show:
  - a. Contractor's Name and remittance physical address;
  - b. Contractor's CRA Business Number or Procurement Business Number (PBN);
  - c. Invoice Date;
  - d. Invoice Number;
  - e. Invoice Amount (broken down into item and tax amounts);
  - f. Invoice Currency (if not in Canadian dollars);
  - g. DFO Reference Number (PO Number or other valid reference number);
  - h. DFO Contact Name (DFO Project Authority) **TBD**. **Note:** Invoice will be return to the Contractor if that information is not provided);
  - i. Description of the goods or services supplied (provide details of expenditures (such as item, quantity, unit of issue, fixed time labour rates and level of effort, subcontracts, as applicable) in accordance with the Basis of Payment, exclusive of Applicable Taxes;
  - j. Deduction for holdback, if applicable;
  - k. The extension of the totals, if applicable; and



- I. If applicable, the method of shipment together with date, case numbers and part or reference numbers, shipment charges and any other additional charges.
3. Applicable Taxes must be specified on all invoices as a separate item along with corresponding registration numbers from the tax authorities. All items that are zero-rated, exempt or to which Applicable Taxes do not apply, must be identified as such on all invoices.
4. By submitting an invoice, the Contractor certifies that the invoice is consistent with the Work delivered and is in accordance with the Contract.

Section 15 Interest on Overdue Accounts, of **2010B** (2022-12-01), General Conditions - Professional Services (Medium Complexity) will not apply to payments made by credit cards.

### **7.3 Term of Standing Offer**

#### **7.3.1 Period of the Standing Offer**

The period of the Standing Offer is from date of award to 30 September, 2028.

### **7.4 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: 2012-2](#) of the Treasury Board Secretariat of Canada.

### **7.5 Payment**

#### **7.5.1 Basis of Payment – Fixed Time Rate – Limitation of Expenditure**

The Contractor will be paid for the Work specified in the call-up, in accordance with the Basis of payment at Annex B, and to the call-up limitation of expenditure. Customs duties are included and Applicable Taxes are extra.

#### **7.5.2 Limitation of Expenditure**

1. Canada's liability to the Contractor under the call-up must not exceed limitation of expenditure specified in the call-up. Customs duties are included and Applicable Taxes are extra.
2. No increase in the total liability of Canada or in the price of the Work specified in the call-up resulting from any design changes, modifications or interpretations of the Work, will be authorized or paid to the Contractor unless these design changes, modifications or interpretations have been approved, in writing, by the Contracting Authority before their incorporation into the Work. The Contractor must not perform any work or provide any service that would result in Canada's total liability being exceeded before obtaining the written approval of the Contracting Authority. The Contractor must notify the Contracting Authority in writing as to the adequacy of this sum:
  - a. when it is 75% committed, or
  - b. four months before the contract expiry date, or
  - c. as soon as the Contractor considers that the contract funds provided are inadequate for the completion of the Work,

whichever comes first.



3. If the notification is for inadequate contract funds, the Contractor must provide to the Contracting Authority a written estimate for the additional funds required. Provision of such information by the Contractor does not increase Canada's liability.

### 7.5.3 Monthly Payments

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.

### 7.5.4 SACC Manual Clauses

SACC Manual clause [A9117C](#) (2007-11-30), T1204 – Direct Request by Customer Department  
SACC Manual clause [C2000C](#) (2007-11-30), Taxes – Foreign-based Contractor

### 7.5.5 Electronic Payment of Invoices – Call-up

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);

### 7.6 Invoicing Instructions

1. The Contractor must submit invoices in accordance with the section 7.2.1 entitled "Invoice Submission" of the general conditions. Invoices cannot be submitted until all work identified in the invoice is completed.
2. Each invoice must be supported by a copy of any documents as specified in the Contract.
3. Invoices must be distributed as follows:  
The original copy must be forwarded to [DFO.invoicing-facturation.MPO@dfo-mpo.gc.ca](mailto:DFO.invoicing-facturation.MPO@dfo-mpo.gc.ca) for certification and payment. With a Cc to \_\_\_\_\_ (to be inserted at standing offer award)

### 7.7 Insurance

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

### 7.8 Federal Contractors Program for Employment Equity - Default by the Contractor

The Contractor understands and agrees that, when an Agreement to Implement Employment Equity (AIEE) exists between the Contractor and Employment and Social Development Canada (ESDC)-Labour, the AIEE must remain valid during the entire period of the Contract. If the AIEE becomes invalid, the name of the Contractor will be added to the "[FCP Limited Eligibility to Bid](#)" list. The imposition of such a sanction by ESDC will constitute the Contractor in default as per the terms of the Contract.



## 7.9 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](#)".
- (e) **Dispute Resolution (i.e. "mediation") clause**, to be inserted in *federal contracts*: The Parties agree to make every reasonable effort, in good faith, to settle amicably all disputes or claims relating to the Contract, through negotiations between the Parties' representatives authorized to settle. If the Parties do not reach a settlement within 25 working days after the dispute was initially raised to the other party in writing, *either Party* may contact the Office of the Procurement Ombudsman (OPO) to request dispute resolution/mediation services. OPO may be contacted by e-mail at [boa.opo@boa-opo.gc.ca](mailto:boa.opo@boa-opo.gc.ca), by telephone at 1-866-734-5169, or by web at [www.opo-boa.gc.ca](http://www.opo-boa.gc.ca).
- (f) **Review of complaint clause re: contract "administration"**, to be inserted in *federal contracts*: The Office of the Procurement Ombudsman (OPO) was established by the Government of Canada to provide an impartial, independent venue for Canadian bidders to raise complaints regarding the administration of certain federal contracts, regardless of dollar value. If you have concerns regarding the administration of a federal contract, you may contact OPO by e-mail at [boa.opo@boa-opo.gc.ca](mailto:boa.opo@boa-opo.gc.ca), by telephone at 1-866-734-5169, or by web at [www.opo-boa.gc.ca](http://www.opo-boa.gc.ca).



## ANNEX "A"

### STATEMENT OF WORK

#### Statement of Work for Services

#### 1.0 Introduction

##### 1.1 Title

Master Standing Offer for Laboratory Analytical Services for the Department of Fisheries and Oceans Canada (DFO)

##### 1.2 Background, Assumptions and Specific Scope of the Requirement

The Regional Office of Environmental Coordination (ROEC) within Real Property Safety & Security (RPSS) of the Department of Fisheries and Oceans-Pacific Region conducts and manages site assessment, site characterization and environmental audit projects on federal lands. These projects involve assessments of contaminants in air, soil, soil vapour, sediments, surface water, groundwater, drinking water, pore water, building materials, and plant and animal tissues. While each site may have specific parameters of concern, ROEC will typically request analyses of analytic groups (e.g., total metals or PAH compounds), with analytical results to be provided for specific parameters (e.g., lead or benzo[a]pyrene) within each group.

ROEC routinely analyzes for organic and inorganic parameters listed in:

- e) **CCME Canadian Environmental Quality Criteria for Contaminated Sites**
- f) **Environmental Management Act Contaminated Sites Regulation** (Schedules 4-7, 9, 10 and 11)
- c) **Environmental Management Act Hazardous Waste Regulation** (leachability testing).
- d) **Canada Wide Standards for Petroleum Hydrocarbons (CWS\_PHC's)** (organic parameters, including grain size analysis for soil samples)

The assessment objectives for ROEC projects require analytical method detection limits that do not exceed the most stringent of these criteria/guidelines/standards.

##### 1.3 Objective

The objective of this Request for Standing Offer is to award Standing Offer Agreements (SOA) for up to five (5) suppliers who can provide Laboratory Analytical Services to meet the specific needs described below.

#### 2.0 Requirements/ Tasks, Activities, Deliverables and Milestones

##### **SAMPLE BOTTLES, STORAGE AND DISPOSAL:**

The Contractor must supply and replenish sterilized sample collection bottles, sample preservatives (excluding cold packs) and coolers in sufficient numbers to allow the sampling as indicated by the basic analysis. Cost of these coolers, bottles and preservatives (including the methanol used for BTEX samples), including shipment, must be included in the Contractor's all-inclusive, firm, sample-analysis pricing.

For air/soil vapour sampling, air pumps and appropriate sampling cartridges must be supplied by the



Contractor. Costs for these must be indicated in the proposal.

Costs for storage for up to six (6) months and disposal of analyzed samples should be included in the Contractor's analysis pricing. Costs for sample storage/disposal for samples submitted, but not analyzed for any parameters, must be indicated in the proposal.

The contractor will not be responsible for collecting the samples. DFO will arrange for the samples to be collected and sent to the contractor's lab.

### **DELIVERY OF RESULTS**

Delivery of Results or Data:

- a) All results or data must be received by the person requesting the analyses within **five (5)** working days from receipt of samples by the Laboratory.
- b) For analyses subject to Standard Holding Times, all results or data must be received within one week from completion of the analyses.

**The results reported must include data in EQUIS .EDD format as described in Appendix "A".**



## **DATA REPORTING**

1. Data reports shall include date of sample arrival, date of analysis, sample ID, units of measurement, method description, and a description of any observed discrepancies or difficulties with the sample(s) or analysis(es) that may have affected one or more analytical results. **The electronic data upload file must meet all of the requirements of EQUIS .EDD format as described in Appendix "A".**
2. Procedural or Method Blanks must not be subtracted from the instrumental result and must be reported along with sample data.
3. Calculated results must not be corrected based on control sample recoveries.
4. N/D for non-detectable is not acceptable; the analytical result must refer to a specified detection limit.
5. Analytical results for soil shall be reported as µg/g dry weight and results for water as mg/L, hardness as mg/L CaCO<sub>3</sub> and vapours as µg/m<sup>3</sup>. The results for water must also be available as ug/L if requested by DFO personnel.
6. Sample results output data file created by the Contractor MUST comply with the EQUIS compatible .EDD format described in Appendix "A".
7. Sample output data file should be delivered to DFO's ROEC (Regional Office of Environmental Coordination) Project Team by emailing the output file at [analytical@dfo-mpo.gc.ca](mailto:analytical@dfo-mpo.gc.ca).
8. Results for tissue sample analysis must be reported based on dry weight
9. Gas chromatographs must be provided where appropriate (e.g. petroleum hydrocarbon analyses).

## **DATA FORMAT**

The data may be requested in one or all of the following formats by the person requesting the analyses:

- a) electronic (email) copy as a Microsoft Excel spreadsheet of data and Microsoft Word analytical report (copies to DFO and to all other TBD recipients as instructed by the Project Authority).
- b) paper hardcopy (copies to DFO and to all other TBD recipients as instructed by the Project Authority).
- c) EQUIS .EDD format (see Appendix "A")

## **REMAINING SAMPLE**

1. The Contractor must store all samples until the data report is completed and accepted by the person requesting the analyses. Upon acceptance of the data report, the Laboratory may, at its option,
  - a) Keep the remaining sample for a standard retention period (to be identified in the proposal) or
  - b) Contact the person requesting the analyses to determine whether they want the remaining sample returned or discarded by the Laboratory.

All costs and responsibilities associated with holding and disposal of all analyzed samples rests with the Contractor.

2. The person requesting the analyses may ask for return of special sample containers and/or samples. Those sample containers shall be washed in soap and water and returned to the person requesting the analyses.

## **SUBCONTRACTING ANALYSES**





Subcontracting of analyses will only be accepted where the Laboratory has received approval from the person requesting the analyses. Subcontracted analyses must be reported as per reporting requirements listed in the RFSO.

### **TECHNICAL REVIEW AND DOCUMENT STORAGE**

The Technical Authority can request and review documents related to any analysis (including instrumental printouts, calculations, log records, etc.) at any time between the start of the analysis and 6 months after the Standing Offer agreement expires.

### **DATA REVIEW PERIOD**

The person requesting the analyses will review data within 1 week of receipt and either accept the data or request re-analysis.

### **DATA REPORTING**

In addition to providing the data in the required .EDD format, a full pdf report (including gas chromatographs) must be provided to DFO along with an Excel version of the same.

### **RE-ANALYSIS**

The person requesting the analyses has the right to request re-analysis or re-work (in duplicate or triplicate) if the Contractor did not perform the analyses in accordance with the agreement.

In addition, the person requesting the analysis has the right to request re-analysis if the requestor observes major discrepancies between the reported analytical results and his/her field observations or between field duplicate samples or any other QA/QC issues.

In the event that the sample holding time has expired when re-analysis was requested, the analytical report shall indicate that the holding time was expired. When re-analysis is requested prior to sample expiration date (minimum 24 hour notice), the Contractor shall complete the re-analysis prior to the expiration of the sample(s).

Cost of re-analysis must be included in the Contractor's all-inclusive firm sample analysis pricing.

### **TEAM ORGANIZATION**

The contractor must maintain at least 1 (one) Project Manager and 1 (one) Senior Technical Specialist, as part of their team.

The Project Manager **must**:

- have a minimum of 8 years Project Management Experience related to contaminated sites analyses.

The Senior Technical Specialist **must**:

- have 10 years of work experience related to contaminated sites analyses.

### **CHANGES TO THE WORK**

Any changes to the Work identified in a call-up must be made in writing by the person requesting the analyses and the laboratory performing the analyses.



## **QUALITY CONTROL**

1. Samples shall be analyzed in batches of no more than 8 to 10 samples for organic substances, or no more than 15 to 18 samples for inorganic elements.
2. Where SRM/CRM are available they shall be analyzed at a rate of one per batch of samples. Where SRM/CRM are not available, House Standard Materials must be used.
3. Procedural or method blanks shall be prepared at a rate of one per batch. Blanks with excessively higher values than the method detection limit will subject the batch to reanalysis.
4. Duplicate analysis shall be performed at a minimum frequency of one per batch, or 10% of the time. The total number of quality control samples must not be less than the square root of the total number of samples in the batch. Quality control samples may encompass blank, duplicate, spike and SRM/CRM.
5. Maintenance of Control Charts must include, as a minimum, the following:
  - Standard Reference Materials
  - House Standard Materials
  - Method blanks
  - Range charts for duplicate or replicate analysis.



## **SHIPPING AND RECEIVING SAMPLES**

The Contractor is responsible for all arrangements and shipping costs from the DFO Environmental Services Office at 401 Burrard Street, Vancouver, B.C., from The Canadian Coast Guard base at 25 Huron Street in Victoria, or from the Institute of Ocean Sciences at 9860 West Saanich Road in Sidney to the Contractor's laboratory. The Contractor must be able to arrange shipment of samples to ensure a maximum shipping time of one (1) working day after a verbal request from the DFO Environmental Services personnel. The cost for shipping of samples from the DFO's Vancouver, Victoria, or Sidney offices by courier or by other means must be included in your sample analysis pricing.

1. Samples shall be submitted with chain of custody forms supplied by the Laboratory. The chain of custody forms shall provide space for the following information as a minimum:

- a) Name, phone and fax numbers of the Laboratory.
- b) Field sample ID, sample matrix, date and time of sampling, and field preservation method.
- c) Sampler's name, organization, and phone and fax numbers.
- d) Client project number.
- e) Sequential page numbering.
- f) Analyses requested.
- g) Notes/comments.
- h) Sample transfer record (chain of custody information), including name and affiliations of sample relinquisher and sample acceptor and the date(s) and time(s) of transfer(s).

2. The Laboratory will bear the cost of returning remaining samples, coolers, and cold packs upon request of the person requesting the analyses.

## **PROVISION OF SAMPLE CONTAINERS**

1. The Contractor shall provide sample preservatives (excluding cold packs) and Laboratory-cleaned sample jars, vials, and bottles with appropriate labels and protective packing materials to the Vancouver, Sidney or Victoria offices of RPSS within **24 hours** of verbal request from Environmental Services personnel.

2. The Contractor shall provide sample preservatives (excluding cold packs) and Laboratory-cleaned sample jars, vials, and bottles with appropriate labels and protective packing materials by courier or best alternate means to Environmental Services personnel at locations other than the Vancouver, Sidney or Victoria offices of RPSS Environmental Services. Delivery of these materials should be received by Environmental Services personnel within (at maximum) 48 hours of verbal request from Environmental Services personnel, unless delivery in that time frame is not possible because of the remoteness of location or other factors affecting transport.

3. Costs for provision of sample preservatives (including methanol for BTEX), laboratory-cleaned sample jars, vials, bottles with appropriate labels, protective packing materials, courier charges for sample pick-up from and delivery to the Vancouver, Sidney or Victoria offices of RPSS Environmental Services shall be included in the Laboratory's firm analysis pricing. Costs for delivery and pickup of requested materials to locations other than the Vancouver, Sidney or Victoria offices of RPSS Environmental Services shall be charged extra.

4. Pumps and associated sampling media (i.e., charcoal tubes) and Suma canisters must be made available through the contracting laboratory. If there is any extra cost associated with the sampling collection equipment than rental costs must be included in the proposal (standing offer).



### **3.0 Location of Work, Work site and Delivery Point**

Work will be performed at the Contractor's premises.



## Appendix “A” – DFO EQUIS EDD format (Version 1.0)

### 1.0 Introduction

DFO Pacific’s Regional Office of Environmental Coordination (ROEC) uses EarthSoft’s Environmental Quality Information Systems (EQUIS) for validation and storage of environmental data. As a standardized environmental data management system, EQUIS requires that data be in a particular format to be loaded into the system. The following sections outline the required format.

### 2.0 Definitions

*Electronic Data Deliverable* – An EQUIS Data Deliverable (EDD) is a tabular, flat file format for sharing, manipulating, and using data, and is commonly a text or Microsoft Excel file type.

*EQUIS (Environmental Quality Information Systems)* – Customizable Schemas (relational database table structures) for environmental and geotechnical data management. Platform runs on Microsoft Azure or Microsoft SQL Server. Each database may have one to thousands of projects (i.e., facilities)

*Facilities* – The physical (site) or logical (project) extent of data made available for reporting or modeling. Each facility is stored in EQUIS as a FACILITY\_CODE.

*Format File* – Structured in XML, the EQUIS format file set contains the definitions and restrictions for each individual field in available data tables and is the essence of data checking in EDP and EQUIS. The format files control data checks, such as range checking, reference values, formatting and enumerations. Format files are typically encrypted.

*Reference Value File* – For each EQUIS database, reference values are defined and can be exported to a reference value file. This file is part of the EDD file format set and is denoted with an RVF file extension. These reference values are required to process an EDD for errors.

### 3.0 EDD format

DFO ROEC currently uses the standard EQEDD format created by EarthSoft. This format consists of a ZIP file containing at least four text files, where both the ZIP file and text files adhere to specific naming conventions, as described in section 3.21 and 3.22 respectively. The text files contain the sample, results and submitter information, and must be formatted in a specific way (laid out in section 3.1).

#### 3.1 EDD Structure and Reference Values

The EQUIS EQEDD format is composed of at least four text files – LabSample\_v1, TestResults\_v1, TestResultsQC\_v1 and TestBatch\_v1 – that are stored in a compressed ZIP file. Each text file has preset columns, with defined names, data types and contents:

##### LabSample\_v1

| Field Name             | Data Type | Required | Comment   |
|------------------------|-----------|----------|---|
| <u>sys_sample_code</u> | Text(40)  | Y        | Unique sample identifier. Each sample at a facility must have a unique value, including spikes and duplicates. This should be the sample name submitted by DFO. |
| sample_name            | Text(50)  |          | Additional sample identification information as necessary. Is not required to be unique (i.e., duplicates are OK). Likely also the sample name supplied by DFO. |



|                              |            |   |  |
|------------------------------|------------|---|--|
| <b>sample_matrix_code</b>    | Text(10)   | Y | Code which distinguishes between different types of sample matrix.   |
| <b>sample_type_code</b>      | Text(20)   | Y | Code which distinguishes between different types of samples.   |
| <b>sample_source</b>         | Text(10)   | Y | This field identifies where the sample came from, either Field or Lab. In this import, this should always be Field.  |
| parent_sample_code           | Text(40)   |   | The value of "sys_sample_code" that uniquely identifies the sample that was the source of this sample. For example, the value of this field for a duplicate sample would identify the normal sample of which this sample is a duplicate. |
| sample_delivery_group        | Text(20)   |   | Lab job ID   |
| <b>sample_date</b>           | DateTime   | Y | Date and time sample was collected (in MM/DD/YYYY HH:MM:SS format for EDD)   |
| sys_loc_code                 | Text(20)   |   | Sample location code – leave blank.  |
| start_depth                  | Numeric    |   | Beginning depth (top) of sample in feet below ground surface.  |
| end_depth                    | Numeric    |   | Ending depth (top) of sample in feet below ground surface.   |
| <b>depth_unit</b>            | Text(15)   |   | Unit of measurement for the sample begin and end depths  |
| chain_of_custody             | Text(40)   |   | Chain of custody identifier. A single sample may be assigned to only one chain of custody.   |
| sent_to_lab_date             | DateTime   |   | Date sample was sent to lab (in MM/DD/YYYY format for EDD)   |
| sample_receipt_date          | DateTime   |   | Date that sample was received at laboratory (in MM/DD/YYYY format for EDD)   |
| sampler                      | Text(50)   |   | Name or initials of sampler  |
| <b>sampling_company_code</b> | Text(40)   | Y | Name or initials of sampling company (not controlled vocabulary)   |
| sampling_reason              | Text(30)   |   | Report as null   |
| sampling_method              | Text(40)   |   | Sampling method  |
| task_code                    | Text(40)   |   | Leave blank  |
| collection_quarter           | Text(6)    |   | Format: YYQ# where YY is year and # is 1,2,3,or 4 representing what quarter  |
| <b>composite_yn</b>          | Text(1)    | Y | Is sample a composite sample? 'Y' for yes or 'N' for no  |
| composite_desc               | Text(255)  |   | Description of composite sample (if composite_yn is 'Yes')   |
| sample_class                 | Text(10)   |   | Report as null   |
| custom_field_1               | Text(255)  |   | Report as null   |
| custom_field_2               | Text(255)  |   | Report as null   |
| custom_field_3               | Text(255)  |   | Report as null   |
| comment                      | Text(2000) |   | Comment  |

TestResults\_v1

| Field Name | Data Type | Required | Comment |
|------------|-----------|----------|---------|
|------------|-----------|----------|---------|



|                                   |          |   |  |
|-----------------------------------|----------|---|--|
| <b><u>sys_sample_code</u></b>     | Text(40) | Y | Unique sample identifier. Each sample at a facility must have a unique value, including spikes and duplicates. This should be the sample name submitted by DFO.  |
| <b><u>lab_anl_method_name</u></b> | Text(20) | Y | Laboratory analytical method name or description. A controlled vocabulary column.  |
| <b><u>analysis_date</u></b>       | DateTime | Y | Date and time of sample analysis in MM/DD/YYYY HH:MM:SS format. May refer to either beginning or end of the analysis as required by EPA. Date cannot precede sample_date.  |
| <b><u>total_or_dissolved</u></b>  | Text(10) | Y | Must be either 'D' for dissolved or filtered [metal] concentration, 'T' for total or undissolved, or 'N' for anything else   |
| column_number                     | Text(2)  |   | Values include either '1C' for first column analyses, '2C' for second column analyses or 'NA' for tests for which this distinction is not applicable.  |
| <b><u>test_type</u></b>           | Text(10) | Y | Type of test. Valid values include 'INITIAL', 'REEXTRACT1', 'REEXTRACT2', 'REEXTRACT3', 'REANALYSIS', 'DILUTION1', 'DILUTIONS2', and 'DILUTIONS3'  |
| <b><u>lab_matrix_code</u></b>     | Text(10) |   | Code which distinguishes between different type of sample matrix. If analysis_location = FL or LB, then lab_name_code, qc_level, lab_sample_id, lab_matrix_code and dilution_factor are required.  |
| <b><u>analysis_location</u></b>   | Text(2)  | Y | Must be either 'FI' for field instrument or probe, 'FL' for mobile field laboratory analysis, or 'LB' for fixed_based laboratory analysis. If analysis_location = FL or LB, then lab_name_code, qc_level, lab_sample_id, lab_matrix_code and dilution_factor are required. |
| <b><u>basis</u></b>               | Text(10) | Y | Must be either 'Wet' for wet_weight basis reporting, 'Dry' for dry_weight basis reporting, or 'NA' for tests for which this distinction is not applicable. The EPA prefers that results are reported on the basis of dry weight where applicable.                          |
| container_id                      | Text(30) |   | Report as null   |
| dilution_factor                   | Numeric  |   | Effective test dilution factor. If analysis_location = FL or LB, then lab_name_code, qc_level, lab_sample_id, lab_matrix_code and dilution_factor are required.  |
| <b><u>prep_method</u></b>         | Text(20) |   | Laboratory sample preparation method name or description   |
| prep_date                         | DateTime |   | Beginning date and time of sample preparation in MM/DD/YYYY HH:MM:SS format. Date cannot precede sample_date.  |
| leachate_method                   | Text(15) |   | Laboratory leachate generation method name or description. The method name should be sufficient to reflect operation of the laboratory.  |
| leachate_date                     | DateTime |   | Beginning date and time of leachate preparation in MM/DD/YYYY HH:MM:SS format. Date cannot precede sample_date.  |
| <b><u>lab_name_code</u></b>       | Text(40) |   | Unique identifier of the laboratory  |
| qc_level                          | Text(10) |   | May be either 'screen' or 'quant'  |



|                        |            |   |   |
|------------------------|------------|---|---|
| lab_sample_id          | Text(40)   |   | Laboratory LIMS sample identifier. If necessary, a field sample may have more than one LIMS lab_sample_id (maximum one per each test event)   |
| percent_moisture       | Text(5)    |   | Percent moisture of the sample portion used in this test; this value may vary from test to test for any sample. Numeric format is 'NN.MM', i.e., 70.1% could be reported as '70.1' but not as '70.1%'.  |
| subsample_amount       | Text(14)   |   | Amount of sample used for test  |
| subsample_amount_unit  | Text(15)   |   | Unit of measurement for subsample amount  |
| analyst_name           | Text(50)   |   | Report as null  |
| instrument_id          | Text(60)   |   | Instrument identifier   |
| comment                | Text(2000) |   | Comments about the test   |
| preservative           | Text(20)   |   | Sample preservative used  |
| final_volume           | Numeric    |   | The final volume of the sample after sample preparation. Include all dilution factors.  |
| final_volume_unit      | Text(15)   |   | The unit of measure that corresponds to the final_amount  |
| cas_rn                 | Text(15)   | Y | Use values in analyte valid value table   |
| chemical_name          | Text(255)  | Y | Use the name in the analyte valid value table   |
| result_value           | Numeric    |   | Analytical result reported at an appropriate number of significant digits. May be blank for non-detects. Result_value is required where detect_flag='Y' and result_type_code='TRG' or 'TIC'.  |
| result_error_delta     | Text(20)   |   | Error range applicable to the result value; typically used only for radiochemistry results.   |
| result_type_code       | Text(10)   | Y | Must be either 'TRG' for a target or regular result, 'TIC' for tentatively identified compounds, 'SUR' for surrogates, 'IS' for internal standards, or 'SC' for spiked compounds. Result_value is required where detect_flag='Y' and result_type_code='TRG' or 'TIC'.   |
| reportable_result      | Text(10)   | Y | Must be either 'Yes' for results which are considered to be reportable, or 'No' for other results. This field has many purposes. For example, it can be used to distinguish between multiple results where a sample is retested after dilution. It can also be used to indicate which of the first or second column result should be considered primary. The proper value of this field in both of these two examples should be provided by the laboratory (only one result should be flagged as reportable). |
| detect_flag            | Text(2)    | Y | May be either 'Y' for detected analytes or 'N' for non_detects or 'TR' for trace. Use 'Y' for estimated values (above detection limit but below the quantitation limit).  |
| lab_qualifiers         | Text(20)   |   | Qualifier flags assigned by the laboratory  |
| validator_qualifiers   | Text(20)   |   | Qualifier flags assigned by the validation firm.  |
| interpreted_qualifiers | Text(20)   |   | Qualifier flags assigned by the validation firm   |
| organic_yn             | Text(1)    |   | Must be either 'Y' for organic constituents or 'N' for inorganic constituents   |





|                             |            |  |  |
|-----------------------------|------------|--|--|
| method_detection_limit      | Text(20)   |  | The Method Detection Limit (MDL) is defined by the US Environmental Protection Agency as the minimum measured concentration of a substance that can be reported with 99% confidence that the measured concentration is distinguishable from method blank results.  |
| reporting_detection_limit   | Numeric    |  | The Reporting Detection Limit (RDL) is the customer-specified lowest concentration value that meets project requirements for a specific analyte in a specific matrix. The RDL is typically set to equal the value that a not-detected result would be reported to. In some cases, the RDL may be the MDL or may be the QL. In other cases, the RDL may be a project-specific value.  |
| quantitation_limit          | Text(20)   |  | The Quantitation Limit (QL), also known as the Practical Quantitation Limit (PQL) or Limit of Quantitation (LOQ) is defined in the US Department of Defense Quality System Manual as the smallest concentration that produces a quantitative result with known and recorded precision and bias, typically set by the analytical laboratory at or above the lowest initial calibration standard and within the calibration range. |
| <b>result_unit</b>          | Text(15)   |  | Units of measurement for the result  |
| <b>detection_limit_unit</b> | Text(15)   |  | Units of measurement for the detection limit(s). This field is required if a reporting_detection_limit is reported.  |
| tic_retention_time          | Text(8)    |  | Retention time in seconds for tentatively identified compounds   |
| result_comment              | Text(2000) |  | Result specific comments   |
| custom_field_2              | Text(255)  |  | QC_Flag_1  |
| custom_field_3              | Text(255)  |  | QC_Flag_2  |
| custom_field_4              | Text(255)  |  | QC_Flag_3  |
| lab_sdg                     | Text(20)   |  | Sample Delivery Group (SDG) identifier. A single bottle may be assigned to only one Sample Delivery Group (SDG).   |
| validated_yn                | Text(1)    |  | Is this result validated? Y/N  |
| stat_type                   | Text(20)   |  | stat_type (leave blank)  |
| value_type                  | Text(10)   |  | value_type (leave blank)   |
| uncertainty                 | Text(10)   |  | The uncertainty of the counting error, valid values include "1 sigma" or "2 sigma". This field is required if the counting_error field is populated.   |
| minimum_detectable_conc     | Text(19)   |  | The lowest concentration of an analyte that can be detected. This value should be in the same units as DT_RESULT.RESULT_UNIT.  |
| critical_value              | Text(19)   |  | Critical value as reported by the laboratory.  |
| counting_error              | Text(19)   |  | For tests that depending on counting, this is the error as reported by the laboratory. This value should be in the same units as DT_RESULT.RESULT_UNIT.  |

TestResultsQC\_v1



| Field Name                 | Data Type | Required | Comment  |
|----------------------------|-----------|----------|--|
| <u>sys_sample_code</u>     | Text(40)  | Y        | Unique sample identifier. Each sample at a facility must have a unique value, including spikes and duplicates. This should be the sample name submitted by DFO.  |
| <u>lab_anl_method_name</u> | Text(20)  | Y        | Laboratory analytical method name or description   |
| <u>analysis_date</u>       | DateTime  | Y        | Date and time of sample analysis in 'MM/DD/YYYY HH:MM:SS' format. May refer to either beginning or end of the analysis as required by EPA. Date cannot precede sample_date.  |
| <u>total_or_dissolved</u>  | Text(10)  | Y        | Must be either 'D' for dissolved or filtered [metal] concentration, 'T' for total or undissolved, or "N" for everything else   |
| column_number              | Text(2)   |          | Values include either '1C' for first column analyses, '2C' for second column analyses or 'NA' for tests for which this distinction is not applicable.  |
| <u>test_type</u>           | Text(10)  | Y        | Type of test. Valid values include 'INITIAL', 'REEXTRACT1', 'REEXTRACT2', 'REEXTRACT3', 'REANALYSIS', 'DILUTION1', 'DILUTIONS2', and 'DILUTIONS3'  |
| <u>lab_matrix_code</u>     | Text(10)  |          | Code which distinguishes between different type of sample matrix. For example, soil samples must be distinguished from ground water samples, etc. The matrix of the sample as analyzed may be different from the matrix of the sample as retrieved (e.g. leachates), so this field is available at both the sample and test level. |
| <u>analysis_location</u>   | Text(2)   | Y        | Must be either 'FI' for field instrument or probe, 'FL' for mobile field laboratory analysis, or 'LB' for fixed_based laboratory analysis  |
| <u>basis</u>               | Text(10)  | Y        | Must be either 'Wet' for wet_weight basis reporting, 'Dry' for dry_weight basis reporting, or 'NA' for tests for which this distinction is not applicable. The EPA prefers that results are reported on the basis of dry weight where applicable.  |
| container_id               | Text(30)  |          | Report as null   |
| dilution_factor            | Numeric   |          | Effective test dilution factor   |
| <u>prep_method</u>         | Text(20)  |          | Laboratory sample preparation method name or description   |
| prep_date                  | DateTime  |          | Beginning date and time of sample preparation in 'MM/DD/YYYY HH:MM:SS' format.   |
| leachate_method            | Text(15)  |          | Laboratory leachate generation method name or description. The method name should be sufficient to reflect operation of the laboratory.  |
| leachate_date              | DateTime  |          | Beginning date and time of leachate preparation in 'MM/DD/YYYY HH:MM:SS' format.   |
| <u>lab_name_code</u>       | Text(40)  |          | Unique identifier of the laboratory as defined by the EPA  |
| qc_level                   | Text(10)  |          | May be either 'screen' or 'quant'  |
| lab_sample_id              | Text(40)  |          | Laboratory LIMS sample identifier. If necessary, a field sample may have more than one LIMS lab_sample_id (maximum one per each test)  |



|                        |            |   |   |
|------------------------|------------|---|---|
|                        |            |   | event).   |
| percent_moisture       | Text(5)    |   | Percent moisture of the sample portion used in this test; this value may vary from test to test for any sample. Numeric format is 'NN.MM', i.e., 70.1% could be reported as '70.1' but not as '70.1%'.  |
| subsample_amount       | Text(14)   |   | Amount of sample used for test  |
| subsample_amount_unit  | Text(15)   |   | Unit of measurement for subsample amount  |
| analyst_name           | Text(50)   |   | Report as null  |
| instrument_id          | Text(60)   |   | Instrument identifier   |
| comment                | Text(2000) |   | Comments about the test   |
| preservative           | Text(20)   |   | Sample preservative used  |
| final_volume           | Numeric    |   | The final volume of the sample after sample preparation. Include all dilution factors.  |
| final_volume_unit      | Text(15)   |   | The unit of measure that corresponds to the final_volume  |
| cas_rn                 | Text(15)   | Y | Use values in analyte valid value table   |
| chemical_name          | Text(255)  | Y | Use the name in the analyte valid value table   |
| result_value           | Numeric    |   | Analytical result reported at an appropriate number of significant digits. May be blank for non-detects.  |
| result_error_delta     | Text(20)   |   | Error range applicable to the result value; typically used only for radiochemistry results.   |
| result_type_code       | Text(10)   | Y | Must be either 'TRG' for a target or regular result, 'TIC' for tentatively identified compounds, 'SUR' for surrogates, 'IS' for internal standards, or 'SC' for spiked compounds.   |
| reportable_result      | Text(10)   | Y | Must be either 'Yes' for results which are considered to be reportable, or 'No' for other results. This field has many purposes. For example, it can be used to distinguish between multiple results where a sample is retested after dilution. It can also be used to indicate which of the first or second column result should be considered primary. The proper value of this field in both of these two examples should be provided by the laboratory (only one result should be flagged as reportable). |
| detect_flag            | Text(2)    | Y | Maybe either 'Y' for detected analytes or 'N' for non_detects or 'TR' for trace. Use 'Y' for estimated (above detection limit but below the quantitation limit).  |
| lab_qualifiers         | Text(20)   |   | Qualifier flags assigned by the laboratory  |
| validator_qualifiers   | Text(20)   |   | Qualifier flags assigned by the validation firm.  |
| interpreted_qualifiers | Text(20)   |   | Qualifier flags assigned by the validation firm   |
| organic_yn             | Text(1)    |   | Must be either 'Y' for organic constituents or 'N' for inorganic constituents   |
| method_detection_limit | Text(20)   |   | The Method Detection Limit (MDL) is defined by the US Environmental Protection Agency as the minimum measured concentration of a substance that can be reported with 99% confidence that the measured concentration is distinguishable from method blank results.   |



|                             |            |  |  |
|-----------------------------|------------|--|--|
| reporting_detection_limit   | Numeric    |  | The Reporting Detection Limit (RDL) is the customer-specified lowest concentration value that meets project requirements for a specific analyte in a specific matrix. The RDL is typically set to equal the value that a not-detected result would be reported to. In some cases, the RDL may be the MDL or may be the QL. In other cases, the RDL may be a project-specific value.  |
| quantitation_limit          | Text(20)   |  | The Quantitation Limit (QL), also known as the Practical Quantitation Limit (PQL) or Limit of Quantitation (LOQ) is defined in the US Department of Defense Quality System Manual as the smallest concentration that produces a quantitative result with known and recorded precision and bias, typically set by the analytical laboratory at or above the lowest initial calibration standard and within the calibration range. |
| <b>result_unit</b>          | Text(15)   |  | Units of measurement for the result  |
| <b>detection_limit_unit</b> | Text(15)   |  | Units of measurement for the detection limit(s). This field is required if a reporting_detection_limit is reported.  |
| tic_retention_time          | Text(8)    |  | Retention time in seconds for tentatively identified compounds   |
| result_comment              | Text(2000) |  | Result specific comments   |
| lab_sdg                     | Text(20)   |  | Sample Delivery Group (SDG) identifier. A single bottle may be assigned to only one Sample Delivery Group (SDG).   |
| qc_original_conc            | Numeric    |  | The concentration of the analyte in the original (unspiked) sample. Might be required for spikes and spike duplicates (depending on user needs). Not necessary for surrogate compounds or LCS samples (where the original concentration is assumed to be zero).  |
| qc_spike_added              | Numeric    |  | The concentration of the analyte added to the original sample. Might be required for spikes, spike duplicates, surrogate compounds, LCS and any spiked sample (depending on user needs).   |
| qc_spike_measured           | Numeric    |  | The measured concentration of the analyte. Use zero for spiked compounds that were not detected in the sample. Might be required for spikes, spike duplicates, surrogate compounds, LCS and any spiked sample (depending on user needs).   |
| qc_spike_recovery           | Numeric    |  | The percent recovery calculated as specified by the laboratory QC program. Always required for spikes, spike duplicates, surrogate compounds, LCS and any spiked sample. Report as percentage multiplied by 100 (e.g., report "120%" as "120").  |
| qc_dup_original_conc        | Numeric    |  | The concentration of the analyte in the original (unspiked) sample. Might be required for spike or LCS duplicates only (depending on user needs). Not necessary for surrogate compounds or LCS samples (where the original concentration is assumed to be zero).   |



|                       |          |  |   |
|-----------------------|----------|--|---|
| qc_dup_spike_added    | Numeric  |  | The concentration of the analyte added to the original sample. Might be required for spike or LCS duplicates, surrogate compounds, and any spiked and duplicated sample (depending on user needs). Use zero for spiked compounds that were not detected in the sample. Required for spikes, spike duplicates, surrogate compounds, LCS and any spiked sample. Also complete the qc-spike-added field. |
| qc_dup_spike_measured | Numeric  |  | The measured concentration of the analyte in the duplicate. Use zero for spiked compounds that were not detected in the sample. Might be required for spike and LCS duplicates, surrogate compounds, and any other spiked and duplicated sample (depending on user needs). Also complete the qc-spike-measured field.   |
| qc_dup_spike_recovery | Numeric  |  | The duplicate percent recovery calculated as specified by the laboratory QC program. Always required for spike or LCS duplicates, surrogate compounds, and any other spiked and duplicated sample. Also complete the qc-spike-recovery field. Report as percentage multiplied by 100 (e.g., report "120%" as "120").  |
| qc_rpd                | Text(14) |  | The relative percent difference calculated as specified by the laboratory QC program. Required for duplicate samples as appropriate. Report as percentage multiplied by 100 (e.g., report "30%" as "30").   |
| qc_spike_lcl          | Text(14) |  | Lower control limit for spike recovery. Required for spikes, spike duplicates, surrogate compounds, LCS and any spiked sample. Report as percentage multiplied by 100 (e.g., report "60%" as "60").   |
| qc_spike_ucl          | Text(14) |  | Upper control limit for spike recovery. Required for spikes, spike duplicates, surrogate compounds, LCS and any spiked sample. Report as percentage multiplied by 100 (e.g., report "60%" as "60").   |
| qc_rpd_cl             | Text(14) |  | Relative percent difference control limit. Required for any duplicated sample. Report as percentage multiplied by 100 (e.g., report "25%" as "25").   |
| qc_spike_status       | Text(10) |  | Used to indicate whether the spike recovery was within control limits. Use the "*" character to indicate failure, otherwise leave blank. Required for spikes, spike duplicates, surrogate compounds, LCS and any spiked sample.   |
| qc_dup_spike_status   | Text(10) |  | Used to indicate whether the duplicate spike recovery was within control limits. Use the "*" character to indicate failure, otherwise leave blank. Required for any spiked and duplicated sample.   |
| qc_rpd_status         | Text(10) |  | Used to indicate whether the relative percent difference was within control limits. Use the "*" character to indicate failure, otherwise leave blank. Required for any duplicated sample.   |
| validated_yn          | Text(1)  |  | Is this result validated? Y/N   |
| stat_type             | Text(20) |  | stat_type (leave blank)   |



|                         |          |  |   |
|-------------------------|----------|--|---|
| value_type              | Text(10) |  | value_type (leave blank)  |
| uncertainty             | Text(10) |  | The uncertainty of the counting error, valid values include "1 sigma" or "2 sigma". This field is required if the counting_error field is populated.    |
| minimum_detectable_conc | Text(19) |  | The lowest concentration of an analyte that can be detected. This value should be in the same units as DT_RESULT.RESULT_UNIT.                           |
| critical_value          | Text(19) |  | Critical value as reported by the laboratory.   |
| counting_error          | Text(19) |  | For tests that depending on counting, this is the error as reported by the laboratory. This value should be in the same units as DT_RESULT.RESULT_UNIT. |

### TestBatch\_v1

| Field Name                 | Data Type | Required | Comment   |
|----------------------------|-----------|----------|---|
| <u>sys_sample_code</u>     | Text(40)  |          | Unique sample identifier. Each sample at a facility must have a unique value, including spikes and duplicates. This should be the sample name submitted by DFO. |
| <u>lab_anl_method_name</u> | Text(20)  |          | Laboratory analytical method name or description  |
| <u>analysis_date</u>       | DateTime  |          | Date and time of sample analysis in 'MM/DD/YYYY HH:MM:SS' format. May refer to either beginning or end of the analysis as required by EPA.                      |
| <u>total_or_dissolved</u>  | Text(10)  |          | Must be either 'D' for dissolved or filtered [metal] concentration, or 'T' for total or undissolved, or 'N' for everything else                                 |
| column_number              | Text(2)   |          | Values include either '1C' for first column analyses, '2C' for second column analyses or 'NA' for tests for which this distinction is not applicable.           |
| <u>test_type</u>           | Text(10)  |          | Type of test. Valid values include 'INITIAL', 'REEXTRACT1', 'REEXTRACT2', 'REEXTRACT3', 'REANALYSIS', 'DILUTION1', 'DILUTIONS2', and 'DILUTIONS3'               |
| <u>test_batch_type</u>     | Text(10)  | Y        | Lab batch type. Valid values include 'Prep', 'Analysis', and 'Leach'. This is a required field for all batches.   |
| <u>test_batch_id</u>       | Text(20)  | Y        | Unique identifier for all lab batches.  |

Several columns have requirements that they match predetermined values. Columns with valid value requirements are identified by yellow-shaded cells. The valid values can be found in the attached reference values file, or requested from DFO ROEC by email ([analytical@dfo-mpo.gc.ca](mailto:analytical@dfo-mpo.gc.ca)).

### 3.2 EQUIS EDD Package Naming Conventions

EQUIS EQEDD files must be named in a specific way, which are described in the following two sections:

#### 3.2.1 ZIP File Name

Critical information is encoded in the ZIP archive file name. In addition to the ZIP file name extension (.zip), Enterprise EDP is looking for three values: EQUIS Format, Facility Code, and a unique identifier. The ZIP file name should have the following nomenclature:

<Unique ID>.<FACILITY CODE>.EQEDD.zip



where,

<Unique ID> = a unique identifier, such as the date or Sample Delivery Group name  
<FACILITY CODE> = The facility code for the project (i.e., facility) to which this EDD will be loaded. Facility codes are discussed in

### 3.2.2 Text File Name for EDDs within the ZIP Package

When individual text files are included within the zipped EDD package, each file should have the following nomenclature:

<Unique ID>.<EDD Section Name>.txt

where,

<Unique ID> = A unique identifier, such as the date or Sample Delivery Group name.  
<EDD Section Name> = The name of the section within the EDD (LabSample\_v1, TestResults\_v1, TestResultsQC\_v1 or TestBatch\_v1).

For example, a zip file may be received/named "20060425.SPRINGFIELD.EQEDD.zip" that contains:

```
"20060425A.LabSample_v1.txt"
"20060425A.TestResults_v1.txt"
"20060425A.TestResultsQC_v1.txt"
"20060425A.TestBatch_v1.txt"
"user.usr"
```

where,

20060425A = The unique identifier representing April 25, 2006 first submittal (A)  
SPRINGFIELD = Facility Code  
EQEDD = EQuIS Format

### 3.2.3 EQuIS EDD File Naming Convention Rules

The following .zip file naming rules must be adhered to for the EDD to properly load into the EQuIS database:

- Between each of the file name elements is a "." (period). It is very important that it is a period and not a "-" (dash), "\_" (underscore), or any other character.
- The order of the ZIP File Name elements specified above is required: Unique ID, followed by FACILITY\_CODE, followed by "EQEDD".
- If the FACILITY\_CODE is not entered exactly, or if the period is not included between the elements, the EDDs will be rejected. This is because Enterprise will not recognize which facility to load the data in the EQuIS database.
- If the FACILITY\_CODE contains any of the following characters, the EDD package cannot be processed by Enterprise EDP:

. : \* ? " < > | \ /

- The files contained within the zipped file must include the EDD Section name. There may be more information in the names, as long as the EDD Section name is separated from the other information with a period.
- The order of the Flat Text File EDDs Name elements specified above is required: Unique ID followed by EDD Section Name. The EDD Section Name must be the last entry prior to the ".txt" file extension.



- Do not use the following characters in the EDD package name or file path, as the system will not appropriately interpret the file path:

: \* ? " < > | \ /

### **3.2.4 Facility Codes**

Facility codes will be supplied by DFO, and included on COC submissions where possible. A current list of facility codes can be found in the attached facility codes file, or requested from DFO ROEC by email (analytical@dfo-mpo.gc.ca).

If laboratory staff are unclear on what the facility code is for a submission, they should contact the listed DFO ROEC project manager or DFO ROEC (analytical@dfo-mpo.gc.ca).

### **3.3 EDD file delivery**

Lab EDD files should be emailed to analytical@dfo-mpo.gc.ca. This email address may be amended from time to time.

### **4.0 Error handling**

Laboratory EDD submissions with errors may be returned to the issuing laboratory to be resubmitted.





## ANNEX "B"

### BASIS OF PAYMENT

Offerors **must** provide prices to the tables below. All prices proposed by the Offeror are to remain firm for the period of the Standing Offer. The Offeror's rates will be inserted at time of award and will form their basis of payment table.

In the tables below, pricing is requested for Standard and Rush turnaround times (TATs) as well as for low and bulk volumes of samples. These are defined as:

**Standard Turnaround Time:** Analytical results to be provided to DFO's representative within 5 working days from receipt of sample except in the case of analyses using methods in which the actual time required exceeds 5 days.

**Rush Turnaround Time:** Analytical results to be provided to DFO's representative within 48 hours from receipt of sample except in the case of analyses using methods in which the actual time required exceeds 48 hours.

**Low Volume:** The number of samples in one medium being analyzed for a specific parameter is less than 15.

**Bulk Volume:** The number of samples of one medium being analyzed for a specific parameter is greater than 15.

#### Notes:

The Offeror is responsible for all arrangements and shipping costs from the DFO Environmental Services Office at 401 Burrard Street, Vancouver, B.C., from The Canadian Coast Guard base at 25 Huron Street in Victoria, or from the Institute of Ocean Sciences at 9860 West Saanich Road in Sidney to the Offeror's laboratory. To ensure sample hold times are met, the Offeror must be able to arrange shipment of samples to ensure a maximum shipping time of one (1) working day after a verbal request from the DFO Environmental Services personnel. The cost for shipping of samples from the DFO's Vancouver, Victoria, or Sidney offices by courier or by other means must be included in your sample analysis pricing.

DFO recognizes that analyses of some media for certain parameters requires a longer turnaround time than the standard turnaround time listed above and will make allowances as appropriate.

#### Analyses Not Listed

DFO has attempted to include all types of analyses that we expect to request; however we recognize that over the course of the Standing Offer, we may need to request other tests not specified above. In these cases, the basis of payment for tests not listed above shall be the supplier's current Analysis Price Catalogue in effect less a specific percentage (to be provided in the cost proposal) plus any applicable surcharge for urgent tests or any applicable discount for bulk analysis.

#### Sample Storage and Disposal

Pricing on a per sample basis should be included for:

- Storage of samples not analyzed; and
- Disposal of samples not analyzed.

Pricing for storage and disposal of samples that have been analyzed for one or more parameters must be included in the analysis price.



## **Equipment**

Pricing for common sampling equipment/containers (e.g. air pumps, summa canisters) should also be included as part of the price proposal.

## **Travel and Living Expenses**

The Crown will not accept any travel and living expenses incurred by the Contractor as a consequence of any relocation required to satisfy the terms of the Contract.



**Year 1: Date of Standing Offer Award to 30 September, 2024**

**A. Soil/Sediment Samples**

Analyses of parameters within the following analytic groups must be completed in accordance with the CCME Canadian Soil Quality Guidelines for the Protection of Environmental and Human Health. Analytical methods included in your price proposal must have detection limits below the CCME criteria for Agricultural land uses.

| Analytical parameter (soil)   | Standard TATs |                | Rush TATs    |                |
|---|---------------|----------------|--------------|----------------|
|   | Low Vol. – A  | Bulk (15+) - B | Low Vol. - A | Bulk (15+) - B |
| Metals (including pH)_CCME  | \$            | \$             | \$           | \$             |
| Methyl mercury  | \$            | \$             | \$           | \$             |
| Speciated Chromium III and VI   | \$            | \$             | \$           | \$             |
| CWS F <sub>1</sub> with BETX  | \$            | \$             | \$           | \$             |
| CWS F <sub>2</sub> , F <sub>3</sub> and F <sub>4</sub>  | \$            | \$             | \$           | \$             |
| Particle size (as required for CWS analyses)  | \$            | \$             | \$           | \$             |
| Particle size distribution (Pipette method)   | \$            | \$             | \$           | \$             |
| TOC (Total Organic Carbon)  | \$            | \$             | \$           | \$             |
| N-P-K (available)   | \$            | \$             | \$           | \$             |
| BTEX/VPH/MTBE/Styrene/VH  | \$            | \$             | \$           | \$             |
| VOCs  | \$            | \$             | \$           | \$             |
| LEPH/HEPH (not corrected for PAH)   | \$            | \$             | \$           | \$             |
| PAHs (alkylated)  | \$            | \$             | \$           | \$             |
| PAHs (IARC and TPE calculations included)   | \$            | \$             | \$           | \$             |
| LEPH/HEPH/PAHs  | \$            | \$             | \$           | \$             |
| Chlorinated Hydrocarbons (CCME/CSR list excluding dioxins and furans)                                 | \$            | \$             | \$           | \$             |
| Biocides (i.e., a combined biocide scan including all biocides for which CCME guideline values exist) | \$            | \$             | \$           | \$             |
| Glycols   | \$            | \$             | \$           | \$             |
| TCLP (BTEX)   | \$            | \$             | \$           | \$             |
| TCLP (PAH)  | \$            | \$             | \$           | \$             |



|                                |    |    |    |    |
|--------------------------------|----|----|----|----|
| TCLP (Metals)                  | \$ | \$ | \$ | \$ |
| Organotins                     | \$ | \$ | \$ | \$ |
| Dioxins/Furans                 | \$ | \$ | \$ | \$ |
| PCBs (Aroclors and Total PCBs) | \$ | \$ | \$ | \$ |
| Chlorinated phenols            | \$ | \$ | \$ | \$ |
| Non-chlorinated phenols        | \$ | \$ | \$ | \$ |
| Sterols                        | \$ | \$ | \$ | \$ |
| Human hormones                 | \$ | \$ | \$ | \$ |
| Terpenes                       | \$ | \$ | \$ | \$ |

**Note:** Please indicate cost price per test for Standard and Rush test.

### B. Building Materials

Analyses of parameters within the following analyte groups:

| Analytical parameter (sediment) | Standard TAT |                | Rush TAT     |                |
|---------------------------------|--------------|----------------|--------------|----------------|
|                                 | Low Vol. – A | Bulk (15+) - B | Low Vol. - A | Bulk (15+) - B |
| Asbestos                        | \$           | \$             | \$           | \$             |
| Lead                            | \$           | \$             | \$           | \$             |
| TCLP (lead)                     | \$           | \$             | \$           | \$             |

**Note:** Please indicate cost price per test for Standard and Rush test.

Analytical methods included in your price proposal must have detection limits below the most stringent applicable standards/guidelines.

### C. Water Samples

Analyses of parameters within the following analyte groups in accordance with the CCME Canadian Water Quality Guidelines for the Protection of Aquatic Life:

| Analytical parameter (water)                    | Standard TAT |                | Rush TAT     |                |
|---|--------------|----------------|--------------|----------------|
|   | Low Vol. – A | Bulk (15+) - B | Low Vol. - A | Bulk (15+) - B |
| Conductivity                                    | \$           | \$             | \$           | \$             |
| Metals (including pH, hardness)_<br>freshwater  | \$           | \$             | \$           | \$             |
| Metals (including pH, hardness)<br>marine water | \$           | \$             | \$           | \$             |
| Methyl mercury                                  | \$           | \$             | \$           | \$             |



|                                    |    |    |    |    |
|------------------------------------|----|----|----|----|
| CCME F1 (including BTEX)           | \$ | \$ | \$ | \$ |
| CCME F2-F4                         | \$ | \$ | \$ | \$ |
| BTEX/VPH/MTBE/Styrene              | \$ | \$ | \$ | \$ |
| VOCs                               | \$ | \$ | \$ | \$ |
| LEPH/HEPH (not corrected for PAHs) | \$ | \$ | \$ | \$ |
| PAHs                               | \$ | \$ | \$ | \$ |
| LEPH/HEPH/PAHs                     | \$ | \$ | \$ | \$ |
| Glycols (Ethylene & Propylene)     | \$ | \$ | \$ | \$ |
| PCBs (Aroclors and Total PCBs)     | \$ | \$ | \$ | \$ |
| Chlorinated Phenols                | \$ | \$ | \$ | \$ |
| Non-chlorinated phenols            | \$ | \$ | \$ | \$ |
| Dioxins/Furans                     | \$ | \$ | \$ | \$ |
| Sterols                            | \$ | \$ | \$ | \$ |
| Human hormones                     | \$ | \$ | \$ | \$ |
| Terpenes                           | \$ | \$ | \$ | \$ |

**Note:** Please indicate cost price per test for Standard and Rush test.

Analytical methods included in your price proposal must have detection limits below the most stringent of a) CCME criteria for Marine or Freshwater Aquatic Life or b) British Columbia Generic Numerical Water Standards.

**D. Air/Soil Vapour Samples**

Analyses of parameters within the following analyte groups:

| Analytical parameter (Air/Soil Vapour) | Standard TAT |                | Rush TAT     |                |
|--|--------------|----------------|--------------|----------------|
|  | Low Vol. – A | Bulk (15+) - B | Low Vol. - A | Bulk (15+) - B |
| Aliphatics                             | \$           | \$             | \$           | \$             |
| Aromatics                              | \$           | \$             | \$           | \$             |
| PAH compounds                          | \$           | \$             | \$           | \$             |
| BTEX                                   | \$           | \$             | \$           | \$             |
| VPHv                                   | \$           | \$             | \$           | \$             |
| MTBE                                   | \$           | \$             | \$           | \$             |



|               |    |    |    |    |
|---------------|----|----|----|----|
| VOCs          | \$ | \$ | \$ | \$ |
| VHv           | \$ | \$ | \$ | \$ |
| VPHv (C6-C13) | \$ | \$ | \$ | \$ |

**Note:** Please indicate cost price per test for Standard and Rush test

Pricing for provision of calibrated sampling equipment and containers must be provided below.

| Air/Soil Vapour Sampling Equipment | Rental Duration |        |         |
|------------------------------------|-----------------|--------|---------|
|                                    | Daily – A       | Weekly | Monthly |
| Air Pump                           | \$              | \$     | \$      |
| Charcoal Tube                      | \$              | \$     | \$      |
| Thermal Desorption Tube            | \$              | \$     | \$      |
| SUMMA Canister                     | \$              | \$     | \$      |
| Flow Control Valve                 | \$              | \$     | \$      |

#### E. Animal Tissue Samples

All results shall be reported as mg/kg dry weight. Analyses of parameters within the following analyte groups:

| Analytical parameter       | Standard TAT |                | Rush TAT     |                |
|----------------------------|--------------|----------------|--------------|----------------|
|                            | Low Vol. – A | Bulk (15+) - B | Low Vol. - A | Bulk (15+) - B |
| Metals (including Mercury) | \$           | \$             | \$           | \$             |
| Methyl mercury             | \$           | \$             | \$           | \$             |
| Organotins                 | \$           | \$             | \$           | \$             |
| PAH compounds***           | \$           | \$             | \$           | \$             |
| Moisture (%)               | \$           | \$             | \$           | \$             |
| Lipids (Fat content)       | \$           | \$             | \$           | \$             |

**Note:** Please indicate cost price per test for Standard and Rush test.

\*\*\* **GC/MS** method is what DFO have been using and requires a Detection Limit between 0.001 and 0.05 depending on analysis.

#### F. Plant Tissue Samples

All results shall be reported as mg/kg dry weight. Analyses of parameters within the following analyte



groups:

| Analytical parameter       | Standard TAT |                | Rush TAT     |                |
|----------------------------|--------------|----------------|--------------|----------------|
|                            | Low Vol. – A | Bulk (15+) - B | Low Vol. - A | Bulk (15+) - B |
| Metals (including Mercury) | \$           | \$             | \$           | \$             |
| Methyl mercury             | \$           | \$             | \$           | \$             |
| Organotins                 | \$           | \$             | \$           | \$             |
| PAH compounds***           | \$           | \$             | \$           | \$             |
| Moisture (%)               | \$           | \$             | \$           | \$             |

**Note:** Please indicate cost price per test for Standard and Rush test.

\*\*\* **GC/MS** method is what DFO have been using and requires a Detection Limit between 0.001 and 0.05 depending on analysis.

**Year 2: 1 October, 2024 to 30 September, 2025**

**A. Soil/Sediment Samples**

Analyses of parameters within the following analytic groups must be completed in accordance with the CCME Canadian Soil Quality Guidelines for the Protection of Environmental and Human Health. Analytical methods included in your price proposal must have detection limits below the CCME criteria for Agricultural land uses.

| Analytical parameter (soil)                            | Standard TATs |                | Rush TATs    |                |
|--|---------------|----------------|--------------|----------------|
|  | Low Vol. – A  | Bulk (15+) - B | Low Vol. - A | Bulk (15+) - B |
| Metals (including pH)_CCME                             | \$            | \$             | \$           | \$             |
| Methyl mercury   | \$            | \$             | \$           | \$             |
| Speciated Chromium III and VI                          | \$            | \$             | \$           | \$             |
| CWS F <sub>1</sub> with BETX                           | \$            | \$             | \$           | \$             |
| CWS F <sub>2</sub> , F <sub>3</sub> and F <sub>4</sub> | \$            | \$             | \$           | \$             |
| Particle size (as required for CWS analyses)           | \$            | \$             | \$           | \$             |
| Particle size distribution (Pipette method)            | \$            | \$             | \$           | \$             |
| TOC (Total Organic Carbon)                             | \$            | \$             | \$           | \$             |



|   |    |    |    |    |
|---|----|----|----|----|
| N-P-K (available)   | \$ | \$ | \$ | \$ |
| BTEX/VPH/MTBE/Styrene/VH  | \$ | \$ | \$ | \$ |
| VOCs  | \$ | \$ | \$ | \$ |
| LEPH/HEPH (not corrected for PAH)   | \$ | \$ | \$ | \$ |
| PAHs (alkylated)  | \$ | \$ | \$ | \$ |
| PAHs (IARC and TPE calculations included)   | \$ | \$ | \$ | \$ |
| LEPH/HEPH/PAHs  | \$ | \$ | \$ | \$ |
| Chlorinated Hydrocarbons (CCME/CSR list excluding dioxins and furans)                                 | \$ | \$ | \$ | \$ |
| Biocides (i.e., a combined biocide scan including all biocides for which CCME guideline values exist) | \$ | \$ | \$ | \$ |
| Glycols   | \$ | \$ | \$ | \$ |
| TCLP (BTEX)   | \$ | \$ | \$ | \$ |
| TCLP (PAH)  | \$ | \$ | \$ | \$ |
| TCLP (Metals)   | \$ | \$ | \$ | \$ |
| Organotins  | \$ | \$ | \$ | \$ |
| Dioxins/Furans  | \$ | \$ | \$ | \$ |
| PCBs (Aroclors and Total PCBs)  | \$ | \$ | \$ | \$ |
| Chlorinated phenols   | \$ | \$ | \$ | \$ |
| Non-chlorinated phenols   | \$ | \$ | \$ | \$ |
| Sterols   | \$ | \$ | \$ | \$ |
| Human hormones  | \$ | \$ | \$ | \$ |
| Terpenes  | \$ | \$ | \$ | \$ |

**Note:** Please indicate cost price per test for Standard and Rush test.

**B. Building Materials**

Analyses of parameters within the following analyte groups:

| Analytical parameter (sediment) | Standard TAT |                | Rush TAT     |                |
|---------------------------------|--------------|----------------|--------------|----------------|
|                                 | Low Vol. – A | Bulk (15+) - B | Low Vol. - A | Bulk (15+) - B |
|                                 |              |                |              |                |





|             |    |    |    |    |
|-------------|----|----|----|----|
| Asbestos    | \$ | \$ | \$ | \$ |
| Lead        | \$ | \$ | \$ | \$ |
| TCLP (lead) | \$ | \$ | \$ | \$ |

**Note:** Please indicate cost price per test for Standard and Rush test.

Analytical methods included in your price proposal must have detection limits below the most stringent applicable standards/guidelines.

**C. Water Samples**

Analyses of parameters within the following analyte groups in accordance with the CCME Canadian Water Quality Guidelines for the Protection of Aquatic Life:

| Analytical parameter (water)                    | Standard TAT |                | Rush TAT     |                |
|---|--------------|----------------|--------------|----------------|
|   | Low Vol. – A | Bulk (15+) - B | Low Vol. - A | Bulk (15+) - B |
| Conductivity                                    | \$           | \$             | \$           | \$             |
| Metals (including pH, hardness)_<br>freshwater  | \$           | \$             | \$           | \$             |
| Metals (including pH, hardness)<br>marine water | \$           | \$             | \$           | \$             |
| Methyl mercury                                  | \$           | \$             | \$           | \$             |
| CCME F1 (including BTEX)                        | \$           | \$             | \$           | \$             |
| CCME F2-F4                                      | \$           | \$             | \$           | \$             |
| BTEX/VPH/MTBE/Styrene                           | \$           | \$             | \$           | \$             |
| VOCs  | \$           | \$             | \$           | \$             |
| LEPH/HEPH (not corrected for<br>PAHs)           | \$           | \$             | \$           | \$             |
| PAHs  | \$           | \$             | \$           | \$             |
| LEPH/HEPH/PAHs                                  | \$           | \$             | \$           | \$             |
| Glycols (Ethylene & Propylene)                  | \$           | \$             | \$           | \$             |
| PCBs (Aroclors and Total PCBs)                  | \$           | \$             | \$           | \$             |
| Chlorinated Phenols                             | \$           | \$             | \$           | \$             |
| Non-chlorinated phenols                         | \$           | \$             | \$           | \$             |
| Dioxins/Furans                                  | \$           | \$             | \$           | \$             |
| Sterols   | \$           | \$             | \$           | \$             |
| Human hormones                                  | \$           | \$             | \$           | \$             |



|          |    |    |    |    |
|----------|----|----|----|----|
| Terpenes | \$ | \$ | \$ | \$ |
|----------|----|----|----|----|

**Note:** Please indicate cost price per test for Standard and Rush test.

Analytical methods included in your price proposal must have detection limits below the most stringent of a) CCME criteria for Marine or Freshwater Aquatic Life or b) British Columbia Generic Numerical Water Standards.

**D. Air/Soil Vapour Samples**

Analyses of parameters within the following analyte groups:

| Analytical parameter (Air/Soil Vapour) | Standard TAT |                | Rush TAT     |                |
|--|--------------|----------------|--------------|----------------|
|  | Low Vol. – A | Bulk (15+) - B | Low Vol. - A | Bulk (15+) - B |
| Aliphatics                             | \$           | \$             | \$           | \$             |
| Aromatics                              | \$           | \$             | \$           | \$             |
| PAH compounds                          | \$           | \$             | \$           | \$             |
| BTEX                                   | \$           | \$             | \$           | \$             |
| VPHv                                   | \$           | \$             | \$           | \$             |
| MTBE                                   | \$           | \$             | \$           | \$             |
| VOCs                                   | \$           | \$             | \$           | \$             |
| VHv                                    | \$           | \$             | \$           | \$             |
| VPHv (C6-C13)                          | \$           | \$             | \$           | \$             |

**Note:** Please indicate cost price per test for Standard and Rush test

Pricing for provision of calibrated sampling equipment and containers must be provided below.

| Air/Soil Vapour Sampling Equipment | Rental Duration |        |         |
|------------------------------------|-----------------|--------|---------|
|                                    | Daily – A       | Weekly | Monthly |
| Air Pump                           | \$              | \$     | \$      |
| Charcoal Tube                      | \$              | \$     | \$      |
| Thermal Desorption Tube            | \$              | \$     | \$      |
| SUMMA Canister                     | \$              | \$     | \$      |
| Flow Control Valve                 | \$              | \$     | \$      |

**E. Animal Tissue Samples**



All results shall be reported as mg/kg dry weight. Analyses of parameters within the following analyte groups:

| Analytical parameter       | Standard TAT |                | Rush TAT     |                |
|----------------------------|--------------|----------------|--------------|----------------|
|                            | Low Vol. – A | Bulk (15+) - B | Low Vol. - A | Bulk (15+) - B |
| Metals (including Mercury) | \$           | \$             | \$           | \$             |
| Methyl mercury             | \$           | \$             | \$           | \$             |
| Organotins                 | \$           | \$             | \$           | \$             |
| PAH compounds***           | \$           | \$             | \$           | \$             |
| Moisture (%)               | \$           | \$             | \$           | \$             |
| Lipids (Fat content)       | \$           | \$             | \$           | \$             |

**Note:** Please indicate cost price per test for Standard and Rush test.

\*\*\* **GC/MS** method is what DFO have been using and requires a Detection Limit between 0.001 and 0.05 depending on analysis.

**F. Plant Tissue Samples**

All results shall be reported as mg/kg dry weight. Analyses of parameters within the following analyte groups:

| Analytical parameter       | Standard TAT |                | Rush TAT     |                |
|----------------------------|--------------|----------------|--------------|----------------|
|                            | Low Vol. – A | Bulk (15+) - B | Low Vol. - A | Bulk (15+) - B |
| Metals (including Mercury) | \$           | \$             | \$           | \$             |
| Methyl mercury             | \$           | \$             | \$           | \$             |
| Organotins                 | \$           | \$             | \$           | \$             |
| PAH compounds***           | \$           | \$             | \$           | \$             |
| Moisture (%)               | \$           | \$             | \$           | \$             |

**Note:** Please indicate cost price per test for Standard and Rush test.

\*\*\* **GC/MS** method is what DFO have been using and requires a Detection Limit between 0.001 and 0.05 depending on analysis.

**Year 3: 1 October, 2025 to 30 September, 2026**

**A. Soil/Sediment Samples**



Analyses of parameters within the following analytic groups must be completed in accordance with the CCME Canadian Soil Quality Guidelines for the Protection of Environmental and Human Health. Analytical methods included in your price proposal must have detection limits below the CCME criteria for Agricultural land uses.

| Analytical parameter (soil)   | Standard TATs |                | Rush TATs    |                |
|---|---------------|----------------|--------------|----------------|
|   | Low Vol. – A  | Bulk (15+) - B | Low Vol. - A | Bulk (15+) - B |
| Metals (including pH)_CCME  | \$            | \$             | \$           | \$             |
| Methyl mercury  | \$            | \$             | \$           | \$             |
| Speciated Chromium III and VI   | \$            | \$             | \$           | \$             |
| CWS F <sub>1</sub> with BETX  | \$            | \$             | \$           | \$             |
| CWS F <sub>2</sub> , F <sub>3</sub> and F <sub>4</sub>  | \$            | \$             | \$           | \$             |
| Particle size (as required for CWS analyses)  | \$            | \$             | \$           | \$             |
| Particle size distribution (Pipette method)   | \$            | \$             | \$           | \$             |
| TOC (Total Organic Carbon)  | \$            | \$             | \$           | \$             |
| N-P-K (available)   | \$            | \$             | \$           | \$             |
| BTEX/VPH/MTBE/Styrene/VH  | \$            | \$             | \$           | \$             |
| VOCs  | \$            | \$             | \$           | \$             |
| LEPH/HEPH (not corrected for PAH)   | \$            | \$             | \$           | \$             |
| PAHs (alkylated)  | \$            | \$             | \$           | \$             |
| PAHs (IARC and TPE calculations included)   | \$            | \$             | \$           | \$             |
| LEPH/HEPH/PAHs  | \$            | \$             | \$           | \$             |
| Chlorinated Hydrocarbons (CCME/CSR list excluding dioxins and furans)                                 | \$            | \$             | \$           | \$             |
| Biocides (i.e., a combined biocide scan including all biocides for which CCME guideline values exist) | \$            | \$             | \$           | \$             |
| Glycols   | \$            | \$             | \$           | \$             |
| TCLP (BTEX)   | \$            | \$             | \$           | \$             |
| TCLP (PAH)  | \$            | \$             | \$           | \$             |
| TCLP (Metals)   | \$            | \$             | \$           | \$             |



|                                |    |    |    |    |
|--------------------------------|----|----|----|----|
| Organotins                     | \$ | \$ | \$ | \$ |
| Dioxins/Furans                 | \$ | \$ | \$ | \$ |
| PCBs (Aroclors and Total PCBs) | \$ | \$ | \$ | \$ |
| Chlorinated phenols            | \$ | \$ | \$ | \$ |
| Non-chlorinated phenols        | \$ | \$ | \$ | \$ |
| Sterols                        | \$ | \$ | \$ | \$ |
| Human hormones                 | \$ | \$ | \$ | \$ |
| Terpenes                       | \$ | \$ | \$ | \$ |

**Note:** Please indicate cost price per test for Standard and Rush test.

**B. Building Materials**

Analyses of parameters within the following analyte groups:

| Analytical parameter (sediment) | Standard TAT |                | Rush TAT     |                |
|---------------------------------|--------------|----------------|--------------|----------------|
|                                 | Low Vol. – A | Bulk (15+) - B | Low Vol. - A | Bulk (15+) - B |
| Asbestos                        | \$           | \$             | \$           | \$             |
| Lead                            | \$           | \$             | \$           | \$             |
| TCLP (lead)                     | \$           | \$             | \$           | \$             |

**Note:** Please indicate cost price per test for Standard and Rush test.

Analytical methods included in your price proposal must have detection limits below the most stringent applicable standards/guidelines.

**C. Water Samples**

Analyses of parameters within the following analyte groups in accordance with the CCME Canadian Water Quality Guidelines for the Protection of Aquatic Life:

| Analytical parameter (water)                    | Standard TAT |                | Rush TAT     |                |
|---|--------------|----------------|--------------|----------------|
|   | Low Vol. – A | Bulk (15+) - B | Low Vol. - A | Bulk (15+) - B |
| Conductivity                                    | \$           | \$             | \$           | \$             |
| Metals (including pH, hardness)_<br>freshwater  | \$           | \$             | \$           | \$             |
| Metals (including pH, hardness)<br>marine water | \$           | \$             | \$           | \$             |
| Methyl mercury                                  | \$           | \$             | \$           | \$             |
| CCME F1 (including BTEX)                        | \$           | \$             | \$           | \$             |



|                                    |    |    |    |    |
|------------------------------------|----|----|----|----|
| CCME F2-F4                         | \$ | \$ | \$ | \$ |
| BTEX/VPH/MTBE/Styrene              | \$ | \$ | \$ | \$ |
| VOCs                               | \$ | \$ | \$ | \$ |
| LEPH/HEPH (not corrected for PAHs) | \$ | \$ | \$ | \$ |
| PAHs                               | \$ | \$ | \$ | \$ |
| LEPH/HEPH/PAHs                     | \$ | \$ | \$ | \$ |
| Glycols (Ethylene & Propylene)     | \$ | \$ | \$ | \$ |
| PCBs (Aroclors and Total PCBs)     | \$ | \$ | \$ | \$ |
| Chlorinated Phenols                | \$ | \$ | \$ | \$ |
| Non-chlorinated phenols            | \$ | \$ | \$ | \$ |
| Dioxins/Furans                     | \$ | \$ | \$ | \$ |
| Sterols                            | \$ | \$ | \$ | \$ |
| Human hormones                     | \$ | \$ | \$ | \$ |
| Terpenes                           | \$ | \$ | \$ | \$ |

**Note:** Please indicate cost price per test for Standard and Rush test.

Analytical methods included in your price proposal must have detection limits below the most stringent of a) CCME criteria for Marine or Freshwater Aquatic Life or b) British Columbia Generic Numerical Water Standards.

**D. Air/Soil Vapour Samples**

Analyses of parameters within the following analyte groups:

| Analytical parameter (Air/Soil Vapour) | Standard TAT |                | Rush TAT     |                |
|--|--------------|----------------|--------------|----------------|
|  | Low Vol. – A | Bulk (15+) - B | Low Vol. - A | Bulk (15+) - B |
| Aliphatics                             | \$           | \$             | \$           | \$             |
| Aromatics                              | \$           | \$             | \$           | \$             |
| PAH compounds                          | \$           | \$             | \$           | \$             |
| BTEX                                   | \$           | \$             | \$           | \$             |
| VPHv                                   | \$           | \$             | \$           | \$             |
| MTBE                                   | \$           | \$             | \$           | \$             |
| VOCs                                   | \$           | \$             | \$           | \$             |



|               |    |    |    |    |
|---------------|----|----|----|----|
| VHv           | \$ | \$ | \$ | \$ |
| VPHv (C6-C13) | \$ | \$ | \$ | \$ |

**Note:** Please indicate cost price per test for Standard and Rush test

Pricing for provision of calibrated sampling equipment and containers must be provided below.

| Air/Soil Vapour Sampling Equipment | Rental Duration |        |         |
|------------------------------------|-----------------|--------|---------|
|                                    | Daily – A       | Weekly | Monthly |
| Air Pump                           | \$              | \$     | \$      |
| Charcoal Tube                      | \$              | \$     | \$      |
| Thermal Desorption Tube            | \$              | \$     | \$      |
| SUMMA Canister                     | \$              | \$     | \$      |
| Flow Control Valve                 | \$              | \$     | \$      |

**E. Animal Tissue Samples**

All results shall be reported as mg/kg dry weight. Analyses of parameters within the following analyte groups:

| Analytical parameter       | Standard TAT |                | Rush TAT     |                |
|----------------------------|--------------|----------------|--------------|----------------|
|                            | Low Vol. – A | Bulk (15+) - B | Low Vol. - A | Bulk (15+) - B |
| Metals (including Mercury) | \$           | \$             | \$           | \$             |
| Methyl mercury             | \$           | \$             | \$           | \$             |
| Organotins                 | \$           | \$             | \$           | \$             |
| PAH compounds***           | \$           | \$             | \$           | \$             |
| Moisture (%)               | \$           | \$             | \$           | \$             |
| Lipids (Fat content)       | \$           | \$             | \$           | \$             |

**Note:** Please indicate cost price per test for Standard and Rush test.

\*\*\* GC/MS method is what DFO have been using and requires a Detection Limit between 0.001 and 0.05 depending on analysis.

**F. Plant Tissue Samples**

All results shall be reported as mg/kg dry weight. Analyses of parameters within the following analyte groups:



| Analytical parameter       | Standard TAT |                | Rush TAT     |                |
|----------------------------|--------------|----------------|--------------|----------------|
|                            | Low Vol. – A | Bulk (15+) - B | Low Vol. - A | Bulk (15+) - B |
| Metals (including Mercury) | \$           | \$             | \$           | \$             |
| Methyl mercury             | \$           | \$             | \$           | \$             |
| Organotins                 | \$           | \$             | \$           | \$             |
| PAH compounds***           | \$           | \$             | \$           | \$             |
| Moisture (%)               | \$           | \$             | \$           | \$             |

**Note:** Please indicate cost price per test for Standard and Rush test.

\*\*\* **GC/MS** method is what DFO have been using and requires a Detection Limit between 0.001 and 0.05 depending on analysis.

**Year 4: 1 October, 2026 to 30 September, 2027**

**A. Soil/Sediment Samples**

Analyses of parameters within the following analytic groups must be completed in accordance with the CCME Canadian Soil Quality Guidelines for the Protection of Environmental and Human Health. Analytical methods included in your price proposal must have detection limits below the CCME criteria for Agricultural land uses.

| Analytical parameter (soil)                            | Standard TATs |                | Rush TATs    |                |
|--|---------------|----------------|--------------|----------------|
|  | Low Vol. – A  | Bulk (15+) - B | Low Vol. - A | Bulk (15+) - B |
| Metals (including pH)_CCME                             | \$            | \$             | \$           | \$             |
| Methyl mercury   | \$            | \$             | \$           | \$             |
| Speciated Chromium III and VI                          | \$            | \$             | \$           | \$             |
| CWS F <sub>1</sub> with BETX                           | \$            | \$             | \$           | \$             |
| CWS F <sub>2</sub> , F <sub>3</sub> and F <sub>4</sub> | \$            | \$             | \$           | \$             |
| Particle size (as required for CWS analyses)           | \$            | \$             | \$           | \$             |
| Particle size distribution (Pipette method)            | \$            | \$             | \$           | \$             |
| TOC (Total Organic Carbon)                             | \$            | \$             | \$           | \$             |
| N-P-K (available)                                      | \$            | \$             | \$           | \$             |
| BTEX/VPH/MTBE/Styrene/VH                               | \$            | \$             | \$           | \$             |





|   |    |    |    |    |
|---|----|----|----|----|
| VOCs  | \$ | \$ | \$ | \$ |
| LEPH/HEPH (not corrected for PAH)   | \$ | \$ | \$ | \$ |
| PAHs (alkylated)  | \$ | \$ | \$ | \$ |
| PAHs (IARC and TPE calculations included)   | \$ | \$ | \$ | \$ |
| LEPH/HEPH/PAHs  | \$ | \$ | \$ | \$ |
| Chlorinated Hydrocarbons (CCME/CSR list excluding dioxins and furans)                                 | \$ | \$ | \$ | \$ |
| Biocides (i.e., a combined biocide scan including all biocides for which CCME guideline values exist) | \$ | \$ | \$ | \$ |
| Glycols   | \$ | \$ | \$ | \$ |
| TCLP (BTEX)   | \$ | \$ | \$ | \$ |
| TCLP (PAH)  | \$ | \$ | \$ | \$ |
| TCLP (Metals)   | \$ | \$ | \$ | \$ |
| Organotins  | \$ | \$ | \$ | \$ |
| Dioxins/Furans  | \$ | \$ | \$ | \$ |
| PCBs (Aroclors and Total PCBs)  | \$ | \$ | \$ | \$ |
| Chlorinated phenols   | \$ | \$ | \$ | \$ |
| Non-chlorinated phenols   | \$ | \$ | \$ | \$ |
| Sterols   | \$ | \$ | \$ | \$ |
| Human hormones  | \$ | \$ | \$ | \$ |
| Terpenes  | \$ | \$ | \$ | \$ |

**Note:** Please indicate cost price per test for Standard and Rush test.

**B. Building Materials**

Analyses of parameters within the following analyte groups:

| Analytical parameter (sediment) | Standard TAT |                | Rush TAT     |                |
|---------------------------------|--------------|----------------|--------------|----------------|
|                                 | Low Vol. – A | Bulk (15+) - B | Low Vol. - A | Bulk (15+) - B |
| Asbestos                        | \$           | \$             | \$           | \$             |
| Lead                            | \$           | \$             | \$           | \$             |



|             |    |    |    |    |
|-------------|----|----|----|----|
| TCLP (lead) | \$ | \$ | \$ | \$ |
|-------------|----|----|----|----|

**Note:** Please indicate cost price per test for Standard and Rush test.

Analytical methods included in your price proposal must have detection limits below the most stringent applicable standards/guidelines.

**C. Water Samples**

Analyses of parameters within the following analyte groups in accordance with the CCME Canadian Water Quality Guidelines for the Protection of Aquatic Life:

| Analytical parameter (water)                 | Standard TAT |                | Rush TAT     |                |
|--|--------------|----------------|--------------|----------------|
|  | Low Vol. – A | Bulk (15+) - B | Low Vol. - A | Bulk (15+) - B |
| Conductivity                                 | \$           | \$             | \$           | \$             |
| Metals (including pH, hardness)_ freshwater  | \$           | \$             | \$           | \$             |
| Metals (including pH, hardness) marine water | \$           | \$             | \$           | \$             |
| Methyl mercury                               | \$           | \$             | \$           | \$             |
| CCME F1 (including BTEX)                     | \$           | \$             | \$           | \$             |
| CCME F2-F4                                   | \$           | \$             | \$           | \$             |
| BTEX/VPH/MTBE/Styrene                        | \$           | \$             | \$           | \$             |
| VOCs   | \$           | \$             | \$           | \$             |
| LEPH/HEPH (not corrected for PAHs)           | \$           | \$             | \$           | \$             |
| PAHs   | \$           | \$             | \$           | \$             |
| LEPH/HEPH/PAHs                               | \$           | \$             | \$           | \$             |
| Glycols (Ethylene & Propylene)               | \$           | \$             | \$           | \$             |
| PCBs (Aroclors and Total PCBs)               | \$           | \$             | \$           | \$             |
| Chlorinated Phenols                          | \$           | \$             | \$           | \$             |
| Non-chlorinated phenols                      | \$           | \$             | \$           | \$             |
| Dioxins/Furans                               | \$           | \$             | \$           | \$             |
| Sterols                                      | \$           | \$             | \$           | \$             |
| Human hormones                               | \$           | \$             | \$           | \$             |
| Terpenes                                     | \$           | \$             | \$           | \$             |

**Note:** Please indicate cost price per test for Standard and Rush test.

Analytical methods included in your price proposal must have detection limits below the most stringent of



a) CCME criteria for Marine or Freshwater Aquatic Life or b) British Columbia Generic Numerical Water Standards.

**D. Air/Soil Vapour Samples**

Analyses of parameters within the following analyte groups:

| Analytical parameter (Air/Soil Vapour) | Standard TAT |                | Rush TAT     |                |
|--|--------------|----------------|--------------|----------------|
|  | Low Vol. – A | Bulk (15+) - B | Low Vol. - A | Bulk (15+) - B |
| Aliphatics                             | \$           | \$             | \$           | \$             |
| Aromatics                              | \$           | \$             | \$           | \$             |
| PAH compounds                          | \$           | \$             | \$           | \$             |
| BTEX                                   | \$           | \$             | \$           | \$             |
| VPHv                                   | \$           | \$             | \$           | \$             |
| MTBE                                   | \$           | \$             | \$           | \$             |
| VOCs                                   | \$           | \$             | \$           | \$             |
| VHv                                    | \$           | \$             | \$           | \$             |
| VPHv (C6-C13)                          | \$           | \$             | \$           | \$             |

**Note:** Please indicate cost price per test for Standard and Rush test

Pricing for provision of calibrated sampling equipment and containers must be provided below.

| Air/Soil Vapour Sampling Equipment | Rental Duration |        |         |
|------------------------------------|-----------------|--------|---------|
|                                    | Daily – A       | Weekly | Monthly |
| Air Pump                           | \$              | \$     | \$      |
| Charcoal Tube                      | \$              | \$     | \$      |
| Thermal Desorption Tube            | \$              | \$     | \$      |
| SUMMA Canister                     | \$              | \$     | \$      |
| Flow Control Valve                 | \$              | \$     | \$      |

**E. Animal Tissue Samples**

All results shall be reported as mg/kg dry weight. Analyses of parameters within the following analyte groups:



| Analytical parameter       | Standard TAT |                | Rush TAT     |                |
|----------------------------|--------------|----------------|--------------|----------------|
|                            | Low Vol. – A | Bulk (15+) - B | Low Vol. - A | Bulk (15+) - B |
| Metals (including Mercury) | \$           | \$             | \$           | \$             |
| Methyl mercury             | \$           | \$             | \$           | \$             |
| Organotins                 | \$           | \$             | \$           | \$             |
| PAH compounds***           | \$           | \$             | \$           | \$             |
| Moisture (%)               | \$           | \$             | \$           | \$             |
| Lipids (Fat content)       | \$           | \$             | \$           | \$             |

**Note:** Please indicate cost price per test for Standard and Rush test.

\*\*\* **GC/MS** method is what DFO have been using and requires a Detection Limit between 0.001 and 0.05 depending on analysis.

**F. Plant Tissue Samples**

All results shall be reported as mg/kg dry weight. Analyses of parameters within the following analyte groups:

| Analytical parameter       | Standard TAT |                | Rush TAT     |                |
|----------------------------|--------------|----------------|--------------|----------------|
|                            | Low Vol. – A | Bulk (15+) - B | Low Vol. - A | Bulk (15+) - B |
| Metals (including Mercury) | \$           | \$             | \$           | \$             |
| Methyl mercury             | \$           | \$             | \$           | \$             |
| Organotins                 | \$           | \$             | \$           | \$             |
| PAH compounds***           | \$           | \$             | \$           | \$             |
| Moisture (%)               | \$           | \$             | \$           | \$             |

**Note:** Please indicate cost price per test for Standard and Rush test.

\*\*\* **GC/MS** method is what DFO have been using and requires a Detection Limit between 0.001 and 0.05 depending on analysis.

**Year 5: 1 October, 2027 to 30 September, 2028**

**A. Soil/Sediment Samples**

Analyses of parameters within the following analytic groups must be completed in accordance with the CCME Canadian Soil Quality Guidelines for the Protection of Environmental and Human Health.



Analytical methods included in your price proposal must have detection limits below the CCME criteria for Agricultural land uses.

| Analytical parameter (soil)   | Standard TATs |                | Rush TATs    |                |
|---|---------------|----------------|--------------|----------------|
|   | Low Vol. – A  | Bulk (15+) - B | Low Vol. - A | Bulk (15+) - B |
| Metals (including pH)_CCME  | \$            | \$             | \$           | \$             |
| Methyl mercury  | \$            | \$             | \$           | \$             |
| Speciated Chromium III and VI   | \$            | \$             | \$           | \$             |
| CWS F <sub>1</sub> with BETX  | \$            | \$             | \$           | \$             |
| CWS F <sub>2</sub> , F <sub>3</sub> and F <sub>4</sub>  | \$            | \$             | \$           | \$             |
| Particle size (as required for CWS analyses)  | \$            | \$             | \$           | \$             |
| Particle size distribution (Pipette method)   | \$            | \$             | \$           | \$             |
| TOC (Total Organic Carbon)  | \$            | \$             | \$           | \$             |
| N-P-K (available)   | \$            | \$             | \$           | \$             |
| BTEX/VPH/MTBE/Styrene/VH  | \$            | \$             | \$           | \$             |
| VOCs  | \$            | \$             | \$           | \$             |
| LEPH/HEPH (not corrected for PAH)   | \$            | \$             | \$           | \$             |
| PAHs (alkylated)  | \$            | \$             | \$           | \$             |
| PAHs (IARC and TPE calculations included)   | \$            | \$             | \$           | \$             |
| LEPH/HEPH/PAHs  | \$            | \$             | \$           | \$             |
| Chlorinated Hydrocarbons (CCME/CSR list excluding dioxins and furans)                                 | \$            | \$             | \$           | \$             |
| Biocides (i.e., a combined biocide scan including all biocides for which CCME guideline values exist) | \$            | \$             | \$           | \$             |
| Glycols   | \$            | \$             | \$           | \$             |
| TCLP (BTEX)   | \$            | \$             | \$           | \$             |
| TCLP (PAH)  | \$            | \$             | \$           | \$             |
| TCLP (Metals)   | \$            | \$             | \$           | \$             |
| Organotins  | \$            | \$             | \$           | \$             |
| Dioxins/Furans  | \$            | \$             | \$           | \$             |



|                                |    |    |    |    |
|--------------------------------|----|----|----|----|
| PCBs (Aroclors and Total PCBs) | \$ | \$ | \$ | \$ |
| Chlorinated phenols            | \$ | \$ | \$ | \$ |
| Non-chlorinated phenols        | \$ | \$ | \$ | \$ |
| Sterols                        | \$ | \$ | \$ | \$ |
| Human hormones                 | \$ | \$ | \$ | \$ |
| Terpenes                       | \$ | \$ | \$ | \$ |

**Note:** Please indicate cost price per test for Standard and Rush test.

### B. Building Materials

Analyses of parameters within the following analyte groups:

| Analytical parameter (sediment) | Standard TAT |                | Rush TAT     |                |
|---------------------------------|--------------|----------------|--------------|----------------|
|                                 | Low Vol. – A | Bulk (15+) - B | Low Vol. - A | Bulk (15+) - B |
| Asbestos                        | \$           | \$             | \$           | \$             |
| Lead                            | \$           | \$             | \$           | \$             |
| TCLP (lead)                     | \$           | \$             | \$           | \$             |

**Note:** Please indicate cost price per test for Standard and Rush test.

Analytical methods included in your price proposal must have detection limits below the most stringent applicable standards/guidelines.

### C. Water Samples

Analyses of parameters within the following analyte groups in accordance with the CCME Canadian Water Quality Guidelines for the Protection of Aquatic Life:

| Analytical parameter (water)                    | Standard TAT |                | Rush TAT     |                |
|---|--------------|----------------|--------------|----------------|
|   | Low Vol. – A | Bulk (15+) - B | Low Vol. - A | Bulk (15+) - B |
| Conductivity                                    | \$           | \$             | \$           | \$             |
| Metals (including pH, hardness)_<br>freshwater  | \$           | \$             | \$           | \$             |
| Metals (including pH, hardness)<br>marine water | \$           | \$             | \$           | \$             |
| Methyl mercury                                  | \$           | \$             | \$           | \$             |
| CCME F1 (including BTEX)                        | \$           | \$             | \$           | \$             |
| CCME F2-F4                                      | \$           | \$             | \$           | \$             |
| BTEX/VPH/MTBE/Styrene                           | \$           | \$             | \$           | \$             |



|                                    |    |    |    |    |
|------------------------------------|----|----|----|----|
| VOCs                               | \$ | \$ | \$ | \$ |
| LEPH/HEPH (not corrected for PAHs) | \$ | \$ | \$ | \$ |
| PAHs                               | \$ | \$ | \$ | \$ |
| LEPH/HEPH/PAHs                     | \$ | \$ | \$ | \$ |
| Glycols (Ethylene & Propylene)     | \$ | \$ | \$ | \$ |
| PCBs (Aroclors and Total PCBs)     | \$ | \$ | \$ | \$ |
| Chlorinated Phenols                | \$ | \$ | \$ | \$ |
| Non-chlorinated phenols            | \$ | \$ | \$ | \$ |
| Dioxins/Furans                     | \$ | \$ | \$ | \$ |
| Sterols                            | \$ | \$ | \$ | \$ |
| Human hormones                     | \$ | \$ | \$ | \$ |
| Terpenes                           | \$ | \$ | \$ | \$ |

**Note:** Please indicate cost price per test for Standard and Rush test.

Analytical methods included in your price proposal must have detection limits below the most stringent of a) CCME criteria for Marine or Freshwater Aquatic Life or b) British Columbia Generic Numerical Water Standards.

**D. Air/Soil Vapour Samples**

Analyses of parameters within the following analyte groups:

| Analytical parameter (Air/Soil Vapour) | Standard TAT |                | Rush TAT     |                |
|--|--------------|----------------|--------------|----------------|
|  | Low Vol. – A | Bulk (15+) - B | Low Vol. - A | Bulk (15+) - B |
| Aliphatics                             | \$           | \$             | \$           | \$             |
| Aromatics                              | \$           | \$             | \$           | \$             |
| PAH compounds                          | \$           | \$             | \$           | \$             |
| BTEX                                   | \$           | \$             | \$           | \$             |
| VPHv                                   | \$           | \$             | \$           | \$             |
| MTBE                                   | \$           | \$             | \$           | \$             |
| VOCs                                   | \$           | \$             | \$           | \$             |
| VHv                                    | \$           | \$             | \$           | \$             |
| VPHv (C6-C13)                          | \$           | \$             | \$           | \$             |



**Note:** Please indicate cost price per test for Standard and Rush test

Pricing for provision of calibrated sampling equipment and containers must be provided below.

| Air/Soil Vapour Sampling Equipment | Rental Duration |        |         |
|------------------------------------|-----------------|--------|---------|
|                                    | Daily – A       | Weekly | Monthly |
| Air Pump                           | \$              | \$     | \$      |
| Charcoal Tube                      | \$              | \$     | \$      |
| Thermal Desorption Tube            | \$              | \$     | \$      |
| SUMMA Canister                     | \$              | \$     | \$      |
| Flow Control Valve                 | \$              | \$     | \$      |

**E. Animal Tissue Samples**

All results shall be reported as mg/kg dry weight. Analyses of parameters within the following analyte groups:

| Analytical parameter       | Standard TAT |                | Rush TAT     |                |
|----------------------------|--------------|----------------|--------------|----------------|
|                            | Low Vol. – A | Bulk (15+) - B | Low Vol. - A | Bulk (15+) - B |
| Metals (including Mercury) | \$           | \$             | \$           | \$             |
| Methyl mercury             | \$           | \$             | \$           | \$             |
| Organotins                 | \$           | \$             | \$           | \$             |
| PAH compounds***           | \$           | \$             | \$           | \$             |
| Moisture (%)               | \$           | \$             | \$           | \$             |
| Lipids (Fat content)       | \$           | \$             | \$           | \$             |

**Note:** Please indicate cost price per test for Standard and Rush test.

\*\*\* **GC/MS** method is what DFO have been using and requires a Detection Limit between 0.001 and 0.05 depending on analysis.





**F. Plant Tissue Samples**

All results shall be reported as mg/kg dry weight. Analyses of parameters within the following analyte groups:

| Analytical parameter       | Standard TAT |                | Rush TAT     |                |
|----------------------------|--------------|----------------|--------------|----------------|
|                            | Low Vol. – A | Bulk (15+) - B | Low Vol. - A | Bulk (15+) - B |
| Metals (including Mercury) | \$           | \$             | \$           | \$             |
| Methyl mercury             | \$           | \$             | \$           | \$             |
| Organotins                 | \$           | \$             | \$           | \$             |
| PAH compounds***           | \$           | \$             | \$           | \$             |
| Moisture (%)               | \$           | \$             | \$           | \$             |

**Note:** Please indicate cost price per test for Standard and Rush test.

\*\*\* **GC/MS** method is what DFO have been using and requires a Detection Limit between 0.001 and 0.05 depending on analysis.



**ANNEX "C"**  
**STANDING OFFER REPORT**

| <b>Date of the call-up</b> | <b>Project Authority</b> | <b>Items acquired/services provided</b> | <b>Work completion date</b> | <b>Quantity</b> | <b>Price</b> | <b>Total</b> |
|----------------------------|--------------------------|---|-----------------------------|-----------------|--------------|--------------|
|                            |                          |   |                             |                 |              |              |
|                            |                          |   |                             |                 |              |              |
|                            |                          |   |                             |                 |              |              |
|                            |                          |   |                             |                 |              |              |
|                            |                          |   |                             |                 |              |              |
|                            |                          |   |                             |                 |              |              |
|                            |                          |   |                             |                 |              |              |



## ANNEX "1" "to PART 5 OF THE REQUEST FOR STANDING OFFERS

### FEDERAL CONTRACTORS PROGRAM FOR EMPLOYMENT EQUITY - CERTIFICATION

I, the Offeror, by submitting the present information to the Standing Offer Authority, certify that the information provided is true as of the date indicated below. The certifications provided to Canada are subject to verification at all times. I understand that Canada will declare an offer non-responsive, or may set-aside a Standing Offer, or will declare a contractor in default, if a certification is found to be untrue, whether during the offer evaluation period, during the Standing Offer period, or during the contract period. Canada will have the right to ask for additional information to verify the Offeror's certifications. Failure to comply with any request or requirement imposed by Canada may render the Offer non-responsive, may result in the Standing Offer set-aside or constitute a default under the Contract.

For further information on the Federal Contractors Program for Employment Equity visit [Employment and Social Development Canada \(ESDC\) – Labour's](#) website.

Date: \_\_\_\_\_(YYYY/MM/DD) (If left blank, the date will be deemed to be the RFSO closing date.)

Complete both A and B.

A. Check only one of the following:

- A1. The Offeror certifies having no work force in Canada.
- A2. The Offeror certifies being a public sector employer.
- A3. The Offeror certifies being a [federally regulated employer](#) being subject to the [Employment Equity Act](#).
- A4. The Offeror certifies having a combined work force in Canada of less than 100 permanent full-time and/or permanent part-time employees.

A5. The Offeror has a combined workforce in Canada of 100 or more employees; and

- A5.1 The Offeror certifies already having a valid and current [Agreement to Implement Employment Equity](#) (AIEE) in place with ESDC-Labour.

OR

- A5.2. The Offeror certifies having submitted the [Agreement to Implement Employment Equity](#) (LAB1168) to ESDC-Labour. As this is a condition to issuance of a standing offer, proceed to completing the form Agreement to Implement Employment Equity (LAB1168), duly signing it, and transmit it to ESDC-Labour.

B. Check only one of the following:

- B1. The Offeror is not a Joint Venture.

OR

- B2. The Offeror is a Joint venture and each member of the Joint Venture must provide the Standing Offer Authority with a completed annex Federal Contractors Program for Employment Equity - Certification. (Refer to the Joint Venture section of the Standard Instructions)