

**RETURN BIDS TO:
RETOURNER LES SOUMISSIONS À:**
Public Works and Government Services Canada
Telus Plaza North/Plaza Telus Nord
10025 Jasper Ave./10025 ave. Jaspe
5th floor/5e étage
Edmonton
Alberta
T5J 1S6
Bid Fax: (780) 497-3510

**Request For a Standing Offer
Demande d'offre à commandes**

Regional Individual Standing Offer (RISO)
Offre à commandes individuelle régionale (OCIR)

Canada, as represented by the Minister of Public Works and Government Services Canada, hereby requests a Standing Offer on behalf of the Identified Users herein.

Le Canada, représenté par le ministre des Travaux Publics et Services Gouvernementaux Canada, autorise par la présente, une offre à commandes au nom des utilisateurs identifiés énumérés ci-après.

Comments - Commentaires

**Vendor/Firm Name and Address
Raison sociale et adresse du
fournisseur/de l'entrepreneur**

Issuing Office - Bureau de distribution
Public Works and Government Services Canada
Telus Plaza North/Plaza Telus Nord
10025 Jasper Ave./10025 ave Jasper
5th floor/5e étage
Edmonton
Alberta
T5J 1S6

Title - Sujet Surrogate UAV Services	
Solicitation No. - N° de l'invitation W168A-1201CM/A	Date 2012-05-25
Client Reference No. - N° de référence du client W168A-1201CM	GETS Ref. No. - N° de réf. de SEAG PW-\$EDM-607-9432
File No. - N° de dossier EDM-2-35008 (607)	CCC No./N° CCC - FMS No./N° VME
Solicitation Closes - L'invitation prend fin at - à 02:00 PM on - le 2012-06-13	
Time Zone Fuseau horaire Mountain Daylight Saving Time MDT	
Delivery Required - Livraison exigée See Herein	
Address Enquiries to: - Adresser toutes questions à: Jenkinson, Lorraine	Buyer Id - Id de l'acheteur edm607
Telephone No. - N° de téléphone (780)497-3593 ()	FAX No. - N° de FAX (780)497-3510
Destination - of Goods, Services, and Construction: Destination - des biens, services et construction: DEPARTMENT OF NATIONAL DEFENCE CANADIAN MANOEUVRE TRAINING CENTRE BUILDING 650 DENWOOD ALBERTA TOB1B0 CANADA	
Security - Sécurité This request for a Standing Offer does not include provisions for security. Cette Demande d'offre à commandes ne comprend pas des dispositions en matière de sécurité.	

Instructions: See Herein

Instructions: Voir aux présentes

Vendor/Firm Name and Address Raison sociale et adresse du fournisseur/de l'entrepreneur	
Telephone No. - N° de téléphone	Facsimile No. - N° de télécopieur
Name and title of person authorized to sign on behalf of Vendor/Firm (type or print) Nom et titre de la personne autorisée à signer au nom du fournisseur/ de l'entrepreneur (taper ou écrire en caractères d'imprimerie)	
Signature	Date

TITLE: SURROGATE UNMANNED AIR VEHICLE (UAV) SERVICES

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Solicitation No. - N° de l'invitation

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Amd. No. - N° de la modif.

Buyer ID - Id de l'acheteur

edm607

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

W168A-1201CM

File No. - N° du dossier

EDM-2-35008

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PART 1 - GENERAL INFORMATION

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, if applicable, and the basis of selection;
- Part 5 Certifications: includes the certifications 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 and any other annexes as identified in the Table of Contents.

2. Summary

- a) It is the objective of Department of National Defence (DND), Canadian Manoeuvre Training Centre (CMTC), through high-readiness training provided at Canadian Forces Base/Area Support Unit Wainwright (CFB/ASU Wrx) Alberta, and other bases in Canada and the United States, to simulate the collection of intelligence by the use of a Surrogate Medium-Altitude Long-Endurance (MALE) Unmanned Aerial Vehicle (UAV) for training purposes to be applied to real manoeuvres in an active theatre of operations.

CMTC requires a contractor to provide Surrogate UAV Services at ASU Wrx and abroad as required. It is the intention of the Department of National Defence's (DND) CMTC to award a Standing Offer Agreement (SOA) effective for a period of two (2) years with an option to extend for two (2) additional periods of one-year each. Each Exercise will require approximately 5 to 10 days of imaging time plus: one (1) day to attend operations, orientation, and safety meetings as directed; to demonstrate satisfactory flight, communications, and connectivity performance to CMTC's satisfaction prior to the exercise functions and; one (1) day once the exercise is closed and last deliverable recordings have been handed to the Aviation Plans Officer (Avn Plans O), to participate in the closing After Action Review (AAR) as required. The use of contracted

Surrogate UAVs would mitigate the operational and administrative burden associated with these assets and ensure the necessary tactical flexibility demanded of UAVs operating in the Contemporary Operating Environment (COE).

3. Debriefings

After issuance of a standing offer, 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 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

1. Standard Instructions, Clauses and Conditions

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* (<http://ccua-sacc.tpsgc-pwgsc.gc.ca/pub/acho-eng.jsp>) 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 (2012-03-02), Standard Instructions - Request for Standing Offers - Goods or 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: sixty (60) days
Insert: ninety (90) days

2. Submission of Offers

Offers must be submitted only to Public Works and Government Services Canada (PWGSC) Bid Receiving Unit by the date, time and place indicated on page 1 of the Request for Standing Offers.

Offers transmitted by facsimile to PWGSC will be accepted.

3. Enquiries - Request for Standing Offers

All enquiries must be submitted in writing to the Standing Offer Authority no later than three (3) 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 questions or may request that offerors do so, so that the proprietary nature of the question is eliminated, and the enquiry can be answered with copies to all offerors. Enquiries not submitted in a form that can be distributed to all offerors may not be answered by Canada.

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 Alberta.

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.

5. Basis for Canada's Ownership of Intellectual Property

The Department of National Defence has determined that any intellectual property rights arising from the performance of the Work under the resulting contract will belong to Canada, on the following grounds:

(6.1) national security.

PART 3 - OFFER PREPARATION INSTRUCTIONS

1. Offer Preparation Instructions

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

Section I: Technical Offer (2 hard copies or 1 fax copy)
Section II: Financial Offer (2 hard copies or 1 fax copy)
Section III: Certifications (1 hard copy or 1 fax copy)

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 their offer.

- (a) use 8.5 x 11 inch (216 mm x 279 mm) paper;
- (b) use a numbering system that corresponds to that of the Request for Standing Offers.

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](http://www.tpsgc-pwgsc.gc.ca/ecologisation-greening/achats-procurement/politique-policy-eng.html)

(<http://www.tpsgc-pwgsc.gc.ca/ecologisation-greening/achats-procurement/politique-policy-eng.html>).

To assist Canada in reaching its objectives, offerors are encouraged to:

- 1) use paper containing fibre certified as originating from a sustainably-managed forest and/or containing minimum 30% recycled content; and
- 2) 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.

Offerors should demonstrate their capability and describe their approach in a thorough, concise and clear manner for carrying out the work. The technical offer should address clearly and in sufficient depth the points that are subject to the evaluation criteria against which the offer will be evaluated. Simply repeating

the statement contained in the bid solicitation is not sufficient. In order to facilitate the evaluation of the offer, Canada requests that Offerors address and present topics in the order of the evaluation criteria under the same headings. To avoid duplication, offerors may refer to different sections of their offers by identifying the specific paragraph and page number where the subject topic has already been addressed.

Section II: Financial Offer

Offerors must submit their financial offer in accordance with the Annex "B", Basis of Payment. The total amount of Goods and Services Tax or Harmonized Sales Tax must be shown separately, if applicable.

Section III: Certifications

Offerors must submit the certifications required under Part 5.

PART 4 - EVALUATION PROCEDURES AND BASIS OF SELECTION

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.

1.1. Technical Evaluation

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

1.2 Financial Evaluation

- 1.2.1 The financial evaluation will be conducted by calculating the **Total Estimated Expenditure For Sample Call-Up** in accordance with the Basis of Payment, Annex "B", **PART B: BASIS OF PAYMENT FOR SAMPLE CALL-UP TRIAL**.

1.2.2 SACC Manual Clause A0220T (2007-05-25), Evaluation of Price

2. Basis of Selection

2.1 Basis of Selection - Highest Combined Rating of Technical Merit and Price

2.1.1 To be declared responsive, a bid must:

- a. comply with all the requirements of the bid solicitation;
- b. meet all mandatory criteria; and
- c. obtain the required minimum of 70 percent of the points of the technical evaluation criteria for each of the three (3) categories subject to point rating:
 - (i) 392 points for category 3. POINT RATED CRITERIA - TECHNICAL TRIALS;
 - (ii) 31.5 points for category 4. POINT RATED CRITERIA - SUITABILITY;
 - (iii) 70 points for category 5. POINT RATED CRITERIA - OPS CAPABILITIES.

2.1.2. Bids not meeting (a), (b) and (c) will be declared non-responsive.

2.1.3. The evaluation will be based on the highest responsive combined rating of technical merit and price. The ratio will be 60% for the technical merit and 40% for the price.

- 2.1.4. To establish the technical merit score, the overall technical score for each responsive bid will be determined as follows: total number of points obtained / maximum number of points available multiplied by the ratio of 60.
- 2.1.5. To establish the pricing score, each responsive bid will be prorated against the lowest evaluated price and the ratio of 40.
- 2.1.6. For each responsive bid, the technical merit score and the pricing score will be added to determine its combined rating.
- 2.1.7. Neither the responsive bid obtaining the highest technical score nor the one with the lowest evaluated price will necessarily be accepted. The responsive bid with the highest combined rating of technical merit and price will be recommended for award of a contract.

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

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

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

PART 5 - CERTIFICATIONS

Offerors must provide the required certifications to be issued a standing offer. Canada will declare an offer non-responsive if the required certifications are not completed and submitted as requested.

Compliance with the certifications offerors provide to Canada is subject to verification by Canada during the offer evaluation period (before issuance of a standing offer) and after issuance of a standing offer. The Standing Offer Authority will have the right to ask for additional information to verify offerors' compliance with the certifications before issuance of a standing offer. The offer will be declared non-responsive if any certification made by the Offeror is untrue, whether made knowingly or unknowingly. Failure to comply with the certifications or to comply with the request of the Standing Offer Authority for additional information will also render the offer non-responsive.

1. Certifications Precedent to Issuance of a Standing Offer

The certifications listed below should be completed and submitted with the offer, but may be submitted afterwards. If any of these required certifications is not completed and submitted as requested, the Standing Offer Authority will so inform the Offeror and provide the Offeror with a time frame within which

to meet the requirement. Failure to comply with the request of the Standing Offer Authority and meet the requirement within that time period will render the offer non-responsive.

1.1 Federal Contractors Program - Certification

Federal Contractors Program - \$200,000 or more

- 1.1.1. The Federal Contractors Program (FCP) requires that some suppliers, including a supplier who is a member of a joint venture, bidding for federal government contracts, valued at \$200,000 or more (including all applicable taxes), make a formal commitment to implement employment equity. This is a condition precedent to the issuance of a standing offer. If the Offeror, or, if the Offeror is a joint venture and if any member of the joint venture, is subject to the FCP, evidence of its commitment must be provided before the issuance of a standing offer.

Suppliers who have been declared ineligible contractors by Human Resources and Skills Development Canada (HRSDC) are no longer eligible to receive government contracts over the threshold for solicitation of bids as set out in the Government Contracts Regulations. Suppliers may be declared ineligible contractors either as a result of a finding of non-compliance by HRSDC, or following their voluntary withdrawal from the FCP for a reason other than the reduction of their workforce to less than 100 employees. Any offers from ineligible contractors, including an offer from a joint venture that has a member who is an ineligible contractor, will be declared non-responsive.

- 1.1.2. If the Offeror does not fall within the exceptions enumerated in 3.(a) or (b) below, or does not have a valid certificate number confirming its adherence to the FCP, the Offeror must fax (819-953-8768) a copy of the signed form LAB 1168, Certificate of Commitment to Implement Employment Equity [<http://www.servicecanada.gc.ca/cgi-bin/search/eforms/index.cgi?app=profile&form=lab1168&dept=sc&lang=e>], to the Labour Branch of HRSDC.
- 1.1.3. The Offeror, or, if the Offeror is a joint venture the member of the joint venture, certifies its status with the FCP, as follows:

The Offeror or the member of the joint venture

- a. is not subject to the FCP, having a workforce of less than 100 full-time or part-time permanent employees, and/or temporary employees having worked 12 weeks or more in Canada;
- b. is not subject to the FCP, being a regulated employer under the Employment Equity Act, S.C. 1995, c. 44 [<http://laws-lois.justice.gc.ca/eng/acts/E-5.401/index.html>];
- c. is subject to the requirements of the FCP, having a workforce of 100 or more full-time or part-time permanent employees, and/or temporary employees having worked 12 weeks or more in Canada, but has not previously obtained a certificate number from HRSDC (having not bid on requirements of \$200,000 or more), in which case a duly signed certificate of commitment is attached;
- d. is subject to FCP, and has a valid certificate number as follows: _____ (e.g. has not been declared an ineligible contractor by HRSDC).

Further information on the FCP is available on the HRSDC Web site [<http://www.hrsdc.gc.ca/eng/labour/equality/fcp/index.shtml>].

1.2 Former Public Servant Certification

Contracts with 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 with FPS, offerors must provide the information required below.

1.2.1 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, in the context of the fee abatement formula, 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.

1.2.2 Former Public Servant in Receipt of a Pension

Is the Offeror a FPS in receipt of a pension as defined above? YES () NO ()

If so, the Offeror must provide the following information:

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

1.2.3 Work Force Reduction Program

Is the Offeror a FPS who received a lump sum payment pursuant to the terms of a work force reduction program? 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 reduction 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 the Goods and Services Tax or Harmonized Sales Tax.

1.2.4 Certification

By submitting an offer, the Offeror certifies that the information submitted by the Offeror in response to the above requirements is accurate and complete.

1.3 Status and Availability of Resources

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

If the Offeror has proposed any individual who is not an employee of the Offeror, the Offeror certifies that it has the permission from that individual to propose his/her services in relation to the Work to be performed and to submit his/her résumé to Canada. The Offeror must, upon request from the Standing Offer Authority, provide a written confirmation, signed by the individual, of the permission given to the Offeror and of his/her availability.

1.4 Education and Experience

SACC Manual clause M3021T (2007-05-25), Education and Experience

PART 6 - SECURITY, FINANCIAL AND INSURANCE REQUIREMENTS

1. Controlled Goods Requirement

SACC Manual clause A9130T (2011-05-16), Controlled Goods Program

2. Insurance Requirements

The Offeror must provide a letter from an insurance broker or an insurance company licensed to operate in Canada stating that the Offeror, if issued a standing offer as a result of the request for standing offer, can be insured in accordance with the Insurance Requirements specified in Part 7, section B, Articles 8, 9, and 10.

If the information is not provided in the offer, the Standing Offer Authority will so inform the Offeror and provide the Offeror with a time frame within which to meet the requirement. Failure to comply with the request of the Standing Offer Authority and meet the requirement within that time period will render the offer non-responsive.

PART 7 - STANDING OFFER AND RESULTING CONTRACT CLAUSES

A. STANDING OFFER

1. Offer

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

2. Blank

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* (<http://ccua-sacc.tpsgc-pwgsc.gc.ca/pub/acho-eng.jsp>) Manual issued by Public Works and Government Services Canada.

3.1 General Conditions

2005 (2012-03-02), General Conditions - Standing Offers - Goods or Services, apply to and form part of the Standing Offer.

3.2 Standing Offers Reporting

Periodic Usage Reports - Standing Offer

The Offeror must compile and maintain records on its provision of goods, services or both to the federal government under contracts resulting from the Standing Offer. This data must include all purchases paid for by a Government of Canada Acquisition Card.

The Offeror must provide this data in accordance with the reporting requirements detailed in Annex "C". If some data is not available, the reason must be indicated. If no goods or services are provided during a given period, the Offeror must still provide a "NIL" report.

The data must be submitted on a quarterly basis to the Standing Offer Authority.

The quarterly reporting periods are defined as follows:

1st quarter: April 1 to June 30;
 2nd quarter: July 1 to September 30;
 3rd quarter: October 1 to December 31;
 4th quarter: January 1 to March 31.

The data must be submitted to the Standing Offer Authority no later than fifteen (15) calendar days after the end of the reporting period.

4. Term of Standing Offer

4.1 Period of the Standing Offer

The period for making call-ups against the Standing Offer is from _____ to _____.

4.2 Extension of Standing Offer

If the Standing Offer is authorized for use beyond the initial period, the Offeror offers to extend its offer for two (2) additional periods of one-year each (Period 1: ____ to ____; Period 2: ____ to ____), under the

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Buyer ID - Id de l'acheteur

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same conditions and at the rates or prices specified in the Standing Offer, or at the rates or prices calculated in accordance with the formula specified in the Standing Offer.

The Offeror will be advised of the decision to authorize the use of the Standing Offer for an extended period by the Standing Offer Authority sixty (60) days before the expiry date of the Standing Offer. A revision to the Standing Offer will be issued by the Standing Offer Authority.

5. Authorities

5.1 Standing Offer Authority

The Standing Offer Authority is:

Lorraine Jenkinson
Supply Specialist
Public Works and Government Services Canada
Acquisitions Branch, Western Region
Telus Plaza North, 5 Floor
10025 Jasper Avenue
Edmonton, AB T5J 1S6

Telephone: 780-497-3593 Facsimile: 780-497-3510
E-mail address: Lorraine.Jenkinson@pwgsc-tpsgc.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.

5.2 Technical Authority

The Technical Authority for the Standing Offer is:

Name: _____
Title: _____
Organization: _____
Address: _____

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

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

5.3 Offeror's Representative

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

Facsimile: ____ - ____ - _____

6. Identified Users

The Identified User authorized to make call-ups against the Standing Offer is:

- Department of National Defence, Canadian Manoeuvre Training Centre, CFB/ASU Wainwright, Denwood, AB

7. Blank**8. Call-up Instrument**

The Work will be authorized or confirmed by the Identified User(s) using form PWGSC-TPSGC 942, Call-up Against a Standing Offer or electronic document.

9. Limitation of Call-ups

Individual call-ups against the Standing Offer must not exceed \$_____ (Goods and Services Tax or Harmonized Sales Tax included).

10. Financial Limitation - Total

The total cost to Canada resulting from call ups against the Standing Offer must not exceed the sum of \$_____ (Goods and Services Tax or Harmonized Sales Tax excluded) unless otherwise authorized in writing by the Standing Offer Authority. The Offeror must not perform any work or services or supply any articles in response to call ups which would cause the total cost to Canada to exceed the said sum, unless an increase is so authorized.

The Offeror must notify the Standing Offer Authority as to the adequacy of this sum when 75 percent of this amount has been committed, or one (1) month before the expiry date of the Standing Offer, whichever comes first. However, if at any time, the Offeror considers that the said sum may be exceeded, the Offeror must promptly notify the Standing Offer Authority.

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 (2012-03-02), General Conditions - Standing Offers - Goods or Services
- d) the supplemental general conditions 4007 (2010-08-16), Canada to Own Intellectual Property Rights in Foreground Information;
- e) the general conditions 2035 (2012-03-02), General Conditions - Higher Complexity - Services;
- f) Annex A, Statement of Work;
- g) Annex B, Basis of Payment;
- h) Annex C, Standing Offer Reporting;
- i) the Offeror's offer _____ (insert date of offer), _____ (if the offer was clarified or amended, insert at the time of issuance of the offer. "as clarified on _____" **or** "as amended _____". (insert date(s) of clarification(s) or amendment(s) if applicable).

12. Certifications**12.1 Compliance**

Compliance with the certifications provided by the Offeror is a condition of authorization of the Standing Offer and subject to verification by Canada during the term of the Standing Offer and of any resulting contract that would continue beyond the period of the Standing Offer. In the event that the Offeror does

not comply with any certification or it is determined that any certification made by the Offeror in its offer is untrue, whether made knowingly or unknowingly, Canada has the right to terminate any resulting contract for default and set aside the Standing Offer.

12.2 SACC Manual Clauses

M3020C (2010-01-11), Status and Availability of Resources

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 _____. (*Insert the name of the province or territory as specified by the offeror in its offer, if applicable*).

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.

1. Statement of Work

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

2. Standard Clauses and Conditions

2.1 General Conditions

2035 (2012-03-02), General Conditions - Higher Complexity - Services, apply to and form part of the Contract.

2.2 Supplemental General Conditions

4007 (2010-08-16), Canada to Own Intellectual Property Rights in Foreground Information

3. Term of Contract

3.1 Delivery Date

3.1 Period of the Contract

The Work must be completed in accordance with the call-up against the Standing Offer.

4. Payment

4.1 Basis of Payment - Limitation of Expenditure

The Contractor will be reimbursed for the costs reasonably and properly incurred in the performance of the Work, as determined in accordance with the Basis of Payment in Annex "B", to a limitation of expenditure of **\$(the value of the Call-up)**. Customs duties are included and Goods and Services Tax or Harmonized Sales Tax is extra, if applicable.

4.2 Limitation of Price

SACC Manual clause C6000C (2011-05-16), Limitation of Price

4.3 Single Payment

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

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

4.4 SACC Manual Clauses

A9117C (2007-11-30), T1204 - Direct Request by Customer Department

C0710C (2007-11-30), Time and Contract Price Verification

C0711C (2008-05-12), Time Verification

5. Invoicing Instructions

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

Each invoice must be supported by:

- a. a copy of time sheets to support the time claimed;
- b. a copy of the release document and any other documents or deliverable as specified in the Contract;
- c. a copy of the invoices, receipts, vouchers for all direct expenses, and all travel and living expenses.

- 5.2. Invoices must be distributed as follows:

- a. The original and one (1) copy must be forwarded to the address shown on page 1 of the Contract for certification and payment.
- b. One (1) copy must be forwarded to the Contracting Authority identified under the section entitled "Authorities" of the Contract.

6. SACC Manual Clauses

A2000C (2006-06-16), Foreign Nationals (Canadian Contractor)

OR

A2001C (2006-06-16), Foreign Nationals (Foreign Contractor)

A9062C (2011-05-16), Canadian Forces Site Regulations

A9068C (2010-01-11), Government Site Regulations

B4032C (2006-06-16), Safety Briefing

7. Controlled Goods Program

SACC Manual clause A9131C (2011-05-16), Controlled Goods Program

SACC Manual clause B4060C (2011-05-16), Controlled Goods

8. Insurance Requirements

The Contractor must comply with the insurance requirements specified in Articles 9 and 10. The Contractor must maintain the required insurance coverage for the duration of the Contract. Compliance with the insurance requirements does not release the Contractor from or reduce its liability under the Contract.

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

The Contractor must forward to the Contracting Authority within ten (10) days after the date of award of the Contract, a Certificate of Insurance evidencing the insurance coverage and confirming that the insurance policy complying with the requirements is in force. Coverage must be placed with an Insurer licensed to carry out business in Canada. The Contractor must, if requested by the Contracting Authority, forward to Canada a certified true copy of all applicable insurance policies.

9. Commercial General Liability Insurance

- 9.1. The Contractor must obtain Commercial General Liability Insurance, and maintain it in force throughout the duration of the Contract, in an amount usual for a contract of this nature, but for not less than \$2,000,000 per accident or occurrence and in the annual aggregate.
- 9.2. The Commercial General Liability policy must include the following:
- a. Additional Insured: Canada is added as an additional insured, but only with respect to liability arising out of the Contractor's performance of the Contract. The interest of Canada should read as follows: Canada, as represented by Public Works and Government Services Canada.
 - b. Bodily Injury and Property Damage to third parties arising out of the operations of the Contractor.
 - c. Products and Completed Operations: Coverage for bodily injury or property damage arising out of goods or products manufactured, sold, handled, or distributed by the Contractor and/or arising out of operations that have been completed by the Contractor.
 - d. Personal Injury: While not limited to, the coverage must include Violation of Privacy, Libel and Slander, False Arrest, Detention or Imprisonment and Defamation of Character.
 - e. Cross Liability/Separation of Insureds: Without increasing the limit of liability, the policy must protect all insured parties to the full extent of coverage provided. Further, the policy must apply to each Insured in the same manner and to the same extent as if a separate policy had been issued to each.
 - f. Blanket Contractual Liability: The policy must, on a blanket basis or by specific reference to the Contract, extend to assumed liabilities with respect to contractual provisions.
 - g. Employees and, if applicable, Volunteers must be included as Additional Insured.
 - h. Employers' Liability (or confirmation that all employees are covered by Worker's compensation (WSIB) or similar program)
 - i. Broad Form Property Damage including Completed Operations: Expands the Property Damage coverage to include certain losses that would otherwise be excluded by the standard care, custody or control exclusion found in a standard policy.
 - j. Notice of Cancellation: The Insurer will endeavour to provide the Contracting Authority thirty (30) days written notice of policy cancellation.

- k. If the policy is written on a claims-made basis, coverage must be in place for a period of at least 12 months after the completion or termination of the Contract.
- l. Owners' or Contractors' Protective Liability: Covers the damages that the Contractor becomes legally obligated to pay arising out of the operations of a subcontractor.
- m. Non-Owned Automobile Liability - Coverage for suits against the Contractor resulting from the use of hired or non-owned vehicles.
- n. Sudden and Accidental Pollution Liability (minimum 120 hours): To protect the Contractor for liabilities arising from damages caused by accidental pollution incidents.

10. Aviation Liability Insurance

- 10.1. The Contractor must obtain Aviation Liability Insurance for Bodily Injury (including passenger Bodily Injury) and Property Damage, and maintain it in force throughout the duration of the Contract, in an amount usual for a contract of this nature, but for not less than \$5,000,000 per accident or occurrence and in the annual aggregate.
- 10.2. The Aviation Liability policy must include the following:
 - a. Additional Insured: Canada is added as an additional insured, but only with respect to liability arising out of the Contractor's performance of the Contract. The interest of Canada should read as follows: Canada, represented by Public Works and Government Services Canada.
 - b. Notice of Cancellation: The Insurer will endeavour to provide the Contracting Authority thirty (30) days written notice of policy cancellation.
 - c. Cross Liability/Separation of Insureds: Without increasing the limit of liability, the policy must protect all insured parties to the full extent of coverage provided. Further, the policy must apply to each Insured in the same manner and to the same extent as if a separate policy had been issued to each.
 - d. Contractual Liability: The policy must, on a blanket basis or by specific reference to the Contract, extend to assumed liabilities with respect to contractual provisions.
 - e. Employees and, where applicable, Volunteers must be included as Additional Insured.
 - f. Aviation Passenger Liability and inclusive Medical Payments: If sub-limits are applicable to Contractor's policy conforming to international carriage agreements or otherwise, such sub-limits must in any event be, not less than, \$300,000 per person. The per accident limit should be no less than \$300,000 multiplied by the number of passengers.
 - g. If the policy is written on a claims-made basis, coverage must be in place for a period of at least 12 months after the completion or termination of the Contract.
 - h. Employers Liability (unless we have confirmation that all employees are covered by Worker's compensation (WSIB) or similar program)

STATEMENT OF WORK ANNEX "A"

SURROGATE UNMANNED AERIAL VEHICLE SERVICES	
Objectives	<p>It is the objective of Canadian Manoeuvre Training Centre (CMTC) through high-readiness training provided at Canadian Forces Base/Area Support Unit Wainwright (CFB/ASU Wrx) Alberta, and other bases in Canada and the United States, to simulate the collection of intelligence by the use of a Surrogate Medium-Altitude Long-Endurance (MALE) Unmanned Aerial Vehicle (UAV) for training purposes to be applied to real manoeuvres in an active theatre of operations.</p>
Scope	<p><u>Purpose</u></p> <p>CMTC requires a contractor to provide Surrogate UAV Services at ASU Wrx and abroad as required.</p> <p>It is the intention of the Department of National Defence's (DND) CMTC to award a Standing Offer Agreement (SOA) effective for a period of two (2) years with an option to extend for two (2) additional periods of one-year each.</p> <p>Each Exercise will require approximately 5 to 10 days of imaging time plus: one (1) day to attend operations, orientation, and safety meetings as directed; to demonstrate satisfactory flight, communications, and connectivity performance to CMTC's satisfaction prior to the exercise functions and; one (1) day once the exercise is closed and last deliverable recordings have been handed to the Aviation Plans Officer (Avn Plans O), to participate in the closing After Action Review (AAR) as required.</p> <p>The use of contracted Surrogate UAVs would mitigate the operational and administrative burden associated with these assets and ensure the necessary tactical flexibility demanded of UAVs operating in the Contemporary Operating Environment (COE).</p> <p><u>Background</u></p> <p>CMTC at ASU Wainwright, Alberta, is the Canadian Forces' (CF) premiere training venue for the Canadian Army.</p> <p>CMTC's MISSION - CMTC will confirm high readiness and operational readiness of Army Task Forces in preparation for domestic or global operational deployments.</p> <p>CONCEPT OF OPERATIONS - CMTC will prepare soldiers to operate, survive, fight and win in the COE across the full spectrum of operations in a complex, non-linear battlespace.</p>

Scope (cont'd)	<p>Current Exercise serials lack sufficient UAV support. The assets which are tasked lack the required tactical flexibility necessary to effectively support the Primary Training Audience (PTA).</p> <p>In order to duplicate the COE during Battle Group (BG) serials, CMTC has employed the Small UAV (SUAV) Scan Eagle from the 4th Air Defence Regiment (4 AD), the CP-140 Aurora Maritime Patrol Aircraft and, until recently, a medium UAV, the Heron, from the Royal Canadian Air Force (RCAF). These assets are in high demand throughout the CF and impose a significant operational and administrative burden to acquire and support during serial exercises.</p> <p>CMTC has embarked upon delivering a series of exercises to Canadian Troops in Canada and the United States of America (U.S.A.). Surrogate UAV services may be required at any of the venues where this training occurs.</p>	
Terminology	4 AD 100LL AAR AF-21 AFM AIA AOC AvGas Avn Plans O BG CAR CofA CF CFB/ASU CMTC COE CTAISB CUB DFS DND EX FMV GPS IP IR ISR	4 th Air Defence Regiment 100 Octane Low Lead After Action Review Airfield 21 Air Flight Manual Airworthiness Investigative Authority Air Operator Certificate Aviation Gasoline Aviation Plans Officer Battle Group Canadian Aviation Regulation Certificate of Airworthiness Canadian Forces Canadian Forces Base/Area Support Unit Wainwright Canadian Manoeuvre Training Centre Contemporary Operating Environment Canadian Transportation Accident Investigation & Safety Board Commander's Update Briefing Directorate of Flight Safety Department of National Defence Exercise Full Motion Video Global Positioning System Intellectual Property Infra Red Intelligence, Surveillance, Reconnaissance

**Terminology
(cont'd)**

ISTAR	Intelligence, Surveillance, Target Acquisition Reconnaissance
ISTAR CC	ISTAR Coordination Centre
JTAC	Joint Terminal Attack Controller
LSTC	Limited Supplementary Type Certificates
MALE	Medium-Altitude Long-Endurance
MGRS	Military Grid Reference System
MR	Maple Resolve
MSL	Mean Sea Level
MUAV	Medium Unmanned Aerial Vehicle
POMV	Personally Owned Motor Vehicles
PTA	Primary Training Audience
RCAF	Royal Canadian Air Force
Rover 4&5	Rover 4® and Rover 5®
RTA	Range & Training Area
SC2PS	Sensor Command and Control Planning Suite
SOA	Standing Offer Agreement
SOP	Standard Operating Procedures
SPINS	Special Instructions
STC	Supplementary Type Certificates
SUAV	Small Unmanned Aerial Vehicle
TA	Technical Authority
TAO	Temporary Authority to Operate
TBD	To Be Determined
TCCA	Transport Canada Civil Aviation
ToS	Time on Station
Tx/Rx	Transmit/Receive
UAV	Unmanned Aerial Vehicle
U.S.A.	United States of America
WES	Weapons Effects Simulation
Wrx	Wainwright

Constraints

NOTE: There is no large metropolitan area immediately outside the Range & Training Area (RTA) at the CFB/ASU Wrx Base. Personally Owned Motor Vehicles (POMV) are not allowed within the training area. Operational rules and conditions at other bases will be dictated by those regions and all personnel will be subject to those rules and conditions, CMTC included.

The Surrogate UAV Contractor must be capable of performing the work as assigned which includes:

- Personnel must be physically prepared to work in any existing Canadian winter weather conditions.

Constraints (cont'd)	<ul style="list-style-type: none"> •It is a requirement of all participants to wear appropriate clothing for the conditions and weather. No other clothing are supplied. All clothing is the responsibility of the Contractor. •Equipment must be capable of working in any existing Canadian weather conditions. NOTE – There are no available enclosed hangar facilities in ASU Wrx Base or many other locations where CMTC delivers training in Canada and the U.S.A. •Contractor must provide own commercially rented or owned vehicle(s) capable of moving crewpersons, equipment, and supplies from accommodations to the Base Airfield and the Command Headquarters. •Repairs to the Contractor's aircraft and equipment will be the sole responsibility of the Contractor. •Contractor and crew must live in CMTC provided accommodations, either on Base or at contracted commercial motel. Type to be determined at EX launch. •Also see Under "Government Supplies Material, Equipment, Facilities, Data Objectives, Services as applicable".
Tasks and Specifications	<p>In order to ensure that sufficient and responsive UAV support is available to support an EX serial, the following conditions must be met:</p> <ol style="list-style-type: none"> 1. Contractor must meet all requirements of Appendix "A" - Airworthiness Oversight of Civilian Aviation Companies Engaged in Military Missions on Behalf of DND. 2. Contractor must obtain all required certificates required to fly over training areas of all bases where training Ex's are held. A Temporary Authority to Operate (TAO) Certificate, attached as Appendix "B", is required to perform tasks in all Canadian DND airspace. 3. It will be the Contractors' responsibility to obtain any certifications or clearances to operate the Surrogate UAV in the United States over their respective military training areas. 4. Contractor will perform and complete the work described herein with care, skill, diligence, efficiency; and act in the capacity of Surrogate UAV Operators as per the schedules relayed to them, as they occur, with CMTC providing no less than sixty (60) days notice prior to commencement of each Ex. <p>A typical Ex schedule will look like the following:</p> <ol style="list-style-type: none"> 1. 14 Oct 2012 - Contractor will arrive at CFB/ASU Wrx. 2. 15 Oct 2012 - Contractor will attend operations, orientation, and safety meetings as directed. 3. 15 Oct 2012 – Contractor will demonstrate satisfactory flight, communications, and connectivity performance to CMTC's satisfaction.

Tasks and Specifications

(cont'd)

4. 16 Oct 2012 – Contractor will commence operations in Force on Force portion of EX MR 1101.
5. 24 Oct 2012 – Last day of exercise.
6. 25 Oct 2012 - Contractor personnel and equipment will depart CFB/ASU Wrx once exercise is closed and last deliverable recordings have been handed to the Avn Plans O.

Tasking Requirements:

1. Installation of surveillance equipment on aircraft must be in full compliance with all aircraft and communications laws and regulations, local and federal, and must be covered under the Temporary Authority to Operate (TAO) Certificate, attached as Appendix "B" to perform tasks in all Canadian DND airspace.
2. Anticipated operating elevation is 12,000 feet AGL (Above Ground Level). Further instructions TBD based on assigned airspace at each location. There may be times the aircraft will be required to simulate other UAV types or to be tasked with acquiring ground photos or video of the training areas in which they are tasked.
3. Provide airborne Intelligence, Surveillance, and Reconnaissance (ISR) collection, for a minimum of six hours out of every 24 hours, as required by the Joint Terminal Attack Controller (JTAC). Minimum of 2 take-offs/landings per 24 hour period. ISR collection will be performed in either one (1) - six hour block or two (2) - three hour blocks, or any derivative totaling 6 hours in each 24 hour period, exclusive of transit time, refueling, maintenance or any other non-ISR Collection period.
 - a. State how many additional hours per day (over the basic 6 contracted hours) is maximum ISR capability without causing the airtime to exceed allowable limits of available air crew.
4. Capable of operating during both day and night and providing suitable imagery regardless of time of day.
5. Ability to accurately process Global Positioning System (GPS) coordinates to include Latitude/Longitude and MGRS (Military Grid Reference System)
6. Scheduling will be accommodating enough to allow a single crew to complete all daily tasks without causing the airtime to exceed allowable limits.
7. Able to produce FULL MOTION VIDEO (FMV). FMV feed must be Rover 4® and Rover 5® (Rover 4&5) compatible.
8. The S-UAV must be able to provide metadata (UAV location using MGRS, target location using MGRS, UAV altitude, range to target) to the Rover 4&5 receiver.

Tasks and Specifications

(cont'd)

9. Able to transmit FMVideo surveillance of designated areas of the CFB/ASU Wrx RTA on 'C' Band or 'L' Band to DND owned receiver on DND River 4 and Rover 5 receiver(s) on DND channels and frequencies.
10. The FMV feed provided by the UAV must be compatible with the Sensor Command and Control Planning Suite (SC2PS).
11. Aircraft must be able to Transmit (Tx) and Receive (Rx) to and from the controlling agency on VHF Hi and UHF radio bands. Frequencies to be determined (TBD) for each Ex as they occur.
12. Payload operator must be able to communicate via talk to ground station on UHF. Frequencies to be determined (TBD).
13. Attend daily Commander's Update Briefing (CUB) meeting at the request of the CMTC Avn Plans O.
14. Participate in the After Action Review meetings as required.
15. Contractor may be tasked to provide still or FMV images during or after flight.
16. Contractor will provide, via CD/DVD/electronic storage device, in a media or format to be agreed upon prior to exercise commencement, copies of all remaining images and video created over DND airspace during this exercise, to the Avn Plans O.

Gimbal and Imaging Equipment Specifications:

While it is not the intent of CMTC to state what type of equipment must be supplied or used to gather the images, or to transmit the FMV, the best quality images are a primary factor in the awarding of this SOA. For this reason, technical specifications and measurements are not being specified. The images gathered during the trials portion of this tender will determine the best overall product to meet CMTC's needs.

1. Must be Rover 4&5 compatible with existing DND ground stations.
2. Gimbal Sensor - High magnification IR thermal imager with zoom lens.
3. Gimbal Sensor - Daylight camera with zoom lens or high magnification lens.
4. Gimbal Sensor - Color camera with dual channel step spotter with zoom lens.
5. Gimbal Sensor - MX-Day/Night spotter with dual channel step spotter.
6. Axis Stabilization.
7. Laser Rangefinder or Laser Illuminator are not required.

Tasks and Specifications (cont'd)

	<ol style="list-style-type: none"> 8. Rheinmetall Defence - Sensor Command and Control Planning Suite (SC2PS) compatible. 9. The FMV feed provided by the S-UAV must be compatible with SC2PS. 10. Metadata must be provided with signals. i.e. - platform and target location in MGRS (Military Grid Reference System), altitude, range to target.
Deliverables	<p>While acting in the capacity of Surrogate UAV Operator, the primary task is to transmit Full Motion Video and Digital Photographs of ISR events that occur in designated areas of the training area and immediate surrounding area to DND owned Rover 4&5 receivers and other ground stations on DND channels and frequencies.</p> <p>Specific Deliverables to be submitted on a daily basis according to the assignments, include:</p> <ul style="list-style-type: none"> • Record & produce live digital video recordings and still photos on common PC media to support intelligence gathering operations. • Accurately process GPS coordinates. • Dynamically re-task while in flight. • Provide clear FMV and be fully compatible with DND ground equipment, including: <ol style="list-style-type: none"> a. Colour daylight camera with zoom or high magnification lens. b. Infra Red (IR) thermal with zoom magnification. c. Night capability. d. High stability – undetectable vibration. <p>Areas where this Surrogate UAV Operator will be tasked:</p> <ul style="list-style-type: none"> • When in flight, in the confines of the airspace above military training areas, or other local areas so designated for the purpose of the exercise. • When not in flight, at meetings as required by the Avn Plans O. <p>All Contractor memory locations containing DND images gathered during an exercise, physical or electronic, will be erased in their entirety by the Contractor at Ex end. DND and Contractor will certify that erasure has been completed as per Annex "C".</p>

<p>Acceptance</p>	<p>The Contractor, as Surrogate UAV Operator, is responsive to the CMTC Avn Plans O, who exercises control over the Surrogate UAV Operator and also serves as the service compliance monitor.</p> <p>The work under each call-up is completed upon satisfactory acceptance by CMTC of the agreed-upon deliverables from the Contractor within 24 hours of Ex end.</p> <p>If the Contractor declares or the Aviation Plans Officer determines the Contractor is not capable of completing their contracted time period, the Contractor will forfeit a pro-rated daily payment amount equal to the time they became unable to the end of the contract. The formula for calculation is (Exercise Rate) ÷ (number of days originally payable) = (daily contract rate) X (# of days unable to perform) = (amount to be deducted from final payment). A "day" = 6 hours of flying time.</p>
<p>Government Supplies Material, Equipment, Facilities, Data Objectives, Services as applicable</p>	<p>Meals and quarters are provided without charge by DND for the duration of the Contractor's engagement at ASU Wrx or expenses will be paid, per person, at the approved Government of Canada rates. This will be based on the availability of accommodations at ASU Wrx or in the local commercial accommodations providers. CMTC will determine which avenue of meals and quarters will be provided.</p> <p>When Ex's are located away from ASU Wrx, meals and quarters will be arranged by CMTC or expenses will be paid, per person, at the approved Government of Canada rates.</p> <p>The Department of National Defence will provide the Ground Entry Station (GES) for Rx the FMV signal via Rover.</p> <p>The Contractor may be requested to partake in an electronic activity tracking test that tracks the location of all participants, persons and vehicles, in the exercise. This equipment is in the form of a small box that will transmit GPS location information. The Weapons Effects Simulation (WES) equipment is supplied by CMTC. Participation is strictly voluntary and no equipment or wiring are required to be installed into the aircraft.</p> <p>All Intellectual Property (IP) will remain the property of the Government of Canada. (See attached Appendix "C" – Intellectual Property Page)</p> <p>Fuel costs will not be billed by Contractor to DND. DND will provide jet fuel from its own supply upon the Contractor's arrival at AF-21, during the exercise period, and upon the Contractor's departure from AF-21 at EX End. Should the contractor require AvGas (100LL), it will be made available by DND or it will be dispensed from the local Municipal Airport and will be directly billed to DND. In the event DND cannot negotiate local billing arrangements, the Contractor will provide the fuel and DND will reimburse.</p>

Solicitation No. - N° de l'invitation

W168A-1201CM/A

Amd. No. - N° de la modif.

Buyer ID - Id de l'acheteur

edm607

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

W168A-1201CM

File No. - N° du dossier

EDM-2-35008

CCC No./N° CCC - FMS No/ N° VME

Attachments	Appendix "1" - Airworthiness Oversight of Civilian Aviation Companies Engaged in Military Missions on Behalf of DND Appendix "2" – TAO Aircraft & Flight Crew Requirements NOTE: See Operational Airworthiness Manual (OAM) Chapter 3 Annex C for TAO Audit checklist template. Appendix "3" – Intellectual Property Page (IP) Appendix "4" – Key References
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Appendix "1" to Annex "A"

Airworthiness Oversight of Civilian Aviation Companies Engaged in Military Missions on Behalf of DND

Aim

1. The aim of this document is to recommend the process to be followed by the Technical Airworthiness Authority (TAA), the Operational Airworthiness Authority (OAA), and the Airworthiness Investigative Authority (AIA) to provide airworthiness oversight and monitoring of civilian air operators engaged in missions for DND/CF.

Background

2. IAW reference A, DND will exercise operational and technical oversight of civilian air operators and their aircraft for the military aspects of missions they are conducting for DND. Annex B to this MOU states that the DND is responsible for airworthiness oversight for both domestic and foreign civilian air operators conducting DND tasked missions in Canadian, foreign, or international airspace.
3. IAW reference B, the Airworthiness Authority (AA) is responsible for ensuring that any contracted civilian air operators comply with the DND/CF Airworthiness Program. Specifically, the TAA, OAA, and AIA, as applicable, will, through verification, ensure that the contracted civilian air operators' company regulations, orders and standards are consistent with those of the DND/CF with respect to achieving and maintaining airworthy aircraft, training and qualifying operators and maintainers of these aircraft, and reporting flight safety incidents involving these aircraft.
4. The Temporary Authority to Operate (TAO) letter, issued jointly by the TAA and OAA to a civilian air operator, is the document that details the orders, procedures, and limitations to be adhered to when providing airborne services for DND. IAW reference C, the OAA was tasked to establish a process for follow-up audits of TAOs, augmented with technical expertise from the TAA. The process outlined below details the roles of the TAA, OAA, and AIA, in the provision of airworthiness oversight and monitoring of civilian air operators engaged in missions for DND/CF through initial airworthiness verification, issuance of a TAO, and follow-up audits to confirm adherence to the TAO.

Appendix "2" to Annex "A"

Aircraft and Flight Crew Requirements

AIRCRAFT REQUIREMENT

The aircraft must be capable of transporting, at a minimum, passengers and equipment not to exceed the maximum safe loaded rating of the aircraft. The aircraft must have a minimum flight endurance of 180 minutes while carrying this full payload.

The aircraft must be equipped with a radio capable of communicating with all agencies involved in the areas of operation (in particular, a tunable UHF/VHF Hi FM radio with a frequency range of **TBD to TBD** MHz).

The aircraft must be equipped with the safety equipment required by 1 Canadian Air Division Orders Vol 2, Order 2-007, Safety Requirements.

AIR OPERATOR REQUIREMENTS

Military missions conducted for the DND by civilian air operators are authorized via the issue to the air operator by the DND of a Temporary Authority to Operate (TAO), for which the air operator must qualify and obtain.

In order to so qualify, the air operator must adhere to DND and TCCA airworthiness regulations, orders and approval processes, as appropriate, including any DND approval for military aspects of modifications and DND flying orders. In particular, the air operator must meet the following requirements:

1. The air operator must hold an Air Operator Certificate (AOC) issued by Transport Canada Civil Aviation (TCCA) in accordance with Canadian Aviation Regulation (CARs) Part VII Subpart 2, or equivalent NAFTA AOC issued by TCCA.
2. All aircraft to be used to fulfill the contract must be capable of operating the required flight profiles within the limits of their civil Type Certificates, Certificates of Airworthiness (CofA) and the air operator's AOC.
3. The CofA for each aircraft to be used to fulfill the contract must be issued by a regulatory body acceptable to DND (for example, TCCA, FAA or UK CAA).
4. The air operator will be responsible for providing Supplementary Type Certificates (STCs), Limited STCs (LSTCs), Aircraft Flight Manual (AFM) Supplements and maintenance manual supplements, as appropriate, pertaining to any modifications to the aircraft required for the service to be provided. Modifications, upgrades or other engineering design changes to the aircraft for the purposes of this contract, are to be embodied only through design approvals acceptable to TCCA and/or flight authorities, which may include references to a DND design approval/acceptance and/or flight authorization.
5. Crew duty times must be within civil limits of the flight crew licences and regulations.
6. During the conduct of airborne missions for the DND/CF, the air operator's aircraft and crews will be subject to the same applicable aerospace control procedures, orders and rules as other DND/CF aircraft and crews, including CF Flight Safety Program reporting protocols and procedures established by the Airworthiness Investigative Authority (AIA), and the use of any military call-sign allocated.

7. In accordance with the Aeronautics Act, the air operator's aircraft will be classed as a military aircraft when conducting missions for the DND/CF and, during such times, will be subject to the DND's Airworthiness program, in lieu of TCCA. DND airworthiness audits are similar to, and fulfil a similar requirement as, routine inspections by TCCA. DND airworthiness audits typically address such areas as (but not limited to) the following:
- a. air and technical personnel qualifications and currencies.
 - b. air and technical personnel training programs and records.
 - c. flight safety program.
 - d. currency of operational and technical manuals.
 - e. compliance with airworthiness directives and service bulletins.

AIRCREW REQUIREMENTS

The aircraft captain must have flown a minimum of 1,000 hours including 500 hours as pilot-in-command of the type of aircraft specified and 250 hours in areas similar to the area of operation. The air operator shall provide documentary proof of such experience in the form of an affidavit when so requested by the Charterer. All air operator personnel acting as flight crew must each hold a valid flight crew license as defined in CARs Part IV, endorsed with ratings appropriate to the air services to be provided. All air operator personnel acting as flight crew must meet the recency requirements defined in CARs Part IV.

AIRCREW PROCEDURES

The air operator's aircrew shall conduct ground and flight operations in accordance with CARs and applicable DND/CF Flying Orders, in particular 1 Cdn Air Div Orders Vol 2 Order 2-007 Safety Requirements, Section 1 and National Defence Flying Orders, Book 1 of 2, Flight Rules Chapter 9.

The air operator's aircrew must ensure that each passenger has been provided with a safety briefing prior to embarking the aircraft for the first time. The briefing must include, as a minimum, the following:

1. Danger areas.
2. Personal safety equipment including the donning of life preservers, and the location of the survival and emergency equipment.
3. Emergency procedures.
4. Location and operation of emergency exits.

The Charterer reserves the right to review the air operator's operational procedures and provide guidance whenever necessary.

FLIGHT SAFETY PROCEDURES

In accordance with the Aeronautics Act and the Canadian Transportation Accident Investigation and Safety Board (CTAISB) Act, the air operator's aircraft will be classed as a military aircraft when conducting missions for the DND. The air operator must therefore comply with and participate in the DND/CF's Flight Safety Programme, as stated in A-GA-135-001/AA-001 "*Flight Safety for the Canadian Forces*". In particular, the air operator must comply with the following requirements prior to the commencement of flying operations:

1. A company Flight Safety Programme must be established. The programme must mirror the goals and objectives of the CF programme, include the appointment of a Flight Safety Manager or representative who will administer the program and establish an investigative process for Flight Safety occurrences, incidents, or accidents.
2. A process must be in place to report any Flight Safety occurrences, incidents or accidents, as per the reporting guidelines and timelines established in A-GA-135-001/AA-001 "Flight Safety for the Canadian Forces".
3. In the event of a serious accident the air operator must provide Directorate of Flight safety (DFS) investigators access to all relevant data, personnel, documentation and facilities to support a CF Flight Safety Investigation. Documents to be provided include, but are not limited to, the Company Operations Manual, Company and Aircraft Standard Operating Procedures (SOPs), Aircraft Flight Manual, Aircraft Cockpit Checklist, Aircrew Flight Training Records, Aircraft Journey Log and Aircraft Maintenance and Parts Manuals. Company subject matter experts must be provided to DFS to assist with an accident investigation, upon request. To reduce hazards to investigating personnel and the environment, the air operator must supply a list of known hazardous materials either carried as cargo or integral to the aircraft through design, manufacture, or maintenance.
4. The air operator must agree to allow DND/CF designated personnel to have access to all relevant data, documentation and facilities, for the purpose of conducting a Flight Safety Survey by the Minister of National Defence or his delegate, subject to a minimum notification of two weeks by the DND/CF.

BACK-UP AND SPECIAL OPERATIONS

The air operator shall provide aircraft for the duration of the contract and ensure that a back-up aircraft of the same or equivalent type is available on 24 hours notice in the event of unavailability.

The aircraft must be identified by registration number and must be either owned or controlled by the air operator in such a manner as to ensure complete control over the aircraft for the period of the contract.

LICENSING, PERMITS, AND CERTIFICATES

The air operator must obtain and maintain all permits, licences and certificates of approval required for the work to be performed under any applicable federal, provincial or municipal legislation. The air operator shall be responsible for any charges imposed by such legislation or regulations. Upon request, the air operator must provide a copy of any such permit, license or certificate to Canada.

FOREIGN CONTRACTORS

The air operator must obtain and maintain all permits, licences and certificates of approval required for the work to be performed under any applicable federal, provincial or municipal legislation, both Canadian and of their respective home governments. All necessary export licences, permits, and certificates from country of origin must be carried. Upon request, the air operator must provide a copy of any such permit, license or certificate to Canada.

AIRCRAFT MAINTENANCE

The Air Operator must provide all personnel, facilities, supplies and equipment to properly support and perform this contract. Support must include, but need not be limited to, the following services:

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1. Maintenance.
2. Fleet service.
3. Supply support, spare parts and engines.
4. Operational personnel sufficient to support the contract services.
5. Responsibility for the weight and balance of the aircraft on all flights.

The Charterer is under no obligation to provide space for support items and equipment.

AIRCRAFT AND CREW APPEARANCE

The aircraft interior must be maintained in a condition suitable for passengers. Similarly, crew members must maintain a neat and identifiable appearance while in performance of this contract..

PASSENGER LOGS

The air operator must maintain passenger lists in a manner determined by the Charterer.

Appendix "3" to Annex "A"

Intellectual Property Page

1. All Foreground Intellectual Property (IP) will remain the property of the Government of Canada.
2. DND retains intellectual property to, and the moral right of, all technical information, imagery, and material produced at CMTC. Use of any imagery or material beyond the requirements of the Exercise requires written DND authorization.
3. "Technical Information" means all information of a scientific, technical or artistic nature relating to the Work, whether oral or recorded in any form or medium and whether or not subject to copyright, including but not limited to any Inventions, designs, methods, processes, techniques, know-how, models, prototypes, patterns, samples, schematics, experimental or test data, reports, drawings, plans, specifications, photographs, collections of information, manuals and any other documents, and Software. Technical Information does not include data concerned with the administration of the Contract by Canada or the Contractor, such as internal financial or management information, unless it is a deliverable under the Contract.

Appendix "4" to Annex "A"**KEY REFERENCES**

The key references listed below can be found at the following sites or attached to this page.

1. 1 Canadian Air Division Orders Volume 2 Flying Orders, attached as a PDF document:
 - W168A-1201CM- Key Ref.1 - Vol2 Flying Orders.pdf
2. Canadian Aviation Regulations (CARs) 2011-2 can be found at:
 - <http://www.tc.gc.ca/eng/civilaviation/regserv/cars/menu.htm>
3. A-GA-135-001/AA-001 Flight Safety Manuals for the Canadian Forces can be found at:
 - <http://www.rcaf-arc.forces.gc.ca/dfs-dsv/page-eng.asp?id=1123>
4. B-GA-100-001-AA-000 National Defence Flying Orders, attached as PDF documents:
 - 4.1. B-GA-100-001-AA-000 National Defence Flying Orders Book 1 of 2, Flight Rules
 - W168A-1201CM- Key Ref.4.1 - B-GA-100 - Book 1 of 2 - CH8 - english.pdf
 - 4.2. B-GA-100-001-AA-000 National Defence Flying Orders Book 2 of 2, AIR STANDARDS
 - W168A-1201CM- Key Ref.4.2 - B-GA-100 - Book 2 of 2 - CH 4 english.pdf
5. Airworthiness Oversight of Civilian Aviation Companies Engaged In Military Missions On Behalf Of DND, attached as a PDF document:
 - W168A-1201CM- Key Ref.4.2 - Airworthiness Oversight Of Civilian Aviation Companies Engaged In Military Missions On Behalf Of DND
6. Temporary Authority to Operate (TAO), attached as a WORD document:
 - W168A-1201CM- Key Ref.6 - 311 Temporary Authority To Operate.doc
7. Annex 3C - Temporary Authority to Operate (TAO) Audit Process, attached as a PDF document:
 - W168A-1201CM- Key Ref.7 - Annex 3C - Temporary Authority to Operate (TAO) Audit Process.pdf

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BASIS OF PAYMENT ANNEX "B"

PART A:

Payment will be made for time expended and other costs reasonably and properly incurred from the date of contract to contract completion in accordance with the following:

- 1. Aircraft Operating Costs: 6 DND-scheduled hours plus two landings/take-offs. Includes minimum 3 crew. (Does not include fueling, maintenance, crew change, or other non-DND directed scheduled events.)

\$ _____ per day

- 2. Pre-positioning the aircraft from home base to Wrx or other Ex venue (fuel, kms, take-off or landing fees).

State originating Base of Operations location for aircraft regardless of exercise location

City and Province or State: _____

\$ _____ per mile

- 3. Additional airport landing fees will be reimbursed only when supporting receipts are provided.

The Offerer will provide the following when estimating the cost of each call-up:

State location: _____, date: _____, fee(s) amount: _____,

and airport identifier code: _____.

Total Airport Landing Fees Per Exercise \$ _____

- 4. Additional JTAC requested services:

- a) Additional ISR collection over the basic 6 contracted hours per 24 hour period, billed in ½ hour intervals.

\$ _____ per hour

- b) Charges for additional take-off/landing cycles (over the basic 2 contracted landing cycles) per 24 hour period.

\$ _____ per take-off/landing cycle

- 5. Authorized travel and living: provide a cost estimate for each trip, specifying the purpose of the trip, who will be travelling, destination, duration of the trip, mode of transportation, estimated cost of meals and accommodation. Air Travel and accommodation expenses will be reimbursed* at actual costs incurred, except for meals and private vehicle mileage**. Expenses are not to exceed Treasury Board Travel and Living Guidelines (Appendix B and C) in effect at the time of travel. A copy of the current rates is available at:

http://www.tbs-sct.gc.ca/pubs_pol/hrpubs/TBM_113/td-dv_e.asp .

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*Note: Expenses for observer, management, or other non-essential operating personnel will not be reimbursed for travel, meals, or accommodations. Definitions of what services are, and are not, covered are also located at the above link.

**Note: POMV mileage is not covered at all. Rental vehicles, insurance, and fuel, with supporting receipts, are covered at a ratio of one per 4 persons. Company vehicles are covered for fuel only, with supporting receipts.

The Offerer will not be reimbursed for travel time.

State total number of required personnel to provide ISR Collection Services: _____

State total estimated authorized travel and living expenses per exercise: \$ _____

6. LIMITATION OF EXPENDITURE For Call-Up From 1 to 5 Above \$ _____

PART B: BASIS OF PAYMENT FOR SAMPLE CALL-UP TRIAL

Costs provided in this Sample Call-up must be firm and the same as the rates provided in Part A of the Financial Bid, Annex "B", Basis of Payment. **The Bidder must identify all rates that may be required throughout the duration of the Sample Call-up.** Rates that are not identified will not be approved and will not be included in the Basis of Payment of the resulting Standing Offer.

The total cost for sample call-up items will be added together to reach the total estimated cost for the Sample Call-up. This value will then be used for evaluation purposes only.

Call-up Task:

Task # 2012-CM01 is raised to request "Surrogate Unmanned Aerial Vehicle" (S-UAV) services for Exercise Maple Resolve 1201 (MR1201) at CFB/ASU Wainwright from 14 October 2012, to 25 October 2012.

Exercise Schedule: 11 Days

11 days of crew, equipment, and aircraft.

1. 14 Oct 2012 - Contractor will arrive at CFB/ASU Wrx.
2. 15 Oct 2012 - Contractor will attend operations, orientation, and safety meetings as directed.
3. 15 Oct 2012 – Contractor will demonstrate satisfactory flight, communications, and connectivity performance to CMTC's satisfaction.
4. 16 Oct 2012 – Contractor will commence operations in Force on Force portion of EX MR 1101.
5. 24 Oct 2012 – Last day of exercise. Contractor will attend AAR and submit all images taken.
6. 25 Oct 2012 - Contractor will depart Wrx.

Call-up Cost:

		Uofl [A]	Est. Usage [B]	Unit Price [C]	Total [BxC=D]
1.	Aircraft Operating Costs: 6 DND-scheduled hours plus two landings/take-offs. Includes minimum 3 crew. (Does not include fueling, maintenance, crew change, or other non-DND directed scheduled events.)	per day	6 days	\$_____	\$
2.	Pre-positioning the aircraft from home base to Wrx or other Ex venue (fuel, kms, take-off or landing fees).	per mile	_____	\$_____	
	State originating Base of Operations location for aircraft regardless of exercise location	City and Province or State: - _____			
3.	Additional airport landing fees will be reimbursed only when supporting receipts are provided.	Total Airport Landing Fees Per Exercise			\$_____
	The Offerer will provide the following when estimating the cost of each call-up:	State location: _____, date: _____, fee(s) amount: _____, and airport identifier code: _____.			

4.	Additional JTAC requested services:				
a)	Additional ISR collection over the basic 6 contracted hours per 24 hour period, billed in ½ hour intervals	per hour	4 hours	\$ _____	\$ _____
b)	Charges for additional take-off/landing cycles (over the basic 2 contracted landing cycles) per 24 hour period.	Charge per extra take-off/landing cycle	1 cycle	\$ _____	\$ _____
5.	Authorized travel and living: provide a cost estimate for each trip, specifying the purpose of the trip, who will be travelling, destination, duration of the trip, mode of transportation, estimated cost of meals and accommodation. Air Travel and accommodation expenses will be reimbursed* at actual costs incurred, except for meals and private vehicle mileage**. Expenses are not to exceed Treasury Board Travel and Living Guidelines (Appendix B and C) in effect at the time of travel. A copy of the current rates is available at: http://www.tbs-sct.gc.ca/pubs_pol/hrpubs/TBM_113/td-dv_e.asp .				
	*Note: Expenses for observer, management, or other non-essential operating personnel will not be reimbursed for travel, meals, or accommodations. Definitions of what services are, and are not, covered are also located at the above link.				
	**Note: POMV mileage is not covered at all. Rental vehicles, insurance, and fuel, with supporting receipts, are covered at a ratio of one per 4 persons. Company vehicles are covered for fuel only, with supporting receipts.				
	The Offerer will not be reimbursed for travel time.				
	Total number of required personnel to provide ISR Collection Services: _____				
	Total estimated authorized travel and living expenses per exercise: _____				\$ _____
6.	Total Estimated Expenditure For Sample Call-Up From 1 To 5 Above				\$ _____

GOODS AND SERVICES TAX: The Total Estimated Goods and Services Tax (GST), is not included in the amounts above. The GST is to be shown as a completely separate item on each invoice.

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CERTIFICATE OF COMPLETION ANNEX "C"

This document is to be completed and signed by the Contractor and Department of National Defence at the completion of the contract and submitted to the Contracting Authority and the Technical Authority:

The Contractor and Department of National Defence hereby certify that all memory locations containing DND images gathered during this CMTC Exercise, physical or electronic, have been erased in their entirety from the Contractor's equipment.

CONTRACTOR

DEPARTMENT OF NATIONAL DEFENCE

Signature

Signature

Print Name

Print Name

Title

Title

Contractor Name

Department of National Defence
CFB / ASU Wainwright

Date

Date

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STANDING OFFER REPORT. ANNEX "D"

Each Usage Report is to be comprised of data from completed Call Ups.

The data must be submitted by email on a quarterly basis to the Public Works and Government Services Canada Standing Offer Authority at WST.PA-EDM@pwgsc-tpsgc.gc.ca.

The first due date is _____, and reports are due every four (4) months thereafter.

The Offeror hereby offers to provide information on completed Callups as per the format below;

Supplier Name		Contact Name / Number:	
Standing Offer Number:		Period Covered	

Department	Call up Number	Dollar Value (GST Included)

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EVALUATION CRITERIA. ANNEX "E"

The evaluation criteria is attached hereto and forms part of this solicitation.

1.0	MANDATORY TECHNICAL CRITERIA:		
1.1	MANDATORY CERTIFICATION CRITERIA (No Points – All must be answered “YES” to be allowed to attend Trials)	YES	NO
a.	The air operator must hold an Air Operator Certificate (AOC) issued by TCCA in accordance with Canadian Aviation Regulation (CARs) Part VII Subpart 2, or equivalent NAFTA AOC issued by TCCA.		
b.	If the Bidder is originating from United States of America: Air operator must hold a valid U.S. State Department Export Licence allowing conveyance of aircraft and attached equipment out of U.S. for use in Canada. This is required for both Trial and Exercise purposes.		
1.2	MANDATORY TECHNICAL CAPABILITY CRITERIA: (No Points - All must be answered "YES" to be qualified to attend Trials)	YES	NO
a	Aircraft must be able to Transmit (Tx) and Receive (Rx) to and from the controlling agency on VHF Hi and UHF radio bands.		
b	The Surrogate UAV must be able to navigate using the Military Grid Reference System (MGRS) and Latitude/Longitude.		
c	Rover 4/5 Compatible with existing ground Tx and Rx stations		
d	Gimbal Sensor - High Magnification IR Thermal Imager		
e	Gimbal Sensor - Daylight Camera with Zoom Lens		
f	Gimbal Sensor - Color Camera with Dual Channel Step Spotter		
g	Gimbal Sensor - MX-Day/Night Spotter with Dual Channel Step Spotter		
h	Axis Stabilization		
i	Laser Rangefinder or Laser Illuminator are not required. (NOTE: DND has VERY stringent guidelines on class and type of lasers used in the training area, and the certifications that accompany them. DND does not want any lasers used. All lasers must be turned off or dismantled while in DND airspace.)		
j	Rheinmetall Defence - Sensor Command and Control Planning Suite (SC2PS) compatible.		
k	The FMV feed provided by the UAV must be compatible with SC2PS.		
l	Metadata must be provided with signals. i.e. - platform and target location in MGRS (Military Grid Reference System), altitude, range to target.		
m	Turret Make & Model: Bidder to provide technical information demonstrating minimum technical fit, e.g. FULL MOTION VIDEO (FMV), FMV feed must be Rover 4® and Rover 5® compatible; payload operator must be able to communicate with ground station on UHF.		
n	Fuel capacity to allow 3 hour minimum non-stop flight time		
1.3	All answers in section 1.2 must be answered "YES" to be invited to proceed to the Trials portion of the bid process. Any answer of "No" will result in elimination from the Bid Evaluation Process.		

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ANNEX D

Mandatory and Point Rated Technical Criteria

- 2.0** Conditions for Technical Trials:
- 2.1** Targets will be observed from an altitude of 12,000 feet AGL, at an angle of 45 degrees to Earth.
- 2.2** All tests will be conducted twice for each bidder – once in daylight conditions and once under night time conditions.
- 2.3** The bidders will receive Higher ISR Request 72 hours prior to their day mission in order to plan their flight. An example of a Higher ISR Request will be provided to the bidder prior to the trial.
- 2.4** The bidders will receive a SPIN 24 hrs prior to their night mission being flown in order to plan their flight. An example of a SPIN will be provided to the bidder prior to the trial.
- 2.5** The bidders will be dynamically re-tasked at least once during each mission.
- 2.6** It is the goal of the department to complete these trials within a 24 hour period to minimize the time required for the bidders to be away from other business.
- 2.7** Each trial, one daytime and one night time are anticipated to take no more than 1 hour each.
- 2.8** The trials are to be provided by the bidders at no expense to Canada. The bidders will be responsible for all:
- a. Travel expenses, accommodations, and meals for its personnel.
 - b. Transportation costs of moving equipment and aircraft to and from Wainwright.
 - c. All other expenses associated with participation in these trials.
- 2.9** The specific date(s) and muster point will be determined once the number of bidders to be tested is determined.
- 2.10** June 2012 is the anticipated timeframe for the trials and Area Support Unit Wainwright, Alberta, Canada will be the location.

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ANNEX D

Mandatory and Point Rated Technical Criteria

3. POINT RATED CRITERIA - TECHNICAL TRIALS:												
Day Tasks: Date: _____ Time of Take-Off: _____ Time of Landing: _____ Flight Duration: _____ minutes												
Night Tasks: Date: _____ Time of Take-Off: _____ Time of Landing: _____ Flight Duration: _____ minutes												
All Tasks Completed: (Yes/No) _____ If No, Explain: _____												
Scoring Table –Numbers and Ratings apply to all Trials Tests							Evaluator 1	Evaluator 2	Evaluator 3	Evaluator 4	Evaluator 5	Evaluator 6
Scoring Number	Scoring Description											
5	Excellent											
4	Very Good											
3	Good											
2	Fair											
1	Unacceptable											
3.0	The tasks identified and described below will be used to test the skills and FMV of each bidder. DND will appoint up to six persons who will monitor the tasks on a Rover 4 or Rover 5 and enter scores according to the tables described at the end of this section.					Max Points	Score (1-5)	Score (1-5)	Score (1-5)	Score (1-5)	Score (1-5)	Score (1-5)
Task #1												
A group of persons with a vehicle, in or around, moving or stationary.												
3.1	Task #1	Daytime	a. Number of persons?	5								
			b. How many male/female and are they armed?	5								
			c. Any children present? If so, how many and are they armed?	5								
			d. Colour of all upper clothing is visible?	5								
			e. Colour of all lower clothing is visible?	5								
			f. Any commonalities between persons' dress?	5								
			g. Able to describe footwear?	5								
			h. Weapons visible in truck or on persons?	5								
			i. Able to identify driver?	5								
			j. Able to identify make, model, and colour of vehicle?	5								
			k. Able to follow truck for 5 minutes?	5								
			l. Able to describe direction of travel and speed?	5								
			m. Able to describe where truck stopped using proper MGRS?	5								
			Total Points for Task#1				65	0	0	0	0	0
Comments:												

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ANNEX D

Mandatory and Point Rated Technical Criteria

Task #2											
Dynamic re-task to have S-UAV look at a group of armed individuals setting up an ambush tactically, then back to the previous task.											
3.2	Task #2	Daytime	a. Did Rover display location, direction of travel, and speed while re-tasking?	5							
			b. Number of persons at target location?	5							
			c. How many male/female?	5							
			d. Colour of all upper clothing is visible?	5							
			e. Colour of all lower clothing is visible?	5							
			f. Any commonalities between persons' dress?	5							
			g. Able to describe footwear?	5							
			h. Weapons visible?	5							
			i. Able to describe weapon types? (rifle, RPG, long range rifle)	5							
			j. Able to identify leader?	5							
			k. Able to observe for 3 minutes?	5							
			l. Able to describe where potential targets would be approaching or appearing from using proper MGRS?	5							
			Total Points for Task #2				60	0	0	0	0
Comments:											
Task #3											
Re-tasked back to vehicle from Task #1. The truck is relocated and followed. It stops at a group of people. 1st group gets out of vehicle.											
3.3	Task #3	Daytime	a. The driver is talking to a person from 2nd group. Can you identify that person?	5							
			b. What is the rest of the 2nd group doing?	5							
			c. Number of persons in 2nd group?	5							
			d. Able to identify what type of object each person is carrying?	5							
			Total Points for Task #3				20	0	0	0	0
Comments:											
Task #4											
A group of people are walking on a road in a village.											
3.4	Task #4	Daytime	a. Number of persons in the group?	5							
			b. How many male/female?	5							
			c. Colour of all upper clothing is visible?	5							
			d. Able to identify what type of object each person is carrying?	5							
			e. What is reaction of group when Allied Force vehicle spotted?	5							
			f. Is UAV operator able to clearly describe	5							
Total Points for Task #4				30	0	0	0	0	0		
Comments:											

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ANNEX D

Mandatory and Point Rated Technical Criteria

SOLICITATION W168A-1201CM/A												
ANNEX D												
Mandatory and Point Rated Technical Criteria												
Task #5												
A vehicle is seen moving along a highway designated for surveillance.												
3.5	Task #5	Daytime	a. What type of vehicle is it? Car or truck?	5								
			b. Weapons visible in back of vehicle or on persons?	5								
			c. Able to identify driver?	5								
			d. Able to identify make, model, and colour of vehicle?	5								
			e. Direction of travel?	5								
			f. Any distinct markings?	5								
			g. Able to follow vehicle for 5 minutes?	5								
			h. Able to describe where truck stopped using proper MGRS?	5								
			Total Points for Task #5				40	0	0	0	0	0
			Comments:									
Task #6												
A suspicious item or soil disturbance on or near a roadway. Task is to observe stretch of roadway to detect possible IED activity.												
3.6	Task #6	Daytime	a. Did Rover clearly display difference in road surface texture or colour where possible soil disturbance may have occurred?	5								
			b. Did Rover clearly display a cardboard box or container on or near the roadway?	5								
			c. Any other signs of suspicious activity or persons in the vicinity?	5								
			Total Points for Task #6				15	0	0	0	0	0
Comments:												
Task #7												
A stationary lone person located a distance away from a roadway or known area of frequency for Allied troops to pass or meet.												
3.7	Task #7	Daytime	a. Did S-UAV locate quickly and directly once sent MGRS coordinates?	5								
			b. Number of persons found?	5								
			c. How many male/female?	5								
			d. Colour of upper clothing is visible?	5								
			e. Colour of lower clothing is visible?	5								
			f. Able to describe footwear?	5								
			g. Able to describe headwear?	5								
			h. Able to identify what type of object person is holding?	5								
			i. Able to describe any other objects in reach of person?	5								
			j. Able to describe activities or apparent purpose of person?	5								
			Total Points for Task #7				50	0	0	0	0	0
Comments:												

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Task #8													
A group of persons with a vehicle, in or around, moving or stationary.													
3.8	Task #8	Night-time	a. Number of persons?	5									
			b. How many male/female and are they armed?	5									
			c. Any children present? If so, how many and are they armed?	5									
			d. Colour of all upper clothing is visible?	5									
			e. Colour of all lower clothing is visible?	5									
			f. Any commonalities between persons' dress?	5									
			g. Able to describe footwear?	5									
			h. Weapons visible in truck or on persons?	5									
			i. Able to identify driver?	5									
			j. Able to identify make, model, and colour of vehicle?	5									
			k. Able to follow truck for 5 minutes?	5									
			l. Able to describe direction of travel and speed?	5									
			m. Able to describe where truck stopped using proper MGRS?	5									
			Total Points for Task #8						65	0	0	0	0
Comments:													
Task #9													
Dynamic re-task to have S-UAV look at a group of armed individuals setting up an ambush tactically, then back to the previous task.													
3.9	Task #9	Night-time	a. Did Rover display location, direction of travel, and speed while re-tasking?	5									
			b. Number of persons at target location?	5									
			c. How many male/female?	5									
			d. Colour of all upper clothing is visible?	5									
			e. Colour of all lower clothing is visible?	5									
			f. Any commonalities between persons' dress?	5									
			g. Able to describe footwear?	5									
			h. Weapons visible?	5									
			i. Able to describe weapon types? (rifle, RPG, long range rifle)	5									
			j. Able to identify leader?	5									
			k. Able to observe for 3 minutes?	5									
			l. Able to describe where potential targets would be approaching or appearing from using proper MGRS?	5									
Total Points for Task #9						60	0	0	0	0	0	0	
Comments:													

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Task #10											
Re-tasked back to vehicle from Task #8. The truck is relocated and followed. Stops at group of people. 1st group gets out of vehicle.											
3.10	Task #10	Night-time	a. The driver is talking to a person from 2nd group. Can you identify that person?	5							
			b. What is the rest of the 2nd group doing?	5							
			c. Number of persons in 2nd group?	5							
			d. Able to identify what type of object each person is carrying?	5							
			Total Points for Task #10		20	0	0	0	0	0	0
			Comments:								
Task #11											
A group of people are walking on a road in a village.											
3.11	Task #11	Night-time	a. Number of persons in the group?	5							
			b. How many male/female?	5							
			c. Colour of all upper clothing is visible?	5							
			d. Able to identify what type of object each person is carrying?	5							
			e. What is reaction of group when Allied Force vehicle spotted?	5							
			f. Is UAV operator able to clearly describe the scene?	5							
			Total Points for Task #11		30	0	0	0	0	0	0
Comments:											
Task #12											
A vehicle is seen moving along a highway designated for surveillance.											
3.12	Task #12	Night-time	a. What type of vehicle is it? Car or truck?	5							
			b. Weapons visible in back of vehicle or on persons?	5							
			c. Able to identify driver?	5							
			d. Able to identify make, model, and colour of vehicle?	5							
			e. Direction of travel?	5							
			f. Any distinct markings?	5							
			g. Able to follow vehicle for 5 minutes?	5							
			h. Able to describe where truck stopped using proper MGRS?	5							
			Total Points for Task #12		40	0	0	0	0	0	0
Comments:											

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Task #13											
A suspicious item or soil disturbance on or near a roadway. Task is to observe stretch of roadway to detect possible IED activity.											
3.13	Task #13	Night-time	a. Did Rover clearly display difference in road surface texture or colour where possible soil disturbance may have occurred?	5							
			b. Did Rover clearly display a cardboard box or container on or near the roadway?	5							
			c. Any other signs of suspicious activity or persons in the vicinity?	5							
			Total Points for Task #13		15	0	0	0	0	0	0
Comments:											
Task #14											
A stationary lone person located a distance away from a roadway or known area of frequency for Allied troops to pass or meet.											
3.14	Task #14	Night-time	a. Did S-UAV locate quickly and directly once sent MGRS coordinates?	5							
			b. Number of persons found?	5							
			c. How many male/female?	5							
			d. Colour of upper clothing is visible?	5							
			e. Colour of lower clothing is visible?	5							
			f. Able to describe footwear?	5							
			g. Able to describe headwear?	5							
			h. Able to identify what type of object person is holding?	5							
			i. Able to describe any other objects in reach of person?	5							
			j. Able to describe activities or apparent purpose of person?	5							
			Total Score for Task #14		50	0	0	0	0	0	0
Comments:											
Totals of all Tasks											
Maximum Total Score:				560							
Required Pass Score = 70%:				392							
TOTAL SCORE - TECHNICAL TRIALS:					0	0	0	0	0	0	
AVERAGE SCORE - TECHNICAL TRIALS: (Sum of Total scores) / six evaluators. This number will be used to indicate performance in the Technical Trials.					0						

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Mandatory and Point Rated Technical Criteria

4. POINT RATED CRITERIA - SUITABILITY - ISTAR RATED

Date: _____ Time of Take-Off: _____ Time of Landing: _____ Flight Duration: _____ (minutes)

All Tasks Completed: (Yes/No) _____ If No, Explain: _____

SUITABILITY CRITERIA - TRIALS: Each Bidder will be evaluated on the following criteria by the ISTAR during the Technical Trials. Points awarded will be added to each Bidder's respective overall scores to determine award.		Maximum Points	Score (1-5)	Comments
1	Ability to communicate with DND ground personnel, accurately receive voice over radio instructions, proper acknowledgment of Tx received, and comprehension of military terms and language.	5		*For Receiving Radio Instructions
	*Note - Up to 5 points for Tx and up to 5 points for Rx	5		*For Transmitting Radio Instructions
2	Clarity of audio signal received on DND equipment from aircraft transmissions.	5		
3	Clarity of still photos printed from bidder supplied digital storage media.	5		
4	Able to effectively understand Special Instructions (SPINS) and the Higher ISR Request forms to conduct tasks.	5		
5	Understands task required.	5		
6	Demonstrates an understanding of the tactical situation.	5		
7	Effective communications with unit ISTAR CC.	5		
8	Effectively actions dynamic retasking.	5		
9	Total Score for this Bidder		0	
10	Maximum Score achievable:	45		
11	Required Pass Score = 70%	31.5		

Scoring Table – Numbers and Ratings apply to all Trials Tests

Rating Number	1	2	3	4	5
Rating Description	Unacceptable	Poor	Fair	Good	Excellent

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ANNEX D

Mandatory and Point Rated Technical Criteria

5. POINT RATED CRITERIA - OPS CAPABILITIES - ISTAR RATED

Date: _____ Time of Take-Off: _____ Time of Landing: _____ Flight Duration: _____ (minutes)

All Tasks Completed: (Yes/No) _____ If No, Explain: _____

5	CAPABILITY CRITERIA - TRIALS: Each Bidder will be evaluated on the following criteria by the ISTAR during the Technical Trials. Points awarded will be added to each Bidder's respective overall scores to determine award.	Weight [A]	Rating (1-5) [B]	Score [AxB]	Comments	
5.1	Plan mission using Higher ISR Request [Received 72 hrs prior to Time on Station (ToS)] and SPIN [Received 24 hrs prior to ToS]	4.0				
5.2	Arrives on station on time.	1.0				
5.3	Effective communications with unit ISTAR CC	2.0				
5.4	Effectively react to direction from unit ISTAR CC	2.0				
5.5	Provide accurate metadata to include: platform location using Military Grid reference System (MGRS), platform altitude, target location using MGRS and target range from the platform	2.0				
5.6	Remain situationally and tactically aware	2.0				
5.7	Effectively react to dynamic re-tasking	2.0				
5.8	Conduct a notional Type II Close Air Support (CAS) mission	2.0				
5.9	Provide digital copy of FMV recorded during mission	2.0				
5.10	Participate in After Action Review (AAR)	1.0				
	Total Score for this Bidder		0			
	Maximum Score achievable:	100.0				
	Required Pass Score = 70% :	70				
Rating Table – Numbers and Ratings apply to all Trials Tests						
	Rating Number	1	2	3	4	5

	Rating Description	Unacceptable	Poor	Fair	Good	Excellent

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ANNEX D

Mandatory and Point Rated Technical Criteria

Evaluation Score summary

1.0	MANDATORY TECHNICAL CRITERIA:			
1.1	Mandatory Certification Criteria			yes/no
1.2	Mandatory Technical Capability Criteria			yes/no
1.0	Conditions for Trials			n/a
		Max. Score		
3.0	Point Rated Criteria - Technical Trials (Average score)	560		
4.0	Point Rated Criteria - Suitability	45		
5.0	Point Rated Criteria - OPS Capabilities	100		
	Bidder's total number of points obtained:			Sum of items 2.0, 3.0, 4.0
	Maximum number of points available:			705
6.0	Total Estimated Cost			Total Estimated Expenditure For Sample Call-Up from Annex "B", Basis of Paymentm PART B: BASIS OF PAYMENT FOR SAMPLE CALL-UP TRIAL
7.0	ASSESSED BEST VALUE (MERIT + COST)			
	MERIT: Bidder's total number of points obtained / maximum number of points available X 60			
	COST : Lowest Total Estimated Cost/Proponent's Total Estimated Cost X 40			
	COMBINED MERIT/COST			