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Contract Servicing and Maintenance	

MARINE AIDS ADMINISTRATIVE DIRECTIVE

Contract Servicing and Maintenance of Aids to Navigation

1.0 SCOPE

This directive outlines the policies to be followed in the selection of areas and/or aids for which servicing and maintenance is to be contracted to the private sector.

2.0 DEFINITIONS

2.1 Servicing

For the purpose of this directive, the word "servicing" is used in a broad sense and includes some or all of the following tasks:

- (a) checking of the aids for proper operation, characteristic and position;
- (b) replacement of components (eg: bulbs, lenses, flashers, changers.); and
- (c) placing buoys on station and lifting or moving them as required.

2.2 Maintenance

For the purpose of this directive, maintenance means the repair and painting of the fixed and/or floating aids included in a contract.

2.3 Aids Service Contract

Any contract between the Canadian Coast Guard and the private sector for the servicing and/or maintenance of aids to navigation.

3.0 BACKGROUND

For more than 25 years the Canadian Coast Guard has used local contractors to supplement its own forces in the servicing and maintenance of aids to navigation. As

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the workload pressures on the available Coast Guard personnel have increased, so has the importance of the judicious use of contracting out. Also, governments are increasingly concerned that their agencies should not compete with the private sector in the performance of commercial activities. The result is a need for more diligence in the use of contracting out and for more precise guidelines to govern this actively.

4.0 PRINCIPLES

4.1 In order to maximize the benefits received from the resources used to achieve the aids program and to minimize government competition with industry, the servicing and maintenance of aids to navigation shall be undertaken wherever possible consistent with the following principles.

4.2 To the maximum extent possible, consistent with the other principles herein:

- (a) The servicing and maintenance of unlighted aids will be contracted out.
- (b) To the extent practical, aids service contracts should include all aids in a given vicinity in order to avoid overlap of the areas served by contractors and CCG personnel.
- (c) Contracting shall be considered as the primary means of providing new aids service on waterways where no service has been previously provided.
- (d) Contracting shall be undertaken whenever
 - (i) Qualified contractors are available and
 - (ii) Contracting costs are lower than CCG costs.

4.3 The contractor shall not determine the level or type of service to be provided to the mariner. That is, he shall not determine the number and type of aids to be provided nor, except as approved by the CCG, the locations of these aids. In cases where the movement of aids is necessary to mark a shifting channel, the contractor shall be provided with the parameters which are to govern such movement.

4.4 The contracting of aids servicing will generally be confined to aids serving recreational, fishing and small commercial traffic. Because of the serious consequences of an

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accident involving a large ferry, a tanker or a large commercial carrier, the contracting of aids serving such vessels should be undertaken only on an exception basis.

- 4.5** The maintenance of fixed aids structures is considered to be essentially a commercial operation and shall be contracted out whenever contractor costs and availability permit.
- 4.6** The possibility and cost effectiveness of contracting out aids servicing and maintenance shall be investigated for each aid or aids system on a regular basis. This will normally be upon contract expiry for those aids already contracted. For non-contracted aids, the cyclic review schedule would be an effective trigger for a contracting review to be carried out as well.
- 4.7** All contracting of the servicing and/or maintenance of aids to navigation shall respect and be consistent with all applicable public service collective agreements.

5.0 RESPONSIBILITIES

The Regional Manager, Marine Navigation Services is responsible for the implementation of the principles and procedures outlined in this directive.

6.0 PROCEDURES

6.1 Service Assessment

The assessment of the appropriateness of any aids service for contracting out shall be done in accordance with procedures to be established by the Regional Manager, Marine Navigation Services.

6.2 Contract Administration

Marine aids service and/or maintenance contracts shall be administered in accordance with Directive No. 2.3500.