

21465-14-18-1971083

An advanced contract award notice (ACAN) is a public notice indicating to the supplier community that a department or agency intends to award a contract for goods, services or construction to a pre-identified supplier, thereby allowing other suppliers to signal their interest in bidding, by submitting a statement of capabilities. If no supplier submits a statement of capabilities that meet the requirements set out in the ACAN, on or before the closing date and time stated in the ACAN, the contracting officer may then proceed with the award to the pre-identified supplier.

1. Definition of requirement:

The Correctional Service Canada has a requirement to provide routine and emergency psychiatric services to Grand Valley Institution for Women's inmate population. The work will involve the following:

1.1 Objectives:

To provide consultation, assessment and treatment of emergency psychiatric referrals, to provide the administration and monitoring of psychotropic medications, and to provide individual case consultation to the institutional mental health team.

1.2 Tasks:

The Contractor must complete each individual consultation, assessment and treatment progress summary/ doctors' orders form in the offender's Health care file.

The Contractor will liaise with Institutional Health Care, Mental Health Team, Case Management and Correctional Programs with regard to Correctional Service Canada policy on disclosure of offender medical information.

The Contractor will advise the Chief of Health Services as to case disposition.

The Contractor will adhere to the approved formulary when prescribing medication. Additions, deletions and Substitutions shall be determined by the Pharmacy and Therapeutic Committee.

1.3 Expected results:

To prescribe and administer treatment as indicated.

To provide emergency mental health services beyond the weekly session(s) in the case of client/offender exhibiting signs and symptoms of major mental disturbance/crisis intervention when deemed necessary, on an emergency basis only.

To provide scheduled sessions which may include evenings, in which referred clients/offenders would be assessed/evaluated and/or treated in accordance with the principles governing the management and delivery of health services by the Correctional Service Canada and conforming to professionally accepted standards.

To be an active member of the multidisciplinary team through positive interaction with institutional staff at all levels.

1.4 Performance standards:

To complete 3 hour weekly clinics at Grand Valley Institution to a maximum 48 weeks per year. Including ad-hoc meetings with the institutional mental health team.

To provide emergency call-back services as needed for individual cases.

1.5 Deliverables:

1.5.1 To provide and submit written documentation to the medical file and psychiatric files on the assessments/evaluations and/or treatments of individual clients/offenders and to the Chief Health Services no later than five working days following the interview.

To be an active member of the multidisciplinary team through positive interaction with institutional staff at all levels.

1.5.2 Paper consumption:

- a. Should printed material be required, double sided printing in black and white format is the default unless otherwise specified by the Project Authority.
- b. The Contractor must ensure printed material is on paper with a minimum recycled content of 30% and/or certified as originating from a sustainably managed forest.
- c. The Contractor must recycle unneeded printed documents (in accordance with Security Requirements).

1.6 Constraints:

1.6.1 Location of work:

- a. The Contractor must perform the work at Grand Valley Institution for Women, 1575 Homer Watson Blvd. Kitchener, Ontario N2P2C5
- b. Travel
 - i. Travel to the following locations will be required for performance of the work under this contract:

Grand Valley Institution for Women
1575 Homer Watson Blvd
Kitchener, Ontario
N2P2C5

1.6.2 Language of Work:

The contractor must perform all work in English

1.6.3 Security Requirements:

This contract includes the following security requirements:

- a. The Contractor must, at all times during the performance of the Contract, hold a valid Designated Organization Screening (DOS), issued by the Canadian Industrial Security Directorate (CISD), Public Works and Government Services Canada (PWGSC).
- b. The Contractor personnel requiring access to sensitive work site(s) must EACH hold a valid reliability status, granted or approved by CISD/PWGSC.
- c. Subcontracts which contain security requirements are NOT to be awarded without the prior written permission of CISD/PWGSC.
- d. The Contractor must comply with the provisions of the:
Security Requirements Check List;
Industrial Security Manual (Latest Edition)

2. Minimum essential requirements:

Any interested supplier must demonstrate by way of a statement of capabilities that it meets the following requirements:

Academic Qualifications:

The contractor must have a valid license from the Canadian Psychiatric association, and Ontario Psychiatric Association.

The contractor shall be a member of the Ontario College of Physicians and Surgeons in good standing.

Certification as a psychiatric specialist by the Royal College of Physicians and Surgeons of Canada (RCPSC).

Experience:

Completion of a minimum of five years of additional accredited training following four years of general medicine training.

Professional designation, accreditation and/or certification:

Licensed psychiatrist

3. Applicability of the trade agreement (s) to the procurement

This procurement is not subject to any trade agreement.

4. Set-aside under the Procurement Strategy for Aboriginal Business

This procurement is not subject to any set-asides for Aboriginal Suppliers.

5. Comprehensive Land Claims Agreement (s)

This procurement is not subject to a Comprehensive Land Claims Agreement.

6. Justification for the Pre-Identified Supplier

The area of Waterloo region where Grand Valley Institution resides does not have a large amount of psychiatrists willing to provide psychiatric services to the offender population. This contractor is willing to provide psychiatric and emergency services

7. Government Contracts Regulations Exception(s)

The following exception to the Government Contracts Regulations is invoked for this procurement under subsection:

(d) only one person is capable of performing the contract.

8. Exclusions and/or Limited Tendering Reasons

The following exclusion (s) and/or limited tendering reasons are invoked under the section of the trade agreement (s) specified:

This procurement is not subject to any trade agreement.

9. Ownership of Intellectual Property

Canada intends to retain ownership of any foreground intellectual property arising out of the proposed contract on the following basis:

6.2 statutes, regulations, or prior obligations of the Crown to a third party or parties preclude Contractor ownership of the Foreground;

10. The period of the proposed contract or the delivery date(s)

The proposed contract is for a period of 1 year, from April 1, 2014 to March 31, 2015, with an option to extend the contract for 3 additional one-year periods

11. A cost estimate of the proposed contract

The estimated value of the contract, including option (s), is \$208,000.00 (GST/HST extra).

12. Name and address of the pre-identified supplier

Name: L.J. Ligate Medicine Professional Corporation
Address: 43 Misty River Dr., Conestoga, ON N0B 1N0

13. Suppliers' right to submit a statement of capabilities

Suppliers who consider themselves fully qualified and available to provide the goods, services or construction services described in the ACAN, may submit a statement of capabilities in writing to the contact person identified in this notice on or before the closing date and time of this notice. This statement of capabilities must clearly demonstrate how the supplier meets the advertised requirements.

14. The closing date and time for a submission of a statement of capabilities

The closing date and time for accepting statements of capabilities is **January 3, 2014 at 2:00 p.m. EST**

15. Enquiries and submission of statement of capabilities

Enquiries and statement of capabilities are to be directed to:

Shane Collins, Regional Contract Administrator

Correctional Service Canada, Regional Headquarters (Ontario)
433 Union St.
Kingston, ON
K7L 2R8
Telephone: 613-536-6127
Facsimile: 613-536-4571
E-mail: Shane.Collins@csc-scc.gc.ca