

**Canada Border Services Agency
Prairie Region and Transportation and Security Services – Site Visit and Bidders' Conference**

Introduction

Further to Request for Proposal (RFP) 1000331553 to be posted on Buy & Sell prior to October 21, 2016, Canada Border Services Agency (CBSA) will hold a Site Visit and Bidders' Conference in Edmonton, Alberta on October 25, 2016 beginning at 11:00AM MDT with all interested Bidders.

Optional Site Visit

It is recommended that the Bidder or a representative of the Bidder visit the Enforcement and Intelligence Operations Division (EIOD). Arrangements have been made for the site visit to be held at 10345 104th Street, Edmonton AB, on October 25, 2016. The site visit will begin at 11:00 a.m. Bidders may be requested to sign an attendance sheet. Bidders who do not attend or do not send a representative will not be given an alternative appointment. Any clarifications or changes to the bid solicitation resulting from the site visit will be included as an amendment to the bid solicitation.

Optional Bidders' Conference

A Bidders' Conference will be held at Enforcement and Intelligence Operations Division (EIOD), located at 10345 104th Street, Edmonton, AB at 11:30 am on October 25, 2016. The bidders' conference will begin immediately after the Optional Site Visit. The scope of the requirement outlined in the bid solicitation will be reviewed during the bidders' conference and questions will be answered. It is recommended that bidders who intend to submit a bid attend or send a representative.

Any clarifications or changes to the bid solicitation resulting from the bidders' conference will be included as an amendment to the bid solicitation. Bidders who do not attend will not be precluded from submitting a bid.

Site Visit and Bidders' Conference Expenses

Attendees are responsible for their own transportation, accommodation, meals and parking. Canada will not reimburse any attendee for expenses incurred in attending, participating and/or responding to any part of the Site Visit or Bidders' Conference.

Site Visit and Bidders' Conference

Participation is not mandatory. Industry representatives who do not participate would not be precluded from participating in any subsequent engagements or from submitting a bid.

Language

The Site Visit and Bidders' Conference will be held in English.

Interested participants must register their representatives **no later than October 24, 2016 at 2:00PM MDT by providing via email the requested information in the pre-registration form to the contact below.**

Sophon Proulx
Special Projects Team Leader, Strategic Procurement and Material Management Division (SPMMD)
Comptrollership Branch
Canada Border Services Agency
E-mail: Sophon.Proulx@cbsa-asfc.gc.ca
Telephone : (343) 291-5725

Pre-registration Information:

First Name of Participant
Last Name of Participant
Company Name (Legal and Operating)
Participants Email Address
Phone Number including area code

By providing the pre-registration information, the participant consents to the release of their information, and that of their company, to the public.

No agreement or contract will be entered into, with any person or entity, based solely on this Letter of Interest. The issuance of this Letter of Interest is not to be considered in any way a commitment by the Government of Canada or as authority to potential participants to undertake any work, which could be charged to Canada. This Letter of Interest is not to be considered a commitment to award contract(s) for this project.

Project Background

CBSA Detention Program

Canada's *Immigration and Refugee Protection Act* (IRPA) stipulates who is inadmissible to Canada, including: security threats (espionage, subversion, terrorism, threat to Canadians etc.); human or international rights violators, and criminals (including organized crime). Under the *IRPA*, the Canada Border Services Agency (hereafter referred to as the CBSA) is empowered with the right to arrest, detain and remove permanent residents and foreign nationals who are found to be inadmissible to Canada. The CBSA also has the statutory obligation to remove individuals as soon as possible. The CBSA is the sole federal accountable immigration detention authority, and as such, is responsible for the care and control of immigration Detainees.

Detention is normally used at the beginning of the enforcement process when the identity of the person is not established or the person is believed to be a danger to the public and, at the end of the process when removal is imminent and the person is unlikely to appear for removal.

The CBSA's policy and guidelines are clear; if detention is required for immigration purposes, detention should be for the shortest time possible. Several factors must be considered when deciding to detain, including the availability and potential use of alternatives to detention when appropriate; allowing a person to be released under specific terms and conditions, such as deposits and guarantees; and, reporting requirements. When making detention decisions, CBSA officers are guided by the *IRPA* and its regulations, as well as by the CBSA's guidelines for its detention. Each decision must be assessed on its own merits, and CBSA officers must always consider the impact releasing someone into the community would have on the safety of Canadians.

Detention can occur when:

- a) A CBSA officer has reasonable grounds to believe that the person is inadmissible and:
 - i. could pose a danger to the public;
 - ii. is unlikely to appear for immigration proceedings (flight risk); or,
 - iii. their identity has not been established;
- b) A CBSA officer has reasonable grounds to suspect that the person is inadmissible for security reasons, violating human or international rights, serious criminality, criminality or organized criminality;
- c) It is necessary to complete the immigration examination; or
- d) A foreign national is designated as an irregular arrival by the Minister of Public Safety (16 years of age or older only).

All individuals subject to detention are entitled to a detention review, according to timelines specified within the *IRPA* and its regulations. These detention reviews are conducted by the Immigration and Refugee Board (IRB), an independent quasi-judicial body that makes determinations on immigration related matters. In addition to detention reviews, most Detainees will be subject to immigration hearing procedures that are undertaken to rectify their immigration status within Canada. These hearings are also undertaken by the IRB, independent of the CBSA.

For more information, please see the Detention Fact Sheet: <http://www.cbsa-asfc.gc.ca/security-secureite/detent-eng.html>.

CBSA Removals Program

The CBSA has a statutory obligation under the *IRPA* to arrest, detain, and remove any foreign national who is inadmissible to Canada. Immigration removal is an integral part of the CBSA's security and public safety mandate.

Any foreign national who is inadmissible to Canada may be subject to an inadmissibility report, written by either a Border Services Officer at a Port of Entry (POE), or an Inland Enforcement Officer if the subject has entered Canada. Depending on the particular inadmissibility, a decision as to whether or not to issue a removal order will be made by a reviewing officer acting under the delegated authority of the Minister, or by the IRB. There are three types of removal orders: departure order, exclusion order, and a deportation order.

There are a number of requirements to be met prior to removal that are imbedded in the *IRPA*. For instance, all those subject to removal have the right to file an application for judicial review before the Federal Court, accompanied by a stay motion, throughout the process. Once domestic obstacles are overcome, there remain a number of additional factors that may impede progress on finalizing cases.

Immigration legislation states that those under an enforceable removal order must be removed as soon as possible. Once a person is removal ready, an interview is convened to ensure that a travel document is available. Travel arrangements are made and can be as simple as driving someone to the Canada-US border or as complicated as chartering a plane when a person cannot be removed by commercial airliner. Decisions are made on whether the person needs to be escorted and what routing to take. If the routing requires transit in a third country, the authorities in the transiting country need to be notified. Once removal arrangements have been made, the individual is ready for removal from Canada. All individuals who depart Canada voluntarily or who are removed must have

their departure or removal confirmed by a delegated official under the *IRPA*. In many cases, this delegated authority has been passed on to security personnel contracted to the CBSA who perform the function of departure confirmation. A departure is confirmed once the individual has boarded the plane, and the official watches the plane depart the gate; or once the individual has entered the US through a land border. In both instances, the departure is acknowledged officially on the appropriate form by the security personnel, signed and dated and submitted to a CBSA officer for processing. Further information on Confirmation of Departure is found in Part 2, Section 2.3 "Departure Verification".

CBSA Clientele

The CBSA categorizes clientele as detained or released. The CBSA may only detain individuals where there is a legislative ground to do so, as defined above. Individuals who do not require detention, are released from CBSA custody into the general population, and may be required to report back to the CBSA at a future date for their subsequent removal (where legislatively warranted). The Contractor will be liaising with individuals that fall under both the detained and released category, depending on the function/task being undertaken.