

Advance Contract Award Notice (ACAN)

Title: Behavioural Medicine Support

9F008-20160551

1. Advance Contract Award Notice (ACAN)

An 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 meets the requirements set out in the ACAN, on or before the closing date stated in the ACAN, the contracting officer may then proceed with the award to the pre-identified supplier.

2. Definition of the requirement

1.0 Background

The CSA Operational Space Medicine (OSM) Program is mandated to ensure the overall health and safety of the Canadian Astronauts. To fulfill this mandate the OSM Program is required to address all the medical issues and requirements pertaining to the ISS missions in coordination with the ISS partners. This includes provision of behavioural medicine support in accordance of the established International Space Station (ISS) standards during all mission phases: selection, training, as well as in-flight and post-flight phases.

In view of the 2016-2017 astronaut recruitment campaign (ARC2016), need for ongoing behavioural medicine oversight for the Canadian astronauts and need for general consulting services for the CSA Operational Space Medicine in this area, the Canadian Space Agency (CSA) has a requirement to obtain support services in the area of psychiatry. This includes services to assist in the evaluation of astronauts during the selections of new astronauts (e.g. during ARC2016), as well as planning and provision of ongoing support in accordance with the ISS behavioural medicine standards. The requirement for evaluation, support and consulting services is dependent on the circumstances and schedule of missions and planning activities and, therefore, intermittent by nature, to be provided as and when required. The services are required from the award date of the contract until March 31, 2020.

2.0 The tasks to be covered under this contract include:

- a. Provision of Behavioural Medicine support during the astronaut selection campaigns. This includes immediate support for the ongoing selection campaign (ARC2016) between the award date of the contract and October

31, 2017. Noting that the schedule and requirements pertaining to the ARC2106 is subject to change, the service provider is required to be available during the above noted time period for the estimated level of effort of 25 days, and be available to travel to and work at different locations in Canada. Estimated travel status days are 19 days.

- b. Provision of Behavioural Medicine support for the CSA astronauts, as and if required.
- c. Assisting the CSA OSM Human Behaviour and Performance (HBP) Team in planning and provision of behavioural medicine support for the immediate family members of the CSA astronauts, as and if required.
- d. Provision of advice in the area of Behavioral Medicine as required.
- e. Assisting in the coordination of the CSA HBP activities and standards with the ISS Partners through representing CSA at the relevant MMOP Working Groups and at associated/relevant meetings/ workshops/ conferences.

4.0 Deliverables:

- a. Provision of support for the selections (e.g. ARC2016), in the form of advice, review of candidate data, conduction of behavioural medicine assessments and compilation of lessons learned (by phone, Email or written reports)
 - b. Provision of support for the CSA astronauts and their families, as required.
 - c. Provision of advice and recommendations for the CSA Operational Space Medicine (by phone, Email, or written reports).
- 4.4. Official Minutes of the meeting/workshop/conferences and relevant material obtained (Electronic or other format).

3. Criteria for assessment of the Statement of Capabilities (Minimum Essential Requirements)

In order to successfully perform the required work, the consultant must:

- 1. Have a licence to practice Psychiatry in Canada
- 2. Be qualified as Flight Surgeon with at least 5 years of experience working with aircrew personnel.
- 3. Have at least 5 years of experience working in operational environments as a as a Psychiatrist (e.g. Armed Forces)
- 4. Have at least 5 years of experience in developing medical standards and medical policy, including experience focusing on mental health issues
- 5. Experience in assessing mental health in view of fitness to undertake/continue operational duties
- 6. Have experience with participation in national and/or international forums and proven ability to present information, lead discussions and bring colleagues to a consensus.

4. Justification for the Pre-Identified Supplier

Dr. Sedge has a licence to practice Psychiatry in Canada with extensive experience working in a range of operational settings. He possesses a unique and relevant combination of qualifications, knowledge and experience required to provide the requested services, specifically:

- Dr. Sedge has 30 years of service with the Canadian Armed Forces with training and operational experience as a combat arms officer, a medical officer, and as a psychiatrist;
- Dr. Sedge is Flight Surgeon qualified with 10 years of experience working with aircrews as a medical officer, including 5 years as a psychiatrist;
- Dr. Sedge has Medical Standards and Policy experience in both clinical case reviews and in the drafting/ promulgation of medical policy as both a medical officer and psychiatrist;
- Dr. Sedge has experience in reviewing medical files to determine temporary or permanent limitations and making recommendations in terms of fitness to serve, as well as evaluating recruit applications.
- Dr. Sedge served in Bosnia as the Task Force Surgeon being responsible for a 120 person medical company and the provision of care to all deployed Canadian personnel; He also served in Afghanistan as the Officer-in-Charge of Mental Health Services, providing advice to the Commander and responsible for the mental health care of deployed personnel.
- Dr. Sedge has experience in participating in several CF national working groups designed to address mental health issues.
- Dr. Sedge has an extensive experience in working in international settings. In addition to his medical deployments to Bosnia and Afghanistan (as part of a multi-national force), he completed a one year military staff college program in the United Kingdom (attended by British, Australian, and Pakistani officers), and served in Germany for 2 years as Artillery Officer, participating in joint training with our allies.
- Dr. Sedge has significant experience in dealing with the media and senior civil servants as a spokesperson for mental health issues through multi-media interviews and formalized presentations.

5. Government Contracts Regulations Exception(s)

The following exception(s) to the Government Contracts Regulations is (are) invoked for this procurement under subsection 6(d) - only one person is capable of performing the work.

6. Ownership of Intellectual Property

Canada intends to retain ownership of any Foreground Intellectual Property arising out of the proposed contract on the basis that the main purpose of the contract is to generate knowledge and information for public dissemination.

7. Period of the proposed contract or delivery date

The proposed contract is from the award date till March 31, 2020

8. Cost estimate of the proposed contract

The estimated value of the contract, including option(s), is \$ 100,000.00 (tax included).

9. Name and address of the pre-identified supplier

Dr. Paul Sedge CD MD FRCPC
692 Birchland Crescent
Ottawa Ontario
K2S OS9

10. 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 of this notice. The statement of capabilities must clearly demonstrate how the supplier meets the advertised requirements.

11. Closing date for a submission of a statement of capabilities

The closing date and time for accepting statements of capabilities is December 09, 2016, 2016 at 2:00 p.m. EST.

12. Inquiries and submission of statements of capabilities are to be directed to:

Claudine Morin
Contracting officer, Procurement and contracts administration
Canadian Space Agency / Government of Canada
6767 route de l'aéroport
Saint-Hubert Québec
J3Y 8Y9
Phone: 450-926-4427
Fax: 450-926-4969
email: claudine.morin@canada.ca

The Canadian Space Agency is exempt from all of Canada's national and international trade agreements.

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

The file number, the CSA contact name and the closing date of the ACAN must appear on the outside of the envelope in block letters or, in the case of a facsimile transmission, on the covering page.

The Crown retains the right to negotiate with suppliers on any procurement. Documents may be submitted in either official language of Canada.