

Advance Contract Award Notice (ACAN)

Title: International Space Station (ISS) Spaceflight-Associated Neuro-ocular Syndrome (SANS) sub-working group Support to Operational Space Medicine (OSM) of the Canadian Space Agency (CSA)

9F008-20170651

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

Purpose

The principle mandate of the Canadian Space Agency's (CSA) Operational Space Medicine (OSM) group is to ensure the health and wellbeing of Canadian astronauts through all phases of spaceflight and to fulfill CSA obligations under the International Space Station (ISS) Inter-governmental agreement between the CSA and NASA.

The CSA's OSM group requires contract support to provide clinical ophthalmology support services and to serve on the ISS Multilateral Medical Operations Panel's Spaceflight-Associated Neuro-ocular Syndrome (SANS) sub-working group as well as to provide expert advice to the OSM group in the area of Clinical and Occupational Ophthalmology.

Objective

The main objective of the contractor is to participate in the ISS Spaceflight-Associated Neuro-ocular Syndrome (SANS) sub-working group as well as to provide expert advice to the Chief Medical Officer, OSM, as well as the CSA flight surgeon on SANS and other ocular clinical and operational matters.

Scope of the Work

The consultant will be required to provide any of the following tasks:

- a) Participation in the ISS Multilateral Medical Operations Panel's Spaceflight-Associated Neuro-ocular Syndrome (SANS) sub-working group (videoconference, teleconference or in person);
- b) Participation in ISS Program-related meetings, conferences and workshops;
- c) Participation in working groups, boards and panels other than ISS SANS sub-working group: teleconferences, videoconferences, and face-to-face meetings (some meetings will require international travel);
- d) Participate as required in the CSA Medical Board activities;
- e) Represent and communicate the policy direction and opinions expressed by the Chief, Operational Space Medicine.

Other clinical duties and operational medical support as directed by the Chief, Operational Space Medicine: these will be detailed when applicable.

Deliverables

The contractor is responsible for the following deliverables to the Project Authority:

- 1) Monthly summary of activities performed on behalf of the CSA;
- 2) Copies of minutes of the meetings, tele/videoconferences attended, presentations, medical reports;
- 3) Advice (by e-mail, phone or in person) to the Chief, Operational Space Medicine as well as CSA flight surgeon on ocular and ophthalmologic issues related to ISS clinical and medical support
- 4) Other required deliverables to be specified when applicable.

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 medicine in Canada,
2. Have at least 5 years of work experience in the area of ophthalmology in general and in aerospace ophthalmology in particular,
3. Have at least 3 years of work experience in the selection, retention and certification of aircrew for civil aviation and/or astronauts for spaceflight from an ophthalmologic perspective,
4. Be familiar with the Spaceflight Associated Neuro-ocular Syndrome (SANS) topic that affects some astronauts,
5. Have experience with participation in international forums (international working groups or panels),
6. Have the interpersonal skills required to work in an international forum in order to be able to lead discussions and bring colleagues to a consensus.

4. Justification for the Pre-Identified Supplier

CSA OSM needs a medical doctor who is knowledgeable of the ISS operational environment, medical standards, the Spaceflight-Associated Neuro-ocular Syndrome (SANS) topic and who has expertise in ophthalmology, as well as the experience necessary to medically select and certify astronauts for spaceflight from an ophthalmologic perspective.

Dr. Pat Hinton is Board certified in Ophthalmology by the American Board of Ophthalmology and the Royal College of Physicians and Surgeons of Canada and has been practicing clinical ophthalmology for over 30 years. Her specialty interests include glaucoma with laser treatments, neuro-ophthalmology, and aerospace ophthalmology.

In 1987, she was contracted to provide consultation services in aviation medicine to the Canadian Forces and has continued to provide these services the CAF continuously for over 30 years. She is appointed as the Consultant Ophthalmologist at the Canadian Forces Environmental Medical Establishment (CFEME) in Toronto. Her clinical aeromedical consultant services include running an on-site clinical and aviation ophthalmology clinic at CFEME, and providing telemedicine consultations to the RCAF Division Surgeon and Wing Flight Surgeons. She regularly assesses and provides consultant opinions on RCAF aircrew candidates, both in person at CFEME and through electronic file review. Additional responsibilities include providing lectures in aviation ophthalmology to the RCAF Basic Aviation Medicine and Flight Surgeons courses, and specialty updates to the annual Canadian Forces Operational Aerospace Medicine conferences. She reviews and provides input to Air Force medical standards documents including the ophthalmology section of the Medical Standards for Canadian Armed Forces Aircrew, the directive on Laser Refractive Surgery in Aircrew, and the Flight Surgeons' Guideline on Aircrew Vision Requirements. She has been involved in research projects at CFEME including RCAF colour vision testing.

She conducted the ophthalmology assessments on all phase 3 finalists for the Canadian Space Agency 2009 and 2017 astronaut selections. These were completed based on the requirements and standards detailed in the ISS Medical Evaluations Document MED A.

She is very familiar with the Spaceflight-Associated Neuro-ocular Syndrome that affects some astronauts.

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 contract is to be issued from the award date of the contract till March 31, 2021.

7.1. Option to extend the contract

The Contractor grants to government of Canada the irrevocable option to extend the term of this contract by four (4) periods of one (1) year at the time each under the same terms and conditions. Government of Canada may exercise this option at any time by sending a notice to the Contractor at least 30 calendar days prior to the contract expiry date.

The Contractor agrees that, during the extended period of the contract, the rates/prices will be in accordance with the provisions of the contract.

8. Cost estimate of the proposed contract

The estimated value of the contract, including option(s), is \$ 127,000.00 (tax included).

9. Name and address of the pre-identified supplier

Dr. Patricia Hinton
Address: 39 Alexandra Boulevard
Toronto, Ontario
M4R1L8

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 14, 2017 at 2:00 p.m. EST.

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

Claudine Morin
Senior Contracting officer, Procurement and contracts administration
Canadian Space Agency / Government of Canada
6767 route de l'aéroport
Saint-Hubert Québec
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