

1. PURPOSE

The purpose of this Request for Information (RFI) is twofold:

- a) To notify industry, academia, government partners, and other stakeholders of the amalgamation of two streams under the Defence Research and Development Canada (DRDC) Innovation Call for Proposal (CFP) 2019.
- b) To seek information and feedback from industry, academia, government partners, and other stakeholders on their interest, capacity and ability to provide research and development services to DRDC, an agency of the Department of National Defence (DND), under the CFP.

2. BACKGROUND

The CFP will invite industry, academia, government partners, and other stakeholders to submit project proposals that provide innovative solutions to specific science and technology (S&T) needs/gaps/challenges (referred to as “S&T challenges”).

DRDC is the principal delivery agent for DND’s S&T investment. S&T plays a critical role in contributing to Canada’s defence, security and public safety by providing the advantage necessary to develop the right capabilities and prepare for an uncertain future. DRDC recognizes that innovative solutions are pivotal to fostering a scientific, technological, and knowledge advantage – and only proposals that introduce new, original, and advanced S&T will have the ability to satisfy Canada’s future defence, security, and public safety needs. Accordingly, solutions are sought that address S&T challenges within the research and development (R&D) context.

3. REQUIREMENT

The CFP will identify S&T challenges (see Annex B) for which proposals are sought. These S&T challenges relate to the following:

Stream A: Public Safety and Security

DRDC is looking for novel ideas and innovative solutions to resolve public safety and security S&T Challenges under the following 3 themes: Mitigating the Safety and Security Impact of Climate Change, National Security Risks, and Protecting and Connecting Safety and Security Professionals. Stream A is in support of Canada’s resilience primarily through the Canadian Safety and Security Program (CSSP) S&T investments. The CSSP mission is to strengthen Canada's ability to anticipate, prevent, mitigate, prepare for, respond to and recover from natural disasters, serious accidents, and crime and terrorism through the convergence of S&T with policy, operations, and intelligence.

Stream B: Support to Canada’s Defence Policy “Strong, Secure, Engaged”

One of the initiatives of the “Strong, Secure, Engaged” Canadian Defence Policy, is to acquire space

capabilities to improve situational awareness and targeting, including the replacement of the current RADARSAT systems to improve the identification and tracking of threats and improve situational awareness of routine traffic in and through Canadian territory, as well as in other areas of interest around the world.

Assistant Deputy Minister (ADM) S&T in DND has a program focused on conducting cutting-edge research and development (R&D) on space-based earth observation technologies in collaboration with allies, industry, and academia to maintain, enhance, and replace situational awareness capabilities for the CAF. This program provides advice and recommendations to DND stakeholders concerning viable and cost effective solutions that are available, or will be available in the near future, and that could be considered in upcoming options analysis phases of space-based intelligence, surveillance and reconnaissance (ISR) projects.

4. ACQUISITION STRATEGY

Canada plans to release a competitive CFP on the Government Electronic Tendering Site (GETS), namely the Buy and Sell website (buyandsell.gc.ca). It is intended to have a two-stage procurement process:

Stage 1: Proposal Submission, Evaluation and Selection

Stage 2: Contracting

Proposals will be evaluated in accordance with the evaluation criteria, and other requirements that will be identified in the new CFP. Proposals that meet all the requirements, including the minimum score of the point-rated criteria will be considered responsive and placed in a pool of pre-qualified proposals. Placement into the pool does not guarantee that a contract will be awarded.

If a proposal is selected from the pool by the Proposal Selection Committee (PSC), based on criteria in the new CFP, it may then be recommended by the Selection Committee (SC), and approved by the DND Assistant Deputy Minister (Science and Technology). A contract will then be negotiated with the specific bidder. A contract will be awarded if negotiations are successful.

Multiple contracts may be awarded under the CFP.

The maximum funding available for any project type is as follows:

Table A: Project Parameters (Challenges 1 to 14 only)

Project Type	SRL Range	Project Duration (from initiation to close-out)	Funding/Resulting Contract Value (applicable taxes included)
Concept	1-3	≤ 24 months	≤ \$250K
R&D	3-4	≤ 36 months	≤ \$1.0M
Technology Demonstration	5-7	≤ 36 months	≤ \$1.5M
Technology Pilot	7-9	≤ 36 months	≤ \$2.0M
Study	1-9	≤ 12 months	≤ \$125K

Table B: Project Parameters (Challenges 15 and 16 only)

Project Type	SRL Range	Project Duration (from initiation to close-out)	Funding/Resulting Contract Value (applicable taxes included)
Concept	1-3	≤ 24 months	≤ \$200K
R&D	3-4	≤ 36 months	≤ \$400K
Study	1-9	≤ 12 months	≤ \$500K

For more information on these projects types, please refer to the draft CFP.

For this CFP, approximately \$22M* has been allocated for the cumulative value of all resulting contracts. All proposals must be costed in Canadian dollars.

Canada reserves the right to modify project funding via one or more alternate programs or mechanisms.

*These amounts are subject to change.

5. GOVERNMENT OF CANADA APPLICABLE POLICIES

The requirement is excluded from the North American Free Trade Agreement (NAFTA) as per Annex 1001.1b-2 Research and Development, all classes, and excluded from the application of the World Trade Organization – Agreement on Government Procurement (WTO-AGP) under Appendix 1, Annex 4. This requirement is subject to the Canadian Free Trade Agreement (CFTA).

This requirement is subject to the Federal Contractor's Program for Employment Equity and bidders will be required to submit a signed certificate of commitment, Via the online tool.

The Code of Conduct for Procurement and Public Works and Government Services Canada's Integrity Provisions will apply.

The Canadian Content Policy applies to this requirement. Refer to the draft CFP for more information.

This requirement has not been identified as subject to the Set-Aside Program for Aboriginal Business (PSAB) as the challenges, solutions and the specific regions/people benefitting the solutions are unknown until the proposals are submitted. PSAB will be considered after receipt of proposals.

As the final work/services/delivery may be across Canada, including locations within areas that are subject to Comprehensive Land Claims Agreements (CLCAs), CLCAs may apply.

6. SECURITY CONSIDERATIONS

Valid security clearances may be required to perform the Work identified in the proposal. DRDC will determine the level of security required for the project, as applicable.

7. INTELLECTUAL PROPERTY

For the majority of contracts, the Contractor will own the Intellectual Property in any Foreground Information developed under the contract.

Canada will have a license to use the Foreground Information in accordance with the standard Intellectual Property clauses of the current *2040 General Conditions – Research and Development*. These terms and conditions can be viewed in the *Standard Acquisition Clauses and Conditions (SACC) Manual*, <https://buyandsell.gc.ca/policy-and-guidelines/standard-acquisition-clauses-and-conditions-manual>.

There may be instances where Canada wishes to own the Intellectual Property in accordance with the *Policy on Title to Intellectual Property Arising under Crown Procurement Contracts*, <http://www.ic.gc.ca/eic/site/068.nsf/eng/00005.html>. In these cases, Intellectual Property terms and conditions will form part of the negotiations during the contracting phase.

8. ENGAGEMENT ACTIVITIES AND OBJECTIVES

This RFI is being posted on GETS to allow for the private and public sectors to review the draft CFP and provide feedback. The responses received will be used to assist Canada in finalizing the requirement and in developing achievable objectives and deliverables. Attachment 1 of this RFI is the Rules of Engagement Participation Agreement; Canada requests that this document is signed and sent to the Contracting Authority.

Canada is scheduling one-on-one meetings between April 22 – May 6, 2019 to meet individually with interested stakeholders (lead government departments, lead bidders, and project partners) in order to listen to their questions, concerns and recommendations for the CFP process. Stakeholders can also request a proposal alignment review during a one-on-one meeting by completing attachment 2, which is the stakeholder engagement questions document. Feedback in response to the questions in this attachment can be submitted in writing to the Contracting Authority any time before the RFI closing date. Canada will analyze and summarize stakeholder input and post responses on buyandsell.gc.ca.

Please note that each one-on-one meeting will be limited to a duration of 30 minutes per stakeholder organization and will be scheduled on a first come, first served basis. Although alternate times and dates may be possible, there are no guarantees that a meeting will be scheduled. To facilitate the one-on-one meetings, Canada requests that stakeholders submit their questions and responses to the stakeholder engagement questions prior to the scheduled meeting. Please provide these questions and/or comments directly to the Contracting Authority, refer to section 13 of this document.

It is requested that responses to attachment 2, stakeholder engagement questions, of this RFI indicate potential interest in attending a one-on-one meeting. Once the request is received, the Contracting Authority may contact the interested stakeholders with an official invite, including details for a one-on-one meeting.

Attendance at a one-on-one meeting is not required in order to submit a proposal to any intended CFP.

9. RECOMMENDATIONS FROM STAKEHOLDERS

Recommendations from stakeholders that do not restrict the level of competition nor favor a particular solution or stakeholder will be given consideration; however, Canada will have the right to accept or reject any or all recommendations.

Canada will analyze and summarize stakeholder input and post responses on buyandsell.gc.ca in the form of a summary of feedback document.

10. REVIEW OF STAKEHOLDER RESPONSES

Canada reserves the right to request additional information for clarification purposes during the review of the responses to this RFI, and/or to consider a subsequent modification of the response put forward by a stakeholder.

11. NO OBLIGATION

The issuance of this RFI does not create an obligation for Canada to issue a subsequent CFP and does not

bind Canada legally or otherwise, to enter into any agreement or to accept any suggestions from stakeholders.

This Stakeholder Engagement Process is not a bid solicitation and a contract will not result from this request.

Stakeholders are advised that any information submitted to Canada in response to this Stakeholder Engagement Process may be used by Canada in the development of a subsequent competitive CFP. However, Canada is not bound to accept any expression of interest or to consider it further in any associated documents such as a CFP.

No payment will be made for costs incurred in the preparation and submission of a response to the RFI or participation in one-on-one meetings. Costs associated with preparing and submitting a response, as well as any costs incurred by the stakeholder associated with the evaluation of the RFI, are the sole responsibility of the stakeholder.

12. SUBMISSION DATE

Requests for one-on-one meetings should be submitted as soon as possible. Responses to this RFI should be submitted directly to the Contracting Authority on or before the RFI closing date.

13. CONTRACTING AUTHORITY

All enquiries and other communications related to this RFI must be directed to the Contracting Authority as follows:

Joseph Hulse
Public Works and Government Services Canada
Defence Sciences Division
Telephone: 613-203-1159
E-mail: joseph.hulse@tpsgc.pwgsc.gc.ca

ATTACHMENT ONE

RULES OF ENGAGEMENT PARTICIPATION AGREEMENT

An overriding principle of the Stakeholder Engagement Process is that it be conducted with the utmost of fairness and equity between all parties. No one person or organization will receive nor be perceived to have received any unusual or unfair advantage over the others.

TERMS AND CONDITIONS:

The following terms and conditions apply to the Stakeholder Engagement Process. In order to encourage open dialogue, Stakeholders agree to the following:

- a. Discuss their views concerning the requirement and to provide positive resolutions to the issues in question. Everyone will have equal opportunity to share their ideas and suggestions.
- b. This engagement process is not a pre-qualification to submitting an innovative proposal for the upcoming CFP.
- c. It is the stakeholder's discretion whether to take Canada's feedback into consideration when submitting a proposal.
- d. In spite of any feedback provided by Canada in the one-on-one meetings the bidder is still required to demonstrate that the proposal meets the criteria outlined in any intended CFP.
- e. NOT reveal or discuss any information to the media regarding the requirement during this consultative process. Any media questions will be directed to the PWGSC Media Relations Office at 819-420-5501. Media cannot participate in the one-on-one meetings.
- f. Canada is not obligated to issue any CFP, or to negotiate any contract for the requirement.
- g. Throughout the Stakeholder Engagement Process, all questions from stakeholders, exchanges of information and all the feedback must be provided in writing to the Contracting Authority. In accordance with and subject to the *Access to Information Act*, R.S., 1985, c. A-1, and any other legislative or legal requirement, all information which is provided by a stakeholder and which is clearly marked as "Proprietary" will not be released or disclosed except where Canada determines that the enquiry is not of a proprietary nature.

- h. Except for information that Canada agrees is Proprietary, the information gathered from the one-on-one meetings will be summarized and provided to all stakeholders.
- i. If Canada does release a CFP, the terms and conditions of the CFP will be subject to Canada's discretion.
- j. Canada will not reimburse any person or entity for any cost incurred in participating in this engagement process.
- k. All inquiries with regards to the procurement are to be directed to the Contracting Authority.
- l. Participation in this Stakeholder Engagement Process will not be a mandatory requirement for any intended CFP. An entity will not be precluded from submitting a proposal under any intended CFP on account of not being a participant.
- m. At any point within this process, a participant may provide notice to the Contracting Authority that they no longer wish to participate in the Stakeholder Engagement Process. Upon the Contracting Authority's receipt of such notice, the participant will not be scheduled for participation in any future one-on-one meetings.
- n. Failure to agree to and sign the Rules of Engagement Participation Agreement will result in the exclusion from participation in the one-on-one meetings. This Rules of Engagement Participation Agreement must be signed by a duly authorized officer of the participant in this respect.
- o. No more than four representatives of a stakeholder's organization may attend at any given time.
- p. A dispute resolution process to manage impasses throughout this Stakeholder Engagement Process must be adhered to as detailed in the "Dispute Resolution Process" below.

Dispute Resolution Process

1. By informal discussion and good faith negotiation, each of the stakeholders must make all reasonable efforts to resolve any dispute, controversy or claim arising out of or in any way connected with this Stakeholder Engagement Process.
2. Any dispute between the stakeholders of any nature arising out of or in connection with this Stakeholder Engagement Process must be resolved by the following process.
 - a. Any such dispute must first be referred to the Participating stakeholder's Representative and the PWGSC Manager managing the Stakeholder Engagement Process. The parties will have three business days in which to resolve the dispute.

- b. In the event the representatives of the Parties specified in Article 2.a. above are unable to resolve the dispute, it must be referred to the Participant's Project Director and the PWGSC Senior Director of the Division responsible for the Stakeholder Engagement Process. The Parties will have three business days in which to resolve the dispute.
- c. In the event the representatives of the Parties specified in Article 2.b. above are unable to resolve the dispute, it must be referred to the Participating Stakeholder's President and the PWGSC Director General of the Division responsible to manage the Stakeholder Engagement Process. The Parties will have three business days in which to resolve the dispute.
- d. In the event the representatives of the Parties specified in Article 2.c. above are unable to resolve the dispute, it must be referred to the Participant's Chief Executive Officer and the PWGSC Assistant Deputy Minister of the Acquisitions Branch. The Parties will have five business days in which to resolve the dispute.
- e. In the event the representatives of the Parties specified in Article 2.d. above are unable to resolve the dispute, the Contracting Authority will, within five business days, render a written decision and will include a detailed description of the dispute and the reasons supporting the Contracting Authority's decision. The Contracting Authority will deliver a signed copy to the participant.

By signing this document, the individual represents that he/she has full authority to bind the organization listed below and that the individual and the organization agree to be bound by all the terms and conditions contained herein.

Name of Organization (Print): _____

Name of Individual (Print): _____

Title or Position (Print): _____

Telephone: _____

E-mail: _____

Signature: _____

(I have the authority to bind the Organization)

Date: _____

ATTACHMENT TWO

STAKEHOLDER ENGAGEMENT QUESTIONS

The questions contained in the Sections below are intended to elicit feedback of interest to Canada and provide guidance to interested stakeholders in participating in one-on-one meetings. It is not expected that all questions will elicit a response from participants, but neither should submissions from participants be constrained by the questions below.

Participants are encouraged to submit a response to the stakeholder engagement questions in electronic format (compatible with MS Word 2003 or Adobe PDF) is preferable as long as copy/paste or printing of text functions are not restricted in any way by the RFI closing date to permit proper consideration.

Response Format

All responses should be clearly marked "DRDC Innovation RFI". The name and address of the stakeholder must be identified in the e-mail with a primary point of contact. One electronic copy is to be submitted by e-mail to the Contracting Authority.

The inclusion of general marketing material is discouraged unless used to provide specific information relevant to a response. In this instance, it is requested that supporting text be provided to cross-reference the marketing material to the appropriate area of the RFI.

Responses will not be returned.

Responses to Section 1 below should not exceed five pages double-sided, standard letter size in length. Responses to Section 2 below are limited to two pages in length.

Language of Response

Responses may be submitted in English or French, at the preference of the stakeholder.

Response Parameters

Stakeholders are reminded that this is an RFI and not a CFP and, in that regard, stakeholders should feel free to provide their comments and concerns with their responses.

Canada reserves the right to seek clarifications from a Participant for any information provided in response to this RFI, either by telephone, in writing or in person.

Confidentiality

Participants are requested to clearly identify those portions of their response that are company confidential or Proprietary in nature. The confidentiality of each participant's response will be maintained. Items that are identified as Proprietary will be treated as such except where Canada determines that the enquiry is not of a proprietary nature. Canada may edit the questions or may request that the participant do so, so that the proprietary nature of the question is eliminated, and the enquiry can be answered in summary of feedback and outcomes document Canada intends to post on buyandsell.gc.ca/tenders.

SECTION 1: ADMINISTRATIVE ITEMS

1. Identify your Legal Name and Procurement Business Number, if applicable.
2. As per Attachment One, please provide a signed copy of the Rules of Engagement Participation Agreement.
3. Please indicate your interest in attending a one-on-one meeting.
 - Is your one-on-one meeting to provide feedback on the draft CFP document? See Section 2.
 - Is your one-on-one meeting to undergo a proposal alignment review? See Section 3.

SECTION 2: DRAFT CALL FOR PROPOSALS (CFP)

1. Are the S&T challenges and project types clear?
2. Is it clear how Canada proposes to evaluate the proposals? Provide any suggestions that, in your opinion, could improve the evaluation criteria.
3. Does the Basis of Selection seem fair and reasonable?
4. Is the current draft CFP unduly restrictive (e.g. bidding process, project types, funding limits, evaluation criteria)? Please explain why and suggest alternatives.
5. Are any other aspects of the draft CFP unclear?

SECTION 3: PROPOSAL ALIGNMENT REVIEW

The purpose of the Proposal Alignment Review Process is to assess the alignment of a stakeholder's proposed proposal with a specific S&T Challenge described in the draft CFP.

It is the stakeholder's discretion whether they take Canada's feedback into consideration when submitting a proposal.

Stakeholders may submit this form for each potential proposal they would like to submit in the upcoming DRDC Innovation CFP.

It is not mandatory for stakeholders to submit this form or participate in a one-on-one meeting.

This engagement process is not a pre-qualification to submitting an innovative proposal for the upcoming CFP.

For each proposal you would like to submit to the intended CFP, please submit a brief overview of your project (maximum of two pages double-sided four pages of information total, standard letter size in length) as per the following questions.

1. What is the objective of your project?
2. What is the expected outcome/deliverable(s) of your project?
3. Which S&T challenge aligns the most to your project? Describe how your project fits within and/or addresses this S&T challenge.

Any text beyond the specified page limit may not be reviewed by Canada.

SECTION 4: OTHER

1. Please identify any other issues, concerns, recommendations not addressed above.