



ADVANCE CONTRACT AWARD NOTICE (ACAN)

1. Title

Ground Support Services – Pond Inlet, NU

2. Definition

An Advance Contract Award Notice (ACAN) allows departments and agencies to post a notice, for no less than fifteen (15) calendar days, indicating to the supplier community that it intends to award a good, service or construction contract to a pre-identified contractor. If no other supplier submits, on or before the closing date, a Statement of Capabilities that meets the requirements set out in the ACAN, the competitive requirements of the government's contracting policy have been met. Following notification to suppliers not successful in demonstrating that their Statement of Capabilities meets the requirements set out in the ACAN, the contract may then be awarded using the Treasury Board's electronic bidding authorities.

If other potential suppliers submit Statement of Capabilities during the fifteen calendar day posting period, and meet the requirements set out in the ACAN, the department or agency must proceed to a full tendering process on either the government's electronic tendering service or through traditional means, in order to award the contract.

3. Background

The Polar Continental Shelf Program (PCSP) coordinates logistical support for, and offers expert advice to, the Canadian government, scientists, private sector and non-Canadian researchers working in isolated areas throughout the Canadian Arctic.

PCSP support includes: transportation, communications, accommodation, field equipment, and related services. PCSP maintains a base at Resolute Bay on Cornwallis Island, bordering Barrow Strait and the Northwest Passage. The base is located in the eastern Arctic and serves as a staging area for research conducted in virtually any location in the Arctic.

Various services are required to be delivered in Pond Inlet, NU in order to ensure that PCSP delivers on its mandate.

4. Objectives

To provide multiple services to the Polar Continental Shelf Program (PCSP), Natural Resources Canada, on an "as and when requested basis", including but not limited to:

1. Storage of cargo and/or fuel drums;
2. Movement of cargo;
3. Movement of fuel drums;
4. Provision of heavy equipment; and
5. Arranging of snow removal to access drums if required.

5. Project Requirements

5.1 Tasks & Deliverables

The main duration of the work will take place during the PCSP field season, which typically spans between January and September. There may be with ad-hoc requirements being required during the off-season, between the months of October to December. The bulk of the work will take place at Pond Inlet Airport, NU.

5.1.1 STORAGE OF CARGO AND/OR FUEL DRUMS

- a) The Contractor shall provide NRCan with usage of their own storage space/facilities, on an "as and when requested basis", including but not limited to: drummed fuel, packaged lubrication oil, boxed food supplies, crated camp equipment and



furniture, and empty fuel drums and propane cylinders and shall keep all items stored in an organized and easily accessible manner.

- b) The Contractor shall be able to store approximately 48 drums (or 12 pallets) of fuel at one time.
- c) The Contractor must provide a monthly record of all cargo and/or fuel drums in storage which includes all of the following information:
 - a) Type and amount of cargo including client name on cargo;
 - b) Total number of full drums;
 - c) Type of fuel contained within each full drum;
 - d) Year of each full drum;
 - e) Name on each full drum;
 - f) Total number of empty drums; and
 - g) Name on each empty drum.

5.1.2 MOVEMENT OF CARGO AND FUEL DRUMS

CARGO

- a) Contractor shall provide movement of cargo services on an “as and when requested basis” Cargo includes, but is not limited to: boxed food supplies, crated camp equipment and furniture.

The Contractor shall arrange for the cargo to be loaded or offloaded from the aircraft at the Pond Inlet Airport, NU or be removed from the sealift vessel. The docking of the vessel will roughly be at the beach NNW of the airport (adjacent to the Old Hudson Bay Company Store).

FUEL DRUMS

- a) The movement of Fuel Drums is on an “as and when requested basis”. Service includes, but is not limited to drummed fuel, packaged lubrication oil, empty fuel drums and propane cylinders.

The Contractor shall arrange for the fuel drums to be loaded or offloaded from the aircraft at the Pond Inlet Airport, NU or be removed from the sealift vessel.

- b) The contractor shall be responsible for all the required storage of the fuel drums.
- c) The Contractor must respond to fuel movement requests to and from the Pond Inlet Airport, NU within two (2) hours of planned flight arrival and must provide an after-hours contact in case of plan changes.

5.1.3 HAZARDOUS WASTE AND DANGEROUS GOODS

The provision of the handling of waste petroleum products, such as, but are not restricted to: gasoline, diesel, naphtha, aviation, oil & lubricants, glycol, etc.

- 1) The Contractor shall ensure proper labeling and packaging in the supply and shipping of hazardous and dangerous goods during the performance of the contract.
- 2) The Contractor shall accept liability for any damages caused by carriage of goods.
- 3) The Contractor shall ensure they adhere to all levels of regulations regarding dangerous goods as set forth by Federal, Provincial, Territorial, and Municipal laws, By-laws, and Acts of Parliament. The Contractor shall ensure adhere to the Environmental Protection Act, 1999 (<http://laws-lois.justice.gc.ca/eng/acts/C-15.31/>) and transportation of Dangerous Goods Act (<http://laws-lois.justice.gc.ca/eng/acts/T-19.01/>)
- 4) The Contractor must respond to notification of movement of empty fuel drums (dangerous goods) within two (2) hours of planned flight arrival and must provide an after-hours contact in case of changes.



6. Trade Agreements

Not applicable.

7. Title to Intellectual property

Not applicable.

8. Contract Period

The estimated period of the contract is from the date of Contract Award to December 31, 2019, with the possibility of four twelve month options to extend the contract:

January 1, 2020 to December 31, 2020 (option 1);
January 1, 2021 to December 31, 2021 (option 2);
January 1, 2022 to December 31, 2022 (option 3); and
January 1, 2023 to December 31, 2023 (option 4).

9. Estimated Cost

The estimated maximum value of the contract, including all option years, is between \$50,000.00 and \$55,000.00 CAD including all applicable taxes.

10. Exception to the Government Contracts Regulations and applicable trade agreements

Sole Source Justification - Exception of the Government Contract Regulations (GCR):

(d) Only one person or firm is capable of performing the contract

The contractor must:

- 1) Be located within a 15 km radius of Pond Inlet, NU;
- 2) Be able to respond within two (2) business days for availability of resources and provide an estimated timeframe on the length of time required to complete the task(s);
- 3) Possess the equipment necessary for loading/offloading and transportation of cargo and fuel drums;
- 4) Provide storage facilities large enough to store the items and quantities listed in 5.1.1, 5.1.2 and 5.1.3 in a manner which is easily accessible; and
- 5) Have recent* and significant** experience in the provision of handling waste petroleum products listed in 5.1.3.

*recent experience is defined as providing this service within the last twelve (12) months

**significant experience is defined as providing this service in three (3) of the last five (5) years

11. Name and Address of the Proposed Contractor

Tununiq Sauniq Co-op
PO BOX 370
POND INLET, NU
X0A 0S0

12. Inquiries on Submission of Statement of Capabilities

Suppliers who consider themselves fully qualified and available to provide the services/goods described herein, may submit a Statement of Capabilities in writing, preferably by e-mail, to the contact person identified in this Notice on or before the closing



date and time of this Notice. The Statement of Capabilities must clearly demonstrate how the supplier meets the advertised requirements.

13. Closing Date

Closing Date: May 8, 2019
Closing Time: 02:00 PM EDT

14. Contract Authority

Len Pizzi
Senior Procurement Officer
Natural Resources Canada
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