

## **1. Advanced 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 work will involve the following:**

1. Two (2) times per year, the vendor will provide a functional test and inspection of the included equipment during the scheduled service visit dates. The testing will be completed via diagnostic tools inherent to the system(s) as well as the functional applications. The inspection will determine if the system is functioning properly and operating according to the manufacturer's requirements. The equipment will be checked for damage, misalignment and proper connections. The vendor will provide a report showing equipment tested and listing deficiencies with time frames needed for repairs/replacement. If a critical problem is detected during the inspection the vendor will immediately document and notify the National Energy Board, all other deficiencies will be noted on the report. The vendor will provide pricing for repair labour and materials for deficiencies noted in the report.
2. The vendor using the deficiencies report, will provide pricing for repair labour and materials for deficiencies noted in the report. Arrange to schedule work to complete the deficiencies based on urgency.
3. Customer Support
4. The vendor will provide technical support 24 hours a day, seven days a week with an afterhours contact number and an email address for regular business hours
5. Emergency Services-The Vendor will meet the following requirements for the emergency services. The vendor will provide telephone response within two (2) hours and will be on-site to provide emergency service within four (4) business hours.
6. Non-emergency calls will have a technician scheduled to attend as soon as possible but no later than the next business day. State what is defined as business hours, 8:00 am to 4:30 pm Monday to Friday excluding holidays.
7. Please state hourly rates for business hours, After hours rate, and holiday hours, as well as mileage rate for service per kilometer (km)

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

Detail the criteria against which the statement of capabilities submitted by potential suppliers will be assessed. This will allow the contracting officer to have an adequate basis for evaluating a potential supplier's statement of capabilities. The pre-identified supplier must be evaluated on the same basis.

There is a requirement for Inspection Services and Maintenance Repairs of installed security system. Listed below are the qualifications and equipment list.

Vendor technicians must have the following qualifications;

1. Proof of corporate certification on security systems installed at National Energy Board
2. C-Cure 9000 Certification
3. A minimum of five (5) years of Experience in Access Control within the last ten (10) years
4. Monthly Safety Training completed by technicians
5. Semi-Annual vehicle audited performed by provided on Technician vehicle
6. Annual Ethics Training completed by technician
7. Meet the security requirements for National Energy Board
8. Clearance to work in the Centre 10 Building from Landlord Cushman and Wakefield Asset Services

Equipment Listing:

Access Control Equipment

- 1) Manage two security system databases
- 2) 1 workstation includes
  - a) Software updates to current versions
  - b) Backup system to main building server
  - c) Confirm integrity and connection to base building server
    - i) 64 Card Readers with mix of SEL 10 integrated locks and electric strikes
      - (1) Inspect all locking devices, electrified hinges and door closers
      - (2) Inspect Request to Exit devices (push button or motion detector)
      - (3) Confirm Event Alarms (door held open, forces door, valid & invalid card reads)
      - (4) Confirm card reader voltage
- 3) 2 Door hardware information for Maintenance
  - a) McKinney Hinges
  - b) Sargent Door closers
  - c) Sargent Harmony Mortise Locks
  - d) Sargent Exit Devices

**4. The proposed procurement is not subject to any trade agreement**

**5. Justification for Pre-Identified Supplier**

The purpose of this ACAN is to provide public notice indicating to the supplier community that National Energy Board located on floors 2, 3, 4, and 5 floors of Centre 10 building of 510 10<sup>th</sup> AVE SW Calgary AB, intends to award a contract for these services to Johnson Controls Inc. (herein after, JCI). Before awarding the contract however, the government would like to allow other potential suppliers to signal their interest in bidding and demonstrate they are capable of satisfying the requirements by submitting a Statement of Capabilities within the 15 calendar day posting period.

If no other potential 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.

**6. Government Contracts Regulations Exception(s):**

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

**7. Ownership of Intellectual Property**

Ownership of any Foreground Intellectual Property arising out of the proposed contract will vest in the Contractor.

The Contractor will grant to Canada a non-exclusive, perpetual, irrevocable, world-wide, fully-paid and royalty-free license to exercise all Intellectual Property Rights in the Foreground Information that vest in the Contractor, for any public purpose except Commercial Exploitation in Competition with the Contractor.

**8. Period of the proposed contract or delivery date**

The proposed contract is for a period of contract award to March 31, 2021.

**9. Cost estimate of the proposed contract**

The estimated value of the contract, including option(s), is \$56,866.00 (GST/HST extra).

**10. Name and address of the pre-identified supplier**

Johnson Controls Inc.  
Bay 104, 6064 12st ST SE  
Calgary AB T2H 2X2

**11. 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.

Inquiries and statements of capabilities are to be directed to:

Frances Todd  
Procurement Officer  
National Energy Board  
Suite 210, 517 Tenth Avenue SW  
Calgary AB T2R 0A8  
Telephone 403-470-1748

[Fran.todd@neb-one.gc.ca](mailto:Fran.todd@neb-one.gc.ca)

12. Closing Date for a Submission 2:00 pm MDT on Thursday, June 06, 2019.