



Advance Contract Award Notice (ACAN)

Title: Duty of Care Pilot Project: Outsourcing Threat Information for Official Travel, Threat Assessment Division

Solicitation Number: 19-151715

1. The Purpose and Explanation of an 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 Requirement

The Department of Foreign Affairs, Trade and Development (DFATD) has a 24/7 duty of care for Canada Based Staff (CBS) abroad, including during their official travel outside of mission areas. Similarly, DFATD has a Duty of Care for Locally Engaged Staff during business hours and when they are on official travel. A Duty of Care Treasury Board Submission identified that a greater presence of threat information for outside the Mission area is required as officials are the most vulnerable when outside of Mission area. Given the scope of the research, analysis, drafting and coordination required, the Threat Assessment Unit (IDSA) would need to grow exponentially to be able to meet this need through in-house products. Therefore, to address this critical requirement within existing funds, an innovative pilot project is proposed to outsource this function.

DFATD has identified a requirement for the provision of itinerary specific, unclassified threat reports for personnel on official travel outside of the mission area. The scope of the project will be focused on 9 countries within Africa – Nigeria, Mauritania, Mozambique, Senegal, South Africa, Sudan, Central African Republic (CAR), Mali and Somalia. In addition, should a threat materialize once travel is underway, the contractor will send time sensitive threat alerts to the appropriate stakeholder.

The ability to have threat information that is tailored to specific itineraries would enable mitigation measures to be put in place in advance of travel. Furthermore, the new capacity to generate and disseminate threat alerts while travel is underway would support DFATD's security professionals as they determine any required adjustments to travel plans or mitigation measures

The specific tasks to be completed include but are not limited to the following:

- 1.1. The contractor will complete each threat report within 3-5 business days of a request.
- 1.2. The contractor will produce a comprehensive report directly synced to the planned itinerary provided.



- 1.3. Should a potential threat materialize, the contractor will produce unclassified, timely alerts to supplement publicly available information while official travel is underway.
- 1.4. The contracting firm will engage in weekly meetings during the initial three month Beta Phase and move to monthly meetings for the duration of the pilot project.
- 1.5. Refine engagement mechanisms and products as required.

Deliverables will be submitted in a timely manner and in accordance with the specified delivery dates.

Schedule of deliverables:

Deliverable	Due Date
Threat reports on demand and alerts as required during the initial Beta Phase of the project.	Launch to +3 months
Threat reports on demand and alerts as required.	3 – 15 months

The contractor must be capable of providing the full range of required services in English.

3. Criteria for assessment of the Statement of Capabilities provided

Any interested supplier must demonstrate by way of a statement of capabilities that it meets the following requirements:

- **Experience:** Due to the high complexity of the insight required and dynamic locations to which DFATD personnel travel, the contractor must have a minimum of ten (10) years of experience and track record in developing threat analysis, contacts, networks and analyzing various threat dynamics in the region of the aforementioned countries.
- **Local Resources/Knowledge:**
 - Must have an on-the-ground presence in Africa to conduct thorough analysis for the aforementioned countries.
 - Must be able to rely on its own network of resources abroad to provide a local context.
 - Must be able to conduct on-the-ground threat analysis in remote areas of the aforementioned countries.
- **Analytical Capacity:**
 - Must be able to produce consumable threat reports based on in-depth analysis that go beyond easily accessed, open source material.
 - Must be able to produce a comprehensive report specifically tailored to itineraries provided by personnel planning to undertake official travel.
 - Must be able to address up to 20 requests per month.
 - Reports/alerts must include analysis of potential threats from terrorism, civil unrest, armed conflict, criminality and natural disasters.
 - Must be able to incorporate Gender Based Analysis to examine the targeting of men, women and LGBTQ2+ personnel.



- Must have analysts available to discuss threat reports and alerts should any clients have further questions or comments.
- **Timely Response Rate:** Must be able to complete each threat report within 3-5 business days of a request.
- **Up to Date Monitoring:**
 - Must conduct daily monitoring of the specified travel areas to alert personnel of any changes made to the threat report both prior to and during travel.
 - Should a potential threat materialize during the official travel, the contractor must be able to produce unclassified, timely alerts to supplement publicly available information.

4. Applicable Trade Agreements

This procurement is subject to the following trade agreement(s)

- Canadian Free Trade Agreement (CFTA)
- Canada-Chile Free Trade Agreement (CCFTA)
- Canada-Colombia Free Trade Agreement (CColFTA)
- Canada-Honduras Free Trade Agreement (CHFTA)
- Canada-Panama Free trade agreement (CPanFTA)
- Canada-Peru Free Trade Agreement (CPFTA)
- Canada-Korea Free Trade Agreement (CKFTA)
- World Trade Organization - Agreement on Government Procurement (WTO-AGP)
- North American Free Trade Agreement (NAFTA)

5. Set-aside under *Procurement Strategy for Aboriginal Business (PSAB)*

This procurement is not set-aside for an Aboriginal supplier therefore any suppliers may submit a statement of capabilities.

6. Comprehensive Land Claim Agreement(s) CLCA(s)

This procurement is not subject to Comprehensive Land Claim Agreements.

7. Government Contract Regulations exceptions

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

8. Justification for the pre-identified supplier

Due to the level of expertise and complexity of the insight required to provide substantive and timely reports, this unique pre-identified contractor was identified as it meets all of our operational needs for the named locations.



As stated in the criteria for assessment, the contractor must be able to have on the ground presence to conduct thorough analysis in the specific locations identified and have considerable experience developing threat analysis to ensure our clients can rely on their credible conclusions. Furthermore, the contractor must be able to rely on its own network of resources abroad to provide credible information, outside of open source data.

It has been found that the contractor identified is the contractor uniquely capable of meeting all of our operational requirements for the intricate locations that the project is targeting. The locations being Nigeria, Mauritania, Mozambique, Senegal, South Africa, Sudan, CAR, Mali and Somalia.

9. Intellectual Property

Canada will retain ownership of any Foreground Intellectual Property arising out of the proposed contract due to national security implications.

10. Period of the Proposed Contract

The proposed contract is for a period of 15 months from contract award date.

11. Estimated Value of the Proposed Contract

The total estimated value of the contract is \$383,577.19 CDN including all expenses, such as applicable taxes, travel and living, option periods.

12. Closing Date and Time

The Closing Date and Time for accepting Statements of Capabilities is Friday July 19th, 2019 at 2:00pm EST.

13. Proposed Contractor

Control Risks Group, L.L.C.
110 East 42nd Street, Suite 1800
New York NY 10017 United States
newyork@controlrisks.com

14. Rights of Suppliers

Suppliers who consider themselves fully qualified and available to provide the services or goods described in this ACAN may submit a Statement of Capabilities demonstrating how they meet the advertised requirement. This Statement of Capabilities must be provided via e-mail only to the contact person identified in Section 15 of the Notice on, or before, the closing date and time of the Notice. If the Bidder can clearly demonstrate they possess the required capabilities, the requirement will be opened to electronic or traditional bidding processes.

15. Contact Person



Inquiries and statements of capabilities are to be directed to:

- Assane Ndiaye - Domestic procurement operations (SPP)
- 200 promenade du portage, Gatineau QC, K1A 0G2
- Telephone: 343-203-5579
- E-mail: assane.ndiaye@international.qc.ca