



ADVANCE CONTRACT AWARD NOTICE (ACAN)

Title: Medical Consultant for Creutzfeldt-Jakob Disease

Solicitation Number: 1000214046

1. The Purpose and Explanation of an ACAN

An Advance Contract Award Notice (ACAN) allows the Public Health Agency of Canada to post a notice for no less than fifteen (15) calendar days, indicating to the supplier community that a goods, services or construction contract will be awarded to a pre-identified contractor. If no other supplier submits, on or before the closing date, a Statement of Capabilities that meets the minimum requirements identified in the ACAN, the Contracting Authority may then proceed to award a contract to the pre-identified contractor.

2. 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 12 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.

3. Proposed Contractor

Gerard Jansen Medical Professional Corporation
100 Rothwell Drive, Ottawa, ON K1J 8L9

4. Definition of Requirements or Expected Results

The Public Health Agency of Canada (PHAC) requires specialized medical consulting services for diagnosis of Creutzfeldt-Jakob disease (CJD), to support national CJD surveillance.

CJD, a rare infectious disease of high importance in public health, is nationally notifiable and provincially reportable in Canada. The statistics resulting from the consultant's case-classification activities are published monthly on the PHAC website to assist federal and provincial public health officials in tracking rates, causes and patterns of occurrence of CJD in Canada. As the PHAC CJD surveillance database is updated internally on a daily basis, timely and accurate reporting of these findings is critical to the function of the CJDSS. Authoritative engagement with PHAC and senior officials, other government departments and Canadian public health partners using national CJD surveillance data is an essential part of meeting PHAC's commitment to high-quality disease surveillance to protect the health of Canadians. Summary data from the database may also be shared through an international group of CJD surveillance systems (European Creutzfeldt-Jakob Disease Surveillance Network) with which the CJDSS is a partner, or through the WHO-supported International Health Regulations network, to which Canada is a signatory.

1. The medical consultant will :
 - i. review and interpret all information in CJDSS case files of Canadian patients suspected of having CJD (100–130 files annually), including but not limited to case tracking notes, clinical features, laboratory test results, observations from brain examinations such as magnetic resonance imaging (MRI) and electroencephalography (EEG), medical charts, questionnaires and consent forms
 - ii. use the reviewed information to assign interim and final diagnostic and etiologic classifications of suspected CJD cases
 - iii. enter annotations as required in the case file to facilitate interpretation of assessments and classification decisions
 - iv. provide information extracted from case files to the CJDSS database manager for electronic input, storage and analysis
 - v. provide information to the CJDSS database manager to enable the preparation, for the consultant's signature, of letters to collaborating physicians informing them of each patient's final diagnosis and etiologic classification

The deliverable for each reviewed case is a full assessment and informed decision on classification of the patient's condition, and communication of this result to one or more physicians who provided medical care to the patient.

2. The medical consultant will work as required in cooperation with
 - i. the CJDSS Head
 - ii. the CJDSS database manager
 - iii. other staff of the CJDSS Surveillance Office located at PHAC (Ottawa)
 - iv. physicians caring for patients suspected of having CJD

to ensure the results of the work are delivered in a timely and complete manner.

3. The medical consultant will provide regular expert feedback to the CJDSS staff and Head on CJDSS data quality, as well as on its data-collection practices and procedures. This contributes to ensuring the highest possible quality of surveillance data, to ensure the methodology used by the CJDSS remains fit for its intended purposes in public health.

5. Minimum Requirements

Any interested supplier must demonstrate by way of a Statement of Capabilities that it meets the following minimum requirements:

1. The consultant must demonstrate extensive knowledge and experience in the medical field of human prion diseases and all aspects of their diagnosis and surveillance (including diagnostic pathology, neurology, laboratory testing, hospital safety and epidemiology), as well as mastery of current scientific information regarding their diversity and biological causes.
2. The consultant must be licensed to practise by a recognized licensing body (such as the Ontario College of Physicians and Surgeons) in a relevant field of medicine (neuropathology or neurology) in a province or territory of Canada, and must be certified by the Royal College of Physicians and Surgeons of Canada.

3. The consultant must be capable of completing the work on case files in a timely manner, typically for routine cases within one month of the CJDSS surveillance team completing the data-gathering for the file. This will require weekly personal visits to the CJDSS office.
4. In emergency situations in which time is of the essence (e.g., suspected variant Creutzfeldt-Jakob disease, or instances in which there is an identified risk of disease transmission), the consultant will work with the CJDSS, consulting with other experts if necessary, to reach a final diagnosis within one week of the time at which all relevant data have been received, subject to the discretion of the Head, CJDSS. At the discretion of the Head, CJDSS, the consultant may be required to visit the CJDSS office within 24 hours of notification of such a situation.

6. Reason for Non-Competitive Award

Section 6 (d) of the Government Contracts Regulations applies as only one person or firm is capable of performing the contract.

7. Ownership of Intellectual Property

The following exception applies, as indicated in the Treasury Board's Policy on Title to Intellectual Property Arising under Canada Procurement Contracts:

Canada will own all intellectual property rights in foreground information for the following reasons:

- the main purpose of the Contract, or of the deliverables contracted for, is to generate knowledge and information for public dissemination.

8. Period of the Proposed Contract

The contract period shall be from date of contract award until the 31st of March, 2020, with the option to extend the contract for four additional one year periods.

9. Estimated Value of the Proposed Contract

The total estimated value of the proposed contract should not exceed \$309,371.40 including all option periods, and all applicable taxes.

19. Closing Date and Time

The Closing Date and Time for accepting Statements of Capabilities is 2PM EDT, August 16, 2019.

12. Contact Person

Include the following: All enquiries must be addressed by e-mail to:

Name: Erin Massey

E-Mail: erin.massey@canada.ca