

Annex A - Concept of Support

Table of Contents

1) MWAV Program History	2
2) Vessel/Equipment Information	2
3) MWAV IV Work Scope	2
3.1 Introduction.....	2
3.2 Canada's Responsibilities.....	3
3.3 Program Management.....	4
3.4 Performance Management.....	7
3.5 Design Intent Management.....	7
3.6 Life Cycle Materiel Management (LCMM)	7
3.7 Supply Support Services	8
3.8 Quality Management	9
3.9 Engineering Services.....	9
3.10 Value Engineering	9
3.11 Maintenance Support Services.....	10
3.12 Docking Work Period (DWP) Management	10
3.13 Information Management and Data Support.....	11
3.14 Training Support Services	11
3.15 Technical Data Management.....	11
3.16 Technical Schedule Management	12
3.18 Naval Materiel Assurance.....	12
3.19 Operational Support Services.....	13
3.20 Ship Disposal Management.....	13
3.21 Resource Requirements.....	13

1) Minor Warships and Auxiliary Vessels (MWAV) Program History

Through a rationalization of resources in the 1990's, DND sought a means to provide vessel maintenance support through alternative service delivery outside of the normal fleet support provided by the Fleet Maintenance Facilities in order to focus resources on higher priority vessels. The Maritime Coastal Defence Vessels (MCDV or Kingston Class), built primarily to commercial standards, with some militarization, were built and launched during this time. It was decided that for the militarized items such as guns, the Fleet Maintenance Facilities would provide support. All remaining equipment would be supported via commercially contracted in-service support (ISS).

The initial Contract was awarded in 1996 to provide ISS for the 12 MCDV's. At the time of the original Contract award, it was anticipated that the scope of the Contract would expand to a total of 44 vessels, including 8 patrol-class training vessels, 11 tugboats, 6 barges, and 7 other vessels. By 2011, the third iteration of the MWAV contract introduced an additional 33 auxiliary vessels. Bringing the total to 76 vessels of 27 different classes being supported.

In these Contracts, the ISS Contractor utilizes the local marine industry within the vicinities of Victoria, British Columbia (B.C.) and Halifax, Nova Scotia (N.S.) to conduct second and third level maintenance activities as defined in section 3.11 of this Annex.

2) Vessel/Equipment Information

The MWAV III Contract provides in-service support to numerous vessels. Aside from HMCS Oriole, built in 1921 the age of this fleet ranges from the crane barges and converted YOM 252, first of class delivered in 1955 to the 8 Orca Class Training Vessels, first of class delivered in 2006. Some vessels are beyond their original life expectancy and are subject to condition based divestment.

The twelve Kingston Class vessels are reaching the end of their original design life. DND is currently assessing the viability of the Kingston Class life extension. The Orca class is the newest class currently supported under MWAV III and its first of class will reach end of design life between 2036 to 2039.

The MWAV Contract's flexibility has historically made it a preferred vehicle to support additional vessels. Future projects that are anticipated to receive in-service support from MWAV include the Naval Large Tug (NLT) project. This project will create offsets in the existing contract for Glenn Class Tugs and the Fire Tug which are scheduled to be removed from service when the NLTs are delivered.

See Appendix 1 to Annex A – *Vessels Supported in MWAV ISSC*

3) MWAV IV Work Scope

3.1 Introduction

This next iteration of the MWAV Contract will begin by providing support for approximately 70 Non-Combatant (NC) vessels belonging to 22 different classes. The Contractor will be expected to provide support for all systems on-board all vessels except excluded systems that will be identified in the vessel dossiers for each respective class. The vessel dossier provides a detailed description of each vessel detailing the class description, area of operation, maintenance concept and schedule, hazmat, etc.

The Contractor will be responsible for managing work involving thousands of work orders a year and hundreds of competitively bid suppliers and subcontractors, in an ever-changing operational dockyard environment. The Contractor must be flexible and capable of managing the Royal Canadian Navy's and Queen's Harbour Master's quickly changing priorities at short notice.

The scope of the new MWAV IV contract is anticipated to be larger than the last MWAV III contract. In addition to existing scope such as Program Management, Engineering Services, Maintenance Services, Quality Management, Material Support, etc. new scope will potentially include Life Cycle Material Management Services, Performance Management, Value Engineering, Electronic Information Exchange services and Ship Disposal Management.

As per the previous contract structure, it is anticipated that all work will fall into two work categories, "Core" or "Emergent". Core work is currently paid for under a fixed monthly management fee. Emergent work is currently approved via a Task Authorization by Canada. Emergent work is work that was not originally anticipated. All work will normally be competed and must be done in Canada unless otherwise approved or directed by Canada. Through Engagement with industry, the Emergent work will be defined, with the remainder of the work being considered Core work.

The contract may be structured and implemented in a phased approach and may include Start-Up, Steady State, and Close Out phases. The contract period/length may be long-term taking the project to the end of the extended design life of the Kingston Class with an initial contract period and defined option years exercisable at Canada's discretion.

The MWAV program is expected to achieve the following outcomes via the ISS Contract:

- Ensure ships and systems are at the required materiel state to perform their specified operational purpose within the design intent;
- Establish and maintain a framework and execute the activities necessary for the upkeep of ship and system design intent;
- Aid operational authorities in determining the optimum delivery of capability in support of the operational program with available naval materiel resources;
- Provide assurances that materiel is fit for purpose, safe and environmentally compliant; and
- Provide a framework within which ship and system availability and readiness, and maintenance effectiveness and efficiency, can be continually evaluated and improved upon.
- Sound stewardship of public resources is exercised to deliver defence capability.

It is Canada's intent to work with the contractor to develop a governance charter for the life of the contract.

3.2 Canada's Responsibilities

Canada will retain responsibility for Crown maintained Government Equipment.

Canada will normally provide the following harbour services in the Naval Dockyards.

Description
Appropriate electrical shore supply
Potable water supply
Disposal of vessel's staff domestic garbage
Telephone, DND Intranet and cable TV services
Hurricane hawsers and rat guards
Fenders
Brows and safety nets
Vessel fueling
Berthing support
Vessel Cleaning
Black & Grey Water
Bilge Pumping

Canada will be responsible for storing, de-storing and the management of these commodities for each vessel:

Description
Fuel
Rations
Cleaning supplies
Domestic supplies
Medical supplies
Stationary supplies
Galley supplies
Bedding
Small arms ammunition; explosives and pyrotechnics
Communication equipment
Cryptographic equipment
Entertainment Systems
Seamanship equipment (lines, ropes, etc)
Small Boats
Damage Control equipment

3.3 Program Management

Program management encompasses the management of activities for initiating, planning, scheduling, executing, controlling, and closing-out all work performed by the Contractor and their Subcontractors.

The Contractor will perform Program Management based on extensive experience in engineering management by qualified personnel, and demonstrated knowledge of key schedule and cost drivers; an understanding of the Contract requirements; a commitment to continual improvement, performance and optimization across the entire program.

The following list of plans provides industry with a sample of what may be required for the effective and efficient management of this contract. Plans/deliverables are intended to be developed, delivered, implemented, and maintained by the Contractor throughout the life of the contract:

- Program Management Plan (PMP). The PMP is the plan that describes the Contractor's management approach, strategy, plans, methodologies and processes for meeting the requirements of the Contract.
- Annual Operating Plan (AOP). The AOP describes the business outlook that sets priorities and forms the basis for managing the program within budget allocation to manage and plan the high-level work activities of the ISSC. This plan will include MWAV priorities and maintenance activities, and will be aligned with the RCN Fleet Schedules to ensure platform availability for the Contractor. The AOP will detail all core work that the Contractor plans to perform during the DND ongoing fiscal year but also includes a forecasted three year plan. The AOP will contain two subordinate plans for the vessels on the East and West Coast. Canada will provide to the Contractor, the forecasted annual budget to aid in the development of the AOP. Canada will also provide the Contractor information to allow for a prioritization of known work when developing the AOP.
- Contract Work Breakdown Structure (CWBS). The CWBS consists of an indented list, graphical chart(s) and a complete hierarchical dictionary of the goods, services and other tasks to be performed for the Contract. It constitutes the principal framework for the MWAV Program, program authorization, and control of scheduled work and formal reporting of schedule status for the Contract.
- Risk Management. Risk management will include a Risk Management Plan that describes how the Contractor plans on managing risk and issues. Risk management will be performed on a continuous basis and at all levels within the Contract. Risk reporting may be done using a Risk Register or a similar tool.
- Performance Management Plan. Performance management may be implemented as part of the MWAV IV Contract. Performance management will be explored during Industry Engagement. This engagement will shape the initial selection of Strategic Performance Measures (SPM), Key Performance Indicators (KPI) and System Health Indicators, (SHI) which will be encapsulated within the draft Request for Proposal (RFP). The implementation of Performance Management and Measurement System would be implemented collaboratively with the Contractor following contract award.
- Quality Management Plan. A Quality Management Plan that describes the development, implementation, maintenance and management of a Quality System applicable to all Contractor and Sub-contractor activities performed under the MWAV Program. The Contractor will implement a Quality Management System that adheres to at least ISO 9001:2015 Quality Management Systems – Requirements and all of its elements.
- Security Management. The Contractor must employ security considerations in the policies, processes, procedures, and safeguards of the work that are required to ensure the protection of personnel, facilities, data, communications, Information Management / Information Technology (IM/IT) assets, and other Support System elements in accordance with the Industrial Security Manual located at the following link: <https://www.tpsgc-pwgsc.gc.ca/esc-src/msi-ism/index-eng.html>. The Contractor must ensure their personnel and their subcontractors obtain their security clearances and Visit Clearance Requests in advance of commencing work in dockyards and on vessels. Requests for Security Sponsorship should be sent to the Contracting Authority as early as possible to avoid potential delays in completing the work.

- **Subcontractor Management.** The Contractor is responsible for the selection, engagement, management and quality of all vendors, suppliers and service providers. The Contractor must ensure that the Subcontractors have capability and capacity to do the work for which they are responsible and in accordance with the safety, security and environmental requirements. In most cases, the Contractor will select its Subcontractors using a competitive process and all work must be done in Canada, unless otherwise authorized or directed by Canada.
- **Maintenance of Support Agreements.** For Canada to retransfer Government Property subject to International Traffic in Arms Regulations (ITAR) or other Nations export controls, Canada will arrange for and maintain the required retransfer approval or applicable licenses. The Contractor will obtain and manage any Technical Assistance Agreements (TAA), accreditations, and manufacturing licence agreements required in accordance with the contract to execute the Work. The Contractor will obtain and manage any Third Party Transfer Agreements required ensuring that applicable documents are valid for the duration of the Contract, as required under ITAR if a TAA, and/or Export License or similar document is required for the performance of the Work. Canada will identify the list of ITAR items on-board each vessel in the vessel dossier.
- **Controlled Goods Management.** The Contractor and any subcontractor are advised that, within Canada, only persons who are registered under, exempt under or excluded under the Controlled Goods Program (CGP) are lawfully entitled to examine, possess or transfer Controlled Goods. It is likely that the Contractor will produce, implement, maintain, and update a Controlled Goods Management Plan as part of this Contract. The link to CGP is below and it describes Contractor requirements for registration. <https://www.tpsqc-pwgsc.gc.ca/pmc-cgp/enregistrement-register-eng.html>
- **Government Property Management.** Canada will provide Government property to the Contractor including Government Owned Material (GOM) and Government Furnished Information subject to the terms and conditions of the Contract. The Contractor will submit and maintain a Government Property Report throughout the Contract duration.
- **Occupational Health and Safety.** It is DND policy to maintain an Occupational Health and Safety (OHS) program to ensure that OHS considerations are incorporated into every aspect of departmental operations including training and support activities. The Contractor will be responsible to produce, implement, maintain, and update an Occupational Health and Safety Management Plan. The Contractor's program will incorporate both Provincial and Federal requirements. The Contractor will be responsible for the safety practices of their employees and subcontractors.
- **Environmental Management.** It is DND policy to maintain an Environmental Management Program to ensure that environmental considerations are incorporated into every aspect of departmental operations including training and support activities. The Contractor will be responsible to produce, implement, maintain and update an Environmental Management Plan. The Contractor will be responsible for the environmental practices of their employees and subcontractors.
- **Meetings.** Meetings are an essential aspect of communications and are component of building relationships. Due to the nature of the MWAV Program, there will be several categories of in-person and teleconference meetings during the life of the Contract. Wherever practical technical meetings and progress meetings will be conducted during the same period as Progress Review Meetings (PRMs). The Contractor will be

responsible to host all meetings and produce agendas and minutes for PRMs, Joint Working Groups, Governance and Ad Hoc Meetings. Through engagement, the number and types of each meeting will be defined in the Statement of Work.

3.4 Performance Management

It is intended that specific performance measures will be negotiated once MWAV IV has reached steady state, and Canada and the Contractor can identify target areas in need of improvement. To facilitate this discussion, a draft performance framework is included in this RFI package outlining a three tier approach with example areas of focus identified in each tier that would be identified collaboratively after contract award, refer to Appendix 2. Tier 1 - Strategic Performance Measures (SPM), Tier 2 - Key Performance Indicators (KPI), and Tier 3 - System Health Indicators (SHI).

In addition, the inclusion of a Governance Charter will need to be established to outline a governance framework with defined regular meetings to review objective performance data and program status. The intent is for the framework to be flexible in that once performance targets are achieved, governance meetings are called upon to identify new target areas in need of improvement.

3.5 Design Intent Management

Management of Design Intent (DI) includes the validation of ship performance against the DI and the continuing alignment of the DI with actual ship performance.

The Design Intent is the combination of the operational requirements, regulatory and legislative requirements, design standards, and operational and technical policies which govern the design, operation and maintenance for the Vessels within the MWAV Contract. In order for the Design intent to be maintained the Contractor will ensure that the information in the Vessel Dossier such as the Maintenance Support and Certification Requirements are followed to ensure all vessels meet the intent of class description, safety, environmental, and performance requirements. The Contractor will evaluate the actual performance of vessels against the expected performance specified in the vessel dossier. The Contractor will make recommendations for aligning actual vessel performance with DI and provide information to DND to manage any deviations.

3.6 Life Cycle Materiel Management (LCMM)

LCMM services contain all of the functions to effectively manage ships, systems and equipment through life. LCMM activity is undertaken to ensure that the vessels perform in accordance with their DI. The Contractor supports the Class Program Manager through the provision of LCMM services.

The goals of LCMM within the In-Service Support system are to:

- a. Provide the optimal in service support program based on available resources;
- b. Maintain accurate and quantitative understanding of the costs (labour, materiel, time) to maintain vessels in accordance with their DI; and
- c. Continuously strive to achieve ISS outcomes, as outlined above, through performance management, continuous improvement, and innovation.

Maintenance Program Management (MPM). The objective of the MPM is to reduce the likelihood of equipment failure and to confirm that equipment is operating within specified performance limits. A key element that supports MPM is the design of the planned maintenance program and the supporting technical documentation. The Contractor will maintain all maintenance program documentation current with the vessel configuration and Design Intent.

The Contractor will identify maintenance program inefficiencies and recommend improvements to the maintenance program. The Contractor will perform maintenance cost trends analysis by system, equipment, vessel or class of vessels on a continuous basis. The Contractor will identify maintenance program cost drivers as soon as they are identified and recommend solutions.

Configuration Management. Configuration Management (CM) includes the processes of CM planning, configuration identification, configuration control, configuration status accounting, and certification and audits. The Contractor will develop and implement the CM Plan based upon the vessel priorities established by Canada.

Obsolescence Management. Obsolescence management is essential to achieve optimum cost-effectiveness throughout the life cycle of a vessel. A proactive approach to Obsolescence Management ensures that plans are in place to identify and mitigate risk when parts, spares, equipment, skills and software etc. become obsolete.

Life Cycle Cost Assessment Management. The purpose of Life Cycle Cost Assessment is to provide DND with the information required to validate the costs of sustaining the MWAV vessels. Cost analysis will enable DND and the Contractor to prioritize areas and focus continuous improvement efforts. The Contractor will perform life cycle cost assessments and report the results of these assessments to DND.

3.7 Supply Support Services

The Logistics Support function encompasses the management and provision of material required for support of maintenance and operational activities. Spares and asset inventory management is an essential component of the overall Materiel Acquisition and Support system and a major activity to support MWAV vessels.

Procurement. The Contractor will implement a cost-effective procurement plan thereby ensuring value for money is attained.

Materiel Disposal Support. Disposal Support includes identification of equipment that are no longer required, supportable, economically repairable, or fit-for purpose. Canada will be responsible for disposing of all materiel and the Contractor will work collaboratively with Canada to follow the applicable legislation and DND policies.

Platform Disposal Support. The Contractor will assist Canada with preparing vessels for disposal. Any vessel disposal activities will be considered emergent.

Spares and Asset Inventory Management. Spares and Asset Inventory Management includes the necessary management of inventory and assets to provide the optimal delivery of maintenance spares, mission pack-up kits, mission spares, Special Tools and Test equipment (STTE), and other support assets. The Contractor will make recommendations to change vessel sparing levels (minimum and maximum holdings). A critical component of inventory management is Integrated Logistics Support analysis, the establishment of inventory control and a stocktaking program. Spare parts will normally be competitively bid.

Warehousing Operations. The Contractor will be responsible for warehousing, receiving and issuing spares or stock. The Contractor will provide warehouse space within 50 km of the Halifax and Esquimalt dockyards. The Contractor's warehouse space will internally accommodate, the storage of all vessel payloads and all parts and consumables needed to support maintenance activities.

3.8 Quality Management

Quality Management entails the development, maintenance and management of a Quality Management System applicable to both the Contractor and the Sub-Contractors' activities, ensuring on-going and completed work undergoes a Quality Assurance process to ensure the quality of the work. The Contractor will be responsible for the production of a Quality Plan for the Work and a Quality Manual detailing the Quality Management System in accordance with ISO 9001:2015.

3.9 Engineering Services

Engineering Services covers the provision of engineering support in the field of naval architecture, electrical, electronic, software and mechanical engineering. This includes activities such as engineering studies, failure investigation and analysis, preparation of docking specifications and pre-docking surveys, maintenance of the Technical Data packages, and the management and implementation of Engineering Changes (EC).

The EC process covers requirement definition through to the installation and acceptance of the change. ECs are required to sustain existing capabilities and/or implement new capabilities. The introduction of an EC also includes an impact assessment for the maintenance, training and logistic support.

Engineering Specification Services. The Contractor will be responsible to prepare engineering documentations and specifications to support the MWAV Program.

Vessel Margin Management. Vessel Margins will be identified in the Vessel dossiers. The Contractor will manage vessel margins when conducting any engineer design and analysis tasks.

Engineering Analysis and Investigation. The Contractor will conduct engineering studies and technical evaluations. The Contractor will conduct option analysis for new equipment or modifications to existing equipment or structure. The Contractor must identify potential technical risks as part of the option analysis.

3.10 Value Engineering

Value Engineering is an organized and systematic approach that analyzes the functions of systems, equipment, facilities, services and supplies to ensure they achieve their essential functions at the lowest life-cycle cost consistent with required performance, reliability, quality, and safety. It is the MWAV Program's intent that Value Engineering is implemented using a systematic approach to analyze work requirements to reduce costs while maintaining or improving performance.

3.11 Maintenance Support Services

The Maintenance Support function encompasses the management and provision of planned and corrective maintenance for the vessels. Preventive Maintenance (PM) routines and vessel PM schedules are currently contained in the Sir Joseph Isherwoods Limited (IMIS®) software, hereafter referred to as Isherwoods Management Information System (MIS). Vessel dossiers contain a synopsis of a vessel's PM routines and PM schedules (Please refer to Appendix 3 and Appendix 4 of Annex A for examples).

Scope of Maintenance Support Services:

The complexity of the maintenance task determines its level.

First Level Maintenance. These maintenance tasks are assigned to individual vessels and are normally carried out by Ships Staff. The Contractor should be prepared to coordinate the performance of any first level maintenance that is missed or not performed by ship staff, as directed by Canada.

Second Level Maintenance. These maintenance tasks are assigned to individual vessels and are carried out by a repair facility (Canada or Industry).

Third Level Maintenance. The contractor will coordinate all Third Level Maintenance.

Some systems and equipment on MWAV vessels are excluded systems. For excluded systems Canada will provide maintenance and logistical support. These systems are not the responsibility of the ISS Contractor due to their unique nature or technical background that demands government oversight or highly specialized support (i.e. cryptographic, ammunition, identified weapon systems). Please refer to the vessel dossiers for the complete list of excluded systems.

Preventive Maintenance Services. The Contractor must coordinate preventive maintenance. The execution of preventive maintenance is performed by sub-contractors.

Corrective Maintenance Services. The Contractor must coordinate corrective maintenance. The execution of corrective maintenance is performed by Subcontractors.

Repair and Overhaul. The Contractor must assess if spares and major assemblies replaced during a corrective maintenance activity are beyond economical repair or repairable. If repairable, the Contractor must maintain a Repair and Overhaul (R&O) line to repair the spares and send them back to warehouse; if not, the Contractor must initiate the disposal process.

3.12 Docking Work Period (DWP) Management

A DWP is a level two or three maintenance period scheduled as required for the specific purpose of carrying out maintenance for which a ship must be docked. A DWP is conducted as a project. The TA will identify the interval for each vessel's DWP. The Contractor will manage and coordinate MWAV DWPs. This will include the selection of shipyards to conduct the work in accordance with the Docking Specifications.

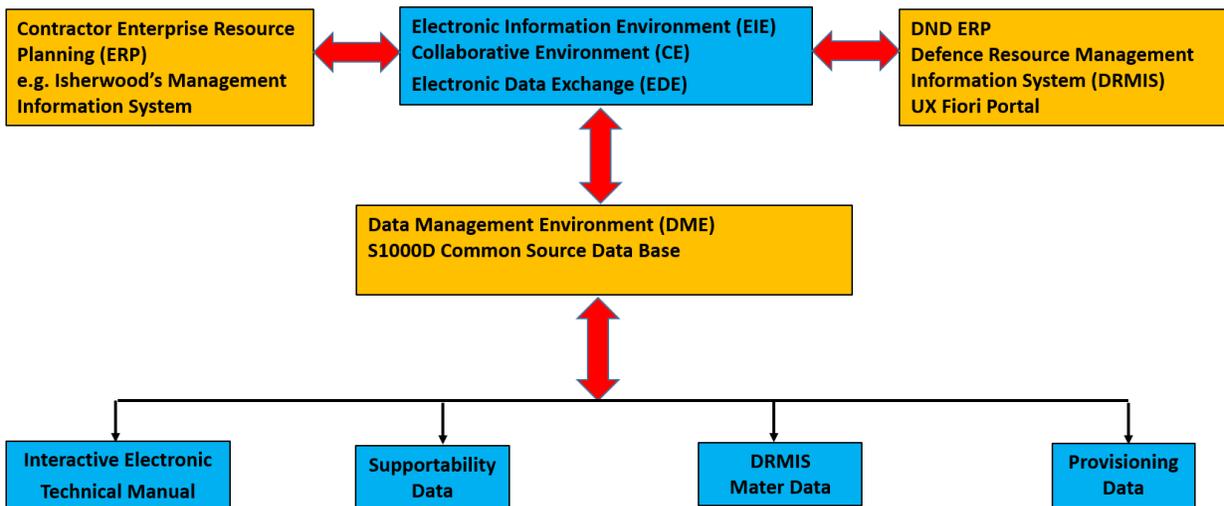
The Contractor will also be responsible for coordinating Short Work Periods (SWP) for Kingston Class and Orca Class vessels within the Dockyard. Typically the operational community allocates 14 weeks per year to conduct SWPs for Kingston Class and 8 week SWP per year for Orca Class. The Contractor will be required to plan the PM/CM routines during the designated windows. This planning requires flexibility as the operational requirements can change with short notice.

3.13 Information Management and Data Support

Information Management and Data support ensures that the Contractor creates, supports and maintains an appropriate data sharing environment with Canada. At this time, Canada uses Isherwoods MIS as the system of record for the MWAV program. The Contractor will be expected to use and support this system at least during the contract Start-Up/Transition phase.

The MWAV Program will be a highly integrated support program bringing together DND and industry related engineering and maintenance support processes to meet the objectives and requirements of the MWAV Program. A key tenet of the MWAV IV Program is to ensure all requisite business processes and associated engineering and maintenance data are well aligned. To effectively meet this objective, an Integrated Data Environment (IDE) will be developed to align DND and Contractor support processes and align and share necessary engineering and maintenance support data. The figure below refers.

MWAV Integrated Data Environment (IDE)



3.14 Training Support Services

The Contractor will train both their personnel and Canada's personnel on the Isherwoods MIS or on the Contractor's Enterprise Resource Planning (ERP). Canada will be responsible to provide training on the Defence Resource Management Information System (DRMIS) to designated Contractor personnel. Canada will be responsible to ensure that the Contractor and the Contractor's Sub-contractors receive safety and emergency procedures that are followed in the DND Dockyards.

3.15 Technical Data Management

Technical Data Management includes the management of all Design Intent and program data. It includes data access control, revision control, archiving, storage, retrieval and dissemination. The goal of Technical Data Management is to provide the right information, to the right users at the right time to support processes and activities contributing to their performance objectives.

The Contractor will maintain the In-Service Technical Data and vessel TDPs to represent the configuration of the vessel. The Contract will track revisions to the In-Service Technical Data and vessels TDP such that revision level and any other pertinent status indicators are recorded. The Contractor will store and control the Baseline Technical Data and obtain, catalogue and store any pertinent technical reference information, studies and research information, pertaining to the operation and maintenance of the vessels, as reference information. The Contractor will maintain an up to date class TDP and a vessel TDP when there is more than one vessel in a class.

The Contractor must maintain the electronic version of the TDP, provided by Canada as GFI for all vessels and this will serve as the most current TDP for each vessel throughout the conduct of the work. The Contractor will ensure that all technical data provided by DND and generated by the Contractor is made available to Canada on the Contractor hosted Collaborative Environment.

3.16 Technical Schedule Management

Technical Schedule Management is the management of the interface between the local materiel support program (the Dockyards, Fleet Maintenance Facilities (FMF), and the ISS Contractor) and the Royal Canadian Navy (RCN) operational program.

The Contractor will be responsible for providing sufficient fidelity and flexibility in their work planning to allow for coordinated work scheduling with potentially conflicting priorities within Halifax and Esquimalt dockyards. This coordination will occur within a Waterfront Management (WfM) construct, led by FMF Cape Scott and FMF Cape Breton.

3.17 Cooperation and Coordination with DND and External Parties

The liaison between the Contractor and RCN Formations and Units through designated coastal representatives is essential to coordinate the exchange of information for planning and coordinating approved work. Liaison between the Contractor and designated third-party organizations is also essential. It is anticipated that the Contractor as a minimum will establish and maintain contact with the following:

- American Bureau of Shipping, which is the classification society for MWAV vessels;
- Fleet Maintenance Facilities; and
- Third party organizations designated by Canada.

3.18 Naval Materiel Assurance

Material Assurance Management includes class performance and safety, certification of platforms, design intent management and materiel risk management.

The Naval Materiel Regulations for Surface Ships is a key element of the Naval Materiel Assurance framework. It provides assurance Canada that the ships and auxiliaries are safe and that the risk of non-combat loss of ship and lives is reduced to a level As Low as Reasonably Practicable. The goal of NMA is to provide assurances that materiel is fit for purpose, safe and environmentally compliant. Coordination between the Contractor, the ABS, and the Non-Combatant Classification Society is critical for the success of the MWAV ISSC.

Lifting Appliance Specification and Certification. The Contractor will conduct or coordinate lifting appliance testing for all vessels and payloads. The Contractor will maintain a current record of test and inspection dates and results.

Annual Condition Survey (ACS). American Bureau of Shipping (ABS) will survey the vessels annually (e.g., Service Life Evaluation Program Surveys) as part of the Non-Combatant Classification Society (NCCS) contract. They also conduct pre-docking surveys and special surveys during corrective maintenance activities. The Contractor must coordinate and support ABS in conducting the surveys. Any areas that are not covered by ABS are surveyed by the Contractor during their Annual Condition Survey (ACS). It is to be noted that the ACS should complement the ABS surveys and not duplicated the efforts.

Statement of Structural Integrity. The purpose of the Statement of Structural Integrity (SSI) is to provide a clear and permanent record of the structural condition of a vessel. The SSI constitutes a professional opinion on the structural condition of the vessel for the benefit of DND's operational decision making authorities. The SSI is issued by the Design Authority (DA), on recommendation from the Contractor, on a five year cycle, corresponding to the 60 monthly hull surveys that would be conducted by the Classification Society. The SSI issued only for Kingston Class vessels.

3.19 Operational Support Services

Some vessels, predominately the Kingston Class and HMCS Oriole will deploy away from their home ports for extended periods of time. Deployment periods and durations will be coordinated through the applicable delegated technical authorities. Planning is needed to support these deployments. The outcome of operational support services is that vessels are available for the duration of the stated deployment. The Contractor will provide support for deployed vessels operations and dockings throughout the world unless there are safety concerns which cannot be overcome through alternative approaches.

The Contractor must plan and coordinate support for all phases when vessels deploy outside their normal home port. The Contractor must plan support with applicable delegated technical authorities.

The Contractor may be tasked to support MARLANT and/or MARPAC controlled at-sea trials in support of Canada's Readiness Support Program.

3.20 Ship Disposal Management

Given the contract term is aligned with the end of design life of Kingston Class, the MWAV IV becomes a natural choice to prepare the vessels for disposal and manage the disposal services. The disposal efforts include identification and removal of spares from the warehouses, Technical Data Package cleanup and Information Management System cleanup in addition to the vessel disposal. It is to be noted that Canada shall oversee the entire disposal process, especially when the assets are controlled goods.

3.21 Resource Requirements

The MWAV Program needs adequate Contractor resources to manage the Contract and perform core and emergent tasks. Due to the diverse nature and the number of vessels supported and the requirement to operate warehouses on each coasts, adequate human resources is critical to the success of meeting the RCN and DND operational support requirements.

The work locations are CFB Halifax Dockyard, NS, 12 Wing Shearwater, NS, CFMETR, BC, 19 Wing Comox, BC, and CFB Esquimalt Dockyard, Colwood, BC and Ottawa, Ontario. Canada may add or remove vessels from the contract, move vessels from one work location to the other, and may add or remove work locations, throughout the period of the contract. The contractor will have to provide permanent personnel to work locally to support CFMETR and 19 WingComox due to the operational imperatives of their support.

In order to support the MWAV in-service support program there is a need to have adequate staff to manage the Contract and perform core and emergent tasks. Based upon current experience, it is recommended the Contractor employ as a minimum the following key personnel and these individuals should not fulfill more than one function.

- One Program Manager;
- One Deputy Program Manager;
- One Engineering Manager;
- One Quality Assurance Manager;
- One Integrated Logistics Support Manager;
- Two Support Supervisors, one per coast, to manage maintenance and to conduct day-to-day business with Canada's offices.

Additional resources are required to coordinate and conduct various activities such as preventive maintenance, corrective maintenance, engineering changes, warehouse management, LCMM, performance management, quality assurance / quality check, ABS Survey coordination, sub-contractor management and waterfront management to name a few.

Clerical Support. The Contractor will perform the clerical work necessary to carry out the terms and conditions of the Contract with respect to the preparation, filing, and transmission of all forms, reports and correspondence, relating to the movement, accounting for, storage, repair, overhaul, quality control and investigation of materiel covered by this contract.

Appendix 1 – MWAV Vessel List

Appendix 2 - Draft Performance Management Framework

Appendix 3 - Vessel Dossier Kingston

Appendix 4 - Vessel Dossier Glen Tugs