

**Solicitation NO.: T8080-190510****Advance Contract Award Notice**

**1. Title:** Vehicle eligibility validation services for the Incentive for Zero-Emission Vehicles Program.

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 requirement**

The Incentive for Zero-Emission Vehicles (iZEV) Program was originally announced in Budget 2019 - Investing in the Middle Class. The program was subsequently launched on May 1<sup>st</sup>, 2019. Since the Program launch, Transport Canada (TC) has been providing point-of-sale incentives for consumers who buy or lease an eligible zero-emission vehicle. The aim of the Program is to increase the adoption of zero-emission vehicles by prioritizing incentives for middle-class Canadians. The iZEV program is offered to both individual and business consumers alike.

The iZEV Program provides incentives of up to \$5,000 to any individual or business buying or leasing (12 months or more) an eligible zero-emission vehicle. TC has set out specific criteria for purchases/leases to be considered eligible for the incentive. In order to effectively deliver the iZEV Program, TC undertakes a review process for claims submitted under the program to ensure program eligibility criteria are met.

**3. Background****Criteria for assessment of the Statement of Capabilities (Minimum Essential Requirements)****Objective/Requirement**

TC is seeking a Contractor with the capacity to provide web-based, real-time access to Canadian vehicle registration and ownership data to support its claim review process for the iZEV program.

The Contractor must be capable of providing TC with real-time access to provincial and territorial vehicle registration and licensing records to validate Vehicle Identification Numbers.

Access to this data must be available to authorized TC employees through a secure, web-based portal.

These services are required in order to support the iZEV Program, which is a program aimed at providing federal funding to increase the adoption of zero-emission vehicles (ZEV) across Canada through purchase incentives.



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#### 4. Deliverables

##### Access Capacity

The Contractor must have the capacity to provide TC with access to real-time Canadian vehicle and ownership registration data through a secure, web-based portal in which pre-determined query parameters will be used to support the claim review process. The Contractor must be able to provide query parameters based on the following data elements; vehicle identification number (VIN), date of birth, jurisdiction of registration and postal codes for all claims that TC receives for the iZEV Program.

##### Technical Solution

The Contractor must have the ability to provide and/or develop a customized technical solution capable of providing TC employees with the ability to access the Contractor’s services from TC’s offices.

The Contractor must have a technical solution that has the capacity to match a query containing the date of birth, postal code and Vehicle Identification Number (VIN) with real-time access to provincial and territorial vehicle registration and licensing records. Through this solution, TC must receive an indicator of whether the query returns either a match or non-match based on each of the data elements entered. The results of the query must be in such a way that enables TC to determine whether a claim meets the iZEV Program’s eligibility criteria as part of the claim review process.

##### Sample of Query Parameters

Input Data	Data Element Type		Data Returned	Data Element Type
Vehicle Identification Number (VIN)	Text		Registered in Canada	Yes/No
Date of Birth	Text		Registered Owner of Vehicle	Yes/No
Postal Code	Text		Registered Owner of Vehicle	Yes/No
Province/ Territory of registration	Text		Province/Territory of registration	Yes/No

Individual queries that are entered by TC will be deemed as complete when a result of ‘match’ or ‘non-match’ is provided for each query and its individual data elements e.g., VIN, date of birth, postal code and jurisdiction of registration.

Services must be delivered via a secure, web-based portal in which authorized TC employees have access to input data elements to validate that a vehicle has been registered to the same person/business identified in the claim (based on the date of birth and/or postal code of the



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registered owner). The awarded Contractor must be able to provide IT support in a timely manner for the web-based portal when any questions and/or issues arise, as required.

The Contractor's resource(s) must be available to meet when issues arise, as required. For contractual and/or service matters a senior level resource must attend requested meetings, when required. For technical components an additional resource at the junior level must be available to provide support, when required.

Any system or database interruptions and/or failures that would cause access issues to the database to complete the queries must be communicated to TC immediately by email to inform the Project Authority, and provide a timeline of when services are expected to resume. If TC identifies a system, database interruption and/or failure, or any other issue with the service, the Contractor must take action to rectify the situation in a prompt manner, within their capability and without delay.

### 5. Applicability of the trade agreement(s) to the procurement

This procurement is subject to the following trade agreements: •

- International and National Trade Agreements
- North American Free Trade Agreement (NAFTA)
- World Trade Organization Agreement on Government Procurement (WTO-AGP)
- Canada-European Union Comprehensive Economic and Trade Agreement (CETA)
- Canada-Chile Free Trade Agreement (CCFTA)
- Canadian Free Trade Agreement (CFTA)
- Canada-Peru Free Trade Agreement (CCFTA)
- Canada-Columbia Free Trade Agreement (CCoIFTA)
- Canada-Panama Free Trade Agreement (CPanFRA)
- Agreement on Internal Trade (AIT)
- Bilateral Free Trade Agreements

### 6. Justification for the Pre-Identified Supplier

On March 19, 2019 the iZEV Program was announced in Budget 2019 – Investing in the Middle Class, and the program was launched on May 1, 2019.

In order to implement the iZEV Program effectively and within a timely manner Transport Canada (TC) established a contract with the Canadian Council of Motor Transport Administrators (CCMTA). The CCMTA is the only supplier, that has the ability to provide consolidated real-time access to provincial and territorial vehicle registration and ownership databases, which is used to support the claim review process for the iZEV program. TC requires that this data is provided in real-time in order to meet its claim review timelines and service standards under the iZEV Program. The initial contract was sole-sourced under TC's delegated contracting authority as CCMTA is believed to be the only entity with the ability to deliver this service.

Furthermore, the data that TC is looking to access includes a significant amount of personal information, which may necessitate varying security and access requirements based on

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provincial and federal privacy legislation that any supplier would need to secure prior to being able to provide the services required by TC.

These factors could not have been attained or accomplished by alternative contractors within the timeframe for program delivery.

**7. Government Contracts Regulations Exception(s)**

Indicate all relevant exceptions under the Government Contracts Regulations (GCRs).

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

**8. Ownership of Intellectual Property**

Ownership of any Foreground Intellectual Property arising out of the proposed contract will vest in the Contractor. Refer to clause 4006 (2010-08-16) Contractor to Own Intellectual Property Rights in Foreground in accordance with the Policy on Title to Intellectual Property Arising under Crown Procurement Contracts: <https://www.ic.gc.ca/eic/site/068.nsf/eng/00005.html>

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

The proposed contract is for a period of six (6) months, from April 1, 2020 to September 30, 2020. The contract includes seven (7) four month Option Periods and one (1) two month Option Period to extend the contract period.

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

The estimated value of the contract, is \$50,000.00 (GST/HST extra).

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

Canadian Council of Motor Transport Administrators  
1111 Prince of Wales Drive, Suite 404  
Ottawa, Ontario K2C 3T2

Attention: Martin Rochon, Senior Director of Administration and Member Services  
Tel: (613) 736-1003, ext. 252  
Fax: (613) 736-1395  
Email: mroclion accmta.ca

**12. Suppliers' right to submit a statement of capabilities**

Suppliers who consider themselves fully qualified and available to provide the 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.



Transport Canada

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### **13. Closing date for a submission of a statement of capabilities**

The closing date and time for accepting statements of capabilities is February 13, 2020 at 10:00 a.m. EST.

### **16. Inquiries and statements of capabilities are to be directed by email to:**

Barbara Gorman  
Transport Canada  
275 Sparks Street  
Ottawa, Ontario  
K1A 0N5  
Telephone: 613-993-8447  
E-mail : [Barbara.gorman@tc.gc.ca](mailto:Barbara.gorman@tc.gc.ca)

