

ACAN – Infectious Disease Specialist, Ontario Region

An advanced contract award notice (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 and time stated in the ACAN, the contracting officer may then proceed with the award to the pre-identified supplier.

1. Definition of the requirement:

The Correctional Service Canada (CSC) Public Health Services requires the services of an infectious disease specialist for the twelve (12) federal institutions within the Ontario Region. The work will involve the following:

1.1 Objectives:

To provide infectious disease services, in person or through approved media access, to federally incarcerated HIV positive offenders in the Ontario Region as an infectious disease specialist.

1.2 Tasks:

The Contractor must:

1.2.1 Provide clinics, as scheduled, via video conference or in person, every three (3) months to each of the twelve (12) sites listed below. The clinics are typically 1-3 hours in duration depending on site and client (inmate) availability.

- Bath Institution
- Millhaven Institution
- Collins Bay Medium Institution
- Collins Bay Minimum Institution
- Regional Treatment Centre (O) – Bath and Millhaven Sites
- Joyceville Medium Institution
- Joyceville Minimum Institution
- Beaver Creek Medium Institution
- Beaver Creek Minimum Institution
- Grand Valley Institution for Women
- Warkworth Institution
- Henry Traill Community Correctional Center

1.2.2 Provide Clinical Instruction on infectious disease to CSC Health Care Services

1.2.3 Provide phone consultations on both minor and complex issues to CSC Health Care Services

1.2.4 Conduct Infectious Disease Medical Clinics

1.2.5 Consult with community medical specialists for essential services as required and consistent with community standards.

1.2.6 Ensure a qualified replacement is available in the event the contractor is unable to provide and maintain services.

1.3 Expected results:

- Provision of annual Clinical Instruction, as requested, on infectious diseases to Correctional Service Canada Staff. Maximum instruction will not exceed 5 events; maximum 3 hours each session per year.

- Provision of relevant information such as examination, diagnostic investigation, diagnosis, treatment provided/recommended and medication prescribed, is entered in the offender's Health Care Record.
- Provision of advice on clinical infectious disease protocol, if required by Correctional Service Canada, including medical directives.

1.4 Performance standards:

- The Contractor must take into account gender, cultural, religious and linguistic differences and be responsive to the special need of women and Aboriginal People.
- At its discretion, CSC will perform a Quality Improvement review of contractor's treatment regime to ensure it is appropriate.
- All data collected and clinical notes taken will be the sole property of CSC.
- Work shall be completed on regular weekdays.
- In the event of an institutional shut-down of more than one day, services may be suspended by the departmental Representative/Project Authority, the Regional Manager, Public Health, Ontario or an approved substitute
- The contractor must provide all services in compliance with federal and provincial legislation and standards, provincial and national guidelines, practise standards, and CSC policy/Guidelines.
- CSC's policies and guidelines can be found on the CSC internet website at www.CSC-SCC.GC.ca or available in hard copy from the Project Authority.

1.5 Deliverables:

1.5.1 Provision of infectious diseases services to inmates and clinical instruction and support on infectious diseases to staff.

1.5.2 Paper consumption:

- a. Should printed material be required, double sided printing in black and white format is the default unless otherwise specified by the Project Authority.
- b. The Contractor must ensure printed material is on paper with a minimum recycled content of 30% and/or certified as originating from a sustainably managed forest.
- c. The Contractor must recycle unneeded printed documents (in accordance with Security Requirements).

1.6 Constraints:

1.6.1 Location of Work:

The Contractor must provide services in person or via video conference, as requested by the Project Authority, at the following locations:

- Bath Institution
- Millhaven Institution
- Collins Bay Medium Institution
- Collins Bay Minimum Institution
- Regional Treatment Centre (O) – Bath and Millhaven Sites
- Joyceville Medium Institution
- Joyceville Minimum Institution
- Beaver Creek Medium Institution
- Beaver Creek Minimum Institution
- Grand Valley Institution for Women

- Warkworth Institution
- Henry Traill Community Correctional Center

a. Travel

Travel to the locations listed under 1.6.1 will be required for performance of the work under this contract:

1.6.2 Language of Work:

The contractor must perform all work in English.

1.6.3 Security Requirements:

This contract includes the following security requirements:

1. The Contractor/Offeror must, at all times during the performance of the Contract/Standing Offer, hold a valid Designated Organization Screening (DOS), issued by the Contract Security Program (CSP), Public Works and Government Services Canada (PWGSC).
2. The Contractor/Offeror personnel requiring access to PROTECTED information, assets or sensitive site(s) must EACH hold a valid RELIABILITY STATUS, granted or approved by the CSP, PWGSC.
3. The Contractor/Offeror MUST NOT remove any PROTECTED information or assets from the identified site(s), and the Contractor/Offeror must ensure that its personnel are made aware of and comply with this restriction.
4. Subcontracts which contain security requirements are NOT to be awarded without the prior written permission of the CSP, PWGSC.
5. The Contractor/Offeror must comply with the provisions of the:
 - a) Security Requirements Check List and security guide (if applicable), as noted in the contract;
 - b) Industrial Security Manual (Latest Edition).

2. Criteria for assessment of the statement of capabilities (minimum essential requirements):

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

Experience:

The Supplier must have a minimum of five (5) years clinical experience, obtained within the last ten (10) years prior to ACAN closing date, working with marginalized populations and Offenders with co-morbid diagnoses including mental health disorders, substance abuse and hepatitis C.

The Supplier must have a minimum of five (5) years of clinical experience, obtained within the last ten (10) years prior to the ACAN closing date, as an Infectious Disease Specialist.

The Supplier must have a minimum of six (6) months experience in Infection Prevention and Control experience related to COVID within Long Term Care settings.

Academic qualifications:

Professional designation, accreditation and/or certification:

The Supplier must have a PhD degree with a specialization in the area of HIV from a recognized Canadian University, or equivalent, as established by recognized Canadian academic credentials assessment service, if obtained outside of Canada.

The list of recognized organizations can be found under the Canadian Information Centre for International Credentials website.

The Supplier must have a license in good standing with the College of Physicians and Surgeons of Ontario.

3. Applicability of the trade agreement(s) to the procurement

This procurement is not subject to any trade agreement.

4. Set-aside under the Procurement Strategy for Aboriginal Business

This procurement is not subject to any set-asides for Aboriginal Suppliers.

5. Comprehensive Land Claims Agreement(s)

This procurement is not subject to a Comprehensive Land Claims Agreement.

6. Justification for the Pre-Identified Supplier

There is a limited number of HIV specialists available to provide services to meet the healthcare needs of CSC offenders.

Dr. Wobeser is an HIV specialist who has worked with CSC for many years and has expert knowledge with regard to our offender population. There are currently no other available options for this speciality in the area where facilities listed under 1.6.1 Location of Work are located. Dr. Wobeser has a unique designation as an HIV specialist that can provide direct care and treatment to the CSC population that is consistent with community standards.

The pre-identified supplier meets all of the minimum essential requirements described in this ACAN.

7. Government Contracts Regulations Exception(s)

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 contract.

8. Exclusions and/or Limited Tendering Reasons

The following exclusion(s) and/or limited tendering reasons are invoked under the section of the trade agreement(s) specified:

This procurement is not subject to any trade agreement.

9. Ownership of Intellectual Property

There are no intellectual property terms in the contract.

10. Period of the proposed contract or delivery date

The proposed contract is for a period of one (1) year, from April 1, 2021 to March 31, 2022 with an option to extend the contract for three (3) additional one (1) year periods.

11. Cost estimate of the proposed contract

The estimated value of the contract, including option(s), is \$343,832.35 (GST/HST extra).

12. Name and address of the pre-identified supplier

Name: Dr. Wendy Wobeser

Address: Contractor's place of business

13. 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 and time of this notice. The statement of capabilities must clearly demonstrate how the supplier meets the advertised requirements.

14. Closing date and time for a submission of a statement of capabilities

The closing date and time for accepting statements of capabilities is March 17, 2021 at 14:00 EDT.

15. Inquiries and submission of statements of capabilities

Inquiries and statement of capabilities are to be directed to:

Jason Scott

445 Union St West, Kingston, ON, K7L 4Y8

E-mail: Jason.scott@csc-scc.gc.ca