Fisheries and Oceans Canada | Pêches et Océans Canada

Procurement Hub – Fredericton
301 Bishop Drive
Fredericton, NB E3C 2M6

04 May 2021

30000240

ADVANCED CONTRACT AWARD NOTICE

TITLE: Arctic Phytoplankton and Ice Algae Taxonomic Analysis

ACAN:
The purpose of this Advance Contract Award Notice (ACAN) is to signal the government's intention to award a contract for these services to Sylvie Lessard ENR, Avis, Conseils et Analyses Taxonomiques de Phytoplancton, 295 Rang 6, Ste-Anne de-la Rochelle (QC) J0E 2B0.

Before awarding a contract, however, the government would like to provide other suppliers with the opportunity to demonstrate that they are capable of satisfying the requirements set out in this Notice, by submitting a statement of capabilities during the ACAN posting period.

If other potential suppliers submit a statement of capabilities during this ACAN posting period that meets the requirements set out in the ACAN, the government will proceed to a full tendering process on either GETS or through traditional means, in order to award the contract.

If no other supplier submits, on or before the closing date, a statement of capabilities meeting the requirements set out in the ACAN, a contract will be awarded to the pre-selected supplier.

INTRODUCTION:
Fisheries and Oceans Canada (DFO) requires taxonomic analysis of Arctic ice algae and phytoplankton, to support ecosystem studies on the impacts of climate change and other stressors on Arctic marine ecosystems, food web structure, and biodiversity.

BACKGROUND:
DFO has participated in long-term monitoring of ice-associated ecosystems in the high Canadian Arctic. Taxonomic analyses of primary producers are required to assess shifts in community structure related to carbon cycling and climate-driven changes in biodiversity and ecosystem integrity.

OBJECTIVES:
The objectives are to analyze Arctic sea ice and water column samples for taxonomic identification of ice algae and phytoplankton species. The taxonomic analysis will include potentially harmful algal cells and will be conducted to the level of species whenever possible.

WORK REQUIREMENT:
The Contractor shall analyze up to a maximum of 75 samples in the initial Contract period and up to a maximum of 100 samples in the subsequent option years. The sea ice and phytoplankton samples (20-250 ml) are preserved with acidic lugol solution and stored at room temperature. Each sample will be sub-sampled, settled and analyzed according to standard taxonomic protocols using an inverted microscope (400X magnification). Original count data and final concentrations (cells per L) will be provided.

Samples will be shipped from the Marine Productivity Laboratory, Freshwater Institute Winnipeg, to the Contractor. All analyses will be completed by a phytoplankton taxonomic expert. Marine Productivity laboratory will provide a

list detailing which samples are to be analyzed. Marine productivity will clearly label all samples with a sample name. The contractor will provide final data corresponding to same sample names.

TASKS AND DELIVERABLES:
Contractor shall process and analyze preserved taxonomy samples according to standard protocols for Arctic ice algal and phytoplankton analyses.

Contractor shall provide raw and final data for:
-each species (vegetative, empty or cyst) identified
-unidentified species grouped by genus and cell size
-major cell groups (e.g. pennate and centric diatoms).

Contractor shall provide details of subsampling and counting protocols.

Contractor shall inform Marine Productivity Laboratory if sample counts are hindered by any confounding factors.

RESOURCES AND LEVEL OF EFFORT
All samples completed and data sent to Marine Productivity by 31 March 2022.

MANDATORY CRITERIA:
- The contractor must have a certification from a recognized institution in phytoplankton taxonomy.

- The contractor must have a minimum of 10 years' experience in taxonomic analysis of marine phytoplankton and ice algae from the Canadian Arctic.

- The contractor has specialized training in the identification of taxa of phytoplankton and ice algae (diatoms, dinoflagellates and flagellate groups including Coccolithophorides, Prasinophytes, Cryptophytes, Euglenophytes), and experience identifying these taxa from the Arctic including the Beaufort Sea, Baffin Bay, the Canadian Archipelago and Hudson Bay.

- The contractor has extensive (> 5 years) experience identifying harmful algal species in the Atlantic and Arctic Oceans.

- The contractor is familiar with the taxonomic identification of samples preserved in acidic lugol's solution and is able to identify phytoplankton or ice algae cells preserved in this manner.

- The contractor will provide the workspace, and laboratory equipment and materials necessary for the completion of scientifically defensible Arctic marine phytoplankton and ice algae cell identification and counts. In particular, the contractor will provide:
    1. Hydro-Bios settling chambers and settling columns of a variety of sizes (5, 10, 25, 50 and 100 ml) to adapt for sample conditions;
       Hydro-Bios bottom glass and key, and rounded glass covers for the Hydro-Bios settling chambers;
    2. Pre-calibrated pipettes 100 µl – 5 ml, and high-precision volumetric measurements for samples of up to 100 ml;
    3. An inverted microscope with 100X, 200X, and 400X magnification, with phase-contrast and differential interference contrast, with size measurement capability;
    4. A digital camera adapted to the inverted microscope; and
    5. Specialized taxonomic documentation and references for the identification of ice algae and marine phytoplankton in the Canadian Arctic

ESTIMATED VALUE
The total value of the contract shall not exceed **$179,287.50** excluding all applicable taxes for the firm period from contract award to 31 March 2022 with 4 option years, each of 1 year duration. Initial Contract period is estimated at

$23,287.50; Option Year 1 is estimated at $36,000.00; Option Year 2 is estimated at $38,000.00; Option Year 3 is estimated at $40,000.00; and Option Year 4 is estimated at $42,000.00.

SECURITY REQUIREMENT
No Security Requirement.

TRADE AGREEMENTS APPLICABILITY OR OTHER OBLIGATIONS:
No Trade Agreements apply. Animal and Fisheries studies exemption.

GOVERNMENT CONTRACTS REGULATIONS EXCEPTION AND LIMITED TENDERING REASONS:
The following policy requirements are applicable to this ACAN process:

> **Applicable Exceptions to Soliciting Bids under the Government Contracting Regulations (GCRs)** (Section 6):
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> Section 10.2.1 Section 6 (d) only one person or firm is capable of performing the work applies to this ACAN for the following reasons:
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> There are no known alternative sources of supply. It is feasible and affordable to compete the requirement.

CONTRACT PERIOD:
The period of the contract is from contract award to 31 March 2022 inclusive. The contract will include 4 optional years of 1 year duration, to be activated at the discretion of DFO.
Firm Period: Contract award to 31 March 2022
Option Year 1: 1 April 2022 to 31 March 2023
Option Year 2: 1 April 2023 to 31 March 2024
Option Year 3: 1 April 2024 to 31 March 2025
Option Year 4: 1 April 2025 to 31 March 2026

SUPPLIER'S RIGHT TO SUBMIT A STATEMENT OF CAPABILITIES:
Suppliers who consider themselves fully qualified and available to provide the services described herein, **must submit a Statement of Capabilities in writing to the Contracting Officer identified in this Notice on or before closing date. The Statement of Capabilities must clearly demonstrate how the supplier meets the advertised requirements.**

CLOSING DATE FOR SUBMITTING STATEMENT OF CAPABILITIES:
19 May 2021 at 2:00 p.m. (ADT)

Inquiries and statements of capabilities are to be directed to:

Lauren Vandenborre
Contracting Officer
Procurement Hub – Fredericton
Telephone: (506) 470-6349

Email: DFOtenders-soumissionsMPO@dfo-mpo.gc.ca