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Title - Sujet ADCTS TRAINING	
Solicitation No. - N° de l'invitation W8485-206032/A	Date 2021-05-05
Client Reference No. - N° de référence du client W8485-206032	GETS Ref. No. - N° de réf. de SEAG PW-\$\$ZH-111-39453
File No. - N° de dossier 111zh.W8485-206032	CCC No./N° CCC - FMS No./N° VME
Solicitation Closes - L'invitation prend fin at - à 02:00 PM Eastern Daylight Saving Time EDT on - le 2021-06-07 Heure Avancée de l'Est HAE	
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REQUEST FOR INFORMATION (RFI)
FOR
INSTRUCTIONAL TRAINING SERVICES FOR THE
CF-188 ADVANCED DISTURBED COMBAT TRAINING SYSTEM (ADCTS)
FOR THE DIRECTORATE OF AIR SIMULATION & TRAINING (D Air Sim & Trg)
DEPARTMENT OF NATIONAL DEFENCE

TABLE OF CONTENTS

SECTION A: REQUEST FOR INFORMATION OBJECTIVES

- A1.0 Background
- A2.0 RFI Objective
- A3.0 Requirement Definition

SECTION B: ADMINISTRATIVE MATTERS

- B1.0 Submission of Responses
- B2.0 Authorities
- B3.0 Industry Responses

SECTION C: PROCUREMENT STRATEGY

- C1.0 Procurement Strategy
- C2.0 Statement of Work
- C3.0 Evaluation Criteria
- C4.0 Financial Evaluation and Basis of selection.
- C5.0 Security Requirements
- C6.0 Trade Agreements

SECTION D: QUESTIONS FOR INDUSTRY

- D1.0 Statement of Work
- D2.0 Evaluation Criteria
- D3.0 Financial evaluation and basis of selection
- D4.0 Industrial and technological benefits and value proposition
- D5.0 Industry engagement
- D6.0 Others

Annex A, Statement of Work

Appendix A, Contract Data Requirements List (CDRL)

Appendix B, Templates & Samples Documents for ADCTS Training

Annex B, Evaluation Criteria

Annex C, Financial Evaluation Procedures and Basis of Selection

Annex D, Security Requirements

SECTION A - REQUEST FOR INFORMATION OBJECTIVES

This RFI is issued by Public Services and Procurement Canada on behalf of Directorate of Air Simulation & Training (D Air Sim & Trg) of the Department of National Defence.

A1.0 Background

Due to the extended life expectancy of the Royal Canadian Air Force CF-188 fleet until 2032, the Department of National Defence has a requirement for instructional training services in support of the CF-188 pilots using a CF-188 simulation training system called the Advanced Distributed Combat Training System (ADCTS).

The Advanced Distributed Combat Training System (ADCTS) provides a networked, simulated combat training environment that fulfills the Royal Canadian Air Force (RCAF) training and mission objectives through a range of training and mission operations. As such, the missions and mission objectives of the CF-188 flight training program are shared between the aircraft and ADCTS.

The ADCTS program provides an invaluable and efficient simulation and training capability to the CF-188 fighter fleet. The ADCTS system is comprised of two Mission Training Centres (MTCs), located at 4 Wing Cold Lake and 3 Wing Bagotville. The Bagotville MTC is mainly used by 425 and 433 Squadrons (Sqn). The larger Cold Lake MTC is mainly used by 410 Sqn, 409 Sqn and 401 Sqn, with the bulk of the training being provided to 410 Sqn.

Independent and not affected by weather or aircraft serviceability, ADCTS simulation saves valuable hours on the CF-188 aircraft by facilitating training for a variety of specific fighter qualifications and maintaining operational readiness.

Currently the instructional training services are provided through a contract that is set to expire on 13 February 2023, once all options have been exercised.

A2.0 Objective

The purpose of the RFI is to provide industry with an early opportunity to assess and comment on requirements, procurement strategy and evaluation criteria in order to maximize best value to Canada, while reducing potential problems when the bid solicitation is posted.

This feedback will assist Canada in finalizing the requirements of the bid solicitation. The RFI information herein will also provide potential service providers an update on the procurement in preparation for the eventual bid solicitation.

A3.0 Requirement Definition

The information provided by Canada in this RFI is preliminary and may change. The final procurement approach may differ depending on responses to the RFI and other factors as the procurement process develops. This RFI is not a bid solicitation nor will it be used to pre-qualify or otherwise restrict participation in any future bid solicitation. A contract will not result from this RFI. Responses will not be formally evaluated.

Potential bidders may use this RFI to make known their comments on the draft Statement of Work, proposed procurement approach and methodology, potential evaluation and selection criteria or any other aspect of the requirement.

Suppliers are to send their written comments in response to this RFI by e-mail to the Contracting Authority named herein no later than **2:00 p.m. Eastern Daylight Time (EDT) on June 7, 2021.**

SECTION B - ADMINISTRATIVE MATTERS

B1.0 Submission of Responses

B1.1 Number of Copies

Responses submitted by e-mail - one copy.

B1.2 Location

Responses must be sent to the Contracting Authority by e-mail. Contact information is contained in B2.1.

The Respondent's name, address, RFI solicitation number and closing date should be clearly visible on the response. Responses to this RFI will not be returned.

B2.0 Authorities

B2.1 Contracting Authority

The Contracting Authority (or delegated representative) responsible for the management of the procurement and RFI process is:

Patricia Brown
Supply Team Leader
Public Works and Government Services Canada
Acquisitions Programs
Training and Specialized Services Division
Telephone: 873-455-4006
E-mail: Patricia.Brown@pwgsc-tpsgc.gc.ca

B3.0 Industry Responses

B3.1 Response Format

For ease of use and in order that the greatest value be gained from responses, Canada requests respondents to follow the structure outlined in Section D - Questions for Industry. There is no page limit on the information to be provided. Responses should be submitted in either Microsoft Word or Adobe PDF.

B3.2 Language of Response

Responses may be in English or French, at the preference of the respondent.

B3.3 Response Parameters

Respondents are reminded that this is an RFI and not a bid solicitation and, in that regard, respondents should feel free to provide their comments, concerns, and, where applicable, alternative recommendations on how the requirement may be satisfied. Also, in responding to this RFI, respondents are asked to clearly explain any assumptions they may wish to make.

B3.4 Response Confidentiality

Respondents are requested to clearly identify those portions of their response that are proprietary to the responder. The confidentiality of each respondent's response will be maintained. However, due to the nature of the RFI activity, respondent must be aware that aspects of their response may be used as a basis for modifying the draft documents as Canada prepares for the future procurement.

SECTION C - PROCUREMENT STRATEGY

C1.0 Procurement Strategy

C1.1 Contract Period

The proposed length of the Contract is for a period of 5 years from date of issuance with options on the part of Canada to extend the period of the contract by 2-2 year option periods followed by 2-1 year option periods.

C1.2 Number of Contracts

One contract will be awarded.

C2.0 Statement of Work

The Statement of Work is contained in Annex A.

C3.0 Evaluation Criteria

C3.1 Mandatory Technical Evaluation Criteria

The Mandatory Technical Criteria are contained in Annex B.

C3.2 Point-Rated Technical Evaluation Criteria

The Point-Rated Technical Criteria are contained in Annex B.

C4.0 Financial Evaluation and Basis of selection

The financial evaluation procedures and basis of selection are contained in Annex C.

C5.0 Security Requirements

The Security Requirements are contained in Annex D.

- 5.1 This requirement will be subject to Controlled Goods Program. For any information pertaining to the Controlled Goods Program, please refer to the following website <https://www.tpsgc-pwgsc.gc.ca/pmc-cgp/index-eng.html>
- 5.2 This requirement contains security requirements and Foreign Ownership and Control or Influence (FOCI). For any information pertaining to Security requirements for contracting with the Government of Canada, please refer to the following website <https://www.tpsgc-pwgsc.gc.ca/esc-src/index-eng.html>

C6.0 Trade Agreements

The Canadian Free Trade Agreement (CFTA) will apply.

SECTION D - QUESTIONS FOR INDUSTRY

The respondent is requested to provide comments/feedback on the following set of questions preferably in the order in which they appear.

D1.0 Questions regarding the Statement of Work (SOW)

- 1.1 Considering the requirement of DND are there any recommendations you could make to improve the SOW? In your opinion, is there any information missing that should be included?
- 1.2 The Training Availability Window (TAW) as detailed in section 6.2 refers to the requirement for the Contractor to provide instructional training service between 08h00-16h00 at the Bagotville Mission Training Centre (MTC) and/or from 07h00 – 17h00 at the Cold Lake MTC. However, unforeseen situations (i.e. night flying requirements) may require flexibility from the Contractor's resources to work outside of the TAW through a timing shift. Do you see any issues meeting this requirement? Do you find that the SOW correctly reflects the requirement for flexibility in the deliverables?
- 1.3 There may be a requirement for Additional Work Requirements to be performed by the Contractor on an "as required basis" using a Task authorization. The work described in the Task Authorization must be within the scope of the contract. Does this provide the Contractor with the required flexibility?

D2.0 Questions regarding the proposed Evaluation Criteria to be used to evaluate supplier's proposals

Attached at Annex B, are the proposed evaluation criteria.

- 2.1 Please provide your feedback on the mandatory and point-rated criteria.
- 2.2 Do you have any suggestions for other criteria that should be considered in selecting a supplier for this requirement?

D3.0 Question regarding the proposed financial strategy

- 3.1 The Contractor will be paid a monthly Firm All-Inclusive Price for on-site services as described in Annex A- Statement of Work. Also, the Contractor will be paid a Firm Hourly Price for Additional Work Requirement (AWR) for each resource category described in Annex A – Statement of Work. Please provide your feedback on this Basis of payment (BOP).

D4.0 Industrial and technological benefits and value proposition

Canada is requesting that industry provide information regarding Canadian capabilities, export potential, R&D activities, skills development and industrial opportunities to help Canada develop approaches to leverage procurement that may occur as a result of this RFI for economic benefits. For each RFI element your company responds to, please provide responses to the following questions:

- 4.1 Where do you see economic opportunities for your company to undertake work directly in Canada related to the requirement?

- 4.2 Where do you see economic opportunities for your company in undertaking work with Canadian companies:
- a. Directly related to the requirement (please list)
 - b. in other areas (please elaborate)
- 4.3 Are these opportunities already established in Canada or do these areas require investment?
- 4.4 What R&D activities related to the requirement do you anticipate undertaking?
- a. Directly related to the requirement?
 - b. in other areas?
- 4.5 Are there any export opportunities related to the requirement that could be leveraged?
- a. Directly related to the requirement?
 - b. in other areas?
- 4.6 Are there any potential opportunities for small and medium businesses that could be leveraged?
- a. Directly related to the requirement?
 - b. in other areas?
- 4.7 Are there any potential opportunities for under-represented groups (Women, Indigenous Peoples, Persons with Disabilities and Members of Visible Minorities) that could be leveraged?
- a. Directly related to the requirement?
 - b. in other areas?
- 4.8 Are there any other areas of priority, such as skills development, that should be considered for leveraging?

D5.0 Question regarding industry engagement

- 5.1 If requested by respondents, a briefing may be provided by DND, to outline the requirement. The briefing must be requested no later than 7 days prior to the RFI closing date. This briefing is not mandatory.

D6.0 Other questions

- 6.1 Please provide any other comments or suggestions on any aspect of this RFI that would benefit this process.

ANNEX A STATEMENT OF WORK

1.0 INTRODUCTION

1.1 Purpose

1.1.1 This Statement of Work (SOW) details the requirements and the tasks to be performed by the Contractor for the provision of instructional training services for the CF-188 Advanced Distributed Combat Training System (ADCTS).

1.2 Background

1.2.1 The ADCTS provides a networked, simulated combat training environment that fulfills the Royal Canadian Air Force (RCAF) training mission and objectives through a range of training and mission operations. As such, the missions and mission objectives of the CF-188 flight training program are shared between the aircraft and ADCTS.

1.2.2 The ADCTS system is comprised of two Mission Training Centres (MTCs), located at 4 Wing Cold Lake and 3 Wing Bagotville. The Bagotville MTC is mainly used by 425 and 433 Squadrons (Sqn). The larger Cold Lake MTC is mainly used by 410 Sqn, 409 Sqn and 401 Sqn, with the bulk of the training being provided to 410 Sqn. Each MTC is composed of the following components and hardware:

- a. Tactical Operational Flight Trainer (TOFT) – an immersive, high-definition, non-motion CF-188 simulator that provides a multi-aircraft training environment enabling pilots to jointly conduct simulated air-to-air and air-to-ground tactics, normal and emergency procedures, and Night Vision Goggles (NVG) operations. The TOFT consists of an accurate replication of the entire CF-188 cockpit, simulation host computer, CF-188 Mission Computer Emulator, Operational Flight Program, visual database, image generator system, and a nine panel projector display system which surrounds the cockpit. There are four TOFTs in the Cold Lake MTC, and two in the Bagotville MTC;
- b. Part Task Trainer (PTT) / Enhanced Part Task Trainer (EPTT) – a low-fidelity / medium-fidelity, networkable simulator training device that provides heads-down sensor system training, and features hands-on-throttle-and-stick controls, up-front aircraft panels, and an out-the-window view via two monitors providing a visual display that present terrain, airfield, ocean surface, atmospheric phenomena, surface and air target images and missile trails as viewed from the cockpit. In addition, the EPTT has an audio system that generates tactical tones and environmental sounds. There are six PTTs in the Cold Lake MTC, and two EPTTs in the Bagotville MTC, though these numbers are subject to change;
- c. Instructor Operator Stations (IOS) – a computer console which consists of an assortment of monitors providing access to subsystems such as the Link Total Instructional System (LTIS) and the Next Generation Threat System (NGTS). These subsystems enable the operator to load applications, to control, to take part in and to monitor all aspects of a training exercise. There are four IOS stations at the Cold Lake MTC, and two in the Bagotville MTC. One IOS station can control multiple TOFTs;
- d. Link Total Instructional System (LTIS) – is the main user interface software to control all of the ADCTS assets (IOSs, TOFTs, EPTTs, PTTs, BDS, weather, NGTS). It provides a graphical user interface for the instructor to initialize the assets and then create, control, and monitor the exercise;

- e. Next Generation Threat System (NGTS) – a proprietary United States Government system which populates the simulation with autonomous, or semi-autonomous computer generated entities that act as enemy, friendly, or neutral forces. The NGTS takes part in the mission by providing entities for the trainee(s) to interact with during a Mission Scenario;
- f. Joint Mission Planning System (JMPS) – a software used by pilots during mission planning to generate the pre-planned flight data and configuration files, navigation database and weapon and defensive systems programming required for the missions. It is also used for loading the generated data into the mission cards that will be inserted in the aircraft prior to flight;
- g. Brief / Debriefing System (BDS) – a room that contains a wall mounted display system, associated presentation equipment, and seating for participants. The BDS provides the capability to conduct mission briefings, recording / playback for debriefings, and after action reviews. There are four BDSs in the Cold Lake MTC, and two in the Bagotville MTC;
- h. Video Teleconference (VTC) – a BDS room outfitted with a VTC system that allows for secure video teleconferences between the Cold Lake and Bagotville MTCs. There is a single VTC capable BDS room at each MTC;
- i. Gateway – a computer system that facilitates networked missions by translating protocols and data used by ADCTS with those used by other simulation systems;
- j. Defence Wide Area Network (DWAN) terminals – DND computer terminals that provide access to certain applications on the DWAN;
- k. Consolidated Secret Network Infrastructure (CSNI) terminals – DND computer terminals that provide access to certain applications on classified DND networks;
- l. AFTAC Flight Pro™ – a software for flight / mission scheduling used by pilots to schedule and communicate the daily flying schedule;
- m. office spaces – includes meeting rooms, private offices, and classrooms with associated office furnishings and equipment, including computers, printers, desks, chairs, and
- n. parking spaces are provided, and are subject to Wing parking assignment practices.

1.2.3 The TOFTs are locally networked to one another within each MTC, and a Long Haul Network (LHN) provides interconnectivity between the two MTCs. The ADCTS system also allows for interconnectivity with other simulation systems, thus providing an option for users to train with any combination of TOFTs and other elements. To elaborate, at 4 Wing Cold Lake, four TOFTs can simultaneously fly in separate missions - each controlled by an IOS. Alternately, a single IOS can create a synthetic environment, and allow multiple TOFTs to join.

1.3 List of Acronyms / Terminology

ADCTS	Advanced Distributed Combat Training System	LHN	Long Haul Network
AFTAC	FlightPro™	LTIS	Link Total Instructional System
ATC	Air Traffic Controller	MTC	Mission Training Centre
AWC	Air Weapons Controller	NDSOD	National Defence Security Orders and Directives
BDS	Brief / Debriefing System	NGTS	Next Generation Threat System
CASE	Canadian Advanced Synthetic Environment	PA	Procurement Authority = Director Major Procurement
CDRL	Contract Data Requirement List	PCUG	Package Commander Upgrade

CGF	Computer Generated Forces	PSPC	Public Services and Procurement Canada = Contracting Authority
CRUG	Combat Ready Upgrade	PTLL	Pilot Tactical Leadership Level
CSNI	Consolidate Secret Network Infrastructure	PTT	Part Task Trainer
CT	Continuity Training	RCAF	Royal Canadian Air Force
DID	Data Item Description	SLA	Service Level Agreement
DND	Department of National Defence	SLUG	Section Lead Upgrade
DWAN	Defence Wide Area Network	SOW	Statement of Work
EFPC	Experienced Fighter Pilot Course	TA	Technical Authority
ELUG	Element Lead Upgrade	TAW	Training Availability Window
EPTT	Enhanced Part Task Trainer	TEWIC	Tactical Electronic Warfare Instructor Course
FIC	Fighter Instructor Course	TOFT	Tactical Operational Flight Trainer
FPC	Fighter Pilot Course	VTC	Video Teleconference
FPRC	Fighter Pilot Recertification Course	WCE	Wing Construction Engineering
FSET	Fighter Standards and Evaluation Team	401	4 Wing CF-188 Tactical Fighter Squadron
FWIC	Fighter Weapons Instructor Course	409	4 Wing CF-188 Tactical Fighter Squadron
IC	Initial Condition	410	4 Wing CF-188 Tactical Fighter (Operational Training) Squadron
IOS	Instructor Operator Station	425	3 Wing CF-188 Tactical Fighter Squadron
ISSO	Information Systems Security Officer	433	3 Wing CF-188 Tactical Fighter Squadron
JMPS	Joint Mission Planning System		

2.0 APPLICABLE DOCUMENTS

2.1 Government Publications

2.1.1 The following documents are applicable to the extent that they are referenced in this SOW. Otherwise, referenced documents must be considered to be supplemental information. Documents may be provided, if requested, with the exception of classified documents, which will be provided after contract award.

- a. National Defence Security Orders & Directives (NDSODs);
- b. Controlled goods: Examining, possessing or transferring; <https://www.tpsgc-pwgsc.gc.ca/pmc-cgp/index-eng.html>;
- c. Canada Labour Code, <http://laws-lois.justice.gc.ca/eng/acts/L-2/>;
- d. Operations Manuals – 4 Wing Mission Training Centre;
- e. Operations Manuals – 3 Wing Mission Training Centre;
- f. 1 Canadian Air Division Orders;
- g. Royal Canadian Air Force (RCAF) Flight Operations Manual;
- h. DND Flight Information Publication: GPH 204A – Flight Planning and Procedures – Canada and North Atlantic;
- i. 410 TF(OT)S FPC, EFPC, FRPC, FIC Training Plans;

- j. CF-188 Hornet Fighter Pilot Qualification Standard (ADKH) v2.0;
- k. Fighter Weapons Course Qualification Standard;
- l. Tactical Electronic Warfare Instructor Course Qualification Standard;
- m. Fighter Weapons Instructor Course Qualification Standard;
- n. Fighter Force Tactics Manual Volumes 1-8, B-GA-583-001/FT-001 (classified);
- o. Fighter Pilot Training Directive, B-GA-050-000/RQ-G01 ver 1.0, May 2009;
- p. CF-188 Aircraft Operating Instructions (AOI), C-12-188-NFM/MB-003 (classified);
- q. Flying Instructor's Course – Flight Instructor's Handbook, A-PD-050-001 /PF-001, 01 Sep 2005;
- r. Maintenance Test Pilot Manual (MTP) – AOI Part 5, and
- s. Service Level Agreement (SLA) between ADM (Mat) and RCAF – to be promulgated after signature of the agreement.

2.1.2 Unless otherwise specified, the issue or amendment of documents effective for this SOW must be the latest revision applicable at the time of bid closing, and the Contractor must adhere to the latest document revisions throughout the life of the contract.

3.0 GOVERNMENT FURNISHED EQUIPMENT / INFORMATION

3.1 General

3.1.1 No Government Furnished Equipment or Information is being provided at this time.

4.0 PERSONNEL REQUIREMENTS

4.1 General

4.1.1 The Contractor must provide the following training related personnel:

- a. Instructor Pilots, and
- b. Console Operators.

4.1.2 The Contractor must provide a Staffing Plan in accordance with Contract Data Requirements List (CDRL) C06 / Data Item Description (DID) PM-06 found in Appendix A.

4.1.3 For all of the Contractor personnel required by this SOW, the Contractor must submit resumes and detailed evidence of the required qualifications and certifications in accordance with the Personnel Data CDRL C03 / DID PM-03 found in Appendix A.

4.1.4 For all of the Contractor personnel required by this SOW, the Contractor must maintain and update a log for each staff member indicating their qualifications held, and the training courses provided to them in accordance with the Personnel Data CDRL C03 / DID PM-03 found in Appendix A.

4.1.5 It is understood that the Contractor may have to hire administrative support personnel in order to carry out the requirements of this SOW.

4.1.6 All Contractor personnel must meet the requirements of, and carry out the work of this SOW as an embedded contractor, and complete and sign the Embedded Contractor Letter of Acknowledgment in accordance with CDRL C05 / DID PM-05, found in Appendix A. The definition of an embedded contractor is found within the Embedded Contractor Letter of Acknowledgment.

4.2 Personnel Quantities

4.2.1 The Contractor must make available, as a minimum, the quantity of personnel shown in Table 4.2.1 for the full duration of the Training Availability Window (TAW) as defined in section 6.2.

4.2.2 The Contractor must hire the appropriate number of personnel, such that the quantity of personnel listed in Table 4.2.1 must be maintained when taking into account Contractor personnel leave, sick days, and training, except as authorized by the DND Technical Authority (TA).

Table 4.2.1: Minimum personnel quantity required at the MTC sites:

Personnel Type	4 Wing Cold Lake	3 Wing Bagotville
Instructor Pilot	5	3
Console Operator	2	2

4.3 Instructor Pilot Requirements

4.3.1 All Instructor Pilots must meet, as a minimum, all of the following qualifications, and must substantiate these qualifications on their resumes, which must be provided in accordance with the Personnel Data CDRL C03 / DID PM-03, found in Appendix A:

- a. must have previously held a Pilot Tactical Leadership Level 3 Certificate, or equivalent two-ship lead qualification;
- b. at least one Instructor Pilot at each MTC site must have previously held a Pilot Tactical Leadership Level 4 Certificate or equivalent four-ship lead qualification;
- c. must successfully complete an initial check ride prior to providing any instruction and then complete annual check rides administered by the Officer Commanding Fighter Standards Evaluation Team (OC FSET), or their delegate. The check rides will confirm the Instructor's ability to perform at the required Pilot Tactical Leadership Level. It is the Contractor's responsibility to prepare their Instructor Pilot personnel to pass the check ride; DND Standards personnel will conduct additional check rides on ADCTS staff whenever such requirements are deemed necessary by DND.
- d. Instructor Pilots working at the Cold Lake MTC must be able to perform all of their instructional duties, both oral and written, in English, and at least one Instructor Pilot must be able to perform their instructional duties, both oral and written, in both English and French;
- e. Instructor Pilots working at the Bagotville MTC must be able to perform their instructional duties, both oral and written, in French and English, and
- f. must have at least 500 hours of flying experience accumulated on one of the following aircraft: CF-188 R2 A/B, F/A-18 C/D.

4.3.2 Instructor Pilot flying experience in excess of 500 flying hours accumulated within the past 10 years, and experience on the following aircraft is an asset, with preference towards aircraft closer in configuration to the CF-188 R2 A/B; F/A-18 C/D.

4.3.3 Instructor Pilot work experience as an instructor is an asset, with preference towards instructional time on an aircraft closer in configuration to the CF-188 R2 A/B.

4.3.4 An Instructor Pilot who previously held a Pilot Tactical Leadership Level 4a or 5 Certificate, or previously held a simulator instructor qualification is an asset.

4.3.5 The Contractor must provide a Training Manager at each site to conduct the work described under section 5.2. In addition, the Training Manager must have at least five years, within the last 15 years, of relevant experience of a similar scope as that required by section 5.2 of this SOW, and must substantiate this experience on their resume in accordance with the Personnel Data CDRL C03 / DID PM-03, found in Appendix A.

4.4 Console Operator Requirements

4.4.1 Console Operators must meet all of the following minimum qualifications:

- a. have previously held one or more of the following positions:
 - i. military aircrew;
 - ii. military air weapons controller (AWC);
 - iii. civil or military air traffic controller (ATC), and / or
 - iv. simulator console operator.
- b. must successfully complete annual standards check administered by OC FSET.
- c. Console Operators working at the Cold Lake MTC must be able to perform all their duties, both oral and written, in English, and
- d. Console Operators working at the Bagotville MTC must be able to perform all their duties, oral and written, in both English and French.

4.5 Training of Contractor Personnel

4.5.1 DND will provide training to Contractor personnel on the use of ADCTS components listed in paragraph 1.2.2, at no cost to the Contractor (except as indicated in paragraph 4.6.3). This will include initial training at the start of the Contract, and training required to address modifications to the ADCTS as determined by the DND TA.

4.5.2 Contractor personnel must be subject to additional instructional training provided by DND, at no cost to the Contractor, either on-site or off-site, including but not limited to NGTS 3.0 or higher version, as defined by OC FSET or his delegate.

4.6 Personnel Replacement / Absence

4.6.1 Prior to being employed by the Contractor in support of this SOW, the Contractor must submit objective evidence of replacement personnel qualifications in accordance with the Personnel Data CDRL C03 / DID PM-03, found in Appendix A.

4.6.2 Replacement of personnel provided by the Contractor must be subject to the following requirements at no cost to DND:

- a. should the Contractor wish to replace personnel, 14 calendar days' notice of such intent must be provided to the DND TA prior to any changes in staffing, and
- b. in the event that any of the Contractor's personnel are found by the DND TA or Contracting Authority (CA) to be unsatisfactory, such personnel must be removed and replaced by the Contractor upon 30 calendar days of notice of dissatisfaction. This replacement will be for just cause such as unsatisfactory job performance, safety, breach of security, lapse in security clearance, or breach of other established rules of conduct at the place of duty. The Contractor's management will be consulted in any such judgement.

4.6.3 The Contractor must be responsible for training replacement personnel on the use of the ADCTS system.

4.6.4 Should it be determined that the support requirements specified in the SOW are not being fully met, the Contractor must submit a remediation plan to the TA within 10 calendar days of such a determination. The Contractor must be committed to providing all necessary resources at the Contractor's expense, including any personnel, in order to meet the requirements specified in the SOW. Such resources must be deployed or made available within 30 calendar days of DND approval of the remediation plan. The remediation plan must be approved in writing by the TA prior to the plan's implementation.

5.0 SUPPORT SERVICES

5.1 General

5.1.1 The Contractor must be available during the TAW for DND requested meetings on an as-required basis, to address any concerns or issues. Teleconferences are an acceptable alternative to on-site meetings.

5.1.2 The Contractor must provide the DND TA with a list of the training provided each month in accordance with the ADCTS Monthly Usage Report CDRL A01/ DID ILS-01, as per Appendix A.

5.1.3 The Contractor must comply with all DND and local site safety and security regulations and orders, as per applicable documents provided under section 2.0.

5.1.4 In the event that Contractor personnel are required to travel away from their normal place of work for a temporary period of time for a DND requirement, prior written approval by the DND TA must be obtained.

5.2 Training Manager

5.2.1 The Contractor must designate a single Training Manager amongst its training personnel at each MTC as indicated under section 4.3.5.

5.2.2 The Training Manager must:

- a. perform and coordinate resource management, planning, and scheduling of Contractor personnel for the provision of instructional training services;
- b. be responsible for Contractor personnel, their performance and quality of their work at his or her respective MTC site;
- c. have full authority to act for the Contractor on all matters relating to training and support services being provided to DND;

- d. be the point of contact (if not available appoint a delegate) for inquiries, issues, meetings, monthly reports, and requests from DND pertaining to the instructional training services;
- e. liaise with the ADCTS maintenance contractor for day-to-day MTC operations;
- f. be the primary point of contact amongst training personnel, and
- g. liaise with Wing Operations for routine facility issues or emergency matters regarding the MTC.

5.3 Risk and Issue Reporting

5.3.1 The Contractor must report any risks to the DND TA that could affect the provision of training in accordance with the ADCTS Risk Report CDRL C01 / DID PM-01.

5.3.2 The Contractor must report any issues that are affecting or will affect the provision of training to the DND TA in accordance with the ADCTS Issue Report CDRL C02 / DID PM-02.

5.4 Security

5.4.1 The Contractor must comply with the following documents regarding the specific MTC site security procedures:

- a. Operations Manual – Cold Lake Mission Training Centre, Security Orders, and
- b. Operations Manual – Bagotville Mission Training Centre, Security Orders.

5.4.2 The Contractor must comply with the following documents. Changes to these policies and orders over time will not negate Contractor responsibility to comply with them, nor incur additional costs to DND:

- a. National Defence Security Orders and Directives (NDSODs);
- b. 1 Canadian Air Division Security Orders, and
- c. Wing Security orders for the applicable location.

5.5 Safety

5.5.1 The Contractor must implement and maintain a comprehensive occupational health and safety program to prevent injuries to personnel and damage to materiel and property. The Contractor's health safety program must be integrated with the Wing safety program and be available for review by the DND TA, as required. Only equipment that is normally supplied to the occupants of the building (e.g. fire extinguishers, eye wash stations) will be made available by DND; personal protective equipment (e.g. protective eyeglass, ear plugs, safety boots) will not be made available by DND.

5.6 Facility Support

5.6.1 The Contractor must ensure all functional work areas of the MTCs used by its personnel - as depicted by the floor plans in each MTC Operations Manual are kept clean and safe in accordance with all applicable federal and provincial labour legislation and regulations as they apply at each MTC.

5.6.2 Wing Construction Engineering (WCE) services will provide facility services, such as janitorial, building maintenance and snow removal services, in coordination with the MTC Building Custodian. The

Building Custodian is an individual designated by WCE to manage maintenance of the MTC. Contractors must liaise with WCE for any building-related requirements.

5.6.3 MTC Operations Manuals, including their appendices, the Security and Fire Orders, may be updated at any time by DND. The Contractor must stay current with the latest document changes.

5.6.4 The Contractor must use and safeguard DND provided IT office equipment in accordance with the current National Defence Security Orders and Directives.

5.6.5 The Contractor must make provisions for after-hours access to MTC meeting rooms for authorized DND personnel, though the Contractor does not have to be present.

5.7 Coordination with ADCTS Maintenance Activities

5.7.1 A third party ADCTS maintenance contractor will provide ADCTS system maintenance services. Contractor personnel and the maintenance contractor personnel must coordinate with one another for the operation and maintenance activities of ADCTS.

5.7.2 The maintenance contractor will work in the facility, and be provided with separate office spaces, though will share the common areas such as the meeting facilities, washrooms, and cafeteria.

5.7.3 The Contractor must report trainer systems errors, problems, or deficiencies to the DND TA and to the ADCTS Maintenance Manager in accordance with the ADCTS Maintenance Problem Form CDRL A03 / DID ILS-03 as quickly as possible, but no later than 24 hours after discovery of the problem.

5.7.4 In the event of a dispute between the Contractor and the maintenance staff, the Contractor must bring the issue, for arbitration, to the Primary Contact Officer listed in the Operations Manual for the Cold Lake or Bagotville MTC, as applicable. The issue may then be escalated to the DND TA.

5.8 Scheduling

5.8.1 The Training Manager, or their delegate, is the main point of contact in regard to ADCTS scheduling at each MTC.

5.8.2 The Contractor must attend weekly Wing scheduling meetings at 4 Wing Cold Lake and 3 Wing Bagotville. The weekly schedule is produced by Wing Operations and provides an estimated allocation of the training assets required by the Squadrons.

5.8.3 The Contractor must coordinate ADCTS scheduling with Wing Operations and the Squadrons on a daily basis.

5.8.4 The Contractor must coordinate scheduling for networked missions between the MTCs, and for networked missions involving non-ADCTS assets, as requested by DND.

5.8.5 The local Wing Operations will be the scheduling authority for each MTC.

5.8.6 Although DND will schedule ADCTS usage in advance, DND reserves the right to request instructional training services at any time within the TAW, without prior notice.

5.8.7 DND reserves the right to cancel instructional training services at any time with, or without, prior notice.

5.8.8 The Contractor must use DND approved and provided scheduling software and associated workstations. The current scheduling software used is FlightPro™ by Ocean Software.

5.9 Test Support

5.9.1 The Contractor must support any required tests of the ADCTS. This support must include all test services stated in the Instructional Training Services under section 6.0 and Support Services under section 5.0, and must include the following:

- a. record results for actions in support of testing, in accordance with the ADCTS Contractor Test Support Results CDRL A04 / ILS-04, and
- b. provide requested feedback to the applicable test teams.

5.10 Facilities and Equipment for Use in Instructional Training Services

5.10.1 The Contractor must not use nor allow the use of government property of any kind, for anything other than that specified in this SOW.

5.10.2 The Contractor must make use of the DND facilities and equipment specified in paragraphs 1.2.2 and 1.2.3 to accomplish the instructional training services of this SOW during the TAW described in section 6.2, and in accordance with the schedules described in section 5.8.

5.10.3 The Contractor must support simulator missions that involve ADCTS network connectivity between the Cold Lake and Bagotville MTCs, or to the Canadian Advanced Synthetic Environment. Support for these missions involves configuring the system to connect to the remote system and configuring the local simulator in accordance with the parameters for the requested network mission. This system configuration may require coordination with the ADCTS maintenance personnel.

5.10.4 The Contractor must operate the ADCTS system in accordance with the ADCTS operations manuals and guides provided by DND, as indicated under section 2.1.

5.11 ADCTS Operation Training for DND Personnel

5.11.1 The Contractor must, upon request, within the TAW, provide training on the use of ADCTS IOS, BDS, and PTTs / EPTTs to DND personnel. This training must be treated in the same manner as a training component and reported on the ADCTS Monthly Usage Report CDRL A01/ DID ILS-01.

6.0 INSTRUCTIONAL TRAINING SERVICES

6.1 General

6.1.1 All training must be conducted on site at the 4 Wing Cold Lake and 3 Wing Bagotville MTCs.

6.1.2 The Contractor must provide linguistic assistance to trainees in both of Canada's official languages. This assistance includes, but is not limited to, provision of instruction and training material in both official languages, when requested, as indicated under sections 4.3.1 and 4.4.1.

6.1.3 Instructor Pilots must be conversant with the most recent revision in force of the following publications, and must ensure that ADCTS Mission Scenarios and instructional training services are provided in accordance with their guidance:

- a. Flying Instructor's Course – Flight Instructor's Handbook, A-PD-050-001 /PF-001;
- b. 410 TF(OT)S FPC, EFPC, FRPC and FIC Training Plans;
- c. CF-18 Hornet Fighter Pilot Qualification Standard (ADKH);

- d. Fighter Pilot Training Directive (FPTD), B-GA-050-000/RQ-G01;
- e. 410 Squadron: CF-188 Standard Manoeuvre Manual;
- f. Fighter Force Tactics Manual Volumes 1-8, B-GA-583-001/FT-001;
- g. Operation of the F/A-18 Avionic Subsystem for F/A-18 A+/B+ aircraft with the most current fleet released software build C21X Build X.X and higher Configuration Set for Canada (Commonly known as the “CF-18 Greybook”);
- h. Canadian Air Division Orders Volume 5 – Training and Standards;
- i. CF-188 Aircraft Operating Instructions, C-12-188-NFM/MB-003;
- j. DND Flight Information Publication: GPH 204A – Flight Planning and Procedures – Canada and North Atlantic;
- k. Canadian Air Division Orders that pertain to flying operations and flying training (including the RCAF Flying Operations Manual), and
- l. other publications as required by FSET and/or 410 Sqn Standards Office.

6.1.4 As detailed in the 410 TF (OT) S FPC, EFPC, FRPC Training Plan and the FPTD, ADCTS is used to conduct a number of training missions as part of the syllabi for the following courses:

- a. Fighter Pilot Course (FPC);
- b. Experienced Fighter Pilot Course (EFPC);
- c. Fighter Pilot Recertification Course (FPRC);
- d. Fighter Instructor Course (FIC)
- e. Maintenance Test Pilot (MTP)
- f. Combat Ready Upgrade (CRUG);
- g. Continuation Training (CT);
- h. Element Lead Upgrade (ELUG);
- i. Section Lead Upgrade (SLUG);
- j. Package Commander Upgrade (PCUG);
- k. Fighter Weapons Instructor Course (FWIC), and
- l. Tactical Electronic Warfare Instructor Course (TEWIC).

6.1.5 An Instructor Pilot with a Pilot Tactical Leadership Level (PTLL) 3 Certificate must provide all instructional training services required by this SOW, without DND instructor pilot support, for all ADCTS training missions for courses listed in paragraph 6.1.4, up to and including the CT course (a. to g.).

6.1.6 An Instructor Pilot with a PTL 4 Certificate must provide all instructional training services required by this SOW, without DND instructor pilot support, for all ADCTS training missions for courses listed in paragraph 6.1.4, up to and including the ELUG course (a. to h.).

6.1.7 An Instructor Pilot with a PTL 4A Certificate who has completed FWIC must provide all instructional training services required by this SOW, without DND instructor pilot support, for all ADCTS training missions for courses listed in paragraph 6.1.4, up to and including the SLUG course (a. to i.).

6.1.8 An Instructor Pilot with a PTL 5 Certificate must provide all instructional training services required by this SOW, without DND instructor pilot support, for all ADCTS training missions for courses listed in paragraph 6.1.4 (a. to l.).

6.1.9 Instructor Pilots must provide all instructional training services required by this SOW, without DND instructor pilot support, for all non-syllabus training missions, as requested by DND.

6.1.10 All Console Operator training services required by this SOW must be provided for all ADCTS training requested by DND, including non-syllabus missions.

6.2 Training Availability Window (TAW)

6.2.1 The Contractor must provide instructional training services at the Cold Lake MTC during the TAW, which is defined as starting at 0700h and ending at 1700h local time from Monday to Friday, except during the observed statutory holidays. Training services will commence at 0700h.

6.2.2 The Contractor must provide instructional training services at the Bagotville MTC during the TAW, which is defined as starting at 0800h and ending at 1600h local time from Monday to Friday, except during the observed statutory holidays. Training services will commence at 0800h.

6.2.3 TAW Shift: DND retains the right to shift the TAW, such that the TAW begins earlier or later, while the daily work duration remains constant. This TAW shift will largely be used to accommodate a night flying schedule. DND will provide a minimum advance notice of 15 days to the Contractor regarding a TAW Shift.

6.2.4 Surge Training: In order to meet operational requirements, including but not limited to closing one of the MTCs, DND reserves the right to request Surge Training, wherein the Contractor must provide instructional training services outside normal operating hours up to a maximum of 20 hours in a day, including during statutory holidays, for a maximum period of 5 consecutive days. This additional requirement will be requested by the DND TA through the Procurement Authority (PA) using the Additional Work Requirement (AWR) process indicated in paragraph 6.2.5. Alternatively, total surge training hours in excess of the normal TAW may be offset with a reduction in the TAW during a non-surge period.

6.2.5 AWR: Although no pre-determined indefinite quantities (IQ) requirements are identified in this SOW, the PA may order IQ on an "as and when requested basis" for any work within the scope of this statement of work. All tasks must be completed to the agreed standard of quality. 90% of tasks must be completed within the agreed work period with the remainder completed no later than 10% beyond the agreed work period. Tasks may include, but are not limited to, the following:

- a. attend DND-provided training identified in paragraph 4.5. Any travel costs or overtime costs for Contractor personnel working outside the TAW will be funded by DND under an AWR;
- b. provide instructional training services outside the TAW in response to surge training requests identified at para 6.2.4 including but not limited to closing one of the MTCs. In those cases, TD costs for Contractor personnel relocating from one site to the other will be included under the AWR for the additional training services, and

- c. deliver additional training / non-syllabus training courses not specifically identified in this SOW.

6.3 Training Material Development

6.3.1 The Contractor must use the JMPS and NGTS with ADCTS IOS to create, configure, and load Mission Scenarios for the ADCTS into the existing database of Mission Scenarios. This is accomplished by using this combination of software tools to configure and load sets of parameters known as Initial Condition (IC) sets. IC sets define parameters for various Mission Scenario components, such as the weather, aircraft configuration, and enemy and friendly entities. The detailed process for scenario generation must be added to the ADCTS Operating guides and manuals.

6.3.2 When all the component IC sets that define a complete Mission Scenario are loaded by the IOS, this is saved to a file referred to as the Scenario IC set.

6.3.3 The Contractor must produce Scenario ICs, IC sets for scenario components, Mission Scenario Scripts, and the associated briefing materials during the TAW at the request of DND, and in accordance with DND requirements. Each request will be accompanied with a set of DND requirements that detail how the Mission Scenario, script, and briefing material must be designed. DND requirements for Mission Scenario and Briefing design will be provided by one or a combination of the following methods:

- a. provision of Mission Scenario parameters as per a training syllabus, along with DND provided briefing materials;
- b. provision of Mission Plan IC set stored on a memory card, which can be loaded via the IOS;
- c. creation of the IC sets by DND personnel, and/or
- d. verbal disclosure of the requirements.

6.3.4 Development of training material must be performed by an Instructor Pilot. Console Operators must assist in the development or modification of a Mission Scenario, as requested by the Instructor Pilot or DND.

6.3.5 The Contractor must produce new Mission Scenarios and the associated Mission Scenario briefings within 15 working days of a DND request for such a service. This must be done in accordance with the ADCTS Mission Scenario IC CDRL B03 / DID TRG-03 and ADCTS Mission Scenario Briefings CDRL B05 / DID TRG-05 and must include dry runs to test the Mission Scenario.

6.3.6 The Contractor must produce new Initial Condition (IC) sets for scenario components and the associated scenario component briefings within 12 working hours of the request by DND. This must be done in accordance with the ADCTS Scenario Component IC CDRL B04 / DID TRG-04 and the ADCTS Scenario Component Briefings CDRL B06 / DID TRG-06.

6.3.7 A DND request for a Mission Scenario that only requires minor changes to an existing Mission Scenario, or combining existing scenario component IC and Briefings, must be created by the Contractor within 30 minutes of the request. Minor changes are defined as those that do not require new Scenario ICs and associated training material to be generated as per 6.3.5 and 6.3.6, and where the changes can be easily communicated orally at the brief and debrief.

6.3.8 The Contractor must produce Mission Scripts. Mission Scripts are narratives that provide instructions and timings for events that occur during a mission and must be prepared in accordance with ADCTS Mission Scripts CDRL B07 / DID TRG-07. Mission Scripts must be produced for any given missions at the request of DND.

6.3.9 Mission Scenarios that are based on the DND training syllabi must make use of DND provided briefings materials, and FlightPro™.

6.3.10 The Contractor must load existing or create new Scenario IC sets for all CF-188 syllabus missions prior to the commencement of training operations.

6.3.11 All Mission Scenarios, components and training materials must be reviewed and approved by DND.

6.4 Training Material Management

6.4.1 The Contractor must organize Mission Scenario configuration files, including IC Sets, in local ADCTS file libraries in a manner that allows the files to be easily identified, found, and used in Mission Scenario creation and execution by using the existing naming conventions.

6.4.2 The Contractor must store and organize mission playback recordings, briefing materials, and any associated files in local file libraries in a manner that allows them to be easily identified, found, and incorporated into briefs / debriefs, and training components, as required.

6.4.3 The Contractor must maintain a list of the available Mission Scenarios and IC Sets as outlined in the ADCTS Mission Scenario IC Set List CDRL B02 / DID TRG-02.

6.4.4 The Contractor must provide electronic access to all training materials and IC Sets to DND, upon request, within 24 hours.

6.4.5 The Contractor must preserve recorded ADCTS mission data for a period of at least 14 calendar days as a minimum, or longer if requested by DND.

6.4.6 The Contractor must export and provide images or recorded data from the ADCTS upon request from DND, within 24 hours.

6.5 Training Components

6.5.1 The delivery of pilot training is divided into the following Instructional Training Components:

- a. Mission Planning;
- b. Pre-Flight Briefing;
- c. Preparation for Simulated Flight;
- d. Simulated Flight;
- e. Trainee Supervision;
- f. Post Flight Debrief;
- g. Post Flight Trainee Evaluation, and
- h. Systems Ground School (discussed in section 6.6).

6.5.2 DND will request a Training Event, which may consist of all or a subset of the Training Components. As an example, a typical ADCTS mission is a Training Event that consists of a Mission

Planning; Pre-flight; Preparation for Simulated Flight; Simulated Flight; Trainee Supervision; Post Flight Debrief; and Post Flight Trainee Evaluation. In some cases, a DND requested Training Event may only consist of a single Training Component, such as a Systems Ground School, or a Preparation for Simulated Flight and Simulated Flight.

6.5.3 The Contractor must perform the Instructional Training Components, and their associated services defined below, as required by DND.

6.5.4 Mission Planning consists of, but is not limited to, the following services that the Contractor, with the use of the DND provided software / systems, must perform;

- a. provide assistance / observe in the preparation of mission route maps;
- b. provide assistance in the completion of the mission planning card, and
- c. assist in planning weaponeering data.

6.5.5 Pre-Flight Briefing consists of, but is not limited to, the following services that the Contractor, with the use of the DND provided software / systems, must perform:

- a. review trainee progress cards from previous missions, in order to become familiarized with trainee performance, and areas where training emphasis may be needed;
- b. prepare, organize, and present the briefing material created in accordance with CDRL B05, B06 / DID TRG-05, TRG-06 and the Fighter Force Tactics Manual Volume 1, B-GA-583-001 / FT-001. As permitted by DND, some tactical missions may only require a simplified whiteboard briefing instead of a prepared presentation;
- c. operate the Brief / Debrief system;
- d. outline the performance objectives of the mission / lesson to the trainees using the briefings produced in accordance with DID TRG-05, DID TRG-06, and those provided by DND;
- e. outline the mission profile to be flown, including the following profile elements:
 - i. course;
 - ii. flight timings;
 - iii. targets, and
 - iv. suspected hostile / neutral / friendly forces, and their locations.
- f. provide the applicable instructions to all other mission participants for mission completion;
- g. answer questions posed by the participants relevant to the training / mission, and
- h. conclude the pre-flight briefings prior to the scheduled start of the Simulated Flight Training Component.

6.5.6 Preparation for Simulated Flight consists of, but is not limited to, the following services that the Contractor must perform:

- a. perform a system initialization, pre-flight checks, and readiness tests for the TOFTs, EPTTs, and the PTTs;

- b. load the Mission Scenario and visual database appropriate to the event;
- c. schedule and coordinate with other simulation sites for networked missions;
- d. set up optional mission specific equipment prior to the start of the scheduled event time when requested, such as the Simulated Joint Helmet Mounted Cueing System;
- e. perform tests to ensure mission scenario has been loaded and will function as required, and
- f. load and initialize the system prior to the scheduled start of Simulated Flight.

6.5.7 Simulated Flight consists of, but is not limited to, the following services that the Contractor must perform:

- a. control, provide injects to (such as aircraft malfunctions), and monitor the simulation from the IOS using all of the ADCTS instructional support features as outlined in the provided DND ADCTS operations manuals, as identified under section TBD;
- b. control Computer Generated Forces (CGF) entities as required by the training objectives, missions' scripts, and ensure the entities act in a realistic manner in accordance with the requisite military doctrine, or as required by DND;
- c. respond to requests from DND or Instructor Pilots or other participants regarding changes to the currently running event;
- d. role-play as required by the event, including roles such as Air Traffic Control (ATC), Ground Control Intercept, Airborne Warning and Control System, and air-to-air refuelling tanker voice interaction;
- e. assist trainees during strap-in for missions for donning and doffing of equipment, as required;
- f. operate the TOFTs, EPTTs, PTTs or NGTS as an active participant in the simulation as requested. This may include, but is not limited to, the following activities:
 - i. fly as Lead;
 - ii. fly as Wingman;
 - iii. fly as Red Air, and
 - iv. test of the systems after a modification or a required evaluation of the ADCTS;
- g. record the pertinent mission data using the ADCTS tools, and
- h. repeat sequences of the mission where trainee performance was substandard, as requested by DND.

6.5.8 Trainee Supervision consists of, but is not limited to, the following services that the Contractor must perform:

- a. observe trainee airmanship performance from the IOS console or another TOFT;
- b. provide verbal instruction to correct substandard performance, when required, and
- c. assist with performance of tactics, manoeuvres and communication, when required.

6.5.9 Post Flight Debrief consists of, but is not limited to, the following services that the Contractor, using DND provided software / systems, must perform:

- a. prepare, organize, and present the briefing material;
- b. operate the Brief / Debrief system;
- c. respond to any questions asked about the IOS perspective of the mission;
- d. provide mission feedback based on the Contractor portions of the mission;
- e. use the recorded mission information to support the debrief;
- f. provide feedback to the trainee on his or her performance, and
- g. reinforce the instructional points.

6.5.10 For the Post Flight Trainee Evaluation, the Contractor must prepare a Progress Card in accordance with the FlightPro™ system. Once completed, the results must be provided to the Squadron within one hour of the end of the mission debrief and archived for at least 30 days.

6.5.11 In the event of disagreement about the DND pilot performance rating for an ADCTS mission, the debrief record will be reviewed by a DND Standards Officer, with the assistance of the Instructor Pilot involved. DND's authorized Standards Officer will have the deciding voice after having been properly informed on the details of the Mission.

6.6 Systems Ground School

6.6.1 The 410 FPC / EFPC / FPRC Training Plan includes a Ground School segment, a portion of which pertains to the understanding of various aircraft systems. The Instructor Pilot must, as required by DND, instruct trainees on these aircraft system lessons, and provide instruction on mission planning using DND mission planning software such as JMPS.

6.6.2 The Systems Ground School consists of, but is not limited to, the following services that the Contractor, using DND provided software / systems, must perform:

- a. book the appropriate classroom space within the MTC for the Systems Ground School lesson;
- b. prepare, organize, and present the lesson material;
- c. respond to any questions regarding the lessons;
- d. reinforce the instructional points, and
- e. aid the Sqn standards officer as requested in administering tests.

6.6.3 DND will provide a request for Systems Ground School lessons in the same manner that ADCTS missions are scheduled as per section 5.8 - Scheduling.

6.6.4 The 410 FPC Training Plan must form the guidance and quality standard for the instruction.

6.6.5 Systems Ground school training materials, including any briefing materials, will be provided by DND.

6.6.6 Systems ground school tests will be administered by the Sqn Standards Officers.

6.6.7 The Contractor must maintain, organize, and incorporate DND provided updates to system ground school training material for DND validation.

6.7 Training Roles

6.7.1 The Instructor Pilot must provide all of the services described within the Training Components in section 6.5 and 6.6, when required. The following services must only be performed by Instructor Pilots:

- a. during the Pre-Flight Briefing: outline the performance objectives of the mission / lesson to the trainees;
- b. trainee supervision;
- c. operate the TOFT, EPTT, or PTT as an active participant in the simulation as requested. This may include the following activities:
 - i. fly as Lead;
 - ii. fly as Wingman, and
 - iii. fly as Red Air;
- d. during the Post Flight Debrief:
 - i. provide feedback to the trainee on their performance; and
 - ii. reinforce the instructional points;
- e. Post Flight Trainee Evaluation, and
- f. Instruct Systems Ground School.

6.7.2 Console Operators must be fully versed in all technical elements of running a Mission Scenario. They must act as a mission facilitator, ensuring that pre-programmed mission elements are evolving as required, alterations or modifications to missions as briefed by the Instructor Pilot or Flight Lead are implemented, and all pertinent mission data and mark-points are recorded. They must be versed in operation and management of the Brief / Debrief System.

6.7.3 Console Operators must provide all of the services within the training components under section 6.5 when required, with the exception of the services listed in paragraph 6.7.1.

6.7.4 A single training component may, in some cases, require more than one Instructor Pilot and / or Console Operator.

7.0 QUALITY ASSURANCE

7.1 Training Quality Plan

7.1.1 The Contractor must develop, maintain, and operate in accordance with a Training Quality Plan.

7.1.2 The Contractor must submit its Training Quality Plan in accordance with the ADCTS Training Quality Plan CDRL C04 / DID PM-04.

7.1.3 The Contractor must review and, where appropriate, revise its Training Quality Plan to reflect any changes in requirements or planning which may have occurred during the contract period. If necessary, the Contractor must make appropriate amendments to its Training Quality Plan throughout the term of the Contract to reflect current and planned quality activities. Amendments to the Training Quality Plan must be approved by DND.

7.1.4 Upon approval of the Training Quality Plan by DND, the Contractor must implement the Training Quality Plan. The Contractor must submit one copy of all documents referenced in the Training Quality Plan when requested by PSPC or DND.

7.1.5 The Contractor must provide a copy of any quality processes and forms that are required to be used by DND.

7.2 DND Inspection

7.2.1 DND reserves the right to review, evaluate, assess, and direct corrective action to take with regard to Contractor personnel and Contractor services, without prior notification to the Contractor.

7.2.2 The Contractor must take corrective actions as directed by the DND TA.

APPENDIX A

Contract Data Requirements List & Data Item (CDRL)

See attached PDF document:

Appendix A_CDRL

APPENDIX B

Templates & Samples Documents for ADCTS Training

See attached PDF document:

Appendix B_TemplatesSamplesDocs

**ANNEX B
EVALUATION CRITERIA**

Part 1 – Mandatory Evaluation Criteria

Mandatory Criteria

1. Staffing Plan

	Mandatory Technical Criteria	Instructions to Bidders
MT.1	<p>Staffing Plan see Annex A- Statement of Work, section 4.2.1</p> <p>The Bidder must complete and submit a Staffing Plan in accordance to Appendix A, CDRL C06/DID PM-06.</p> <p>The Bidder's Staffing Plan must demonstrate the following:</p> <ul style="list-style-type: none"> a) A minimum of 5 Instructor Pilots, at the Cold Lake Mission Training Center (MTC); and b) A minimum of 3 Instructor Pilots at the Bagotville MTC; c) 1 Training Manager, at each MTC; d) A minimum of 2 Console Operators, at the Cold Lake Mission MTC; and e) A minimum of 2 Console Operators at the Bagotville MTC. <p><i>Note 1: For each MTC, 1 individual proposed as an Instructor Pilot may be proposed as a 1 Training Manager.</i></p>	<p>The Bidder's must complete the Staffing Plan Word format document in Appendix A, CDRL C06/DID PM-06 and Appendix B, Templates and Samples for ADCTS Training and demonstrate it meets the minimum number of Training Manager, Instructor Pilot and Console Operator Staff required for each MTC. The Bidder's Staffing Plan must be submitted with the Bidder's Technical Bid.</p>

2. Personnel Qualification

	Mandatory Technical Criteria	Instructions to Bidders
MT.2	<p>Personnel Data for Instructor Pilots and Console Operators See Appendix A, CDRL C3/DID PM-03, 10.3 (a), (b) – Personnel Data.</p> <p>The Bidder must provide, for each of the proposed Instructor Pilot and Console Operator in its Staffing Plan, for each MTC,</p>	<p>For each of the proposed Instructor Pilot and Console Operator listed in the Staffing Plan, for each MTC, the Bidder must provide the following:</p> <ul style="list-style-type: none"> a) A resume; b) The name of 2 references; and c) Detailed evidence, such as copies of training certifications, for any formal

	Mandatory Technical Criteria	Instructions to Bidders
	Personnel Data in accordance to Appendix A, CDRL C3/DID PM-03 – Personnel Data.	training received, and qualifications held, that are pertinent to the requirements to Annex A - Statement of Work.
MT.3	<p>Certification in Pilot Tactical Leadership Level 3 or equivalent two-ship lead qualification. See Annex A- Statement of Work, section 4.3.1 (a)</p> <p>The Bidder must demonstrate for each of the proposed Instructor Pilot in its Staffing Plan, for each MTC that each individual has previously held or currently hold, as a minimum, a Pilot Tactical Leadership Level 3 Certificate or equivalent two-ship lead qualification.</p> <p>Canada reserves the right to request proof of evidence of this certification.</p>	<p>The Bidder must demonstrate compliance by providing the following:</p> <p>The personnel data in MT.2 substantiates that each of the Bidder's proposed Instructor Pilots, for each MTC, have previously held, or currently hold, as a minimum, a Pilot Tactical Leadership Level 3 Certificate or equivalent two-ship lead qualification.</p>
MT.4	<p>Certification in Pilot Tactical Leadership Level 4 (PTLL 4) or equivalent four-ship lead qualification. see Annex A- Statement of Work, section 4.3.1 (b)</p> <p>The Bidder must demonstrate that at least 1 of the proposed Instructor Pilots in its Staffing Plan, for each MTC, has previously held, or currently holds, as a minimum, a Pilot Tactical Leadership Level 4 (PTLL 4) Certificate or equivalent four-ship lead qualification.</p> <p>Canada reserves the right to request proof of evidence of this certification or equivalency.</p>	<p>The Bidder must demonstrate compliance by providing the following:</p> <p>a) The personnel data in MT.2 substantiates that at least 1 of the Bidder's proposed Instructor Pilots, for each MTC, previously held, or currently holds, as a minimum, a Pilot Tactical Leadership Level 4 (PTLL 4) Certificate or equivalent four-ship lead qualification; and</p> <p>a) The Staffing plan in MT.1 shows that the Cold Lake and Bagotville MTC has a minimum of one of these Instructor Pilots assigned to it.</p>
MT.5	<p>Instructor Pilots experience on aircraft CF188 R2 A/B, F/A-18 C/D</p> <p>See Annex A- Statement of Work, section 4.3.1.</p> <p>The Bidder must demonstrate, for each of the proposed Instructor Pilots in its Staffing Plan, for each MTC, that the individual has at least 500 hours of experience within the past 10 years from Bid Solicitation closing</p>	<p>The Bidder must demonstrate compliance by providing the following:</p> <p>The personnel data in MT.2 substantiates that each of the Bidder's proposed Instructor Pilots, for each MTC, has at least 500 hours of experience within the past 10 years from Bid Solicitation closing date accumulated on the following aircraft:</p> <p>a) CF188 R2 A/B; or b) F/A-18 C/D.</p>

	Mandatory Technical Criteria	Instructions to Bidders
	<p>date accumulated on one of the following aircraft:</p> <ul style="list-style-type: none"> a) CF188 R2 A/B; or b) F/A-18 C/D. <p>Note: Experience accumulated on the Royal Canadian Air Force simulated combat training environment will not be considered by Canada for this criterion.</p> <p>Canada reserves the right to request references to confirm the validity of the information provided.</p>	
MT.6	<p>Training Manager's experience See Annex A- Statement of Work, section 4.3.5 and 5.2</p> <p>The Bidder must demonstrate for each proposed Training Manager in its Staffing Plan, for each MTC, that the individual has at least five years of experience, within the last 15 years from Bid Solicitation Closing date, in one of the following positions:</p> <ul style="list-style-type: none"> a) Military aircrew; b) Military air weapons controller; c) Civil or military air traffic controller; and/or d) Instructor Pilot. <p>Canada reserves the right to request references to confirm the validity of the information provided.</p>	<p>The Bidder must demonstrate compliance by providing the following:</p> <p>The personnel data in MT.2 for each proposed Training Manager, for each MTC, substantiate that the individual has at least five years of experience, within the last 15 years from Bid Solicitation closing date, in one of the following positions:</p> <ul style="list-style-type: none"> a) Military aircrew; b) Military air weapons controller; c) Civil or military air traffic controller; and/or d) Instructor Pilot.
MT.7	<p>Console Operator experience See Annex A- Statement of Work, section 4.4.1</p> <p>The Bidder must demonstrate, for each of the proposed Console Operators in its Staffing Plan, for each MTC, that the individual has previously held one or more of the following positions:</p> <ul style="list-style-type: none"> a) military aircrew; b) military air weapons controller; c) civil or military air traffic controller; and / or 	<p>The Bidder must demonstrate compliance by providing the following:</p> <p>The personnel data in MT.2 substantiates that each of the Bidder's proposed Console Operators, for each MTC, have previously held one or more of the following positions:</p> <ul style="list-style-type: none"> a) military aircrew; b) military air weapons controller; c) civil or military air traffic controller; and / or d) simulator console operator.

	Mandatory Technical Criteria	Instructions to Bidders
	<p>d) simulator console operator</p> <p>Canada reserves the right to request references to confirm the validity of the information provided.</p>	
MT.8	<p>Embedded Contractor Letter of Acknowledgment in accordance with CDRL C05/ DID PM-05</p> <p>The Bidder must submit a signed attestation that they will provide completed and signed the Embedded Contractor Letter of Acknowledgment in accordance with CDRL C05/ DID PM-05 for each proposed staff member.</p>	<p>The Bidder must demonstrate compliance by providing the following:</p> <p>The Bidder has submitted a signed attestation that they will provide a completed and signed, Embedded Contractor Letter of Acknowledgment in accordance with Appendix A CDRL C05/ DID PM-05 for each proposed staff member. Refer to Appendix B -Templates & Samples Documents for ADCTS Training, Embedded Contractor Letter of Acknowledgment section.</p>

3. Quality Plan

	Mandatory Technical Criteria	Instructions to Bidders
MT.9	<p>Quality Plan See Annex A – Statement of Work, section 7.1.2</p> <p>The Bidder must submit a Quality Plan in accordance with the ADCTS Training Quality Plan Appendix A, CDRL C04 / DID PM-04.</p> <p>As a minimum, the Bidder's Quality Plan must meet the following:</p> <ul style="list-style-type: none"> a) Must be in accordance with ISO 10005 "Quality management systems - Guidelines for quality plans" (current edition at time of bid submission); and b) Must provide details on the internal training that will be provided to its personnel. 	<p>The Bidder must demonstrate compliance by providing the following:</p> <p>The Bidder must submit a Quality Plan document in word format in accordance with the ISO 10005 standards for " Quality management systems - Guidelines for quality plans".</p>

Part 2 – Point-Rated Evaluation Criteria

Point-Rated Criteria	
RT.1	<p>Instructor Pilot experience in excess of 500 flying hours.</p> <p>The Bidder must provide experience details on all Pilots in its staffing plan that have accumulated more than 500 flying hours on the following aircraft:</p> <p>a) CF188 R2 A/B; and/or b) F18 C/D.</p> <p>For the purpose of this criterion a maximum of 15 pilots will be considered for points. Of the 15 pilots, a maximum of 11 full time pilots will be considered for points and the remaining pilots will be scored as part time.</p> <p>Note 1: Part time is defined as personnel who will be working less than 30 hours per week at the MTC.</p> <p><u>Instructions to Bidders:</u></p> <p>The response format template below must be used for criterion RT.1.</p> <p>Bidders must provide the requested information for Column A to E.</p> <p>In the scoring table below, the Bidder must choose the column that corresponds to the pilot’s total combined flight hours on all the aircraft types listed below. The pilot’s score will be found in this column on the row with the highest points that corresponds to the aircraft type on which the pilot has accumulated more than 500 flight hours.</p> <p>The Evaluation Team will complete Column F and G to determine the total score for all aircrew.</p> <p>The maximum number of points for this criterion is 650.</p>

Scoring Table for RT.1

Aircraft List	Total Hours Flown by Pilot on Aircraft			
	500 to 999 hrs.	1000 to 1499 hrs.	1500 to 2000 hrs.	More than 2000 hrs.
CF188 R2 A/B	20 points	30 points	40 points	50 points
F18 C/D	10 points	15 points	20 points	30 points

Response format template for RT.1

	Column A	Column B	Column C	Column D	Column E	Column F	Column G
	Pilot Name	Staff Status	Aircraft Type	Number of flying hours	Points	Multiply: X 0.5 part time X 1.0 full time	Pilot Score
Pilot 1							
Pilot 2							
Pilot 3							
Pilot 4							

Pilot 5							
Pilot 6							
Pilot 7							
Pilot 8							
Pilot 9							
Pilot 10							
Pilot 11							
Pilot 12							
Pilot 13							
Pilot 14							
Pilot 15							
						Total Scoring points	

Point-Rated Criteria	
RT.2	<p>Instructor Pilot experience as an instructor with preference towards instructor time on an aircraft closer in configuration to the CF188.</p> <p>The Bidder must provide detailed experience of all pilots in its staffing plan that have experience as an instructor of training aircraft of closer in configuration to the CF188:</p> <ul style="list-style-type: none"> a) 410 Squadron Instructor Pilot; b) Hawk Instructor in Cold Lake; c) Hawk Instructor in Moose Jaw; d) Instructor of Other Equivalent Training Aircraft in Military Service; e) Harvard / Tutor Instructor in Moose Jaw; and/or f) Simulator Instructor. <p>For the purpose of this criterion a maximum of 15 pilots will be considered for points. Of the 15 pilots, a maximum of 11 full time pilots will be considered for points and the remaining pilots must will be scored as part time</p> <p>Note 1: Part time is defined as personnel who will be working less than 30 hours per week at the MTC.</p> <p><u>Instructions to Bidders:</u></p> <p>The response format template below must be used for criterion RT.2.</p> <p>Bidders must provide the requested information for Column A to E.</p> <p>In the scoring table below, to determine the Pilot's score, the Bidder must choose the row that corresponds to the single highest level on which any type is applicable.</p> <p>Score is not cumulative for experience on multiple types of aircraft.</p> <p>The Evaluation Team will complete Column F and G to determine the total score for all aircrew.</p> <p>The maximum number of points for this criterion is 650.</p>

Scoring Table for RT.2

Aircraft Instructor on Type	Points
410 Squadron Instructor Pilot	50 Points
Hawk Instructor in Cold Lake	40 Points
Hawk Instructor in Moose Jaw	20 Points
Instructor of Other Equivalent Training Aircraft in Military Service	10 Points
Harvard / Tutor Instructor in Moosejaw	10 Points
Simulator Instructor	5 Points

Response format template for RT.2

	Column A Pilot Name	Column B Staff Status	Column C Aircraft Type	Column D Number of flying hours	Column E Points	Column F Multiply: X 0.5 part time X 1.0 full time	Column G Pilot Score
Pilot 1							
Pilot 2							
Pilot 3							
Pilot 4							
Pilot 5							
Pilot 6							
Pilot 7							
Pilot 8							
Pilot 9							
Pilot 10							
Pilot 11							
Pilot 12							
Pilot 13							
Pilot 14							
Pilot 15							
						Total Scoring points	

Point-Rated Criteria	
RT.3	<p>Instructor Pilot who has previously held a Pilot Tactical Leadership Level 4a or 5 Certificate.</p> <p>The Bidder must provide details experience of all pilots in its staffing plan that currently hold or have previously held a Pilot Tactical Leadership Level (PTLL) 4a or 5 Certification.</p> <p style="margin-left: 40px;">a) PTLL5; or b) PTLL4a.</p> <p>For the purpose of this criterion a maximum of 15 pilots will be considered for points. Of the 15 pilots, a maximum of 11 full time pilots will be considered for points and the remaining pilots must will be scored as part time</p> <p>Note 1: Part time is defined as personnel who will be working less than 30 hours per week at the MTC.</p> <p><u>Instructions to Bidders:</u></p> <p>The response format template below must be used for criterion RT.3.</p> <p>Bidders must provide the requested information for Column A to D.</p> <p>In the scoring table below, to determine the Pilot's score, the Bidder must choose the row that corresponds to the single highest level of certification previously held.</p> <p>The Evaluation Team will complete Column E and F to determine the total score for all aircrew.</p> <p>The maximum number of points for this criterion is 390.</p>

Scoring Table for RT.3

Pilot Tactical Leadership Level (PTLL) Certificate	Points
PTLL 5 Certificate	30 points
PTLL 4a Certificate	20 points

Response format template for RT.3

	Column A	Column B	Column C	Column D	Column E	Column F
	Pilot Name	Staff Status	Pilot Tactical Leadership Level (PTLL) 4a or 5 Certification	Points	Multiply: X 0.5 part time X 1.0 full time	Pilot Score
Pilot 1						
Pilot 2						
Pilot 3						

Pilot 4						
Pilot 5						
Pilot 6						
Pilot 7						
Pilot 8						
Pilot 9						
Pilot 10						
Pilot 11						
Pilot 12						
Pilot 13						
Pilot 14						
Pilot 15						
					Total Scoring points	

1.2 Additional Work Requirements

For authorized Additional Work Requirements, the Bidder must propose a Firm All-Inclusive hourly Rate for each of the Labour categories listed in Table 2 below, for each of the five years of the initial contract period.

The Hourly Rate is divided into three Labour Categories comprised of Instructor Pilots, Console Operators and any other Support Personnel required to meet the specific Additional Work Requirement as per Annex A – Statement of Work, section 6.2.4 and 6.2.5. Each Additional Work Requirement can vary and may not require all three labour categories to complete the task.

TABLE 2	Firm All-Inclusive Hourly Rate (cdn \$)					Total Price
	Initial Contract Period 1	Initial Contract Period 2	Initial Contract Period 3	Initial Contract Period 4	Initial Contract Period 5	
Instructor Pilot	\$ -	\$-	\$-	\$-	\$-	\$-
Console Operator	\$-	\$-	\$-	\$-	\$-	\$-
Support Personnel	\$-	\$-	\$-	\$-	\$-	\$-

1.3 Option Periods

Canada will add the applicable Consumer Price Index (CPI) rate for the option periods to establish the Rates for on-site training services and Additional Work Requirement. The Rates for contract period 5 will be adjusted in accordance with any annual change in the Consumer Price Index (CPI) (not seasonally adjusted). Published by Statistics Canada in the most recent [Table: 18-10-0004-02 Consumer Price Index by geography, all-items, monthly, percentage change, not seasonally adjusted, Canada, provinces, Whitehorse, Yellowknife and Iqaluit1](#)

Part 2- Basis of Selection highest combined rating of technical merit and price

2.1 Basis of selection

To be declared responsive, a bid must:

- a) comply with all the requirements of the bid solicitation; and
- b) meet all mandatory criteria.

Bids not meeting (a) and (b) will be declared non-responsive.

- c) The selection will be based on the highest responsive combined rating of technical merit and price. The ratio will be 60% for the technical merit and 40% for the price.
- d) To establish the technical merit score, the overall technical score for each responsive bid will be determined as follows: total number of points obtained for each rated criteria RT.1, RT.2 and RT.3 / maximum number of points available multiplied by the ratio of 60%.
- e) To establish the pricing score, each responsive bid will be prorated against the lowest total evaluated price and the ratio of 40%.
- f) For each responsive bid, the technical merit score and the pricing score will be added to determine its combined rating.
- g) Neither the responsive bid obtaining the highest technical score nor the one with the lowest total evaluated price will necessarily be accepted. The responsive bid with the highest combined rating of technical merit and price will be recommended for award of a contract.

The table below illustrates an example where all three bids are responsive and the selection of the contractor is determined by a 60/40 ratio of technical merit and price, respectively. The total available points equals 1040 and the lowest total evaluated price is \$2.5M

	Bidder 1	Bidder 2	Bidder 3
Technical Score	400	300	250
Price Proposal	\$3.5M	\$3M	\$2.5M
Calculation of final ranked score			
	Technical Score	Price Score	Final Score
Bidder 1	$400/1040 \times 60 = 23.1$	$\$2.5M/\$3.5M \times 40 = 28.6$	$23.1 + 28.6 = 51.7$
Bidder 2	$300/1040 \times 60 = 17.3$	$\$2.5M/\$3M \times 40 = 33.3$	$17.3 + 33.3 = 50.6$
Bidder 3	$250/1040 \times 60 = 14.4$	$\$2.5M/\$2.5M \times 40 = 40$	$14.4 + 40 = 54.4$

In this example, Bidder 3 would be recommended for award of a contract as it has the highest combined weighted rating of Technical and Price Score.

ANNEX D

Security Requirements



Government of Canada / Gouvernement du Canada

Contract Number / Numéro du contrat W8485-206032
Security Classification / Classification de sécurité UNCLASSIFIED

SECURITY REQUIREMENTS CHECK LIST (SRCL)
LISTE DE VÉRIFICATION DES EXIGENCES RELATIVES À LA SÉCURITÉ (LVERS)

PART A - CONTRACT INFORMATION / PARTIE A - INFORMATION CONTRACTUELLE		
1. Originating Government Department or Organization / Ministère ou organisme gouvernemental d'origine DEPARTMENT OF NATIONAL DEFENCE	2. Branch or Directorate / Direction générale ou Direction ADM(MAT) D. MAJ PROC SVCS	
3. a) Subcontract Number / Numéro du contrat de sous-traitance	3. b) Name and Address of Subcontractor / Nom et adresse du sous-traitant	
4. Brief Description of Work / Brève description du travail Operation of the Advanced Distributed Combat Training System (ADCTS), a CF-18 combat training simulator by a Contractor for the purposes of providing training.		
5. a) Will the supplier require access to Controlled Goods? / Le fournisseur aura-t-il accès à des marchandises contrôlées?	No <input type="checkbox"/> Yes <input checked="" type="checkbox"/>	
5. b) Will the supplier require access to unclassified military technical data subject to the provisions of the Technical Data Control Regulations? / Le fournisseur aura-t-il accès à des données techniques militaires non classifiées qui sont assujetties aux dispositions du Règlement sur le contrôle des données techniques?	No <input type="checkbox"/> Yes <input checked="" type="checkbox"/>	
6. Indicate the type of access required / Indiquer le type d'accès requis		
6. a) Will the supplier and its employees require access to PROTECTED and/or CLASSIFIED information or assets? / Le fournisseur ainsi que les employés auront-ils accès à des renseignements ou à des biens PROTÉGÉS et/ou CLASSIFIÉS? (Specify the level of access using the chart in Question 7. c) / (Préciser le niveau d'accès en utilisant le tableau qui se trouve à la question 7. c)	No <input type="checkbox"/> Yes <input checked="" type="checkbox"/>	
6. b) Will the supplier and its employees (e.g. cleaners, maintenance personnel) require access to restricted access areas? No access to PROTECTED and/or CLASSIFIED information or assets is permitted. / Le fournisseur et ses employés (p. ex. nettoyeurs, personnel d'entretien) auront-ils accès à des zones d'accès restreintes? L'accès à des renseignements ou à des biens PROTÉGÉS et/ou CLASSIFIÉS n'est pas autorisé.	<input checked="" type="checkbox"/> No <input type="checkbox"/> Yes <input type="checkbox"/>	
6. c) Is this a commercial courier or delivery requirement with no overnight storage? / S'agit-il d'un contrat de messagerie ou de livraison commerciale sans entreposage de nuit?	<input checked="" type="checkbox"/> No <input type="checkbox"/> Yes <input type="checkbox"/>	
7. a) Indicate the type of information that the supplier will be required to access / Indiquer le type d'information auquel le fournisseur devra avoir accès		
Canada <input checked="" type="checkbox"/>	NATO / OTAN <input checked="" type="checkbox"/>	Foreign / Étranger <input type="checkbox"/>
7. b) Release restrictions / Restrictions relatives à la diffusion		
No release restrictions / Aucune restriction relative à la diffusion <input type="checkbox"/>	All NATO countries / Tous les pays de l'OTAN <input checked="" type="checkbox"/>	No release restrictions / Aucune restriction relative à la diffusion <input type="checkbox"/>
Not releasable / À ne pas diffuser <input checked="" type="checkbox"/>		
Restricted to: / Limité à: <input type="checkbox"/>	Restricted to: / Limité à: <input type="checkbox"/>	Restricted to: / Limité à: <input type="checkbox"/>
Specify country(ies): / Préciser le(s) pays:	Specify country(ies): / Préciser le(s) pays:	Specify country(ies): / Préciser le(s) pays:
7. c) Level of information / Niveau d'information		
PROTECTED A / PROTÉGÉ A <input checked="" type="checkbox"/>	NATO UNCLASSIFIED / NATO NON CLASSIFIÉ <input type="checkbox"/>	PROTECTED A / PROTÉGÉ A <input type="checkbox"/>
PROTECTED B / PROTÉGÉ B <input checked="" type="checkbox"/>	NATO RESTRICTED / NATO DIFFUSION RESTREINTE <input type="checkbox"/>	PROTECTED B / PROTÉGÉ B <input type="checkbox"/>
PROTECTED C / PROTÉGÉ C <input type="checkbox"/>	NATO CONFIDENTIAL / NATO CONFIDENTIEL <input type="checkbox"/>	PROTECTED C / PROTÉGÉ C <input type="checkbox"/>
CONFIDENTIAL / CONFIDENTIEL <input type="checkbox"/>	NATO SECRET / NATO SECRET <input checked="" type="checkbox"/>	CONFIDENTIAL / CONFIDENTIEL <input type="checkbox"/>
SECRET / SECRET <input checked="" type="checkbox"/>	COSMIC TOP SECRET / COSMIC TRÈS SECRET <input type="checkbox"/>	SECRET / SECRET <input type="checkbox"/>
TOP SECRET / TRÈS SECRET <input type="checkbox"/>		TOP SECRET / TRÈS SECRET <input type="checkbox"/>
TOP SECRET (SIGINT) / TRÈS SECRET (SIGINT) <input type="checkbox"/>		TOP SECRET (SIGINT) / TRÈS SECRET (SIGINT) <input type="checkbox"/>
		TOP SECRET (SIGINT) / TRÈS SECRET (SIGINT) <input type="checkbox"/>



PART A (continued) / PARTIE A (suite)

8. Will the supplier require access to PROTECTED and/or CLASSIFIED COMSEC information or assets?
Le fournisseur aura-t-il accès à des renseignements ou à des biens COMSEC désignés PROTÉGÉS et/ou CLASSIFIÉS? No / Non Yes / Oui
If Yes, indicate the level of sensitivity:
Dans l'affirmative, indiquer le niveau de sensibilité :

9. Will the supplier require access to extremely sensitive INFOSEC information or assets?
Le fournisseur aura-t-il accès à des renseignements ou à des biens INFOSEC de nature extrêmement délicate? No / Non Yes / Oui

Short Title(s) of material / Titre(s) abrégé(s) du matériel :
Document Number / Numéro du document :

PART B - PERSONNEL (SUPPLIER) / PARTIE B - PERSONNEL (FOURNISSEUR)

10. a) Personnel security screening level required / Niveau de contrôle de la sécurité du personnel requis

- | | | | |
|--|---|--|--|
| <input type="checkbox"/> RELIABILITY STATUS
COTE DE FIABILITE | <input type="checkbox"/> CONFIDENTIAL
CONFIDENTIEL | <input checked="" type="checkbox"/> SECRET
SECRET | <input type="checkbox"/> TOP SECRET
TRES SECRET |
| <input type="checkbox"/> TOP SECRET - SIGINT
TRES SECRET - SIGINT | <input type="checkbox"/> NATO CONFIDENTIAL
NATO CONFIDENTIEL | <input checked="" type="checkbox"/> NATO SECRET
NATO SECRET | <input type="checkbox"/> COSMIC TOP SECRET
COSMIC TRES SECRET |
| <input type="checkbox"/> SITE ACCESS
ACCES AUX EMPLACEMENTS | | | |

Special comments:
Commentaires spéciaux :

NOTE: If multiple levels of screening are identified, a Security Classification Guide must be provided.
REMARQUE : Si plusieurs niveaux de contrôle de sécurité sont requis, un guide de classification de la sécurité doit être fourni.

10. b) May unscreened personnel be used for portions of the work?
Du personnel sans autorisation sécuritaire peut-il se voir confier des parties du travail? No / Non Yes / Oui
If Yes, will unscreened personnel be escorted?
Dans l'affirmative, le personnel en question sera-t-il escorté? No / Non Yes / Oui

PART C - SAFEGUARDS (SUPPLIER) / PARTIE C - MESURES DE PROTECTION (FOURNISSEUR)

INFORMATION / ASSETS / RENSEIGNEMENTS / BIENS

11. a) Will the supplier be required to receive and store PROTECTED and/or CLASSIFIED information or assets on its site or premises?
Le fournisseur sera-t-il tenu de recevoir et d'entreposer sur place des renseignements ou des biens PROTÉGÉS et/ou CLASSIFIÉS? No / Non Yes / Oui

11. b) Will the supplier be required to safeguard COMSEC information or assets?
Le fournisseur sera-t-il tenu de protéger des renseignements ou des biens COMSEC? No / Non Yes / Oui

PRODUCTION

11. c) Will the production (manufacture, and/or repair and/or modification) of PROTECTED and/or CLASSIFIED material or equipment occur at the supplier's site or premises?
Les installations du fournisseur serviront-elles à la production (fabrication et/ou réparation et/ou modification) de matériel PROTÉGÉ et/ou CLASSIFIÉ? No / Non Yes / Oui

INFORMATION TECHNOLOGY (IT) MEDIA / SUPPORT RELATIF À LA TECHNOLOGIE DE L'INFORMATION (TI)

11. d) Will the supplier be required to use its IT systems to electronically process, produce or store PROTECTED and/or CLASSIFIED information or data?
Le fournisseur sera-t-il tenu d'utiliser ses propres systèmes informatiques pour traiter, produire ou stocker électroniquement des renseignements ou des données PROTÉGÉS et/ou CLASSIFIÉS? No / Non Yes / Oui

11. e) Will there be an electronic link between the supplier's IT systems and the government department or agency?
Disposera-t-on d'un lien électronique entre le système informatique du fournisseur et celui du ministère ou de l'agence gouvernementale? No / Non Yes / Oui



PART C - (continued) / PARTIE C - (suite)

For users completing the form **manually** use the summary chart below to indicate the category(ies) and level(s) of safeguarding required at the supplier's site(s) or premises.
 Les utilisateurs qui remplissent le formulaire **manuellement** doivent utiliser le tableau récapitulatif ci-dessous pour indiquer, pour chaque catégorie, les niveaux de sauvegarde requis aux installations du fournisseur.

For users completing the form **online** (via the Internet), the summary chart is automatically populated by your responses to previous questions.
 Dans le cas des utilisateurs qui remplissent le formulaire **en ligne** (par Internet), les réponses aux questions précédentes sont automatiquement saisies dans le tableau récapitulatif.

SUMMARY CHART / TABLEAU RÉCAPITULATIF

Category / Catégorie	PROTECTED / PROTÉGÉ			CLASSIFIED / CLASSIFIÉ			NATO				COMSEC					
	A	B	C	CONFIDENTIAL / CONFIDENTIEL	SECRET	TOP SECRET / TRÈS SECRET	NATO RESTRICTED / NATO DIFFUSION RESTREINTE	NATO CONFIDENTIAL / NATO CONFIDENTIEL	NATO SECRET	COSMIC TOP SECRET / COSMIC TRÈS SECRET	PROTECTED / PROTÉGÉ			CONFIDENTIAL / CONFIDENTIEL	SECRET	TOP SECRET / TRÈS SECRET
											A	B	C			
Information / Assets / Renseignements / Biens																
Production																
IT Media / Support TI																
IT Link / Lien électronique																

12. a) Is the description of the work contained within this SRCL PROTECTED and/or CLASSIFIED?
 La description du travail visé par la présente LVERS est-elle de nature PROTÉGÉE et/ou CLASSIFIÉE? No / Non Yes / Oui

If Yes, classify this form by annotating the top and bottom in the area entitled "Security Classification".
 Dans l'affirmative, classifiez le présent formulaire en indiquant le niveau de sécurité dans la case intitulée « Classification de sécurité » au haut et au bas du formulaire.

12. b) Will the documentation attached to this SRCL be PROTECTED and/or CLASSIFIED?
 La documentation associée à la présente LVERS sera-t-elle PROTÉGÉE et/ou CLASSIFIÉE? No / Non Yes / Oui

If Yes, classify this form by annotating the top and bottom in the area entitled "Security Classification" and indicate with attachments (e.g. SECRET with Attachments).
 Dans l'affirmative, classifiez le présent formulaire en indiquant le niveau de sécurité dans la case intitulée « Classification de sécurité » au haut et au bas du formulaire et indiquez qu'il y a des pièces jointes (p. ex. SECRET avec des pièces jointes).

The following Security requirements apply.

1. The Contractor/Offeror must, at all times during the performance of the Contract/Standing Offer, hold a valid Facility Security Clearance at the level of NATO SECRET, issued by the Contract Security Program (CSP), Public Works and Government Services Canada (PWGSC).
2. This contract includes access to **Controlled Goods**. Prior to access, the contractor must be registered in the Controlled Goods Program of Public Works and Government Services Canada (PWGSC).
3. The Contractor/Offeror personnel requiring access to CLASSIFIED/PROTECTED information, assets or sensitive site(s) **must be a citizen of Canada and must EACH hold a valid personnel security screening at the level of SECRET**, granted or approved by the CSP, PWGSC.
4. The Contractor/Offeror personnel requiring access to **NATO CLASSIFIED** information, assets or sensitive site(s) **must be permanent residents of Canada or citizens of a NATO member country** and EACH hold a valid personnel security screening at the level of NATO SECRET, granted or approved by the appropriate delegated NATO Security Authority.
5. The Contractor/Offeror MUST NOT remove any CLASSIFIED/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.
6. Subcontracts which contain security requirements are NOT to be awarded without the prior written permission of the CSP, PWGSC.
7. The Contractor must complete and submit a **Foreign Ownership, Control or Influence (FOCI)** Questionnaire and associated documentation identified in the FOCI Guidelines for Organizations prior to contract award to identify whether a third party individual, firm or government can gain unauthorized access to **COMSEC / CLASSIFIED NATO or FOREIGN** information/assets. **Public Works and Government Services Canada (PWGSC)** will determine if the company is *“Not Under FOCI”* or *“Under FOCI”*. When an organization is determined to be *Under FOCI*, PWGSC will ascertain if mitigation measures exist or must be put in place by the company so it can be deemed *“Not Under FOCI through Mitigation”*.
8. The contractor must at all times during the performance of the contract possess a letter from PWGSC identifying the results of the FOCI assessment with a FOCI designation of *Not Under FOCI* or *Not Under FOCI through Mitigation*.
9. All changes to Questionnaire and associated FOCI evaluation factors must immediately be submitted to the Industrial Security Sector (ISS) to determine if the changes impact the FOCI designation.
10. The Contractor/Offeror must also comply with the provisions of the:
 - (a) Security Requirements Check List, attached at Annex _____;
 - (b) Industrial Security Manual (latest edition).