

ADVANCED CONTRACT AWARD NOTICE (ACAN)

1. Advance Contract Award Notice (ACAN)

An ACAN is a public notice indicating to the supplier community that a department or agency intends to award a contract for goods, services or construction to a pre-identified supplier, thereby allowing other suppliers to signal their interest in bidding, by submitting a statement of capabilities. If no supplier submits a statement of capabilities that meets the requirements set out in the ACAN, on or before the closing date stated in the ACAN, the contracting officer may then proceed with the award to the pre-identified supplier.

2. Definition of the requirement

The department of Women and Gender Equality Canada has a requirement to provide system analysis, development, and technical support of its grants and contributions intake system, based on Alphinat SmartGuide. The work will involve the following:

- System enhancements
 - Add ability for system to track user activity
 - Updates forms, grids, tables, processes, etc.
 - Enhance data extract/visual tool, including new data elements
 - Improve Smartlets
 - Create custom reports functionalities
 - Update and further develop Communications Management
 - Add information sharing functionality for funded organizations
 - Ongoing ad-hoc change requests

- Interconnectivity/integration with other systems.
 - Integrate with MS Dynamics
 - Maintain existing interconnectivity (ex. Microsoft sunset of Exchange Web Services (EWS) protocol)
 - Integrate electronic signature capabilities with DocuSign

- Ongoing maintenance and technical support
 - Install SmartGuide/SmartProfile server updates as required
 - Perform periodic security scans

- Perform accessibility fixes identified by client
- Knowledge transfer and documentation development support for client managed modules (ex. CFP set up, Evaluation Grid set up, etc.)
- Create and update technical/architectural documentation of the system's implementation and as new features are added
- Bug fixes

3. Criteria for assessment of the Statement of Capabilities (Minimum Essential Requirements)

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

Experience - The Proposed Resource must have:

1. At least 72 months of experience in Information Technology (IT) in an application development setting.
2. A minimum of five (5) years professional work experience within the last ten (10) years developing web applications connecting to a relational database.
3. A minimum of five (5) years professional work experience within the last ten (10) years developing working with Microsoft SQL 2008 or later, SQL statements and/or PL/SQL stored procedures.
4. A minimum of two (2) years of cumulative experience developing with the Alphinat SmartGuide software system.
5. Experience working in an agile development environment.
6. Experience within the last ten (10) years of developing client-side applications with responsive / adaptive Web design.
7. Experience in application development in a production environment using the following applications:
 - JSON
 - RESTful APIs

8. Experience in developing applications/web sites which are compliant with the Government of Canada Web standards: Web Usability Standard, Web Experience Toolkit (WET), and Web Accessibility Standard (Web Content Accessibility Guidelines (WCAG))
- Academic qualifications - The proposed resource must have a university degree in one of the following: Computer Science, Computer Mathematics, Software Engineering, Computer Engineering, Management Information Systems

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

This procurement is subject to the following trade agreement(s):

- *Canadian Free Trade Agreement (CFTA)*
- *Canada-Chile Free Trade Agreement*
- *Comprehensive and Progressive Agreement for Trans-Pacific Partnership (CPTPP)*
- *Canada-Columbia Free Trade Agreement*
- *Canada-European Union Comprehensive Economic and Trade Agreement (CETA)*
- *Canada-Honduras Free Trade Agreement*
- *Canada-Korea Free Trade Agreement*
- *Canada-Panama Free Trade Agreement*
- *Canada-Peru Free Trade Agreement*
- *Canada-UK Trade Continuity Agreement (Canada-UK TCA)*
- *Canada-Ukraine Free Trade Agreement*
- *World Trade Organization-Agreement on Government Procurement (WTO-GPA)*

5. This procurement will not be set-aside under the Procurement Strategy for Aboriginal Business.

6. This procurement is not subject to any Comprehensive Land Claims Agreement(s).

7. Justification for the Pre-Identified Supplier

Women and Gender Equality Canada (WAGE) chose the Alphinat SmartGuide platform to develop its online application intake system. The system met all of WAGE's technical and business requirements and was procured via the Software Licensing Supply Arrangement (SLSA). Alphinat SmartGuide is a proprietary software with very little expertise outside of the company. Alphinat helped develop WAGE's initial deployment and is the only supplier that can add the required enhanced functionalities and new system integrations, as well as provide ongoing technical support.

Should Canada receive a statement of capabilities from a supplier that contains sufficient information to indicate that it meets the requirements set forth in this ACAN, a competitive process will be triggered with a technical and financial evaluation methodology of the bids proposed by the potential bidders.

8. Government Contracts Regulations Exception(s)

The following exception(s) to the *Government Contracts Regulations* is (are) invoked for this procurement under subsection 6(d) – *only one person is capable of performing the work*, The identified supplier, Alphinat, is the only one able to meet all of the criteria identified in paragraph 3 above.

9. Ownership of Intellectual Property

Intellectual Property is not applicable to this procurement.

10. Period of the proposed contract or delivery date

The proposed contract is for a period of 2.25 years, from mid-January, 2022 to March 31, 2024, with two one-year options.

11. Cost estimate of the proposed contract

The estimated value of the contract, including option(s), is \$350,000 + applicable taxes.

12. Name and address of the pre-identified supplier

Alphinat Inc.
2000 Peel, Suite 680
Montreal (Quebec)
H3A 2W5

13. Suppliers' right to submit a statement of capabilities

Suppliers who consider themselves fully qualified and available to provide the goods, services or construction services described in the ACAN may submit a statement of capabilities in writing to the contact person identified in this notice on or before the closing date of this notice. The statement of capabilities must clearly demonstrate how the supplier meets the advertised requirements.

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

The closing date and time for accepting statements of capabilities is January 10, 2022 at 10:00 a.m. EST.

15. Inquiries and submission of statements of capabilities

Inquiries and statements of capabilities are to be directed to:

Kevin Rodrigues

Procurement Advisor

Department for Women and Gender Equality

Email: kevin.rodriques@cfc-swc.gc.ca

Telephone: 343-552-6182