



## Advance Contract Award Notice

### 1.0 Introduction

The Canadian Nuclear Safety Commission (CNSC) has a requirement for software to run an online consultation platform that can host multiple consultations simultaneously on large, technically complex documents, that provides detailed reporting capability, and that meets Government of Canada accessibility standards.

The purpose of this advance contract award notice (ACAN) is to signal the CNSC's intention to award a contract for these services to:

Granicus Canada Holdings ULC  
250 City Centre Avenue Unit 806  
Ottawa ON K1R 6K7

Before awarding a contract, however, the CNSC would like to provide other suppliers with the opportunity to demonstrate that they are capable of satisfying the requirements set out in this ACAN, by submitting a statement of capabilities within the posting period for this ACAN, which is 15 calendar days.

If, during the posting period, other potential suppliers submit a statement of capabilities that meets the requirements set out in this ACAN, the CNSC may proceed to a full tendering process via the Government Electronic Tendering Service or by inviting bids directly from suppliers.

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

### 2.0 Background

The Canadian Nuclear Safety Commission (CNSC) regulates the use of nuclear energy and materials in Canada to protect health, safety, security, and the environment. It also ensures Canada respects its international commitments on the peaceful use of nuclear energy.

The CNSC added an online consultation platform to make it easier for stakeholders to understand the CNSC's role in the issues that are important to them, easier to have their voice heard, and easier for the CNSC to gather the feedback that guides our decisions. By integrating the latest tools to facilitate engagement with stakeholders, the CNSC tangibly demonstrates its commitment to transparency.

The need to adopt digital tools and improve the user experience across the Government of Canada's departments and agencies is stated clearly in Chief Information Officer of Canada introduction to the *Digital Operations Strategic Plan: 2021–2024*. Further, the Government of Canada's *Cabinet Directive on Regulation* states:

“Departments and agencies should seek opportunities to use modern, digital, accessible and secure platforms and tools for consultation and engagement. Communication tools should support meaningful and inclusive consultation and engagement, with consideration given to any limitations on accessibility for stakeholders, including Indigenous peoples.”<sup>1</sup>

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<sup>1</sup> <https://www.canada.ca/en/government/system/laws/developing-improving-federal-regulations/requirements-developing-managing-reviewing-regulations/guidelines-tools/cabinet-directive-regulation.html>



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This project also aligns with the CNSC Strategic Planning Framework, specifically:

### **Open and inclusive regulator and Administrative Tribunal**

- Implement improved engagement mechanisms and forums

### **Modern management practices and enabling processes and technologies**

- Implement CNSC *Digital Strategy*

The CNSC's online consultation platform works with the existing consultation process, but provides new and improved functionality. Specifically, the goals of this platform are to:

- Increase stakeholder engagement and broaden base of participants
- Increase number and type of feedback opportunities
- Lower CNSC administrative burden for consultations
- Simplify consultations for stakeholders by having all supporting information in one location
- Add interactive features such discussion boards and new tools for engagement with stakeholders (surveys, Q&A periods, etc.)
- Increase visibility of comments and commenters
- Add analytic capabilities to better understand the drivers and barriers to stakeholder participation
- Provide a source of information, even to stakeholders who do not engage in the discussion
- Near real-time posting of username and comments, giving additional time for stakeholders to review

The estimated value of the contract, including the option periods, is **\$206,135.24** CAD. Applicable taxes are extra.

### **3.0 Minimum Mandatory Requirements**

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

1. Must provide unlimited simultaneous consultations on the platform
2. Must provide capability to post large documents with each section subdivided within the consultation
3. Must provide capability to post large, technically complex documents including tables and mathematical symbols.
4. Must provide capability to provide visual and textual description of the consultation process, such as a lifecycle tool
5. Must provide capability to post videos
6. Must provide capability to post custom graphics
7. Must provide capability to create customized reports on individual projects, overall site metrics, and visitor demographics
8. Must provide capability to export report data in CSV, PDF and Excel formats
9. Must provide capability to create customized newsletters
10. Must provide capability to integrate with Google Analytics
11. Must provide capability to conduct user surveys
12. Must not require users to provide geolocation data to participate in discussion
13. Must provide 24/7 technical support
14. Must be intuitive and easy to learn
15. Must adhere to Government of Canada branding
16. Must provide consultation sessions with engagement specialists



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17. Must meet Government of [Canada IT Security standards](#)
18. Must meet Government of [Canada accessibility standards](#)
19. Must provide capability to verify usernames to ensure no anonymous comments
20. Must provide easy-to-navigate interface that allows visitors to read a draft document in either HTML or PDF versions
21. Must provide capability to host a discussion forum (similar to Facebook) or a “survey and question” forum
22. Must provide capability for users to upload files containing their comments.

### 4.0 Justification for the Pre-selected Supplier

CNSC believes that Granicus Canada Holdings ULC is the only source capable of successfully performing the work as their service offering meets all the functional and technical requirements needed by the CNSC. In addition, Granicus Canada Holdings ULC is the owner of the solution and holds exclusive Intellectual Property rights to the technology. No other distributor is legally authorized to distribute the technology.

### 5.0 Policy Information

Limited tendering of this requirement is consistent with the provisions of the:

- Government Contracts Regulations Section 6, where only one firm is capable of performing the contract.
- Canadian Free Trade Agreement, Article 513 Section 1 (b);
- Canada-Chile Free Trade Agreement, Part 3, Article Kbis-09 1 b;
- Comprehensive and Progressive Agreement for Trans-Pacific Partnership, Chapter 15, Part 15-10, section 2 (b)
- Canada-Colombia Free Trade Agreement, Chapter 14, Article 1409, Section b.
- Canada-European Union Comprehensive Economic and Trade Agreement, Chapter 19, article 19.12, section b.
- Canada-Honduras Free Trade Agreement, Chapter 17, Article 17.11, Section 2 (b)
- Canada-Korea Free Trade Agreement, Chapter 14
- Canada-Panama Free Trade Agreement, Chapter 16, Article 16.10, Section 1 b.
- Canada-Peru Free Trade Agreement, Article 1409 Section 1. (b)
- Canada-Ukraine Free Trade Agreement, Chapter 10, Article 10.13, Section (b)
- Canada-United Kingdom Trade Continuity Agreement, Chapter 19, article 19.12, section b. of CETA applies
- World Trade Organization-Agreement on Government Procurement, Chapter XV, Article XIII, Section 1 b.

### 6.0 Intellectual Property

Ownership of any foreground intellectual property arising out of the proposed contract will vest in the contractor.

### 7.0 Statement of Capabilities

Suppliers who consider themselves fully qualified and available to meet the specified requirements may submit a statement of capabilities in writing to the contracting authority 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.



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The closing date and time for accepting statements of capabilities is **January 23, 2023 at 2:00 PM EST.**

### 8.0 Contact Information

Inquiries and statements of capabilities are to be directed in writing to:

Solicitation

[solicitation-demandedesoumission@cnsccsn.gc.ca](mailto:solicitation-demandedesoumission@cnsccsn.gc.ca)