

**Nature of Requirement:** Mission Critical Team Training

File: W6399-24-LO25

**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 National Defence has a requirement for Mission Critical Team Training. The aim of this training is to enable Canadian Armed Forces (CAF) personnel to form highly cohesive and effective teams capable of making decisions in complex and chaotic situations. DND must have the ability to produce DND members capable for immediate deployment across a spectrum of conflict. A key contributor to the success of these DND members is the ability to quickly navigate chaotic and frequently shifting situations, assess these ambiguous situations, and make appropriate decisions in an exceptionally compressed timeline. The Contractor must be a qualified instructor with the facilities, capacity, resources, and intellectual property (IP) rights to support Mission Critical Team training. Mission Critical Team Institute (MCTI) are known to meet the Minimum essential requirements detailed at Paragraph 3.

The specific training requirements are as follows:

The Contractor's training must be specifically geared towards military, law enforcement agencies (LEA), high risk response units, and mission critical teams in emergency situations. Training must be designed for the appropriate tiers of military or LEA units that work in high risk, Emergency response environments, where the consequence of failure is either death or catastrophic loss. The Contractor's training must be flexible and adaptable to DND member(s) progression and understanding.

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

Any interested Contractor must demonstrate by way of a statement of capabilities that its product meets the following requirements at the time of publication of this Notice:

- 3.1 Minimum Essential Requirements – The Mission Critical Team Training Instructor must have:
  - 3.1.1 A Doctorate in Educational Leadership;
  - 3.1.3 A minimum of six (6) years of experience teaching at the university level;
  - 3.1.4 A minimum of two (2) years' experience supervising and developing training methodologies and practices at the national level for small-team crisis management;
  - 3.1.5 Worked in problem-solving methods and collaboration capacity with:



- a) Professional organizations involving a substantial element of danger or risk for a minimum of two (2) years;
- b) The "Five Eyes" Special Operations Forces community (i.e. Canada, United States of America, United Kingdom, Australia, and New Zealand); and

3.1.6 Must be fluent in the English language (speaking, writing, and understanding).

3.2 Mission Critical Team Training Course Delivery – The Course Configurations must:

- 3.2.1 Provide Leadership Development at a frequency of up to three (3) serials annually, each at five (5) training days duration, with eight (8) hours of instruction per day. The Contractor must accommodate flexibility for DND to choose the program delivery dates, for courses of up to 15 DND participants.
- 3.2.2 Provide Virtual Leadership Development at a frequency of up to three (3) serials annually, each at five (5) training days duration, with eight (8) hours of instruction per day. The Contractor must accommodate flexibility for DND to choose the program delivery dates, for courses of up to 15 DND participants.
- 3.2.3 Provide Instructor Cadre Professional Development at a frequency of one (1) serial annually, each at two and a half (2.5) training days duration, with eight (8) hours of instruction per day. This course must accommodate up to 30 DND participants.
- 3.2.4 Provide Mission Critical Team Development at a frequency of four (4) serial's annually, each at four and a half (4.5) training days duration, with the standard daily duration for an MCTDC. The Contractor must accommodate up to three (3) participants for DND members annually on each of the four (4) annual serials run at the Contractors designated facility.
- 3.2.5 Consist of both theoretical (roughly 75%) and practical training (roughly 25%)
- 3.2.6 Cover individual performance psychology, problem-solving methods, and collaboration capacity within the High Risk Crisis Management Team environment and based on eight (8) hour work-days during delivery.
- 3.2.7 Enable participants to resolve complex adaptive problems in immersive, but constrained (in 5 minutes or less), temporal environments where the consequence of failure would be death or disastrous loss.

3.3 Deliverables and Acceptance – The Mission Critical Team Training must:

- 3.3.1 Provide course completion certificates for each student at the conclusion of training;
- 3.3.2 Supply all teaching aids required for training.
- 3.3.3 Provide all services in English.



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

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

- Canada-Chile Free Trade Agreement (CCFTA)
- Canada Free Trade Agreement (CFTA)
- Comprehensive and Progressive Agreement for Trans-Pacific Partnership (CPTTP)
- Comprehensive Economic Trade Agreement (CETA)
- Canada-Peru Free Trade Agreement (CPFTA)
- Canada-Columbia Free Trade Agreement (CColFTA)
- Canada-Panama Free Trade Agreement (CPanFTA)
- Canada-Honduras Free Trade Agreement (CHFTA)
- Canada-Korea Free Trade Agreement (CKFTA)

#### **5. Justification for the Pre-Identified Supplier**

Mission Critical Team Institute (MCTI) is the only known supplier with licensing and intellectual property rights to provide training which meets the Minimum Essential Requirements detailed in Paragraph 3.

#### **6. Government Contracts Regulations Exception**

The following exception to the Government Contracts Regulations is invoked for this procurement under subsection 6(d) - "only one person is capable of performing the contract".

#### **7. Exclusions and/or Limited Tendering Reasons**

- 7.1 The following exclusion(s) and/or limited tendering reasons are invoked under the Canadian Free Trade Agreement (CFTA) – Article 513 1(b)ii:
- ii) the protection of patents, copyrights or other exclusive rights
- 7.1.1 The following exclusion(s) and/or limited tendering reasons are invoked under the Canada-Chile Free Trade Agreement (CCFTA), Article Kbis-16: Exceptions (2).
- 7.1.2 The following exclusion(s) and/or limited tendering reasons are invoked under the Comprehensive and Progressive Agreement for Trans-Pacific Partnership (CPTTP) Article 29.2: Security Exceptions in Chapter 29.
- 7.1.3 The following exclusion(s) and/or limited tendering reasons are invoked under the Comprehensive Economic Trade Agreement (CETA), Article 19.3 Security and general exceptions, Chapter 19.
- 7.1.4 The following exclusion(s) and/or limited tendering reasons are invoked under the Canada-Peru Free Trade Agreement (CPFTA), Article 16.03 Security and General Exceptions, Chapter 14.



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- 7.1.5 The following exclusion(s) and/or limited tendering reasons are invoked under the Canada-Columbia Free Trade Agreement (CCoFTA), Article 1402: Security and General Exceptions, Chapter 14.
- 7.1.6 The following exclusion(s) and/or limited tendering reasons are invoked under the Canada-Panama Free Trade Agreement (CPanFTA), Article 16.03: Security and General Exceptions, Chapter 16.
- 7.1.7 The following exclusion(s) and/or limited tendering reasons are invoked under the Canada-Honduras Free Trade Agreement (CHFTA), Article 17.3: Security and General Exceptions, Chapter 17.
- 7.1.8 The following exclusion(s) and/or limited tendering reasons are invoked under the Canada-Korea Free Trade Agreement (CKFTA), Article 22.2, National Security, Chapter 22.

## **8. Delivery date**

The proposed Standing Offer duration is for an initial period of three (3) years with two (2) additional one (1) year option periods.

## **9. Name and address of the pre-identified supplier**

748132917PG0001  
Mission Critical Team Institute, LLC  
7840 Cedar Lane  
Elkins Park, Pennsylvania  
United States  
19027

## **10. 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.

## **11. Closing date for a submission of a statement of capabilities**

The closing date and time for accepting statements of capabilities is 13 February 2024 at 2:00 p.m. EST.



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## **12. Inquiries and submission of statements of capabilities**

Inquiries and statements of capabilities are to be directed to:

Attn: Christopher Muldoon  
Position: DLP 8-2-6-1  
Telephone: 613-990-5234  
E-mail: Christopher.Muldoon@forces.gc.ca

Documents may be submitted in either official language of Canada.