

SOLICITATION # T8080-230640**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(s).

1. TITLE

Civil Aviation Medicine Aviation Medical Officers

2. OBJECTIVE

To provide Transport Canada with medical services and advice to support the aeromedical certification of aviation personnel. Transport Canada has a requirement for Category 1 Medical Officers and Indigenous Policy Specialists and Category 2 Medical Officers on an as and when required basis to undertake medical activities and review complex files within Civil Aviation Medicine regional offices and at times in different locations to present training workshops.

3. DEFINITION OF THE REQUIREMENT**CATEGORY 1 MEDICAL OFFICERS**

The requirement is for Medical Officers. The medical officer will provide medical services and advice to support the aeromedical certification of aviation personnel. Transport Canada has a requirement for physicians on an as and when required basis to undertake medical activities such as the assessment of medical files within Civil Aviation Medicine regional offices and at times to review complex files.

CATEGORY 1 INDIGENOUS POLICY SPECIALISTS

The requirement is for an Indigenous Policy Specialists. The indigenous policy specialists will provide support with file review and policy development related to broader efforts and priorities aimed at advancing reconciliation and integrating indigenous knowledge into the area of Aviation Medicine. This will also include the development of and or consultation on policies and procedures related to indigenous affairs in aviation medicine. The consultation will help to reduce barriers to certification amongst indigenous peoples. With dozens of fly-in indigenous communities throughout Canada's north this contracting requirement is critical to the economic development, connectedness, health and safety, and overall well-being of indigenous communities throughout Canada and their interactions with Civil Aviation Medicine.

CATEGORY 2 MEDICAL OFFICERS

This requirement is for Medical Officers. The medical officer will provide medical services and advice to support the aeromedical certification of aviation personnel. Transport Canada has a requirement for physicians on an as and when required basis to undertake medical activities within Civil Aviation Medicine regional offices and at times in different locations to present training workshops.

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TASKS**CATEGORY 1 MEDICAL OFFICERS**

The Medical Officer will be called upon to support the aeromedical certification of aviation personnel (pilots, flight engineers and air traffic controllers). Physicians qualified under Category 1 must provide medical advice as part of the Aviation Medical Review Board (AMRB), as follows:

- a) To review and provide aeromedical recommendations for the management of complex or threshold Medical Certificate (MC) cases related to ethnic affairs;
- b) To review MC cases previously assessed as unfit by Regional Aviation Medical Officer /Aviation Medical Officer (RAMO/AMOs), when requested, in accordance with CARs 424.12 (1);
- c) To review new medical documentation provided by an applicant who has requested a review hearing by the Transportation Appeal Tribunal of Canada (TATC);
- d) To provide advice on matters relating to aeromedical policy, guidelines, research, education, or training related to ethnic issues;
- e) To provide advice on aeromedical issues or cases brought forward by other Branches of TC, the Canadian Air Force (CAF) Aerospace and Undersea Medical Board (AUMB), other Government of Canada departments, or other ICAO contracting states, at the discretion of Director Civil Aviation Medicine (DCAM) and,
- f) To attend AMRB meetings held the first Wednesday of each month, in person or remotely as requested by the Project Authority. This allows them to offer specialized advice to Transport Canada on certain complex files. Specialists are expected to review up to 6 cases in each ARMB session.

DELIVERABLES FOR MEDICAL OFFICERS

Attend the ARMB monthly.

Review files outside of ARMB as and when required.

Support with policy development or procedural changes when required.

Be familiar with policies, legislation, and standards relating to Aviation Medicine in Canada.

CATEGORY 1 INDIGENOUS POLICY SPECIALISTS

The Indigenous Policy Specialist will be called upon to support the aeromedical certification of aviation personnel (pilots, flight engineers and air traffic controllers). Physicians qualified under Category 1 must provide medical advice as part of the Aviation Medical Review Board (AMRB), as follows:

- a) To review and provide aeromedical recommendations for the management of complex or threshold Medical Certificate (MC) cases related to indigenous affairs;
- b) To review MC cases previously assessed as unfit by Regional Aviation Medical Officer /Aviation Medical Officer (RAMO/AMOs), when requested, in accordance with CARs 424.12 (1);
- c) To review new medical documentation provided by an applicant who has requested a review hearing by the Transportation Appeal Tribunal of Canada (TATC);
- d) To provide advice on matters relating to aeromedical policy, guidelines, research, education, or training related to indigenous issues;
- e) To provide advice on aeromedical issues or cases brought forward by other Branches of TC, the Canadian Air Force (CAF) Aerospace and Undersea Medical Board (AUMB), other Government of Canada departments, or other ICAO contracting states, at the discretion of Director Civil Aviation Medicine (DCAM) and,
- f) To attend AMRB meetings held the first Wednesday of each month, in person or remotely as requested by Project Authority. This allows them to offer specialized advice to Transport Canada on certain complex files.

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DELIVERABLES FOR INDIGENOUS POLICY SPECIALISTS

Attend the ARMB monthly

Review files outside of ARMB as and when required

Provide policy advice relating to indigenous affairs, traditional medicine, and indigenous case management. Consult with indigenous elders as well as tribal and band leaders as and when necessary, (there should be an option for sub-contracts if other stakeholders need to be consulted).

CATEGORY 2 MEDICAL OFFICERS

The Medical Officer must support the aeromedical certification of aviation personnel (pilots, flight engineers and air traffic controllers). The Physician Consultant must provide the following services:

- a) To review and assess routine Medical Evaluation Report (MERs) which includes reviewing the MER that CAMEs have completed, reviewing medical documents (blood work, ECGs etc.), assessing the applicant for “fit” or “unfit” characteristics);
- b) To review and assess complex MERs under the supervision of the Regional Aviation Medical Officer (RAMO) Note: Complex being cases where the applicant has an elaborate or complex medical situation that may impact their fitness to operate an aviation aircraft;
- c) To review Aviation Document Holder (ADH) medical files in conjunction with Specialist Medical Advisors, Office Manager/Clinical Assessment Officer and CAM office staff as necessary;
- d) To prepare correspondence to TC licensing offices (Nationwide) and to ADHs on medical issues;
- e) To provide guidance and advice on conducting MER examinations with applicants to CAMEs;
- f) To prepare case presentations once a month for the AMRB, this will include pulling all findings and recommendations if any, to AMRB for review; reviewing the full applicant file in its entirety and ensuring all documents are available to AMRB.; and,
- g) To participate in case discussions at the AMRB, attendance will be required either in person or teleconference on an as and when needed basis.

DELIVERABLES FOR MEDICAL OFFICERS

The Aviation Medical Officer will evaluate pilots, air traffic controllers, and other aviators based on their fitness for aviation. They will represent the Minister of Transportation in arbitrating medical fitness for aviation. The Aviation Medical Officer will also draw on significant policy experience to the Director of Medicine on questions of policy relating to medical fitness for aviation.

Decisions must be made based on the Canadian Aviation Regulations (CARs), and the medical requirements as determined in the medical section of the Aeronautics act.

WORK LOCATION

Services for Category 1 are required to be delivered on-site in Ottawa. Meetings with other regions will be online via Microsoft Teams.

Services for Category 2 are required to be delivered remotely. There may be options for in person work if desired, but this is not required. Meetings with other regions will be online via Microsoft Teams.

LANGUAGE OF DELIVERABLES

All communications, including documentation and attending meetings must be provided both orally and in writing in English and/or French.

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EQUIPMENT

Transport Canada will provide the Medical Officers and Indigenous Policy Specialists the necessary equipment (tablets and onsite-peripheral devices).

TRAVEL

There is no travel requirement.

4. CRITERIA FOR ASSESSMENT OF THE STATEMENT OF CAPABILITIES (MINIMUM ESSENTIAL REQUIREMENTS)

CATEGORY 1 MEDICAL OFFICERS AND INDIGENOUS POLICY SPECIALISTS

Any interested supplier must demonstrate by way of a statement of capabilities that they meet all of the following requirements:

Experience:

- Must have 5 years of experience in clinical (general or specialized), medical practice in any medical discipline
- Must have 10 years of experience in Indigenous affairs and policy management
- Must have 5 years of experience participating in the development of aviation related medical policy or internal guidelines

Must be able to demonstrate knowledge and understanding of Civil Aviation Regulations (CARs) and the Aeronautics Act. This means that the successful candidate must be able to apply the CARs 404 medical standards to the assessment of medical fitness for aviation.

Must meet Academic qualifications which include Graduation with a medical degree from a recognized School of Medicine. To be recognized, Canadian institutions must appear in the Directory of Universities, Colleges and Schools in the Provinces and Territories of Canada.

https://www.cicic.ca/868/search_the_directory_of_educational_institutions_in_canada.canada

Professional designation, accreditation, and/or certification:

Valid unrestricted license to practice medicine in any province or territory of Canada AND Board certified from the Royal College of Physicians and Surgeons or eligible in Aerospace Medicine or possesses a diploma in Aviation Medicine. Proof of accreditation and/or certification will be required.

Language:

Must be fluent in one of Canada's official languages (English or French). Fluent/Proficient is defined as Written, Verbal, and Comprehension at a minimum Advanced Professional Proficiency level or above. Advanced Professional Proficiency means that the supplier must be able to use the language fluently and accurately on all levels normally pertinent to professional needs. The supplier must be able to tailor language to audience and discuss in depth highly abstract or unfamiliar topics. Able to speak with a great deal of fluency, grammatical accuracy, complex vocabulary and in an idiomatic fashion. Understands all forms and styles of speech and shows strong sensitivity to social and cultural references.

Security: Reliability

The contractor/offeror must, at all times during the performance of the contract/standing offer, hold a valid designated organization screening (DOS), issued by the Contract Security Program (CSP), Public Works and Government Services Canada (PWGSC) 2. The contractor/offeror personnel requiring access to protected information, assets or sensitive work site(s) must each hold a valid reliability status, granted or

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approved by the CSP, PWGSC 3. The contractor/offeror must not remove any protected information or assets from the identified work site(s), and the contractor/offeror must ensure that its personnel are made aware of and comply with this restriction 4. Subcontracts which contain security requirements are not to be awarded without the prior written permission of the CSP, PWGSC 5. The contractor/offeror must comply with the provisions of the: a. Security Requirements Check List and security guide (if applicable), attached at Annex A b. Contract Security Manual (latest edition).

CATEGORY 2 MEDICAL OFFICERS

Any interested supplier must demonstrate by way of a statement of capabilities that they meet all of the following requirements:

Experience:

- Must have 5 years of experience in clinical (general or specialized), medical practice in any medical discipline
- Must have 10 years of experience in performing medical assessments to determine suitability for aviation medical certification (civilian or military)- or equivalent experience within Transport Canada
- Must have 5 years of experience in supervising other health care professionals including nurses, and physicians assistants
- Must have 5 years of experience participating in the development of aviation related medical policy or internal guidelines
- This experience must have been gained in the past 15 years

Must be able to demonstrate knowledge and understanding of Civil Aviation Regulations (CARs) and the Aeronautics Act. This means that the successful candidate must be able to apply the CARs 404 medical standards to the assessment of medical fitness for aviation.

Must meet Academic qualifications which include:

Graduation with a medical degree from a recognized School of Medicine. To be recognized, Canadian institutions must appear in the Directory of Universities, Colleges and Schools in the Provinces and Territories of Canada.

https://www.cicic.ca/868/search_the_directory_of_educational_institutions_in_canada.canada

Professional designation, accreditation, and/or certification:

Valid unrestricted license to practice medicine in any province or territory of Canada AND Board certified from the Royal College of Physicians and Surgeons or eligible in Aerospace Medicine or possesses a diploma in Aviation Medicine. Proof of accreditation and/or certification will be required.

Language:

Must be fluent in one of Canada's official languages (English or French). Fluent/Proficient is defined as Written, Verbal, and Comprehension at a minimum Advanced Professional Proficiency level or above. Advanced Professional Proficiency means that the supplier must be able to use the language fluently and accurately on all levels normally pertinent to professional needs. The supplier must be able to tailor language to audience and discuss in depth highly abstract or unfamiliar topics. Able to speak with a great deal of fluency, grammatical accuracy, complex vocabulary and in an idiomatic fashion. Understands all forms and styles of speech and shows strong sensitivity to social and cultural references.

Security: Reliability

The contractor/offeror must, at all times during the performance of the contract/standing offer, hold a valid designated organization screening (DOS), issued by the Contract Security Program (CSP), Public Works and Government Services Canada (PWGSC) 2. The contractor/offeror personnel requiring access to protected information, assets or sensitive work site(s) must each hold a valid reliability status, granted or approved by the CSP, PWGSC 3. The contractor/offeror must not remove any protected information or

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assets from the identified work site(s), and the contractor/offeror must ensure that its personnel are made aware of and comply with this restriction 4. Subcontracts which contain security requirements are not to be awarded without the prior written permission of the CSP, PWGSC 5. The contractor/offeror must comply with the provisions of the: a. Security Requirements Check List and security guide (if applicable), attached at Annex A b. Contract Security Manual (latest edition)

5. APPLICABILITY OF THE TRADE AGREEMENT(S) TO THE PROCUREMENT

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

- Revised World Trade Organization - Agreement on Government Procurement (WTO-AGP)
- Canada-European Union Comprehensive Economic and Trade Agreement (CETA)
- Comprehensive and Progressive Agreement for Trans-Pacific Partnership (CPTPP)
- Canada-United Kingdom Trade Continuity Agreement (Canada-UK TCA)
- Canada-Ukraine Free Trade Agreement (CUFTA)

6. EXCLUSIONS AND/OR LIMITED TENDERING REASONS

The following exclusion(s) and/or limited tendering reasons are invoked under the section of the trade agreement(s) specified):

- Canadian Free Trade Agreement (CFTA) - Article(s) 504: Scope and Coverage, Clause 11 (h) (ii). Health Services or Social Services.
- Canada-Chile Free Trade Agreement (CCFTA) - Article(s) Part 1 – Annex Kbis-01.1-1 and Annex Kbis-01.1-2 G. Health and Social Services
- Canada-Colombia Free Trade Agreement - Article(s) Annex 1401-4 Services, Schedule of Canada, Section B – Excluded Coverage, Part I, G.
- Canada-Honduras Free Trade Agreement - Article(s) Annex 17.4: Services, Schedule of Canada, Section B – Excluded Coverage, Part I – Service Exclusions by Major Service Category, G. Health and Social Services.
- Canada-Korea Free Trade Agreement - Not listed under Annex 14-C Services, Schedule of Canada Applicable to the Trade Agreement.
- Canada-Panama Free Trade Agreement - Article(s) Annex 5: Services, Section B – Excluded Coverage by Major Service Category, Part I, G. Health and Social Services
- Canada-Peru Free Trade Agreement (CPFTA) - Article(s) Annex 17.4: Services, Schedule of Canada, Section B – Excluded Coverage, Part I – Service Exclusions by Major Service Category, G. Health and Social Services.

7. JUSTIFICATION FOR THE PRE-IDENTIFIED SUPPLIER

Category 1:

All specialist physicians included in this ACAN are experienced in their area of specialization. Civil Aviation Medicine requires specialist physicians to review complex cases where flexibility must be exercised. These physicians sit on the board of the Aviation Medical Review Board. This is a regulatory requirement as per the Canadian Aviation Regulations (CARs – Standard 424). Without these specialist physicians CAM would be in breach of regulations and would be unable to meet its mandate.

Category 2:

All of the physicians pre identified in this ACAN have significant experience in Aviation Medicine. This is critical to Civil Aviation Medicine due to the highly specialized nature of regulatory aviation medicine as a discipline. As a result of this, they are frequently called upon to provide advice to the Director of Medicine

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on the certification of medical fitness for aviation. Furthermore, they are able to analyze medical files quickly and thoroughly due to their significant experience. Aviation Medicine is a very specialized area of medicine and as such this is a very niche set of skills and knowledge pertaining to the discipline of Aviation Medicine that the doctor possesses which make them uniquely qualified for this type of work. In order for TC to ensure there is no disruption to the Operations of the Civil Aviation Unit and Aeronautic division Nationwide the collective knowledge of this group of doctors is crucial. The following details the highly specialized skills which are critical to Transport Canada's Civil Aviation Medicine. To our knowledge, there are a restricted number of sources in Canada who are qualified and have the necessary experience needed to offer these specialized services. The pre-identified suppliers meet all of the minimum essential requirements described in this ACAN.

8. GOVERNMENT CONTRACTS REGULATIONS EXCEPTION(S)

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 work".

9. PERIOD OF THE PROPOSED CONTRACT OR DELIVERY DATE

The proposed contract(s) is from April 01, 2024 to March 31, 2025. The contract(s) will include two (2) additional one (1) year optional period.

10. COST ESTIMATE OF THE PROPOSED CONTRACT

The total estimated value of all contracts issued under Category 1 from April 01, 2024 to March 31, 2025 will be \$200,000.00. Each optional period will have a total estimated cost of \$200,000 for all contracts awarded under Category 1.

The pretax per hourly rate for each Medical Officer and Indigenous Policy Specialist is \$185 per hour. The rate per Aviation Medical Review Board meeting attended will be \$655. The rate per ECG reviewed by the cardiologist is \$15 per ECG.

The total estimated value of all contracts issued under Category 2 from April 01, 2024 to March 31, 2025 will be \$2,200,000. Each optional period will have a total estimated cost of \$2,200,000 for all contracts awarded under Category 2.

The pretax per hourly rate for each Medical Officer is \$185 per hour.

11. NAME AND ADDRESS OF THE PRE-IDENTIFIED SUPPLIER

Category 1 Specialist Medical Officers

1. Dr. Walter Delpero (Ophthalmologist)
302-1081 Carling Avenue, Ottawa, ON, K1Y 4G2
2. Dr. Andreas Wielgosz (Cardiologist)
402-95 Bronson Ave. Ottawa, ON, K1R 1E2
3. Dr. Christopher Skinner (Neurologist/Sleep)
22 Ridgeburn Gate, Ottawa, ON, K1B 4C3

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4. Dr. David Schramm (Otolaryngologist)
121-737 Parkdale Avenue, Ottawa, ON, K1Y 1J8
5. Dr. Lorraine Macdonald (Indigenous Policy Specialist)
57 Puget Street, Barrie, ON, L4M 4N3
6. Dr. Phil Laird (Internal Medicine Specialist)
34 Riverside Drive, Kingston, ON, K7L 4V1
7. Dr. Brendan Douglas Adams (Addictions Medicine)
Unit 17-152 MacLaurin Drive, Calgary, AB, T3Z 3S4
8. Dr. Laurel Charlesworth (Neurologist/Sleep)
1053 Carling Ave, Ottawa, ON, K1Y 4E9
9. Dr. Joseph Del Paggio (Oncologist)
2130 Whitegates Drive, Thunder Bay, ON, P7B 6V4
10. Dr. Raymond Ronald Padua (Psychiatrist)
25, Ocean Ridge Drive, Winnipeg, Manitoba, R3Y 1W7
11. Dr. Carmen Meakin (Psychiatrist)
139 Brown Bear Point, Cochrane, Alberta, T4C 0B5
12. Dr. Robert Reid (Psychiatrist)
14 Executive Way North, St-Albert, Alberta, T8N 4G3

Category 2 Aviation Medical Officers

1. Dr. Gilles Didier Sainton
71 route 216. Stoke, Québec, J0B 3G0
2. Dr. Bernard Couillard
1849 des Granges L'Ancienne-Lorette, Québec, Canada, G2E 4G6
3. Dr. Bram Lerner
6551 Chatsworth Rd. Richmond, BC, V7C 3S4.
4. Dr. Angela Ernst
105 - 4515 Harvest Drive, South Delta, BC, V4K 4L1
5. Dr. Bruce Bain
1609 Weddell Avenue, Peterborough, ON, K9K 2G9
6. Dr. Andrew Downes
1326 South Beach Blvd, Greely, ON, K4P 0A4
7. Dr. Edward Bekeris
1904-260 Scarlett Road, Toronto, ON, M6N 4X6

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8. Dr. Allison McGee
9-1240 Bay Street, Toronto, ON, M5R 2A7
9. Dr. Craig Winsor
211-9140 Leslie Street, Richmond Hill, ON, L4B 0A9
10. Dr. Wayne Daviduck
54314 Range Road 275, Sturgeon County, AB, T8R 1Y9
11. Dr. Frank Ervin
26533, 127 Avenue, Maple Ridge, BC, V2W 1C6
12. Dr. Melissa Gear
103 Lake Bend Rd, Winnipeg, MB, R3Y0M4
13. Dr. Patricia Susan Louttit
21 Highway 105, Vermilion Bay, ON, P0V 2V0
14. Dr. Sherri Muggaberg
PO BOX 293 Bushell Park, Saskatchewan, S0H 0N0
15. Dr. Pierre Morissette
1228 110A Street NW, Edmonton, AB, T6J 6N6

12. 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.

13. CLOSING DATE FOR A SUBMISSION OF A STATEMENT OF CAPABILITIES

The closing date and time for accepting statements of capabilities is March 19, 2024 at 2:00 p.m. EST.

14. INQUIRIES AND STATEMENTS OF CAPABILITIES ARE TO BE DIRECTED TO:

Tania Cantin
A/Procurement Specialist
Transport Canada
330 sparks street, Ottawa, ON
Telephone : 613-447-7499
Email : tania.cantin@tc.gc.ca