

An advanced contract award notice (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 and time stated in the ACAN, the contracting officer may then proceed with the award to the pre-identified supplier.

1. Definition of the requirement:

The Correctional Service Canada has a requirement to fulfill its mandate in proactively ensuring public safety in the community by facilitating culturally sensitive interventions in support of Indigenous offenders in the Atlantic Region. The work will involve the following:

1.1 Objectives:

To provide support and services to First Nations offenders who are exiting incarceration and are unable to return to their home communities.

1.2 Tasks:

The Contractor must support Indigenous offenders on their reintegration into the community.

The Contractor must:

- Assist offenders with their ability to maintain functional independence by assisting them with tasks such as finding employment, housing, mental health support, education opportunities, training, etc.
- Help offenders identify, address and overcome barriers to achieve independence.
- Provide social supports to offenders exiting incarceration.
- Assist in locating shelter for Indigenous peoples in the Halifax/Dartmouth Regional area.
- Encourage the active participation of Indigenous peoples in all aspects of society.
- Create mutual understanding and positive relations between Indigenous peoples and others.
- Work with government and other organizations with similar aims to improve the lives of Indigenous peoples.
- Increase the capacity of the Friendship Center to deliver the *Getu'nmiel* program through assisted living and social support services.
- Hire a Manager who will:
 - a. ensure there is a connection to the urban community for offenders as they exit facilities and help develop a pre and post exit plan (housing, medical, opportunities for supervised visits for those that are removed from their children, mental health support, access to ongoing training, employment, and education opportunities).
 - b. coordinate with the offenders to ensure proper assignment to existing Mi'kmaw Native Friendship Centre programming.
 - c. work on communications and build relationships with institutions, the community, and partners to inform and help provide education on the supports available in the community.
 - d. oversee all reporting requirements and work on clients' care plan based on assessed needs and be responsible for the management of the Intensive Case Manager.
- Hire an Intensive Case Manager who will work one on one with clients to help address their barriers, client care plans, exit plans, ensure all supporting documentation is verified, follow-up on supports to ensure they are in place along with connection to all the programs at the Friendship Center and other community resources are available when needed, and that clients maintain functional independence.

1.3 Expected results:

Assist First Nation offenders to successfully reintegrate into the community.

1.4 Deliverables:

1.4.1 The Contractor must provide monthly detailed activity reports and must submit a final report no later than March 31, 2025 which will include the progress that has been achieved during the initial contract period and the expected results for the next option period.

1.4.2 Paper consumption:

- a. Should printed material be required, double sided printing in black and white format is the default unless otherwise specified by the Project Authority.
- b. The Contractor must ensure printed material is on paper with a minimum recycled content of 30% and/or certified as originating from a sustainably managed forest.
- c. The Contractor must recycle unneeded printed documents (in accordance with Security Requirements).

1.5 Constraints:

1.5.1 Location of work:

- a. The Contractor must perform the work at:

Mi'kmaw Native Friendship Centre
2021 Brunswick Street
Halifax, NS B3K 2Y5

- b. Travel

- i. Travel may be required for performance of the work under this contract. All cost related to travel must be incorporated in the all-inclusive hourly rate.

1.5.2 Language of Work:

The Contractor must perform all work either in English, French or both.

1.5.3 Security Requirements:

There are no security requirements associated to this contract.

2. 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 supplier must have a minimum of five (5) years of experience obtained in the past 10 years prior to the ACAN closing date in delivering spiritual and cultural services to Indigenous people. This experience must include:

- Experience working with Indigenous offenders who have been in conflict with the law.
- Having an established relationship with a number of different service providers, and Elders in the community.
- Being familiar with and able to conduct a variety of ceremonies with a focus on healing according to their own teachings.
- Being familiar with the process of providing reintegration support services to Indigenous clients when released from federal custody into urban areas.

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

This procurement is not subject to any trade agreement.

4. Set-aside under the Procurement Strategy for Indigenous Business

This procurement is set-aside for an Indigenous Supplier in accordance with the government Procurement Strategy for Indigenous Business (PSIB). Therefore, only suppliers who meet the definition of an Indigenous business, as defined in the PSIB, may submit a statement of capabilities.

5. Comprehensive Land Claims Agreement(s)

This procurement is not subject to a Comprehensive Land Claims Agreement.

6. Justification for the Pre-Identified Supplier

There is a limited number of suppliers available to provide culturally sensitive reintegration support services to meet the reintegration needs of CSC Indigenous offenders on parole.

The pre-identified supplier meets all of the minimum essential requirements described in this ACAN.

7. Government Contracts Regulations Exception(s)

The following exception to the Government Contracts Regulations is invoked for this procurement under subsection:

- (d) only one person is capable of performing the contract.

8. Exclusions and/or Limited Tendering Reasons

This procurement is not subject to any trade agreement.

9. Ownership of Intellectual Property

There are no intellectual property terms in the contract.

10. Period of the proposed contract or delivery date

The proposed contract is for a period of one (1) year, from April 1, 2024 to March 31, 2025 with an option to extend the contract for two (2) additional one-year periods.

11. Cost estimate of the proposed contract

The estimated value of the contract, including option(s), is \$299,988.00 (GST/HST extra).

12. Name and address of the pre-identified supplier

Name: Mi'kmaw Native Friendship Centre

Address: Contractor's place of business

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 and time of this notice. The statement of capabilities must clearly demonstrate how the supplier meets the advertised requirements.

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

The closing date and time for accepting statements of capabilities is **March 22, 2024 at 2:00 PM (ADT)**.

15. Inquiries and submission of statements of capabilities

Inquiries and statement of capabilities are to be directed to:

Claudia Landry, Regional Contract Officer

1045 Main Street

Moncton, NB E1C 1H1

Telephone: 506-378-8722

Facsimile: 506-851-6327

E-mail: claudia.landry@csc-scc.gc.ca