

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 express their interest in the tender by submitting a statement of capabilities. If no supplier submits a statement of capabilities meeting the requirements set out in the ACAN, by the closing date indicated in the ACAN, the contracting agent may then proceed to award the contract to the pre-identified supplier.

Definition of requirement

Environment and Climate Change Canada (ECCC) requires the services of a Contractor to operate the duck banding station at Isle Verte for the summer period of 2024, 2025 and 2026.

The objective is to operate the duck banding station at 'Isle-Verte, in the area of the Isle-Verte refuge and the Isle-Verte National Wildlife Area. The results obtained in a final report will contribute to the cooperative duck banding program.

The exhaustive list of tasks is as follows:

- Work preparation (purchase and rental of start-up equipment) and site visit
- Construction and/or repair of cages
- Pre-baiting (fifteen (15) days minimum before the start of operations)
- Installation of ten (10) cages
- Notify conservation officers
- Capturing harmful mammals
- Capture and banding of ducks
- Daily data compilation
- Closing the cages
- Material storage
- Report production
- Shipping material to the Canadian Wildlife Service

At the end of each summer season, a final activity report must be submitted electronically to the Project Manager.

Constraints :

- All work and deliverables must be in French.
- The Contractor will not be reimbursed for actual authorized travel and living expenses reasonably incurred in the performance of the work.
- The Contractor must comply with the following task risk analysis: Waterfowl Banding Risk.

Criteria for assessing the statement of capabilities (minimum essential requirements)

Any interested supplier must demonstrate, by means of a declaration of capabilities, that it meets the following requirements:

Minimum requirements for the supplier :

1. The supplier must demonstrate that it is located near the Baie de L'Isle-Verte National Wildlife Area (48.027830, -69.333461), i.e. within a radius of fifty (50) kilometers, so as to have daily access to the work site for the duration of the contract.

2. The supplier must hold a commercial general liability insurance policy in an amount equivalent to that usually fixed for a contract of this nature; however, the limit of liability must not be less than \$2,000,000 per accident or incident and following the annual total.
3. The supplier must have a minimum of (5) years of experience, within the last fifteen (15) years, in data entry on Microsoft Excel and the submission of work reports.
4. The supplier (or its resource) must demonstrate that it is listed on a valid National Wildlife Area (NWA) permit allowing it to carry out work in the Baie de L'Isle-Verte NWA.
5. The supplier (or its resource) must demonstrate that it is listed on a valid Migratory Bird Sanctuary (MBS) permit allowing it to carry out work in the L'Isle-Verte MBS.

Minimum requirements for the proposed resource :

1. The resource must hold a valid driver's license for the duration of the contract.
2. The resource must hold a permit for the capture of wild animals for scientific, educational or wildlife management purposes (SEG) from the Ministry of the Environment, Fight Against Climate Change, Wildlife and Parks (MEFCCWP) of Québec for the control of predators (mammals), valid for the duration of the work and the work site.
3. The resource must be listed on a good animal care protocol approved by Environment and Climate Change Canada's (ECCC) Eastern Animal Care Committee.
4. The resource must hold a valid Banding Permit issued by the ECCC Bird Banding Office, including the following authorizations: to band waterfowl, to use traps, and to take and possess swabs.
5. The resource must have a minimum of five (5) years' experience, within the last fifteen (15) years, in operating a duck banding station and/or banding at least 5,000 ducks (all species combined).
6. The resource must have a minimum of five (5) years' experience, within the last fifteen (15) years, in the manufacture and repair of the most commonly used duck traps (traditional, floating, cloverleaf, etc.).

Applicability of the trade agreement(s) to the public procurement contract

This procurement is NOT subject to any trade agreement(s).

Set-asides under the Aboriginal Procurement Strategy

This procurement is NOT set aside for an Aboriginal supplier in accordance with the government's Procurement Strategy for Aboriginal Business (PSAB).

Comprehensive Land Claims Agreement(s)

This procurement is NOT subject to the Comprehensive Land Claims Agreement.

Pre-identified supplier justification

The contract may only be executed by La Corporation Parc Bas-Saint-Laurent. The supplier is an organization based in the L'Isle-Verte region whose mandate is the conservation and enhancement of the region's habitats. La Corporation Parc Bas-Saint-Laurent has been responsible for operating the banding station at the Baie de L'Isle-Verte National Wildlife Area (NWA) since 1996 and has trained several duck banders there over the years. The supplier has

the necessary expertise to process the banding data, which it submits to the Canadian Wildlife Service (CWS) at the end of each summer season.

La Corporation Parc Bas-Saint-Laurent's in-depth knowledge of the target area and its proximity to the site means it can select the best potential sites for the installation of banding devices. PARC BSL is responsible for managing the Baie de L'Isle-Verte National Wildlife Area on behalf of Environment and Climate Change Canada (ECCC). The supplier's offices are located in an ECCC building in the municipality of L'Isle-Verte, on the edge of the NWA. Thanks to its experience in this type of work, its privileged location and its in-depth knowledge of the environment, the pre-identified supplier is the only one capable of carrying out the work required at the banding station of the Baie de L'Isle-Verte National Wildlife Area (NWA).

Public procurement regulations Exception(s)

The following exception(s) to the Public Contracts Regulations is (are) invoked for this contract under paragraph 6(d): Only one person is capable of performing the work .

Intellectual property

Canada intends to retain ownership of any new intellectual property arising from the proposed contract, on the grounds that the main purpose of the contract is to obtain IP, knowledge or regulatory information that is intended for public dissemination.

Proposed contract duration or delivery date

The proposed contract is for one (1) year, from July 1, 2024 to June 30, 2025.

The contract includes the option to extend the contract term for up to two (2) additional one (1) year periods, under the same conditions.

Estimated cost of proposed contract

The estimated value of the contract, including options, is \$77,850.00 (plus GST/HST).

Name and address of pre-identified supplier

Corporation Parc Bas-Saint-Laurent

187 rue Bernier

Rivière-du-Loup, QC G5R 0P3

Suppliers' right to submit a declaration of capabilities

Suppliers who consider themselves fully qualified and available to provide the services described in the CAP may submit a statement of capabilities in writing to the contact person identified in this notice no later than the closing date of this notice. The statement of capabilities must clearly demonstrate how the supplier meets the advertised requirements.

Deadline for submitting a declaration of capabilities

The closing date and time for acceptance of declarations of capacity is June 21, 2024, at 3 p.m., EDT.

Inquiries and quotations

Requests for information and declarations of capabilities should be sent to the following address:

Kassandra Lauzier

Purchasing agent

105 McGill Street, 5^e floor

Montréal, QC H2Y 2E7

Telephone: 438-801-0827

E-mail: Kassandra.lauzier@ec.gc.ca and ec.soumissions-bids.ec@canada.ca