



Procurement Hub – Fredericton
301 Bishop Drive
Fredericton, NB
E3C 2M6

June 28th, 2023

TITLE: Review, Refine, and Incorporate DFO-Recommended Improvements to FAST Fish Passage Assessment Tool

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 Fisheries and Oceans Canada has a requirement to further develop and refine a fish passage assessment support tool (FAST) for the Fish and Fish Habitat Protection Program. The current version of FAST is undergoing review within DFO: Biologists within the Fish and Fish Habitat Protection Program are providing a cursory review and submitting comments for consideration and incorporation into the existing tool and the tool's supporting documentation. The following works for this project will be undertaken as:

- Preparation, updating and automation of the tool in to an app
- Finalization of the tool and associated documentation.

The main project deliverables will include but are not limited to:

- a. developing tool and supporting documentation revisions;
- b. field testing and verification of accuracy and efficacy;
- c. engagement with key provincial partners/CWF;
- d. participate/facilitate in DFO review process for the tool;
- e. app development;
- f. app finalization; and
- g. report on deliverables.

3. 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:

1. Contractor must provide a multi-disciplinary team having a minimum of 20 years of combined experience in the expertise listed below (team to comprise, at a minimum, the disciplines of river engineering, fluvial geomorphology, and fisheries biology)
 - a. Experience working on fish and fish habitat projects across multiple regions in Canada including river restoration design and construction involving culvert or bridge modifications or replacements. At least 3 years of experience in the last 10 years.



- b. Experience in stream discharge measurements including land survey techniques for river corridor settings. At least 3 years of experience in the last 10 years.
- c. Experience working with transportation agencies (related files), such as Alberta Transportation, and the Ontario Ministry of Transportation. At least 3 years of experience in the last 10 years.
- d. Experience working with federal codes of practice and criteria relevant to design and modification of crossing structures; such as Temporary stream crossings, Culvert maintenance, Temporary fords, etc. ([Codes of practice \(dfo-mpo.gc.ca\)](http://Codes of practice (dfo-mpo.gc.ca))). At least 2 years of experience in the last 10 years.
- e. Experience applying the DFO Swim Performance Online Tools (SPOT) to fish passage design projects and incorporate aspects of fish swimming performance ([Welcome to SPOT \(fishprotectiontools.ca\)](http://Welcome to SPOT (fishprotectiontools.ca))). At least 2 years of experience in the last 10 years.
- f. Experience conducting technical reviews of projects involving watercourse crossings demonstrating fish passage criteria. At least 5 years of experience in the last 10 years.

2. *Knowledge and understanding of:*

- a. Hydraulic modeling software tools including HY-8 (Federal Highway Administration)
- b. Visual Basic for Applications (VBA) and Microsoft Excel Macros
- c. Ability to produce a mobile compatible app using R-shiny or equivalent
- d. Culvert and channel hydraulics and hydrology and related design practices
- e. Fish passage and fish swimming models, as they apply to different species located in DFO Ontario and Prairies Region of Canada (e.g. Northern pike, Athabasca rainbow trout, bull trout, walleye, sturgeon, etc.), and propose other key species of management concern that could be included in future iterations of the tool.

3. *Academic qualifications:*

- a. Must possess at least an undergraduate degree from a recognized university in environmental sciences (i.e. biology, ecology, zoology, or equivalent) or engineering (i.e. civil, environmental, water resources, or equivalent) demonstrating training and/or research in applied fisheries rehabilitation or management (or equivalent).

4. *Professional designation, accreditation, and/or certification*

- a. Professional Engineer (P.Eng.) is required.

4. **Applicability of the trade agreements to the procurement**

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

- Canada Free Trade Agreement
- Canada-Korea Free Trade Agreement



5. Justification for the Pre-Identified Supplier

The pre-selected supplier has the ability to provide the services as outlined in the criteria above in Section 3 - Criteria for assessment of the Statement of Capabilities, and it is believed that no other identified suppliers in Canada can provide the services required.

6. Government Contracts Regulations Exception

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

7. Ownership of Intellectual Property

Canada intends to retain ownership of any Foreground Intellectual Property arising out of the proposed contract on the basis that the main purpose of the Contract, or of the deliverables contracted for, is to generate knowledge and information for public dissemination; AND the Bidder declares in writing that they are not interested in owning the Intellectual Property Rights in Foreground Information.

8. Period of the proposed contract or delivery date

The proposed contract is for from the contract award to March 31, 2024

9. Cost estimate of the proposed contract

The estimated value of the contract, including option(s), is \$ 111,945.00 (GST/HST are extra).

10. Name and address of the pre-identified supplier

GeoProcess Research Associates Inc.
PO Box 65506, 133 King St. West
DUNDAS, Ontario, L9H 6Y6

11. 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.

12. Closing date for a submission of a statement of capabilities

The closing date and time for accepting statements of capabilities is July 13th, 2023 at 2:00 p.m. ADT.

13. Inquiries and submission of statements of capabilities

Inquiries and statements of capabilities are to be directed to:

Cal LaKing
Contracting Authority
Telephone: 506-478-3581
Email: DFOtenders-soumissionsMPO@dfo-mpo.gc.ca