



## Letter of Interest (LOI) - T8080-230078 - Medical Physician Consultants

### Purpose and Nature of the Letter of Interest

#### 1. Introduction

Transport Canada (TC) is requesting feedback regarding Civil Aviation and Marine Medical Physician Consultation Services

The intent of this Letter of Interest (LOI) is to understand how the market is currently positioned, and how it could be positioned, to offer a comprehensive and integrated consultation services to TC aviation and marine personnel with referrals, service delivery coordination, and quality assurance through a single contractual vehicle. TC requires intake, assessment, and coordination of multi-disciplinary medical consultation assistance service delivery to be provided for aeromedical certification of aviation personnel, marine medical certification of marine personnel and indigenous policy specialists to provide support with file review and policy development in Aviation and Marine Medicine Service delivery required for aviation medicine in Central Canada (National Capital Region, Quebec and Ontario), Prairie Provinces (Manitoba, Saskatchewan and Alberta) and Pacific Region (British Columbia). Marine medicine requires services across Canada.

This LOI is neither a call for tender nor a Request for Proposal (RFP). No agreement or contract will be entered into based on this LOI. The issuance of this LOI is not to be considered in any way a commitment by the Government of Canada, nor as authority to potential respondents to undertake any work that could be charged to Canada. This LOI is not to be considered as a commitment to issue a subsequent solicitation or award contract(s) for the work described herein.

Although the information collected may be provided as commercial-in-confidence (and, if identified as such, will be treated accordingly by Canada), Canada may use the information to assist in drafting RFP related documents (which are subject to change) and for estimating purposes.

Respondents are encouraged to identify, in the information they share with Canada, any information that they feel is proprietary, third party or personal information. Please note that Canada may be obligated by law (e.g., in response to a request under the Access of Information and Privacy Act) to disclose proprietary or commercially-sensitive information concerning a respondent (for more information: <https://laws-lois.justice.gc.ca/eng/acts/a-1/>).

Participation in this LOI is encouraged but is not mandatory. There will be no short-listing of potential suppliers for the purposes of undertaking any future work as a result of this LOI. Similarly, participation in this LOI is not a condition or prerequisite for the participation in any potential subsequent solicitation. Respondents will not be reimbursed for any cost incurred by participating in this LOI.

The LOI closing date is not the deadline for comments or input. Comments and input will be accepted any time up to the time when/if a follow-on solicitation is published.

#### 2. Background Information

##### 2.1 Civil Aviation Medicine

TC is responsible for all aspects of aviation health and advises on many issues in aviation safety. This includes assessment of aeromedical fitness for aircrew and air traffic controllers, development of medical standards, education and training for Civil Aviation Medical Examiners (CAMEs).

TC involvement in the aeromedical certification of aviation personnel traces its origins to Canada's decision to become a signatory to the Convention on International Civil Aviation on 7 December 1944. Under the regulatory framework that followed, physicians with specialized training in aviation medicine became essential for providing informed, rational, and reasonable aeromedical decisions in support of aviation safety. The assessment the medical fitness of civilian aircrew requires the provision of an "accredited medical conclusion," in accordance with International Civil Aviation Organization (ICAO). The ICAO Manual of Civil Aviation Medicine section 1.2.4.9 defines an "accredited medical conclusion" as "the conclusion reached by one or more medical experts acceptable to the Licensing Authority for the purposes of the case concerned, in consultation with flight operations or other experts as necessary."

Physicians with additional medical specialization assist TC aeromedical decision-making process by providing information and recommendations. This process is undertaken through the Aviation Medical Review Board (AMRB). The AMRB came into existence as a forum for aeromedical certification decision makers to review and provide recommendations relating to Medical Certificate (MC) applications. In addition to aviation medicine physicians, clinical consultants are key participants in the AMRB as subject matter experts providing additional medical and risk assessment information.

## **2.1 Marine Medicine**

The Marine Medical Unit (MMU) of Transport Canada (TC) is responsible for all aspects of medical fitness standards for seafarers and advises on many issues related to marine safety and occupational health. This includes assessment of seafarer fitness for work on board a vessel, development of medical standards, education, and training of Marine Medical Examiners (MMEs). Decisions must be made based on the Canada Shipping Act, 2001 and the medical requirements as determined in Section 8 of the Marine Personnel Regulations.

The Marine Medical Unit involvement in the marine certification of seafarers traces its origins to Canada's decision to become a member state of the International Maritime Organization (IMO) and a signatory to the International Convention on Standards of Training, Certification, and Watchkeeping for Seafarers (STCW). Under the regulatory framework that followed, physicians became essential for providing informed, rational, and reasonable medical decisions in support of the determinations of marine medical examiners on seafarer fitness. Marine medical examiners are physicians who enter into an agreement with Transport Canada to provide occupational health examinations to seafarers seeking certification.

## **3. Potential Work Scope and Constraints**

### **3.1 Civil Aviation Medicine**

To provide TC with medical services and advice to support the aeromedical certification of aviation personnel and indigenous specialists to 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 in development of and or consultation on policies and procedures related to indigenous affairs in aviation medicine.

The physicians and specialists are required on an as and when requested basis to undertake medical activities within Civil Aviation Medicine. These requirements will include the Aviation Medical Review Board, where they will present complex cases for specialist review, and routine training. These requirements will be remote. The aviation personnel and TC officials require the ability to access any services in the Official Language of their choice (English and French) regardless of their address.



### 3.2 Marine Medicine

To provide TC with medical services and advice to support the medical certification of seafarers by providing support with file review and policy development. Marine Medical Unit physicians verify, accept or contest decisions on seafarer fitness made by marine medical examiners before issuing medical certificates. Reviewing medical documents and test results and determine the applicant as “fit”, “fit with limitations” or “unfit” for the seafarer’s duties on board a vessel. The physicians will correspond with seafarers, the marine industry, Marine Medical Examiners, general practitioners and treating physicians regarding the various types of medical determinations, requirements, status of files and pertinent standards and regulations.

Participation in the development and delivery of marine medical educational information for appointed MMEs will be expected. In addition, they are lead witnesses in cases that are appealed to the Transportation Appeals Tribunal of Canada (TATC). The Contract Period is tentatively planned for four (4) years with options to extend for three (3) additional, two (2) year periods.

### 4. Legislation, Trade Agreements, and Government Policies

The following is indicative of some of the legislation, trade agreements and government policies that could impact any follow-on solicitation(s):

- a) Canadian Free Trade Agreement (CFTA)  
This procurement is excluded from the CFTA.
- b) Canada–Chile Free Trade Agreement  
This procurement is excluded from the Canada-Chile Free Trade Agreement.
- c) Comprehensive and Progressive Agreement for Trans-Pacific Partnership (CPTPP)  
This procurement is excluded from the CPTPP
- d) Canada–Colombia Free Trade Agreement  
This procurement is excluded from the Canada-Colombia Free Trade Agreement
- e) Canada-European Union Comprehensive Economic and Trade Agreement (CETA)  
This procurement is excluded from the CETA
- f) Canada–Honduras Free Trade Agreement  
This procurement is excluded from the Canada-Honduras Free Trade Agreement
- g) Canada–Korea Free Trade Agreement  
This procurement is excluded from the Canada-Korea Free Trade Agreement
- h) Canada-Panama Free Trade Agreement  
This procurement is excluded from the Canada-Panama Free Trade Agreement
- i) Canada-Peru Free Trade Agreement  
This procurement is excluded from the Canada-Peru Free Trade Agreement
- j) Canada-Ukraine Free Trade Agreement  
This procurement is excluded from the Canada-Ukraine Free Trade Agreement
- k) Canada-United Kingdom Trade Continuity Agreement  
This procurement is excluded from the Canada-United Kingdom Trade Continuity Agreement



- l) World Trade Organization – Agreements on Government Procurement (WTO-AGP)  
This procurement is excluded from the WTO-AGP.
- m) Federal Contractors Program for Employment Equity (FCP-EE)  
The FCP-EE applies to this procurement. For more information on this program, please visit the following website: <https://buyandsell.gc.ca/policy-and-guidelines/Supply-Manual>.

## 5. Schedule

In providing responses, the following schedule should be utilized as a baseline:

- a. Letter of Interest (LOI) – June 2023
- b. RFP issue – August 2023
- c. Contract award – December 2023

A point of contact for the Respondent should be included in the package.

Changes to this LOI may occur and will be advertised on CanadaBuys on the Government Electronic Tendering System. Canada asks Respondents to visit <https://canadabuys.canada.ca> regularly to check for changes, if any.

## 6. Additional questions for industry feedback

Canada intends to apply the following process in conducting its industry engagement:

- a) This LOI will be posted on CanadaBuys (website: <https://canadabuys.canada.ca>) and will be left open for the duration of the procurement process to allow respondents to participate in an ongoing basis.
- b) TC will post the RFP including answers to industry questions received during the LOI process. The RFP will be drafted using this feedback.

## 7. Closing date for the LOI

The LOI will be left open for the duration of the procurement process to allow companies to provide input until the final RFP is issued.

## 8. Questions to the Request for Information

The following questions are representative of the type of information TC is seeking for industry's feedback.

We are requesting the following in relation to the responses:

- a. The feedback be provided by **July 18, 2023**.
- b. The feedback be limited to 25 pages.
- c. The feedback should be limited to responding to the questions only.
- d. The paper size should be 216mm x279mm (8.5" x 11").
- e. The minimum font size should be 11 point Times or equal.

Responses to the following questions may be provided by e-mail to [jessica.hanschell@tc.gc.ca](mailto:jessica.hanschell@tc.gc.ca).



**8.1 Questions for the Request for Information:**

1. Are you an individual or organization?
2. If applicable, describe your organizations best business practices when implementation and administering a complex (large, several locations etc.) contract?
3. If applicable, are you able to manage existing medical contracts?
4. Are you able to provide physicians with experience in Aviation Medicine and Marine Medicine?
5. Are you experienced in marine or occupational health?
6. Please indicate if you charge a fixed price, an hourly rate or another method for each of the following services below:
  - (a) Contract costs
  - (b) Resources\*
7. Can your organization provide 50 resources\* and manage the resources for large contracts?
8. Are there any requirements that would prevent your organization from submitting a proposal? If so, please elaborate.

\*Resources in terms of Ophthalmologists, Cardiologists, Neurologists, Otolaryngologists, Psychiatrists, Internal Medicine Specialists, Indigenous Policy Specialists and Oncologists.

**Disclaimer:**

This is not a bid solicitation. This LOI will not result in the award of any contract; therefore, potential suppliers of any goods or services described in this LOI and subsequent amendments should not earmark stock or facilities, nor allocate resources, as a result of any information contained in this LOI and subsequent LOI amendments. Whether or not any potential supplier responds to this LOI or LOI amendments will not preclude that supplier from participating in any future procurement. Also, the procurement of any of the goods and services described in this LOI will not necessarily follow this LOI. This LOI is simply intended to solicit feedback from industry with respect to the matters described in this LOI.

Respondents are reminded that this is an LOI and not an RFP and respondents are requested to provide their responses to the questions described in this LOI amendment. Any marketing or promotional information submitted as part of the responses will not be reviewed.

Responses will not be used for competitive or comparative evaluation purposes. However, the responses received may be used by Canada to develop or modify procurement strategies or any draft documents contained in this LOI.

