

**ACAN**  
**Ethnocultural Security Threat Group (STG) Disaffiliation and Cultural Support**  
**40150-24-4490273**

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 provide Ethnocultural Security Threat Group (STG) Disaffiliation and Cultural Support virtually to inmates of similar cultural heritage (those who identify as Black) at Beaver Creek Institution and Warkworth Institution. The work will involve the following:

**1.1 Objectives:**

To provide programming for black offenders in the Ontario region, specifically at Beaver Creek Institution (BCI) and Warkworth Institution (WI). The programming must support Black Social History cultural development and assist in filling in cultural gaps for each individual offender in the program.

**1.2 Tasks:**

1. The contractor must deliver two 'Ounce of Prevention' programs to Ethno-cultural offenders at two institutions (one program delivered at Beaver Creek Institution (BCI) and one program at Warkworth Institution (WI)) in the Ontario region weekly, via video conferencing using Zoom or MS Teams. Each program must last 4 weeks and be taught twice per week. Each session must be a half day of institutional offender work schedule. The program must be delivered to a maximum group size of 20 offenders.
2. The contractor must engage and empower the offenders in prosocial behavior by providing comprehensive life skills training such as entrepreneurship and financial literacy training, in a culturally sensitive and accessible manner which ultimately must mitigate violence, antisocial behavior and thus, equip offenders with gang exit strategies.
3. The contractor must conduct assessments to determine effectiveness of the program, including verbal formative assessments during sessions, formative assessments at mid point of the program using Kirkpatrick evaluation model to obtain feedback from the participants about program design and delivery. Post program evaluation must then ascertain the participants satisfaction of program quality, and participants knowledge, skills and experience post program.

**1.3 Expected results:**

The Contractor must deliver the program for up to 20 offenders per location to a total of 40 offenders for both programs combined. Upon completion of the programs offenders "graduate", indicating they have successfully completed all components of the program.

**1.4 Performance standards:**

- The Contractor must provide the program(s) twice a week for four weeks between Oct 1, 2023 and March 31, 2024.
- Programming must be in keeping with goals outlined in CD 767 Ethnocultural Offenders, and CSC's Anti-Racism Strategy.
- The Contractor must be available via phone or emails for inquiries by the liaison at the institution, (BCI or WI) and the Senior Project Officer (SPO) at Regional Headquarters (RHQ);
- Programming must be in keeping with goals outlined in CD 767 Ethnocultural Offenders, and our Anti-Racism Strategy.

## 1.5 Deliverables:

### 1.5.1

- The contractor must provide 16 sessions (2 hours each) of programming to be delivered twice a week over the course of 8 weeks per program;
- The contractor must deliver the programs virtually to the group of offenders at the institution (up to 20 offenders per group). The contractor may attend the institution for a graduation or final session;
- The contractor must provide a verbal report on the offender's progress against the program goals, to the offender and the case management team, via phone or virtual means, within 30 days of program completion.
- The contractor must provide a list of participants to the SPO RHQ to facilitate tracking of participation and program results.
- The contractor must provide a year-end final report detailing the number of participants, summary of the programming experience and recommendations.
- The contractor must provide visible minority facilitators, with preference for those who identify as Black; given that this is the racial makeup of the intended target group of offenders.

### 1.5.2 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).

## 1.6 Constraints:

### 1.6.1 Location of work:

- a. The Contractor must perform the work virtually at:

**Beaver Creek Institution**

2000 Beaver Creek Drive,  
Gravenhurst Ontario P1P 1Y2

**Warkworth Institution**

15847 County Road 29,  
Warkworth Ontario K0K N3K0

- b. Travel

- i. No travel is anticipated for performance of the work under this contract.

### 1.6.2 Language of Work:

The contractor must perform all work in English.

### 1.6.3 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:

- Must have a minimum of 5 years experience in the past 10 years prior to the ACAN closing date working for or with one or more community organizations that focus on assisting and empowering racialized individuals and groups, particularly those of Black descent.
- Must have a minimum of 5 years experience in the past 10 years prior to the ACAN closing date in public speaking and engaging with Ethnocultural individuals and groups, particularly those identifying as Black.
- Must have at least 1 year experience in the past 2 years prior to the ACAN closing date in providing Ethnocultural and STG disaffiliation programming to Ethnocultural offenders, ex-offenders, or community members, in the community or a custodial setting.
- Must have at least 3 months experience in the past 2 years prior to the ACAN closing date in conducting Ethnocultural and STG disaffiliation programming to provincially or federally incarcerated offenders either in the community or an institution.

## **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 not subject to any set-asides for Indigenous Suppliers.

## **5. Comprehensive Land Claims Agreement(s)**

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

## **6. Justification for the Pre-Identified Supplier**

The Ethnocultural STG Disaffiliation/ Cultural Support program was first pursued as a response to feedback received from the Ontario region's Black Social History (BSH) Pilot. The BSH seeks to glean and consider BSH information in decision making, in efforts to better understand offenders, their cultural needs and to identify gaps that CSC can work to fill. Programming specific to cultural needs, delivered via facilitators of a like race and background, and STG disaffiliation support were voiced a need areas by offenders.

Urban Rez Solutions Social Enterprise ran one program at Collins Bay Institution (Medium) in 2023, and received positive feedback from offenders of this program. The supplier was able to provide the program in a timely manner, and via visible minority facilitators, which is critical to the programs impact and goals of providing effective cultural supports for offenders, particularly over-represented Indigenous and Black offenders in CSC.

The program was very well received and responsive to Black offender needs. They found it culturally relevant and powerfully impactful, in both content, and the fact that they could see themselves reflected in the VM facilitators. The program spoke to life skills and financial literacy along with appropriate goal setting, associations and affiliations and the need to be accountable for choices that help one actively work towards their goals.

Urban Rez Solutions Social Enterprise demonstrates their capacity to address the needs identified with an effective program.

The pre-identified supplier provides a program design that is relevant to Black offender experiences, and has the capacity to deliver this program, via Black facilitators.

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:

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

#### **8. 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:

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 **October 3, 2023 to March 31, 2024**.

#### **11. Cost estimate of the proposed contract**

The estimated value of the contract, including option(s), is **\$40,000.00** (GST/HST extra).

#### **12. Name and address of the pre-identified supplier**

Name: Urban Rez Solutions Social Enterprise  
Address: 2000-1225 Kennedy Road, Toronto Ontario M1P 4Y1

#### **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 **September 13, 2023 at 2 p.m.**

#### **15. Inquiries and submission of statements of capabilities**

Inquiries and statement of capabilities are to be directed to:

**Elizabeth Lake**  
**Procurement Officer**  
445 Union Street West, Kingston Ontario K7L 2R8  
Telephone: 613-328-9674  
E-mail: Elizabeth.lake@csc-scc.gc.ca