Public Works and Government Services Canada	**Travaux publics et Services gouvernementaux Canada**

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RETURN BIDS TO:
RETOURNER LES SOUMISSIONS À:
Bid Receiving - PWGSC / Réception des soumissions - TPSGC
11 Laurier St., / 11, rue Laurier
Place du Portage, Phase III
Core 0A1/Noyau 0A1
Gatineau
Québec
K1A 0S5
Bid Fax: (819) 997-9776

SOLICITATION AMENDMENT
MODIFICATION DE L'INVITATION

The referenced document is hereby revised; unless otherwise indicated, all other terms and conditions of the Solicitation remain the same.

Ce document est par la présente révisé; sauf indication contraire, les modalités de l'invitation demeurent les mêmes.

Solicitation Closes - L'invitation prend fin
at - à **02:00 PM**
on - le **2012-11-05**

Time Zone
Fuseau horaire
Eastern Standard Time EST

F.O.B. - F.A.B.
Plant-Usine: ☐ Destination: ☐ Other-Autre: ☐

Address Enquiries to: - Adresser toutes questions à:
Brewster, Shannon

Buyer Id - Id de l'acheteur
618el

Telephone No. - N° de téléphone
(819) 956-5879 (   )

FAX No. - N° de FAX
(   )   -

Destination - of Goods, Services, and Construction:
Destination - des biens, services et construction:

Comments - Commentaires

Vendor/Firm Name and Address
Raison sociale et adresse du fournisseur/de l'entrepreneur

Instructions: See Herein

Instructions: Voir aux présentes

Delivery Required - Livraison exigée	**Delivery Offered - Livraison proposée**

Vendor/Firm Name and Address
Raison sociale et adresse du fournisseur/de l'entrepreneur

Issuing Office - Bureau de distribution
Informatics Professional Services - EL
Division/Services professionnels en informatique - division EL
4C2, Place du Portage
Gatineau
Québec
K1A 0S5

Telephone No. - N° de téléphone
Facsimile No. - N° de télécopieur

Name and title of person authorized to sign on behalf of Vendor/Firm (type or print)
Nom et titre de la personne autorisée à signer au nom du fournisseur/ de l'entrepreneur (taper ou écrire en caractères d'imprimerie)

Signature   **Date**

Canada

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SOLICITATION AMENDMENT No. 002

RFP No. EP304-131244/A

This solicitation amendment No. 002 is raised to:

1) publish questions and answers that have been received in relation to this solicitation; and
2) amend the solicitation.

****

1) The following Questions and Answers has been provided:

QUESTION 1:
"With regards to M7 (Web Architect), would SSMD consider removing M7 because maintaining a server is not a function of the Web Architect role, (according to the Annex B – TBIPS Category of Personnel and Technical Requirements)?"

ANSWER 2:
SSMD will not remove M7 (Web Architect), however, the following amendment has been made.

Delete: **Part 4, Attachment 4.1- Bid Evaluation Criteria**, Article 1.1 Web Architect M7, and

Insert: The Bidder must demonstrate that the proposed resource has experience, within the last 5 years, maintaining* a server.

> *Maintaining must include providing monthly back-ups, administering, configuring and setting-up new and existing functionalities to the server, applying firmware updates, and managing logical partitions.*

Delete: **Appendix C to Annex A, Resource Assessment Criteria and Response Table**, Article 1.1 Web Architect, M7, and

Insert: The Contractor must demonstrate that the proposed resource has experience, within the last 5 years, maintaining* a server.

> *Maintaining must include providing monthly back-ups, administering, configuring and setting-up new and existing functionalities to the server, applying firmware updates, and managing logical partitions.*

QUESTION 2:
"With regards to M6 (Programmer Analyst), would SSMD consider removing M6 because maintaining a server is not a function of the Programmer Analyst role, (according to the Annex B – TBIPS Category of Personnel and Technical Requirements)?"

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ANSWER 2:
SSMD will not remove M6 (Programmer Analyst), however the following amendment has been made.

Delete: **Part 4, Attachment 4.1- Bid Evaluation Criteria**, Article 1.3 Programmer Analyst, M6, and

Insert: The Bidder must demonstrate that the proposed resource has experience, within the last 5 years, maintaining* a server.

Maintaining must include providing monthly back-ups, administering, configuring and setting-up new and existing functionalities to the server, applying firmware updates, and managing logical partitions.

Delete: **Appendix C to Annex A, Resource Assessment Criteria and Response Table**, Article 1.3 Programmer Analyst, M6, and

Insert: The Contractor must demonstrate that the proposed resource has experience, within the last 5 years, maintaining* a server.

Maintaining must include providing monthly back-ups, administering, configuring and setting-up new and existing functionalities to the server, applying firmware updates, and managing logical partitions.

QUESTION 3:
"Will you please clarify or provide examples of PWGSC Web development and approval standards?"

ANSWER 3:
Examples of PWGSC Web development and approval standards can be found below.

Contact Us Page
Note: The title "Contact Us" will be reserved for the corporate Contact Us page only. The business line or site specific contact pages will use "Contact Business Line/Site Name" (e.g.: "Contact Real Property"). This contact mechanism will allow users to refer comments to, and get more information from, the specific business line. Additionally major headings within "Contact Business Line/Site Name" page must be anchored so that PWGSC Corporate Communications can easily link to them from the corporate Contact Us page. Business line or site-specific contact page must contain generic contact information which includes a generic email address that will be used for email enquiries and contact forms (i.e. personal email addresses are not permitted as official contact information).

Column Layout
All sites, including sub-sites, will be required to implement the 2-column layout as the main entry point (index page) of their site. As you drill down within the site you will have the option to switch or to continue with the 2-column approach or switch to 1-column layout if necessary.
2-column layout: Should be used on most site and sub-site pages and should consistently apply the LHM (RHM is optional).
1-column layout: If necessary a 1-column layout can be used for content that will not fit within the 2-column layout, such as data tables, large images, and alternative formats. When using the 1-column

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layout it is recommended that a link be provided back to the originating page, however you will have ensure that the breadcrumb trail leads back to the original page (RHM is optional).

Web Information Architecture (WIA)
The WMWG representative and Site Owner work in collaboration with their Communications Manager to profile their users, define their tasks, goals, objectives, and develop Web Information Architecture (WIA) according to target audience. The use of best practices such as those defined in User-Centred Design (UCD) and the Standard on Web Usability are recommended.

Quality Assurance
Once the technical and content self-assessments have been recorded, the WMWG representative will submit the website or web application for the final Quality Assurance (QA) review. After the formal QA reviews have been successfully completed, additional QA Reviews will be necessary whenever major content or layout changes are made to the website or web application.

2)   At **Part 4, Attachment 4.1- Bid Evaluation Criteria**, Article 2.0, of the contract "Rated Resource Evaluation Criteria",

  Delete: Article 2.0, in its entirety, and

  Insert: See attached document, "Attachment 4.1, Article 2.0 Rated Resource Evaluation Criteria".

2.1)   At **Appendix C to Annex A - Resource Assessment Criteria and Response Table**, Article 2.0, of the contract "Rated Resource Evaluation Criteria",

  Delete: Article 2.0, in its entirety, and

  Insert: See attached document, "Appendix C to Annex A, Article 2.0, Rated Resource Evaluation Criteria".

2.2)   At **Part 4, Attachment 4.1- Bid Evaluation Criteria**, Instructions 1, of the contract,

  Delete: Instructions 1, in its entirety, and

  Insert: The Bidder must obtain a pass mark of 70% which equates to 92 points out of a maximum of 132 points under the overall Rated Resource Evaluation Criteria.

2.3)   At **Part 4, Evaluation Procedures and Basis of Selection,** Article 4.4(e), of the contract, "Basis of Selection",

  Delete: Article 4.4(e), in its entirety, and

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Insert: **Evaluation of Proposal - Best Overall Value**

The Method of Selection to issue the resulting Contract is the Best Overall Value.

The technically responsive proposal that obtains the highest combined rating of technical merit and price, e.g. adding the technical score with the financial score, will be recommended for award of a contract. The total possible technical score is 60 while the total financial score is 40.

For each proposal:

Calculation of Technical Score: The technical component score will constitute 60% of the total Bidder's score. The Final Technical score (out of 60 points) will be computed for each responsive Bidder. The Final Technical score will then be converted to points (i.e. Scored), and rounded to two decimal places, based upon compliant proposals at this phase of the evaluation, using the following formula:

$$\frac{\text{Total Bidder Technical Score Obtained}}{\textbf{132} \text{ points}} \times 60 = \text{Technical Score Points (Max. of 60 points)}$$

The Bidder must obtain a minimum overall pass mark of 92 points out of a maximum of 132 points in order to be considered responsive.

Calculation of Financial Score: The Total Estimated Cost, will be calculated, in accordance with the following formula:

The 'Total Estimated Cost' for each Category of Personnel will be calculated by multiplying Bidder's Firm Per Diem Rate (or Lower Median Band Limit, whichever is higher), by the Estimated Number of Days. The 'Total Estimated Cost' for each Category of Personnel will then be aggregated to compute the 'Total Estimated Cost'. The Bidder's Total Estimated Cost will then be converted to points (i.e. Scored), and rounded to two decimal places, based upon compliant proposals at this phase of the evaluation, using the following formula:

$$\frac{\text{Bidder's Total Financial Score}}{\text{Table 1 - Maximum Points Assigned Points}} \times 40 = \text{Financial Proposal Score (Max. of 40 points)}$$

ALL OTHER TERMS AND CONDITIONS REMAIN THE SAME.

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2.0 Rated Resource Evaluation Criteria:

2.1 WEB ARCHITECT– Level 3

The Bidder should demonstrate that the proposed <u>Web Architect – Level 3</u> have the following experience:

#	Rated Criteria	Points Max.	Bidder's Response	
			Demonstrated Experience (Bidders to insert data)	Insert Page # of Resume
R1	The Bidder should demonstrate that the proposed resource has experience maintaining, administering, and configuring the following installations: ・MediaWiki ・Subversion ・Samba ・Apache Server ・Apache TomCat ・Perl • 2 points for each installation demonstrated in the total Projects provided up to a maximum of 12 points. (note, each installation will be counted only once irrespective of the number of Projects demonstrated)	12		
R2	The Bidder should demonstrate that the proposed resource has experience, within the last 10 years, managing* a minimum of 2 projects. •2 points for each year up to a maximum of 10 points. *Managing must include planning, organizing, leading, and controlling resources to achieve specific goals.	10		
R3	The Bidder should demonstrate that the proposed resource has experience, within the last 10 years, Developing application(s) using Microsoft Visual Basic.NET (VB.NET). •2 points for each year up to a maximum of 10 points.	10		

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R4	The Bidder should demonstrate that the proposed resource has experience, within the last 3 years, Developing web site(s) or web application(s) using the following standard and tool: · PWGSC Web development and approval standards. · PWGSC Web Planning Standards Services testing tool, including running test diagnostic, analyzing error messages and fixing coding errors. • 1 point per standard/tool for each year up to a maximum of 6 points.	**6**		
R5	The Bidder should demonstrate that the proposed resource has experience, within the last 5 years, Developing and maintaining* web site(s) or web application(s) using the following technology and language: · Common Gateway Interface (CGI) technology · JavaScript programming language · Perl programming language • 1 point per technology/language for each year up to a maximum of 15 points. *Maintaining must include applying new templates, making mass changes, coding new sections, and performing quality assurances.*	**15**		
R6	The Bidder should demonstrate that the proposed resource has experience Developing web site(s) using HTML 5. • 1 point for each 3 months up to a maximum of 4 points.	**4**		
	Maximum Technical Points:	**57**		
	To be responsive, the resource must obtain a minimum of 39 points (70%)			
	Technical Score:			

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2.2 WEB DEVELOPER – Level 2

The Bidder should demonstrate that the proposed <u>Web Developer – Level 2</u> have the following experience:

#	Rated Criteria	Points Max.	Bidder's Response	
			Demonstrated Experience (Bidders to insert data)	Insert Page # of Resume
R 1	The Bidder should demonstrate that the proposed resource has experience creating a web site using the following software applications and technologies. · Adobe Dreamweaver · Adobe Acrobat Professional · Adobe LiveCycle · Adobe Photoshop or Adobe Fireworks · File Transfer Protocol (FTP) · Subversion • 2 points for each application and technology demonstrated in the total Projects provided up to a maximum of 12 points. (note, each application and technology will be counted only once irrespective of the number of Projects demonstrated)	12		
R 2	The Bidder should demonstrate that the proposed resource has experience, within the last 3 years, Developing a web site(s) or web application(s) using the following standard and tool: · PWGSC Web development and approval standards. · PWGSC Web Planning Standards Services testing tool, including running test diagnostic, analyzing error messages and fixing coding errors. •1 point per standard/tool for each year up to a maximum of 6 points.	6		

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R 3	The Bidder should demonstrate that the proposed resource has experience writing "Regular Expressions" (regex) command(s). • 2 points for each year up to a maximum of 10 points.	10		
	Maximum Technical Points:	**28**		
	To be responsive, the resource must obtain a minimum of 19 points (70%)			
	Technical Score:			

2.3 PROGRAMMER ANALYST – Level 2

The Bidder should demonstrate that the proposed <u>Programmer Analyst – Level 2</u> have the following experience:

#	Rated Criteria	Points Max.	Bidder's Response	
			Demonstrated Experience (Bidders to insert data)	Insert Page # of Resume
R1	The Bidder should demonstrate that the proposed resource has experience, within the last 5 years, Developing application(s) using Microsoft Visual Basic.NET (VB.NET). • 1 point for each year up to a maximum of 5 points.	5		

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R2	The Bidder should demonstrate that the proposed resource has experience creating a web site using the following software applications and technologies. · Adobe Dreamweaver · Adobe Acrobat Professional · Adobe LiveCycle · Adobe Photoshop or Adobe Fireworks · File Transfer Protocol (FTP) · Subversion • 2 points for each application and technology demonstrated in the total Projects provided up to a maximum of 12 points. (note, each application and technology will be counted only once irrespective of the number of Projects demonstrated)	**12**		
R3	The Bidder should demonstrate that the proposed resource has experience, within the last 3 years, Developing a web site(s) or web application(s) using the following standard and tool: · PWGSC Web development and approval standards. · PWGSC Web Planning Standards Services testing tool, including running test diagnostic, analyzing error messages and fixing coding errors. • 1 point per standard/tool for each year up to a maximum of 6 points.	**6**		

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R4	The Bidder should demonstrate that the proposed resource has experience, within the last 5 years, Developing and maintaining* web site(s) or web application(s) using the following technology and language: · Common Gateway Interface (CGI) technology · JavaScript programming language · Perl programming language • 1 point per technology/language for each year up to a maximum of 15 points. *Maintaining must include applying new templates, making mass changes, coding new sections, and performing quality assurances.*	**15**		
R5	The Bidder should demonstrate that the proposed resource has experience writing "Regular Expressions" (regex) command(s). • 3 points for each year up to a maximum of 9 points.	**9**		
	Maximum Technical Points:	**47**		
	To be responsive, the resource must obtain a minimum of 32 points (70%)			
	Technical Score:			

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2.0 Rated Resource Evaluation Criteria:

2.1 WEB ARCHITECT– Level 3

The Contractor should demonstrate that the proposed **Web Architect** – Level 3 have the following experience:

#	Rated Criteria	Points Max.	Contractor's Response	
			Demonstrated Experience (Contractor to insert data)	Insert Page # of Resume
R1	The Contractor should demonstrate that the proposed resource has experience maintaining, administering, and configuring the following installations: ・ MediaWiki ・ Subversion ・ Samba ・ Apache Server ・ Apache TomCat ・ Perl • 2 points for each installation demonstrated in the total Projects provided up to a maximum of 12 points. (note, each installation will be counted only once irrespective of the number of Projects demonstrated)	12		
R2	The Contractor should demonstrate that the proposed resource has experience, within the last 10 years, managing* a minimum of 2 projects. • 2 points for each year up to a maximum of 10 points. *Managing must include planning, organizing, leading, and controlling resources to achieve specific goals.*	10		
R3	The Contractor should demonstrate that the proposed resource has experience, within the last 10 years, Developing application(s) using Microsoft Visual Basic.NET (VB.NET). • 2 points for each year up to a maximum of 10 points.	10		

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R4	The Contractor should demonstrate that the proposed resource has experience, within the last 3 years, Developing web site(s) or web application(s) using the following standard and tool: · PWGSC Web development and approval standards. · PWGSC Web Planning Standards Services testing tool, including running test diagnostic, analyzing error messages and fixing coding errors. • 1 point per standard/tool for each year up to a maximum of 6 points.	6		
R5	The Contractor should demonstrate that the proposed resource has experience, within the last 5 years, Developing and maintaining* web site(s) or web application(s) using the following technology and language: · Common Gateway Interface (CGI) technology · JavaScript programming language · Perl programming language • 1 point per technology/language for each year up to a maximum of 15 points. *Maintaining must include applying new templates, making mass changes, coding new sections, and performing quality assurances.	15		
R6	The Contractor should demonstrate that the proposed resource has experience Developing web site(s) using HTML 5. • 1 point for each 3 months up to a maximum of 4 points.	4		
	Maximum Technical Points:	57		
	To be responsive, the resource must obtain a minimum of 39 points (70%)			
	Technical Score:			

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2.2 WEB DEVELOPER – Level 2

The Contractor should demonstrate that the proposed Web Developer – Level 2 have the following experience:

#	Rated Criteria	Points Max.	Contractor's Response	
			Demonstrated Experience (Contractor to insert data)	Insert Page # of Resume
R 1	The Contractor should demonstrate that the proposed resource has experience creating a web site using the following software applications and technologies. ・Adobe Dreamweaver ・Adobe Acrobat Professional ・Adobe LiveCycle ・Adobe Photoshop or Adobe Fireworks ・File Transfer Protocol (FTP) ・Subversion • 2 points for each application and technology demonstrated in the total Projects provided up to a maximum of 12 points. (note, each application and technology will be counted only once irrespective of the number of Projects demonstrated)	12		
R 2	The Contractor should demonstrate that the proposed resource has experience, within the last 3 years, Developing a web site(s) or web application(s) using the following standard and tool: ・PWGSC Web development and approval standards. ・PWGSC Web Planning Standards Services testing tool, including running test diagnostic, analyzing error messages and fixing coding errors. •1 point per standard/tool for each year up to a maximum of 6 points.	6		

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R3	The Contractor should demonstrate that the proposed resource has experience writing "Regular Expressions" (regex) command(s). • 2 points for each year up to a maximum of 10 points.	10		
	Maximum Technical Points:	28		
	To be responsive, the resource must obtain a minimum of 19 points (70%)			
	Technical Score:			

2.3 PROGRAMMER ANALYST – Level 2

The Contractor should demonstrate that the proposed <u>Programmer Analyst – Level 2</u> have the following experience:

#	Rated Criteria	Points Max.	Contractor's Response	
			Demonstrated Experience (Contractor to insert data)	**Insert Page # of Resume**
R1	The Contractor should demonstrate that the proposed resource has experience, within the last 5 years, Developing application(s) using Microsoft Visual Basic.NET (VB.NET). • 1 point for each year up to a maximum of 5 points.	5		

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R2	The Contractor should demonstrate that the proposed resource has experience creating a web site using the following software applications and technologies. · Adobe Dreamweaver · Adobe Acrobat Professional · Adobe LiveCycle · Adobe Photoshop or Adobe Fireworks · File Transfer Protocol (FTP) · Subversion • 2 points for each application and technology demonstrated in the total Projects provided up to a maximum of 12 points. (note, each application and technology will be counted only once irrespective of the number of Projects demonstrated)	**12**		
R3	The Contractor should demonstrate that the proposed resource has experience, within the last 3 years, Developing a web site(s) or web application(s) using the following standard and tool: · PWGSC Web development and approval standards. · PWGSC Web Planning Standards Services testing tool, including running test diagnostic, analyzing error messages and fixing coding errors. • 1 point per standard/tool for each year up to a maximum of 6 points.	**6**		

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R4	The Contractor should demonstrate that the proposed resource has experience, within the last 5 years, Developing and maintaining* web site(s) or web application(s) using the following technology and language: • Common Gateway Interface (CGI) technology • JavaScript programming language • Perl programming language • 1 point per technology/tool for each year up to a maximum of 15 points. *Maintaining must include applying new templates, making mass changes, coding new sections, and performing quality assurances.*	**15**	.	
R5	The Contractor should demonstrate that the proposed resource has experience writing "Regular Expressions" (regex) command(s). • 3 points for each year up to a maximum of 9 points.	**9**		
	Maximum Technical Points:	**47**		
	To be responsive, the resource must obtain a minimum of 32 points (70%)			
	Technical Score:			

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