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Core 0A1 / Noyau 0A1
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Québec
K1A 0S5
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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.

Comments - Commentaires

THIS DOCUMENT CONTAINS A SECURITY
REQUIREMENT (See original solicitation
document.)

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Title - Sujet CIC IM/IT/PM TBIPS OMNIBUS	
Solicitation No. - N° de l'invitation B8289-100575/B	Amendment No. - N° modif. 005
Client Reference No. - N° de référence du client B8289-100575	Date 2012-03-14
GETS Reference No. - N° de référence de SEAG PW-\$\$ZM-380-23739	
File No. - N° de dossier 380zm.B8289-100575	CCC No./N° CCC - FMS No./N° VME
Solicitation Closes - L'invitation prend fin at - à 02:00 PM on - le 2012-04-10	Time Zone Fuseau horaire Eastern Daylight Saving Time EDT
F.O.B. - F.A.B. Plant-Usine: <input type="checkbox"/> Destination: <input checked="" type="checkbox"/> Other-Autre: <input type="checkbox"/>	
Address Enquiries to: - Adresser toutes questions à: Cook, Gail	Buyer Id - Id de l'acheteur 380zm
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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	

AMENDMENT NO. 005

This amendment is raised to revise the RFP and answer Bidders' questions.

RFP REVISIONS:

1. At Page 1 of the RFP, Solicitation Closes:

Delete: 2012-04-02

Insert: 2012-04-10

2. **At Appendix 1 to Annex A-G4, Stream G4 - Project Management, Resource Evaluation Criteria, P.5 Project Executive, Level 3, R1 and R2 (Page 104):**

Delete: 5+ projects

Insert: 5 to 5+ projects

3. **At Appendix 1 to Annex A-G4, Stream G4 - Project Management, Resource Evaluation Criteria, P.6 Project Administrator, Level 2, R1 and R2 (Page 105):**

Delete: 5+ projects

Insert: 5 to 5+ projects

4. **At Appendix 1 to Annex A-G4, Stream G4 - Project Management, Resource Evaluation Criteria, P.8 Project Leader, Level 2 (Core), R1 and R2 (Page 106):**

Delete: 5+ projects

Insert: 5 to 5+ projects

5. **At Appendix 1 to Annex A-G4, Stream G4 - Project Management, Resource Evaluation Criteria, P.9 Project Manager, Level 2 (Core), R1 and R2 (Page 107):**

Delete: 5+ projects

Insert: 5 to 5+ projects

6. **At Appendix 1 to Annex A-G4, Stream G4 - Project Management, Resource Evaluation Criteria, P.9 Project Manager, Level 3 (Core), R1 and R2 (Page 108):**

Delete: 5+ projects

Insert: 5 to 5+ projects

7. **At Appendix 1 to Annex A-G4, Stream G4 - Project Management, Resource Evaluation Criteria, P.10 Project Scheduler, Level 2 (Core), R1 and R2 (Page 109):**

Delete: 5+ projects

Insert: 5 to 5+ projects

8. At Appendix 1 to Annex A-G4, Stream G4 - Project Management, Resource Evaluation Criteria, P.10 Project Scheduler, Level 3 (Core), R1 and R2 (Page 110):

Delete: 5+ projects

Insert: 5 to 5+ projects

9. At Appendix 1 to Annex A-G4, Stream G4 - Project Management, Resource Evaluation Criteria, P.12 Risk Management Specialist, Level 3, R1 and R2 (Page 111):

Delete: 5+ projects

Insert: 5 to 5+ projects

10. At Annex D-G4, Stream G4 - Project Management, Bid Evaluation Criteria, 2. Resources, 2.1 P.8 Project Leader, Level 2 (Core), R1 and R2 (Page 158):

Delete: 5+ projects

Insert: 5 to 5+ projects

11. At Annex D-G4, Stream G4 - Project Management, Bid Evaluation Criteria, 2. Resources, 2.2 P.9 Project Manager, Level 2 (Core), R1 and R2 (Page 159):

Delete: 5+ projects

Insert: 5 to 5+ projects

12. At Annex D-G4, Stream G4 - Project Management, Bid Evaluation Criteria, 2. Resources, 2.3 P.9 Project Manager, Level 3 (Core), R1 and R2 (Page 160):

Delete: 5+ projects

Insert: 5 to 5+ projects

13. At Annex D-G4, Stream G4 - Project Management, Bid Evaluation Criteria, 2. Resources, 2.4 P.10 Project Scheduler, Level 2 (Core), R1 and R2 (Page 161):

Delete: 5+ projects

Insert: 5 to 5+ projects

14. At Annex D-G4, Stream G4 - Project Management, Bid Evaluation Criteria, 2. Resources, 2.5 P.10 Project Scheduler, Level 3 (Core), R1 and R2 (Page 162):

Delete: 5+ projects

Insert: 5 to 5+ projects

QUESTIONS AND ANSWERS:

Q24. Re: Bid Evaluation Criteria; M1 Corporate Capacity within Stream; item (e)

"e. Contract included the provision of resources in the Core Categories as per Section 5. Category of Resources and Responsibilities as detailed in Annex A – G1, Statement of Work."

Many large-scale Government of Canada contracts use different resource category names for roles with similar tasks and responsibilities. Could the Crown confirm that it would accept contract references where Bidders have provided resources in resource categories with different names (e.g. Data Modeller, Data Analyst) but with similar Statements of Work (e.g. Contract Reference SOWs contain the more than 50% of tasks and responsibilities of the corresponding SOW in this RFP) to satisfy this requirement.

A24. See A18 of Solicitation Amd. No. 004.

Q25. Re: Bid Evaluation Criteria; M3 Client Manager

"The proposed Client Manager must have two years in the last five years (as of bid closing date) experience as a Client Manager providing contract management services to government Clients."

We understand that goal of this requirement is to ensure CIC receives senior client managers with experience providing consistent quality in the delivery of professional services using the Contract Management Framework/Plan being evaluated under M4. As such, we assume that the minimum two years of experience must be obtained as an employee of the Bidder?

A25. No, the two years experience does not need to be obtained as an employee of the Bidder.

Q26. In reference to mandatory requirement M1, criteria e. asks that each of the two contracts include provision of the core resource categories and the responsibilities as detailed in Annex A of each stream.

(a) Could CIC please provide details as to how a bidder is to illustrate that each represented core category has fulfilled all responsibilities listed for that category?

(b) Will CIC accept a statement simply indicating that all listed responsibilities have been fulfilled under the contract?

A26. (a) The Bidder is to provide a reference who can validate that the responsibilities for that category were provided under the contract.

(b) No, see (a) above.

Q27. In reference to Stream G1, we point out that the ERP categories A.2, A.3, A.4 and A.5 make reference to experience with ERP systems and the use of ABAP which is a pure SAP technology.

A27. Certain categories (e.g., Programmer/Software Developer, System Analyst) require experience in programming languages. The programming languages examples listed (including ABAP) are not mandatory nor are they all-inclusive. Therefore, there is no specific requirement for resources within the G1 Stream to have ABAP programming experience.

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- Q28. Page 140 and 141, Level 2 and Level 3 ERP Programmer Analyst grids, please confirm that the grids for the Level 2 and the Level 3 should be swapped with each other, so that the Level 3 is the resource with experience "leading".
- A28. The R1 requirement is correct. The R2 and R3 requirements should be swapped with each other so that the level 3 resource has experience "leading". The R4 requirement for A.3 ERP Programmer Analyst Level 2 (Core) should have the words "and BMC Remedy" removed. The R4 requirement for A.3 ERP Programmer Analyst Level 3 (Core) should have the words "and BMC Remedy" added.
- Q29. Please confirm that the Common Departmental Financial System (CDFS), given its all-encompassing interactions with all government departments and that it is a core financial system, is considered to meet the definition of Enterprise Resource Planning System.
- A29. CDFS is considered to meet definition for Enterprise Resource Planning System.
- Q30. RE: M1 d and M2 b in each stream "Completed in the last five years (as of bid closing date) or has been ongoing for a minimum of six months (as of bid closing date)."
- Would CIC consider changing the constraint on ongoing reference projects to allow projects that have been ongoing for a minimum of three months (as of bid closing date)?
- A30. No.
- Q31. Page 138 - Bid Evaluation Criteria – Resource Response Template indicates Bidders are to Cross Reference to Resume (page, para). To properly substantiate our candidate's experience, qualifications and expertise, please confirm it is acceptable to cross-reference to detailed project descriptions in his/her resume. The projects in the resume will be sequentially numbered and that number will be used in the matrix to identify the relevant projects that substantiate the specific requirement. Each project in the resume will include department, project name, role and start/end dates, the candidate's responsibilities and activities as well as with an annotation that reflects the mandatory or rated criteria that each statement in the resume is supporting. For example, in response to mandatory criteria M1, a (M1) could be placed at the beginning of the statement in the resume that satisfies this criteria.
- A31. Confirmed.
- Q32. Page 29 – Section 7.14 Insurance Requirements: Please confirm Bidders are not required to provide copies of Insurance Certificates at bid submission. This is a requirement for successful proponents at contract award.
- A32. Confirmed.
- Q33. Page 120 – Annex B- Basis of Payment: Please confirm it is not mandatory for Bidders to provide their SA per Diem Rate in Column D as this information is not part of the Total Cost calculation under Column G.

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- A33. Confirmed.
- Q34. Please confirm that by providing the client contact information requested under M1 and M2 in each stream Bidders are considered to be fully compliant with the Customer Reference Contact Information on page 11.
- A34. PWGSC may, if required, request additional references besides the references under M1 and M2.
- Q35. Page 40 – I.8 Storage Analyst Level 2: Please confirm this category should read Storage Architect to align with the category of personnel identified on page 120 – Basis of Payment – Stream G1.
- A35. Confirmed.
- Q36. Page 9 – Section 3.1 - Bid Preparation Instructions: For Bidders submitting against multiple streams, please confirm it is acceptable to include all streams within a single Technical and Financial proposal while still providing the number of copies indicated in Section 3.1.
- A36. No, each stream must be submitted as a separate bid as the team of evaluators will evaluate it independently.
- Q37. As per Corporate Mandatory M1, e., the bidder must have had two contracts (per stream) with the government in the past five years (as of bid closing date) that each meet the following criteria: e. *Contract included the provision of resources in the Core Categories as per Section 5. Category of Resources and Responsibilities as detailed in Annex A – G1, Statement of Work.*
- Please provide an example of the information required to demonstrate to the Crown that our contracts included the provision of resources in the Core Categories as per Section 5. Category of Resources and Responsibilities as detailed in Annex A – G1, Statement of Work.
- A37. For each of the contracts, the Bidder must provide a description of the services including:
- a. Contract Client;
 - b. Contract Value;
 - c. Contract Period;
 - d. Core Categories included in Contract (Category Name/Level); and
 - e. Client Contract Reference (to verify contract value, duration and categories included).
- Q38. RE: Annex D – G1, M1 (d), and M2 (b), “Completed in the last five years (as of bid closing date) or has been ongoing for a minimum of six months (as of bid closing date)”
- If a bidder submits a reference contract that started prior to five years before this solicitation bid closing date, (i.e. August 2004), was ongoing for more than six months and ended within the five year period before this solicitation bid closing date, (i.e. July 2008), will this reference contract be considered as meeting M1 (d) and M2 (b)?
- A38. Yes, in terms of M1 (d) and M2 (b).

- Q39. RE: Annex D – G2, M1, (e), “Contract included the provision of resources in the Core Categories as per Section 5. Category of Resources and Responsibilities as detailed in Annex A – G1, Statement of Work.”

If the reference contract category names do not match the Core Category names of this solicitation but the skill sets match, will this reference contract be considered as meeting M1 (e)? For instance, if a bidder uses a reference contract that has a Database Analyst that matches the skill set of the Database Modeller/IM Modeller that is validated by the client contacts, will this reference contract be considered as meeting M1 (e), (assuming all other Core Categories are similarly met)?

- A39. See A18. of Solicitation Amendment No. 004.

- Q40. Referencing M1 of the corporate requirements/Amendment 3 – Question 12. Having only 2 references to meet the requirement of having placed all the core categories is quite stringent, would the crown allow a change indicating a minimum of 2 references to a maximum of 4 references to meet placement of the core categories. The majority of government contracts are one or two person (typically the same category) only holders with existing large supply arrangements would be able to provide several categories under one/two contract.

- A40. No, the number of contracts remains unchanged.

- Q41. Can the Crown please confirm that the Province of Ontario's Shared Services directorate would be evaluated and considered as a single client reference, and that the sum of the contracts from that client would be validated as 1 reference as it pertains to Mandatory Requirement 1 of all Streams.

- A41. Confirmed.

- Q42. Stream G2, 2.7 “B.1 Business Analyst, Level 3 (CORE)” – Requirement R3 is requesting that the proposed resource have “experience in design, development and maintenance of Logical Data Models”. This requirement is not consistent with the responsibilities of a Business Analyst; further, this requirement is listed as a responsibility for the “I.4 Database Modeller / IM Modeller” resource category within the TBIPS Supply Arrangement. In light of this, would the Crown modify the requirement to better reflect the responsibilities of a Business Analyst, such as: “Experience in leading the identification of requirements for business processes re-design, determining requirements for modifications to automated processes and documenting interfaces of manual to automated processes.”

- A42. R3 is revised to read: “Experience in leading the identification of requirements for business processes re-design, determining requirements for modifications to automated processes and documenting interfaces of manual to automated processes.”

- Q43. Refer to page 10 of 164, under Bid Preparation section for the Technical Proposal, (iii) For the Proposed Resources, sub-article F) it states that: "...*In situations in which a proposed resource worked at the same time on more than one project, only one project will be counted toward any requirements that relate to the individual's length of experience.*"

Resources will often have worked in projects where the duration overlaps each other due to the nature and volume of work. We'd like to confirm that below are acceptable:

- (a) If one or more projects occur at identical time frames (same start and end dates) that only one project may be counted towards any requirements that relate to the individual's length of experience.
 - (b) If one or more projects occur within the same time frames BUT have non-overlapping time periods, both projects may be counted towards any requirements provided that the portion of time occurring during the same time frame is only counted once towards one project only. For example if Project A is from January 2011 to June 2011 and Project B is from April 2011 to November 2011, Project A may claim 6 months of experience while Project B may only claim 5 months of experience.
- A43. (a) Confirmed.
- (b) Yes, in terms of M1 (d) and M2 (b).
- Q44. Number of resumes for submission. We wanted to confirm that the Crown expects to see one resume per identified core category and that the core categories are as listed below.

STREAM G1 – ARCHITECTURE AND INTEGRATION

To submit: Seven (7) Core resources listed below:

- A.1 Application/Software Architect, Level 2 and 3 (Core) – 1 resume per level
- A.3 ERP Programmer Analyst, Level 2 and 3 (Core) – 1 resume per level
- I.11 Technology Architect, Level 2 (Core) – 1 resume
- P.2 Enterprise Architect, Level 2 and 3 (Core) – 1 resume per level

STREAM G2 – APPLICATION DEVELOPMENT

To submit: Seven (7) Core resources listed below:

- A.6 Programmer/Software Developer, Level 2 and 3 (Core) – 1 resume per level
- A.8 System Analyst, Level 2 and 3 (Core) – 1 resume per level
- I.4 Database Modeller / IM Modeller, Level 2 (Core) – 1 resume
- B.1 Business Analyst, Level 2 and 3 (Core) – 1 resume per level

STREAM G4 – PROJECT MANAGEMENT

To submit: Five (5) Core resources listed below.

- P.8 Project Leader, Level 2 (Core) – 1 resume
- P.9 Project Manager, Level 2 and 3 (Core) – 1 resume per level
- P.10 Project Scheduler, Level 2 and 3 (Core) – 1 resume per level

- A44. The number of resumes is confirmed for all Streams.
- Q45. In respect to R2 b. of the Bidder's Rated Requirements, could the Crown please provide details as to how Bidders are to illustrate a client contact? For instance, do we simply supply client department, client contact name/title, contact coordinates and name of the contract?

A45. That would be acceptable.

Q46. In respect to R3 c. of the Bidder's Rated Requirements, could the Crown please provide details as to how Bidders are to illustrate contracts with simultaneous management/deployment of resources? What information is the Crown expecting to substantiate a Bidders claim?

A46. Bidders should provide the Department, Name of Contract and list of simultaneous categories provided.

Q47. In reference to M2 of the Bidder's Mandatory Requirements, the criteria does not stipulate that the contract be with the government. Could the Crown please confirm that M2 includes government and non-government contracts?

A47. Confirmed.

Q48. Given the history of utilization of the various streams of services published in Amendment 003, it is clear that the Application Stream carries substantially higher volume than the other streams. Therefore, it will be prudent for the Crown to modify item b) the minimum final value from \$1M to \$5M Mandatory M1 for Stream G2 – Application Development Stream. This benefits the Crown as it requires potential suppliers for this Stream to demonstrate that it is capable of provisioning for services reflective of the Crown's current utilization volumes.

A48. No, item b. remains unchanged.

ALL OTHER TERMS AND CONDITIONS REMAIN THE SAME.

NOTE: A BID ALREADY SUBMITTED MAY BE AMENDED PRIOR TO THE CLOSING DATE. AMENDING CORRESPONDENCE SHALL ADDRESS THE SOLICITATION NUMBER AND THE CLOSING DATE AND SHALL BE ADDRESSED TO:

**BID RECEIVING
PUBLIC WORKS AND GOVERNMENT SERVICES CANADA
PLACE DU PORTAGE, PHASE III
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