

**RETURN BIDS TO:**  
**RETOURNER LES SOUMISSIONS À:**  
Bid Receiving - PWGSC / Réception des  
soumissions - TPSGC  
Place du Portage, Phase III  
Core OA1\Noyau OA  
11 Laurier St., 11, rue Laurier  
Gatineau  
K1A 0S5  
Bid Fax: (613) 997-9776

**LETTER OF INTEREST**  
**LETTRE D'INTÉRÊT**

Comments - Commentaires

<b>Title - Sujet</b> MPMCT Project - Projet TCGPM	
<b>Solicitation No. - N° de l'invitation</b> W8474-11MP01/F	<b>Date</b> 2013-05-10
<b>Client Reference No. - N° de référence du client</b> W8474-11MP01	<b>GETS Ref. No. - N° de réf. de SEAG</b> PW-\$\$XE-668-26033
<b>File No. - N° de dossier</b> 668xe.W8474-11MP01	<b>CCC No./N° CCC - FMS No./N° VME</b>
<b>Solicitation Closes - L'invitation prend fin</b> <b>at - à 02:00 PM</b> <b>on - le 2013-06-28</b>	
<b>Time Zone</b> <b>Fuseau horaire</b> Eastern Daylight Saving Time EDT	
<b>F.O.B. - F.A.B.</b> <b>Plant-Usine:</b> <input type="checkbox"/> <b>Destination:</b> <input checked="" type="checkbox"/> <b>Other-Autre:</b> <input type="checkbox"/>	
<b>Address Enquiries to: - Adresser toutes questions à:</b> Randall(XEDiv.), Michael	<b>Buyer Id - Id de l'acheteur</b> 668xe
<b>Telephone No. - N° de téléphone</b> (819) 956-0338 ( )	<b>FAX No. - N° de FAX</b> (819) 956-8303
<b>Destination - of Goods, Services, and Construction:</b> <b>Destination - des biens, services et construction:</b> DEPARTMENT OF NATIONAL DEFENCE DES PROC - TUNNEY'S BLDG 101 COLONEL BY DR ATTN: MPMCT/A/DES PROC 2-3-5, COVENTRY OTTAWA Ontario K1A0K2 Canada	

Instructions: See Herein

Instructions: Voir aux présentes

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

<b>Delivery Required - Livraison exigée</b> See Herein	<b>Delivery Offered - Livraison proposée</b>
<b>Vendor/Firm Name and Address</b> <b>Raison sociale et adresse du fournisseur/de l'entrepreneur</b>	
<b>Telephone No. - N° de téléphone</b> <b>Facsimile No. - N° de télécopieur</b>	
<b>Name and title of person authorized to sign on behalf of Vendor/Firm</b> <b>(type or print)</b> <b>Nom et titre de la personne autorisée à signer au nom du fournisseur/ de l'entrepreneur ( taper ou écrire en caractères d'imprimerie)</b>	
<b>Signature</b>	<b>Date</b>

**Issuing Office - Bureau de distribution**  
Business Transformation and Systems Integration  
Service/Division de transformation des opérations et  
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Special Procurement Initiative Dir  
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11 Laurier, Place du Portage III  
12C1  
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781-0000

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## **Military Personnel Management Capability Transformation (MPMCT) Project**

### **1) Purpose**

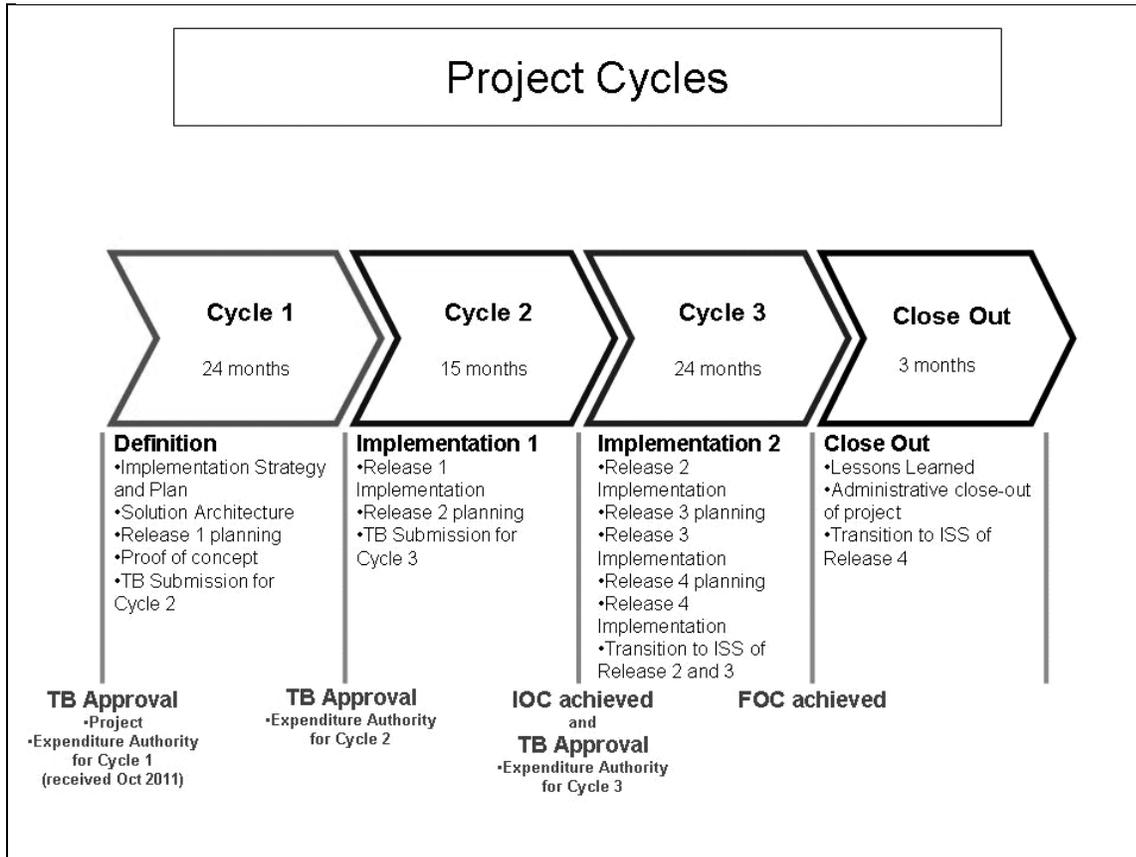
The purpose of this notice is to update industry on the status of the MPMCT Project and its proposed procurement approach.

### **2) MPMCT Requirement Overview:**

The Department of National Defence (DND) has a requirement for a modern, flexible and integrated Military Personnel Management (MPM) capability, encompassing Human Resources (HR) and Payroll for the Canadian Armed Forces (CAF). This requirement flows from the *Canada First Defence Strategy*.

The MPMCT Project has been established to manage the development and delivery of a new MPM capability which involves developing a modern regulatory and policy framework, transforming MPM business processes and implementing a modern, integrated Information Management system based on the Commercial Off-The-Shelf Enterprise Resource Planning (ERP) software, Oracle PeopleSoft. The new MPM capability is to be called "Guardian".

As proposed to and approved by Treasury Board, the MPMCT Project is using a cyclical project delivery methodology that allows for a continuing program of project reviews, with status and performance assessments (and Go / NoGo decision points) at the end of each cycle. The MPMCT Project has also developed an initial project implementation strategy which proposes four Releases for Guardian. Figure 1 below depicts relationship between the MPMCT Project approval cycles and the four Releases of Guardian. The MPMCT Project is currently in Cycle 1. The number and scope of the Cycles beyond Cycle 1 are subject to change as a result of the finalization of the project implementation Strategy being produced in Cycle 1.



**Figure 1 - MPMCT Project Approval Cycles**

The MPMCT Project Scope is defined as the delivery of Guardian, which includes:

- a. Transforming DND/CAF business that supports the delivery of HR and payroll services, including: policy transformation; business process re-engineering and training;
- b. Configuring and implementing Oracle PeopleSoft that will replace legacy CAF HR and payroll applications;
- c. Modernization of supporting Information Technology (IT) infrastructure (in conjunction with Shared Services Canada (SSC));
- d. Migration of data from legacy applications into Guardian.
- e. Developing and integrating interfaces between Guardian and other Canadian Government Departments that require CAF HR and payroll information; and
- f. Transitioning Guardian into an in-service state.

### 3) MPMCT Status Update:

The current implementation strategy has defined the four Releases for Guardian as follows:

- a) Release 1 – The migration of the two existing applications, the military Human Resource Management System (HRMS 7.5) and Canadian Forces Recruiting Information Management (CFRIMS), that are currently operating on Oracle PeopleSoft V7.5 to a single instance of Oracle PeopleSoft V9.1 which will be the Initial Operating Capability of Guardian;
- b) Release 2 - The re-configuration of Guardian with a view to minimize customizations, and possibly, upgrading Guardian to Oracle PeopleSoft V9.2.
- c) Release 3 - The integration of the Oracle PeopleSoft Payroll North America module into Guardian; and
- d) Release 4 - The implementation of selected MPM functions into Guardian on a priority basis.

An Integrated Project Team (IPT) concept has been established as part of the MPMCT Project delivery concept. An IPT is a cohesive integrated team comprised of Canada and industry professionals that delivers business benefits through business transformation and IM/IT solutions. The MPMCT IPT is composed of DND/CAF and contractor organizations brought together into a single project team structure led by the MPMCT Project Manager.

To support the MPMCT IPT, the professional services that will be required are as follows:

- a) A Solution Integrator (SI) to provide the professional services required to support the development and implementation of Release 2 through Release 4 of Guardian, including, but not limited to, ERP application development and integration, business process transformation, information integration and data migration;
- b) Business Change Management (BCM) support for activities in all project cycles such as Organizational Change Management, Communications Management and Project Outcomes Management. BCM is defined as the processes and techniques used to manage the people-side of business change in order to achieve the required business outcomes, and to ensure the solution delivery meets stakeholder expectations; and
- c) Project management resources to provide support services to departmental staff in the Project Management Office (PMO) and related control processes in all project cycles.

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There are additional requirements for functional and technical resources to support activities in all project cycles and for other project requirements as determined by the MPMCT Project. These include, but are not limited to, the HRMS Technical Upgrade resources to provide the professional services required to provide support service to DND staff in the development and implementation of Release 1 of Guardian.

To address each requirement, Canada is currently contemplating publishing individual Request for Proposals (RFPs). At this time, Canada is contemplating publishing four main solicitations (i.e. SI, PMO, BCM and the HRMS Technical Upgrade). Canada plans to tender separate RFPs to pre-qualified Government of Canada Standing Offer or Supply Arrangement Holders to meet all requirements, except for the SI.

Canada contemplates publishing the HRMS Technical Upgrade, BCM and PMO requirements under the Government of Canada Task-Based Informatics Professional Services (TBIPS) Supply Arrangement.

For the SI requirement, Canada plans to publish a separate competitively tendered RFP via GETS. In addition, Canada is intending full consultation with industry prior to releasing the SI RFP, including issuing a Letter of Interest and a Request For Information.

For Other Functional and Technical Resources requirements, Canada has not yet determined which Government of Canada Standing Offer or Supply Arrangement any resulting RFP's will be published under.

Canada is still determining its needs with regards to conflict of interest clauses between individual bid solicitation requirements for professional services. Specific conflict of interest requirements will be addressed in each individual RFP as applicable.

Canada is planning to exercise its rights under current unrelated Government of Canada contracts to address its MPMCT software licensing needs.

#### 4) Next Steps:

Industry is reminded that the MCMPT Project requirements and the associated procurement approach continue to be under development and therefore subject to change at Canada's sole discretion. Canada reserves the sole right to alter its procurement approach for any associated MPMCT Project requirement. With this in mind, the following target MPMCT Project RFP publication dates have been provided for information purposes only:

Requirement	Request For Proposal (RFP) Publications Date Target
Solution Integrator (SI)	Spring/Summer 2014
HRMS Technical Upgrade	Summer/Fall 2013
Business Change Management (BCM)	Spring 2013
Project Management Office (PMO)	Spring/Summer 2013
Other Functional and Technical Resources	Various Fall 2013

#### 5) Enquiries Regarding the MPMCT Requirement:

As indicated above, Canada has identified multiple individual procurement requirements under the MPMCT Project. A separate Contracting Authority (either DND or PWGSC, as applicable) has been designated as the procurement lead for each MPMCT Project procurement requirement. To ensure the integrity of the procurement process, all enquiries and other communications regarding each applicable MPMCT Project procurement requirement must henceforth only be directed to the indicated Contracting Authority, as follows:

(i) **SI Contracting Authority:**

Michael Randall  
 Business Transformation and Systems Integration Services (BT&SIS) Division  
 Special Procurement Initiatives Directorate  
 Public Works and Government Services Canada  
 12C1, Place du Portage Phase III, Gatineau Québec K1A 0S5  
 Telephone: (819) 956-0338  
 E-mail: [michael.randall@pwgsc.gc.ca](mailto:michael.randall@pwgsc.gc.ca)

Alternate: Jeremy Chapple, Delegate Contracting Authority  
 Business Transformation and Systems Integration Services (BT&SIS) Division  
 Special Procurement Initiatives Directorate  
 Public Works and Government Services Canada

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12C1, Place du Portage Phase III, Gatineau Québec K1A 0S5

Telephone: (819) 956-1004

E-mail address: [jeremy.chapple@tpsgc-pwgsc.gc.ca](mailto:jeremy.chapple@tpsgc-pwgsc.gc.ca)

**(ii) HRMS Technical Upgrade Contracting Authority:**

Jeremy Chapple

Business Transformation and Systems Integration Services (BT&SIS) Division

Special Procurement Initiatives Directorate

Public Works and Government Services Canada

12C1, Place du Portage Phase III, Gatineau Québec K1A 0S5

Telephone: (819) 956-1004

E-mail address: [jeremy.chapple@tpsgc-pwgsc.gc.ca](mailto:jeremy.chapple@tpsgc-pwgsc.gc.ca)

Alternate: Michael Randall, Delegate Contracting Authority

Business Transformation and Systems Integration Services (BT&SIS) Division

Special Procurement Initiatives Directorate

Public Works and Government Services Canada

12C1, Place du Portage Phase III, Gatineau Québec K1A 0S5

Telephone: (819) 956-0338

E-mail: [michael.randall@pwgsc.gc.ca](mailto:michael.randall@pwgsc.gc.ca)

**(iii) PMO Contracting Authority:**

Jonah Dubé (956-0712)

Spécialiste en approvisionnements | Supply Specialist

Services professionnels en informatique - EL | Informatics Professional Services-EL

Direction générale des approvisionnements | Acquisitions Branch

11 Laurier, Gatineau, Québec, K1A 0S5, Place du Portage III, 4C2-43

[Jonah.dube@tpsgc-pwgsc.gc.ca](mailto:Jonah.dube@tpsgc-pwgsc.gc.ca) <<mailto:jonah.dube@tpsgc-pwgsc.gc.ca>>

T: 819-956-0712

**(iv) BCM Contracting Authority:**

Jonah Dubé (956-0712)

Spécialiste en approvisionnements | Supply Specialist

Services professionnels en informatique - EL | Informatics Professional Services-EL

Direction générale des approvisionnements | Acquisitions Branch

11 Laurier, Gatineau, Québec, K1A 0S5, Place du Portage III, 4C2-43

[Jonah.dube@tpsgc-pwgsc.gc.ca](mailto:Jonah.dube@tpsgc-pwgsc.gc.ca) <<mailto:jonah.dube@tpsgc-pwgsc.gc.ca>>

T: 819-956-0712

Note, for all Other Functional and Technical Resource MPMCT Project related procurement requirements not listed in (i) through (iv) above, all enquiries and other

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W8474-11MP01/F

Amd. No. - N° de la modif.

File No. - N° du dossier

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Buyer ID - Id de l'acheteur

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CCC No./N° CCC - FMS No/ N° VME

W8474-11MP01

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communications regarding such requirements should be directed to the Contracting Authority identified in each applicable bid solicitation.

This is not a bid solicitation, and as a result, Canada will not necessarily respond to enquiries in writing or by circulating answers to all potential suppliers. However, respondents with questions regarding this notice may direct their enquiries to the applicable Contracting Authority identified above.

Copies of previously MERX published MPMCT Project information (e.g. W8474-11MP01/A published 2010-09-08, W8474-11MPO1/B published 2012-03-15, LOI W8474-11MP01/C published 2012-06-18, LOI W8474-11MP01/D published October 29, 2012, LOI W8474-11MP01/E published January 15, 2013) can be obtained by contacting the SI Contracting Authority directly.