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**11 Laurier St./11, rue Laurier**  
**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.

**Comments - Commentaires**

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

**Issuing Office - Bureau de distribution**  
Miscellaneous Special Projects Division (XN)/Division  
des projets spéciaux divers (XN)  
Canadian Building  
219 Laurier Ave. West, 13th Floor  
Room 13077  
Ottawa  
Ontario  
K1A 0S5

<b>Title - Sujet</b> Project Manager -Release Management	
<b>Solicitation No. - N° de l'invitation</b> G9267-130002/A	<b>Amendment No. - N° modif.</b> 001
<b>Client Reference No. - N° de référence du client</b> G9267-130002	<b>Date</b> 2013-06-19
<b>GETS Reference No. - N° de référence de SEAG</b> PW-\$\$XN-110-26130	
<b>File No. - N° de dossier</b> 110xn.G9267-130002	<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 2013-06-26</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 type="checkbox"/> <b>Other-Autre:</b> <input type="checkbox"/>	
<b>Address Enquiries to: - Adresser toutes questions à:</b> Thauvette, Maxime	<b>Buyer Id - Id de l'acheteur</b> 110xn
<b>Telephone No. - N° de téléphone</b> (819) 994-1636 ( )	<b>FAX No. - N° de FAX</b> (819) 934-8626
<b>Destination - of Goods, Services, and Construction:</b> <b>Destination - des biens, services et construction:</b>	

**Instructions: See Herein**

**Instructions: Voir aux présentes**

<b>Delivery Required - Livraison exigée</b>	<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/</b> <b>de l'entrepreneur (taper ou écrire en caractères d'imprimerie)</b>	
<b>Signature</b>	<b>Date</b>

The purpose of this amendment is to provide answers to questions received regarding this RFP, in Part 1, and revise *Appendix 4-1: EVALUATION CRITERIA FOR THE PROPOSED RESOURCE(S)* to reduce the overall project budget qualification to \$10M for criterion R-1, R-3, R-5 and R-6, in Part 2.

### **PART 1 - QUESTIONS AND ANSWERS**

#### **Question #001:**

In R1, it requires the consultant to have projects that are 18months or longer with an overall value of 15million. Would the Crown consider lowering this to 12 month projects with an excess of 10million? Not all large projects have this value or length of term therefore eliminating quality candidates.

#### **Answer #001:**

Due to the complexities of Release Management, Canada will maintain the 18 months experience to qualify for the specific rated criteria in which its specified, but we will reduce the overall project budget qualification to \$10M.

#### **Question #002:**

In R2, it requires the projects to be 18months to qualify as experience. Would the Crown consider changing this to 12 months for similar reasons as mentioned in the previous question?

#### **Answer #002:**

No. Due to the complexities of Release Management, Canada will maintain the 18 months experience.

#### **Question #003:**

In R3, would the Crown consider lowering the duration of acceptable projects to 12 month from 18 and the total value of projects to 10million vs. 15 million?

#### **Answer #003:**

Due to the complexities of Release Management, Canada will maintain the 18 months experience to qualify for the specific rated criteria in which its specified, but we will reduce the overall project budget qualification to \$10M.

#### **Question #004:**

In R5, would the Crown consider lowering the overall value of projects to quality to 10million vs. 15million?

#### **Answer #004:**

Yes.

**Question #005:**

In R6, would the Crown consider lowering the overall value of projects to quality to 10million vs. 15million?

**Answer #005:**

Yes.

**Question #006:**

Is there currently or has there been an incumbent resource in the last 6 months performing this roll?

**Answer #006:**

No.

**Question #007:**

Can you please provide clarification as to what level of security clearance this consultant would need?

**Answer #007:**

As per section 7.3 Security Requirement of the RFP, the consultant must "*hold a valid RELIABILITY STATUS, granted or approved by CIISD/PWGSC.*"

## **PART 2 - MODIFICATIONS TO RFP**

**1. Under Attachment 4-1, delete (b) *Rated Requirements* in its entirety and replace with:**

**(b) Rated Requirements**

Rated (R) Requirements and scoring scheme for *P.9 Project Manager – Release Management (Level 3)*:

R #	Rated Requirements	Scoring Scheme
R-1	The bidder's proposed resource should demonstrate project experience in release management supporting cross-functional, multi-disciplinary teams across a Program (multiple projects with multiple releases) with an overall value in excess of \$10M within the last 10 years. For project experience to qualify, the resource must have been on the project for a minimum duration of 18 months.	1 project = 1 point 2 projects = 2 points 3 or more projects = 3 points
R-2	The bidder's proposed resource should demonstrate project experience in establishing, supporting and leading release management for a business transformation initiative (multiple projects with multiple releases) integrating a COTS ERP solution within the last 10 years. For project experience to qualify, the	1 project = 1 point 2 projects = 2 points 3 or more projects = 4 points

	resource must have been on the project for a minimum duration of 18 months.	
R-3	The bidder's proposed resource should demonstrate project experience in developing and maintaining a release management plan for a Program (multiple projects with multiple releases) that was multi-year and in excess of \$10 million dollars, within the last 10 years. For project experience to qualify, the resource must have been on the project for a minimum duration of 18 months.	1 project = 1 point 2 projects = 2 points 3 or more projects = 3 points
R-4	The bidder's proposed resource should demonstrate project experience in release management for an entire release management lifecycle including planning, building, testing, preparing and deploying a release involving the integration of multiple enterprise level solutions within the last 10 years. For project experience to qualify, the release management lifecycle must have had a minimum duration of 12 months.	1 project = 1 point 2 projects = 2 points 3 or more projects = 3 points
R-5	The bidder's proposed resource should demonstrate project experience in evaluating the proposed solution architecture to determine its consistency with the enterprise's business requirements on a project with an overall project value in excess of \$10M within the last 10 years. For project experience to qualify, the resource must have been on the project for a minimum duration of 12 months.	1 project = 1 point 2 projects = 2 points 3 or more projects = 3 points
R-6	The bidder's proposed resource should demonstrate project experience in supporting effective requirements management on a project with an overall project value in excess of \$10M within the last 10 years. For project experience to qualify, the resource must have been on the project for a minimum duration of 12 months.	1 project = 1 point 2 projects = 2 points 3 or more projects = 3 points
R-7	The bidder's proposed resource should demonstrate project experience in successfully managing and facilitating the identification and diplomatic resolution of any issues or inconsistencies within a Program (multiple projects with multiple releases) and coordinating the alignment of responsibilities among multiple internal and external stakeholders.  For project experience to be considered, the bidder must provide client references to support the resource's experience with respect to this rated requirement.	1 project = 1 point 2 projects = 2 points 3 or more projects = 3 points
R-8	The bidder's proposed resource should demonstrate project experience from project initiation to project completion on a project governed by the Treasury Board's Enhanced Management Framework within the last 10 years. For project experience to qualify, the resource must have been on the project for a minimum duration of 12 months.	1 project = 1 point 2 or more projects = 2 points
R-9	The bidder should show proof that the proposed resource has valid project management designation(s) in one or more of the following: 1. Project Management Professional (PMP), 2. PRINCE2 (Foundation) 3. PRINCE2 (Practitioner) 4. Masters degree in Project Management from an accredited university. Proof of certification must be included with the proposal to be considered.	PMP Certification - 2 points PRINCE2 (Foundation) Accreditation - 1 point PRINCE2 (Practitioner) Accreditation - 1 point Masters in PM - 1 point Points are cumulative to a maximum 3 points.

Solicitation No. - N° de l'invitation

G9267-130002/A

Amd. No. - N° de la modif.

001

Buyer ID - Id de l'acheteur

110xn

Client Ref. No. - N° de réf. du client

G9267-130002

File No. - N° du dossier

110xnG9267-130002

CCC No./N° CCC - FMS No/ N° VME

R-10	<p>The Bidder's proposed resource should show proof of valid ITIL (Information Technology Infrastructure Library) certification.</p> <p>Proof of certification must be included with the proposal to be considered.</p>	<p>ITIL Foundation = 1 point</p> <p><u>OR</u></p> <p>ITIL Intermediate Level = 2 points</p> <p><u>OR</u></p> <p>ITIL Managing Across the Lifecycle = 3 points</p> <p><u>OR</u></p> <p>ITIL Expert Level = 3 points</p> <p><u>OR</u></p> <p>ITIL Master Qualification = 3 points</p> <p>Points are <u>NOT</u> cumulative. Maximum 3 points.</p>
<b>Total Points assigned: 30</b>		<b>Total Points obtained:</b>
<i>Note: To be deemed responsive, the resource must obtain minimum of 18 points.</i>		

**ALL OTHER TERMS AND CONDITIONS OF THE BID SOLICITATION REMAIN UNCHANGED.**