

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.

Comments - Commentaires

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

Title - Sujet TBIPS - MPMCT PROJECT	
Solicitation No. - N° de l'invitation W8474-12MP11/A	Amendment No. - N° modif. 005
Client Reference No. - N° de référence du client W8474-12MP11	Date 2013-07-05
GETS Reference No. - N° de référence de SEAG PW-\$\$EL-626-26129	
File No. - N° de dossier 626el.W8474-12MP11	CCC No./N° CCC - FMS No./N° VME
Solicitation Closes - L'invitation prend fin at - à 02:00 PM on - le 2013-07-19	
F.O.B. - F.A.B. Plant-Usine: <input type="checkbox"/> Destination: <input type="checkbox"/> Other-Autre: <input type="checkbox"/>	
Address Enquiries to: - Adresser toutes questions à: Dubé, Jonah	Buyer Id - Id de l'acheteur 626el
Telephone No. - N° de téléphone (819) 956-0712 ()	FAX No. - N° de FAX () -
Destination - of Goods, Services, and Construction: Destination - des biens, services et construction:	

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	
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

The Request for Proposal (RFP) Amendment 005 is raised to answer questions from industry and to modify the RFP.

QUESTIONS AND ANSWERS

Question #13:

Given the complexity, number of resources of this requirement and the difficulty of contacting individuals due to summer vacations, would the Crown please grant a 2 week extension to the closing date of this RFP?

Answer: An extension was granted in Solicitation Amendment 004; the current closing date remains unchanged.

Question #14:

In regards to the mandatory requirements FA2.1 M2, FA2.1M4 and point rated requirements FA2.1 R1, FA2.1 R7 for ERP Functional Analyst – HR, item 2. “writing technical specifications based on business requirements.”. This activity is not the responsibility of a Functional Analyst, but rather a Technical Analyst. We believe it should be modified to “writing functional specifications based on business requirements”.

Answer: The Crown agrees to the proposed modification to “writing functional specifications based on business requirements” in FA2.1 M2, FA2.1 M4 and point rated requirements FA2.1 R1, FA2.1 R7 for ERP Functional Analyst – HR, item 2. Please refer to Modification #7 and #8 below.

Question #15:

In regards to the mandatory requirement FA2.2 M2 and point rated requirement FA2.1 R1 for ERP Functional Analyst –Payroll, item 2. “writing technical specifications based on business requirements.”. This activity is not the responsibility of a Functional Analyst, but rather a Technical Analyst. We believe it should be modified to “writing functional specifications based on business requirements”.

Answer: The Crown agrees to the proposed modification to “writing functional specifications based on business requirements” in FA2.2 M2 and point rated requirement FA2.1 R1 for ERP Functional Analyst –Payroll, item 2. Please refer to Modification #7 and #8 below.

Question #16:

In regards to the point rated requirements FA2.1 R6 for ERP Functional Analyst – HR, and FA2.2 R6 for ERP Functional Analyst - Payroll, item 3. “proposing one or more solution

architectures. This activity is not the responsibility of a Functional Analyst, but rather a Technical Analyst. We believe it should be removed.

Answer: The Crown agrees to changing "proposing one or more solution architectures" to "proposing one or more functional solution(s) to business requirements" as mentioned in FA2.1 R6 for ERP Functional Analyst – HR, item 3 and FA2.2 R6 for ERP Functional Analyst - Payroll, item 3. Please refer to Modification #7 and #8 below.

RFP MODIFICATIONS

Modification #7:

At Attachment 2 of the bid solicitation,

DELETE:

3. WORKSTREAM 3

(a) Bidder's Proposed Resources

The Bidder must propose two resources and provide two résumés for each of the following Resource Categories:

- (i) Level 2 ERP Functional Analyst - HR
- (ii) Level 2 ERP Functional Analyst - Payroll

(b) Mandatory Technical Evaluation Criteria

- (i) Level 2 ERP Functional Analyst - HR

The Bidder MUST demonstrate that its proposed Level 2 ERP Functional Analyst - HR has:			
Criteria ID	Requirement	Bidder's Response	
		Substantiation of Technical Compliance	Reference to Additional Documentation within the Bid
FA2.1. M1	A minimum 3 years experience, within the 10 years preceding the closing date of this bid solicitation, performing fit-gap analysis for one or more PeopleSoft HR solutions.		

FA2.1. M2	<p>A minimum of 8 years experience, within the 15 years preceding the closing date of this bid solicitation, performing one or more of the following tasks for the implementation or maintenance of one or more PeopleSoft HR solutions:</p> <ol style="list-style-type: none"> 1. Analysing business process and assessing business needs 2. writing technical specifications based on business requirements 3. creating one or more test cases and performing testing to ensure conformance to business requirements 4. providing product support to HR business community for one or more PeopleSoft HR applications 		
FA2.1. M3	<p>A minimum of 5 years experience, within the 10 years preceding the closing date of this bid solicitation, providing support for the development of one or more implementation plans for one or more PeopleSoft HR solutions, with input that included developing listings of the planned tasks, developing schedules for the planned tasks, and providing costs of the planned tasks.</p>		
FA2.1. M4	<p>A minimum of 6 months experience performing one or more of the following tasks for the implementation or maintenance of one or more PeopleSoft HR solutions version 9.0 or above:</p> <ol style="list-style-type: none"> 1. analysing business process and assessing business needs 2. writing technical specifications based on business requirements 3. creating one or more test cases and performing testing to ensure conformance to business requirements 4. providing product support to HR business community for one or more PeopleSoft HR applications. <p>Bidders must provide the specific software version(s) in their bid.</p>		

(ii) Level 2 ERP Functional Analyst - Payroll

The Bidder MUST demonstrate that its proposed Level 2 ERP Functional Analyst - Payroll has:			
Criteria ID	Requirement	Bidder's Response	
		Substantiation of Technical Compliance	Reference to Additional Documentation within the Bid
FA2.2. M1	A minimum of 3 years of experience, within the 10 years preceding the posting date of this bid solicitation, performing fit-gap analysis for one or more PeopleSoft payroll applications.		
FA2.2. M2	A minimum of 5 years of experience, within the 15 years preceding the posting date of this bid solicitation, performing one or more of the following tasks for the implementation or maintenance of one or more PeopleSoft payroll solutions: <ol style="list-style-type: none"> 1. Analysing business process and assessing business needs 2. writing technical specifications based on business requirements 3. creating one or more test cases and performing testing to ensure conformance to business requirements 4. providing product support to payroll business community for one or more PeopleSoft payroll applications 		
FA2.2. M3	A minimum of 5 years experience, within the 10 years preceding the closing date of this bid solicitation, providing support for the development of one or more implementation plans for one or more PeopleSoft HR solutions, with input that included developing listings of the planned tasks, developing schedules for the planned tasks, and providing costs of the planned tasks.		

(c) Point-Rated Technical Evaluation Criteria

(i) Level 2 ERP Functional Analyst - HR

The Bidder SHOULD demonstrate that each proposed Level 2 ERP Functional Analyst - HR has:

CRITERIA			BIDDER'S RESPONSE	
Criteria ID	Requirement	Evaluation	Substantiation of Technical Compliance	Reference to Additional Documentation within the Bid
FA2.1. R1	<p>Experience performing one or more of the following tasks for the implementation or maintenance of one or more PeopleSoft HR solutions, over and above the minimum requirement of Criteria ID FA2.1.M2:</p> <ol style="list-style-type: none"> 1. analysing business process and assessing business needs 2. writing technical specifications based on business requirements 3. creating one or more test cases and performing testing to ensure conformance to business requirements 4. providing product support to HR business community for one or more PeopleSoft HR applications 	<p>Less than 1 year = 2 points</p> <p>1 year to 2 years = 4 points</p> <p>More than 2 years to 3 years = 6 points</p> <p>More than 3 years to 4 years = 8 points</p> <p>More than 4 years to 5 years = 10 points</p> <p>More than 5 years = 12 points</p> <p>Maximum 12 points</p>		
FA2.1. R2	<p>A certificate of completion for any of the following courses:</p> <ol style="list-style-type: none"> 1. PeopleTools I 2. PeopleTools II 3. PeopleSoft Query 4. PeopleSoft Human Resources (HR) version 9.0 or 9.1; or Base Benefits version 9.0 or 9.1; or combined PeopleSoft HR/Base Benefits version 9.0 or 9.1 	<p>No certificate provided with the bid = 0 points</p> <p>1 point for each valid certificate of course completion.</p> <p>Maximum 4 points</p>		

	<p>Bidders are required to include a valid copy of each certificate with their bid.</p> <p>Only certificates from training institutions authorized by the software publisher will be accepted.</p>			
FA2.1. R3	<p>Experience developing one or more of the following documents for one or more PeopleSoft HR solutions:</p> <ol style="list-style-type: none"> 1. procedural manuals 2. end user training materials 3. standard operation procedures 	<p>1 point per project.</p> <p>Maximum 6 points</p>		
FA2.1. R4	<p>Experience creating one or more test cases for one or more PeopleSoft HR applications.</p>	<p>1 point per project.</p> <p>Maximum 6 points</p>		
FA2.1. R5	<p>Experience developing one or more functional requirements, including use cases, for one or more PeopleSoft HR applications.</p>	<p>Less than 2 years = 1 point</p> <p>2 year to 4 years = 2 points</p> <p>More than 4 years to 6 years = 3 points</p> <p>More than 6 years to 8 years = 4 points</p> <p>More than 8 years to 10 years = 5 points</p> <p>More than 10 years = 6 points</p> <p>Maximum 6 points</p>		
FA2.1. R6	<p>Experience performing all of the following tasks on one or more IM/IT implementation projects:</p>	<p>Less than 2 years = 1 point</p> <p>2 year to 4 years = 4 points</p>		

	<ol style="list-style-type: none"> 1. Analysing options; 2. Identifying risks and issues; and 3. Proposing one or more solution architectures. <p>Note that the resource must have experience performing all listed tasks to obtain points.</p>	<p>More than 4 years to 6 years = 8 points</p> <p>More than 6 years = 12 points</p> <p>Maximum 12 points</p>		
FA2.1. R7	<p>Experience performing one or more of the following tasks for the implementation or maintenance of one or more PeopleSoft HR solutions version 9.0 or above, over and above the minimum requirement of Criteria ID FA2.1.M4:</p> <ol style="list-style-type: none"> 1. analysing business process and assessing business needs 2. writing technical specifications based on business requirements 3. creating one or more test cases and performing testing to ensure conformance to business requirements 4. providing product support to HR business community for one or more PeopleSoft HR applications <p>Bidders must provide the specific software version(s) in their bid.</p>	<p>Less than 3 months = 1 point</p> <p>3 months to 6 months = 2 points</p> <p>More than 6 months to 9 months = 3 points</p> <p>More than 9 months to 12 months = 4 points</p> <p>More than 12 months to 15 months = 5 points</p> <p>More than 15 months = 6 points</p> <p>Maximum 6 points</p>		
MAXIMUM ERP FUNCTIONAL ANALYST - HR POINTS		52		
MINIMUM PASS MARK		36		

(ii) Level 2 ERP Functional Analyst - Payroll

The Bidder SHOULD demonstrate that each proposed Level 2 ERP Functional Analyst - Payroll has:

CRITERIA			BIDDER'S RESPONSE	
Criteria ID	Requirement	Evaluation	Substantiation of Technical Compliance	Reference to Additional Documentation within the Bid
FA2.2. R1	<p>Experience, within the 15 years preceding the posting date of this bid solicitation, performing one or more of the following tasks for the implementation or maintenance of one or more PeopleSoft payroll solutions, over and above the minimum requirement of Criteria ID FA2.2.M2:</p> <ol style="list-style-type: none"> 1. analysing business process and assessing business needs 2. writing technical specifications based on business requirements 3. creating one or more test cases and performing testing to ensure conformance to business requirements 4. providing product support to payroll business community for one or more PeopleSoft payroll applications 	<p>Less than 1 year = 2 points</p> <p>1 year to 2 years = 4 points</p> <p>More than 2 years to 3 years = 6 points</p> <p>More than 3 years to 4 years = 8 points</p> <p>More than 4 years to 5 years = 10 points</p> <p>More than 5 years = 12 points</p> <p>Maximum 12 points.</p>		
FA2.2. R2	<p>A certificate of completion for any of the following courses:</p> <ol style="list-style-type: none"> 1. PeopleTools I 2. PeopleTools II 3. PeopleSoft Query 4. PeopleSoft Payroll (North America, Canada, or US) <p>Bidders are required to include a valid copy of each certificate with their bid.</p>	<p>No certificate provided with the bid = 0 points</p> <p>1 point for each valid certificate of course completion.</p> <p>Maximum 4 points</p>		

	Only certificates issued by training institutions authorized by the software publisher will be accepted.			
FA2.2. R3	Experience developing one or more of the following documents for one or more PeopleSoft payroll applications: 1. procedural manuals 2. end-user training materials 3. standard operation procedures	1 point per project. Maximum 6 points		
FA2.2. R4	Experience creating one or more test cases for one or more PeopleSoft payroll applications.	1 point per project. Maximum 6 points		
FA2.2. R5	Experience developing one or more functional requirements, including use cases, for one or more PeopleSoft payroll applications.	Less than 2 years = 1 point 2 year to 3 years = 2 points More than 3 years to 4 years = 3 points More than 4 years to 5 years = 4 points More than 5 years to 6 years = 5 points More than 6 years = 6 points Maximum 6 points		
FA2.2. R6	Experience performing all of the following tasks on one or more IM/IT implementation projects: 1. Analysing options;	Less than 2 years = 1 point 2 year to 4 years = 4 points		

	<p>2. Identifying risks and issues; and</p> <p>3. Proposing one or more solution architectures.</p> <p>Note that the resource must have experience performing all listed tasks to obtain points.</p>	<p>More than 4 years to 6 years = 8 points</p> <p>More than 6 years = 12 points</p> <p>Maximum 12 points</p>		
MAXIMUM ERP FUNCTIONAL ANALYST - PAYROLL POINTS		46		
MINIMUM PASS MARK		32		

INSERT:**3. WORKSTREAM 3****(a) Bidder's Proposed Resources**

The Bidder must propose two resources and provide two résumés for each of the following Resource Categories:

- (i) Level 2 ERP Functional Analyst - HR
- (ii) Level 2 ERP Functional Analyst - Payroll

(b) Mandatory Technical Evaluation Criteria

- (i) Level 2 ERP Functional Analyst - HR

The Bidder MUST demonstrate that its proposed Level 2 ERP Functional Analyst - HR has:			
Criteria ID	Requirement	Bidder's Response	
		Substantiation of Technical Compliance	Reference to Additional Documentation within the Bid
FA2.1. M1	A minimum 3 years experience, within the 10 years preceding the closing date of this bid solicitation, performing fit-gap analysis for one or more PeopleSoft HR solutions.		
FA2.1. M2	A minimum of 8 years experience, within the 15 years preceding the closing date of this bid solicitation, performing one or more of the following tasks for the implementation or		

	<p>maintenance of one or more PeopleSoft HR solutions:</p> <ol style="list-style-type: none"> 1. Analysing business process and assessing business needs 2. writing functional specifications based on business requirements 3. creating one or more test cases and performing testing to ensure conformance to business requirements 4. providing product support to HR business community for one or more PeopleSoft HR applications 		
FA2.1. M3	<p>A minimum of 5 years experience, within the 10 years preceding the closing date of this bid solicitation, providing support for the development of one or more implementation plans for one or more PeopleSoft HR solutions, with input that included developing listings of the planned tasks, developing schedules for the planned tasks, and providing costs of the planned tasks.</p>		
FA2.1. M4	<p>A minimum of 6 months experience performing one or more of the following tasks for the implementation or maintenance of one or more PeopleSoft HR solutions version 9.0 or above:</p> <ol style="list-style-type: none"> 1. analysing business process and assessing business needs 2. writing functional specifications based on business requirements 3. creating one or more test cases and performing testing to ensure conformance to business requirements 4. providing product support to HR business community for one or more PeopleSoft HR applications. <p>Bidders must provide the specific software version(s) in their bid.</p>		

(ii) Level 2 ERP Functional Analyst - Payroll

The Bidder MUST demonstrate that its proposed Level 2 ERP Functional Analyst - Payroll has:

Criteria ID	Requirement	Bidder's Response	
		Substantiation of Technical Compliance	Reference to Additional Documentation within the Bid
FA2.2. M1	A minimum of 3 years of experience, within the 10 years preceding the posting date of this bid solicitation, performing fit-gap analysis for one or more PeopleSoft payroll applications.		
FA2.2. M2	A minimum of 5 years of experience, within the 15 years preceding the posting date of this bid solicitation, performing one or more of the following tasks for the implementation or maintenance of one or more PeopleSoft payroll solutions: <ol style="list-style-type: none"> 1. Analysing business process and assessing business needs 2. writing functional specifications based on business requirements 3. creating one or more test cases and performing testing to ensure conformance to business requirements 4. providing product support to payroll business community for one or more PeopleSoft payroll applications 		
FA2.2. M3	A minimum of 5 years experience, within the 10 years preceding the closing date of this bid solicitation, providing support for the development of one or more implementation plans for one or more PeopleSoft HR solutions, with input that included developing listings of the planned tasks, developing schedules for the planned tasks, and providing costs of the planned tasks.		

(c) Point-Rated Technical Evaluation Criteria

(i) Level 2 ERP Functional Analyst - HR

The Bidder SHOULD demonstrate that each proposed Level 2 ERP Functional Analyst - HR has:				
CRITERIA			BIDDER'S RESPONSE	
Criteria	Requirement	Evaluation	Substantiation	Reference to

ID			of Technical Compliance	Additional Documentation within the Bid
FA2.1. R1	<p>Experience performing one or more of the following tasks for the implementation or maintenance of one or more PeopleSoft HR solutions, over and above the minimum requirement of Criteria ID FA2.1.M2:</p> <ol style="list-style-type: none"> 1. analysing business process and assessing business needs 2. writing functional specifications based on business requirements 3. creating one or more test cases and performing testing to ensure conformance to business requirements 4. providing product support to HR business community for one or more PeopleSoft HR applications 	<p>Less than 1 year = 2 points</p> <p>1 year to 2 years = 4 points</p> <p>More than 2 years to 3 years = 6 points</p> <p>More than 3 years to 4 years = 8 points</p> <p>More than 4 years to 5 years = 10 points</p> <p>More than 5 years = 12 points</p> <p>Maximum 12 points</p>		
FA2.1. R2	<p>A certificate of completion for any of the following courses:</p> <ol style="list-style-type: none"> 1. PeopleTools I 2. PeopleTools II 3. PeopleSoft Query 4. PeopleSoft Human Resources (HR) version 9.0 or 9.1; or Base Benefits version 9.0 or 9.1; or combined PeopleSoft HR/Base Benefits version 9.0 or 9.1 <p>Bidders are required to include a valid copy of each certificate with their bid.</p> <p>Only certificates from training institutions authorized by the</p>	<p>No certificate provided with the bid = 0 points</p> <p>1 point for each valid certificate of course completion.</p> <p>Maximum 4 points</p>		

	software publisher will be accepted.			
FA2.1. R3	Experience developing one or more of the following documents for one or more PeopleSoft HR solutions: 1. procedural manuals 2. end user training materials 3. standard operation procedures	1 point per project. Maximum 6 points		
FA2.1. R4	Experience creating one or more test cases for one or more PeopleSoft HR applications.	1 point per project. Maximum 6 points		
FA2.1. R5	Experience developing one or more functional requirements, including use cases, for one or more PeopleSoft HR applications.	Less than 2 years = 1 point 2 year to 4 years = 2 points More than 4 years to 6 years = 3 points More than 6 years to 8 years = 4 points More than 8 years to 10 years = 5 points More than 10 years = 6 points Maximum 6 points		
FA2.1. R6	Experience performing all of the following tasks on one or more IM/IT implementation projects: 1. Analysing options; 2. Identifying risks and issues; and	Less than 2 years = 1 point 2 year to 4 years = 4 points More than 4 years to 6 years = 8 points		

	3. proposing one or more functional solution(s) to business requirements Note that the resource must have experience performing all listed tasks to obtain points.	More than 6 years = 12 points Maximum 12 points		
FA2.1. R7	Experience performing one or more of the following tasks for the implementation or maintenance of one or more PeopleSoft HR solutions version 9.0 or above, over and above the minimum requirement of Criteria ID FA2.1.M4: 1. analysing business process and assessing business needs 2. writing functional specifications based on business requirements 3. creating one or more test cases and performing testing to ensure conformance to business requirements 4. providing product support to HR business community for one or more PeopleSoft HR applications Bidders must provide the specific software version(s) in their bid.	Less than 3 months = 1 point 3 months to 6 months = 2 points More than 6 months to 9 months = 3 points More than 9 months to 12 months = 4 points More than 12 months to 15 months = 5 points More than 15 months = 6 points Maximum 6 points		
MAXIMUM ERP FUNCTIONAL ANALYST - HR POINTS		52		
MINIMUM PASS MARK		36		

(ii) Level 2 ERP Functional Analyst - Payroll

The Bidder **SHOULD** demonstrate that each proposed Level 2 ERP Functional Analyst - Payroll has:

CRITERIA			BIDDER'S RESPONSE	
Criteria ID	Requirement	Evaluation	Substantiation	Reference to Additional

			of Technical Compliance	Documentation within the Bid
FA2.2. R1	<p>Experience, within the 15 years preceding the posting date of this bid solicitation, performing one or more of the following tasks for the implementation or maintenance of one or more PeopleSoft payroll solutions, over and above the minimum requirement of Criteria ID FA2.2.M2:</p> <p>.</p> <ol style="list-style-type: none"> 1. analysing business process and assessing business needs 2. writing functional specifications based on business requirements 3. creating one or more test cases and performing testing to ensure conformance to business requirements 4. providing product support to payroll business community for one or more PeopleSoft payroll applications 	<p>Less than 1 year = 2 points</p> <p>1 year to 2 years = 4 points</p> <p>More than 2 years to 3 years = 6 points</p> <p>More than 3 years to 4 years = 8 points</p> <p>More than 4 years to 5 years = 10 points</p> <p>More than 5 years = 12 points</p> <p>Maximum 12 points.</p>		
FA2.2. R2	<p>A certificate of completion for any of the following courses:</p> <ol style="list-style-type: none"> 1. PeopleTools I 2. PeopleTools II 3. PeopleSoft Query 4. PeopleSoft Payroll (North America, Canada, or US) <p>Bidders are required to include a valid copy of each certificate with their bid.</p> <p>Only certificates issued by training institutions authorized by the software publisher will be accepted.</p>	<p>No certificate provided with the bid = 0 points</p> <p>1 point for each valid certificate of course completion.</p> <p>Maximum 4 points</p>		

FA2.2. R3	Experience developing one or more of the following documents for one or more PeopleSoft payroll applications: 1. procedural manuals 2. end-user training materials 3. standard operation procedures	1 point per project. Maximum 6 points		
FA2.2. R4	Experience creating one or more test cases for one or more PeopleSoft payroll applications.	1 point per project. Maximum 6 points		
FA2.2. R5	Experience developing one or more functional requirements, including use cases, for one or more PeopleSoft payroll applications.	Less than 2 years = 1 point 2 year to 3 years = 2 points More than 3 years to 4 years = 3 points More than 4 years to 5 years = 4 points More than 5 years to 6 years = 5 points More than 6 years = 6 points Maximum 6 points		
FA2.2. R6	Experience performing all of the following tasks on one or more IM/IT implementation projects: 1. Analysing options; 2. Identifying risks and issues; and	Less than 2 years = 1 point 2 year to 4 years = 4 points More than 4 years to 6 years = 8 points		

	<p>3. proposing one or more functional solution(s) to business requirements.</p> <p>Note that the resource must have experience performing all listed tasks to obtain points.</p>	<p>More than 6 years = 12 points</p> <p>Maximum 12 points</p>		
MAXIMUM ERP FUNCTIONAL ANALYST - PAYROLL POINTS		46		
MINIMUM PASS MARK		32		

Modification #8:

At Appendix C to Annex B of the bid solicitation,

DELETE:**WORKSTREAM 3**

To facilitate resource assessment, Contractors must prepare and submit a response to a draft Task Authorization using the tables provided in this Appendix. When completing the resource grids, the specific information which demonstrates the requested criteria and reference to the page number of the résumé should be incorporated so that the assessor can verify this information. The tables should not contain all the project information from the resume. Only the specific answer should be provided.

1. **Mandatory Resource Assessment Criteria:**

- (a) ERP Functional Analyst Level 2 - HR

The Contractor MUST demonstrate that its proposed ERP Functional Analyst Level 2 - HR has:			
Criteria ID	Requirement	Contractor's Response	
		Substantiation of Technical Compliance	Reference to Additional Documentation within the TA quotation
FA2.1. M1	A minimum 3 years experience, within the 10 years preceding the closing date of this bid solicitation, performing fit-gap analysis for one or more PeopleSoft HR solutions.		
FA2.1. M2	A minimum of 8 years experience, within the 15 years preceding the closing date of this bid solicitation, performing one or more of the following tasks for the implementation or maintenance of one or more PeopleSoft HR solutions:		

	<ol style="list-style-type: none"> 1. Analysing business process and assessing business needs 2. writing technical specifications based on business requirements 3. creating one or more test cases and performing testing to ensure conformance to business requirements 4. providing product support to HR business community for one or more PeopleSoft HR applications 		
FA2.1. M3	A minimum of 5 years experience, within the 10 years preceding the closing date of this bid solicitation, providing support for the development of one or more implementation plans for one or more PeopleSoft HR solutions, with input that included developing listings of the planned tasks, developing schedules for the planned tasks, and providing costs of the planned tasks.		
FA2.1. M4	<p>A minimum of 6 months experience performing one or more of the following tasks for the implementation or maintenance of one or more PeopleSoft HR solutions version 9.0 or above:</p> <ol style="list-style-type: none"> 1. analysing business process and assessing business needs 2. writing technical specifications based on business requirements 3. creating one or more test cases and performing testing to ensure conformance to business requirements 4. providing product support to HR business community for one or more PeopleSoft HR applications. <p>The Contractor must provide the specific software version(s) in its TA quotation.</p>		

(b) ERP Functional Analyst Level 2 - Payroll

The Contractor MUST demonstrate that its proposed ERP Functional Analyst Level 2 - Payroll has:

Criteria	Requirement	Contractor's Response
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ID			
		Substantiation of Technical Compliance	Reference to Additional Documentation within the TA quotation
FA2.2. M1	A minimum of 3 years of experience, within the 10 years preceding the posting date of this bid solicitation, performing fit-gap analysis for one or more PeopleSoft payroll applications.		
FA2.2. M2	A minimum of 5 years of experience, within the 15 years preceding the posting date of this bid solicitation, performing one or more of the following tasks for the implementation or maintenance of one or more PeopleSoft payroll solutions: <ol style="list-style-type: none"> 1. Analysing business process and assessing business needs 2. writing technical specifications based on business requirements 3. creating one or more test cases and performing testing to ensure conformance to business requirements 4. providing product support to payroll business community for one or more PeopleSoft payroll applications 		
FA2.2. M3	A minimum of 5 years experience, within the 10 years preceding the closing date of this bid solicitation, providing support for the development of one or more implementation plans for one or more PeopleSoft HR solutions, with input that included developing listings of the planned tasks, developing schedules for the planned tasks, and providing costs of the planned tasks.		

3. **Point-Rated Resource Assessment Criteria:**

- (a) ERP Functional Analyst Level 2 - HR

The Bidder SHOULD demonstrate that its proposed ERP Functional Analyst Level 2 - HR has:

CRITERIA	Contractor's Response
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Criteria ID	Requirement	Evaluation	Substantiation of Technical Compliance	Reference to Additional Documentation within the TA quotation
FA2.1. R1	<p>Experience performing one or more of the following tasks for the implementation or maintenance of one or more PeopleSoft HR solutions, over and above the minimum requirement of Criteria ID FA2.1.M2:</p> <ol style="list-style-type: none"> 1. analysing business process and assessing business needs 2. writing technical specifications based on business requirements 3. creating one or more test cases and performing testing to ensure conformance to business requirements 4. providing product support to HR business community for one or more PeopleSoft HR applications 	<p>Less than 1 year = 2 points</p> <p>1 year to 2 years = 4 points</p> <p>More than 2 years to 3 years = 6 points</p> <p>More than 3 years to 4 years = 8 points</p> <p>More than 4 years to 5 years = 10 points</p> <p>More than 5 years = 12 points</p> <p>Maximum 12 points</p>		
FA2.1. R2	<p>A certificate of completion for any of the following courses:</p> <ol style="list-style-type: none"> 1. PeopleTools I 2. PeopleTools II 3. PeopleSoft Query 4. PeopleSoft Human Resources (HR) version 9.0 or 9.1; or Base Benefits version 9.0 or 9.1; or combined PeopleSoft HR/Base Benefits version 9.0 or 9.1 <p>The Contractor is required to include a valid copy of each certificate with its TA quotation.</p>	<p>No certificate provided with the TA quotation = 0 points</p> <p>1 point for each valid certificate of course completion provided with the TA quotation.</p> <p>Maximum = 4 points</p>		

	Only certificates from training institutions authorized by the software publisher will be accepted.			
FA2.1. R3	Experience developing one or more of the following documents for one or more PeopleSoft HR solutions: 1. procedural manuals 2. end user training materials 3. standard operation procedures	1 point per project. Maximum 6 points		
FA2.1. R4	Experience creating one or more test cases for one or more PeopleSoft HR applications.	1 point per project. Maximum 6 points		
FA2.1. R5	Experience developing one or more functional requirements, including use cases, for one or more PeopleSoft HR applications.	Less than 2 years = 1 point 2 year to 4 years = 2 points More than 4 years to 6 years = 3 points More than 6 years to 8 years = 4 points More than 8 years to 10 years = 5 points More than 10 years = 6 points Maximum 6 points		
FA2.1. R6	Experience performing all of the following tasks on one or more IM/IT implementation projects: 1. Analysing options;	Less than 2 years = 1 point 2 year to 4 years = 4 points		

	<p>2. Identifying risks and issues; and</p> <p>3. Proposing one or more solution architectures.</p> <p>Note that the resource must have experience performing all listed tasks to obtain points.</p>	<p>More than 4 years to 6 years = 8 points</p> <p>More than 6 years = 12 points</p> <p>Maximum 12 points</p>		
FA2.1. R7	<p>Experience performing one or more of the following tasks for the implementation or maintenance of one or more PeopleSoft HR solutions version 9.0 or above, over and above the minimum requirement of Criteria ID FA2.1.M4:</p> <ol style="list-style-type: none"> 1. analysing business process and assessing business needs 2. writing technical specifications based on business requirements 3. creating one or more test cases and performing testing to ensure conformance to business requirements 4. providing product support to HR business community for one or more PeopleSoft HR applications <p>The Contractor must provide the specific software version(s) in its TA quotation.</p>	<p>Less than 3 months = 1 point</p> <p>3 months to 6 months = 2 points</p> <p>More than 6 months to 9 months = 3 points</p> <p>More than 9 months to 12 months = 4 points</p> <p>More than 12 months to 15 months = 5 points</p> <p>More than 15 months = 6 points</p> <p>Maximum 6 points</p>		
MAXIMUM POINTS			52	
MINIMUM SCORE			36	

(a) ERP Functional Analyst Level 2 - Payroll

The Bidder SHOULD demonstrate that its proposed ERP Functional Analyst Level 2 - Payroll has:

CRITERIA	Contractor's Response
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Criteria ID	Requirement	Evaluation	Substantiation of Technical Compliance	Reference to Additional Documentation within the TA quotation
FA2.2. R1	<p>Experience, within the 15 years preceding the posting date of this bid solicitation, performing one or more of the following tasks for the implementation or maintenance of one or more PeopleSoft payroll solutions, over and above the minimum requirement of Criteria ID FA2.2.M2:</p> <ol style="list-style-type: none"> 1. analysing business process and assessing business needs 2. writing technical specifications based on business requirements 3. creating one or more test cases and performing testing to ensure conformance to business requirements 4. providing product support to payroll business community for one or more PeopleSoft payroll applications 	<p>Less than 1 year = 2 points</p> <p>1 year to 2 years = 4 points</p> <p>More than 2 years to 3 years = 6 points</p> <p>More than 3 years to 4 years = 8 points</p> <p>More than 4 years to 5 years = 10 points</p> <p>More than 5 years = 12 points</p> <p>Maximum 12 points</p>		
FA2.2. R2	<p>A certificate of completion for any of the following courses:</p> <ol style="list-style-type: none"> 1. PeopleTools I 2. PeopleTools II 3. PeopleSoft Query 4. PeopleSoft Payroll (North America, Canada, or US) <p>The Contractor is required to include a valid copy of each certificate with its TA quotation.</p> <p>Only certificates issued by training institutions authorized</p>	<p>No certificate provided with the TA quotation = 0 points</p> <p>1 point for each valid certificate of course completion provided with the TA quotation.</p> <p>Maximum = 4 points</p>		

	by the software publisher will be accepted.			
FA2.2. R3	Experience developing one or more of the following documents for one or more PeopleSoft payroll applications: 1. procedural manuals 2. end-user training materials 3. standard operation procedures	1 point per project. Maximum 6 points		
FA2.2. R4	Experience creating one or more test cases for one or more PeopleSoft payroll applications.	1 point per project. Maximum 6 points		
FA2.2. R5	Experience developing one or more functional requirements, including use cases, for one or more PeopleSoft payroll applications.	Less than 2 years = 1 point 2 years to 3 years = 2 points More than 3 years to 4 years = 3 points More than 4 years to 5 years = 4 points More than 5 years to 6 years = 5 points More than 6 years = 6 points Maximum 6 points		
FA2.2. R6	Experience performing all of the following tasks on one or more IM/IT implementation projects: 1. Analysing options;	Less than 2 years = 1 point 2 years to 4 years = 4 points		

2. Identifying risks and issues; and 3. Proposing one or more solution architectures. Note that the resource must have experience performing all listed tasks to obtain points.	More than 4 years to 6 years = 8 points More than 6 years = 12 points Maximum 12 points		
MAXIMUM POINTS		46	
MINIMUM SCORE		32	

INSERT:**WORKSTREAM 3**

To facilitate resource assessment, Contractors must prepare and submit a response to a draft Task Authorization using the tables provided in this Appendix. When completing the resource grids, the specific information which demonstrates the requested criteria and reference to the page number of the résumé should be incorporated so that the assessor can verify this information. The tables should not contain all the project information from the resume. Only the specific answer should be provided.

1. **Mandatory Resource Assessment Criteria:**
 - (a) ERP Functional Analyst Level 2 - HR

The Contractor MUST demonstrate that its proposed ERP Functional Analyst Level 2 - HR has:			
Criteria ID	Requirement	Contractor's Response	
		Substantiation of Technical Compliance	Reference to Additional Documentation within the TA quotation
FA2.1. M1	A minimum 3 years experience, within the 10 years preceding the closing date of this bid solicitation, performing fit-gap analysis for one or more PeopleSoft HR solutions.		
FA2.1. M2	A minimum of 8 years experience, within the 15 years preceding the closing date of this bid solicitation, performing one or more of the following tasks for the implementation or maintenance of one or more PeopleSoft HR solutions:		

	<ol style="list-style-type: none"> 1. Analysing business process and assessing business needs 2. writing functional specifications based on business requirements 3. creating one or more test cases and performing testing to ensure conformance to business requirements 4. providing product support to HR business community for one or more PeopleSoft HR applications 		
FA2.1. M3	A minimum of 5 years experience, within the 10 years preceding the closing date of this bid solicitation, providing support for the development of one or more implementation plans for one or more PeopleSoft HR solutions, with input that included developing listings of the planned tasks, developing schedules for the planned tasks, and providing costs of the planned tasks.		
FA2.1. M4	<p>A minimum of 6 months experience performing one or more of the following tasks for the implementation or maintenance of one or more PeopleSoft HR solutions version 9.0 or above:</p> <ol style="list-style-type: none"> 1. analysing business process and assessing business needs 2. writing functional specifications based on business requirements 3. creating one or more test cases and performing testing to ensure conformance to business requirements 4. providing product support to HR business community for one or more PeopleSoft HR applications. <p>The Contractor must provide the specific software version(s) in its TA quotation.</p>		

(b) ERP Functional Analyst Level 2 - Payroll

The Contractor MUST demonstrate that its proposed ERP Functional Analyst Level 2 - Payroll has:

Criteria ID	Requirement	Contractor's Response	
		Substantiation of	Reference to

		Technical Compliance	Additional Documentation within the TA quotation
FA2.2. M1	A minimum of 3 years of experience, within the 10 years preceding the posting date of this bid solicitation, performing fit-gap analysis for one or more PeopleSoft payroll applications.		
FA2.2. M2	A minimum of 5 years of experience, within the 15 years preceding the posting date of this bid solicitation, performing one or more of the following tasks for the implementation or maintenance of one or more PeopleSoft payroll solutions: <ol style="list-style-type: none"> 1. Analysing business process and assessing business needs 2. writing functional specifications based on business requirements 3. creating one or more test cases and performing testing to ensure conformance to business requirements 4. providing product support to payroll business community for one or more PeopleSoft payroll applications 		
FA2.2. M3	A minimum of 5 years experience, within the 10 years preceding the closing date of this bid solicitation, providing support for the development of one or more implementation plans for one or more PeopleSoft HR solutions, with input that included developing listings of the planned tasks, developing schedules for the planned tasks, and providing costs of the planned tasks.		

2. **Point-Rated Resource Assessment Criteria:**

(a) **ERP Functional Analyst Level 2 - HR**

The Bidder SHOULD demonstrate that its proposed ERP Functional Analyst Level 2 - HR has:				
CRITERIA			Contractor's Response	
Criteria ID	Requirement	Evaluation	Substantiation	Reference to Additional Documentation

			of Technical Compliance	within the TA quotation
FA2.1. R1	<p>Experience performing one or more of the following tasks for the implementation or maintenance of one or more PeopleSoft HR solutions, over and above the minimum requirement of Criteria ID FA2.1.M2:</p> <ol style="list-style-type: none"> 1. analysing business process and assessing business needs 2. writing functional specifications based on business requirements 3. creating one or more test cases and performing testing to ensure conformance to business requirements 4. providing product support to HR business community for one or more PeopleSoft HR applications 	<p>Less than 1 year = 2 points</p> <p>1 year to 2 years = 4 points</p> <p>More than 2 years to 3 years = 6 points</p> <p>More than 3 years to 4 years = 8 points</p> <p>More than 4 years to 5 years = 10 points</p> <p>More than 5 years = 12 points</p> <p>Maximum 12 points</p>		
FA2.1. R2	<p>A certificate of completion for any of the following courses:</p> <ol style="list-style-type: none"> 1. PeopleTools I 2. PeopleTools II 3. PeopleSoft Query 4. PeopleSoft Human Resources (HR) version 9.0 or 9.1; or Base Benefits version 9.0 or 9.1; or combined PeopleSoft HR/Base Benefits version 9.0 or 9.1 <p>The Contractor is required to include a valid copy of each certificate with its TA quotation.</p> <p>Only certificates from training institutions authorized by the</p>	<p>No certificate provided with the TA quotation = 0 points</p> <p>1 point for each valid certificate of course completion provided with the TA quotation.</p> <p>Maximum = 4 points</p>		

	software publisher will be accepted.			
FA2.1. R3	Experience developing one or more of the following documents for one or more PeopleSoft HR solutions: 1. procedural manuals 2. end user training materials 3. standard operation procedures	1 point per project. Maximum 6 points		
FA2.1. R4	Experience creating one or more test cases for one or more PeopleSoft HR applications.	1 point per project. Maximum 6 points		
FA2.1. R5	Experience developing one or more functional requirements, including use cases, for one or more PeopleSoft HR applications.	Less than 2 years = 1 point 2 year to 4 years = 2 points More than 4 years to 6 years = 3 points More than 6 years to 8 years = 4 points More than 8 years to 10 years = 5 points More than 10 years = 6 points Maximum 6 points		
FA2.1. R6	Experience performing all of the following tasks on one or more IM/IT implementation projects: 1. Analysing options; 2. Identifying risks and issues; and	Less than 2 years = 1 point 2 year to 4 years = 4 points More than 4 years to 6 years = 8 points		

	<p>3. Proposing one or more functional solution(s) to business requirements.</p> <p>Note that the resource must have experience performing all listed tasks to obtain points.</p>	<p>More than 6 years = 12 points</p> <p>Maximum 12 points</p>		
FA2.1. R7	<p>Experience performing one or more of the following tasks for the implementation or maintenance of one or more PeopleSoft HR solutions version 9.0 or above, over and above the minimum requirement of Criteria ID FA2.1.M4:</p> <ol style="list-style-type: none"> 1. analysing business process and assessing business needs 2. writing functional specifications based on business requirements 3. creating one or more test cases and performing testing to ensure conformance to business requirements 4. providing product support to HR business community for one or more PeopleSoft HR applications <p>The Contractor must provide the specific software version(s) in its TA quotation.</p>	<p>Less than 3 months = 1 point</p> <p>3 months to 6 months = 2 points</p> <p>More than 6 months to 9 months = 3 points</p> <p>More than 9 months to 12 months = 4 points</p> <p>More than 12 months to 15 months = 5 points</p> <p>More than 15 months = 6 points</p> <p>Maximum 6 points</p>		
MAXIMUM POINTS			52	
MINIMUM SCORE			36	

(a) ERP Functional Analyst Level 2 - Payroll

The Bidder **SHOULD** demonstrate that its proposed ERP Functional Analyst Level 2 - Payroll has:

CRITERIA			Contractor's Response	
Criteria	Requirement	Evaluation	Substantiation	Reference to

ID			of Technical Compliance	Additional Documentation within the TA quotation
FA2.2. R1	<p>Experience, within the 15 years preceding the posting date of this bid solicitation, performing one or more of the following tasks for the implementation or maintenance of one or more PeopleSoft payroll solutions, over and above the minimum requirement of Criteria ID FA2.2.M2:</p> <ol style="list-style-type: none"> 1. analysing business process and assessing business needs 2. writing functional specifications based on business requirements 3. creating one or more test cases and performing testing to ensure conformance to business requirements 4. providing product support to payroll business community for one or more PeopleSoft payroll applications 	<p>Less than 1 year = 2 points</p> <p>1 year to 2 years = 4 points</p> <p>More than 2 years to 3 years = 6 points</p> <p>More than 3 years to 4 years = 8 points</p> <p>More than 4 years to 5 years = 10 points</p> <p>More than 5 years = 12 points</p> <p>Maximum 12 points</p>		
FA2.2. R2	<p>A certificate of completion for any of the following courses:</p> <ol style="list-style-type: none"> 1. PeopleTools I 2. PeopleTools II 3. PeopleSoft Query 4. PeopleSoft Payroll (North America, Canada, or US) <p>The Contractor is required to include a valid copy of each certificate with its TA quotation.</p> <p>Only certificates issued by training institutions authorized</p>	<p>No certificate provided with the TA quotation = 0 points</p> <p>1 point for each valid certificate of course completion provided with the TA quotation.</p> <p>Maximum = 4 points</p>		

	by the software publisher will be accepted.			
FA2.2. R3	Experience developing one or more of the following documents for one or more PeopleSoft payroll applications: 1. procedural manuals 2. end-user training materials 3. standard operation procedures	1 point per project. Maximum 6 points		
FA2.2. R4	Experience creating one or more test cases for one or more PeopleSoft payroll applications.	1 point per project. Maximum 6 points		
FA2.2. R5	Experience developing one or more functional requirements, including use cases, for one or more PeopleSoft payroll applications.	Less than 2 years = 1 point 2 years to 3 years = 2 points More than 3 years to 4 years = 3 points More than 4 years to 5 years = 4 points More than 5 years to 6 years = 5 points More than 6 years = 6 points Maximum 6 points		
FA2.2. R6	Experience performing all of the following tasks on one or more IM/IT implementation projects: 1. Analysing options;	Less than 2 years = 1 point 2 years to 4 years = 4 points		

Solicitation No. - N° de l'invitation

W8474-12MP11/A

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

W8474-12MP11

Amd. No. - N° de la modif.

005

File No. - N° du dossier

626elW8474-12MP11

Buyer ID - Id de l'acheteur

626el

CCC No./N° CCC - FMS No/ N° VME

	<p>2. Identifying risks and issues; and</p> <p>3. Proposing one or more functional solution(s) to business requirements.</p> <p>Note that the resource must have experience performing all listed tasks to obtain points.</p>	<p>More than 4 years to 6 years = 8 points</p> <p>More than 6 years = 12 points</p> <p>Maximum 12 points</p>		
MAXIMUM POINTS		46		
MINIMUM SCORE		32		

ALL OTHER TERMS AND CONDITIONS OF THE RFP REMAIN UNCHANGED