

201301709

Question 6:

Item 4.7 (page 17) – Other than responding to the items in this section, is there any other information that needs to be submitted in order to meet this requirement (i.e. “detailed information relative to the specifications listed in Section 3, The Statement of Work”)?

Response:

All requirements and specifications noted in Section 3 are to be addressed. Section 4.7 requests references for each candidate submitted as well as an outline of the mandatory technical skills required.

Question 7:

Item 4.7 (page 17) and elsewhere – Please confirm that the references required are for the proposed resource and not references for the company

Response:

The preference is that you give us references for the proposed resource, however, you can give references for other clients. The contract is with the company not the resource, if the resource does not meet our requirements (for what ever reason), you will be responsible to bring another resource to the meet our requirements.

Question 8:

Item 4.7 (page 17) and elsewhere – With regards to the requirement for three references, in many cases an individual may have worked on only one or two long-term projects in the last 24 months. In these circumstances is it acceptable to have only one or two references?

Response:

You can give older references if you wish. It is up to you to decide whether the two references are better than the three.

Question 9:

Project Management Plan - Item 4.8 (page 19) – Please confirm that proponents are not required to respond to this section.

Response:

You are not required to answer this.

Question 10:

Item 4.11 (page 19-20) – Please confirm that the pricing proposal can be included within the same document as the technical proposal.

Response:

Yes

Question 11:

Item 4.11 (Page 19-20) – The RFP asks for a “Fixed (firm) price”. In order to ensure a common basis to compare proposals, could you please indicate the number of days of effort proponents should use to calculate the fixed price?

Response:

The per diem price proposed will be fixed. This is not a fixed price contract.

Question 12:

Appendix B (Pages 43-44) – Could we please have a full breakdown of how points will be awarded, including for the Bonus requirements?

Response:

Question 13:

Appendix C (pages 44-45) – For “Proposed Contract” is it acceptable to include a statement indicating that the contract has been reviewed and that all terms and conditions are agreed to?

Response:

Yes

Question 14:

Can you please provide an exact count of days that contract will be based on? At current, the RFP only supplies proposed start and end dates; a day count will go far in helping to provide a more accurate number to the crown.

Response:

The maximum amount of days allowed within this contract is 235 days (if CMHC exercises the extension option). If the extension option is not exercised, the contract will end on December 31, 2013.