

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

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

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

Issuing Office - Bureau de distribution
Informatics Professional Services Division / Division
des services professionnels en informatique
11 Laurier St., / 11, rue Laurier
3C2, Place du Portage
Gatineau
Québec
K1A 0S5

Title - Sujet TBIPS - Business and PM Services	
Solicitation No. - N° de l'invitation G7898-130001/B	Amendment No. - N° modif. 002
Client Reference No. - N° de référence du client G7898-130001	Date 2014-02-13
GETS Reference No. - N° de référence de SEAG PW-\$\$ZM-380-26890	
File No. - N° de dossier 380zm.G7898-130001	CCC No./N° CCC - FMS No./N° VME
Solicitation Closes - L'invitation prend fin at - à 02:00 PM on - le 2014-03-10	Time Zone Fuseau horaire Eastern Standard Time EST
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
Telephone No. - N° de téléphone (819) 956-2591 ()	FAX No. - N° de FAX (819) 956-1207
Destination - of Goods, Services, and Construction: Destination - des biens, services et construction: EMPLOYMENT AND SOCIAL DEVELOPMENT CANADA 140 PROMENADE DU PORTAGE GATINEAU Quebec K1A0J9 Canada	

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

AMENDMENT NO. 002

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

RFP REVISIONS:

1. At Part 1 - General Information, Section 1.2 (g):

Delete:

WORKSTREAM 2 - PROJECT MANAGEMENT SERVICES

RESOURCE CATEGORY	LEVEL OF EXPERTISE	ESTIMATED NUMBER OF RESOURCES REQUIRED
P.1 Change Management Consultant	3	Up to 2
P.2 Enterprise Architect	3	Up to 2
P.5 Project Executive	3	Up to 2
P.9 Project Manager	3	Up to 3
P.9 Project Manager	2	Up to 12
P.9 Project Manager - Release Manager	2	Up to 2
P.10 Project Scheduler	2	Up to 8

Insert:

WORKSTREAM 2 - PROJECT MANAGEMENT SERVICES

RESOURCE CATEGORY	LEVEL OF EXPERTISE	ESTIMATED NUMBER OF RESOURCES REQUIRED
P.1 Change Management Consultant	3	Up to 2
P.5 Project Executive	3	Up to 2
P.9 Project Manager	3	Up to 3
P.9 Project Manager	2	Up to 12
P.9 Project Manager - Release Manager	2	Up to 2
P.10 Project Scheduler	2	Up to 8

2. At Part 4 - Evaluation Procedures and Basis of Selection, Section 4.4 (a) (ii) (A):

Delete: (Bidders, please refer to the maximum technical points in Annex D).

Insert: (Bidders, please refer to the maximum technical points in Attachment 4.1).

3. At Annex A Statement of Work Workstream 2 - Project Management Services, Section 2. Objectives:

Delete:

Resource Category	Level of Expertise	Estimated No. of Resources per Year	Estimated No. of Days per Year
P.1 Change Management Consultant	3	Up to 2	225
P.2 Enterprise Architect	3	Up to 2	225
P.5 Project Executive	3	Up to 2	225
P.9 Project Manager	3	Up to 3	675
P.9 Project Manager	2	Up to 12	2700
P.9 Project Manager – Release Manager	2	Up to 2	450
P.10 Project Scheduler	2	Up to 8	1800

Insert:

Resource Category	Level of Expertise	Estimated No. of Resources per Year	Estimated No. of Days per Year
P.1 Change Management Consultant	3	Up to 2	225
P.5 Project Executive	3	Up to 2	225
P.9 Project Manager	3	Up to 3	675
P.9 Project Manager	2	Up to 12	2700
P.9 Project Manager – Release Manager	2	Up to 2	450
P.10 Project Scheduler	2	Up to 8	1800

4. At Annex A Statement of Work Workstream 2 - Project Management Services, Section 3.2 P.2 Enterprise Architect (Level 3):

Delete in its entirety.

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5. At Annex B Basis of Payment Workstream 2 - Project Management Services:

Delete:

Resource Category	Level of Expertise	Firm Per Diem Rates				
		Contract Period - Year 1	Contract Period - Year 2	Contract Period - Year 3	Option Period - Year 4	Option Period - Year 5
P.1 Change Management Consultant	3	\$	\$	\$	\$	\$
P.2 Enterprise Architect	3	\$	\$	\$	\$	\$
P.5 Project Executive	3	\$	\$	\$	\$	\$
P.9 Project Manager	3	\$	\$	\$	\$	\$
P.9 Project Manager	2	\$	\$	\$	\$	\$
P.9 Project Manager - Release Manager	2	\$	\$	\$	\$	\$
P.10 Project Scheduler	2	\$	\$	\$	\$	\$

Insert:

Resource Category	Level of Expertise	Firm Per Diem Rates				
		Contract Period - Year 1	Contract Period - Year 2	Contract Period - Year 3	Option Period - Year 4	Option Period - Year 5
P.1 Change Management Consultant	3	\$	\$	\$	\$	\$
P.5 Project Executive	3	\$	\$	\$	\$	\$
P.9 Project Manager	3	\$	\$	\$	\$	\$
P.9 Project Manager	2	\$	\$	\$	\$	\$
P.9 Project Manager - Release Manager	2	\$	\$	\$	\$	\$
P.10 Project Scheduler	2	\$	\$	\$	\$	\$

6. At Appendix A to Annex C Security Classification Guide, Workstream 2 - Project Management Services:

Delete:

Resource Category	Level	Minimum Security Clearance
P.1 Change Management Consultant	3	Enhanced
P.2 Enterprise Architect	3	Secret
P.5 Project Executive	3	Secret
P.9 Project Manager	3	Enhanced
P.9 Project Manager	2	Enhanced
P.9 Project Manager – Release Manager	2	Enhanced
P.10 Project Scheduler	2	Enhanced

Insert:

Resource Category	Level	Minimum Security Clearance
P.1 Change Management Consultant	3	Enhanced
P.5 Project Executive	3	Secret
P.9 Project Manager	3	Enhanced
P.9 Project Manager	2	Enhanced
P.9 Project Manager – Release Manager	2	Enhanced
P.10 Project Scheduler	2	Enhanced

7. At Attachment 4.1 Bid Evaluation Criteria Workstream 1 - Business Services, Section 1.1 Bidder - Mandatory Criteria:

Delete in its entirety:

Insert:

1.1 Bidder – Mandatory Criteria

Item#	Bidder - Mandatory Criteria	Met/Not Met	Bidder's Response (Reference to Résumé/Annex: Project #, Organization Name and number of months, page #)
M1	<p>The Bidder must submit the following number of résumés:</p> <ul style="list-style-type: none"> (i) One B.1 Business Analyst – Level 2; (ii) One B.2 Business Architect – Level 3; (iii) One B.4 Business Continuity/Disaster Recovery Specialist – Level 2; (iv) One B.5 Business Process Re-engineering Consultant – Level 2; (v) One B. 7 Business Transformation Architect – Level 3; and (vi) One B. 14 Technical Writer – Level 2. <p>Each résumé must include the following information:</p> <ul style="list-style-type: none"> (a) The name of the proposed resource; (b) The resource category for which the resource is being proposed; 		

Item#	Bidder - Mandatory Criteria	Met/Not Met	Bidder's Response (Reference to Résumé/Annex: Project #, Organization Name and number of months, page #)
	<p>(c) Relevant academic and professional attainments in relation to Employment and Social Development Canada's requirements, as identified in the Mandatory and the Rated Evaluation Criteria for each resource category herein. Relevant formal training must be listed chronologically by the title (of the course/program) and must include the duration (in years/months/days) and the start and end dates (dates must be identified by month and year – for example March 2004 – February 2007); and</p> <p>(d) Work experience including duration and start and finish dates (dates must be identified by month and year – for example March 2004 – February 2007).</p>		
M2	<p>The Bidder must provide a reference for each of two projects where the Bidder provided a similar team of resources (3 out of the 6 resource categories listed in M1 above) to at least two projects that delivered the same or similar services outlined in the Statement of Work. The references must be from government or private projects valued at greater than \$5M.</p> <p>Bidders must include, as a minimum, for each project submitted:</p> <ul style="list-style-type: none"> (a) A project description; (b) The name of the client department; (c) The date and duration of the project; (d) Details about the work performed by the Bidder on the project; and (e) A client reference. 		
M3	<p>The Bidder must provide a reference where the Bidder established a Project Management Office (PMO) to support the management of a project. The reference must be from government or private sector projects valued at greater than \$5M.</p>		

Item#	Bidder - Mandatory Criteria	Met/Not Met	Bidder's Response (Reference to Résumé/Annex: Project #, Organization Name and number of months, page #)
M4	The Bidder must provide a minimum of one reference for each of 2 projects where the Bidder demonstrated the delivery of business transformation services. The references must be from government or private sector projects valued at greater than \$5M.		
M5	The Bidder must detail the PMO and business transformation methodologies, processes, support tools and/or templates (toolset) that it has used to establish and support a PMO on past government or private sector projects in order to demonstrate that it is able to support the provision of services outlined in the Statement of Work.		

8. At Attachment 4.1 Bid Evaluation Criteria Workstream 1 - Business Services:

Add:

3.0 RATED CRITERIA - POINTS SUMMARY

Reference	Maximum Score Available	Minimum Score Required
1.2 Bidder	10	7
2.1 B.1 Business Analyst – Level 2	12	8
2.2 B.2 Business Architect – Level 3	18	12
2.3 B.4 Business Continuity/Disaster Recovery Specialist - Level 2	19	13
2.4 B.5 Business Process Re-Engineering Consultant – Level 2	12	8
2.5 B.7 Business Transformation Architect - Level 3	19	13
2.6 B.14 Technical Writer - Level 2	8	6
Maximum Technical Points:	98	
Minimum Score Required:		67

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**9. At Attachment 4.1 Bid Evaluation Criteria Workstream 2 - Project Management Services,
Section 1.1 Bidder - Mandatory Criteria:**

Delete in its entirety:

Insert:

1.1 Bidder – Mandatory Criteria

Item#	Bidder - Mandatory Criteria	Met/Not Met	Bidder's Response (Reference to Résumé/Annex: Project #, Organization Name and number of months, page #)
M1	<p>The Bidder must submit the following number of résumés:</p> <ul style="list-style-type: none"> (i) One P.1 Change Management Consultant – Level 3; (ii) One P.5 Project Executive – Level 3; (iii) One P.9 Project Manager – Level 3; (iv) Two P.9 Project Managers – Level 2 (one résumé for Project Manager and one résumé for Project Manager, Release Manager); and (v) One P.10 Project Scheduler – Level 2. <p>Each résumé must include the following information:</p> <ul style="list-style-type: none"> (a) The name of the proposed resource; (b) The resource category for which the resource is being proposed; (c) Relevant academic and professional attainments in relation to Employment and Social Development Canada's requirements, as identified in the Mandatory and the Rated Evaluation Criteria for each resource category herein. Relevant formal training must be listed chronologically by the title (of the course/program) and must include the duration (in years/months/days) and the start and end dates (dates must be identified by month and year – for example March 2004 – February 2007); and (d) Work experience including duration and start and finish dates (dates must be identified by month and year – for example March 2004 – February 2007). 		
M2	<p>The Bidder must provide a reference for each of two projects where the Bidder provided a similar team of resources (3 out of the 5 resource categories listed in M1 above) to at least two projects that delivered the same or similar services outlined in the Statement of Work. The references must be from</p>		

Item#	Bidder - Mandatory Criteria	Met/Not Met	Bidder's Response (Reference to Résumé/Annex: Project #, Organization Name and number of months, page #)
	<p>government or private projects valued at greater than \$5M.</p> <p>Bidders must include, as a minimum, for each project submitted:</p> <ul style="list-style-type: none"> (a) A project description; (b) The name of the client department; (c) The date and duration of the project; (d) Details about the work performed by the Bidder on the project; and (e) A client reference. 		
M3	The Bidder must provide a reference where the Bidder established a Project Management Office (PMO) to support the management of a project. The reference must be from government or private sector projects valued at greater than \$5M.		
M4	The Bidder must provide a minimum of one reference for each of 2 projects where the Bidder demonstrated the delivery of business transformation services. The references must be from government or private sector projects valued at greater than \$5M.		
M5	The Bidder must detail the PMO and business transformation methodologies, processes, support tools and/or templates (toolset) that it has used to establish and support a PMO on past government or private sector projects in order to demonstrate that it is able to support the provision of services outlined in the Statement of Work.		

10. At Attachment 4.1 Bid Evaluation Criteria Workstream 2 - Project Management Services, Section 2.0 Resource Mandatory and Rated Criteria:

Delete in its entirety:

Insert:

2.0 RESOURCE MANDATORY AND RATED CRITERIA

2.1 P.1 Change Management Consultant - Level 3

Item#	Mandatory Criteria P.1 Change Management Consultant - Level 3	Met/Not Met	Bidder's Response (Reference to Résumé/Annex: Project #, Organization Name and number of months, page #)
M1	The proposed resource must have a minimum of 10 years demonstrated experience, within the last 15 years, as a lead consultant for a nationwide, regional business or government transformation project, where the proposed resource developed transition plans with a focus on change management and communications.		
M2	The proposed resource must have a minimum of 5 years demonstrated experience with a range of transition strategies including change management, training and communications, within the last 15 years.		
M3	The proposed resource must have a minimum of 5 years demonstrated experience documenting processes and roles and responsibilities within the last 15 years.		

Item#	Rated Criteria P.1 Change Management Consultant - Level 3	Max Score	Point Scale	Bidder's Response (Reference to Résumé/Annex: Project #, Organization Name and number of months, page #)
R1	The proposed resource should have demonstrated experience with large transformation projects involving IT enablement of the business.	4	1 project = 1 point 2 projects = 2 points 3 projects = 3 points 4 or more projects = 4 points	
R2	The proposed resource should have demonstrated experience in developing and delivering	3	1 presentation = 1 point 2 presentations = 2 points	

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Item#	Rated Criteria P.1 Change Management Consultant - Level 3	Max Score	Point Scale	Bidder's Response (Reference to Résumé/Annex: Project #, Organization Name and number of months, page #)
	presentations to stakeholders, including senior officials.		3 presentations = 3 points	
R3	The proposed resource should have demonstrated experience working within the Government of Canada as an employee, a consultant or a subcontractor in the area of change management or project management.	1	Years of experience > 2 years = 1 point	
	Maximum Score Available	8		
	Minimum Score Required	5		

2.2 P.5 Project Executive - Level 3

Item#	Mandatory Criteria P.5 Project Executive - Level 3	Met/Not Met	Bidder's Response (Reference to Résumé/Annex: Project #, Organization Name and number of months, page #)
M1	The proposed resource must have a minimum of 10+ years of demonstrated experience within the last 15 years working as a Senior Project Executive.		
M2	The proposed resource must have a minimum of 5 years of demonstrated experience establishing and managing a project management office, within a project or projects valued at greater than \$5M each, in a government or private sector environment, within the last 15 years.		
M3	The proposed resource must have a minimum of 5 years of demonstrated experience working as a Project Executive in providing advice to senior management on implementing governance structures for government or private sector projects valued at greater than \$5M within the last 15 years.		

Item#	Rated Criteria P.5 Project Executive - Level 3	Max Score	Point Scale	Bidder's Response (Reference to Résumé/Annex: Project #, Organization Name and number of months, page #)
R1	The proposed resource should have demonstrated experience within the last 15 years, as part of an integrated project team, in the delivery of a business transformation project or projects in a complex organizational environment. A complex organizational environment is defined as across multi-organizational boundaries.	3	1 project = 1 point 2 projects = 2 points 3 projects = 3 points	
R2	The proposed resource should have demonstrated experience in providing project management, planning and oversight of two or more concurrent projects. The projects must have been valued at greater than \$5M, and have	3	1 project = 1 point 2 projects = 2 points 3 projects = 3 points	

Item#	Rated Criteria P.5 Project Executive - Level 3	Max Score	Point Scale	Bidder's Response (Reference to Résumé/Annex: Project #, Organization Name and number of months, page #)
	been delivered in the last 15 years.			
R3	The proposed resource should have demonstrated experience in the management of an independent Project Management Office responsible for the configuration and implementation of COTS (commercial off the shelf) products, using third party Systems Integration vendors, within the last 15 years.	3	1 project = 1 point 2 projects = 2 points 3 projects = 3 points	
R4	The proposed resource should demonstrate they have obtained a university degree from an accredited university in any of the following domains: Commerce, Computer Sciences, Engineering, Information Management or Information Technology by including a copy of the degree with the bid.	2	Yes = 2 points No = 0 points	
	Maximum Score Available	11		
	Minimum Score Required	7		

2.3 P.9 Project Manager - Level 3

Item#	Mandatory Criteria P.9 Project Manager - Level 3	Met/Not Met	Bidder's Response (Reference to Résumé/Annex: Project #, Organization Name and number of months, page #)
M1	The proposed resource must have greater than 10 years demonstrated experience within the last 15 years as a Senior (Level 3) Project Manager.		
M2	The proposed resource must have worked as a senior project manager, leading as a minimum, a team of 3 project managers, on each of 2 government or private sector projects. The projects must relate to IM/IT, business architecture or project management in a similar environment to the one outlined in the Statement of Work, one of which was valued at greater than \$5M, and both occurred within the last 15 years.		
M3	The proposed resource must have worked on 2 government or private sector projects, each valued at greater than \$5M, where the proposed resource was required to collaborate with a number of stakeholders (both internal and external to the organization), within the last 15 years.		
M4	The proposed resource must have worked on 2 projects, each valued at greater than \$5M, where the role required coaching/ mentoring of project managers, or the development of project management best practices or frameworks. One of the referenced projects must be from a government environment, within the last 15 years.		
M5	The proposed resource must hold a valid Project Management Professional (PMP) or PRINCE2 designation by including the candidate's PMP or PRINCE2 Certification Number. A copy of the certification must be provided with the bid.		

Item#	Rated Criteria P.9 Project Manager - Level 3	Max Score	Point Scale	Bidder's Response (Reference to Résumé/Annex: Project #, Organization Name and number of months, page #)
R1	<p>The proposed resource should have demonstrated experience, within the last 15 years, as a Project Manager, conducting all of the following activities:</p> <ul style="list-style-type: none"> (i) Developing Project Charters; (ii) Developing Project Dashboards; (iii) Developing Project Management Plans; and (iv) Conducting Project Briefings to Senior Management. <p>All of which are related to the project planning, management and oversight of IM/IT projects, with multiple and diverse stakeholders and valued at greater than \$5M – at least 1 of which must have been in a government environment.</p>	3	<p>Years of Experience:</p> <ul style="list-style-type: none"> ≥ 3-4 years = 1 point > 4-5 years = 2 points > 5 years = 3 points 	
R2	<p>The proposed resource should have demonstrated experience, within the last 15 years, as a Project Manager, conducting cost management functions for an IM/IT project, valued at greater than \$5M including:</p> <ul style="list-style-type: none"> (i) Determining budgetary requirements; (ii) Developing Project Schedules, Work Break-down Structure and resource plans; and (iii) Determining composition, roles and responsibilities of team members. 	3	<p>Years of Experience:</p> <ul style="list-style-type: none"> ≥ 3-4 years = 1 point > 4-5 years = 2 points > 5 years = 3 points 	
R3	<p>The proposed resource should have demonstrated experience, within the last 15 years, as a Project Manager, managing and leading the risk management</p>	3	<p>Years of Experience:</p> <ul style="list-style-type: none"> ≥ 3-4 years = 1 point > 4-5 years = 2 points > 5 years = 3 points 	

Item#	Rated Criteria P.9 Project Manager - Level 3	Max Score	Point Scale	Bidder's Response (Reference to Résumé/Annex: Project #, Organization Name and number of months, page #)
	<p>function for an IM/IT project including:</p> <p>(i) Developing a risk plan, risk register and risk mitigation strategies;</p> <p>(ii) Owning and managing the risk management process to ensure projects risks are identified, quantified, and effectively managed;</p> <p>(iii) Managing project risk with the authority to deal with risks within guidelines; and</p> <p>(iv) Liaising with other projects in the integrated development of risks.</p>			
R4	The proposed resource should have demonstrated experience, within the last 15 years, as a Project Manager, on a project or projects valued at greater than \$5M, in the development or review of an Operational Plan, Strategic Plan or Business Case.	3	<p>Years of Experience:</p> <p>≥ 3-4 years = 1 point</p> <p>> 4-5 years = 2 points</p> <p>> 5 years = 3 points</p>	
	Maximum Score Available	12		
	Minimum Score Required	8		

2.4 P.9 Project Manager - Level 2

Item#	Mandatory Criteria P.9 Project Manager - Level 2	Met/Not Met	Bidder's Response (Reference to Résumé/Annex: Project #, Organization Name and number of months, page #)
M1	The proposed resource must have greater than 5 years demonstrated experience within the last 15 years, as a Project Manager.		
M2	The proposed resource must have worked as a Project Manager leading, as a minimum, 3 subordinates on each of 2 relevant business transformation projects. The projects must have been for a minimum duration of 6 months each, relating to business architecture or project management, in a similar environment as that described in the Statement of Work, and in a government or private sector environment, within the last 15 years. One of the referenced projects must have been valued at greater than \$5M.		
M3	The proposed resource must have managed change, utilizing change management principles and methodologies, on a business transformation project valued at greater than \$5M.		
M4	The proposed resource must hold a valid Project Management Professional (PMP) or Prince2 designation by including the candidate's PMP or Prince2 Certification Number. A copy of the certification must be provided with the bid.		

Item#	Rated Criteria P.9 Project Manager - Level 2	Max Score	Point Scale	Bidder's Response (Reference to Résumé/Annex: Project #, Organization Name and number of months, page #)
R1	The proposed resource should have demonstrated experience within the last 15 years, in a project management role for projects with multiple and diverse stakeholders and valued at greater than \$5M.	3	Years of Experience: ≥ 3-4 years = 1 point > 4-5 years = 2 points > 5 years = 3 points	
R2	The proposed resource should have demonstrated experience, within the last 15 years, in the	3	Years of Experience: ≥ 3-4 years = 1 point	

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Item#	Rated Criteria P.9 Project Manager - Level 2	Max Score	Point Scale	Bidder's Response (Reference to Résumé/Annex: Project #, Organization Name and number of months, page #)
	use of the Microsoft Project application for project planning, developing, controlling and tracking for project(s) valued at greater than \$5M.		> 4-5 years = 2 points > 5 years = 3 points	
R3	The proposed resource should have demonstrated experience, within the last 15 years, in defining and implementing new organizational business processes and business process reengineering.	3	Years of Experience: ≥ 3-4 years = 1 point > 4-5 years = 2 points > 5 years = 3 points	
	Maximum Score Available	9		
	Minimum Score Required	6		

2.5 P.9 Project Manager, Release Manager - Level 2

Item#	Mandatory Criteria P.9 Project Manager, Release Manager - Level 2	Met/Not Met	Bidder's Response (Reference to Résumé/Annex: Project #, Organization Name and number of months, page #)
M1	The proposed resource must have a minimum of 5 years demonstrated experience within the last 15 years as a Project Manager.		
M2	The proposed resource must have demonstrated experience establishing, supporting and leading Release Management on a minimum of 2 projects within the last 5 years, each valued at greater than \$5M. For project experience to qualify, the proposed resource must have been on the project for a minimum duration of 12 months.		

Item#	Rated Criteria P.9 Project Manager, Release Manager - Level 2	Max Score	Point Scale	Bidder's Response (Reference to Résumé/Annex: Project #, Organization Name and number of months, page #)
R1	In addition to the experience required in M2 above, the proposed resource should have demonstrated experience within the last 15 years, in establishing, supporting and leading release management for a business transformation initiative integrating a COTS solution, for a minimum duration of 6 months.	3	1 project more than M2 (i.e. a total of 3 projects) = 1 point 2 projects more than M2 (i.e. a total of 4 projects) = 2 points 3 projects more than M2 (i.e. a total of 5 projects) = 3 points	
R2	The proposed resource should have demonstrated experience, within the last 15 years, developing and maintaining a release management plan where the project was multi-year and valued at greater than \$5M.	3	1 project = 1 point 2 projects = 2 points 3 projects = 3 points	
R3	The proposed resource should have demonstrated project experience in release management for an entire release management lifecycle including planning, building, testing, preparing and deploying a release within the last 10 years.	3	1 project = 1 point 2 projects = 2 points 3 projects = 3 points	

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Item#	Rated Criteria P.9 Project Manager, Release Manager - Level 2	Max Score	Point Scale	Bidder's Response (Reference to Résumé/Annex: Project #, Organization Name and number of months, page #)
	For project experience to qualify, the release management lifecycle must have had a minimum duration of 12 months.			
R4	The proposed resource should hold a valid Project Management Professional (PMP) or Prince2 designation by including the candidate's PMP or Prince2 Certification Number. A copy of the certification must be provided with the bid.	2	Yes = 2 points No = 0 points	
	Maximum Score Available	11		
	Minimum Score Required	7		

2.6 P.10 Project Scheduler - Level 2

Item#	Mandatory Criteria P.10 Project Scheduler - Level 2	Met/Not Met	Bidder's Response (Reference to Résumé/Annex: Project #, Organization Name and number of months, page #)
M1	The proposed resource must have a minimum of 5 years demonstrated experience, within the last 15 years, as a Project Scheduler.		
M2	The proposed resource must have demonstrated experience working in a project scheduler role on one project within a government or private sector environment, valued greater than \$5M, for a period of at least 2 years, within the last 5 years.		
M3	The proposed resource must have a minimum of 5 years demonstrated experience within the last 15 years scoping, developing and maintaining project schedules using Microsoft Project Desktop or Microsoft Project Server.		
M4	The proposed resource must have a minimum of 5 years demonstrated experience within the last 15 years monitoring and reporting project performance.		

Item#	Rated Criteria P.10 Project Scheduler - Level 2	Max Score	Point Scale	Bidder's Response (Reference to Résumé/Annex: Project #, Organization Name and number of months, page #)
R1	The proposed resource should have demonstrated experience as part of an integrated project team, within the last 15 years, in the delivery of projects relating to business service transformation.	3	Years of Experience: ≥ 3-4 years = 1 point > 4-5 years = 2 points > 5 years = 3 points	
R2	The proposed resource should have demonstrated experience working within a Project Management Office, for large Information Technology (IT) projects, valued at greater than \$5M.	3	1 project = 1 point 2 projects = 2 points 3 projects = 3 points	
R3	The proposed resource should have demonstrated experience in developing, monitoring and	2	Years of Experience: ≥ 3-4 years = 1 point	

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002
File No. - N° du dossier
380zmG7898-130001

Buyer ID - Id de l'acheteur
380zm
CCC No./N° CCC - FMS No/ N° VME

Item#	Rated Criteria P.10 Project Scheduler - Level 2	Max Score	Point Scale	Bidder's Response (Reference to Résumé/Annex: Project #, Organization Name and number of months, page #)
	analyzing project schedules in Microsoft Project, for a large-scale (valued at greater than \$5M) government or private sector project.		> 4 years = 2 points	
R4	The proposed resource should have demonstrated experience using and working with Microsoft Project Desktop and Microsoft Project Server.	2	Years of Experience: ≥ 3-4 years = 1 point > 4 years = 2 points	
	Maximum Score Available	10		
	Minimum Score Required	7		

3.0 RATED CRITERIA - POINTS SUMMARY

Reference	Maximum Score Available	Minimum Score Required
1.2 Bidder	10	7
2.1 P.1 Change Management Consultant - Level 3	8	5
2.2 P.5 Project Executive - Level 3	11	7
2.3 P.9 Project Manager - Level 3	12	8
2.4 P.9 Project Manager - Level 2	9	6
2.5 P.9 Project Manager, Release Manager - Level 2	11	7
2.6 P.10 Project Scheduler - Level 2	10	7
Maximum Technical Points:	71	
Minimum Score Required:		47

11. At Attachment 4.2 Pricing Schedule Workstream 2 - Project Management Services:

Delete in its entirety:

Insert:

ATTACHMENT 4.2**PRICING SCHEDULE****WORKSTREAM 2 - PROJECT MANAGEMENT SERVICES**

In respect of the "Number of Days" listed below in (C), the estimated number of days is for evaluation purposes only during the solicitation process. The actual number of days during the Initial Contract Period and Option Periods may be more or less, as determined by the Project Authority.

INITIAL CONTRACT PERIOD:

Contract Period - Year 1				
(A)	(B)	(C)	(D)	(E)
Resource Category	Level of Expertise	Estimated Number of Days	Firm Per Diem Rate or Median Rate whichever is higher	Total Cost (CxD)
P.1 Change Management Consultant	3	225	\$	\$
P.5 Project Executive	3	225	\$	\$
P.9 Project Manager	3	675	\$	\$
P.9 Project Manager	2	2700	\$	\$
P.9 Project Manager - Release Manager	2	450	\$	\$
P.10 Project Scheduler	2	1800	\$	\$
Total Price (Contract Period - Year 1):				\$ <TBD>

Contract Period - Year 2				
(A)	(B)	(C)	(D)	(E)
Resource Category	Level of Expertise	Estimated Number of Days	Firm Per Diem Rate or Median Rate whichever is higher	Total Cost (CxD)
P.1 Change Management Consultant	3	225	\$	\$
P.5 Project Executive	3	225	\$	\$
P.9 Project Manager	3	675	\$	\$
P.9 Project Manager	2	2700	\$	\$
P.9 Project Manager - Release Manager	2	450	\$	\$
P.10 Project Scheduler	2	1800	\$	\$
Total Price (Contract Period - Year 2):				\$ <TBD>

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Buyer ID - Id de l'acheteur
380zm
CCC No./N° CCC - FMS No/ N° VME

Contract Period - Year 3				
(A)	(B)	(C)	(D)	(E)
Resource Category	Level of Expertise	Estimated Number of Days	Firm Per Diem Rate or Median Rate whichever is higher	Total Cost (CxD)
P.1 Change Management Consultant	3	225	\$	\$
P.5 Project Executive	3	225	\$	\$
P.9 Project Manager	3	675	\$	\$
P.9 Project Manager	2	2700	\$	\$
P.9 Project Manager - Release Manager	2	450	\$	\$
P.10 Project Scheduler	2	1800	\$	\$
Total Price (Contract Period - Year 3):				\$ <TBD>

OPTION PERIODS:

Option Period - Year 4				
(A)	(B)	(C)	(D)	(E)
Resource Category	Level of Expertise	Estimated Number of Days	Firm Per Diem Rate or Median Rate whichever is higher	Total Cost (CxD)
P.1 Change Management Consultant	3	225	\$	\$
P.5 Project Executive	3	225	\$	\$
P.9 Project Manager	3	675	\$	\$
P.9 Project Manager	2	2700	\$	\$
P.9 Project Manager - Release Manager	2	450	\$	\$
P.10 Project Scheduler	2	1800	\$	\$
Total Price (Option Period - Year 4):				\$ <TBD>

Option Period - Year 5				
(A)	(B)	(C)	(D)	(E)
Resource Category	Level of Expertise	Estimated Number of Days	Firm Per Diem Rate or Median Rate whichever is higher	Total Cost (CxD)
P.1 Change Management Consultant	3	225	\$	\$
P.5 Project Executive	3	225	\$	\$
P.9 Project Manager	3	675	\$	\$
P.9 Project Manager	2	2700	\$	\$
P.9 Project Manager - Release Manager	2	450	\$	\$
P.10 Project Scheduler	2	1800	\$	\$
Total Price (Option Period - Year 5):				\$ <TBD>

Total Bid Price - Workstream 2 - Project Management Services

Total Initial Contract Period (Year 1, Year 2 and Year 3) + Option Periods (Year 4 and Year 5)	\$ <TBD>
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QUESTIONS AND ANSWERS

- Q1 In regards to the RFP G7898-130001/A, could you please confirm that ESDC is seeking resources for direct support of PMO office and related services/projects and not a blanket supply arrangement for all business analyst and project manager/architect roles? In essence, this RFP would not incorporate ERP or system related projects?
- A1 The contracts resulting from this RFP may or may not incorporate ERP related components or system related projects.
- Q2 Are there incumbents currently holding the positions for which this RFP is tendering services? If so, could Canada please provide the name of the firms providing these services, the contract duration(s) and related value(s)?
- A2 ESDC currently has dozens of contracts with incumbents providing services described in this RFP. All of these contracts are limited in scope (i.e. branch specific, project specific, etc.).
- The objective of this RFP is to consolidate many of those requirements into large multi-year contracting vehicles that will be leveraged department wide.
- Q3 Re: Attachment 4.1 Section 1.1 Bidder – Mandatory Criteria:
It appears that the evaluation criteria for the Business Services Work Stream are a duplication of the criteria for the Project Management Services. (Mandatory Criteria specifically). Was this intended, or is this an oversight?
- A3 M1 and M2 are different for each Workstream; M3, M4, and M5 are the same. This is intentional as the resources required will all be supporting projects within the Department whether the Business Services or Project Management Workstream.
- Q4 This is a multimillion dollar supply arrangement that bears serious consideration and a significant level of effort will be required to provide a quality response. This presents a significant opportunity for firms generating local employment and the time to prepare a quality bid is paramount. 15 days to respond to an RFP of this import is insufficient and could be construed as unfair, uncompetitive and lacking in transparency. It is hereby respectfully requested that a 4 week extension be provided to the closing date of this RFP to ensure a quality response can be tendered.
- A4 The RFP posting period is 20 calendar days and is in accordance with the process for Tier 2 requirements detailed in the Supply Arrangement (SA) awarded to all qualified SA Holders.
- Nevertheless, Canada will extend the RFP closing date by two weeks to March 10, 2014.
- Q5 We respectfully request an extension of 15 business days given the significant number of similar multi-year RFPs currently issued to industry for response in the next month.
- A5 Please see A4 response.

- Q6 RE: Attachment 4.1, Bid Evaluation Criteria, Work Stream 2 – Project Management Services, 1.0 Bidder Mandatory and Rated Criteria, M3

Given that this Stream focuses on Project Management Services, would ESDC consider changing M3 to reflect Project Management frameworks such PMBOK, PRINCE2 or similar a methodology?

- A6 M3 has been deleted.

- Q7 This RFP has been made under the TBIPS supply arrangement, and states in the SOW that "ESDC has a requirement for an "as and when requested" contract that satisfies the need for Business Services resources to be readily available for implementation into various projects while accommodating project and/or initiative time constraints."

With regards to Bidder M3 on both work streams, the RFP requires that the Bidder "must demonstrate that it has adopted and implemented a commercially available methodology/framework.", and further requires that organization to hold a certification most commonly held by individuals. This suggests a requirement that the successful vendor(s) will be asked to provide corporate level service support in this capacity in addition to providing the resources that are to be made readily available via approved task authorizations, but this is not apparent in the SOW or nature of a TBIPS contract.

Furthermore, from Section C (iii), "Replacement of Specific Individuals", the RFP states that "The Contractor must not, in any event, allow performance of the Work by unauthorized replacement persons." This indicates that no performance of the Work specified via approved task authorizations can be performed by unauthorized persons. In other words, **only the resources that are identified and specified in approved task authorizations can work on the project.**

Clearly the Bidder M3 requirement for both work streams is contradictory if the crown's intent is to have the successful vendor provide an "as and when requested" services for Business Services resources.

If the crown's intent to attain a contract for services outside of those provided by specified resources via authorized task authorizations, then a Solutions-Based Informatics Professional Services (SBIPS) Supply Arrangement would be more appropriate?

- A7 M3 has been deleted from both Workstreams.

With respect to Part 7, Article 7.20, sub-article (c) (iii), "Replacement of Specific Individuals", it is confirmed that only the resources that are identified and specified in approved task authorizations can work on the project.

With respect to SBIPS, ESDC had determined that this tool was not suitable for this requirement.

- Q8 There doesn't appear to be a description on how the Maximum Technical Points are calculated. The RFP on page 18 refers bidders to Annex D, but there is no Annex D in the RFP document. Could the crown please elaborate on how Maximum Technical Points are calculated?

- A8 The reference should be "Attachment 4.1" rather than "Annex D".

Q9 It is unclear in the solicitation whether a bidder is permitted to respond to only one of the Workstreams. Will Canada accept partial bids that respond only to one workstream?

A9 Bidders may bid on one or both Workstreams.

Q10 We wish to pose the following question with reference to ESDC's TBIPS T2 Solicitation # G7898-130001/A.

Re: Attachment 4.1; 1.1 Bidder Mandatory Criterion M3 for Workstreams 1 & 2:

"The Bidder must demonstrate that it has adopted and implemented a commercially available methodology/framework. The Bidder must be either a registered OpenGroup Partner carrying TOGAF certified resources that have employed the methodology or have equivalent certification such as the Zachman Framework for Enterprise Architecture, or Federal Enterprise Architecture (FAE), or Gartner's Methodology."

This requirement is for the provision of resources on an "as and when required basis" and issued under the TBIPS, where qualified vendors are mostly staffing firms who provide independent contractor resources across a variety of skillsets. As such, this criterion is unreasonably restrictive.

TOGAF and other architectural certifications at the Corporate Level are granted only when an organization provides solutions, including architectural design, where additional methods and controls are applied and the work of an employee is reviewed and validated by the company as a quality control to ensure compliance to the standard. As the basis of payment for this requirement is per-diem by resource, with no requirement or allotment for a corporate assessment & validation, the corporate level certification is a costly restriction for something that is not required for the execution of the SOW. The resources who will be performing the required work are already required to have such certification as part of their evaluation criteria, therefore the additional certification at the corporate level provides no additional benefit.

Therefore, we respectfully request that M3 be removed from the Bidder's Mandatory Criteria grid.

A10 M3 has been deleted from both Workstreams.

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
MAIN LOBBY, ROOM 0A1
11 LAURIER STREET
GATINEAU, QUEBEC K1A 0S5**