Industry Engagement Day Webcast Notice – Network Solutions Supply Chain

Table of Contents

1. Industry Day Webcast Objectives

Shared Services Canada (SSC) will hold an Industry Engagement Day webcast on May 28, 2014 (via the government teleconferencing service) to:

a) continue discussions with industry on the requirements of the Telecommunications Transformation Program (TTP) with a focus on Network Solutions Supply Chain (NSSC) equipment and services;

b) share plans with industry and engage in dialogue regarding network service delivery options for SSC and partners;

c) explain the proposed "collaborative procurement solutions" approach and address the cyber security supply chain threat;

d) ensure that industry is given ample opportunity to contribute to the transformation of the government of Canada's IT infrastructure; and

e) elicit written feedback from industry to questions posed during the presentation by TTP, SSC. (See section 3 for instructions).

The Network Solutions Supply Chain will support the transformation and maintenance of wired local area networks (LANs) and wireless LANs (Wi-Fi) and other supporting telecommunications equipment and services.

While cabling is not part of this Industry Engagement Day exercise, SSC will soon engage the industry to put in place a cabling procurement vehicle to service government buildings. Industry representatives are encouraged to keep watch for a notice on buyandsell.gc.ca for information.

2. Important Webcast Information

Format: Half-day NSSC Industry Engagement Day webcast and teleconference via the federal government teleconferencing service. (See section 6.1 for more information).

Audience: Suppliers of network solutions and public servants are invited to register for the webcast.

When: Wednesday, May 28, 2014 from 1 p.m. to 5 p.m. EDT.

Attendance Limits: Up to two (2) registrants from each supplier may stream the webcast through their computers and call into the teleconference to participate fully. There is no limit to the number of participants who may attend in the same room to view and listen to the session. (See section 6.2.1 for more information).

Registration Forms: See Attachment A for supplier registration and Attachment B for public servants registration.

Registration Deadline: May 26, 2014, 4:00 p.m. EDT is the deadline to register for the webcast.

Confirmation: SSC will send an e-mail confirmation upon receipt of registration. (See section 6.2.4).

3. Question Package Information and Instructions

Operational / technical and procurement questions will be sent via the registration e-mail address to vendors that participated in the NSSC industry day webcast. The objective of these questions is to obtain feedback on matters of interest to the NSSC initiative. SSC reserves the right to request face to face meetings with specific respondents to clarify their submissions, if required.

Pre-requisites: To receive the SSC question package vendors are expected to register and participate in the NSSC industry day webcast. Please note that SSC teleconference operators will be validating vendor participation against the NSSC registration list.

Response Timeframe: The question package pertaining to the subjects posed to industry during the TTP presentation will be sent to all confirmed attendees on May 30, 2014. Vendors will be expected to respond in writing by June 13, 2014, two weeks after the webcast.

Instructions:

1) only <u>one</u> written response per vendor; and
2) send written response via e-mail to:
   SSCTelecomConsultation.SPCConsultationTelecom@ssc-spc.gc.ca no later than 4:00 p.m. EDT on June 13, 2014.

3.1. 3rd Party Confidential

Shared services Canada is fully committed to protecting the confidentiality of the information provided by vendors. The information will be used <u>only</u> to support the NSSC initiative.

4. Telecommunications Transformation

4.1. Background

SSC was established on August 4, 2011 with the mandate to transform and operate the federal government's information technology (IT) infrastructure. Under the umbrella of that dual authority, SSC is responsible for providing its forty-two (42) partner organizations with modern, reliable and secure IT infrastructure services that are cost-effective and which contribute to a greener workplace.

The Telecommunications Transformation Program (TTP) is responsible for the planning, transformation and sourcing of telecommunications services for SSC. TTP is also responsible for delivering those services with a vision to centralize administration, rationalize service delivery to achieve greater efficiencies, reduce costs, minimize risks, improve security and improve service quality.

4.2. Key Outcomes

The key outcomes of the NSSC transformation address savings, service and security. It is imperative to establish network solutions that will reduce costs, complexity and risk to Canada. The key transformation outcomes are summarized below.

Reduce IT complexity by:
- consolidating and standardizing the IT infrastructure for delivery of services for SSC partners in Canadian locations; and
- facilitating interoperability across departments and agencies.

Standardize service management by:
- standardizing service levels to guarantee a consistent delivery and availability of services across all SSC partner departments and agencies.

Ensure network security by:
- implementing standard security measures and controls across the departments and agencies in order to guarantee that they all have robust protection against threats; and
- delivering services securely and reliably to Canadians.

Ensure cost-effective transition with minimal business impacts by:
- establishing a service migration approach that will reduce transition cost; and
- providing services integration, monitoring tools, and guidance to SSC to minimize the effort, risk and costs to departments and agencies for the transition to the new services.

5. Procurement Process Overview

The procurement process of NSSC will follow the phases presented below.

5.1.   Procurement Phases

5.1.1. Invitation to Qualify (ITQ)

The purpose of the ITQ phase is to identify those respondents who have demonstrated the proven skills and experience to provide network solutions based on the criteria to be published in the ITQ.

Respondents that meet all of the specified criteria will be deemed "qualified respondents" and will proceed to the "Review and Refine Requirements" phase, described next.

5.1.2. Review and Refine Requirements (RRR)

In the RRR phase, SSC will provide qualified respondents with its preliminary requirements and request that they provide comments, suggestions, and/or identify areas that require additional clarification from SSC.

The results of the RRR phase will be used by SSC to finalize the requirements for the Request for Proposal(s) (RFP) in the Bid Solicitation phase. The information gathered will not be used to evaluate the bids of qualified respondents.

A Supply Chain Security Information (SCSI) assessment will also be started during this stage. More information will be made available on the SCSI process during the Industry Engagement Day webcast.

5.1.3. Bid Solicitation Phase

In the Bid Solicitation phase, SSC may issue one or more formal RFPs.

Only qualified respondents who have also successfully completed the SCSI assessment will be permitted to formally bid on the requirements set out in the RFP(s).

Note: The information provided in this notice is for information purposes only and SSC reserves the right to modify any of the contents. Please check www.buyandsell.gc.ca for the latest information on telecommunications transformation procurement.

6. Webcast and Teleconference Details

6.1.   Format

The NSSC Industry Engagement Day is a half-day webcast/teleconference event open to interested suppliers from the IT industry, as well as interested public servants. Registrants will be provided with the following:

- two WebEx links (French and English) and three teleconferencing numbers per vendor registrant via the Internet;
- French and English presentation decks;

- video of the presenters;
- interpretation services in French or English;
- audio communication via teleconference:
    - operators will receive and confirm a registrant's name and company; and
    - operators will receive and queue questions from participants.

6.2.   Registration

6.2.1. Industry Suppliers

Interested suppliers must register for the webcast by electronically completing the Industry Engagement Day Registration Form in Attachment A and sending the completed electronic form as an attachment to: SSCTelecomConsultation.SPCConsultationTelecom@ssc-spc.gc.ca no later than 4:00 p.m. EDT on May 26, 2014.

Each supplier may only register up to two (2) registrants for the webcast. The supplier must supply the following information:

- legal corporate name of organization;

- one corporate e-mail address for all communication;

- name(s) of the registrant(s);

- e-mail address of the registrant(s), where the webcast and teleconference links will be sent; and

- organization's area of expertise.

By providing the information above, each party acknowledges and consents to the release of this information to the public, which may include any resulting recordings such as, but not limited to, presentations, questions and answers during the webcast.

Applicants should be aware that SSC will publish, via www.buyandsell.gc.ca, the list of suppliers that register for the webcast.

6.2.2. Public Servants

Public servants wishing to attend the Industry Engagement Day session must register by electronically completing the "Industry Engagement Day Registration Form for Public Servants" in Attachment B and sending the completed electronic form as an attachment to: SSCTelecomConsultation.SPCConsultationTelecom@ssc-spc.gc.ca no later than 4:00 p.m. EDT on May 26, 2014. Registration by public servants will be accepted subject to capacity limits on a first-come-first-served basis.

6.2.3. Updates to Registrations

Changes to registration requests can be made by sending a request to SSCTelecomConsultation.SPCConsultationTelecom@ssc-spc.gc.ca no later than 4:00 p.m. EDT on May 26, 2014; this includes substitutions of registrants(s) with other person(s). Registrants should be registered with SSC by following the registration process described in this notice (Section 6.2).

6.2.4. Registration Confirmation

SSC will confirm registration or any changes to Industry Engagement Day registration requests, via email acknowledgement, to each registrant no later than 4 p.m. EDT on May 26, 2014.

6.2.5. Expenses for Industry Engagement Events

SSC will not reimburse any expenses incurred in attending or participating in any part of this industry engagement activity.

6.2.6. Participation in Industry Engagement Events

Participation in these industry engagement events is not mandatory. Failure to participate in the webcast or submission of written responses will not preclude suppliers from participating in the procurement process.

As per section 3, however, please note that in order to submit written responses to SSC questions, only registrations from suppliers having at least one registrant participate in the webcast will be accepted.

6.3.   Industry Engagement Day Webcast Logistics

Webcast Date: May 28, 2014 EDT.

Sign-in Time: Begins at 12:30 EDT.

Webcast Time: From 1:00 p.m. to 5:00 p.m. EDT.

Security: Presentations will be unclassified.

Login Restrictions: Login links should not be shared or re-used. Vendors are encouraged to make use of their in-house meeting rooms to accommodate teams. Vendors that require more than two login links to accommodate multiple remote locations must make their request prior to May 26, 2014. Requests will be handled on a first-come, first-served basis subject to capacity.
Canada is not responsible for participants' access to the Internet and/or the quality of their access to the Internet, including all local service issues and outages.

6.4.   Industry Engagement Day Webcast Agenda – May 28, 2014

An overview of the key components of NSSC and the expected procurement and Supply Chain Security Information processes will be presented.

Note: The material being presented on Industry Engagement Day is subject to change from the time of the posting of this notice. All times are Eastern Daylight Time (EDT).

Time	Presenter	Description
1:00 − 1:05 p.m.	John Dullaert, Director, Telecommunications Transformation Program, Shared Services Canada (SSC)	Opening remarks and Industry Day objectives
1:05 − 1:35 p.m.	Benoît Long, Senior Assistant Deputy Minister, Transformation, Service Strategy and Design, SSC	SSC Transformation Program Overview
1:35 − 2:30 p.m.	Michel Fortin, Director General, Telecommunications Transformation Program, SSC	Network Solutions Supply Chain: Overview and high level requirements
2:30 – 2:35 p.m.	Break	
2:35 – 3:20 p.m.	Michel Fortin, Director General, Telecommunications Transformation Program, SSC	Network Solutions Supply Chain: Discussion topics and key questions
3:20 – 3:50 p.m.	Tom Mercer, Manager, Transformation Initiatives, Procurement and Vendor Relations, SSC	Collaborative Procurement Solutions Approach
3:50 – 4:20 p.m.	Brad McInnis, Cyber Security Advisor, IT Security Strategic Relationships Office, Communications Security Establishment Canada Raj Thuppal, Director General, Cyber and IT Security Transformation Program, SSC	Supply Chain Security Information (SCSI) Assessment
4:20 – 4:50 p.m.	John Dullaert, Director, Telecommunications Transformation Program, SSC	Questions and Answers, Recap / Closing Remarks

7. Contact Information

Jonathan Noynay
Procurement and Vendor Relations
180 Kent Street 13th Floor
Ottawa Ontario K1P 0B6

Telephone: 613-716-3997

Email: SSCTelecomConsultation.SPCConsultationTelecom@ssc-spc.gc.ca

8. National Security Exception

NSSC is subject to the National Security Exception (NSE) and is therefore exempt from all of the obligations of the trade agreements.

9. Additional Information

This event is open to all IT industry suppliers. The event is not open to media representatives. All media enquiries should be directed to SSC Public Affairs at 613-947-6276.

The information provided in this notice is for information purposes only and SSC reserves the right to modify any of the contents, including dates. Please check www.buyandsell.gc.ca for the latest information on the NSSC procurement information.

Presentations and questions for industry feedback made by SSC, the list of suppliers who participate in the Industry Engagement Day webcast, as well as any additional clarifications will be published on the www.buyandsell.gc.ca website (the electronic tendering service used by SSC).

Industry is invited to provide comments regarding the information included in this Industry Engagement Day notice. Comments should be sent to SSCTelecomConsultation.SPCConsultationTelecom@ssc-spc.gc.ca.

ANNEX A: List of Shared Services Canada Partner Organizations

1. Aboriginal Affairs and Northern Development Canada
2. Agriculture and Agri-Food Canada
3. Atlantic Canada Opportunities Agency
4. Canada Border Services Agency
5. Canada Economic Development for Quebec Regions
6. Canada Revenue Agency
7. Canada School of Public Service
8. Canadian Food Inspection Agency
9. Canadian Heritage
10. Canadian Northern Economic Development Agency
11. Canadian Nuclear Safety Commission
12. Canadian Space Agency
13. Citizenship and Immigration Canada
14. Correctional Service of Canada
15. Department of Finance
16. Department of Justice
17. Environment Canada
18. Federal Economic Development Agency for Southern Ontario
19. Financial Transactions and Reports Analysis Centre of Canada
20. Fisheries and Oceans Canada
21. Foreign Affairs, Trade and Development Canada
22. Health Canada
23. Human Resources and Skills Development Canada
24. Immigration and Refugee Board of Canada
25. Industry Canada
26. Infrastructure Canada
27. Library and Archives Canada
28. National Defence
29. National Research Council Canada
30. Natural Resources Canada
31. Parks Canada
32. Privy Council Office
33. Public Health Agency of Canada
34. Public Safety Canada
35. Public Service Commission of Canada
36. Public Works and Government Services Canada
37. Royal Canadian Mounted Police
38. Statistics Canada
39. Transport Canada
40. Treasury Board of Canada Secretariat
41. Veterans Affairs Canada
42. Western Economic Diversification Canada