



**RFP 100001700**

**Q & A**

Last Modified: 2014-05-15 at 12:17 PM

**Q1.** We do have DOS security, but not a currently valid RELIABILITY B level. Although we do considerable work with the federal government, it has not previously been required. It is our understanding from inquiries we have made with PWGSC representatives and based on our own experience, that this is usually arranged through the Procurement Officer once the contract is awarded. We are confident that we will meet the requirements, but it is highly unlikely that it will be in place prior to the bid closing date, given the short timeframe. Would you consider extending the date for meeting this requirement?

**A1.** Due to the length of time it takes to obtain this level of clearance we cannot delay contract award while waiting for clearances. However, ESDC has extended the contract to close on May 30, 2014 at 2:00PM.

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**Q2.** If the date for the DOS cannot be extended, we believe that this precludes many otherwise qualified bidders from submitting a proposal. Are there alternatives that can be considered?

**A2.** ESDC will require the Contractor to work off site with Protected B information therefore there are no alternatives.

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**Q3.** Can you please provide more details regarding the activities of the pilots, to aid in our costing and development of a thorough work plan and methodology? In particular, in which geographic location are committee meetings taking place? What are the timeframes for key steps in the pilots?

**A3.** Workshops have taken place for each trade (Construction Electrician in November and Steamfitter/Pipefitter in January). These took place in Ottawa. Industry committee meetings may take place across the country, organized by P/T apprenticeship authorities. The project committee typically meets 2-3 times per year in person, with an additional 4-5 conference calls.



The editing and translation of the standards has been taking place since the workshop, and user testing is underway (Feb-May) to gather the perspectives on the usability of the standards from key users. The next phase, to take place May – September, is online review and ratings of the standard by individuals involved in the trade (tradespeople, instructors, employers). This is to be followed in the fall (3 months) by industry committee review and validation of the standards, and a public review of the standard (1 month).

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**Q4.** What is the role of the "project team" that is monitoring the two pilots closely, and which organizations are represented on the project team? For example, is there an external consultant team already in place? How would you see this project team interacting with the evaluator?

**A4.** The project team is made up of ESDC employees who are responsible for standards development, of representatives of some provincial/territorial apprenticeship authorities and apprenticeship industry board chairs. This project team would be providing guidance and oversight to the evaluator.

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**Q5.** Will the contracting authority consider an extension to the solicitation closing date?

**A5.** The solicitation closing date has been extended to May 30, 2014 at 2:00PM.

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**Q6.** Is there currently an incumbent or a term, casual, contractor, or agency contract performing this or similar work, or has anyone on a term, casual, contract, or agency contract performed this or similar work in the last 12 months? If so, is the previous supplier eligible to respond to the request?

**A6.** No, this is a new contract.

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**Q7.** Has ESDC used a contractor to assist with the following work referenced in the RFP? If so, can you provide the name of that contractor? "Workshops to develop first drafts of the standards have taken place in November 2013 and January 2014. Participant evaluations were performed via online survey and orally at each workshop and the comments compiled in interim workshop evaluation reports. Further steps in the development process include user testing, an online review and survey, provincial/territorial industry reviews and validation of the standard."

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**A7.** No, this work has been carried out by the project team. Any information collected to date has been through the project team.

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**Q8.** There does not appear to be reference that this evaluation responds to the core issues of the Treasury Board Policy on Evaluation. Can you please clarify our interpretation that with this evaluation ESDC is less focused on the Evaluation Policy requirements, and is rather focused on the performance of these pilots to address operational changes to the Red Seal Program?

**A8.** This evaluation is focussed on the performance of the pilot projects.

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**Q9.** Can you clarify whether the purpose of THIS contract will be to undertake an evaluation of each pilot separately AND then to produce a synthesis report that compares and contrasts the two? We want to be sure that there is no additional evaluation work going on outside of this contract.

**R9.** Yes, it is to evaluate all activities of both trades' development work, including a synthesis report.

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**Q10.** Has a logic model and/or evaluation framework been developed for this Initiative?

**A10.** This could be part of the deliverable on the evaluation workplan.

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**Q11.** Has data collected to date included data collected in French?

**A11.** Yes, some information may be in French, particularly from francophone members of the project team.

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**Q12.** Can you confirm that this is a pan-Canadian initiative: that is, there will be a requirement to capture data from participants from across the country?

**A12.** Yes, this is a pan-Canadian initiative.

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**Q13.** First of all, as regards the federal contractors program for employment equity, page 14, item c asks that we enclose a duly signed commitment certificate with our bid. Does a letter from our firm (with letterhead) commit us to comply with the Program (as we have not previously obtained a certificate number from HRSDC – Labour)?

**A13** Yes, such a letter would be sufficient.



**Q14.** How many people comprise the following: 1) Strengthening the Red Seal Initiative Workforce members; 2) National advisory committee members for each of the two pilot projects? 3) Program participants for each pilot project? The other stakeholders involved?

**A14.**

- 1) There are approximately 20 members of the Taskforce.
  - 2) The national industry advisory committees differ for each trade, but there are approximately 16-20 members on the Construction electrician committee, and the Steamfitter/Pipefitter committee has 2 tiers of industry committees, one with a high level steering committee of 16 members and the other with 36 instructional experts.
  - 3) Each pilot workshop was attended by approximately 20 participants
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**Q15.** Can we propose consulting with industry and association members from the two trades?

**A15.** Yes, there is an expectation that those industry members involved in the pilots be contacted.

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**Q16.** Is this program offered in Quebec? If so, do all of the proposed collection tools need to be translated?

**A16.** Yes; however, the final reports are to be submitted in English only.

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**Q17.** Page 19 of the RFP indicates that the Taskforce has collected some data on activities that have taken place to date and their outcomes (e.g. pre-workshop, workshop, and user testing). I'm assuming that activities at the bottom of that page - 'Online Survey of Industry' and 'Jurisdictional and National Group Sessions to Review/Validate the Standard' - have not taken place yet.

Is the expectation that the proponent lead these activities or would the Taskforce lead them?

**A17.** The taskforce will lead these activities.