Public Works and Government Services Canada

Travaux publics et Services gouvernementaux Canada

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 0B2 / Noyau 0B2
Gatineau
Québec
K1A 0S5
Bid Fax: (819) 997-9776

REQUEST FOR PROPOSAL
DEMANDE DE PROPOSITION

Proposal To: Public Works and Government Services Canada

We hereby offer to sell to Her Majesty the Queen in right of Canada, in accordance with the terms and conditions set out herein, referred to herein or attached hereto, the goods, services, and construction listed herein and on any attached sheets at the price(s) set out therefor.

Proposition aux: Travaux Publics et Services Gouvernementaux Canada

Nous offrons par la présente de vendre à Sa Majesté la Reine du chef du Canada, aux conditions énoncées ou incluses par référence dans la présente et aux annexes ci-jointes, les biens, services et construction énumérés ici sur toute feuille ci-annexée, au(x) prix indiqué(s).

Comments - Commentaires

Title - Sujet AFCCIS LCM ISS FY 12/13	

Solicitation No. - N° de l'invitation W8485-125619/B	**Date** 2015-01-23

Client Reference No. - N° de référence du client
W8485-125619

GETS Reference No. - N° de référence de SEAG
PW-$$ZM-612-28379

File No. - N° de dossier 612zm.W8485-125619	**CCC No./N° CCC - FMS No./N° VME**

Solicitation Closes - L'invitation prend fin at - à 02:00 PM on - le 2015-02-17	**Time Zone** **Fuseau horaire** Eastern Standard Time EST

F.O.B. - F.A.B.

Plant-Usine: ☐ **Destination:** ☐ **Other-Autre:** ☐

Address Enquiries to: - Adresser toutes questions à: Dooley, Ian	**Buyer Id - Id de l'acheteur** 612zm
Telephone No. - N° de téléphone (819) 956-1357 ( )	**FAX No. - N° de FAX** (819) 956-1156

Destination - of Goods, Services, and Construction:
Destination - des biens, services et construction:
DEPARTMENT OF NATIONAL DEFENCE
DGAEPM
101 COLONEL BY DR.
OTTAWA
Ontario
K1A0K2
Canada

Instructions: See Herein

Instructions: Voir aux présentes

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

Delivery Required - Livraison exigée See Herein	**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**

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

Canada

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BID SOLICITATION

FOR CONTRACTS AGAINST A SUPPLY ARRANGEMENT FOR TASK-BASED IN INFORMATICS PROFESSIONAL SERVICES (TBIPS)

VARIOUS CATEGORIES AND LEVELS

FOR

THE DEPARTMENT OF NATIONAL DEFENCE

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List of Annexes to the Resulting Contract:

Annex A   Statement of Work

Appendix A to Annex A - Tasking Assessment Procedure
Appendix B to Annex A - Task Authorization (TA) Form
Appendix C to Annex A - Resources Assessment Criteria and Response Table
Appendix D to Annex A - Certifications at the TA stage

Annex B   Basis of Payment
Annex C   Security Requirements Check List

List of Attachments to Part 3 (Bid Preparation Instructions):

- Attachment 3.1: Bid Submission Form

List of Attachments to Part 4 (Evaluation Procedures and Basis of Selection):

- Attachment 4.1: Bid Evaluation Criteria
- Attachment 4.2: Pricing Schedule

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BID SOLICITATION

FOR CONTRACTS AGAINST A SUPPLY ARRANGEMENT FOR TASK-BASED IN INFORMATICS PROFESSIONAL SERVICES (TBIPS)

VARIOUS CATEGORIES AND LEVELS

FOR

THE DEPARTMENT OF NATIONAL DEFENCE

PART 1 - GENERAL INFORMATION

This bid solicitation cancels and supersedes previous bid solicitation number W8485-125619/A dated 2013-10-30 with a closing of 2013-12-03 at 02:00 PM.

1.1   Introduction

This document states terms and conditions that apply to this bid solicitation # W8485-125619/B. It is divided into seven parts plus annexes and attachments as follows:

Part 1   General Information: provides a general description of the requirement;

Part 2   Bidder Instructions: provides the instructions, clauses and conditions applicable to the bid solicitation and states that the Bidder agrees to be bound by the clauses and conditions contained in all parts of the bid solicitation;

Part 3   Bid Preparation Instructions: provides Bidders with instructions on how to prepare their bid;

Part 4   Evaluation Procedures and Basis of Selection: indicates how the evaluation will be conducted, the evaluation criteria that must be addressed in the bid, if applicable, and the basis of selection;

Part 5   Certifications: includes the certifications to be provided;

Part 6   Security, Financial and Other Requirements: includes specific requirements that must be addressed by Bidders; and

Part 7   Resulting Contract Clauses: includes the clauses and conditions that will apply to any resulting contract.

The annexes include the Statement of Work, the Basis of Payment, the Bid Evaluation Criteria, the Bid Submission Form and any other annexes.

1.2   Summary

(a)   This bid solicitation is being issued to satisfy the requirement of the Department of National Defence (the "Client") for Task-Based Informatics Professional Services (TBIPS) under the TBIPS Supply Arrangement (SA) method of supply.

(b)   It is intended to result in the award of up to 1 contract in each of 4 Workstreams, with each contract purchasing Work from only one Workstream. Each contract will be for 3 years plus 1 one-year irrevocable option allowing Canada to extend the term of the contract.

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(c)   There is a security requirement associated with this requirement. For additional information, consult Part 6 - Security, Financial and Other Requirements, and Part 7 - Resulting Contract Clauses. Bidders should consult the "Security Requirements on PWGSC Bid Solicitations - Instructions for Bidders" document on the Departmental Standard Procurement Documents (http://ssi-iss.tpsgc-pwgsc.gc.ca) Website.

(d)   The requirement is subject to the provisions of the World Trade Organization Agreement on Government Procurement (WTO-AGP), the North American Free Trade Agreement (NAFTA), the Canada-Chile Free Trade Agreement (CCFTA), the Agreement on Internal Trade (AIT), the Canada-Peru Free Trade Agreement (CPFTA), the Canada-Columbia Free Trade Agreement (CColFTA), and the Canada-Panama Free Trade Agreement (CPanFTA) if it is in force.

(e)   This procurement is subject to the Controlled Goods Program.

(f)   Only TBIPS SA Holders currently holding a TBIPS SA for Tier 2 in the National Capital Region under the EN578-055605 series of SAs are eligible to compete. The TBIPS SA EN578-055605 is incorporated by reference and forms part of this bid solicitation, as though expressly set out in it, subject to any express terms and conditions contained in this bid solicitation. The capitalized terms not defined in this bid solicitation have the meaning given to them in the TBIPS SA.

(g)   SA Holders that are invited to compete as a joint venture must submit a bid as that joint venture SA Holder, forming no other joint venture to bid. Any joint venture must be already qualified under the SA #EN578-055605 as that joint venture at the time of bid closing in order to submit a bid.

(h)   For each Workstream, the Resource Categories described below are required on an as and when requested basis in accordance with the TBIPS SA Annex "B":

WORKSTREAM 1

RESOURCE CATEGORY	LEVEL OF EXPERTISE	ESTIMATED NUMBER OF RESOURCES REQUIRED	CORE LEVEL OF EFFORT
A.1 Software Architect	2	3	3L2
A.6 Programmer/Software Developer	2	2	2L2
A.6 Programmer/Software Developer	3	2	1L3
A.8 System Analyst	3	1	1L3
C.3 IT Security TRA and C&A Analyst	3	1	0L3

WORKSTREAM 2

RESOURCE CATEGORY	LEVEL OF EXPERTISE	ESTIMATED NUMBER OF RESOURCES REQUIRED	CORE LEVEL OF EFFORT
I.8 Storage Architect	2	1	1L2
I.9 System Administrator	3	1	1L3
I.10 Technical Architect	2	2	2L2
I.10 Technical Architect	3	1	1L3
I.11 Technology Architect	3	4	4L3

WORKSTREAM 3

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RESOURCE CATEGORY	LEVEL OF EXPERTISE	ESTIMATED NUMBER OF RESOURCES REQUIRED	CORE LEVEL OF EFFORT
B.10 Helpdesk Specialist	2	1	0L2
B.12 Network Support Specialist	2	2	2L2

WORKSTREAM 4

RESOURCE CATEGORY	LEVEL OF EXPERTISE	ESTIMATED NUMBER OF RESOURCES REQUIRED	CORE LEVEL OF EFFORT
P.1 Change Management Consultant	3	1	1L3
P.6 Project Administrator	3	1	1L3
P.9 Project Manager	3	2	2L3

1.3 *Debriefings*

After contract award, bidders may request a debriefing on the results of the bid solicitation process. Bidders should make the request to the Contracting Authority within 15 working days of receipt of the results of the bid solicitation process. The debriefing may be provided in writing, by telephone or in person.

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PART 2 - BIDDER INSTRUCTIONS

2.1 Standard Instructions, Clauses and Conditions

(a) All instructions, clauses and conditions identified in the bid solicitation by number, date and title are set out in the Standard Acquisition Clauses and Conditions Manual issued by Public Works and Government Services Canada (PWGSC).

(b) Bidders who submit a bid agree to be bound by the instructions, clauses and conditions of the bid solicitation and accept the clauses and conditions of the resulting contracts.

(c) The 2003 (2014-09-25) Standard Instructions - Goods or Services - Competitive Requirements are incorporated by reference into and form part of the bid solicitation, with Subsection 5.4 amended by deleting "sixty (60) days" and inserting "180 days". If there is a conflict between the provisions of 2003 and this document, this document prevails.

The text under subsections 4 and 5 of Section 01 – Code of Conduct and Certifications of 2003 referenced above is replaced by:

4   Bidders who are incorporated or who are a sole proprietorship, including those bidding as a joint venture, have already provided a list of names of all individuals who are directors of the Bidder, or the name of the owner, at the time of submitting an arrangement under the Request for Supply Arrangement (RFSA). These bidders must diligently maintain this list up-to-date by informing Canada in writing of any change occuring during the validity period of the bid as well as during the period of any contract arising from this bid solicitation.

5   Canada may, at any time, request that a Bidder provide properly completed and Signed Consent Forms *(Consent to a Criminal Record Verification form - PWGSC-TPSGC 229)* for any or all individuals aforementioned list within a specified time period. Failure to provide such Consent Forms within the time period provided will result in the bid being declared non-responsive.

2.2 Submission of Bids

(a) Bids must be submitted only to the Public Works and Government Services Canada (PWGSC) Bid Receiving Unit by the date, time and at the PWGSC address indicated at the top right hand corner of page one of the bid solicitation.

(b) Due to the nature of the bid solicitation, bids transmitted by facsimile or electronic mail to PWGSC will not be accepted

2.3 Enquiries - Bid Solicitation

(a) All enquiries must be submitted in writing to the Contracting Authority no later than 10 calendar days before the bid closing date. Enquiries received after that time may not be answered.

(b) Bidders should reference as accurately as possible the numbered item of the bid solicitation to which the enquiry relates. Care should be taken by bidders to explain each question in sufficient detail in order to enable Canada to provide an accurate answer. Technical enquiries that are of a "proprietary" nature must be clearly marked "proprietary" at each relevant item. Items identified as proprietary will be treated as such except where Canada determines that the enquiry is not of a proprietary nature. Canada may edit the questions or may request that the Bidder do so, so that the proprietary nature of the question is eliminated, and the enquiry can be answered with copies to all bidders. Enquiries not submitted in a form that can be distributed to all bidders may not be answered by Canada.

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2.4 Applicable Laws

Any resulting contract must be interpreted and governed, and the relations between the parties determined, by the laws in force in the province of Ontario.

Note to Bidders: A bidder may, at its discretion, substitute the applicable laws of a Canadian province or territory of their choice without affecting the validity of its bid, by deleting the name of the Canadian province or territory specified and inserting the name of the Canadian province or territory of its choice. If no change is made, it acknowledges that the applicable laws specified are acceptable to the Bidder. *Bidders are requested to indicate the Canadian province or territory they wish to apply to any resulting contract in their Bid Submission Form.*

2.5 Volumetric Data

The estimated utilization data has been provided to Bidders to assist them in preparing their bids. The inclusion of this data in this bid solicitation does not represent a commitment by Canada that Canada's future usage of the service identified in this bid solicitation will be consistent with this data. It is provided purely for information purposes.

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PART 3 - BID PREPARATION INSTRUCTIONS

3.1   Bid Preparation Instructions

(a)   **Copies of Bid:** Canada requests that Bidders provide their bid in separately bound sections as follows:

(i)   Section I: Technical Bid (4 hard copies and 1 soft copy on CD, DVD or USB)

(ii)   Section II: Financial Bid (2 hard copies and 1 soft copy on CD, DVD or USB)

(iii)   Section III: Certifications not included in the Technical Bid (1 hard copy)

If there is a discrepancy between the wording of the soft copy and the hard copy, the wording of the hard copy will have priority over the wording of the soft copy.

Prices must appear in the financial bid only. No prices must be indicated in any other section of the bid.

(b)   **Format for Bid:** Canada requests that Bidders follow the format instructions described below in the preparation of their bid:

(i)   use 8.5 x 11 inch (216 mm x 279 mm) paper;

(ii)   use a numbering system that corresponds to the bid solicitation;

(iii)   include a title page at the front of each volume of the bid that includes the title, date, bid solicitation number, Bidder's name and address and contact information of its representative; and

(iv)   include a table of contents.

(c)   **Canada's Policy on Green Procurement**: In April 2006, Canada issued a policy directing federal departments and agencies to take the necessary steps to incorporate environmental considerations into the procurement process. See the Policy on Green Procurement (http://www.tpsgc-pwgsc.gc.ca/ecologisation-greening/achats-procurement/politique-policy-eng.html). To assist Canada in reaching its objectives, bidders are encouraged to:

(i)   use paper containing fibre certified as originating from a sustainably-managed forest and/or containing a minimum of 30% recycled content; and

(ii)   use an environmentally-preferable format including black and white printing instead of colour printing, printing double sided/duplex, and using staples or clips instead of cerlox, duotangs or binders.

(d)   Submission of Only One Bid from a Bidding Group:

(i)   The submission of more than one bid from members of the same bidding group is not permitted in response to this bid solicitation. If members of a bidding group participate in more than one bid, Canada will set aside all bids received from members of that bidding group. Members of a bidding group are able to bid on more than one Workstream should they chose, however, members of that bidding group are not able to submit more than one bid for the same Workstream. It is possible that a bidder be recommended for the award of a Contract in more than one Workstream.

(ii)   For the purposes of this article, "**bidding group**" means all entities (whether those entities include one or more natural persons, corporations, partnerships, limited liability partnerships, etc.) that are related to one another. Regardless of the jurisdiction where any of the entities concerned is incorporated or otherwise formed as a matter of law, entities are considered "**related**" for the purposes of this bid solicitation if:

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(A) they are the same legal entity (i.e., the same natural person, corporation, partnership, limited liability partnership, etc.);

(B) they are "related persons" or "affiliated persons" according to the *Canada Income Tax Act*;

(C) the entities have now or in the two years before bid closing had a fiduciary relationship with one another (either as a result of an agency arrangement or any other form of fiduciary relationship); or

(D) the entities otherwise do not deal with one another at arm's length, or each of them does not deal at arm's length with the same third party.

(e) **Joint Venture Experience:**

Where the Bidder is a joint venture with existing experience as that joint venture, it may submit the experience that it has obtained as that joint venture. A joint venture bidder may also rely on the experience of one of its members to meet any requirement of this bid solicitation.

Unless specified otherwise, joint venture members cannot pool their abilities with other joint venture members to satisfy a single requirement of this bid solicitation. However, a joint venture member can pool its individual experience with the experience of the joint venture itself. Wherever substantiation of a requirement is required, the Bidder must indicate which joint venture member satisfies the requirement.

Any Bidder with questions regarding the way in which a joint venture bid will be evaluated must raise such questions through the Enquiries process as early as possible during the bid solicitation period.

The following examples are provided to support the above statement.

Example 1: A bidder is a joint venture consisting of members X, Y and Z. If a bid solicitation requires: (a) that the bidder have 3 years of experience providing maintenance service, and (b) that the bidder have 2 years of experience integrating hardware with complex networks, then each of these two requirements can be met by a different member of the joint venture. However, for a single requirement, such as the requirement for 3 years of experience providing maintenance services, the bidder cannot include that each of members X, Y and Z has one year of experience, totaling 3 years.

Example 2: A bidder is a joint venture consisting of members L and M. A bid solicitation requires that the bidder demonstrate experience providing maintenance and help desk services for a period of 24 months to a customer with at least 10,000 users. As a joint venture (consisting of members L and M), the bidder has previously done this work, through the experience of member M. As a JV, this bidder can use this experience to meet the requirement (even though only 1 of the members has the actual experience). As member L obtained this experience while in a joint venture with member M, member L cannot use the experience from the joint venture with member M under a new joint venture which does not include member M (new joint venture consists of members L and N).

Example 3: Related to example 2, neither member L nor M, from the joint venture comprised of members L and M, can submit a bid as a solopreneur based on the experience of the joint venture.

Example 4: A bidder is a joint venture consisting of members A and B. If a bid solicitation requires that the bidder demonstrate experience providing resources for a minimum number of 100 billable days, the bidder may demonstrate experience that shows 100 billable days in total by submitting either:

- Experience gained by A only, or

- Experience gained by B only, or

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- Experience gained by A and B in joint venture, or

- Experience gained by A and experience gained by A and B in joint venture, or

- Experience gained by B and experience gained by A and B in joint venture.

3.2   Section I: Technical Bid

The technical bid consists of the following:

(i)   **Bid Submission Form**: Bidders are requested to include the Bid Submission Form - Attachment 3.1 with their bids. It provides a common form in which Bidders can provide information required for evaluation and contract award, such as a contact name, the Bidder's Procurement Business Number, the Bidder's status under the Federal Contractors Program for Employment Equity, etc. Using the form to provide this information is not mandatory, but it is recommended. If Canada determines that the information required by the Bid Submission Form is incomplete or requires correction, Canada will provide the Bidder with an opportunity to do so.

(ii)   **Security Clearance:** Bidders are requested to submit the following security information for each of the proposed resources with their bids on or before the bid closing date:

SECURITY INFORMATION	
Name of individual as it appears on security clearance application form	
Level of security clearance obtained	
Validity period of security clearance obtained	
Security Screening Certificate and Briefing Form file number	

If the Bidder has not included the security information in its bid, the Contracting Authority will provide the Bidder with an opportunity to submit the security information during the evaluation period. If the Bidder has not submitted the security information within the period set by the Contracting Authority, its bid will be declared non-responsive.

(iii)   **Substantiation of Technical Compliance**:   The technical bid must substantiate the compliance with the specific articles of Attachment 4.1, which is the requested format for providing the substantiation. The substantiation must not simply be a repetition of the requirement(s), but must explain and demonstrate how the Bidder will meet the requirements and carry out the required Work. Simply stating that the Bidder or its proposed solution or product complies is not sufficient. Where Canada determines that the substantiation is not complete, the Bidder will be considered non-responsive and disqualified. The substantiation may refer to additional documentation submitted with the bid - this information can be referenced in the "Bidder's Response" column of Attachment 4.1, where Bidders are requested to indicate where in the bid the reference material can be found, including the title of the document, and the page and paragraph numbers; where the reference is not sufficiently precise, Canada may request that the Bidder direct Canada to the appropriate location in the documentation.

(iv)   **For Previous Similar Projects:** Where the bid must include a description of previous similar projects: (i) a project must have been completed by the Bidder itself (and cannot include the experience of any proposed subcontractor or any affiliate of the Bidder); (ii) a project must have been commenced by the bid closing date; (iii) each project description must include, at minimum, the name and either the telephone number or e-mail address of a customer reference; and (iv) if more similar projects are provided

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than requested, Canada will decide in its discretion which projects will be evaluated. A project will be considered "similar" to the Work to be performed under any resulting contract if the project was for the performance of work that closely matches the TBIPS descriptions of the Resource Categories identified in Annex A. Work will be considered to "closely match" if the work in the provided project is described in at least 50% of the points of responsibility listed in the description of the given Resource Category.

(v) **For Proposed Resources**: The technical bid must include résumés for the resources as identified in Attachment 4.1. The same individual must not be proposed for more than one Resource Category. The Technical bid must demonstrate that each proposed individual meets the qualification requirements described (including any educational requirements, work experience requirements, and professional designation or membership requirements). With respect to the proposed resources:

(A) Proposed resources may be employees of the Bidder or employees of a subcontractor, or these individuals may be independent contractors to whom the Bidder would subcontract a portion of the Work (refer to Part 5, Certifications).

(B) For educational requirements for a particular degree, designation or certificate, Canada will only consider educational programmes that were successfully completed by the resource by the time of bid closing.

(C) For requirements relating to professional designation or membership, the resource must have the required designation or membership by the time of bid closing and must continue, where applicable, to be a member in good standing of the profession or membership throughout the evaluation period and contract period. Where the designation or membership must be demonstrated through a certification, diploma or degree, such document must be current, valid and issued by the entity specified in this solicitation. If the entity is not specified, the issuer must be an accredited or otherwise recognized body, institution or entity.

(D) For work experience, Canada will not consider experience gained as part of an educational programme, except for experience gained through a formal co-operative programme at a post-secondary institution.

(E) For any requirements that specify a particular time period (e.g., 2 years) of work experience, Canada will disregard any information about experience if the technical bid does not include the relevant dates (month and year) for the experience claimed (i.e., the start date and end date). Canada will evaluate only the duration that the resource actually worked on a project or projects (from his or her start date to end date), instead of the overall start and end date of a project or a combination of projects in which a resource has participated.

(F) For work experience to be considered by Canada, the technical bid must not simply indicate the title of the individual's position, but must demonstrate that the resource has the required work experience by explaining the responsibilities and work performed by the individual while in that position.   In situations in which a proposed resource worked at the same time on more than one project, the duration of any overlapping time period will be counted only once toward any requirements that relate to the individual's length of experience.

(vi) **Customer Reference Contact Information**: The Bidder must provide customer references who must each confirm, if requested by Canada the facts identified in the Bidder's bid, as required by Attachment 4.1. For each customer reference, the Bidder must, at a minimum, provide the name, the telephone number and e-mail address for a contact person. Bidders are also requested to include the title of the contact person. If there is a conflict between the information provided by the customer reference and the bid, the information provided by the customer reference will be evaluated instead of the

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information in the bid. If the named individual is unavailable when required during the evaluation period, the Bidder may provide the name and contact information of an alternate contact from the same customer.

(vii) **Corporate Profile**: The Bidder is requested to provide a corporate profile, which should include an overview of the Bidder and any subcontractors, and/or authorized agents of the Bidder that would be involved in the performance of the Work on the Bidder's behalf. The Bidder is requested to provide a brief description of its size, corporate structure, years in business, business activities, major customers, number of employees and their geographic presence. This information is requested for information purposes only and will not be evaluated.

3.3   Section II: Financial Bid

(a) **Pricing**: Bidders must submit their financial bid in accordance with Attachment 4.2 - Pricing Schedule of this bid solicitation. The total amount of Goods and Services Tax or Harmonized Sales Tax must be shown separately, if applicable. Unless otherwise indicated, Bidders must include a single, firm, all-inclusive per diem rate in Canadian dollars in each cell requiring an entry in the pricing tables. The Bidder's proposed firm per diem rates for the Initial Contract Period must not exceed those rates set out in Annex "C" to Part A Schedule of Per Diem Rates of the SA Holder's Supply Arrangement. SA Holders may offer a percentage discount on their per diem rates.

(b) **Variation in Resource Rates By Time Period:** For any given Resource Category, where the financial tables provided by Canada allow different firm rates to be charged for a resource category during different time periods:

(i)   the rate bid must not increase by more than 5% from one time period to the next, and

(ii)   the rate bid for the same Resource Category during any subsequent time period must not be lower than the rate bid for the time period that includes the first month of the Initial Contract Period.

(c) **Variation in Resource Rates By Level:** Where the financial tables provided by Canada allow different firm rates to be charged for different Levels of experience within the same Resource Category and time period, for any such Resource Category and time period

(i) the rate bid for Level three must be higher than that bid for Level two, and

(ii) the rate bid for Level two must be higher than the rate bid for Level one.

(d) **All Costs to be Included:** The financial bid must include all costs for the requirement described in the bid solicitation for the entire Contract Period, including any option periods. The identification of all necessary equipment, software, peripherals, cabling and components required to meet the requirements of the bid solicitation and the associated costs of these items is the sole responsibility of the Bidder.

(e) **Blank Prices**: Bidders are requested to insert "$0.00" for any item for which it does not intend to charge or for items that are already included in other prices set out in the tables. If the Bidder leaves any price blank, Canada will treat the price as "$0.00" for evaluation purposes and may request that the Bidder confirm that the price is, in fact, $0.00. No Bidder will be permitted to add or change a price as part of this confirmation. Any Bidder who does not confirm that the price for a blank item is $0.00 will be declared non-responsive.

3.4   Section III: Certifications

Bidders must submit the certifications as required under Part 5 that have not been included in the Technical Bid.

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PART 4 - EVALUATION PROCEDURES AND BASIS OF SELECTION

4.1 Evaluation Procedures

(a) Bids will be evaluated in accordance with the entire requirement of the bid solicitation including the technical and financial evaluation criteria. There are several steps in the evaluation process, which are described below. Even though the evaluation and selection will be conducted in steps, the fact that Canada has proceeded to a later step does not mean that Canada has conclusively determined that the Bidder has successfully passed all the previous steps. Canada may conduct steps of the evaluation in parallel.

(b) An evaluation team composed of representatives of the Client and PWGSC will evaluate the bids on behalf of Canada. Canada may hire any independent consultant, or use any government resources, to evaluate any bid. Not all members of the evaluation team will necessarily participate in all aspects of the evaluation.

(c) In addition to any other time periods established in the bid solicitation:

(i) **Requests for Clarifications**: If Canada seeks clarification or verification from the Bidder about its bid, the Bidder will have 2 working days (or a longer period if specified in writing by the Contracting Authority) to provide the necessary information to Canada. Failure to meet this deadline will result in the bid being declared non-responsive.

(ii) **Requests for Interviews**: If Canada wishes to interview the Bidder and/or any or all of the resources proposed by the Bidder to fulfill the requirements of the bid solicitation, the Bidder will have 5 working days following notice by the Contracting Authority to make any necessary arrangements (at the Bidder's sole cost) for the interview to take place at PWGSC in Gatineau, Québec.

(iii) **Requests for Further Information**: If Canada requires additional information in order to do any of the following pursuant to the Section entitled "Conduct of Evaluation" in 2003, Standard Instructions - Goods or Services - Competitive Requirements:

(A) verify any or all information provided by the Bidder in its bid; or

(B) contact any or all references supplied by the Bidder (e.g., references named in the résumés of individual resources) to verify and validate any information submitted by the Bidder,

the Bidder must provide the information requested by Canada within 2 working days of a request by the Contracting Authority.

(iv) **Extension of Time**: If additional time is required by the Bidder, the Contracting Authority may grant an extension in his or her sole discretion.

4.2 Technical Evaluation

A separate technical evaluation will be conducted for each Workstream.

(a) **Mandatory Technical Criteria:**

Each bid will be reviewed to determine whether it meets the mandatory requirements of the bid solicitation. Any element of the bid solicitation that is identified specifically with the words "must" or "mandatory" is a mandatory requirement. Bids that do not comply with each and every mandatory requirement will be declared non-responsive and be disqualified. The Mandatory evaluation criteria are described in Attachment 4.1 - Bid Evaluation Criteria.

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(b)   **Point- Rated Technical Criteria**:

Each bid will be rated by assigning a score to the rated requirements, which are identified in the bid solicitation by the word "rated" or by reference to a score. Bidders who fail to submit complete bids with all the information requested by this bid solicitation will be rated accordingly. The rated requirements are described in Attachment 4.1 - Bid Evaluation Criteria.

(c)   **Reference Checks:**

(i)   For reference checks, Canada will conduct the reference check in writing by email. Canada will send all email reference check requests to contacts supplied by all the Bidders on the same day using the email address provided in the bid. Canada will not award any points unless the response is received within five working days of the date that Canada's email was sent.

(ii)   On the third working day after sending out the reference check request, if Canada has not received a response, Canada will notify the Bidder by email, to allow the Bidder to contact its reference directly to ensure that it responds to Canada within 5 working days. If the individual named by a Bidder is unavailable when required during the evaluation period, the Bidder may provide the name and email address of an alternate contact person from the same customer. Bidders will only be provided with this opportunity once for each customer, and only if the originally named individual is unavailable to respond (i.e., the Bidder will not be provided with an opportunity to submit the name of an alternate contact person if the original contact person indicates that he or she is unwilling or unable to respond). The 5 working days will not be extended to provide additional time for the new contact to respond.

(iii)   Wherever information provided by a reference differs from the information supplied by the Bidder, the information supplied by the reference will be the information evaluated.

(iv)   Points will not be allocated and/or a bidder will not meet the mandatory experience requirement (as applicable) if (1) the reference customer states he or she is unable or unwilling to provide the information requested, or (2) the customer reference is not a customer of the Bidder itself (for example, the customer cannot be the customer of an affiliate of the Bidder instead of being a customer of the Bidder itself). Nor will points be allocated or a mandatory met if the customer is itself an affiliate or other entity that does not deal at arm's length with the Bidder.

(v)   Whether or not to conduct reference checks is discretionary. However, if PWGSC chooses to conduct reference checks for any given rated or mandatory requirement, *it will check the references for that requirement for all bidders to be recommended for contract award*.

(d)   **Number of Resources Evaluated:**

Only a certain number of resources per Resource Category will be evaluated as part of this bid solicitation as identified in Attachment 4.1. Additional resources will only be assessed after contract award once specific tasks are requested of the Contractor. After contract award, the Task Authorization process will be in accordance with Part 7 - Resulting Contract Clauses, the Article titled "Task Authorization". When a Task Authorization Form (TA Form) is issued, the Contractor will be requested to propose a resource to satisfy the specific requirement based on the TA Form's Statement of Work. The proposed resource will then be assessed against the criteria identified in the Contract's Statement of Work in accordance with Appendix C of Annex A.

4.3   Financial Evaluation

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(a)   The financial evaluation will be conducted using the firm per diem rates provided by the responsive bid(s). A separate financial evaluation will be conducted for each Workstream.

(b)   There are two possible financial evaluation methods for this requirement. The first method will be used if three or more bids are determined responsive (see (c) Financial Evaluation - Method A below). The second method will be used if fewer than three bids are determined responsive (see (d) Financial Evaluation - Method B below).

(c)   **Financial Evaluation - Method A:** The following financial evaluation method will be used if three or more bids are determined responsive:

    (i)   **Financial Calculation:** The financial evaluation will be conducted using the pricing tables completed by the bidders and the Firm Per Diem Median Rate Evaluation Method explained below. A financial calculation will occur for each Bidder by multiplying its firm per diem rates for the Initial Contract Period and the option period(s) (or the Lower Median Band Limit, whichever is higher) with the estimated number of days of work for each period, for all the Resource Categories stated in Annex B - Basis of Payment. The sum of such rates will constitute the Financial Evaluated Price for that Bidder. A separate Financial Evaluated Price will be calculated for each Workstream.

    (ii)   **Firm Per Diem Median Rate Evaluation**

        (A)   **Use:** The firm per diem rate median calculation will apply to modify the rate to be assessed in the financial evaluation of a Bidder, where that Bidder submits a firm per diem rate for a resource category that is lower than the Lower Median Band Limit as calculated below. The firm per diem median rate calculation is for evaluation purposes only, and the actual submitted per diem rate will be used in any resulting contract in all instances.

        (B)   **Calculation for both the Initial Contract Period and the Option Period medians**: Using the per diem rate proposed for each individual resource category a median rate will be determined for each Resource Category. A median will be used to calculate a median band against which each Bidder's per diem rate will be established for the Initial Contract Period, and another median will be established for each of the option period(s). For each Resource Category, the median band will be calculated using the median function in Microsoft Excel and will represent a range that encompasses the median rate to a value of minus (-) 20% of the median. The Lower Median Band Limit for each Resource Category is set at 80% of the median. If a Bidder bids a firm per diem rate for a Resource Category that is lower than the Lower Median Band Limit, that Bidder's financial evaluation will be conducted using a per diem rate equal to the Lower Median Band Limit for that Resource Category.

      (C)   **Example:** The following diagram is a representation of the calculation of the median band for a single Resource Category. This diagram identifies the median band and the included and excluded resource per diem rates.

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Resource Category Median Band Determination
(Even Number of Bidders)
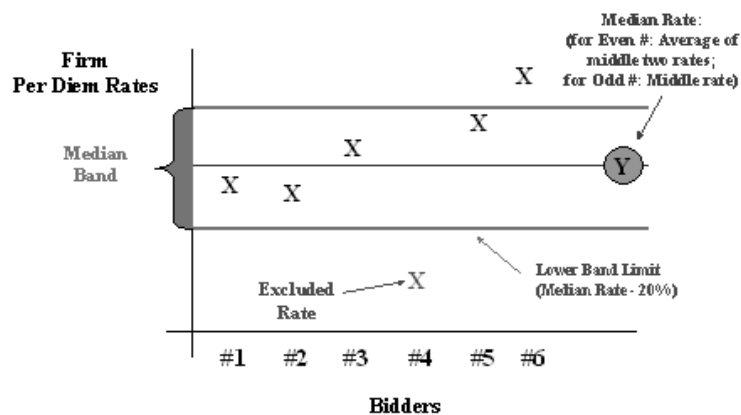
In this example Resource Category using the firm per diem median rate calculation approach, if the median rate identified as (Y) is $591.50, then the median band limit would be minus (-) 20% of $591.50, or $473.20. The figure $473.20 would be the Lower Median Band Limit for this Resource Category.

If a Bidder quotes a firm per diem rate for this Resource Category that is lower than $473.20, the per diem rate of $473.20 will be used to evaluate that Bidder's bid for this Resource Category.

If that Bidder quoted a firm per diem rate of $400.00 for that Resource Category, and it is determined to be the winning Contractor, the firm per diem rate of $400.00 which was quoted originally by the Bidder will be included in the resulting contract.

(d)   **Financial Evaluation - Method B**: The following financial evaluation method will be used if less than three bids are determined responsive:

(i)   **Financial Calculation:** The financial evaluation will be conducted using the pricing tables completed by the Bidders. A financial calculation will occur for each Bidder by multiplying its firm per diem rates for the Initial Contract Period and the option period(s) with the estimated number of days of work for each period, for all the Resource Categories stated in Attachment 4.2 - Pricing Schedule. The sum of such rates will constitute the Financial Evaluated Price for that Bidder. A separate Financial Evaluated Price will be calculated for each Workstream.

(e)   Substantiation of Professional Services Rates

In Canada's experience, bidders will from time to time propose rates at the time of bidding for one or more categories of resources that they later refuse to honour, on the basis that these rates do not allow them to recover their own costs and/or make a profit. When evaluating the rates bid for professional services, Canada may, but will have no obligation to, require price support in accordance with this Article. If Canada requests price support, it will be requested from all otherwise responsive bidders who have proposed a rate that is at least 20% lower than the median rate bid by all responsive bidders for the relevant resource category or categories. If Canada requests price support, the following information is required:

(i)   an invoice (referencing a contract serial number or other unique contract identifier) that shows that the Bidder has provided and invoiced a customer (with whom the Bidder

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deals at arm's length) for services performed for that customer similar to the services that would be provided in the National Capital Region in the relevant resource category, where those services were provided for at least three months within the twelve months before the bid solicitation closing date, and the fees charged were equal to or less than the rate offered to Canada;

(ii)   in relation to the invoice in (i), evidence from the bidder's customer that the services identified in the invoice include at least 50% of the tasks listed in the Statement of Work for the category of resource being assessed for an unreasonably low rate. This evidence must consist of either a copy of the contract (which must describe the services to be provided and demonstrate that at least 50% of the tasks to be performed are the same as those to be performed under the Statement of Work in this bid solicitation) or the customer's signed certification that the services subject to the charges in the invoice included at least 50% of the same tasks to be performed under the Statement of Work in this bid solicitation;

(iii)   in respect of each contract for which an invoice is submitted as substantiation, a résumé for the resource that provided the services under that contract that demonstrates that, in relation to the resource category for which the rates are being substantiated, the resource would meet the mandatory requirements and achieve any required pass mark for any rated criteria; and

(iv)   the name, telephone number and, if available, e-mail address of a contact person at the customer who received each invoice submitted under (i), so that Canada may verify any information provided by the Bidder.

Once Canada requests substantiation of the rates bid for any resource category, it is the sole responsibility of the Bidder to submit information (as described above and as otherwise may be requested by Canada, including information that would allow Canada to verify information with the resource proposed) that will allow Canada to determine whether it can rely, with confidence, on the Bidder's ability to provide the required services at the rates bid. If Canada determines that the information provided by the Bidder does not adequately substantiate the unreasonably low rates, the bid will be declared non-responsive.

(f)   **Formulae in Pricing Tables**

If the pricing tables provided to Bidders include any formulae, Canada may re-input the prices provided by Bidders into a fresh table, if Canada believes that the formulae may no longer be functioning properly in the version submitted by a Bidder.

4.4   Basis of Selection

Selection Process: The following selection process will be conducted for each Workstream.

(a)   A bid must comply with the requirements of the bid solicitation, meet all mandatory evaluation criteria and obtain the required pass marks for the point rated criteria identified in this bid solicitation to be declared responsive.

(b)   The responsive bid that obtains the highest Total Bidder Score will be recommended for award of a contract. For any given Bidder, the greatest possible Total Technical Score is 60 while the greatest possible Total Financial Score is 40.

(i)   Calculation of Total Technical Score: The Total Technical Score will be computed for each responsive bid by converting the Technical Score obtained for the point-rated technical criteria using the following formula, rounded to two decimal places:

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Technical Score   x   60   =   Total Technical Score

Maximum Technical Points (Bidders, please refer to the maximum technical points in Attachment 4.1).

(ii)   Calculation of Total Financial Score: The Total Financial Score will be computed for each responsive bid by converting the Financial Score obtained for the financial evaluation using the following formula rounded to two decimal places:

Lowest Financial Evaluated Price   x 40 = Total Financial Score

The Bidder's Financial Evaluated Price

(iii)   Calculation of the Total Bidder Score: The Total Bidder Score will be computed for each responsive bid in accordance with the following formula:

Total Technical Score + Total Financial Score = Total Bidder Score

(c)   In the event of identical Total Bidder Scores occurring, then the bid with the highest Total Financial Score will become the top-ranked bidder.

(d)   A maximum of four contracts may be awarded in total (one for each Workstream) as a result of this solicitation.

(e)   Bidders should note that all contract awards are subject to Canada's internal approvals process, which includes a requirement to approve funding in the amount of any proposed contract. Despite the fact that the Bidder may have been recommended for contract award, a contract will only be awarded if internal approval is granted according to Canada's internal policies. If approval is not granted, no contract will be awarded.

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PART 5 - CERTIFICATIONS

Bidders must provide the required certifications to be awarded a contract. Canada will declare a bid non-responsive if the required certifications are not completed and submitted in accordance with the articles below.

Compliance with the certifications Bidders provide to Canada is subject to verification by Canada during the bid evaluation period (before award of a contract) and after award of a contract. The Contracting Authority will have the right to ask for additional information to verify Bidders' compliance with the certifications before award of a contract. The bid will be declared non-responsive if any certification made by the Bidder is untrue, whether made knowingly or unknowingly. Failure to comply with the certifications or to comply with the request of the Contracting Authority for additional information will also render the bid non-responsive.

The certifications listed below should be completed and submitted with the bid, but may be submitted afterwards. If any of these required certifications is not completed and submitted as requested, the Contracting Authority will so inform the Bidder and provide the Bidder with a time frame within which to meet the requirement. Failure to comply with the request of the Contracting Authority and meet the requirement within that time period will render the bid non-responsive.

5.1   Federal Contractors Program - Certification

(a)   The Federal Contractors Program (FCP) requires that some suppliers, including a supplier who is a member of a joint venture, bidding for federal government contracts, valued at $200,000 or more (including all applicable taxes), make a formal commitment to implement employment equity. This is a condition precedent to contract award. If the Bidder is subject to the FCP, evidence of its commitment must be provided before the award of the Contract.

(b)   Suppliers who have been declared ineligible contractors by Human Resources and Skills Development Canada (HRSDC) are no longer eligible to receive government contracts over the threshold for solicitation of bids as set out in the *Government Contract Regulations*. Suppliers may be declared ineligible contractors either as a result of a finding of non-compliance by HRSDC, or following their voluntary withdrawal from the FCP for a reason other than the reduction of their workforce to fewer than 100 employees. Any bids from ineligible contractors will be declared non-responsive.

(c)   If the Bidder does not fall within the exceptions enumerated in (d)(i) or (ii) below, or does not have a valid certificate number confirming its adherence to the FCP, the Bidder must fax (819-953-8768) a copy of the signed form LAB 1168, Certificate of Commitment to Implement Employment Equity, to the Labour Branch of HRSDC.

(d)   Each bidder is requested to indicate in its bid whether it is:

(i)   not subject to FCP, having a workforce of fewer than 100 permanent full or part-time permanent employees, or temporary employees having worked 12 weeks or more in Canada;

(ii)   not subject to FCP, being a regulated employer under the *Employment Equity Act*, S.C. 1995, c. 44;

(iii)   subject to the requirements of FCP, because it has a workforce of 100 or more permanent full or part-time permanent employees, or temporary employees having worked 12 weeks or more in Canada, but it has not previously obtained a certificate number from HRSD (because it has not bid before on requirements of $200,000 or more), in which case a duly signed certificate of commitment is required from the Bidder; or

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(iv)   subject to FCP, and has a valid certification number (i.e., has not been declared an ineligible contractor by HRSDC).

(e)   Further information on the FCP is available on the following HRSDC Website: http://www.hrsdc.gc.ca/eng/labour/equality/fcp/index.shtml.

> **Note to Bidders:** *Bidders are requested to use the Bid Submission Form to provide information about their status under this program. For a joint venture bidder, this information must be provided for each member of the joint venture.*

5.2   Former Public Servant - Competitive Requirements

(a)   Contracts with former public servants (FPS) in receipt of a pension or of a lump sum payment must bear the closest public scrutiny and reflect fairness in spending public funds. In order to comply with Treasury Board policies and directives on contracts with FPS, bidders must provide the information required below.

(b)   For the purposes of this clause,

(i)   "**former public servant**" means a former member of a department as defined in the *Financial Administration Act*, R.S., 1985, c. F-11, a former member of the Canadian Armed Forces or a former member of the Royal Canadian Mounted Police and includes:

(A)   an individual;

(B)   an individual who has incorporated;

(C)   a partnership made of former public servants; or

(D)   a sole proprietorship or entity where the affected individual has a controlling or major interest in the entity.

(ii)   "**lump sum payment period**" means the period measured in weeks of salary, for which payment has been made to facilitate the transition to retirement or to other employment as a result of the implementation of various programs to reduce the size of the Public Service. The lump sum payment period does not include the period of severance pay, which is measured in a like manner.

(iii)   "**pension**" means, in the context of the fee abatement formula, a pension or annual allowance paid under the *Public Service Superannuation Act* (PSSA), R.S., 1985, c. P-36, and any increases paid pursuant to the *Supplementary Retirement Benefits Act*, R.S. 1985, c. S-24 as it affects the PSSA. It does not include pensions payable pursuant to the *Canadian Forces Superannuation Act*, R.S., 1985, c. C-17, the *Defence Services Pension Continuation Act*, 1970, c. D-3, the *Royal Canadian Mounted Police Pension Continuation Act*, 1970, c. R-10, and the *Royal Canadian Mounted Police Superannuation Act*, R.S., 1985, c. R-11, the *Members of Parliament Retiring Allowances Act*, R.S., 1985, c. M-5, and that portion of pension payable to the *Canadian Pension Plan Act*, R.S., 1985, c. C-8.

(c)   If the Bidder is an FPS in receipt of a pension as defined above, the Bidder must provide the following information:

(i)   name of former public servant;

(ii)   date of termination of employment or retirement from the Public Service.

By providing this information, Bidders agree that the successful Bidder's status, with respect to being a former public servant in receipt of a pension, will be reported on departmental websites

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as part of the published proactive disclosure reports in accordance with Contracting Policy Notice 2012-2 and the Guidelines on Proactive Disclosure of Contracts.

(d)   If the Bidder is an FPS who received a lump sum payment pursuant to the terms of a work force reduction program, the Bidder must provide the following information:

(i)   name of former public servant;

(ii)   conditions of the lump sum payment incentive;

(iii)   date of termination of employment;

(iv)   amount of lump sum payment;

(v)   rate of pay on which lump sum payment is based;

(vi)   period of lump sum payment including start date, end date and number of weeks; and

(vii)   number and amount (professional fees) of other contracts subject to the restrictions of a work force reduction program.

(e)   For all contracts awarded during the lump sum payment period, the total amount of fee that may be paid to a FPS who received a lump sum payment is $5,000, including the Goods and Services Tax or Harmonized Sales Tax.

(f)   By submitting a bid, the Bidder certifies that the information submitted by the Bidder in response to the above requirements is accurate and complete.

> **Note to Bidders:** *Bidders are requested to provide the information required by this clause in their Bid Submission Form.*

5.3   Professional Services Resources

(a)   By submitting a bid, the Bidder certifies that, if it is awarded a contract as a result of the bid solicitation, every individual proposed in its bid will be available to perform the Work as required by Canada's representatives and at the time specified in the bid solicitation or agreed to with Canada's representatives.

(b)   By submitting a bid, the Bidder certifies that all the information provided in the résumés and supporting material submitted with its bid, particularly the information pertaining to education, achievements, experience and work history, has been verified by the Bidder to be true and accurate. Furthermore, the Bidder warrants that every individual proposed by the Bidder for the requirement is capable of performing the Work described in the resulting contract.

(c)   If a Bidder has proposed any individual who is not an employee of the Bidder, by submitting a bid, the Bidder certifies that it has the permission from that individual to propose his/her services in relation to the Work to be performed and to submit his/her résumé to Canada. The Bidder must, upon request from the Contracting Authority, provide a written confirmation, signed by the individual, of the permission given to the Bidder and of his/her availability. Failure to comply with the request may result in the bid being declared non-responsive.

5.4   Certification of Language - English Essential

By submitting a bid, the Bidder certifies that, should it be awarded a contract as result of the bid solicitation, every individual proposed in its bid will be fluent in English. The individual(s) proposed must be able to communicate orally and in writing in English without any assistance and with minimal errors.

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PART 6 - SECURITY, FINANCIAL AND OTHER REQUIREMENTS

6.1   Security Requirement

(a)   Before award of a contract, the following conditions must be met:

   (i)   the Bidder must hold a valid organization security clearance as indicated in Part 7 - Resulting Contract Clauses;

   (ii)   the Bidder's proposed individuals requiring access to classified or protected information, assets or sensitive work site(s) must meet the security requirement as indicated in Part 7 - Resulting Contract Clauses; and

   (iii)   the Bidder must provide the name of all individuals who will require access to classified or protected information, assets or sensitive work sites.

(b)   Bidders are reminded to obtain the required security clearance promptly. Any delay in the award of a contract to allow the successful bidder to obtain the required clearance will be at the entire discretion of the Contracting Authority.

(c)   For additional information on security requirements, Bidders should consult the "Security Requirements for PWGSC Bid Solicitations - Instructions to Bidders" document on the Departmental Standard Procurement Documents Website.

(d)   In the case of a joint venture Bidder, each member of the joint venture must meet the security requirements.

6.2   Controlled Goods Requirement

(a)   SACC Manual clause A9130T (2014-11-27) Controlled Goods Program - Bid

(b)   In the case of a joint venture Bidder, each member of the joint venture must meet the Controlled Goods Program requirements.

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PART 7 - RESULTING CONTRACT CLAUSES

The following clauses apply to and form part of any contract resulting from the bid solicitation.

7.1 Requirement

(a) _____ (the "**Contractor**") agrees to supply to the Client the services described in the Contract, including the Statement of Work, in accordance with, and at the prices set out in, the Contract. This includes providing professional services as and when requested by Canada, to one or more locations to be designated by Canada, excluding any locations in areas subject to any of the Comprehensive Land Claims Agreements.

(b) **Client:** Under the Contract, the "**Client**" is the Department of National Defence.

(c) **Reorganization of Client**: The Contractor's obligation to perform the Work will not be affected by (and no additional fees will be payable as a result of) the renaming, reorganization, reconfiguration, or restructuring of any Client. The reorganization, reconfiguration and restructuring of the Client includes the privatization of the Client, its merger with another entity, or its dissolution, where that dissolution is followed by the creation of another entity or entities with mandates similar to the original Client. In connection with any form of reorganization, Canada may designate another department or government body as the Contracting Authority or Technical Authority, as required to reflect the new roles and responsibilities associated with the reorganization.

(d) **Defined Terms**: Words and expressions defined in the General Conditions or Supplemental General Conditions and used in the Contract have the meanings given to them in the General Conditions or Supplemental General Conditions. Any reference to an Identified User in the Supply Arrangement is a reference to the Client. Also, any reference to a "deliverable" or "deliverables" includes all documentation outlined in this Contract. A reference to a "local office" of the Contractor means an office having at least one full time employee that is not a shared resource working at that location.

7.2 Task Authorization

(a) **As and When Requested Task Authorizations**: The Work or a portion of the Work to be performed under the Contract will be on an "as and when requested basis" using a Task Authorization (TA). The Work described in the TA must be in accordance with the scope of the Contract. The Contractor must not commence work until a validly issued TA has been issued by Canada and received by the Contractor. The Contractor acknowledges that any work performed before such issuance and receipt will be done at the Contractor's own risk.

(b) **Assessment of Resources Proposed at TA Stage**: Processes for issuing, responding to and assessing Task Authorizations are further detailed in Appendices A,B, C and D of Annex A.

(c) **Form and Content of Task Authorization:**

    (i) The Technical Authority will provide the Contractor with a description of the task in a draft Task Authorization using the form specified in Annex A.

    (ii) The draft Task Authorization will contain the details of the activities to be performed, and must also contain the following information, if applicable:

        (A) the task number;

        (B) The date by which the Contractor's response must be received (which will appear in the draft Task Authorization, but not the issued Task Authorization);

        (C) the details of any financial coding to be used;

        (D) the categories of resources and the number required;

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      (E)   a description of the work for the task outlining the activities to be performed and identifying any deliverables (such as reports);

      (F)   the start and completion dates;

      (G)   milestone dates for deliverables and payments (if applicable);

      (H)   the number of person-days of effort required;

      (I)   whether the work requires on-site activities and the location;

      (J)   the language profile of the resources required;

      (K)   the level of security clearance required of resources;

      (L)   the price payable to the Contractor for performing the task, with an indication of whether it is a firm price or a maximum TA price (and, for maximum price task authorizations, the TA must indicate how the final amount payable will be determined; where the TA does not indicate how the final amount payable will be determined, the amount payable is the amount, up to the maximum, that the Contractor demonstrates was actually worked on the project, by submitting time sheets filled in at the time of the work by the individual resources to support the charges); and

      (M)   any other constraints that might affect the completion of the task.

(d)   **Contractor's Response to Draft Task Authorization**: The Contractor must provide the Technical Authority, within 5 working days of receiving the draft Task Authorization(or within any longer time period specified in the draft TA), the proposed total price for performing the task and a breakdown of that cost, established in accordance with the Basis of Payment specified in the Contract. The Contractor's quotation must be based on the rates set out in the Contract. The Contractor will not be paid for preparing or providing its response or for providing other information required to prepare and validly issue the TA.

(e)   **Task Authorization Limit and Authorities for Validly Issuing Task Authorizations:**

    To be validly issued, a TA must include the following signatures:

      (A)   for any TA with a value less than or equal to $_____ (including Applicable Taxes), the TA must be signed by:

         (1)   the Technical Authority; and

         (2)   the DND Procurement Authority; and

      (B)   for any TA with a value greater than this amount, a TA must include the following signatures:

         (1)   the Technical Authority; and

         (2)   the DND Procurement Authority; and

         (3)   the Contracting Authority.

    Any TA that does not bear the appropriate signatures is not validly issued by Canada. Any work performed by the Contractor without receiving a validly issued TA is done at the Contractor's own risk. If the Contractor receives a TA that is not appropriately signed, the Contractor must notify the Contracting Authority. By providing written notice to the Contractor, the Contracting Authority may suspend the Client's ability to issue TAs at any time, or reduce the dollar value threshold described in sub-article (A) above; any suspension or reduction notice is effective upon receipt.

(f)   **Administration of Task Authorization Process for DND:** The administration of the Task Authorization process will be carried out by DAP 2-2-2. This process includes monitoring,

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controlling and reporting on expenditures of the contract with task authorizations to the Contracting Authority.

(g) **Periodic Usage Reports**:

(i) The Contractor must compile and maintain records on its provision of services to the federal government under validly issued TAs issued under the Contract. The Contractor must provide this data to Canada in accordance with the reporting requirements detailed below. If any required information is not available, the Contractor must indicate the reason. If services are not provided during a given period, the Contractor must still provide a "NIL" report. The Contractor must submit the periodic usage reports on a quarterly basis to the Contracting Authority. From time to time, the Contracting Authority may also require an interim report during a reporting period.

(ii) The quarterly periods are defined as follows:

(A) April 1 to June 30;

(B) July 1 to September 30;

(C) October 1 to December 31; and

(D) January 1 to March 31.

The data must be submitted to the Contracting Authority no later than 30 calendar days after the end of the reporting period.

(iii) Each report must contain the following information for each validly issued TA (as amended):

(A) the Task Authorization number and the Task Authorization Revision number(s), if applicable;

(B) a title or a brief description of the task;

(C) the name, Resource category and level of each resource involved in performing the TA, as applicable;

(D) the total estimated cost specified in the TA (GST or HST extra);

(E) the total amount (GST or HST extra) expended to date;

(F) the start and completion date; and

(G) the active status, as applicable (e.g., indicate whether work is in progress or if Canada has cancelled or suspended the TA, etc.).

(iv) Each report must also contain the following cumulative information for all the validly issued TAs (as amended):

(A) the amount (GST or HST extra) specified in the contract (as last amended, if applicable) as Canada's total liability to the contractor for all validly issued TAs; and

(B) the total amount, GST or HST extra, expended to date against all validly issued TA's.

(h) **Consolidation of TAs for Administrative Purposes**: The Contract may be amended from time to time to reflect all validly issued Task Authorizations to date, to document the Work performed under those TAs for administrative purposes.

7.3 Minimum Work Guarantee

(a) In this clause,

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(i)   "**Maximum Contract Value**" means the amount specified in the "**Limitation of Expenditure**" clause set out in the Contract (excluding GST/HST); and

(ii)   "**Minimum Contract Value**" means 5% of the Maximum Contract Value on the date the contract is first issued.

(b)   Canada's obligation under the Contract is to request Work in the amount of the Minimum Contract Value or, at Canada's option, to pay the Contractor at the end of the Contract in accordance with sub-article (c), subject to sub-article (d). In consideration of such obligation, the Contractor agrees to stand in readiness throughout the Contract Period to perform the Work described in the Contract. Canada's maximum liability for work performed under the Contract must not exceed the Maximum Contract Value, unless an increase is authorized in writing by the Contracting Authority.

(c)   In the event that Canada does not request work in the amount of the Minimum Contract Value during the Contract Period, Canada must pay the Contractor the difference between the Minimum Contract Value and the total cost of the Work requested.

(d)   Canada will have no obligation to the Contractor under this article if Canada terminates the entire Contract

(i)   for default;

(ii)   for convenience as a result of any decision or recommendation of a tribunal or court that the contract be cancelled, re-tendered or awarded to another supplier; or

(iii)   for convenience within ten business days of Contract award.

7.4   Standard Clauses and Conditions

All clauses and conditions identified in the Contract by number, date and title are set out in the Standard Acquisition Clauses and Conditions Manual (http://sacc.pwgsc.gc.ca/sacc/index-e.jsp) issued by Public Works and Government Services Canada.

(a)   **General Conditions:**

2035 (2014-09-25), General Conditions - Higher Complexity - Services, apply to and form part of the Contract.

With respect to Section 30 - Termination for Convenience, of General Conditions 2035, Subsection 04 is deleted and replaced with the following Subsections 04, 05 and 06:

4.   The total of the amounts, to which the Contractor is entitled to be paid under this section, together with any amounts paid, due or becoming due to the Contractor must not exceed the Contract Price.

5.   Where the Contracting Authority terminates the entire Contract and the Articles of Agreement include a Minimum Work Guarantee, the total amount to be paid to the Contractor under the Contract will not exceed the greater of

(a) the total amount the Contractor may be paid under this section, together with any amounts paid, becoming due other than payable under the Minimum Revenue Guarantee, or due to the Contractor as of the date of termination, or

(b) the amount payable under the Minimum Work Guarantee, less any amounts paid, due or otherwise becoming due to the Contractor as of the date of termination.

6.   The Contractor will have no claim for damages, compensation, loss of profit, allowance arising out of any termination notice given by Canada under this section except to the extent that this

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section expressly provides. The Contractor agrees to repay immediately to Canada the portion of any advance payment that is unliquidated at the date of the termination.

(b)   **Supplemental General Conditions:**

The following Supplemental General Conditions:

(i)   4006 (2010-08-16), Supplemental General Conditions - Contractor to Own Intellectual Property Rights in Foreground Information;

apply to and form part of the Contract.

7.5   Security Requirement

 The following Security Requirement (SRCL and related clausing), applies to the Contract.

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(a)   The Contractor must, at all times during the performance of the Contract, hold a valid Facility Security Clearance at the level of **SECRET**, with approved document safeguarding at the level of **SECRET**, issued by the Canadian Industrial Security Directorate (CISD), Public Works and Government Services Canada (PWGSC).

(b)   The Contractor personnel requiring access to CLASSIFIED information, assets or sensitive work site(s) must be citizens of Canada and must EACH hold a valid personnel security screening at the level of **SECRET**, granted or approved by CISD/PWGSC.

(c)   The Contractor personnel requiring access to COMSEC information/assets must be a Canadian citizen, hold a valid security clearance commensurate with the information/assets that will be accessed, have a need-to-know and have undergone a COMSEC briefing and signed a COMSEC Briefing certificate. Access by foreign nationals or resident aliens must be approved by the Head of IT Security Client Services at CSEC on a case-by-case basis.

(d)   The Contractor MUST NOT remove any CLASSIFIED information from the identified work site(s), and the Contractor must ensure thta its personnel are made aware of and comply wiht this restriction.

(e)   Subcontracts which contain security requirements are NOT to be awarded without the prior written permission of CISD/PWGSC.

(f)   The Contractor must comply with the provisions of the:

(i)   Security Requirements Check List and security guide (if applicable), attached at Annex C, and the

(ii)   Industrial Security Manual (Latest Edition).

7.6   Contract Period

(a)   **Contract Period**: The "**Contract Period**" is the entire period of time during which the Contractor is obliged to perform the Work, which includes:

(i)   The "**Initial Contract Period**", which begins on the date the Contract is awarded and ends 3 year(s) later; and

(ii)   The period during which the Contract is extended, if Canada chooses to exercise any options set out in the Contract.

(b)   **Option to Extend the Contract**:

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(i)   The Contractor grants to Canada the irrevocable option to extend the term of the Contract by up to 1 additional 1-year period under the same terms and conditions. The Contractor agrees that, during the extended period of the Contract, it will be paid in accordance with the applicable provisions set out in the Basis of Payment.

(ii)   Canada may exercise this option at any time by sending a written notice to the Contractor before the expiry date of the Contract. The option may only be exercised by the Contracting Authority, and will be evidenced, for administrative purposes only, through a contract amendment.

7.7   Authorities

(a)   **Contracting Authority**

The Contracting Authority for the Contract is:

Name: _____
Title: _____
Public Works and Government Services Canada
Acquisitions Branch
Directorate: Informatics and Telecommunications Systems Procurement Directorate
Address: 11 Laurier St., Gatineau, Québec
Telephone: (819) _____
Facsimile: (819) _____
E-mail address: _____

The Contracting Authority is responsible for the management of the Contract and any changes to the Contract must be authorized in writing by the Contracting Authority. The Contractor must not perform work in excess of or outside the scope of the Contract based on verbal or written requests or instructions from anybody other than the Contracting Authority.

(b)   **Technical Authority**

The Technical Authority for the Contract is:

Name: _____
Title: _____
Organization: _____
Address: _____
Telephone: _____
Facsimile: _____
E-mail address: _____

The Technical Authority is the representative of the department or agency for whom the Work is being carried out under the Contract and is responsible for all matters concerning the technical content of the Work under the Contract. Technical matters may be discussed with the Technical Authority; however, the Technical Authority has no authority to authorize changes to the scope of the Work. Changes to the scope of the Work can only be made through a contract amendment issued by the Contracting Authority.

(c)   **DND Procurement Authority**

The DND Procurement Authority for the Contract is:

Name:
Organization:
Address:
Telephone:

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Facsimile:
E-mail address:

The DND Procurement Authority is responsible for all matters concerning the day-to-day management of the Contract. Any proposed changes to the scope of the Work are to be discussed with the DND Procurement Authority and TechnicalAuthority, but any resulting change can only be confirmed by a contract amendment issued by the Contracting Authority.

(d)   **Contractor's Representative**

> ***Note to Bidders:*** *The Contractor's Representative, Contracting Authority, Technical Authority, DND Procurement Authority and contact information will be identified at the time of contract award.*

7.8   Payment

(a)   **Basis of Payment**

(i)   **Professional Services provided under a Task Authorization with a Maximum Price**: For professional services requested by Canada, in accordance with a validly issued Task Authorization, Canada will pay the Contractor, in arrears, up to the Maximum Price for the TA, for actual time worked and any resulting deliverables in accordance with the firm all-inclusive per diem rates set out in Annex B, Basis of Payment, Applicable Taxes extra. Partial days will be prorated based on actual hours worked based on a 7.5-hour workday.

Estimated Cost: $_____

(ii)   **Pre-Authorized Travel and Living Expenses**

Canada will reimburse the Contractor for its pre-authorized travel and living expenses reasonably and properly incurred in the performance of the Work in accordance with the clause titled "Travel and Living" of the Supply Arrangement which is also available at:

http://www.tpsgc-pwgsc.gc.ca/app-acq/spc-cps/rfdso-sotli-eng.html

All payments are subject to government audit.

Estimated Cost: $_____

(iii)   **Applicable Taxes**:   Estimated Cost: $_____

(iv)   **Competitive Award**: The Contractor acknowledges that the Contract has been awarded as a result of a competitive process. No additional charges will be allowed to compensate for errors, oversights, misconceptions or underestimates made by the Contractor when bidding for the Contract.

(v)   **Professional Services Rates**: In Canada's experience, bidders from time to time propose rates at the time of bidding for one or more Resource Categories that they later refuse to honour, on the basis that these rates do not allow them to recover their own costs and/or make a profit. This denies Canada of the benefit of the awarded contract. If the Contractor does not respond or refuses to provide an individual with the qualifications described in the Contract within the time described in the Contract (or proposes instead to provide someone from an alternate category at a different rate), whether or not Canada terminates the Contract as a whole or in part or chooses to exercise any of the rights provided to it under the general conditions, Canada may impose sanctions or take other measures in accordance with the PWGSC Vendor Performance Corrective Measure Policy (or equivalent) then in effect, which measures may include an assessment that results in conditions applied against the Contractor to be fulfilled before doing further business with Canada, or full debarment of the Contractor from bidding on future requirements.

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     (vi)   **Purpose of Estimates**: All estimated costs contained in the Contract are included solely for the administrative purposes of Canada and do not represent a commitment on the part of Canada to purchase goods or services in these amounts. Any commitment to purchase specific amounts or values of goods or services are described elsewhere in the Contract.

(b)   **Limitation of Expenditure** Canada's total liability to the Contractor under the Contract must not exceed the amount set out on page one of the Contract, less any Applicable Tax. With respect to the amount set out on page one of the Contract, Customs duties are included and the Applicable Taxes are included, if applicable. Any commitments to purchase specific amounts or values of goods or services are described elsewhere in the Contract.

     (i)   No increase in the total liability of Canada or in the price of the Work resulting from any design changes, modifications or interpretations of the Work, will be authorized or paid to the Contractor unless these design changes, modifications or interpretations have been approved, in writing, by the Contracting Authority before their incorporation into the Work. The Contractor must not perform any work or provide any service that would result in Canada's total liability being exceed before obtaining the written approval of the Contracting Authority. The Contractor must notify the Contracting Authority in writing as to the adequacy of this sum when:

          (A)   it is 75 percent committed, or

          (B)   4 months before the Contract expiry date, or

          (C)   as soon as the Contractor considers that the contract funds provided are inadequate for the completion of the Work,

     whichever comes first.

     (ii)   If the notification is for inadequate contract funds, the Contractor must provide to the Contracting Authority a written estimate for the additional funds required. Providing this information does not increase Canada's liability.

(c)   **Method of Payment for Task Authorizations with a Maximum Price**: For each Task Authorization validly issued under the Contract that contains a maximum price:

     (i)   Canada will pay the Contractor no more frequently than once a month in accordance with the Basis of Payment. The Contractor must submit time sheets for each resource showing the days and hours worked to support the charges claimed in the invoice.

     (ii)   Once Canada has paid the maximum TA price, Canada will not be required to make any further payment, but the Contractor must complete all the Work described in the TA, all of which is required to be performed for the maximum TA price. If the Work described in the TA is completed in less time than anticipated, and the actual time worked (as supported by the time sheets) at the rates set out in the Contract is less than the maximum TA price, Canada is only required to pay for the time spent performing the work related to that TA.

(d)   **Time Verification**

Time charged and the accuracy of the Contractor's time recording system are subject to verification by Canada, before or after payment is made to the Contractor. If verification is done after payment, the Contract must repay any overpayment, at Canada's request.

(e)   **No Responsibility to Pay for Work not performed due to Closure of Government Offices**

     (i)   Where the Contractor, its employees, subcontractors, or agents are providing services on government premises under the Contract and those premises are inaccessible because of the evacuation or closure of government offices, and as a result no work is performed, Canada is not responsible for paying the Contractor for work that otherwise would have been performed if there had been no evacuation or closure.

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(ii)   If, as a result of any strike or lock-out, the Contractor or its employees, subcontractors or agents cannot obtain access to government premises and, as a result, no work is performed, Canada is not responsible for paying the Contractor for work that otherwise would have been performed if the Contractor had been able to gain access to the premises.

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7.9 Invoicing Instructions

(a) The Contractor must submit invoices in accordance with the information required in the General Conditions.

(b) The Contractor's invoice must include a separate line item for each subparagraph in the Basis of Payment provision, and must show all applicable Task Authorization numbers.

(c) By submitting invoices the Contractor is certifying that the goods and services have been delivered and that all charges are in accordance with the Basis of Payment provision of the Contract, including any charges for work performed by subcontractors.

(d) The Contractor must provide the original and two copies of each invoice to the Technical Authority, and a copy to the Contracting Authority.

7.10 Certifications

(a) Compliance with the certifications provided by the Contractor in its bid or any TA quotation is a condition of the Contract and subject to verification by Canada during the entire Contract Period. If the Contractor does not comply with any certification or it is determined that any certification made by the Contractor is untrue, whether made knowingly or unknowingly, Canada has the right, under the default provision of the Contract, to terminate the Contract for default.

7.11 Applicable Laws

The Contract must be interpreted and governed, and the relations between the parties determined, by the laws in force in the province of Ontario.

7.12 Priority of Documents

If there is a discrepancy between the wording of any documents that appear on the following list, the wording of the document that first appears on the list has priority over the wording of any document that appears later on the list:

(a) these Articles of Agreement, including any individual SACC clauses incorporated by reference in these Articles of Agreement;

(b) Supplemental General Conditions, in the following order:

(i) 4006 (2010-08-16), Supplemental General Conditions - Contractor to Own Intellectual Property Rights in Foreground Information;

(c) General Conditions 2035 (2014-09-25);

(d) Annex A, Statement of Work, including its Appendices as follows;

(i) Appendix A to Annex A - Tasking Assessment Procedure;

(ii) Appendix B to Annex A - Task Authorization (TA) Form;

(iii) Appendix C to Annex A - Resource Assessment Criteria and Response Table;

(iv) Appendix D to Annex A - Certifications at the TA stage;

(e) Annex B, Basis of Payment;

(f) Annex C, Security Requirements Check List;

(g) the signed Task Authorizations including any required Certifications;

(h) Supply Arrangement Number EN578-055605/xxx/EI (the "Supply Arrangement"); and

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(i)   the Contractor's bid dated _____, as amended _____.

7.13   Foreign Nationals (Canadian Contractor)

SACC Manual clause A2000C (2006-06-16) Foreign Nationals (Canadian Contractor)

> ***Note to Bidders:*** *Either this clause or the one that follows, whichever applies (based on whether the successful bidder is a Canadian Contractor or Foreign Contractor), will be included in any resulting contract.*

7.14   Foreign Nationals (Foreign Contractor)

SACC Manual clause A2001C (2006-06-16) Foreign Nationals (Foreign Contractor)

7.15   Insurance Requirements

The Contractor is responsible for deciding if insurance coverage is necessary to fulfill its obligation under the Contract and to ensure compliance with any applicable law. Any insurance acquired or maintained by the Contractor is at its own expense and for its own benefit and protection. It does not release the Contractor from or reduce its liability under the Contract.

7.16   Controlled Goods Progam

SACC Manual Clause A9131C (2014-11-27) Controlled Goods Program

7.17   Limitation of Liability - Information Management/Information Technology

(a)   This section applies despite any other provision of the Contract and replaces the section of the general conditions entitled "Liability". Any reference in this section to damages caused by the Contractor also includes damages caused by its employees, as well as its subcontractors, agents, and representatives, and any of their employees. This section applies regardless of whether the claim is based in contract, tort, or another cause of action. The Contractor is not liable to Canada with respect to the performance of or failure to perform the Contract, except as described in this section and in any section of the Contract pre-establishing any liquidated damages. The Contractor is only liable for indirect, special or consequential damages to the extent described in this Article, even if it has been made aware of the potential for those damages.

(b)   **First Party Liability**:

(i)   The Contractor is fully liable for all damages to Canada, including indirect, special or consequential damages, caused by the Contractor's performance or failure to perform the Contract that relate to:

(A)   any infringement of intellectual property rights to the extent the Contractor breaches the section of the General Conditions entitled "Intellectual Property Infringement and Royalties";

(B)   physical injury, including death.

(ii)   The Contractor is liable for all direct damages affecting real or tangible personal property owned, possessed, or occupied by Canada.

(iii)   Each of the Parties is liable for all direct damages resulting from any breach of confidentiality under the Contract. Each of the Parties is also liable for all indirect, special or consequential damages in respect of any unauthorized disclosure of the other Party's

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trade secrets (or trade secrets of a third party provided by one Party to another under the Contract) relating to information technology.

(iv)   The Contractor is liable for all direct damages relating to any encumbrance or claim relating to any portion of the Work for which Canada has made any payment. This does not apply to encumbrances or claims relating to intellectual property rights, which are addressed under (i)(A) above.

(v)   The Contractor is also liable for any other direct damages to Canada caused by the Contractor in any way relating to the Contract, including:

(A)   any breach of the warranty obligations under the Contract, up to the total amount paid by Canada (including any applicable taxes) for the goods and services affected by the breach of warranty; and

(B)   Any other direct damages, including all identifiable direct costs to Canada associated with re-procuring the Work from another party if the Contract is terminated either in whole or in part for default, up to an aggregate maximum for this subparagraph (B) of the greater of .75 times the total estimated cost (meaning the dollar amount shown on the first page of the Contract in the cell titled "Total Estimated Cost" or shown on each call-up, purchase order or other document used to order goods or services under this instrument), or $1,000,000.00.

In any case, the total liability of the Contractor under subparagraph (v) will not exceed the total estimated cost (as defined above) for the Contract or $1,000,000.00, whichever is more.

(vi)   If Canada's records or data are harmed as a result of the Contractor's negligence or willful act, the Contractor's only liability is, at the Contractor's own expense, to restore Canada's records and data using the most recent back-up kept by Canada. Canada is responsible for maintaining an adequate back-up of its records and data.

(c)   **Third Party Claims**:

(i)   Regardless of whether a third party makes its claim against Canada or the Contractor, each Party agrees that it is liable for any damages that it causes to any third party in connection with the Contract as set out in a settlement agreement or as finally determined by a court of competent jurisdiction, where the court determines that the Parties are jointly and severally liable or that one Party is solely and directly liable to the third party. The amount of the liability will be the amount set out in the settlement agreement or determined by the court to have been the Party's portion of the damages to the third party. No settlement agreement is binding on a Party unless its authorized representative has approved the agreement in writing.

(ii)   If Canada is required, as a result of joint and several liability, to pay a third party in respect of damages caused by the Contractor, the Contractor must reimburse Canada by the amount finally determined by a court of competent jurisdiction to be the Contractor's portion of the damages to the third party. However, despite Sub-article (i), with respect to special, indirect, and consequential damages of third parties covered by this Section, the Contractor is only liable for reimbursing Canada for the Contractor's portion of those damages that Canada is required by a court to pay to a third party as a result of joint and several liability that relate to the infringement of a third party's intellectual property rights; physical injury of a third party, including death; damages affecting a third party's real or tangible personal property; liens or encumbrances on any portion of the Work; or breach of confidentiality.

(iii)   The Parties are only liable to one another for damages to third parties to the extent described in this Sub-article (c).

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7.18   Joint Venture Contractor

(a)   The Contractor confirms that the name of the joint venture is _____ and that it is comprised of the following members:

(b)   With respect to the relationship among the members of the joint venture Contractor, each member agrees, represents and warrants (as applicable) that:

   (i)   _____ has been appointed as the "representative member" of the joint venture Contractor and has fully authority to act as agent for each member regarding all matters relating to the Contract;

   (ii)   by giving notice to the representative member, Canada will be considered to have given notice to all the members of the joint venture Contractor; and

   (iii)   all payments made by Canada to the representative member will act as a release by all the members.

(c)   All the members agree that Canada may terminate the Contract in its discretion if there is a dispute among the members that, in Canada's opinion, affects the performance of the Work in any way.

(d)   All the members are jointly and severally or solidarily liable for the performance of the entire Contract.

(e)   The Contractor acknowledges that any change in the membership of the joint venture (i.e., a change in the number of members or the substitution of another legal entity for an existing member) constitutes an assignment and is subject to the assignment provisions of the General Conditions.

(f)   The Contractor acknowledges that all security and controlled goods requirements in the Contract, if any, apply to each member of the joint venture Contractor.

> ***Note to Bidders****: This Article will be deleted if the bidder awarded the contract is not a joint venture. If the contractor is a joint venture, this clause will be completed with information provided in its bid.*

7.19   Professional Services - General

(a)   The Contractor must provide professional services on request as specified in this Contract. All resources provided by the Contractor must meet the qualifications described in the Contract (including those relating to previous experience, professional designation, education, language proficiency and security clearance) and must be competent to provide the required services by any delivery dates described in the Contract.

(b)   If the Contractor fails to deliver any deliverable (excluding delivery of a specific individual) or complete any task described in the Contract on time, in addition to any other rights or remedies available to Canada under the Contract or the law, Canada may notify the Contractor of the deficiency, in which case the Contractor must submit a written plan to the Technical Authority within ten working days detailing the actions that the Contractor will undertake to remedy the deficiency. The Contractor must prepare and implement the plan at its own expense.

(c)   In General Conditions 2035, the Section titled "Replacement of Specific Individuals" is deleted and the following applies instead:

Replacement of Specific Individuals

   (i)   If the Contractor is unable to provide the services of any specific individual identified in the Contract to perform the services, the Contractor must within five working days of the individual's departure or failure to commence Work (or, if Canada has requested the

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replacement, within ten working days of Canada's notice of the requirement for a replacement) provide to the Contracting Authority:

   (A)   the name, qualifications and experience of a proposed replacement immediately available for Work; and

   (B)   security information on the proposed replacement as specified by Canada, if applicable.

The replacement must have qualifications and experience that meet or exceed those obtained for the original resource.

(ii)   Subject to an Excusable Delay, where Canada becomes aware that a specific individual identified under the Contract to provide services has not been provided or is not performing, the Contracting Authority may elect to:

   (A)   exercise Canada's rights or remedies under the Contract or at law, including terminating the Contract for default under Section titled "Default of the Contractor", or

   (B)   assess the information provided under (c) (i) above or, if it has not yet been provided, require the Contractor propose a replacement to be rated by the Technical Authority. The replacement must have qualifications and experience that meet or exceed those obtained for the original resource and be acceptable to Canada.   Upon assessment of the replacement, Canada may accept the replacement, exercise the rights in (ii) (A) above, or require another replacement in accordance with this subarticle (c).

Where an Excusable Delay applies, Canada may require (c) (ii) (B) above instead of terminating under the "Excusable Delay" Section. An Excusable Delay does not include resource unavailability due to allocation of the resource to another Contract or project (including those for the Crown) being performed by the Contractor or any of its affiliates.

(iii)   The Contractor must not, in any event, allow performance of the Work by unauthorized replacement persons. The Contracting Authority may order that a resource stop performing the Work. In such a case, the Contractor must immediately comply with the order. The fact that the Contracting Authority does not order that a resource stop performing the Work does not relieve the Contractor from its responsibility to meet the requirements of the Contract.

(iv)   The obligations in this article apply despite any changes that Canada may have made to the Client's operating environment.

7.20   Safeguarding Electronic Media

(a)   Before using them on Canada's equipment or sending them to Canada, the Contractor must use a regularly updated product to scan electronically all electronic media used to perform the Work for computer viruses and other coding intended to cause malfunctions. The Contractor must notify Canada if any electronic media used for the Work are found to contain computer viruses or other coding intended to cause malfunctions.

(b)   If magnetically recorded information or documentation is damaged or lost while in the Contractor's care or at any time before it is delivered to Canada in accordance with the Contract, including accidental erasure, the Contractor must immediately replace it at its own expense

7.21   Representations and Warranties

The Contractor made statements regarding its own and its proposed resources' experience and expertise in its bid that resulted in the award of the Contract and the issuance of TA's. The Contractor represents and warrants that all those statements are true and acknowledges that Canada relied on those statements in

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awarding the Contract and adding work to it through TA's. The Contractor also represents and warrants that it has, and all its resources and subcontractors that perform the Work have, and at all times during the Contract Period they will have, the skills, qualifications, expertise and experience necessary to perform and manage the Work in accordance with the Contract, and that the Contractor (and any resources or subcontractors it uses) has previously performed similar services for other customers.

7.22   Access to Canada's Property and Facilities

Canada's property, facilities, equipment, documentation, and personnel are not automatically available to the Contractor. If the Contractor would like access to any of these, it is responsible for making a request to the Technical Authority. Unless expressly stated in the Contract, Canada has no obligation to provide any of these to the Contractor. If Canada chooses, in its discretion, to make its property, facilities, equipment, documentation or personnel available to the Contractor to perform the Work, Canada may require an adjustment to the Basis of Payment and additional security requirements may apply.

7.23   Identification Protocol Responsibilities

The Contractor will be responsible for ensuring that each of its agents, representatives or subcontractors (hereinafter referred to as Contractor Representatives) complies with the following self-identification requirements:

(a)   Contractor Representatives who attend a Government of Canada meeting (whether internal or external to Canada's offices) must identify if an individual is not a permanent employee of the Contractor prior to the commencement of the meeting, to ensure that each meeting participant is aware of the fact that the individual is not a Contractor permanent employee;

(b)   During the performance of any Work at a Government of Canada site, each Contractor Representative must be clearly identified at all times as being a Contractor Representative; and

(c)   If a Contractor Representative requires the use of the Government of Canada's e-mail system in the performance of the Work, then the individual must clearly identify him or herself as an agent or subcontractor of the Contractor in all electronic mail in the signature block as well as under "Properties." This identification protocol must also be used in all other correspondence, communication, and documentation.

(d)   If Canada determines that the Contractor is in breach of any obligation stated in this Article, upon written notice from Canada the Contractor must submit a written action plan describing corrective measures it will implement to eliminate the recurrence of the problem. The Contractor will have five working days to deliver the action plan to the Client and the Contracting Authority, and twenty working days to rectify the underlying problem.

(e)   In addition to any other rights it has under the Contract, Canada may terminate the Contract for default if the corrective measures required of the Contractor described above are not met.

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ANNEX A

STATEMENT OF WORK

The Statement of Work (Annex A and its attachments) appended to this bid solicitation is to be inserted at this point and forms part of the document.

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APPENDIX A TO ANNEX A

TASKING ASSESSMENT PROCEDURE

1. Where a requirement for a specific task is identified, a draft Task Authorization Form (TA Form) as attached at Appendix B to Annex A will be provided to the Contractor in accordance with the allocation methodology stated in the Contract Article titled "Allocation of Task Authorizations"., Once a draft TA Form is received the Contractor must submit to the Technical Authority a quotation of rates to supply the requested Resource Categories based on the information identified in the TA Form.   The quotation must be signed and submitted to Canada within the time for response identified in the TA Form. The Contractor will be given a minimum of 48 hours turnaround time to submit a quotation.

2. For each proposed resource the Contractor must supply a résumé, the requested security clearance information and must complete the Response Tables at Appendix C of Annex A applicable to the Resource Categories identified in the draft TA.   The same individual must not be proposed for more than one Resource Category. The résumés must demonstrate that each proposed individual meets the qualification requirements described (including any educational requirements, work experience requirements, and professional designation or membership requirements). With respect to the proposed resources:

    (A) Proposed resources may be employees of the Contractor or employees of a subcontractor, or these individuals may be independent contractors to whom the Contractor would subcontract a portion of the Work. (Refer to Appendix D to Annex A, Certifications).

    (B) For educational requirements for a particular degree, designation or certificate, Canada will only consider educational programmes that were successfully completed by the resource before the date the draft TA was first issued to the Contractor.

    (C) For requirements relating to professional designation or membership, the resource must have the required designation or membership by the time of draft TA issuance and must continue, where applicable, to be a member in good standing of the profession or membership throughout the assessment period and Contract Period. Where the designation or membership must be demonstrated through a certification, the certification must be current, valid and issued by the entity specified in this Contract or if the entity is not specified an accredited or otherwise recognized body, institution or entity.

    (D) For work experience, Canada will not consider experience gained as part of an educational programme, except for experience gained through a formal co-operative programme at a post-secondary institution.

    (E) For any requirements that specify a particular time period (e.g., 2 years) of work experience, Canada will disregard any information about experience if the résumé does not include the relevant dates (month and year) for the experience claimed (i.e., the start date and end date). Canada will evaluate only the duration that the resource actually worked on a project or projects (from his or her start date to end date), instead of the overall start and end date of a project or a combination of projects in which a resource has participated.

    (F) A résumé must not simply indicate the title of the individual's position, but must demonstrate that the resource has the required work experience by explaining the responsibilities and work performed by the individual while in that position. Only listing experience without providing any supporting data to describe responsibilities, duties and relevance to the requirement, or reusing the same wording as the TA Form, will not be considered "demonstrated" for the purposes of the assessment. The Contractor should

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provide complete details as to where, when, month and year, and how, through which activities/responsibilities, the stated qualifications / experience were obtained. In situations in which a proposed resource worked at the same time on more than one project, the duration of any overlapping time period will be counted only once toward any requirements that relate to the individual's length of experience.

3.   The qualifications and experience of the proposed resources will be assessed against the requirements set out in Appendix C to Annex A to determine each proposed resource's compliance with the mandatory and rated criteria. Canada may request proof of successful completion of formal training, as well as reference information. Canada may conduct reference checks to verify the accuracy of the information provided. If reference checks are done, they will be conducted in writing by e-mail (unless the contact at the reference is only available by telephone). Canada will not assess any points or consider a mandatory criteria met unless the response is received within 5 working days. On the third working day after sending out the e-mails, if Canada has not received a response, Canada will notify the Contractor by e-mail, to allow the Contractor to contact its reference directly to ensure that it responds to Canada within 5 working days. Wherever information provided by a reference differs from the information supplied by the Contractor, the information supplied by the reference will be the information assessed. Points will not be allocated or a mandatory criteria considered as met if the reference customer is not a customer of the Contractor itself (for example, the customer cannot be the customer of an affiliate of the Contractor). Nor will points be allocated or a mandatory criteria considered as met if the customer is itself an affiliate or other entity that does not deal at arm's length with the Contractor. Crown references will be accepted.

4.   During the assessment of the resources proposed, should the references for two or more resources required under that TA either be unavailable or fail to substantiate the required qualifications of the proposed resources to perform the required services, the Contracting Authority may find the quotation to be non-responsive.

5.   Only quotations that meet all of the mandatory criteria will be considered for assessment of the point rated criteria. Each resource proposed must attain the required minimum score for the point rated criteria for the applicable Resource Category. If the minimum score for any proposed resource is less than what is required, the Contractor's quotation will be found to be non-responsive.

6.   Once the quotation has been accepted by the Technical Authority, the TA Form will be signed by Canada and provided to the Contractor for signature.   The TA Form must be appropriately signed by Canada prior to commencement of any work. The Contractor must not commence work until a validly issued TA Form (the Task Authorization) has been received, and any work performed in its absence is done at the Contractor's own risk.

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APPENDIX B TO ANNEX A

DND 626

<table>
<tr>
<td colspan="2">All invoices/progress claims must show the reference Contract and Task numbers.

Toutes les factures doivent indiquer les numéros du contrat et de la tâche.</td>
<td>Contract no. – N° du contrat

Task no. – N° de la tâche</td>
</tr>
<tr>
<td>Amendment no. – N° de la modification</td>
<td>Increase/Decrease – Augmentation/Réduction</td>
<td>Previous value – Valeur précédente</td>
</tr>
<tr>
<td>To – À</td>
<td colspan="2">TO THE CONTRACTOR

You are requested to supply the following services in accordance with the terms of the above reference contract. Only services included in the contract shall be supplied against this task.

Please advise the undersigned if the completion date cannot be met. Invoices/progress claims shall be prepared in accordance with the instructions set out in the contract.

À L'ENTREPRENEUR

Vous êtes prié de fournir les services suivants en conformité des termes du contrat mentionné ci-dessus. Seuls les services mentionnés dans le contrat doivent être fournis à l'appui de cette demande.

Prière d'aviser le signataire si la livraison ne peut se faire dans les délais prescrits. Les factures doivent être établies selon les instructions énoncées dans le contrat.

_____   _____
Date   for the Department of National Defence
pour le ministère de la Défense nationale</td>
</tr>
<tr>
<td>Delivery location – Expédiez à</td>
<td colspan="2"></td>
</tr>
<tr>
<td>Delivery/Completion date – Date de livraison/d'achèvement</td>
<td colspan="2"></td>
</tr>
</table>

Contract item no. N⁰ d'article du contrat	Services	Cost Prix
	GST/HST TPS/TVH	
	Total	

APPLICABLE ONLY TO PWGSC CONTRACTS: The Contract Authority signature is required when the total value of the DND 626 exceeds the threshold specified in the contract.

NE S'APPLIQUE QU'AUX CONTRATS DE TPSGC : La signature de l'autorité contractante est requise lorsque la valeur totale du formulaire DND 626 est supérieure au seuil précisé dans le contrat.

_____
For the Department of Public Works and Government Services
pour le ministère des Travaux publics et services gouvernementaux

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APPENDIX C TO ANNEX A

RESOURCES ASSESSMENT CRITERIA AND RESPONSE TABLE

To facilitate resource assessment, Contractors must prepare and submit a response to a draft Task Authorization using the tables provided in this Annex. 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.

The Resources Assessment Criteria and Response Table (Appendix C to Annex A) appended to this bid solicitation is to be inserted at this point and forms part of the document.

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APPENDIX D TO ANNEX A
CERTIFICATIONS AT THE TA STAGE

The following Certifications are to be used, as applicable. If they apply, they must be signed and attached to the Contractor's quotationwhen it is submitted to Canada.

1.   CERTIFICATION OF EDUCATION AND EXPERIENCE

The Contractor certifies that all the information provided in the résumés and supporting material proposed for completing the subject work, particularly the information pertaining to education, achievements, experience and work history, has been verified by the Contractor to be true and accurate. Furthermore, the Contractor warrants that every individual proposed by the Contractor for the requirement is capable of performing the Work described in the Task Authorization.

_____   _____

Print name of authorized individual & sign above   Date

2.   CERTIFICATION OF AVAILABILITY OF PERSONNEL

The Contractor certifies that, should it be authorized to provide services under this Task Authorization, the persons proposed in the quotation will be available to commence performance of the work within a reasonable time from the date of issuance of the valid Task Authorization, or within the time specified in the TA Form, and will remain available to perform the work in relation to the fulfillment of the requirement.

_____   _____

Print name of authorized individual & sign above   Date

3.   CERTIFICATION OF STATUS OF PERSONNEL

If the Contractor has proposed any individual who is not an employee of the Contractor, the Contractor certifies that it has permission from that individual to propose his/her services in relation to the Work to be performed under this TA and to submit his/her résumé to Canada. At any time during the Contract the Contractor must, upon request from the Contracting Authority, provide the written confirmation, signed by the individual, of the permission that was given to the Contractor of his/her availability. Failure to comply with the request may result in a default under the Contract in accordance with the General Conditions.

_____   _____

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Print name of authorized individual & sign above   Date

4.   CERTIFICATION OF LANGUAGE - English

The Contractor certifies that the proposed resource(s) in response to this draft Task Authorization is/are fluent in English. The individual(s) proposed must be able to communicate orally and in writing in English without any assistance and with minimal errors.

_____   _____
Print name of authorized individual & sign above   Date

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ANNEX B

BASIS OF PAYMENT

1.   WORKSTREAM 1

INITIAL CONTRACT PERIOD:

RESOURCE CATEGORY	LEVEL OF EXPERTISE	FIRM PER DIEM RATE Contract Award to 3 Years Later
A.1 Software Architect	2	
A.6 Programmer/Software Developer	2	
A.6 Programmer/Software Developer	3	
A.8 System Analyst	3	
C.3 IT Security TRA and C&A Analyst	3	

OPTION PERIOD:

RESOURCE CATEGORY	LEVEL OF EXPERTISE	FIRM PER DIEM RATE Year 4
A.1 Software Architect	2	
A.6 Programmer/Software Developer	2	
A.6 Programmer/Software Developer	3	
A.8 System Analyst	3	
C.3 IT Security TRA and C&A Analyst	3	

2.   WORKSTREAM 2

INITIAL CONTRACT PERIOD:

RESOURCE CATEGORY	LEVEL OF EXPERTISE	FIRM PER DIEM RATE Contract Award to 3 Years Later
I.8 Storage Architect	2	
I.9 System Administrator	3	
I.10 Technical Architect	2	
I.10 Technical Architect	3	
I.11 Technology Architect	3	

OPTION PERIOD:

RESOURCE CATEGORY	LEVEL OF EXPERTISE	FIRM PER DIEM RATE Year 4
I.8 Storage Architect	2	
I.9 System Administrator	3	
I.10 Technical Architect	2	
I.10 Technical Architect	3	
I.11 Technology Architect	3	

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3.   WORKSTREAM 3

INITIAL CONTRACT PERIOD:

RESOURCE CATEGORY	LEVEL OF EXPERTISE	FIRM PER DIEM RATE Contract Award to 3 Years Later
B.10 Helpdesk Specialist	2	
B.12 Network Support Specialist	2	

OPTION PERIOD:

RESOURCE CATEGORY	LEVEL OF EXPERTISE	FIRM PER DIEM RATE Year 4
B.10 Helpdesk Specialist	2	
B.12 Network Support Specialist	2	

4.   WORKSTREAM 4

INITIAL CONTRACT PERIOD:

RESOURCE CATEGORY	LEVEL OF EXPERTISE	FIRM PER DIEM RATE Contract Award to 3 Years Later
P.1 Change Management Consultant	3	
P.6 Project Administrator	3	
P.9 Project Manager	3	

OPTION PERIOD:

RESOURCE CATEGORY	LEVEL OF EXPERTISE	FIRM PER DIEM RATE Year 4
P.1 Change Management Consultant	3	
P.6 Project Administrator	3	
P.9 Project Manager	3	

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ANNEX C
SECURITY REQUIREMENTS CHECK LIST

The Security Requirements Check List (**PWGSC FILE #W8485-125619**) appended to this bid solicitation is to be inserted at this point and forms part of the document.

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ATTACHMENT 3.1

BIDDER FORMS

BID SUBMISSION FORM		
Bidder's full legal name		
Authorized Representative of Bidder for evaluation purposes (e.g., clarifications)	Name	
	Title	
	Address	
	Telephone #	
	Fax #	
	Email	
Bidder's Procurement Business Number (PBN) [*see the Standard Instructions 2003*]		
Jurisdiction of Contract: Province in Canada the bidder wishes to be the legal jurisdiction applicable to any resulting contract (if other than as specified in solicitation)		
Former Public Servants See the Article in Part 5 of the bid solicitation entitled Former Public Servant Certification for a definition of "Former Public Servant".	Is the Bidder a FPS in receipt of a pension as defined in the bid solicitation? Yes _____ No _____ If yes, provide the information required by the Article in Part 5 entitled "Former Public Servant Certification"	
	Is the Bidder a FPS who received a lump sum payment under the terms of a work force reduction program? Yes _____ No _____ If yes, provide the information required by the Article in Part 5 entitled "Former Public Servant Certification"	

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Federal Contractors Program for Employment Equity (FCP EE) Certification:

If the bidder is exempt, please indicate the basis for the exemption to the right. If the bidder does not fall within the exceptions enumerated to the right, the Program requirements do apply and the bidder is required either to:

(a) submit to the Department of HRSD form LAB 1168, Certificate of Commitment to Implement Employment Equity, DULY SIGNED; or
(b) submit a valid Certificate number confirming its adherence to the FCP-EE.

Bidders are requested to include their FCP EE Certification or signed LAB 1168 with their bid; if this information is not provided in the bid, it must be provided upon request by the Contracting Authority during evaluation.

For joint ventures, be sure to provide this information for each of the members of the joint venture.

</td>
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On behalf of the bidder, by signing below, I also confirm that the bidder [*check the box that applies*]:

(a) is not subject to Federal Contractors Program for Employment Equity (FCP-EE), because it has a workforce of less than 100 permanent full or part-time employees in Canada;	
(b) is not subject to FCP-EE, because it is a regulated employer under the *Employment Equity Act*;	
(c) is subject to the requirements of FCP-EE, because it has a workforce of 100 or more permanent full or part-time employees in Canada, but has not previously obtained a certificate number from the Department of Human Resources and Skills Development (HRSD) (having not bid on requirements of $200,000 or more), in which case a duly signed certificate of commitment is attached; OR	
(d) is subject to FCP-EE, and has a valid certification number as follows: _____ (and has not been declared an Ineligible Contractor by HRSD).	

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Number of FTEs [Bidders are requested to indicate, the total number of full-time-equivalent positions that would be created and maintained by the bidder if it were awarded the Contract. This information is for information purposes only and will not be evaluated.]

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Security Clearance Level of Bidder
[include both the level and the date it was granted]

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On behalf of the bidder, by signing below, I confirm that I have read the entire bid solicitation including the documents incorporated by reference into the bid solicitation and I certify that:
1. The bidder considers itself and its products able to meet all the mandatory requirements described in the bid solicitation;
2. This bid is valid for the period requested in the bid solicitation;
3. All the information provided in the bid is complete, true and accurate; and
4. If the bidder is awarded a contract, it will accept all the terms and conditions set out in the resulting contract clauses included in the bid solicitation.

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Signature of Authorized Representative of Bidder

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ATTACHMENT 4.1

BID EVALUATION CRITERIA

The Bid Evaluation Criteria (Attachment 4.1) appended to this bid solicitation is to be inserted at this point and forms part of the document.

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ATTACHMENT 4.2

PRICING SCHEDULE

In respect of the "Estimated 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 Contract Period and option periods may be more or less, as determined by the Technical Authority.

1. WORKSTREAM 1

INITIAL CONTRACT PERIOD:

			Initial Contract Period (Contract Award to 3 Years Later)	
	(B)	**(C*)**	**(D)**	**(E)**
Resource Category	**Level of Expertise**	**Estimated Number of Days**	**Firm Per Diem Rate or Lower Median Band Limit whichever is higher**	**Total Cost (CxD)**
A.1 Software Architect	2	1833	$	$
A.6 Programmer/ Software Developer	2	1222	$	$
A.6 Programmer/ Software Developer	3	728.5	$	$
A.8 System Analyst	3	611	$	$
C.3 IT Security TRA and C&A Analyst	3	423	$	$
Total Price Contract Period (CP):				**$ <TBD>**

OPTION PERIOD:

			Option Period 1 (Year 4)	
	(B)	**(C*)**	**(D)**	**(E)**
Resource Category	**Level of Expertise**	**Estimated Number of Days**	**Firm Per Diem Rate or Lower Median Band Limit whichever is higher**	**Total Cost (CxD)**
A.1 Software Architect	2	352.5	$	$
A.6 Programmer/ Software Developer	2	235	$	$
A.6 Programmer/ Software Developer	3	117.5	$	$
A.8 System Analyst	3	117.5	$	$
C.3 IT Security TRA and C&A Analyst	3	58.75	$	$
Total Price Option Period 1 (OP):				**$ <TBD>**

Total Bid Price : WORKSTREAM 1 = (CP + OP)

Solicitation No. - N° de l'invitation	Amd. No. - N° de la modif.	Buyer ID - Id de l'acheteur
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2. WORKSTREAM 2

INITIAL CONTRACT PERIOD:

Resource Category	(B) Level of Expertise	(C*) Estimated Number of Days	Initial Contract Period (Contract Award to 3 Years Later)	
			(D) Firm Per Diem Rate or Lower Median Band Limit whichever is higher	(E) Total Cost (CxD)
I.8 Storage Architect	2	611	$	$
I.9 System Administrator	3	611	$	$
I.10 Technical Architect	2	1222	$	$
I.10 Technical Architect	3	611	$	$
I.11 Technology Architect	3	2444	$	$
Total Price Contract Period (CP):				$ <TBD>

OPTION PERIOD:

Resource Category	(B) Level of Expertise	(C*) Estimated Number of Days	Option Period 1 (Year 4)	
			(D) Firm Per Diem Rate or Lower Median Band Limit whichever is higher	(E) Total Cost (CxD)
I.8 Storage Architect	2	117.5	$	$
I.9 System Administrator	3	235	$	$
I.10 Technical Architect	2	235	$	$
I.10 Technical Architect	3	117.5	$	$
I.11 Technology Architect	3	470	$	$
Total Price Option Period 1 (OP):				$ <TBD>

Total Bid Price : WORKSTREAM 2 = (CP + OP)

3. WORKSTREAM 3

INITIAL CONTRACT PERIOD:

Resource Category	(B) Level of Expertise	(C*) Estimated Number of Days	Initial Contract Period (Contract Award to 3 Years Later)	
			(D) Firm Per Diem Rate or Lower Median Band Limit whichever is higher	(E) Total Cost (CxD)
B.10 Helpdesk Specialist	2	258	$	$
B.12 Network Support Specialist	2	1222	$	$

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Total Price Contract Period (CP):				**$ <TBD>**

OPTION PERIOD:

			Option Period 1 (Year 4)	
	(B)	**(C*)**	**(D)**	**(E)**
Resource Category	**Level of Expertise**	**Estimated Number of Days**	**Firm Per Diem Rate or Lower Median Band Limit whichever is higher**	**Total Cost (CxD)**
B.10 Helpdesk Specialist	2	58.75	$	$
B.12 Network Support Specialist	2	235	$	$
Total Price Option Period 1 (OP):				**$ <TBD>**

Total Bid Price : WORKSTREAM 3 = (CP + OP)

4.   WORKSTREAM 4

INITIAL CONTRACT PERIOD:

			Initial Contract Period (Contract Award to 3 Years Later)	
	(B)	**(C*)**	**(D)**	**(E)**
Resource Category	**Level of Expertise**	**Estimated Number of Days**	**Firm Per Diem Rate or Lower Median Band Limit whichever is higher**	**Total Cost (CxD)**
P.1 Change Management Consultant	3	611	$	$
P.6 Project Administrator	3	305.5	$	$
P.9 Project Manager	3	666.5	$	$
Total Price Contract Period (CP):				**$ <TBD>**

OPTION PERIOD:

			Option Period 1 (Year 4)	
	(B)	**(C*)**	**(D)**	**(E)**
Resource Category	**Level of Expertise**	**Estimated Number of Days**	**Firm Per Diem Rate or Lower Median Band Limit whichever is higher**	**Total Cost (CxD)**
P.1 Change Management Consultant	3	117.5	$	$
P.6 Project Administrator	3	58.75	$	$
P.9 Project Manager	3	117.5	$	$
Total Price Option Period 1 (OP1):				**$ <TBD>**

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Total Bid Price : WORKSTREAM 4 = (CP + OP)

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ANNEX A

STATEMENT OF WORK (SOW)
FOR THE LIFE CYCLE MANAGEMENT AND IN SERVICE SUPPORT OF AIR FORCE COMMAND AND CONTROL INFORMATION SYSTEM (AFCCIS) CAPABILITY.

Section 1 - General

1.1 Introduction

AFCCIS is part of the CF C2IS family of systems. As a weapon system, AFCCIS provides classified computer network infrastructure to Air Force users and is connected to the CF ComdNet. AFCCIS provides applications and capabilities to automate the Air environment operations, primarily through the suite of applications contained within NAPPIC, GCCS-J, Unit Level Tool, PFPS, and JMPS. AFCCIS also provides interconnectivity to the CSNI, the MCOIN, the Land LCSS, and the NORAD RelCan. AFCCIS supports both static and deployed operations within the combined and joint environments.

The current IM/IT environment consists of hardware and very specialized software applications, which collect information and provide air operations functionality such as decision support and situational awareness.

The AFCCIS ISS organization is primarily composed of six military personnel augmented with highly specialized and experienced contracted personnel in order to fulfill the critical mandate of providing ISS management. This includes AF C2 hardware, software, and Network Engineering under the direction of DAEPM (R&CS) 5-4 and the AF CAB.

1.2 Objective

Since 2007, the AFCCIS Weapon System Life Cycle Management has been supported with the ITIL-based AF ITSM capability, deploying new service management processes mapped into the Axios 'Assyst' toolset, which provides access to AF ITSM central CMDB repository.

This SOW describes the requirement for specialized professional services needed to assure reliable and efficient sustainability and supportability of the AFCCIS Weapon System and its suite of applications through its life-cycle. This AFCCIS ISS program includes the establishment of comprehensive procedures and training program implemented via the AF ITSM / Assyst toolset across AFCCIS static and deployed host locations.

1.3 General Contractor ISS Requirements

The Professional Services listed under this SOW will cover the following areas: (See Sections 5 and 6 for complete Scope of Work).

1.3.1 System Engineering and Integration Support

The System Engineering and Integration Support includes the provision of system engineering support, design, and integration conducted throughout the life-cycle of the AFCCIS capability. It also involves the provision of support for the expansion of both static and deployable infrastructure to further increase user access to SAA and the integration of the DST of the GCCS-J Force Level suite of applications, selected Unit Level Tools and updated/future versions of Unit Level Tools.

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1.3.2 Software Developer Support

The Software Developer Support covers all aspects of software development/integration and implementation during the ISS phase of the AFCCIS weapon system. This includes the provision of support, configuration, testing, installation, and training for the following:

(a)   GCCS-J 4.2.0.9 suite of applications including future versions;
(b)   NAPPIC and APT/RFE;
(c)   Selected Unit/Tactical Level Tools (such as FlightPro and IICBs); and
(d)   3rd party applications (EG: C2PC, PFPS, JMPS).

Contractor(s) may also be required, at Canada's sole and absolute discretion, to field additional functionality and develop unique RCAF capabilities.

1.3.3 In-Service-Support (ISS) - A "3-Tier Concept"

The ISS support for the AFCCIS capability follows a 3-Tier ISS framework (described below) to assure the reliable delivery of services through the life-cycle of the AFCCIS weapon system. The concept ensures a 24/7 on-call response by DND staff to AFCCIS outages anywhere in Canada and around the world, as needed. The resolution of reported outages may also entail the displacement of the specialized contractor personnel to the theatre of operations if required. Overall, the concept works as follows:

1.3.3.1 First Line Support (AF National Service Desk at 1 Cdn Air Div, Winnipeg)

i.   User calls the AF NSD;
ii.   SDA provides initial support and attempts to resolve the problem;
iii. SDA opens an incident ticket, classifies the incident, and gathers information about the incident before attempting to resolve;
iv.   Upon resolution of the incident, the SDA closes the ticket after having confirmed resolution with the User; and
v.   Unresolved incident is assigned to appropriate 2nd line support cell.

1.3.3.2 Second Line Support (A6 C2IS 1 Cdn Air Div, Winnipeg)

i.   An incident ticket appears in the queue of the 2nd line support cell for assignment to a technician;
ii.   The technician attempts to resolve the incident;
iii. Upon obtaining confirmation from the user that the incident has been resolved, the technician reports the incident resolved for the AF NSD to close the ticket; and
iv.   AF NSD flags unresolved incident and escalates to appropriate 3rd line support agency.

1.3.3.3 Third Line Support (3rd Line Support - ISS Organization)

(i) Incident appears in the queue of the 3rd line support organization (DAEPM R&CS 5-4);

(ii) 3rd line support organization assigns incident to an SME for assessment;

(iii) once user confirms incident resolved the SME reports solution to AF NSD. If SME unable to resolve, ticket escalated by SME to 4th line support (OEM);

(iv) The AF NSD closes ticket if resolved, or

(v) unresolved ticket is flagged, referred to OEM, and closed when resolved or directed by 3rd Line support. .

Within this 3-tier framework, the ISS organization is the only authorized body that can access Industry for problem resolution through the award of the separate T&M contracts with the OEM, or with specialized Contractor resources.

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1.3.4 Training Support

A training program must be developed to encompass both the expanded user base as well as upgrading current users with increased functionality of the system. The Contractor must recommend the most effective method for all aspects of training activities to include operator, support, and administration training.

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Section 2 - Related Documents

2.1   Documentation

Upon Contract award, DND will make available to the Contractor, all necessary documentation relevant to this SOW.

Documents related to this SOW include the following:

a)   Canadian Forces Technical Orders;
b)   TBMCS Software User Manual;
c)   Application Software User Manuals;
d)   Interface Control Documents;
e)   System Segmentation Documents;
f)   Operator Manuals;
g)   AF9000; and
h)   ITIL Foundations v.3

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Section 3 -ISS Organizational Structure

3.1   DAEPM (R&CS)

The Director Aerospace Equipment Program Management is responsible for the in-service support of the AFCCIS Weapon System. DAEPM (R&CS) management team resides within the DAEPM organization and is established with a core of military and civilian personnel.

3.2   DAEPM Roles and Responsibilities

3.2.1   The Authorities for Canada and their roles and responsibilities are described elsewhere in the Contract.

3.2.2   DAEPM Activities

The AFCCIS ISS Organization will act as the focal point for the management, systems engineering support, and in-service support planning throughout the life of the AFCCIS weapon system. The TA will manage and communicate requirements to the Contractor. The scope of the TA activities includes the following:

(a)   Overall planning, execution and change control of the AFCCIS capability;

(b)   Communications management - in support of the ISS Organization;

(c)   Financial management;

(d)   Procurement management;

(e)   Quality management;

(f)   Configuration management;

(g)   Risk management;

(h)   Security management; and

(i)   In-service support implementation.

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Section 4 - Current Air Force Command and Control Architecture

4.1 Current AFCCIS Architecture

While the AFCCIS Architecture is currently running on Windows 2003/2008 servers, it is progressively being migrated to Window 2008 with VMWare servers. The diagram at Appendix E to Annex A - Current AFCCIS architecture, shows the architecture as it has been deployed to the Wings. Appendix F to Annex A - Force and Unit Applications, shows the new AFCCIS architecture after completing the upgrade. It is to be noted that the new AFCCIS architecture includes SANs at certain large Wings. Appendix H to Annex A – Wing/Units & Associated Roles is a complete list of AFCCIS supported organizations, along with the roles of the Units.

4.2 AFCCIS Software

AFCCIS software architecture relies heavily on a combination of COTS and GOTS products. The operating systems currently supported are Windows 2003 and 2008. Appendix G to Annex A - 3rd Party Products contains currently required COTS products. Some of the key software suites that makeup the AFCCIS suite of software include:

(a) National Aerospace Planning Process Integration Capability (NAPPIC);
(b) Global Command and Control System – Joint (GCCS-J);
(c) Portable Flight Planning Software (PFPS) and Joint Mission Planning System (JMPS); and
(d) Sensor Command and Control Planning Suite (SC2PS) and Coalition Shared Database (CSD)

4.3 NAPPIC

The NAPPIC is a C2 system that provides role/profile authorization and addressing services, as well as end user-alert services. NAPPIC is organized into three layers. Layering provides a method of implementing and enforcing the basic architectural network for a flexible, scalable system and ensuring applications and platform independence. The three layers are the Application Layer, the Core Services layer, and the Platform (Hardware and Database) layer. Figure 4-1 shows the layering concept as it applies to NAPPIC.
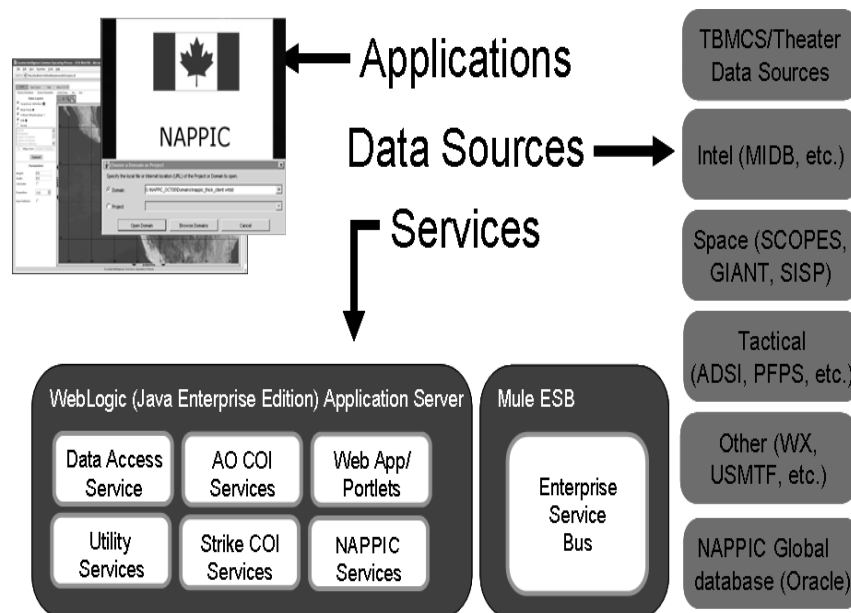
Figure 4- 1 - NAPPIC Three Layer Architecture

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4.3.1 Application Layer

The application layer consists of those software applications that are used by NAPPIC/GCCS-J users to perform their missions. It is separated from the Core Services layer by APIs. The application accesses the core services through these APIs. The core services provide common tools and services that are used by the applications. The Platform layer consists of the hardware, such as processors, display units, and communications devices, and the physical databases.

4.3.2 Services Layer

NAPPIC software consists of three sets of components, as shown in Figure 4-1. The Mission Applications components contain the mission application software. NAPPIC uses applications in this layer, together with the services provided by the Services layer, to perform battle management. The NAPPIC Core Services consists of two components, the Application Services component and the Data Sources component.

4.3.3 Data Sources Layer

The Data Sources layer is composed of the domain (mission) dependent services, providing common mission-related tools and components for use within NAPPIC. This creates common basis for implementing applications. The Data Sources layer contains the operating systems that support Services execution and integrates an extensive selection of COTS, GOTS, and internally developed products.

4.3.4 NAPPIC Functionality

The NAPPIC Software provides the following functionality:

4.3.4.1 Common Applications

(i) User Alerts.

4.3.4.2 Request Management Applications

(i) Air Location Request;

(ii) Ground Alert Request;

(iii) Electronic Combat Request;

(iv) Information Request;

(v) Collection Request; and

(vi) Airspace Request.

4.3.4.3 Planning Applications

(i) Joint Air Operations Plan (JAOP);

(ii) Air Operations Directive (AOD) and Strategic Planning;

(iii) Air Battle Planning and Master Air Attack Plan (MAAP); and

(iv) Airspace Management and De-confliction Support.

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4.3.4.4 Execution Management

(i) Execution Management;

(ii) Joint Air Strike Manager (JAS Manager); and

(iii) Force Status Manager;

4.3.4.5 ISR / Target Management

(i) ISR Collection Planning;

(ii) Effect Request Management; and

(iii) Target List Management.

4.4 GCCS-J

GCCS-J service offers vital connectivity to systems used to plan, execute, and manage military operations for both joint and multinational operations. GCCS-J fuses select C2 capabilities into a comprehensive, interoperable system by exchanging imagery, intelligence, status of forces, and planning information. GCCS-J is focused on meeting emerging operational needs through sustainment and synchronization support to operational baselines (Global and COP I3) and subject matter experts to assist with critical operation and the GCCS-J FoS.
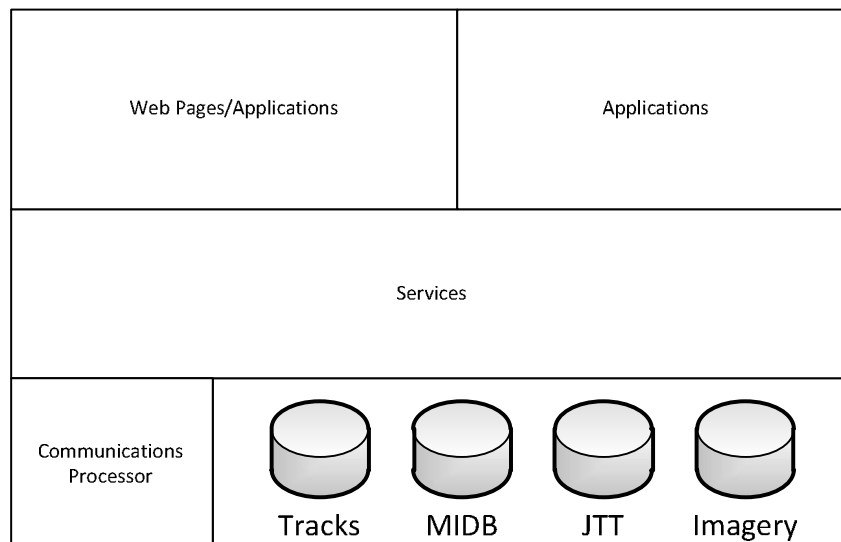
Like NAPPIC, GCCS-J has a three-layer architecture, with the data layer relying on commercial databases like Oracle and Sybase. The services layer is provided using Oracle's BEA Weblogic server. Finally, the application /web layer is provided either by local Java clients or as part of a GCCS-J website.

4.4.1 GCCS-J Functionality

The GCCS-J software provides the following functionality

4.4.1.1 Intelligence

(i) Target & Weaponeering (T&W);

(ii) Joint Targeting Toolkit (JTT);

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(iii) Threat Evaluation (TE);

(iv) Imagery, Situation Awareness and assessment (SAA) and Intelligence Data; and

(v) Time Critical Targets (TCT).

4.4.1.2 Situational Awareness

(i) Track display and management;

(ii) Link-16 data integration;

(iii) Blue Force tracking;

(iv) Map / Geo-display;

(v) Imagery, Situation Awareness and assessment (SAA) and Intelligence Data; and

(vi) Time Critical Targets (TCT).

4.5 Portable Flight Planning Suite (PFPS) / Joint Mission Planning Suite (JMPS)

PFPS provides the end-users with the ability to plan AF missions based on data available. The users can load GIS maps, ATO's and ACO's and other relevant data. The PFPS software suite with FV, CFPS, CWDS, CAPS, and several other software packages built by different software contractors. More information on components of PFPS can be found on Mission Planning Central at mpc.mission-planning.org for CFPS, CWDS, CAPS, and several other software packages built by different software contractors.

4.6 Sensor Command and Control Planning Suite (SC2PS) / Coalition Shared Database (CSD)

SC2PS is a real-time, multi-sensor application to exploit data from soldier systems, ground-based sensor sources, tactical aerostats, and UAVs. SC2PS gives commanders a powerful tool for analysis, mission planning, and decision making. SC2PS data is both MIP compliant and CSD compatible. The CSD software implements a high-level distributed architecture to accomplish this using the open-source JXTA architecture standard. Where the traditional client-server model of data distribution and sharing uses centralized database servers for collection points, JXTA is based on a peer-to-peer, decentralized arrangement where each node on the network is responsible for caching and offering information through a publish/subscribe mechanism. CSD offers the ability to query specific record sets of information from each database and can provide the query results in multiple formats for both GMTI and Imagery data products.

4.7 Software Documentation

Documentation for the software items listed in Appendix F to Annex A - Force and Unit Applications and applicable Appendix G to Annex A - 3rd Party Software Products, will be supplied to the Contractor to integrate Canadian developed applications. Documentation will include:

(a) NAPPIC SDK documentation;

(b) Application Software User Manuals;

(c) Test Documentation;

(d) ICD;

(e) Training Materials;

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(f) Version description documents, and any documents outlining changes provided by newer versions (as appropriate); and

(g) SS (ID), SSS, and version update documents.

4.8   Support Tools

Installation support tools, system load guides and software support services related documentation, will be provided. NAPPIC and GCCS-J documents will be supplied to DND via valid FMS Case and support agreements. Updates to baseline NAPPIC, GCCS-J, and COTS products, and associated documentation, will be made available.

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Section 5 - Scope of the Work

5.1 Scope of Work

During the ISS Phase of the AFCCIS Weapon System life cycle, the sustainability and supportability of the AFCCIS capabilities will be assured through the provision of professional services outlined in this Contract. The SOW described in this Contract is the overall AFCCIS ISS capability that is deployed in support of the AFCCIS weapon system.

5.1.1 Support and Monitor

All references to Support and Monitor in this SOW involves the following activities:

(a) **Support:** Troubleshoot and diagnose problems associated with the suite of AFCCIS applications and Hardware; and Test solution in laboratory before transitioning into production, develop production implementation plan and all associated documentation.

(b) **Monitor:** Using standard network monitoring / reporting tools, OEM products, and manual verification of system logs by AFCCIS personnel; and Generate and forward service or hardware outages or anomalies automatically to AFCCIS network and system administrators for verification, reporting, and resolution.

5.1.2 AFCCIS ISS Support.

The provision of services by the Contractor must include, but may not be limited to the following:

(a) Planning, coordination, management, implementation, validation, verification, and data security required to support all assigned ISS initiatives;

(b) Provision of System Engineering Services to the AFCCIS ISS Organization. System engineering activities must ensure long term sustainment of systems and services delivered by previous Major Projects. They must be responsible for the installation, layout, and maintenance of all network components. Plan, design, analyze, and provide technical support for data communications network. They also conduct research and evaluation of network technology and provide advices and recommendations to the TA on network equipment to purchase.

(c) Provision of Technical Architecture Services to the AFCCIS ISS Organization in accordance with established policies, procedures and guidelines;

(d) Provision of hands-on expertise on proof of concept testing, network planning, engineering design and implementation of new technologies to be deployed on CNET Network Infrastructure while minimizing costs, maximizing efficiencies and insuring scalability in accordance with configuration policies;

(e) Provision of Computer System administration Services to the AFCCIS ISS Organization to include installation/configuration, operation, and maintenance of NOS hardware and software and related infrastructure. The participation in technical research and development to enable continuing innovation within the infrastructure in order to ensure that system hardware, operating systems and software systems adhere to DND policies, procedures and guidelines are adhered to;

(f) Conduct of the technical evaluation, configuration, testing and the implementation support needed to evaluate and implement system changes that includes rollout plan and documentation, handover/training and transition to in-service support;

(g) Provision of software engineering support to include planning, coordination of upgrades, evaluation of software changes, and rollout of software applications;

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(h) Provision of Security Certification and Accreditation services associated with the addition, modification, and implementation & deployment of new and modified software and or hardware over AFCCIS related networks; and

(i) Development of Training plan and delivery of training to AFCCIS users and stakeholders.

5.2 Procedures

Where appropriate and as approved by the TA, the Contractor must utilize and expand upon existing AFCCIS documents, processes and procedures to carry out tasks associated with the following disciplines:

5.2.1 Change and Release Management

Change Control Procedures must be conducted in accordance with the current AF ITSM Configuration Management Plan, and the current AF ITSM Change Management Procedures.

These procedures apply to AFCCIS and AF ITSM HWCI, SWCI, System Design, System Specifications, Procedures, Plan and Requirements Documentation.

The AFCCIS Change Management procedures describe the change management process and include a detailed description of the roles and responsibilities for each individual, group and organization involved. The problem reporting, incident reporting, system change request, request for deviation, request for waiver and release authorization processes are described along with the process of review and approval and related review boards.

5.2.2 Quality Assurance

The Quality Program consists of an established set of standards, procedures and controls to assess compliance with the overall AFCCIS SOR. The Contractor must adhere to the current AFCCIS Quality Assurance Plan. This program applies to all AFCCIS and AF ITSM definition and implementation cycles.

5.2.3 Configuration Management

AFCCIS Configuration Management is an activity that integrates the technical and administrative functions of identifying, documenting, controlling, recording and reporting the functional and physical characteristics of the configuration items throughout their life cycle.

The Configuration Management plan, describes how Configuration Management must be performed by the Contractor to control, monitor, record, and report the design, integration and implementation of AFCCIS system configuration items. This plan must be satisfied by the uniform application of configuration identification, change control, status accounting and audit purposes. Configuration Librarians must be appointed to ensure the continuous implementation of the Receive & Install process of new equipment while maintaining the integrity of the AF ITSM CMDB of all AFCCIS CIs.

All formal project documentation must come under configuration control after approval and formal acceptance. Changes must be tracked and managed throughout the design, development, and implementation phases. The Contractor must adhere to the Configuration Management Plan, the AFCCIS Change Management Procedures, and the Document Management Process.

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Section 6 - Services

6.1   Contractor's Responsibilities

The Contractor must provide support in the integration of the current AFCCIS suite of software as per Section 4.2 and Unit Level tools (FlightPro) and future versions of those applications, as required, across Canada and for deployed kits. The services to be furnished by the Contractor under the Contract must be on an "as and when requested" basis associated with provision of services in the areas of support mentioned hereunder.

The following general tasks descriptions are indicative of the work required in order to provide systems engineering, software, and training support of the AFCCIS suite (as per Section 4.2) along with other related tasks under the Contract. The ordering of tasks is not indicative of priority.

DND reserves the right to witness all Contractor efforts to accomplish the SOW requirements and maintains the right to approve or reject resulting processes and products before subsequent related processes and products are implemented.

6.2   Services

6.2.1   AFCCIS Systems Engineering and Software Support

The Contractor must perform systems engineering tasks for the development, evaluation, support and maintenance of all software and associated documentation that include analysis, design, development, change implementation and system test and evaluation. The engineering support function must include those activities necessary to assist in the overall engineering and technical management of the AFCCIS suite of software, as per Section 4.2, Integration. The Contractor must support, configure, test, install and provide training for the AFCCIS suites (as per Section 4.2), as required, as well as future upgrades. The software to be deployed consists of various modules as well as 3rd party software products.

The tasks consist of, but may not be limited to the following:

(a) The Contractor must plan, analyze, investigate, design, code, test, integrate, implement, evaluate, support and deliver software and/or software changes in order to integrate various AFCCIS software (as per Section 4.2) into the AFCCIS environment;

(b) The Contractor must upgrade AFCCIS with the latest service packs and patches;

(c) The Contractor must fully design the technical and operational architectures required to support the following applications at the various command levels of the Air Force hierarchy:

   (i)   CAS: JFACC JPT, Alert services, the required COTS, and GOTS to support its use, and training and help functionality;

   (ii) 1 Cdn Air Div Bldg 25 and WTIS Bldg 136: JPT, TAP, ADS, AODB, EMR, AAT, Alert services, the required COTS/GOTS to support their use, training and help functionality;

   (iii) 22 Wing North Bay: SAA;

   (iv) Wings: NABOPS, FLYOPS, WS, AAT, Alert services, the required COTS/GOTS to support their use, training and help functionality; and

   (v)   Deployed: AAT, EMC, ADS, Alert services, the required COTS/GOTS to support their use, training and help functionality.

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(d) The Contractor must use well-defined procedures for software metrics collection and analysis. Software metrics, including project, productivity, quality and management metrics must be used to assure the quality of all software and documentation produced.

(e) The Contractor must perform analysis of software performance and system sizing, generating technical reports of the results and software architectural enhancements to improve the sizing and performance of the software.

(f) The Contractor must document and implement procedures for establishing and maintaining Software Development Folders or Files including the following:

  (i) Design considerations and constraints;

  (ii) Design documentation and data;

  (iii) Schedule and status information;

  (iv) Results from reviews and inspections;

  (v) Test requirements and responsibilities;

  (vi) Test case;

  (vii) Procedures and results;

  (viii) Open and resolved defect reports and action items; and

  (ix) Rationales for significant decisions.

(g) The Contractor must be available to field additional functionality and develop unique CAF capabilities, including Canadianizing the GUI and data. This includes the integration of AFCCIS suite of software (as per Section 4.2) with other applications and/or the Web Remote.

(h) The Contractor must document Canadian extensions and additions to NAPPIC/GCCS-J/C2PC. The Contractor must produce a System Administration Manual, an Operator Manual, Training Scenarios and Curriculum.

(i) The Contractor must verify that all users requiring NAPPIC/GCCS-J/C2PC are provided access using AF NSD account request process.

(j) The AFCCIS suite of software will be operational in English. The Contractor must indicate if French language versions of the COTS software documentation and user interface are available and provide the TA with the estimates of any additional costs, if applicable. If a French language version is not available, the Contractor must indicate the cost of an option to provide French language versions that will:

  (i) Offer the same content and functionality as the English language versions;

  (ii) Be interoperable with English versions, including server and desktop OS; and

  (iii) Provide a preferred language selection facility with the capability to set a user-defined default.

(k) The Contractor must be available to develop upgrades, new releases and associated documentation for DND developed software.

(l) The Contractor must be responsible for updating the AFCCIS Integration and Test Plan, 32398-225-0001 and carrying out the integration, installation and testing of the software according to this plan.

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6.3   General ISS Management Support

6.3.1   AFCCIS ISS Management Support

The Contractor must maintain an interface with the users and stakeholders in conjunction with the Technical Authority including CM/QA personnel, the Change Management personnel, and the LCM verification and validation engineers throughout the execution of the SOW:

(a)   The Contractor must prepare technical presentations and briefings to stakeholders to ensure that they understand all facets of the AFCCIS capabilities being deployed in support of critical Air Operations;

(b)   The Contractor must analyze operational requirements and assess the impact on the technical requirements of the system and provide technical support to the TA. Coordination with the US DoD, other International Partners and system contractors or suppliers may be required;

(c)   The Contractor must also support the definition and follow-on implementation activities for subsequent emerging requirements as directed. These activities include performing a TASA;

(d)   The Contractor must develop and maintain WBS for the AFCCIS suite (as per Section 4.2), upgrade activities to define precise and measurable tasks, milestones, reviews, and deliverables;

(e)   The Contractor must describe the procedures to be used for managing risk associated with the implementation of updates, upgrades, and changes as required;

(f)   The Contractor must maintain and update an electronic library of work in progress, delivered items and review comments, and must perform version control;

(g)   The Contractor must prepare and distribute monthly progress reports to the TA in accordance with the guidelines provided under this SOW;

(h)   The Contractor must update the applicable AFCCIS application/programs (as per Section 4.2), integration ICD. The definition, identification, cataloguing, and control of AFCCIS systems interfaces are of paramount importance. The AFCCIS ICD, 32398-254-0002, Version 2.0, describes the AFCCIS interface requirements;

(i)   The Contractor must update all required technical and support documentation for the AFCCIS suite (as per section 4.2); and

(j)   The Contractor must provide minutes of meetings between the Contractor and groups external to the LCM organization, including the provision of trip reports, where applicable and as required.

6.4   Training Support

6.4.1   AFCCIS Training Support Requirements

The Contractor must plan for the installation, checkout, and training of a cadre of operations and support personnel from each site. A "train the trainer" concept must be utilized through the use of mobile training teams with follow-up based on operational tempo. 1 Cdn Air Div and WTIS to provide personnel for SME's operator and system administrator training.

(a)   Training must include non-AFCCIS but related software and processes;

(b)   The Contractor must use Mobile Training Teams to carry out the training for each site;

(c)   The Contractor must provide DND personnel with the required training materials to train operations and support/administration personnel at each site. The Contractor can utilize distance learning, CBT

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techniques and web-based information to increase effectiveness and reduce costs. All reproduction costs for training materials are to be borne by DND;

(d) The Contractor must deliver additional operator and system administrator training for the AFCCIS suite (Section 4.2) as needed;

(e) The Contractor must update existing training materials to reflect current AFCCIS applications (Section 4.2), and provide these updated versions to the operations and support/administration personnel;

(f) The Contractor must update the AFCCIS Training Plan (32398-402-0004) as required;

(g) The AFCCIS TP, (32398-402-0004) serves primarily as a working document for those organizations directly responsible for the planning, management, and execution of the training program or any position thereof. The Training Plan documents the training requirements and establishes responsibilities for the training program participants. The following objectives were established for the TP:

   (i) Identify and document the training concept;

   (ii) Identify and document training requirements and constraints;

   (iii) Describe required training actions and tasks;

   (iv) Ensure all relevant training elements have been considered;

   (v) Provide training information for reviews and decisions;

   (vi) Establish responsibilities for the training program participants; and

   (vii) Identify training materials to be used (e.g. presentation packages, user guides, course material handouts, and others)

   The TP provides the necessary information for the training support of AFCCIS. The content of the TP was developed IAW applicable CF policies and procedures.

(h) **Training Methodology.** The TA will arrange access to the unclassified AFCCIS web site for user and administrators to gain knowledge of the applications and functionality. The TA will assist the Contractor to co-ordinate training to the initial cadre of users for all new applications programs as detailed above. The Contractor must utilize AF SMEs to help develop training syllabus for both operator and system administrator training. The following summarizes the training strategy:

   (i) The Contractor must provide the initial cadre of training on all AFCCIS suites (as per Section 4.2), including operator and system administration training. Where any additional changes/upgrades occur to AFCCIS applications, the Contractor must provide updated course material and training. AFCCIS specific system administration training must be provided to local LAN Administrators and/or AFCCIS Systems Managers at DND sites;

   (ii) AFCCIS operator training must only be provided for AFCCIS unique applications with training to be provided to SME and Deployed operators at DND sites;

   (iii) The Contractor must manage all resources for the delivery of AFCCIS technical training, to include system, network, database administration, security and operating systems. The AFCCIS technical training curriculum will be partitioned in accordance with the specific duties and responsibilities of the Systems Administrator, Database Administrator, Network Manager and Security Manager;

   (iv) Technical training for AFCCIS unique systems and applications will be the responsibility of the Contractor. The TA will assist the Contractor coordinate all training allocations with AF sites; AFCCIS Systems Administrators will attend the user training to enhance their understanding of applications interoperability and system processes; and

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(v)   The initial cadre staff will be provided with training packages (appropriate teaching materials for follow-on instructions) which will allow them or Wing/Squadron Training personnel to train additional unit staff as required using OJT.

6.5   In-Service-Support

The ISS requirements are: First (1st) level support provided by the AFCCIS National Service Desk in Winnipeg. Second (2nd) level support provided by the LCMM organization and the Contractor, and third (3rd) level support provided by the Contractor and/or the OEM.

6.5.1   ISS Requirements

(a)   The Contractor must provide support for all COTS and AFCCIS suites installed in previous and current cycles;

(b)   The AFCCIS SP, 32398-402-0002 provides policy, guidance and direction for the oversight and execution of the AFCCIS project management, operations and maintenance responsibilities. The SP also provides general policies, procedures and practices for the development, implementation, and continued operation of AFCCIS hardware, software and communications assets. The following objectives are established for the SP:

   (i)   Identify and document the maintenance concept;

   (ii)   Identify and document logistics requirements and constraints;

   (iii)   Describe required logistics actions and tasks;

   (iv)   Ensure all relevant LS elements have been considered;

   (v)   Provide logistics information for reviews and decisions; and

   (vi)   Establish responsibilities for LS program participants.

(c)   The SP provides detailed management policies for the life cycle logistics support of the AFCCIS. The contents of the SP were developed in accordance with applicable CF policies and procedures.

(d)   Support by the AFCCIS National Service Desk. The Contractor must provide resources to support the AFCCIS National Service Desk for AFCCIS / AFTAC related incidents in accordance with 17 Wing Winnipeg hours of operation.

6.6 Contractor Deliverables

The Contractor's deliverables must be in the form of services provided to the TA in accordance with the Contract, and of the products generated thereof. The deliverables resulting from service provided must include:

(a)   Monthly progress reports of the work performed in a format acceptable to the TA, to be attached to each Progress Claim. As a minimum, each monthly progress report must document the following information:

   (i)   All significant activities performed during the period covered by the Progress Claim;

   (ii)   Status of all action/decision items as well as a list of outstanding activities;

   (iii)   A description of any problems encountered which are likely to require attention by the TA;

   (iv)   Any recommendations relating to the conduct of the work;

   (v)   Total number of days charged during the covered period;

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(vi) Cumulative number of days charged; and

(vii) Travel costs incurred including all applicable receipts.

(b)   Training and associated training material;

(c)   Briefings / presentations to groups of individuals selected by the TA on an 'as requested' basis;

(d)   Upgrade and installations of latest versions of various software under the purview of the AFCCIS;

(e)   Updates of various documents associated with the LCMM of the AFCCIS weapon system capability.

(f)   The Contractor(s) must submit to the TA one electronic copy of the deliverables as specified in the tasking authorization raised on an "as and when requested" basis; and

(g)   The Contractor must assist in developing and presenting various project status updates as well as project deliverables.

Any communication with Contractor regarding the quality of Work performed pursuant to this Contract will initially be addressed by the TA. If a mutually agreeable resolution cannot be reached, official correspondence will be forwarded through the Contracting Authority.

As a minimum QA requirement, the Contractor is responsible for performing or having performed all inspections and tests necessary to substantiate that the services and/or materiel provided are conform to the specifications and requirements of this Contract and the Task Authorization. The schedule of deliverables must be in accordance with the priorities established by the TA.

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Section 7 - General Management and Administration

7.1 General

To provide the services specified in the Contract, cooperation between TA and the Contractor is necessary in order to ensure that the contract is being managed in a formal and structured manner, and that there is full accountability for tasks issued, services rendered, and payments received.

7.1.1 Location of Work

Services are required at 455 Blvd de la Carriere, Gatineau, Quebec. DND is to supply the necessary office equipment for the work performed in the LCM establishment and facilities, including desks, computers and software. Access to the divisional LAN is subject to normal security requirements.

7.1.2 Language of Work

Unless otherwise indicated, the work must be carried out in English, and the deliverables listed in under para 7.3 of this SOW must be produced in English.

7.1.3 Working Hours

Normal working hours will be from 07:00 to 17:00 EST Monday through Friday where the Contractor's personnel is expected to work 7.5 hours each day between those hours. In addition, the Contractor's personnel must be responsive to calls after normal working hours including weekends and/or holidays as may be required to provide timely support to Air Operations.

7.1.4 Travel

It is anticipated that the Contractor's personnel will be required to travel to various locations within North America and internationally, as dictated by the operational requirements of R&CS.

The requirement for any travel and trip report will be identified by the TA. All travel will require prior written approval by the TA or the authorized representatives and must, in all cases, be in accordance with the RFSA and the current Treasury Board guidelines.

7.2 Management & Organization

7.2.1 ISS Contract Control

All services provided under this Contract must be coordinated, validated, and approved by the TA, in conjunction with the DND Procurement Authority, on an "as and when requested" basis through a Task Authorization. The TA has the authority to co-ordinate and control the assignment of all tasks, including the establishment of task priorities. The TA for this requirement is the primary point of contact for the Contractor's personnel.

7.2.2 DND Support to Contractor

To aid the Contractor in the provision of the required services, the following information, materials, and assistance will be provided if available and deemed appropriate by the TA:

(a) All available data and documents such as policy documents, directives, instructions, performance data, technical documents, and other data deemed necessary by the TA for the provision of services under this Contract;

(b) Consultation with the TA and other DND specialists as may be arranged by the TA; and

(c) Other information, data and assistance available and requested by the Contractor subject to concurrence of the TA.

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7.2.3 General Administration Support

The Contractor must provide administrative services to joint DND/ Contractor meetings, briefings and visits, including preparation and printing of minutes, reports and studies at no additional cost to DND. The Contractor must maintain Problem, History and Lessons Learned files. Inputs to these files are to be solicited periodically from the appropriate LCM personnel and must be available to the LCM personnel as needed. Other responsibilities of the Contractor include:

(a) Maintenance of employee time sheets and provision of monthly invoices;

(b) Administration support to DND/ Contractor meetings, briefings and visits;

(c) Coordination of the Contractor personnel's security clearances and DND building VCRs, and passes;

(d) Preparation of estimates for individual tasks;

(e) Secretary/clerical/administrative functions; and

(f) Travel arrangements for Contractor's(s) personnel.

7.2.4 AFCCIS Progress Review Meetings

The Contractor must conduct review meetings to provide mutual understanding of support activities, identify and highlight problem areas, discuss progress, and establish baselines for future planning and action. These review meetings may be convened monthly or more frequently at the discretion of the TA. The first meeting must be scheduled to take place no later than one month after contract award. The Contractor, in conjunction with the TA, must co-ordinate the date and time of the review meetings. The Contractor must provide the TA with a draft of the meeting agenda at least five (5) working days prior to each meeting. The Contractor must prepare and the meeting minutes within two (2) working days following the meeting.

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Section 8 - AFCCIS Contractor Team

8.1 AFCCIS ISS Team

The specific resource requirements for the provision of services will be determined on an "as and when requested" basis. The potential 'end-state' AFCCIS Contractor Team could involve as many as 25 resources as shown in Table 1 (below). However, the Contractor Team will be established incrementally to ensure the supportability and survivability of the AFCCIS weapon system during the transition from the current construct, to a TBIPS Professional Services ISS. Hence, the initial core resources are listed in 'bolded letters' in Table 1.

Workstream	No	Full Title	Level	Quantity	Core[1]
1	1	A.1 Software Architect	2	3	**3L2**
	2	A.6 Programmer/Software Developer	2	2	**2L2**
	3	A.6 Programmer/Software Developer	3	2	**1L3**
	4	A.8 System Analyst	3	1	**1L3**
	5	C.3 IT Security TRA and C&A Analyst	3	1	0L3
2	6	I.8 Storage Architect	2	1	**1L2**
	7	I.9 System Administrator	3	1	**1L3**
	8	I.10 Technical Architect	2	2	**2L2**
	9	I.10 Technical Architect	3	1	**1L3**
	10	I.11 Technology Architect	3	4	**4L3**
3	11	B.10 Helpdesk Specialist	2	1	0L2
	12	B.12 Network Support Specialist	2	2	**2L2**
4	13	P.1 Change Management Consultant	3	1	**1L3**
	14	P.6 Project Administrator	3	1	**1L3**
	15	P.9 Project Manager	3	2	**2L3**
			Total	25	22

Table 1 – AFCCIS Team Composition

AFCCIS Team Labour Categories & Descriptions of Work – Workstream 1

8.1.1   A.1 Application/Software Architect – Level 2.

8.1.1.1 The Application/Software Architect must carry out the following tasks:

(a) Develop technical architectures, frameworks and strategies, either for an organization or for a major application area, to meet the business and applications requirements;

(b) Identify the policies and requirements that drive out a particular solution;

(c) Analyze and evaluate alternative technology including Industry new trends to meet business problems;

(d) Evaluate existing procedures and methods, identify and document data base content, structure, and application sub-systems, and develops data dictionary;

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(e) Define and document interfaces of manual to automated operations within application sub-systems, to external systems and between new and existing systems;

(f) Define input/output sources, including detailed plan for technical design phase, and obtain approval of the system proposal;

(g) Identify and document system specific standards relating to programming, documentation and testing, covering program libraries, data dictionaries, naming conventions, etc;

(h) Support the evaluation, configuration, test, and implementation of system changes to include rollout, documentation, handover/training, and transition to in-service support;

(i) Support the reception, staging and delivery of equipment, with associated CM processes (including verification and tracking); and

(j) Provide support to project management as directed by the AFCCIS LCM (i.e. Attend project meetings, and liaise with AFCCIS sites).

8.1.1.2 Deliverables as per section 6.6 of the SOW, plus,

(a) Produce configuration, test, and implementation plans for AFTAC data centre software updates / upgrades;

(b) Produce installation and configuration documents, amend and or create SOPs that support the installation and ongoing management SOPs for AFTAC servers, network infrastructure, workstations, for both static and deployed systems;

(c) Monitor and report AFTAC application performance deviations to TA and provide recommendations to improve services.

8.1.2   A.6 Program/Software Developer – Level 2.

8.1.2.1 The Program/Software Developer must carry out the following tasks:

(a) Modify existing software to correct errors, to adapt it to new hardware or to upgrade interfaces and improve performance;

(b) Consult with engineering staff to evaluate interface between hardware and software, develop specifications and performance requirements and resolve customer problems;

(c) Analyze information to determine, recommend and plan installation of a new system or modification of an existing system;

(d) Develop software programming and associated documentation;

(e) Consult with customers on proposals and technical issues such as software system design and maintenance;

(f) Advise customers about, or perform, maintenance of software system;

(g) Coordinate installation of software system;

(h) Monitor functioning of equipment to ensure system operates in conformance with specifications;

(i) Store, retrieve, and manipulate data for analysis of system capabilities and requirements;

(j) Confer with data processing and project managers to obtain information on limitations and capabilities for data processing projects;

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(k) Prepare reports and correspondence concerning project activities and status;

(l) Evaluate factors such as cost constraints, and security restrictions to determine hardware configuration;

(m) Train users to new / modified applications and/or equipment; and

(n) Implement AFCCIS capabilities and its suite of applications.

8.1.2.2 Deliverables as per section 6.6 of the SOW, plus,

(a) Produce configuration, test, and implementation plans for all AF mission planning applications, including JMPS, PFPS, APT, and DSS;

(b) Provide TA weekly reports on Mission Planning user community service and support requests, software debugging, and all engineering / development efforts for mission planning applications; and

(c) Liaise with PFPS and JMPS COI to monitor mission planning applications performance and provide TA with bi-weekly reports deficiencies and improvements.

8.1.3   A.6 Program/Software Developer – Level 3.

8.1.3.1 The Program/Software Developer must carry out the following tasks:

(a) Modify existing software to correct errors, to adapt it to new hardware or to upgrade interfaces and improve performance;

(b) Design and develop software systems, using scientific analysis and mathematical models to predict and measure outcome and consequences of design;

(c) Consult with engineering staff to evaluate interface between hardware and software, develop specifications and performance requirements and resolve customer problems;

(d) Analyze information to determine, recommend and plan installation of a new system or modification of an existing system;

(e) Develop and direct software programming and development of documentation;

(f) Consult with customers and / or other departments on project status, proposals and technical issues such as software system design and maintenance;

(g) Advise customers about, or perform, maintenance of software system;

(h) Coordinate installation of software system;

(i) Monitor functioning of equipment to ensure system operates in conformance with specifications;

(j) Store, retrieve, and manipulate data for analysis of system capabilities and requirements;

(k) Confer with data processing and project managers to obtain information on limitations and capabilities for data processing projects;

(l) Prepare reports and correspondence concerning project specifications, activities and status;

(m) Evaluate factors such as reporting formats required, cost constraints, and need for security restrictions to determine hardware configuration;

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(n) Coordinate and recommend changes through TA for work by programmers, designers, technologists, and technicians and other engineering and scientific personnel;

(o) Train users to new / modified applications and/or equipment; and

(p) Implement AFCCIS capabilities and its suite of applications.

8.1.3.2 Deliverables as per section 6.6 of the SOW, plus,

(a) Produce configuration, test, and implementation plans for all AF mission planning applications, including JMPS, PFPS, APT, and DSS;

(b) Provide TA weekly reports on Mission Planning user community service and support requests, software debugging, and all engineering / development efforts for mission planning applications; and

(c) Liaise with PFPS and JMPS COI to monitor mission planning applications performance and provide TA with bi-weekly reports deficiencies and improvements.

8.1.4   A.8 System Analyst –Level 3.

8.1.4.1 The System Analyst must carry out the following tasks:

(a) Update the AFCCIS Implementation Plan with regards to GCCS-J, NAPPIC and ULTool information;

(b) Prepare, evaluate, and identify training material (requirements) and deliver training to operational and administrative users as required;

(c) Execute the test plan for each of the AFCCIS, GCCS-J, NAPPIC and ULTool sites;

(d) Maintain an interface with the GCCS-J, NAPPIC and ULTool users, sponsor and work in conjunction with the AFCCIS Life-Cycle Manager including the Configuration Manager and the Change Manager;

(e) Participate in the development of documentation, problem resolution, technical evaluation, and testing related to AFCCIS applications and its interface with GCCS-J, NAPPIC and ULTool;

(f) Update the AFCCIS Interface Control Document with the most current GCCS-J, NAPPIC and ULTool information;

(g) Deliver third line functional and technical support, including advice to operational and support personnel;

(h) Plan, analyze, design, code, test, integrate, implement, evaluate, support and deliver software and/or software changes in order to integrate the current and future versions of GCCS-J, NAPPIC and ULTool and related applications into AFCCIS;

(i) Define procedures for software metrics collection and analysis;

(j) Perform analysis of software performance and system sizing, generating technical reports of the results and software architectural enhancements to improve the sizing and performance of the software;

(k) Document and implement procedures for establishing and maintaining Software Development Folders or Files including design considerations and constraints;

(l) Update and maintain the GCCS-J, NAPPIC and ULTool training suite to reflect the current operational Command and Control components used by the operational personnel;

(m) Carry out product development and integration in accordance to system specification;

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(n) Develop unique Air Force capabilities including Canadianizing the Graphical User Interface (GUI) and data as needed;

(o) Provide input to configuration management of GCCS-J, NAPPIC and ULTool systems; and

(p) Liaise with other DND personnel and projects on technical / coordination issues.

8.1.4.2 Deliverables as per section 6.6 of the SOW, plus,

(a) Produce configuration, test, and implementation plans for updates and upgrades to GCCS-J, NAPPIC and ULTool suites;

(b) Provide TA weekly reports on Mission Planning user community service and support requests, software engineering support requests / development efforts for mission planning applications; and

(c) Liaise with PFPS and JMPS COI to monitor mission planning applications performance and provide TA with bi-weekly reports of deficiencies and enhancements.

8.1.5   C.3 IT Security TRA and C&A Analyst – Level 3

8.1.5.1 The IT Security TRA and C&A Analyst must carry out the following tasks:

(a) Review, analyze, and/or apply Federal, Provincial or Territorial IT Security policies, System IT Security Certification & Accreditation processes, IT Security products, safeguards and best practices, and the IT Security risk mitigation strategies;

(b) Identify threats to, and vulnerabilities of operating systems (such as MS, Unix, Linux, and Novell), and wireless architectures;

(c) Identify personnel, technical, physical, and procedural threats to and vulnerabilities of Federal, Provincial or Territorial IT systems;

(d) Conduct Accreditation activities such as: Review of the certification results in the design review documentation by the Accreditation Authority to ensure that the system will operate with an acceptable level of risk and that it will comply with the departmental and system security policies and standards and identify the conditions under which a system is to operate (for approval purposes). This may include the following types of approvals:

   (i)   Developmental approval by both the Operational and the Accreditation Authorities to proceed to the next stage in an IT system's life cycle development if sensitive information is to be handled by the system during development
   (ii) Operational written approval for the implemented IT system to operate and process sensitive information if the risk of operating the system is deemed acceptable, and if the system is in compliance with applicable security policies and standards

   (iii) Interim approval - a temporary written approval to process sensitive information under a set of extenuating circumstances where the risk is not yet acceptable, but there is an operational necessity for the system under development; and

(e) Develop and deliver training material relevant to the resource category.

8.1.5.2 Deliverables as per section 6.6 of the SOW, plus,

(a) Develop reports such as: Data security analysis, Concepts of operation, Statements of Sensitivity (SoSs), Threat assessments, Privacy Impact Assessments (PIAs), technical and non-technical Vulnerability Assessments, Risk assessments, IT Security threat, vulnerability and/or risk briefings; and

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(b) Conduct Certification including: Develop Security Certification Plans, verify security safeguards meet the applicable policies and standards, validate security requirements by mapping the system-specific security policy to the functional security requirements, and mapping the security requirements through the various stages of design documents, verify that security safeguards have been implemented correctly and that assurance requirement have been met. Including confirmation system has been properly configured, and establishing that the safeguards meet applicable standards, conduct security testing and evaluation (ST&E) to determine if the technical safeguards are functioning correctly, assess the residual risk provided by the risk assessment to determine if it meets an acceptable level of risk.

AFCCIS Team Labour Categories & Descriptions of Work – Workstream 2

8.1.6   I.8 Storage Architect – Level 2

8.1.6.1 The Storage Architect must carry out the following tasks:

(a) Develop, analyze, design, and implement the organization's storage infrastructure/architecture to ensure high levels of data quality and availability;

(b) Develop capacity planning, backup and restore procedures for storage capabilities of the AFCCIS AFTAC data centers;

(c) Develop or assist in development of data disaster recovery plans, as they relate to storage capabilities and continuity AFCCIS AFTAC data centers;

(d) Develop, implement, and oversee policies and procedures to ensure consistent and seamless storage continuity and capabilities of the AFCCIS AFTAC data centers; and

(e) Perform other related duties incidental to the work described herein and at the direction of the TA.

8.1.6.2 Deliverables as per section 6.6 of the SOW, plus,

(a) Produce weekly reports of available systems storage capacities of each AF data centre and identify deficiencies and process / service enhancement opportunities; and

(b) Produce detailed schedule for all data center incremental and full backups, and maintenance plan for each site. This includes demonstrating serviceability of backup by performing data restoration at each AF data center.

8.1.7   I.9 System Administrator – Level 3

8.1.7.1 The System Administrator must carry out the following tasks:

(a) Define and test AFCCIS Implementation, particularly GCCS-J, NAPPIC, ULTool and related applications;

(b) Develop hardware/software requirements to support NOS system testing as it relates to the and rollout of GCCS-J, NAPPIC, ULTool improvements and related applications;

(c) Define hardware/software NOS requirements for each of the AFCCIS sites;

(d) Perform and support site testing;

(e) Provide support to project management as directed by the AFCCIS LCM (i.e. attend weekly project team, and monthly project review meetings, liaise with AFCCIS mgmt);

(f) Review GCCS-J, NAPPIC and ULTool computer software systems and data requirements as well as communications and response needs and device computer hardware configuration to support them;

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(g) Deploy software updates such as service packs, security patches and anti-virus products on GCCS-J, NAPPIC, ULTool and AFCCIS NOS servers;

(h) Document and implement procedures for establishing and maintaining GCCS-J, NAPPIC, ULTool and AFCCIS NOS hardware;

(i) Liaise with other DND personnel and projects on technical / coordination issues; and

(j) Perform testing, implementation of required upgrades and future planning for interfaces, migrations and replacement.

8.1.7.2 Deliverables as per section 6.6 of the SOW, plus,

(a) Coordinate system service schedule with each Wing Ops section and produce schedule for hardware, software, firmware updates, upgrades and or replacement of servers, switches and ancillary devices at the AF data centers.

8.1.8   I.10 Technical Architect – Level 2

8.1.8.1 The Technical Architect must carry out the following tasks:

(a) Develop hardware/software requirements for AFCCIS functionality, primarily GCCS-J, NAPPIC and ULTool sites;

(b) Third line functional, technical requirements, and activities;

(c) Evaluate the operational architecture required to support GCCS-J, NAPPIC and ULTool and related applications;

(d) Plan, analyze, investigate, design, test, integrate, and implement hardware/software and/or hardware/software changes in order to integrate the current and future versions of GCCS-J, NAPPIC and ULTool into AFCCIS;

(e) Analyze and evaluate alternative technology solutions to include Industry new trends to address business problems;

(f) Review GCCS-J, NAPPIC and ULTool computer software systems and data requirements as well as communications and response needs and device computer hardware configuration to support them;

(g) Design the technical architecture required to support GCCS-J, NAPPIC and ULTool and related applications;

(h) Document and implement procedures for establishing and maintaining GCCS-J, NAPPIC and ULTool hardware;

(i) Prepare technical documents on GCCS-J, NAPPIC and ULTool pertaining to the maintenance of existing services, testing, implementation of required upgrades and future planning for interfaces;

(j) Provide technical guidance on issues directly related to the present and/or future GCCS-J, NAPPIC AND ULTool networks, which may include cluster and SAN;

(k) Provide assistance, technical input and advice to DND Projects and initiatives involving AFCCIS, particularly the expansion of GCCS-J, NAPPIC and ULTool system capabilities; and

(l) Update all GCCS-J, NAPPIC and ULTool documentation and drawings to reflect any changes to both hardware and software.

8.1.8.2 Deliverables as per section 6.6 of the SOW, plus,

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(a) Research, analyze options, and make written recommendations on the provision of external interfaces between AFCCIS and other existing and future planned systems/networks;

(b) Develop test plan(s), IAW the TDC methodology and IM CCB guidelines, for significant changes to the AFCCIS systems; and

(c) Analysis technical/engineering issues of GCCS-J, NAPPIC and ULTool integration and provide detailed plan to assist in the implementation of a solution.

8.1.9   I.10 Technical Architect – Level 3

8.1.9.1 The Technical Architect must carry out the following tasks:

(a) Develop hardware/software requirements for AFCCIS functionality, primarily GCCS-J, NAPPIC and ULTool sites;

(b) Third line functional, technical requirements, and activities;

(c) Support the user interface to GCCS-J, NAPPIC and ULTool users and the AFCCIS LCM staff including the AFCCIS Configuration Manager and AFCCIS Change Manager;

(d) Design the operational architecture required to support GCCS-J, NAPPIC and ULTool and related applications;

(e) Plan, analyze, investigate, design, code, test, integrate, and implement hardware/software and/or hardware/software changes in order to integrate the current and future versions of GCCS-J, NAPPIC and ULTool into AFCCIS;

(f) Develop technical architectures, frameworks and strategies for the testing and implementation of GCCS-J, NAPPIC and ULTool and related applications;

(g) Analyze and evaluate alternative technology solutions to include Industry new trends to address business problems;

(h) Review GCCS-J, NAPPIC and ULTool computer software systems and data requirements as well as communications and response needs and device computer hardware configuration to support them;

(i) Perform analysis of software performance and system sizing, generating technical reports of the results and software architectural enhancements to improve the sizing and performance of the software;

(j) Design the technical architecture required to support GCCS-J, NAPPIC and ULTool and related applications;

(k) Document and implement procedures for establishing and maintaining GCCS-J, NAPPIC and ULTool hardware;

(l) Prepare technical documents on GCCS-J, NAPPIC and ULTool pertaining to the maintenance of existing services, testing, implementation of required upgrades and future planning for interfaces;

(m) Provide technical guidance on issues directly related to the present and/or future GCCS-J, NAPPIC AND ULTool networks, which may include cluster and SAN;

(n) Provide assistance, technical input and advice to DND Projects and initiatives involving AFCCIS, particularly the expansion of GCCS-J, NAPPIC and ULTool system capabilities; and

(o) Update all GCCS-J, NAPPIC and ULTool documentation and drawings to reflect any changes to both hardware and software.

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8.1.9.2 Deliverables as per section 6.6 of the SOW, plus,

(a) Research, analyze options and make written recommendations on the provision of external interfaces between AFCCIS and other existing and future planned systems/networks;

(b) Develop test plan(s), IAW the TDC methodology and IM CCB guidelines, for significant changes to the AFCCIS systems; and

(c) Analysis technical/engineering issues of GCCS-J, NAPPIC and ULTool integration and provide detailed plan to assist in the implementation of a solution.

8.1.10 I.11 Technology Architect – Level 3.

8.1.10.1　　　The Technology Architect must carry out the following tasks:

(a) Develop technical architectures, frameworks and strategies, either for an organization or for a major application area, to meet the business and application requirements for AFCCIS functionality, primarily GCCS-J, NAPPIC, and ULTool sites;

(b) Identify the policies and requirements that drive out a particular solution and support third line functional and technical requirements and activities;

(c) Analyze and evaluate alternative technology solutions for GCCS-J, NAPPIC, ULTools, and Virtual Environments in support of RCAF strategic requirements;

(d) Ensures the integration of all aspects of technology solutions for operational architecture required to support GCCS-J, NAPPIC and ULTool and related applications;

(e) Plan, analyze, investigate, design, code, test, integrate, and implement hardware/software and/or hardware/software changes in order to integrate the current and future versions of GCCS-J, NAPPIC and ULTool into AFCCIS;

(f) Develop technical architectures, frameworks and strategies for the testing and implementation of GCCS-J, NAPPIC and ULTool and related applications;

(g) Analyze and evaluate alternative technology solutions to include Industry new trends to fulfil DND secure CIS environments;

(h) Monitor industry trends to ensure that solutions fit with GCCS-J, NAPPIC, and ULTools and related C2 applications;

(i) Document and implement procedures for establishing and maintaining GCCS-J, NAPPIC and ULTool hardware design to ensure adherence to standards and to recommend performance improvements;

(j) Analysis and improve technical/engineering requirements of GCCS-J, NAPPIC and ULTool integration to recommend and assist in the implementation of a solution;

(k) Prepare technical documents on GCCS-J, NAPPIC and ULTool pertaining to the maintenance of existing services, testing, implementation of required upgrades and future planning for interfaces;

(l) Provide assistance, technical oversight to DND Projects and initiatives involving AFCCIS, particularly the expansion of GCCS-J, NAPPIC and ULTool system capabilities;

(m) Research, analyze options and make recommendations on the provision of external interfaces between AFCCIS and other existing and future planned systems/networks;

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(n) Develop technical specifications, IAW the TDC methodology and IM CCB guidelines to facilitate changes to the relevant systems; and

(o) Perform impact analysis of technology changes and update all GCCS-J, NAPPIC and ULTool documentation, drawings and lifecycle plans to reflect technological improvements to both hardware and software.

8.1.10.2 Deliverables as per section 6.6 of the SOW, plus,

(a) Perform analysis of software performance and system sizing, and generate technical reports of the results and software architectural enhancements to improve the sizing and performance of the software for the TA; and

(b) Produce system / service specific ConOps for technical guidance to TA on issues related to current and future functionality of core AF C2 services: GCCS-J, NAPPIC, and ULTools.

AFCCIS Team Labour Categories & Descriptions of Work – Workstream 3

8.1.11 B.10 Helpdesk Specialist – Level 2

8.1.11.1   The Helpdesk Specialist must carry out the following tasks:

(a) Provide initial network problem analysis using the ITSM model for incident tracking and management, including monitoring progress, network management status, and responding to client queries;

(b) Liaise with network users, LCMM, and technical staff to communicate the status of problem resolution to network users; log and track, assign, requests for assistance using the Axios Assyst toolset;

(c) Develop, implement, and/or participate in the preparation of procedure manuals and documentation for help desk use; conduct periodic user satisfaction surveys and track user problem trends; make recommendations for improvements to the network systems and create reports based on information provided from user surveys and trends; and

8.1.11.2   Deliverables as per section 6.6 of the SOW, plus,

(a) Provide weekly SitReps of NSD workload; and

(b) Monitor and report trends indicating system wide software or hardware issues.

8.1.12 B.12 Network Support Specialist – Level 2.

8.1.12.1   The Network Support Specialist must carry out the following tasks:

(a) Coordinate installation, operation, maintenance, resolution of hardware and software problems; monitoring of traffic, capacity planning, system backup, and user training for a Local Area Network.

(b) Evaluate, test and recommend new data communication hardware and software;

(c) Maintain interface with vendor representatives and other computing resources to resolve hardware and software problems;

(d) Inform new users of the appropriate hardware and software specifications for access to the network;

(e) Install and coordinate installation of network hardware, software for use with personal computers and mainframe/personal computer interaction, and network upgrades according to vendor instructions;

(f) Configure equipment with assistance from vendor or other computing resources;

(g) Maintain Axios Assyst CMDB to include reference manuals, user guides, and equipment status;

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(h) Maintain accurate records within Axios Assyst CMDB of users, equipment serial numbers, locations, service records, maintenance agreements, and warranties, wiring schemes, disposal procedures;

(i) Resolve all connectivity and internal technical problems, and

(j) Assist in training users to use the network and related software.

8.1.12.2 Deliverables as per section 6.6 of the SOW, plus,

(a) Prepare and maintain procedure manuals (SOPs) and documentation for AFCCIS use; and

(b) Produce network disaster recovery plan for TA, and validate plan by restoring AF data center in the test and development lab.

AFCCIS Team Labour Categories & Descriptions of Work – Workstream 4

8.1.13 P.1 Change Management Consultant – Level 3.

8.1.13.1 The Change Management Consultant must carry out the following tasks:

(a) Develop change management policies, procedures, metrics, forms and tools for the AFCCIS systems including GCCS-J, NAPPIC, ULTool and related applications;

(b) Monitor the implementation of the change management process as it relates to the AFCCIS and ADS hardware/software and related applications, including the Air Force Portal;

(c) Integrate the change management function with interfaces to other service management processes, and projects;

(d) Ensure all AFCCIS and ADS, including GCCS-J, NAPPIC and ULTool users are familiar with the change management processes and systems (through various communications means, both oral and written);

(e) Investigate the source of problems through the established change management process and propose remedial actions;

(f) Develop and issue change management reports on AFCCIS Weapon System including GCCS-J, NAPPIC, ULTool and related applications, as well as ADS systems;

(g) Utilize configuration management processes and activities;

(h) Perform audits of the configuration and change management processes;

(i) Coordinate release management activities;

(j) Provide direction, mentoring and review of product release policies and procedures;

(k) Assist in the design, planning and rollout of software releases;

(l) Monitor the management and use of any supporting tools and facilities;

(m) Maintain data related to change management in the CMDB; and

(n) Provide project management support as directed by the AFCCIS LCM and the AF ITSM Project Manager (i.e. attend weekly project team, and monthly project review meetings, liaise with AFCCIS sites)

8.1.13.2 Deliverables as per section 6.6 of the SOW, plus,

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(a) Provide daily updates to TA of outstanding/pending RFCs.

8.1.14   P.6   Project Administrator - Level 3

8.1.14.1 The Project Administrator must carry out the following tasks:

(a) Provide administrative and technical support of a clerical nature as required to projects. Assist AFCCIS management pers and project managers with routine tasks;

(b) Assist in performing such tasks as maintaining project documentation and application/system libraries;

(c) Acts as the first point of contact in a "hot-line" situation by accepting incoming calls, logging calls, attempting to resolve simple problems and following established procedures for more difficult problems;

(d) Tracks project change requests and Task Authorizations;

(e) Maintain and updates relevant project information in manual and/or electronic files; project information might include such things as project activity schedule, status reports, correspondence;

(f) Use computer tools, aids, system control languages on PCs, minis, or mainframes to perform work; and

(g) Communicates with project management and data processing professionals, technical users and end users on administrative matters related to the project, using DND e-mail or written reports.

8.1.14.2   Deliverables as per section 6.6 of the SOW, plus,

(a) Monitor LCMM expenditures and advise TA of funding requirements, including updating budget spreadsheet on a daily basis; and

(b) Monitor and report on a weekly basis to TA all travel by the Contractor's personnel, including travel costs and hours expended traveling.

8.1.15   P.9 Project Manager – Level 3

8.1.15.1 The Project Manager must carry out the following tasks:

(a) Develop project plans and all associated documentation to include a detailed Work Breakdown Structure (WBS) to include harmonization of all planned project activities requirements;

(b) Ensure implementation of services and delivery of products thereof are within scope and schedule in accordance with standard project management practices;

(c) Prepare documentation in response to scheduled and unscheduled reports, returns and observations to update management of project progress;

(d) Coordinate the activities of Contractors' personnel and other support providers;

(e) Develop and monitor the implementation of a practical and comprehensive Risk Management Plan covering the incorporation of new and/or modified hardware and software components to the various AFCCIS applications and capabilities;

(f) Review In-Service-Support (ISS) practices and plans associated with Internal IM/IT systems and ensure compliance of support with existing policies, standards, and practices;

(g) Provide inputs to TA/AFCCIS manager for budget requirement and manage resource burn rates in accordance with established Project Management guidelines and procedures and make recommendations to the technical authority;

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(h) Develop and deliver briefings to stakeholders;

(i) Coordinate and consolidate project resources inputs for the submission of report and returns to the TA on an 'as required and requested' basis; and

(j) Receive and consolidate individual project resource inputs and develop / submit monthly reports to TA in accordance with Section 4 of this SOW.

8.1.15.2 Deliverables as per section 6.6 of the SOW, plus,

(a) Produce consolidated monthly reports of all contractor activities for CA and TA review; and

(b) Plan, monitor, and report weekly on the conduct of various phases of the ISS associated with all AFCCIS weapons system and its capabilities. These tasks must include but must not be limited to the following:

    (i) Coordinating the development of specifications for material, equipment, or products;

    (ii) Preparing project implementation activities Statement of Work (SOW) for technical authority approval;

    (iii) Monitoring the inventory level of assets;

    (iv) Coordinating requests to replenish current inventories of critical items;

    (v) Coordinating with procurement personnel regarding issues all stages of the procurement process including post contractual stages;

    (vi) Coordinating or managing the distribution and/or disposal of critical assets; and

    (vii) Providing verbal and or written guidance to LCMM regarding life-cycle strategies and asset disposal.

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Section 9 - List of Acronyms

Acronyms	Definition
1 Cdn Air Div	1 Canadian Air Division
8 ACCS	8 Air Communications and Control Squadron
AAT	ATO/ACO Tool
AAT	Air Activity Tool
ACO	Airspace Control Order
ADS	Air Deconfliction Support
AF	Air Force
AFCCIS	Air Force Command and Control Information System
AFTac	Air Force Tactical
AOC	Air Operation Center
AOD	Air Operations Directive
AODB	Air Operations Database
API	Application Program Interface
APT	Airlift Planning Tool
APP_SVC	Application Services
ATESS	Aerospace and Telecommunications Engineering Support Squadron
ATO	Air Tasking Order
BCS/F	Battle Control System - Fixed
C2	Command and Control
C2IS	Command and Control Information System
C2PC	Command and Control for Personal Computer
C4ISR	Command, Control, Communications, Computers, Intelligence, Surveillance and Reconnaissance
C&A	Certification and Accreditation
CA	Contract Authority
CAAT-Xi	CA USMTF / XML Browser/ Converter
CAF	Canadian Air Force
CAPS	Combat Air Drop Planning Software
CAFWSP	Canadian Air Force Wing Squadron Planner
CANR	Canadian NORAD
CAOC	Combined Air Operations Center
Capt	Captain
CAS	Chief of Air Staff
CBT	Computer Based Training
CDE	Common Desktop Environnent
CDR	Critical Design Review
CDRL	Contract Data Requirements List
CD-ROM	Compact Disk - Read Only Memory
CELE	Communications and Electronics Engineering
CF	Canadian Forces

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CFCS	Canadian Force Communication System
CFCSU	Canadian Forces Crypto Support Unit
CFIOG	Canadian Forces Information Operations Group
CFPS	Combat Flight Planning System
CI	Configuration Item
CM	Configuration Management
CMDB	Configuration Management Database
CM/QA	Configuration Management/Quality Assurance
CNet	Classified Network
COE	Common Operating Environment
COI	Community of Interest
COMSEC	Communications Security
COP	Common Operating Picture
CoPlanS	Collaborative Operations Planning System
COTS	Commercial Off-The-Shelf
CSD	Collation Shared Database
CSNI	Consolidated Secret Network Infrastructure
CTAPS	Contingency Theater Automated Planning System
CTDC	Classified Test and Development Center
CWDS	Combat Weapons Delivery Software
DAEPM	Director Aerospace Equipment Program Management
DAP	Director of Aerospace Procurement
DBDD	Database Design Document
DCPS	Directorate Common Procurement and Supply
DGAEPM	Director General Aerospace Equipment Program Management
DG Air FD	Director General Air Force Deployment
DGIMPD	Director General Information Management Project Delivery
DII	Defense Information Infrastructure
DIMTPS	Directorate Information Management Technologies, Products and Services
DISA	Defense Information Systems Agency
DISB	Defence Information Service Broker
DMS	Defence Management System
DND	Department of National Defence
DNS	Domain Name System
DPDOIS	Director Project Delivery Operational Information System
D/PM	Deputy Project Manager
DRDC	Defence Research and Development Center
DSB	Defence Software Baseline
DSS	Dynamic Scheduling System
DST	Decision Support Tool
DWAN	Defence Wide Area Network
EAL	Evaluated Assurance Level
EMC	Execution Management Console
EMR	Execution Management / Replanner

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EMSEC	Emanations Security
EPA	Effective Project Approval
FAT	Factory Acceptance Testing
FD	Functional Description
FL	Force Level
FlightPro ULTools	Flight Program Unit Level Tools
FLYOPS	Flying Operations
FMS	Foreign Military Sale
FOS	Family of Systems
FTP	File Transfer Protocol
FV	FalconView
GCCS-J	Global Command and Control System - Joint
GCCS-J-M	Global Command and Control - Joint - Maritime
GFE	Government Furnished Equipment
GIS	Geographic Information Systems
GMTI	Ground Moving Target Indicator
GOTS	Government Off-The-Shelf
GPS	Global Positioning System
GUI	Graphical User Interface
HWCI	Hardware Configuration Item
IAP	Interim Approval to Proceed
IAW	In Accordance With
IC2S	Integrated Command and Control System
ICD	Interface Control Document
IDM	Intelligence Data Management
IDS	Intrusion Detection System
ILS	Integrated Logistics Support
IICB	Integrated ISTAR Control Box
IM	Information Management
IM CCB	Information Management Configuration Control board
INF_SVC	Information Services
Intel	Intelligence
ISR	Intelligence, Surveillance and Reconnaissance
ISS	In-Service Support
IT	Information Technology
ITIL	IT Infrastructure Library
JCS (Air)	Joint Command System (Air)
JDP	Joint Defence Planning
JFACC	Joint Force Air Component Command
JMPS	Joint Mission Planning System
JPT	Joint Planning Tool
JTF (A)	Joint Task Force (Atlantic)
JTF (P)	Joint Task Force (Pacific)
JTFHQ	Joint Task Force Headquarters

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JXTA	Juxtapose (Open source P2P Protocol)
LCSS	Land Command Support System
LFC2IS	Land Force Command and Control Information System
LIMDIS	Limited Distribution
LS	Logistics Support
MAAP	Master Air Attack Plan
Maj	Major
MASIS	Material Acquisition and Support Information System
MCOIN	Maritime Command Operational Information Network
MIDB	Modernized Intelligence Database
MITRE	A private, not-for-profit corporation (Massachusetts Institute of Technology Research and Engineering)
MIP	Multilateral Interoperability Program
MMA	Mission Management Application
MTT	Mobile Training Team
NABOPS	New Air Base Operations
NAPPIC	National Aerospace Planning Process Integration Capability
NATO	North Atlantic Treaty Organization
NCR	National Capital Region
NDHQ	National Defence Headquarters
NDOC	National Defence Operations Center
NES	Network Encryption System
NOS	Network Operating System
NORAD	North American Aerospace Defence Command
OGD	Other Government Departments
OJT	On the Job Training
PA	Procurement Authority
PCO	Project Control Officer
PD	Project Director
PFPS	Portable Flight Planning Software
PM	Project Manager
PO	Project Office
POC	Point of Contact
PPA	Preliminary Project Approval
PPP	Point to Point Protocol
PRM	Project Review Meeting
PWGSC	Public Works and Government Services Canada
R/SAOC	Regional/Sectorial Air Operation Center
RAID	Redundant Array of Inexpensive Disks
RAP	Recognized Air Picture
RCAF	Royal Canadian Air Force
RCN	Royal Canadian Navy
RDIMS	Records, Documents and Information Management System
RFP	Request for Proposal

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SAA	Situation Awareness and Assessment
SAFDN	Secure Air Force Deployable Network
SAFDW	Secure Air Force Deployable Workstation
SAN	Storage Area Network
SC2PS	Sensor Command and Control Planning Suite
SDK	Software Development Kit
SDR	System Design Review
SME	Subject Matter Expert
SMTP	Simple Mail Transfer Protocol
SOR	Statement of Requirements
SOW	Statement of Work
SP	Support Plan
SQNS	Squadrons
SS (EPA)	Synopsis Sheet (Effective Project Approval)
SS (PPA)	Synopsis Sheet (Preliminary Project Approval)
SS(ID)	System Segmentation (Identification)
SSS	System Segment Specification
SRCL	Security Requirements Check List
SUM	Software User Manual
SWCI	Software Configuration Item
T&W	Target & Weaponeering
TA	Task Authorization (Not generally abbreviated)
TA	Technical Authority
TAOC	Tactical Air Operations Center
TAP	Theater Air Planner
TASA	TASK Analysis
TCT	Time Critical Target
TBD	To be determined
TBMCS	Theater Battle Management Core System
TCI	Technical COMSEC Inspection
TCP/IP	Transmission Control Protocol/Internet Protocol
TDC	Test and Development Center
TE	Threat Evaluation
TITAN	TITAN
TP	Training Plan
TRA	Threat Risk Assessment
UAV	Unmanned Aerial Vehicle
UL	Unit Level
U.S.	United States
USAF	United States Air Force
USMC	United States Marine Corp
USMTF	United States Message Text Format
USN	United States Navy
VCDS	Vice Chief of Defence Staff

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VCR	Visit Clearances Requests
VDD	Version Description Document
VoIP	Voice over IP
W Adm O	Wing Administration Officer
WAN	Wide Area Network
WBS	Work Breakdown Structure
WCCS	Weapons Command and Control System
W Log O	Wing Logistics Officer
WS	Wing Support
WTIS	Wing Telecommunications Information Services
WWW	World Wide Web
Wx	Weather
XML	Extensible Markup Language

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Appendix E to Annex A
Current AFCCIS architecture
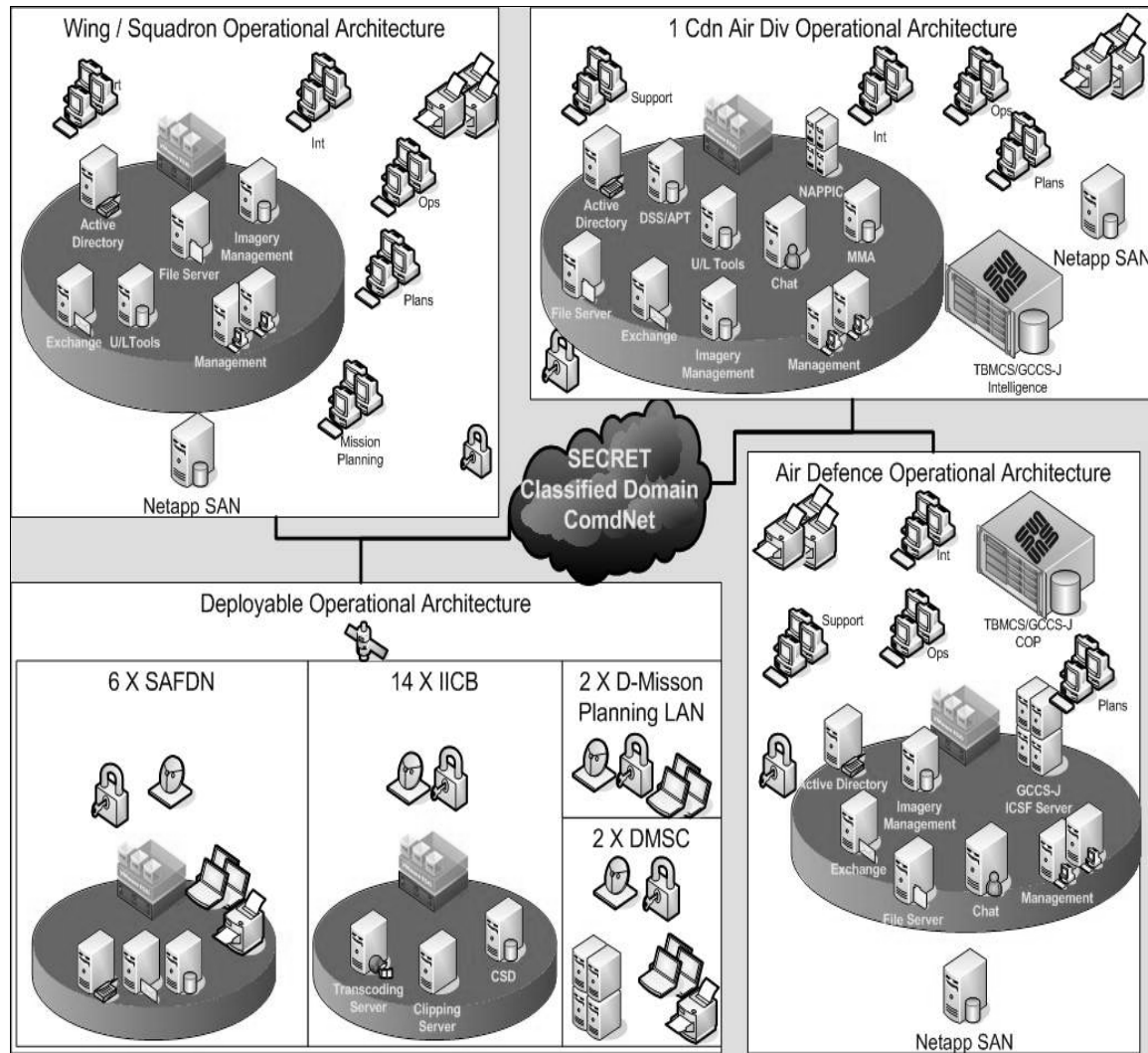
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Appendix F to Annex A - Force and Unit Applications

Software Package	Item				Comments
	Common	**Planning**	**Execution**	**Intel**	
Force & Intel	DII COE	ADS	EMR/EMC (EMRDB)	IDM	System Admin tools are part of DII COE with GCCS-J additions
	User Alerts	ACP		Imagery	
	Web-based Training & CBT	AAT		SAA	
	AODB	DB		TE	
	E-Mail	TAP (TAPDB)		TW	
	COTS	Wx			i.e. IRIS
Unit & Intel	DII COE	AAT	NABOPS	IDM	
	User Alerts	ADS	WS	SAA	View RAP/COP in Wing
	Web-based Training & CBT	Wx	FLYOPS	TE	
	Wing DB		WMR/EMC (EMRDB)	TW	
	E-Mail		TCT		
	COTS				i.e. IRIS
Deployed	DII COE	ADS			
	User Alerts	AAT			
	E-Mail	EMC			
	COTS				i.e. IRIS

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Appendix G to Annex A - 3rd Party Products

Vendor	Product	Version	Applications	Utility
Adobe	Adobe Acrobat Reader	6 & 8	Utility (3)	
Axios	Assyst	7.5	Utility (3)	Reporting tools
BEA	WebLogic Server Premium	8	Utility (2)	Web Logic server
Citrix	Metaframe XPa		Utility (3)	Remote access support
Hob	HobLink X11	5.1	Utility (2)	Unix Emulation
ILOG	Jviews	1	Utility (3)	Jviews visualization API
InfraWorks	Sanitizer D	1.1.3	Utility(3)	Hard drive data cleanser for PC's
Los Altos Tech	Unishread Pro	3.2.1	Utility (3)	Hard drive data cleanser for UNIX
Microsoft	Windows Server Enterprise Edition	2000	Server Enterprise Edition	NOS for client/server applications
Microsoft	Windows Server Enterprise Edition	2003	Server Enterprise Edition	NOS for client/server applications
Microsoft	Windows Server Standard Edition	2008	Server Enterprise Edition	NOS for client/server applications
Microsoft	Client Access to Windows 2000 (License only)	2000	Access licenses	Allows Windows 2000 clients access to the network servers
Microsoft	2000 Server Resource Kit	2000	Server OS	Documentation for 2000 server
Microsoft	Windows 2000 Server Resource kit Supplement 1	2000	Server OS	Documentation for 2000 server
Microsoft	Windows 2003 Terminal Server	2003	Terminal Server	Remote access to Flight Pro system
Microsoft	Windows 2008 Terminal Server	2008	Terminal Server	Remote access to NAPPIC system
Microsoft	Windows 7 (Professional) desktop		Desktop OS	Desktop Operating System
Microsoft	SQL Enterprise Edition server	2008	Utility (3)	Database application software
Microsoft	SQL Standard server	2008	Utility (3)	Database application software
Microsoft	Microsoft Office Pro 2010	2010	Utility (2)	ULTool Terminal Servers
Microsoft	Microsoft Office Pro	2003 & 2010	Utility (2)	Office Automation Software
Northrop Grumman	C2PC	5.9.13	Utility (2)	Command & Control Personal Computer application for COP track display
DISA	ICSF	4.5.3.10 (final)	Utility (2)	Integrated C4I System Framework for COP track display
DISA	AWS	5.9.13	Utility (2)	Analyst Workstation for Intelligence reporting and display
DISA	IMOM	5.9.13	Utility (2)	Improved Many on Many to evaluate Flight Routes and Threats
DISA	Imagery Toolset	5.9.13	Utility (2)	Set of tools for storing and reviewing video and still imagery

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DISA	Agile Client	5.9.13	Utility (2)	Set of tools for COP track display
Ocean	Flight Pro	Unknown	Utility (3)	Database application software
Oracle	RDBMS	11	NAPPIC	Relational Database supporting NAPPIC
Oracle	Tuning Pack	11	Utility (2)	Software allows RDBMS to run more efficiently
Oracle	Diagnostic Pack	11	All products utility (2)	
N/A	Perl	5.8.0	Utility (3)	Dynamic programming language
Sanders	Portable Flight Planning Software	3.2	Utility(2)	Flight Planning software desktop
SUN Microsystems	Java Platform 2	1.4.1_05	Utility(2)	Java Runtime Engine
Sybase	Sybase TBMCS Bundle Central	10.1	Utility (2)	Intelligence data base enterprise server (MIDB)
Sybase	Sybase client	10.1	Utility (2)	Intel data base client
Symantec	Symantec Ghost Corporate Edition	7.5	Utility (3)	Anti-virus
Symantec	Norton Antivirus	12	Utility (3)	Anti-virus
Simpana	CommVault	9	Utility (3)	Backup application software
VMware	vCenter	5.1 U1c	Utility (3)	Virtual server software

Legend:	Utility (1) - Required by all TBMCS applications.
	Utility (2) - Considered necessary for TBMCS fielding configuration.
	Utility (3) - Optional or special TBMCS requirement.

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Appendix H to Annex A - Wings/Units & Associated Role

Wings/Units	City	Province	Role
Chief of Air Staff (CAS)	NDHQ, Ottawa	Ontario	Strategic Command
1st Canadian Air Division (1 Cdn Air Div)	Winnipeg	Manitoba	NORAD Operational/Tactical Command and Control
1 Wing	Kingston	Ontario	Tactical Aviation (Various Helicopter Squadrons as required)
2 Wing	Bagotville	Quebec	Air Expeditionary Wing
3 Wing	Bagotville	Québec	Fighter Air Activity
4 Wing	Cold Lake	Alberta	Fighter Air Activity
5 Wing	Goose Bay	Newfoundland & Labrador	NATO
8 Wing	Trenton	Ontario	Air Mobility / SAR / 8 ACCS / ATESS
9 Wing	Gander	Newfoundland & Labrador	SAR
12 Wing	Shearwater	Nova Scotia	Maritime Aviation
14 Wing	Greenwood	Nova Scotia	Maritime Patrol / SAR
15 Wing	Moose Jaw	Saskatchewan	Pilot Training
16 Wing	Borden	Ontario	Training
17 Wing	Winnipeg	Manitoba	Training
19 Wing	Comox	British Colombia	Maritime Patrol / SAR
22 Wing	North Bay	Ontario	Aerospace Control / NORAD
3 Canadian Forces Flying Training School	Portage La Prairie	Manitoba	Operations and support - outsourced

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APPENDIX C TO ANNEX A

RESOURCES ASSESSMENT CRITERIA AND RESPONSE TABLE

1.0 MANDATORY CRITERIA

1.1 WORKSTREAM 1

Number	Description of Requirement	Met Yes/No
1.1.1	A.1 APPLICATION/SOFTWARE ARCHITECT - Level 2	
M-1	The proposed resource must hold an undergraduate degree from a recognized university in computer science and a minimum of three (3) years' experience working as an Application/Software Architect on the C-Net, providing technical evaluation, configuration, testing and implementation support for system changes, OR a two (2) year college certificate in computer science combined with a minimum of four (4) years demonstrated experience within the last ten (10) years providing technical support as outlined above. OR six (6) years demonstrated experience within the last ten (10) years providing technical support as an Application/Software Architect on the C-Net, as outlined above.	
M-2	The proposed resource must have a minimum of two (2) years' experience within the last five (5) years performing software/hardware testing in a test development environment.	
M-3	The proposed resource must have a minimum of two (2) years of demonstrated experience within the last six (6) years designing, configuring, and implementing systems using cryptographic devices on the C-Net.	
M-4	The proposed resource must have a minimum of two (2) years demonstrated experience within the last five (5) years setting-up and maintaining active directory services.	
M-5	The proposed resource must have a minimum of one (1) year experience within the last ten (10) years designing and implementing network security solutions.	

Number	Description of Requirement	Met Yes/No
1.1.2	A.6 PROGRAMMERS/SOFTWARE DEVELOPERS - Level 2	
M-6	The proposed resource must have a minimum of three (3) years of demonstrated experience developing, adapting, and integrating new and/or modified software into existing applications resulting from the correction of errors, the adaptation to new hardware, the upgrade interfaces, or to the improvement of performance.	
M-7	The proposed resource must have a minimum of two (2) years' experience within the last six (6) years in the analysis of information needed to determine, recommend and plan installation of new systems and/or modifications of existing systems.	
M-8	The proposed resource must have a minimum of three (3) years demonstrated experience in the development and/or direction of software programming in Dynamic Scheduling System (DSS) and Airlift Planning Tool(APT), or Joint Mission Planning System (JMPS), and / or Portable Flight Planning Software (PFPS) v3.x, plus development of software documentation.	
M-9	The proposed resource must have a minimum of one (1) year experience in the coordination of installation of software system.	
M-10	The proposed resource must have a minimum of three (3) years demonstrated experience developing training plans and manuals, and delivering training to use new or modified applications and / or equipment.	

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Number	Description of Requirement	Met Yes/No
1.1.3	A.6 PROGRAMMERS/SOFTWARE DEVELOPERS – Level 3	
M-11	The proposed resource must have a minimum of five (5) years of demonstrated experience developing, adapting, and integrating new and/or modified software into existing applications resulting from the correction of errors, the adaptation to new hardware, the upgrade interfaces, or to the improvement of performance.	
M-12	The proposed resource must have a minimum of three (3) years' experience within the last ten (10) years in the analysis of information needed to determine, recommend and plan installation of new systems and/or modifications of existing systems.	
M-13	The proposed resource must have a minimum of five (5) years demonstrated experience in the development and/or direction of software programming in Dynamic Scheduling System (DSS) and Airlift Planning Tool(APT), or Joint Mission Planning System (JMPS), and / or Portable Flight Planning Software (PFPS) v3.x, plus development of software documentation.	
M-14	The proposed resource must have a minimum of one (1) year experience in the coordination of installation of software system.	
M-15	The proposed resource must have a minimum of three (3) years demonstrated experience developing training plans and manuals, and delivering training to use new or modified applications and / or equipment.	

Number	Description of Requirement	Met Yes/No
1.1.4	A.8 SYSTEM ANALYST - Level 3	
M-16	The proposed resource must hold an undergraduate degree from a recognized university in engineering or computer science and a minimum of four (4) years of demonstrated experience in software development or software maintenance, **OR** a two-year college level certificate in computer science combined with a minimum of five (5) years demonstrated experience in software development or software maintenance **OR** ten (10) years demonstrated experience as a System Analyst with emphasis in software development or software maintenance, plus OEM configuration and management training in FlightPro and VMWare.	
M-17	The proposed resource must have a minimum of five (5) years demonstrated knowledge and experience within the last ten (10) years working as a Senior Systems Analyst in a military operational environment or the federal government.	
M-18	The proposed resource must have a minimum of three (3) years of demonstrated experience within the last ten (10) years in analyzing software performance and system sizing.	
M-19	The proposed resource must have a minimum of three (3) years demonstrated experience within the last ten (10) years identifying training requirements for the AFCCIS weapon system users.	
M-20	The proposed resource must have a minimum of two (2) years of demonstrated experience within the last six (6) years supporting the implementation of an IM/IT project involving a real-time delivery of critical Air Force Command and Control services.	
M-21	The proposed resource must have a minimum of three (3) years' experience within the last ten (10) years of designing interfaces for integration of multiple applications such as GCCS, NAPPIC and UL Tool into AFCCIS type environment.	

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Number	Description of Requirement	Met Yes/No
M-22	The proposed resource must have a minimum of one (1) year experience within the last five (5) years supervising, monitoring and managing the rollout of software upgrades such as service packs, security patches, and anti-virus products.	

Number	Description of Requirement	Met Yes/No
1.1.5 C.3 TRA and C&A SPECIALIST – Level 3		
M-23	The proposed resource must have a minimum of five (5) years demonstrated experience within the last ten (10) years in the development C&A documents, including producing Threat, Risk, and Vulnerability (TRA) assessments in accordance with GOC security policies. RCMP/CSE approved methodologies.	
M-24	The proposed resource must have a minimum of five (5) years demonstrated experience within the last ten (10) years in monitoring reports of computer viruses to determine when to update virus protection systems.	
M-25	The proposed resource must have a minimum of three (3) years demonstrated experience within the last ten (10) years modifying computer security files to incorporate new software, correct errors, or change individual access status.	
M-26	The proposed resource must have a minimum of two (2) years demonstrated experience within the last ten (10) years documenting computer security and emergency measures policies, procedures, and tests.	
M-27	The proposed resource must have a minimum of two (2) years demonstrated experience within the last ten (10) years performing risk assessments and executing tests of data processing system to ensure functioning of data processing activities and security measures.	
M-28	The proposed resources must have a minimum of ten (10) years' experience in coordinating security requirements for project team members.	

1.2   WORKSTREAM 2

Number	Description of Requirement	Met Yes/No
1.2.1 I.8 STORAGE ARCHITECHT - Level 2		
M-29	The proposed resource must hold an undergraduate degree from a recognized university in engineering or computer science and a minimum of two (2) years of demonstrated experience in capacity planning, backup and restore procedures for storage capabilities **/** or a two-year college level certificate in computer science combined with a minimum of three (3) years demonstrated experience in capacity planning, backup and restore procedures for storage capabilities / or a minimum of five (5) years of demonstrated experience as a Storage Architect in capacity planning, backup and restore procedures for storage capabilities IAW Storage Arch description.	
M-30	The proposed resource must have a minimum of four (4) years' experience within the last seven (7) years working as a capacity planning, backup and restore procedures for storage capabilities of a time-critical operational environment like CNet and the AFCCIS.	
M-31	The proposed resource must have a minimum of three (4) years demonstrated experience within the last ten (10) years planning, scheduling and rolling out major backup and restore storage capabilities.	

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M-32	The proposed resource must have a minimum of one (1) year experience within the last five (5) years supervising, monitoring and managing the rollout of software upgrades such as service packs, security patches, and anti-virus products.	

Number	Description of Requirement	Met Yes/No
1.2.2	I.9 SYSTEM ADMINISTRATOR - Level 3	
M-33	The proposed resource must hold an undergraduate degree from a recognized university in engineering or computer science and a minimum of four (4) years of demonstrated experience as a System Administrator in software maintenance, OR a two-year college level certificate in computer science combined with a minimum of five (5) years demonstrated experience as a System Administrator in software development or software maintenance / or ten (10) years demonstrated experience as a System Administrator in software development or software maintenance with OEM certified training in VMWare, NetApps SAN Mgmt, and Cisco Nexus management/support as per System Admin description.	
M-34	The proposed resource must have a minimum of four (4) years' experience within the last seven (7) years working as a System/Network Administrator of a time-critical operational environment.	
M-35	The proposed resource must have a minimum of three (3) years demonstrated experience as a System Administrator within the last ten (10) years, planning, managing and rolling out major IM/IT applications and updates.	
M-36	The proposed resource must have a minimum of one (1) year experience as a System Administrator within the last five (5) years, supervising, monitoring and managing the rollout of software upgrades such as service packs, security patches, and anti-virus products.	

Number	Description of Requirement	Met Yes/No
1.2.3	I.10 TECHNICAL ARCHITECT - Level 2	
M-37	The proposed resource must hold an undergraduate degree from a recognized university in engineering or computer science and a minimum of four (4) years of demonstrated experience in software maintenance/ or a two-year college level certificate in computer science combined with a minimum of six (6) years demonstrated experience as a Technical Architect in designing and developing technical architectures for systems and/or major applications such as GCCS, NAPPIC, or UL Tool **/** or ten (6) years demonstrated experience as a Technical Architect in designing and developing technical architectures for systems and/or major applications such as GCCS, NAPPIC, ULTool, COP or related Situational Awareness/Assessment Applications (SAA).	
M-38	The proposed resource must have five (3) years of demonstrated experiences a Technical Architect within the last ten (6) years working in a real-time operational environment requiring time-critical responses to users and decision makers.	
M-39	The proposed resource must have a minimum of two (2) years demonstrated experience as a Technical Architect within the last ten (6) years designing interfaces for integration of multiple applications.	
M-40	The proposed resource must have a minimum of two (2) years demonstrated experience as a Technical Architect within the last ten (6) years designing and drawing technical architecture for major applications such as GCCS, NAPPIC, UL Tool , COP or related Situational Awareness/Assessment Applications (SAA).	
M-41	The proposed resource must have a minimum of one (1) year experience as a Technical Architect within the last ten (5) years designing and implementing network security solutions.	

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M-42	The proposed resource must have a minimum of one year of demonstrated experience as a Technical Architect within the last five (5) years setting-up and maintaining an Active Directory service.	

Number	Description of Requirement	Met Yes/No
1.2.4	I.10 TECHNICAL ARCHITECT - Level 3	
M-43	The proposed resource must hold an undergraduate degree from a recognized university in engineering or computer science and a minimum of four (4) years of demonstrated experience in software maintenance/ or a two-year college level certificate in computer science combined with a minimum of six (6) years demonstrated experience as a Technical Architect in designing and developing technical architectures for systems and/or major applications such as GCCS, NAPPIC, or UL Tool **/** or ten (10) years demonstrated experience as a Technical Architect in designing and developing technical architectures for systems and/or major applications such as GCCS, NAPPIC, ULTool, COP or related Situational Awareness/Assessment Applications (SAA).	
M-44	The proposed resource must have five (5) years of demonstrated experiences a Technical Architect within the last ten (10) years working in a real-time operational environment requiring time-critical responses to users and decision makers.	
M-45	The proposed resource must have a minimum of two (2) years demonstrated experience as a Technical Architect within the last ten (10) years designing interfaces for integration of multiple applications.	
M-46	The proposed resource must have a minimum of two (2) years demonstrated experience as a Technical Architect within the last ten (10) years designing and drawing technical architecture for major applications such as GCCS, NAPPIC, UL Tool , COP or related Situational Awareness/Assessment Applications (SAA).	
M-47	The proposed resource must have a minimum of one (1) year experience as a Technical Architect within the last ten (10) years designing and implementing network security solutions.	
M-48	The proposed resource must have a minimum of one year of demonstrated experience as a Technical Architect within the last five (5) years setting-up and maintaining an Active Directory service.	

Number	Description of Requirement	Met Yes/No
1.2.5	I.11 TECHNOLOGY ARCHITECT - Level 3	
M-49	The proposed resource must hold an undergraduate degree from a recognized university in engineering or computer science and a minimum of four (4) years of demonstrated experience as a Technology Architect in hardware and software maintenance/ or a two-year college level certificate in computer science combined with a minimum of six (6) years demonstrated experience as a Technology Architect designing and developing technical architectures solutions for major systems and/or applications/ or a minimum of ten (10) years demonstrated experience as a Technology Architect in designing and developing and testing technical architectures for systems and/or major applications for minimum of 1,000 users distributed over multiple locations and supporting a critical operational environment. (See SOW Table 2.1 for explanation of term 'Critical") as per Technology Architect description.	
M-50	The proposed resource must hold a certification in VMware Certified Professional 5Data Center Virtualization (VCP5-DCV) / or Must have successfully completed a Cisco Certified course on Cisco Unified Computing System (Cisco UCS), Cisco Nexus 5000 and 2000 and NETAPP Data OnTAP 7-Mode **/** or Must have as a minimum certification of successful completion of DISA v4.2.0.9 GCCS-J Installation	

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Course.		
M-51	The proposed resource must have a minimum of two (2) years demonstrated experience within the last ten (10) years designing interfaces for integration of multiple applications for a network of 1000 or more users, on the CNet or similar infrastructure.	
M-52	The proposed resource must have a minimum of two (2) years demonstrated experience within the last ten (10) years as a Technology Architect designing and drawing technical architecture for major applications such as VMWare, VM SRM, GCCS, ULTool, and other major applications CNet.	
M-53	The proposed resource must have a minimum of one (1) year experience within the last ten (10) years designing and implementing network security solutions.	
M-54	The proposed resource must have five (5) years of demonstrated experience within the last ten (10) years working as a Technology Architect in a real-time operational environment requiring time-critical responses to users and decision makers.	
M-55	The proposed resource must have a minimum of three (3) years' experience in the evaluation, planning, monitoring, and the provision of hands-on assistance in long-term strategic AFCCIS operations.	
M-56	The proposed resource must have a three (3) years' experience in supporting users in the identification of definition of individual systems requirements and implementation of methodology.	
M-57	The proposed resource must have a minimum of three (3) years' experience in the provision of advice on the future implementation of AFCCIS capability and its suite of applications.	

1.3 WORKSTREAM 3

Number	Description of Requirement	Met Yes/No
1.3.1	B.10 HELPDESK SPECIALIST - LEVEL 2	
M-58	The proposed resource must have minimum of one (1) year cumulative experience within the last five (5) years, providing user support in an Information Technology (IT) call center environment for a large organization over 1000 users where he/she performed all of the following: troubleshooting, configuring, installing, tracking issues and issue resolution.	
M-59	The proposed resource must demonstrate network support capabilities such as client/server systems, PC desktops, desktop application software, peripheral devices, and others as they apply to network and Operational support. The Air Force National Service Desk is the primary support location providing first and second line support to the RCAF.	

Number	Description of Requirement	Met Yes/No
1.3.2	B.12 NETWORK SUPPORT SPECIALIST - LEVEL 2	
M-60	The proposed resource must have experience in the coordination, installation, operation, maintenance, resolution of hardware and software installation problems, monitoring of traffic, capacity planning, system backup, and user training for a Local Area Network.	
M-61	The proposed resource must have experience in the evaluation, testing and deployment of new data communication hardware and software	

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Number	Description of Requirement	Met Yes/No
M-62	The proposed resource must have experience in the installation and coordination of installation of network hardware, software for use with personal computers and mainframe/personal computer interaction, and network upgrades according to vendor instructions.	
M-63	The proposed resource must have experience in the configuration of equipment with assistance from vendor or other computing resources.	

1.4   WORKSTREAM 4

Number	Description of Requirement	Met Yes/No
1.4.1 P.1 CHANGE MANAGEMENT CONSULTANT - Level 3		
M-64	As a minimum, the proposed resource must hold a two-year college level certificate in computer science with a combined experience of two (2) years demonstrated experience in providing Configuration and Change Management support for an IM/IT infrastructure, OR a minimum of four (4) years' experience in providing Change Management support for an IM/IT infrastructure.	
M-65	The proposed resource must have a minimum of two (2) years demonstrated experience within the last five (5) years providing Change and Configuration Management support using an ITIL-compliant toolset based upon a relational Configuration Management Database (CMDB)	
M-66	The proposed resource must have a minimum of two (2) years demonstrated experience within the last five (5) years producing software release documentation and managing the software release rollout.	
M-67	As a minimum, the proposed resource must hold a two-year college level certificate in computer science with a combined experience of two (2) years demonstrated experience in providing Configuration and Change Management support for an IM/IT infrastructure, OR a minimum of four (4) years' experience in providing Change Management support for an IM/IT infrastructure.	

Number	Description of Requirement	Met Yes/No
1.4.2 P.6 Project Administrator - Level 3		
M-68	The proposed resource must have a minimum of ten (10) years' experience in supporting project teams and in coordinating project activities.	
M-69	The proposed resource must have a minimum of ten (10) years' experience in tracking project funding envelop and expenditures.	

Number	Description of Requirement	Met Yes/No
1.4.3 P.9 PROJECT MANAGER - Level 3		
M-70	The proposed resource must be in possession of a PMP certification OR have a minimum of ten (10) years project management experience on project of similar size, scope, and complexity. i.e. minimum of 1,000 users distributed over multiple locations and supporting a critical operational environment. (See SOW Table 2.1 for explanation of term 'Critical").	
M-71	The proposed resource must have a minimum of five (5) years demonstrated experience managing the implementation of an In-Service-Support (ISS) capability that is critical to military operations.	

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M-72	The proposed resource must have a minimum of three (3) years demonstrated experience in the Material Management field within the federal government.	
M-73	The proposed resource must have two (2) years demonstrated experience in planning, managing, and bringing a Command and Control (C2) project capability to its rollout phase over the IT infrastructure on the C-Net.	
M-74	The proposed resource must have a minimum of ten (10) years' experience in tracking and coordinating contract change requests as well as task authorizations.	

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2.0   POINT RATED CRITERIA

2.1   WORKSTREAM 1

2.1.1	A.1 APPLICATION/SOFTWARE ARCHITECT – Level 2			
Rated	**Description**	**Max Points**	**Experience / Knowledge Factor**	**Points**
R-1	The proposed resource should have a minimum of three (3) years' experience within the last ten (10) years in designing, configuring, maintaining and troubleshooting Microsoft Windows Servers and programs.	10	3yrs = each additional year =	5pts 1pt
R-2	The proposed resource should have a minimum of two (2) years' experience within the six (6) years in working with networking standards and protocols.	10	2yrs = each additional year =	5pts 1pt
R-3	The proposed resource should have a minimum of two (2) years' experience developing procedures to ensure data integrity in the database and devise data structures to support them.	5	2yrs = each additional year =	2pt 1pt
R-4	The proposed resource should have demonstrated experience within the last three (3) years working with: (1) Windows XP desktop configuration; (2) Windows 7 desktop configuration; (3) MS Office 2003 suite deployment; (4) CISCO routers configuration; and (5) Cyberguard firewall.	15	Windows XP = Windows 7 = MS Office 2010 = Cisco Routers = Cyberguard =	1pt; 5pts; 3pts; 3pts; 3pts;
R-5	The proposed resource should have demonstrated experience within the last three (3) years working with each of the following: (1) ActiveX; (2) MS Access; (3) MS SQL; .NET; (4) ODBC; (5) OLAP; (6) Oracle 11.x; (7) SQL Server; (8) Sybase; (9) TCP/IP; (10) Unix/Linux; and (11) XMPP	10	Active X = MS Access = MS SQL = .NET = ODBC = OLAP = Oracle 11.x = SQL Server = Sybase = TCP/IP = UNIX/Linux = XMPP =	1pt 1pt 1pt 1pt 1pt 1pt 1pt 1pt 1pt 1pt 1pt 1pt
R-6	The proposed resource should have demonstrated experience within the last three (3) years working with: (1) Windows XP desktop configuration; (2) Windows 7 desktop configuration; (3) MS Office 2003 suite deployment; (4) CISCO routers configuration; (5) VMWare VSphere V5.X; (6) VMWare View V5.X; (7) VMWare Vcentre V5.X; (8)Comm Vault; (9) NetApps SAN Storage; (10) Cyberguard firewall.	10	Windows XP = Windows 7= Cisco Routers = VMWare = VSphere V5.X = VMWare View V5.X = VMWare Vcentre V5.X = Comm Vault = NetApps SAN Storage = Cyberguard =	1pt 1pt 2pts 2pts 1pt 1pt 2pts 2pts 2pts 1pt

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Rated	Experience	Max Points	Experience / Knowledge Factor	Points
R-7	The proposed resource should have demonstrated experience in working in a classified environment, in the handling of COMSEC Material; TACLANE; EMSEC zoning and TEMPEST and GOC Communications Security regulations.	5	1 point per year =	1pt
R-8	The proposed resource should have significant experience within the last 3 years in the support of Air Force Specialized Software (1) NAPPIC; (2) GCCS-J; (3) C2PC; (4) Joint Mission Planning System (JMPS); (5) Portable Flight Planning System (PFPS); (6) FalconView; (7) CSD; (8) Ocean FlightPro.	20	NAPPIC = GCCS - J = C2PC = JMPS = PFPS = FalconView = CSD = Ocean ™ FlightPro	2pts 5pts 2pts 2pts 2pts 1pt 2pts 4pts
Maximum Points =		**85**		

2.1.2	A.6 PROGRAMMER/SOFTWARE DEVELOPER – Level 2			
Rated	**Experience**	**Max Points**	**Experience / Knowledge Factor**	**Points**
R-9	The proposed resource should have demonstrated experience within the last three (3) years programming in (1) C#, using (2) Active X and (3) .Net framework, plus configuring with following: (4) MS Access; (5) MS SQL; (6) ODBC; (7) OLAP; (8) Oracle 11.x; (9) SQL Server; (10) Sybase; (11) TCP/IP; (12) Unix/Linux.	20	C# = Active X = MS Access = MS SQL = .NET = ODBC = OLAP = Oracle 11.x = SQL Server = Sybase = TCP/IP = UNIX/Linux =	4pt 3pt 1pt 1pt 3pt 1pt 1pt 1pt 1pt 1pt 1pt 1pt
R-10	The proposed resource should have demonstrated experience in the evaluation of factors such as reporting formats, cost constraints, and security restrictions to determine hardware configuration.	5	1 point per year =	1pt
R-11	The proposed resource should have demonstrated experience the preparation of reports and correspondence concerning project specifications, activities, and status.	5	1 point per year =	1pt
R-12	The proposed resource should have demonstrated experience monitoring of application performance, including fault monitoring/logging.	5	1 point per year =	1pt
R-13	The proposed resource should have minimum three (3) years' experience within the last five (5) years supporting RCAF Mission Planning applications including; (1) RFE/NAPPIC/GCCS-J and or DSS/APT; or (2) PFPS or JMPS, plus FalconView.	10	3yrs = each additional year =	3pt 1pts

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Rated	Experience	Max Points	Experience / Knowledge Factor	Points
R-14	The proposed resource should have demonstrated experience within the last three (3) years working with: (1) Windows XP desktop configuration; (2) Windows 7 desktop configuration; (3) MS Office 2010 suite deployment; (4) iOS X; (5) Windows RT; (6) Android/Linux.	20	MS Windows XP = MS Windows 7= MS Office 2010 = iOS = Win RT 8.X = Android / Linux =	2pt 5pts 3pts 3pts 3pts 4pts
R-15	The proposed resource should have demonstrated experience in working in a classified environment, in the handling of COMSEC Material; TACLANE; EMSEC zoning and TEMPEST and GOC Communications Security regulations.	5	1 point per year =	1pt
R-16	The proposed resource should have significant experience within the last 5 years installing, configuring, and or upgrading (1) APT; (2) PFPS; (3) JMPS; (4) FalconView, or components thereof.	50	APT = JMPS = PFPS = FalconView =	20pts; 5pts; 10pts; 15pts.
R-17	The proposed resource should have significant experience within the last 5 years in the configuration, management, and support of Air Force Specialized Software (1) Air Lift Planning Tool (APT) (2) Dynamic Scheduling System (DSS), (3) Joint Mission Planning System (JMPS), (4) Portable Flight Planning System (PFPS), (5)FalconView.	50	APT = DSS = JMPS = PFPS = FalconView =	10pts 5pts 10pts 10pts 15pts
Maximum Points =		**170**		

2.1.3	A.6 PROGRAMMER/SOFTWARE DEVELOPER – Level 3			
Rated	**Experience**	**Max Points**	**Experience / Knowledge Factor**	**Points**
R-18	The proposed resource should have demonstrated experience in the supervision and assignment of work to programmers, designers, technologists, technicians, or other engineering personnel.	10	1yr = 5yrs =	1pt 5pts
R-19	The proposed resource should have demonstrated experience within the last three (3) years programming in (1) C#, using (2) Active X and (3) .Net framework, plus configuring with following: (4) MS Access; (5) MS SQL; (6) ODBC; (7) OLAP; (8) Oracle 11.x; (9) SQL Server; (10) Sybase; (11) TCP/IP; (12) Unix/Linux.	20	C# = Active X = MS Access = MS SQL = .NET = ODBC = OLAP = Oracle 11.x = SQL Server = Sybase = TCP/IP = UNIX/Linux =	4pt 3pt 1pt 1pt 3pt 1pt 1pt 1pt 1pt 1pt 1pt 1pt
R-20	The proposed resource should have demonstrated experience in the evaluation of factors such as reporting formats, cost constraints, and need for security restrictions to determine hardware configuration.	5	1 point per year =	1pt

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R-21	The proposed resource should have demonstrated experience the preparation of reports and correspondence concerning project specifications, activities, and status.	5	1 point per year =	1pt
R-22	The proposed resource should have demonstrated experience monitoring of application performance, including fault monitoring/logging.	5	1 point per year =	1pt
R-23	The proposed resource should have minimum three (3) years' experience within the last five (5) years supporting RCAF Mission Planning applications including; (1) RFE/NAPPIC/GCCS-J and or DSS/APT; or (2) PFPS or JMPS, plus FalconView.	10	3yrs = each additional year =	3pt 1pts
R-24	The proposed resource should have demonstrated experience within the last three (3) years working with: (1) Windows XP desktop configuration; (2) Windows 7 desktop configuration; (3) MS Office 2010 suite deployment; (4) iOS X; (5) Windows RT; (6) Android/Linux.	20	MS Windows XP = MS Windows 7= MS Office 2010 = iOS = Win RT 8.X = Android / Linux =	2pt 5pts 3pts 3pts 3pts 4pts
R-25	The proposed resource should have demonstrated experience in working in a classified environment, in the handling of COMSEC Material; TACLANE; EMSEC zoning and TEMPEST and GOC Communications Security regulations.	5	1 point per year =	1pt
R-26	The proposed resource should have significant experience within the last 5 years installing, configuring, and or upgrading (1) APT; (2) PFPS; (3) JMPS; (4) FalconView, or components thereof.	50	APT = JMPS = PFPS = FalconView =	20pts; 5pts; 10pts; 15pts.
R-27	The proposed resource should have significant experience within the last 5 years in the configuration, management, and support of Air Force Specialized Software (1) Air Lift Planning Tool (APT) (2) Dynamic Scheduling System (DSS), (3) Joint Mission Planning System (JMPS), (4) Portable Flight Planning System (PFPS), (5)FalconView.	50	APT = DSS = JMPS = PFPS = FalconView =	10pts 5pts 10pts 10pts 15pts
Maximum Points =		**180**		

2.1.4	A.8 SYSTEM ANALYST – Level 3			
Rated	**Experience**	**Max Points**	**Experience / Knowledge Factor**	**Points**
R-28	The proposed resource should have demonstrated experience Update the AFCCIS Implementation Plan with regards to GCCS-J, NAPPIC and ULTool (FlightPro) information	20	AFCCIS = NAPPIC = GCCS - J = Ocean ™ FlightPro =	5pts 5pts 5pts 5pts
R-29	The proposed resource should have demonstrated experience within the last five (5) years executing test plans for each of the (1) AFCCIS, (2) GCCS-J, (3) NAPPIC and (4) ULTool (FlightPro).	20	AFCCIS = NAPPIC = GCCS - J = Ocean ™ FlightPro =	5pts 5pts 5pts 5pts

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Rated	Experience	Max Points	Experience / Knowledge Factor	Points
R-30	The proposed resource should have demonstrated experience maintaining an interface with the GCCS-J, NAPPIC and ULTool (FlightPro) users, sponsor and work in conjunction with the AFCCIS Life-Cycle Manager including the Configuration Manager and the Change Manager.	20	AFCCIS = NAPPIC = GCCS - J = Ocean ™ FlightPro =	5pts 5pts 5pts 5pts
R-31	The proposed resource should have demonstrated experience Participate in the development of documentation, problem resolution, technical evaluation, and testing related to AFCCIS applications and its interface with GCCS-J, NAPPIC and ULTool (FlightPro).	20	AFCCIS = NAPPIC = GCCS – J = Ocean ™ FlightPro =	5pts 5pts 5pts 5pts
R-32	The proposed resource should have demonstrated experience Update the AFCCIS Interface Control Document with the most current GCCS-J, NAPPIC and ULTool (FlightPro) information.	20	AFCCIS = NAPPIC = GCCS - J = Ocean ™ FlightPro =	5pts 5pts 5pts 5pts
R-33	The proposed resource should have demonstrated experience within the last three (3) years working with: Plan, analyze, design, code, test, integrate, implement, evaluate, support and deliver software and/or software changes in order to integrate the current and future versions of GCCS-J, NAPPIC and ULTool (FlightPro) and related applications into AFCCIS.	20	AFCCIS = NAPPIC = GCCS - J = Ocean ™ FlightPro =	5pts 5pts 5pts 5pts
R-34	The proposed resource should have demonstrated experience Update and maintain the GCCS-J, NAPPIC and ULTool (FlightPro) training suite to reflect the current operational Command and Control components used by the operational personnel.	20	AFCCIS = NAPPIC = GCCS - J = Ocean ™ FlightPro =	5pts 5pts 5pts 5pts
Maximum Points =		**140**		

2.1.5   C.3   IT Security TRA and C&A Analyst – Level 3

Rated	Experience	Max Points	Experience / Knowledge Factor	Points
R-35	The proposed resource should have demonstrated experience training users and promoting security awareness to ensure system security and to improve server and network efficiency.	1	Demonstrated Experience	1pt
R-36	The proposed resource should have demonstrated experience identifying threats to, and vulnerabilities of operating systems (such as MS, Unix, Linux, and Novell), and wireless architectures	1	Demonstrated Experience	1pt

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R-37	The proposed resource should have demonstrated experience in monitoring the data files and regulating access to safeguard information in computer files.	1	Demonstrated Experience	1pt
R-38	The proposed resource should have demonstrated experience reviewing security violations of procedures and discuss procedures with violators to ensure violations are not repeated.	1	Demonstrated Experience	1pt
R-39	The proposed resource should have CISSP Certification and five (5) years ISSO experience, or ISSO Boot camp or equivalent training, plus seven (7) years ISSO experience.	5	CISSP and 5yrs = Formal training, but non- = certified with 7yrs demonstrated experience	5pt 5pts
R-40	The proposed resource should have a minimum of five (5) years demonstrated experience within the last ten (10) years in the development and implementation of plans to safeguard computer files against accidental or unauthorized modification, destruction, or disclosure and to meet emergency data processing needs.	5	Less than 5yrs = 5yrs = each additional year =	0pts 1pt 1pt
R-41	The proposed resource should have a minimum of five (5) years demonstrated experience within the last ten (10) years in performing Threat, Risk, and Vulnerability (TRA) assessment in accordance with GOC approved processes. RCMP/CSE Harmonized methodology acceptable.	5	Less than 5yrs = 5yrs = each additional year =	0pts 5pts 1pt
R-42	The proposed resource should provide proof of completing a minimum of one (1) C&A within the past three (3) years using DND approved processes. Each additional C&A full or update, within the past ten (10) years will receive additional points.	15	1 complete C&A = Each additional C&A/TRA =	5pts 1pt
R-43	The proposed resource should have a minimum of three (3) years demonstrated experience within the last ten (10) years modifying computer security files to incorporate new software, correct errors, or change individual access status.	10	Less than 3yrs = 3yrs = each additional year =	0pts 1pts 1pt
R-44	The proposed resource should have a minimum of two (2) years demonstrated experience within the last ten (10) years documenting computer security and emergency measures policies, procedures, and tests.	5	Less than 2yrs = 2yrs = each additional year =	0pts 5pts 1pt

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Rated	Experience	Max Points	Experience / Knowledge Factor	Points
R-45	The proposed resource should have a minimum of two (2) years demonstrated experience within the last five (5) years performing risk assessments and executing tests of data processing system to ensure functioning of data processing activities and security measures.	5	Less than 2yrs = 2yrs = each additional year =	0pts 5pts 1pt
Maximum Points =		**54**		

2.2   WORKSTREAM 2

2.2.1 I.8 STORAGE ARCHITECT – Level 3				
Rated	**Experience**	**Max Points**	**Experience / Knowledge Factor**	**Points**
R-46	The proposed resource should have a minimum of five (5) years' experience within the last ten (10) years developing, capacity planning, backup and restore procedures for storage capabilities.	10	5yrs = each additional year =	5pts 1pt
R-47	The proposed resource should have a minimum of five (5) years' experience within the last ten (10) years developing, implementing, and overseeing policies and procedures to ensure consistent and seamless storage continuity and capabilities.	10	5yrs = each additional year =	5pts 1pt
R-48	The proposed resource should have a minimum of two (2) years' experience within the last seven (7) years developing or assisting in development of data disaster recovery plans, as they relate to storage capabilities and continuity	10	2yrs = each additional year =	5pts 1pt
R-49	The proposed resource should have a minimum of five (5) years' experience within the last ten (10) years developing, analyzing, designing, and implementing the organization's storage infrastructure/architecture to ensure high levels of data quality and availability.	10	5yrs = each additional year =	5pts 1pt
R-50	The proposed resource should have significant demonstrated experience within the last three (3) years working with:(1) VMWare VSphere V5.X; (2) VMWare View V5.X; (3) VMWare VCentre V5.X (4) Comm Vault (5) NetApps SAN Storage	15	VMWare VSphere V5.X = VMWare View V5.X = VMWare Vcentre V5.X = Comm Vault = NetApps SAN Storage =	2pts 1pt 2pt 5pts 5pts
R-51	The proposed resource should have demonstrated experience in working in a classified environment, in the handling of COMSEC Material; TACLANE; EMSEC zoning and TEMPEST and GOC Communications Security regulations.	5	1 point per year =	1pt

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Maximum Points =	60

2.2.2	I.9 SYSTEMS ADMINISTRATOR – Level 3			
Rated	**Experience**	**Max Points**	**Experience / Knowledge Factor**	**Points**
R-52	The proposed resource should have a minimum of two (2) years demonstrated experience implementation, configuration, deployment and ongoing support of the VMware vSphere server infrastructure hosting enterprise applications	5	2yrs = each additional year =	2pts 1pt
R-53	The proposed resource should have a minimum of one (1) year experience in the set-up and maintenance of Active Directory services.	5	1 point per year =	1pt
R-54	The proposed resource should have demonstrated experience with VMware v Sphere v 5.X	5	1 point per year =	1pt
R-55	The proposed resource should have a minimum of five (5) years' experience developing high level and complex network documentation on key systems and processes including network diagrams, dataflow, scheduled tasks, backup schedules and disaster recovery strategy.	5	5 years = each additional year =	1pt 1pt
R-56	The proposed resource should have a minimum of three (3) years maintaining and managing servers, software, applications, and operating systems related to Backup Operating Environment consisting of 12 Backup environments and 1200+ tapes. Ensures all critical systems are backed up using both full and differential backups	5	3yrs = each additional year =	3pts 1pt
R-57	The proposed resource should have a minimum of three (3) years' experience, within the last ten (10) years in designing, configuring, maintaining and troubleshooting Microsoft Windows Servers and applications.	10	3yrs = each additional year =	3pts 1pt
R-58	The proposed resource should have a minimum of three (3) years' experience working within the last six (5) years, applying networking standards and protocols.	5	3yrs = each additional year =	3pts 1pt

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Rated	Experience	Max Points	Experience / Knowledge Factor	Points
R-59	The proposed resource should have demonstrated experience within the last three (3) years working with: (1) Windows XP desktop configuration; (2) Windows 7 desktop configuration; (3) MS Office 2003 suite deployment; (4) CISCO routers configuration; (5) VMWare/VSphere V5.X; (6) VMWare View V5.X; (7) VMWare VCentre V5.X; (8) Comm Vault; (9) NetApps SAN Storage; and (10) Cyberguard firewall.	15	Windows XP = Windows 7= Cisco Routers = VMWare = VSphere V5.X = VMWare View V5.X = VMWare Vcentre V5.X = Comm Vault = NetApps SAN Storage = Cyberguard =	1pt 1pt 2pts 2pt 1pt 1pt 2pts 2pts 2pts 1pt
R-60	The proposed resource should have demonstrated experience in working in a classified environment, in the handling of COMSEC Material, including Taclane, in identifying Classified CIS EMSEC requirements, IAW GOC communications Security regulations.	5	1 point per year =	1pt
R-61	The proposed resource should have significant experience within the last 3 years in the support of Air Force Specialized Software (1) NAPPIC, (2) GCCS-J, (3) C2PC, (4) Joint Mission Planning System (JMPS), (5)Portable Flight Planning System (PFPS), (6) CSD; (7) FlightPro.	20	NAPPIC = GCCS - J = C2PC = JMPS = PFPS = CSD = Ocean ™ FlightPro	2pts; 5pts; 2pts; 2pts; 3pts; 2pts 4pts
Maximum Points =		**80**		

2.2.3	I.10 TECHNICAL ARCHITECT – Level 2			
Rated	**Experience**	**Max Points**	**Experience / Knowledge Factor**	**Points**
R-62	The proposed resource should have a minimum of two (2) years demonstrated experience within the last six (6) years in designing, configuring, maintaining and troubleshooting Microsoft Windows Servers and applications in a cluster environment.	10	2yrs = each additional year =	5pts 1pt
R-63	The proposed resource should have a minimum of two (2) years demonstrated experience within the last six (6) years in designing, configuring, maintaining and troubleshooting UNIX servers, and applications running over an Oracle database.	10	2yrs = each additional year =	5pts 1pt
R-64	The proposed resource should have a minimum of one (1) year experience within the last six (6) years with software, service packs, and security updates, plus anti-virus products.	5	1yr = each additional year =	3pts 1pt

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R-65	The proposed resource should have a minimum of six (6) months of demonstrated experience within the last two (2) years with ORACLE RAC (Real Application Cluster) and/or with BEA Web Logic UNIX.	10	One application = Both applications =	5pts 10pts
R-66	The proposed resource should have a minimum of one (1) yr experience within the last three (3) years using UNIX Sun Server configuration and/or Windows 2000, and/or Windows 2003 server configuration.	10	1 Application = 2 Applications = 3 Applications =	4pts 7 pts 10 pts
R-67	The proposed resource should have a minimum of twelve (12) months experience within the last five (5) years in planning, managing and implementing a project involving DII COE or TBMCS.	5	1 project = +1 project =	3pts 5pts
R-68	The proposed resource should have a minimum of twelve (12) months experience within the last five (5) years in planning, managing and implementing a project involving COTS/GOTS/MOTS integration.	5	1 project = Each additional project =	3pts 1pt
R-69	The proposed resource should have demonstrated experience with VMware v Sphere v4.0	5	1 point per year =	1pt
R-70	The proposed resource should have a minimum of two (2) years demonstrated experience within the last six (6) years in designing, configuring, maintaining and troubleshooting Microsoft Windows Servers and applications.	10	2yrs = each additional year =	3pts 1pt
R-71	The proposed resource should have a minimum of three (3) demonstrated experiences working with networking standards and protocols, for two (2) consecutive years, within the last six (6), years.	10	Minimum experience = each other experience =	5pts 1pt
R-72	The proposed resource should have demonstrated experience within the last three (3) years working with: (1) Windows XP desktop configuration; (2) Windows 7 desktop configuration; (3) MS Office 2003 suite deployment; (4) CISCO routers configuration; (5) VMWare/VSphere V5.X; (6) VMWare View V5.X; (7) VMWare – Vcentre V5.X; (8) Comm Vault; (9) NetApps SAN Storage; and (10) Cyberguard firewall.	15	Windows XP = Windows 7= Cisco Routers = VMWare = VSphere V5.X = VMWare View V5.X = VMWare Vcentre V5.X = Comm Vault = NetApps SAN Storage = Cyberguard =	1pt 1pt 2pts 2pt 1pt 1pt 2pts 2pts 2pts 1pt
R-73	The proposed resource should have demonstrated experience in working in a classified environment, in the handling of COMSEC Material, including Taclane, in identifying	5	1 point per year =	1pt

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Rated	Experience	Max Points	Experience / Knowledge Factor	Points
	classified CIS EMSEC requirements, in GOC communications Security regulations.			
R-74	The proposed resource should have significant experience within the last 3 years in the support of Air Force Specialized Software (1) NAPPIC, (2) GCCS-J, (3) C2PC, (4) Joint Mission Planning System (JMPS), (5)Portable Flight Planning System (PFPS), (6) CSD; (7) FlightPro.	20	NAPPIC = GCCS – J = C2PC = JMPS = PFPS = CSD = Ocean ™ FlightPro	2pts; 5pts; 2pts; 2pts; 3pts; 2pts 4pts
Maximum Points =		**120**		

2.2.4	I.10 TECHNICAL ARCHITECT – Level 3			
Rated	**Experience**	**Max Points**	**Experience / Knowledge Factor**	**Points**
R-75	The proposed resource should have a minimum of three (3) years demonstrated experience within the last ten (10) years in designing, configuring, maintaining and troubleshooting Microsoft Windows Servers and applications in a cluster environment.	10	3yrs = each additional year =	5pts 1pt
R-76	The proposed resource should have a minimum of three (3) years demonstrated experience within the last ten (10) years in designing, configuring, maintaining and troubleshooting UNIX servers, and applications running over an Oracle database.	10	3yrs = each additional year =	5pts 1pt
R-77	The proposed resource should have a minimum of one (1) year experience within the last six (6) years with software, service packs, and security updates, plus anti-virus products.	5	1yr = each additional year =	3pts 1pt
R-78	The proposed resource should have a minimum of six (6) months of demonstrated experience within the last two (2) years with ORACLE RAC (Real Application Cluster) and/or with BEA Web Logic UNIX.	10	One application = Both applications =	5pts 10pts
R-79	The proposed resource should have a minimum of one (1) yr experience within the last three (3) years using UNIX Sun Server configuration and/or Windows 2000, and/or Windows 2003 server configuration.	10	1 Application = 2 Applications = 3 Applications =	4pts 7 pts 10 pts

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R-80	The proposed resource should have a minimum of twelve (12) months experience within the last five (5) years in planning, managing and implementing a project involving DII COE or TBMCS.	5	1 project = +1 project =	3pts 5pts
R-81	The proposed resource should have a minimum of twelve (12) months experience within the last five (5) years in planning, managing and implementing a project involving COTS/GOTS/MOTS integration.	5	1 project = Each additional project =	3pts 1pt
R-82	The proposed resource should have demonstrated experience with VMware v Sphere v4.0	5	1 point per year =	1pt
R-83	The proposed resource should have a minimum of three (3) years' experience within the last ten (10) years in designing, configuring, maintaining and troubleshooting Microsoft Windows Servers and applications.	10	3yrs = each additional year =	3pts 1pt
R-84	The proposed resource should have a minimum of three (3) demonstrated experience working with networking standards and protocols, for two (2) consecutive years, within the last six (6), years.	10	Minimum experience = each other experience =	5pts 1pt
R-85	The proposed resource should have demonstrated experience within the last three (3) years working with: (1) Windows XP desktop configuration; (2) Windows 7 desktop configuration; (3) MS Office 2003 suite deployment; (4) CISCO routers configuration; (5) VMWare/VSphere V5.X; (6) VMWare View V5.X; (7) VMWare – Vcentre V5.X; (8) Comm Vault; (9) NetApps SAN Storage; and (10) Cyberguard firewall.	15	Windows XP = Windows 7= Cisco Routers = VMWare = VSphere V5.X = VMWare View V5.X = VMWare Vcentre V5.X = Comm Vault = NetApps SAN Storage = Cyberguard =	1pt 1pt 2pts 2pt 1pt 1pt 2pts 2pts 2pts 1pt
R-86	The proposed resource should have demonstrated experience in working in a classified environment, in the handling of COMSEC Material, including Taclane, in identifying classified CIS EMSEC requirements, in GOC communications Security regulations.	5	1 point per year =	1pt
R-87	The proposed resource should have significant experience within the last 3 years in the support of Air Force Specialized Software (1) NAPPIC, (2) GCCS-J, (3) C2PC, (4) Joint Mission Planning System (JMPS), (5)Portable Flight Planning System (PFPS), (6) CSD; (7) FlightPro.	20	NAPPIC = GCCS – J = C2PC = JMPS = PFPS = CSD = Ocean ™ FlightPro	2pts; 5pts; 2pts; 2pts; 3pts; 2pts 4pts
Maximum Points =	**120**			

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2.2.5	I.11 TECHNOLOGY ARCHITECT – Level 3			
Rated	**Experience**	**Max Points**	**Experience / Knowledge Factor**	**Points**
R-88	The proposed resource should have a minimum of three (3) years demonstrated experience within the last ten (10) years in designing, configuring, maintaining and troubleshooting Microsoft Windows Servers and applications in a cluster environment.	10	3yrs = each additional year =	5pts 1pt
R-89	The proposed resource should have a minimum of three (3) years demonstrated experience within the last ten (10) years in designing, configuring, maintaining and troubleshooting UNIX servers, and applications running over an Oracle database.	10	3yrs = each additional year =	5pts 1pt
R-90	The proposed resource should have a minimum of three (3) years demonstrated experience within the last five (5) managing VMware environment and Data Center Virtualization; plus some or all of following VM components: (1) VMware vCloud Automation Center v5.x; (2)VMware vCloud Director Install, Configure, Manage v5.x; (3) VMware vCenter Operations Manager v5.x; (4) VMware View: Install, Configure, Manage v5.x; (5) VMware vSphere: Optimize and Scale v5.x; (6) VMware vSphere: Design	20	VM Certification = VM vCloud Auto = VM vCloud Director = VM vCenter Ops Mgr = VM View: Install = VM vSphere: Optimize= VM vSphere: Design = (VM = VMWare)	8pts 2pts 2pts 2pts 2pts 2pts 2pts
R-91	The proposed resource should have a minimum of one (1) year experience within the last six (6) years rollout software updates such as service packs, security patches and anti-virus products.	5	1yr = each additional year =	3pts 1pt
R-92	The proposed resource should have a minimum of six (6) months of demonstrated experience within the last two (2) years with ORACLE RAC (Real Application Cluster) and/or with BEA Web Logic UNIX.	10	One application = Both applications =	5pts 10pts
R-93	The proposed resource should have a minimum of one (1) yr experience within the last three (3) years using UNIX Sun Server configuration and/or Windows 2000, and/or Windows 2003 server configuration.	10	1 Application = 2 Applications = 3 Applications =	4pts 7 pts 10 pts

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R-94	The proposed resource should have a minimum of twelve (12) months experience within the last five (5) years in planning, managing and implementing a project involving DII COE or TBMCS.	5	1 project = +1 project =	3pts 5pts
R-95	The proposed resource should have a minimum of twelve (12) months experience within the last five (5) years in planning, managing and implementing a project involving COTS/GOTS/MOTS integration.	5	1 project = Each additional project =	3pts 1pt
R-96	The proposed resource should have demonstrated experience with VMware v Sphere v4.0	5	1 point per year =	1pt
R-97	The proposed resource should have a minimum of three (3), two (2) year experiences, within the last ten (10), in designing, configuring, maintaining and troubleshooting Microsoft Windows Servers and applications.	10	Minimum experience = each other experience =	5pts 1pt
R-98	The proposed resource should have a minimum of three (3), two (2) year experiences, within the last six (6), with networking standards and protocols.	10	Minimum experience = each other experience =	5pts 1pt
R-99	The proposed resource should have demonstrated experience within the last three (3) years working with: (1) Windows XP desktop configuration; (2) Windows 7 desktop configuration; (3) CISCO routers configuration; (4) Comm Vault; (5) NetApps SAN Storage; and (6) Cyberguard firewall.	15	Windows XP = Windows 7= Cisco Routers = Comm Vault = NetApps SAN Storage = Cyberguard =	1pt 1pts 3pts 4pts 4pts 2pts
R-100	The proposed resource should have demonstrated experience in working in a classified environment, in the handling of COMSEC Material, <u>including Taclane</u>, in identifying Classified CIS EMSEC requirements, in GOC communications Security regulations.	5	1 point per year =	1pt
R-101	The proposed resource should have significant experience within the last 3 years in the support of Air Force Specialized Software (1) NAPPIC, (2) GCCS-J, (3) C2PC, (4) Joint Mission Planning System (JMPS), (5)Portable Flight Planning System (PFPS), (6) CSD; (7) FlightPro.	20	NAPPIC = GCCS-J C2PC = JMPS = PFPS = CSD = Ocean ™ FlightPro	2pts; 5pts; 2pts; 2pts; 3pts; 2pts 4pts
Maximum Points =		**140**		

2.3   WORKSTREAM 3

2.3.1   B.10 Help Desk Specialist – Level 2

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R-102	The proposed resource should have a minimum of three (3) years' experience in the resolution of simple network connectivity and internal technical problems.	10	3yrs =	5pts
			each additional year =	1pt
R-103	The proposed resource should have a minimum of three (3) years' experience in maintaining and liaising with user community, OGD, LCMM, OEM/vendors in the resolution of hardware and software problems.	10	3yrs =	5pts
			each additional year =	1pt
R-104	The proposed resource should have demonstrated experience within the last three (3) years working with: (1) Windows XP desktop; (2) Windows 7 desktop ; (3) MS Office 2003 (4)	15	Windows XP =	2pt
			Windows 7=	5pt
			MS Office 2003 =	3pts
			MS Office 2010 =	5pt
R-105	The proposed resource should have a minimum of three (3) years' experience providing Help Desk support for classified CIS and infrastructure (hardware and software) to governmental or large organizations (+20,000 users).	10	>= 3yrs to <= 4 yrs =	5pts
			4 to >=6 yrs =	7pts
			>= 6 yrs =	10pts
R-106	The proposed resource should have a minimum of three (3) years' experience in the RCAF ITSM incident management system.	10	>= 3yrs to <= 4 yrs =	5pts
			4 to <= 6yrs =	7 pts
			>= 6 yrs =	10pts
R-107	The proposed resource should have experience in the development of reports using the Axios 'assyst' toolset.	5	1 point per year =	1pt
Maximum Points =	**60**			

2.3.2	B.12 Network Support Specialists - Level 2			
R-108	The proposed resource should have a minimum of three (3) years demonstrated experience in the development of training plans and delivering training to users allowing the use of the network and related software.	10	3yrs =	5pts
			each additional year =	1pt
R-109	The proposed resource should have a minimum of three (3) years demonstrated experience in maintaining CIS hardware and liaising with vendors in the resolution of hardware and software problems.	10	3yrs =	5pts
			each additional year =	1pt
R-110	The proposed resource should have a minimum of three (3) years' experience within the last five (5) years as Data Administrator dealing with the maintenance and upkeep of a CMDB using the Axios 'assyst' toolset.	10	3yrs =	5pts
			each additional year =	1pt
R-111	The proposed resource should have a minimum of three (3) years' experience within the last five (5) years dealing with the creation and maintenance of a	10	3yrs =	5pts
			each additional year =	1pt

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Definitive Software Library (DSL).				
R-112	Hold a certification of ITIL with corresponding experience in the implementation of an ITSM capability in support of operational systems and services. ITIL is an internationally controlled and registered Trade Mark, and a 'Registered' Community Trade mark of the Office of Government Commerce. It is also registered in the U.S. Patent and Trademark Office.	10	No Certificate and < 5yrs = No Certificate and > 5yrs = Certificate and 3yrs = each additional year =	0pts 2pts 3pts 1pt
R-113	The proposed resource should have minimum of three (3) years' experience maintaining CIS equipment, liaising with vendors, OGDs, LCMM, Wing TIS units, in the resolution of hardware and software failure / faults / distribution / installation and configuration.	10	3yrs = each additional year =	5pts 1pt
R-114	The proposed resource should have demonstrated experience within the last three (3) years working with: (1) Windows XP desktop configuration; (2) Windows 7 desktop configuration; (3) CISCO routers firmware and configuration; (4) VMWare and; (5) NetApps SAN Storage.	15	Windows XP = Windows 7= Cisco Routers = VMWare = NetApps SAN Storage =	2pts 2pts 5pts 3pts 3pts
R-115	The proposed resource should have demonstrated experience in working in a classified environment, in the handling of COMSEC Material; TACLANE; EMSEC zoning and TEMPEST and GOC Communications Security regulations.	5	1 point per year =	1pt
R-116	The proposed resource should have demonstrated experience supporting specialized RCAF software, including (1) NAPPIC, (2) GCCS-J, (3) C2PC, (4) Joint Mission Planning System (JMPS), (5) Portable Flight Planning System (PFPS), (6) CSD.	20	NAPPIC = GCCS-J C2PC = JMPS = PFPS = CSD =	5pts 5pts 2pts 3pts 3pts 2pts
Maximum Points =	**100**			

2.4   WORKSTREAM 4

2.4.1 P.1 CHANGE MANAGEMENT SPECIALIST – Level 3				
Rated	**Description**	**Max Points**	**Experience / Knowledge Factor**	**Points**
R-117	The proposed resource in addition to the minimum mandatory forty-eight (48) months of recent experience working as a Change Management Specialist, will receive 1.5 points for every additional 6 months of demonstrated	15	each additional .5yr =	1.5pts

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Rated	Description	Max Points	Experience / Knowledge Factor	Points
	experience.			
R-118	The proposed resource should have a minimum of 12 months of demonstrated experience in the last 36 months using Assyst tool	3	1yr = each additional year =	1pt 1pt
R-119	The proposed resource should have a minimum of 12 months of demonstrated experience in the last 36 months using Oracle 11G and above	3	1yr = each additional year =	1pt 1pt
R-120	The proposed resource should have experience in addition to the minimum mandatory of twenty-four (24) months of demonstrated recent experience in the preparation of change management plans and procedures.	6	Each change management preparation experience =	.5pts
R-121	The proposed candidate should have experience in excess of the minimum mandatory forty-eight (48) months working as a Change Management Specialist, will have demonstrated experience working on projects with various stakeholders/clients, federal government departments and agencies, in Canada and internationally - 0.5 point per project.	3	Each project experience =	**.5**pts
Maximum Points =		**30**		

2.4.2	P.6 PROJECT ADMINISTRATOR – Level 3			
Rated	**Description**	**Max Points**	**Experience / Knowledge Factor**	**Points**
R-122	The proposed resource in addition to the minimum mandatory sixty (60) months of recent experience working as a Project Administrator, will receive 1.5 points for every additional 6 months of demonstrated experience.	9	Less than 5yrs = 5yrs = Each additional .5yr =	0pts 1.5pts 1.5pts
R-123	The proposed resource in addition to the minimum mandatory sixty (60) months of recent experience working as a Project Administrator, will receive an additional points for any other project where he or she can demonstrate capabilities equivalent to the management of relevant project information in manual and/or electronic files; project information might include such things as project activity schedule, status reports, correspondence.	6	Less than 5yrs = Each Project =	0pts 2pts
R-124	The proposed resource in addition to the minimum mandatory sixty (60) months of recent experience working	5	Less than 5yrs = Each Project =	0pts 1pt

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as a Project Administrator, will receive an additional points for any other relevant project where he or she demonstrated administrative and technical support of a clerical nature as required in the provision of day to day operations				
Maximum Points =	**20**			

2.4.3	P.9 PROJECT MANAGER – Level 3			
Rated	**Experience**	**Max Points**	**Experience / Knowledge Factor**	**Points**
R-125	The proposed resource should have a minimum of five (5) years working as a project implementation specialist in an operational military environment.	10	5yrs = 6 to 10yrs = 11 to 15yrs =	5pts + 3pts + 2pts
R-126	The proposed resource should have a minimum of five (5) years' experience providing project management support in the rollout of IT infrastructure (hardware and software) to governmental or large organizations (+20,000 users).	10	Less than 5yrs = 5yrs = 6 to 10yrs = 11 to 15yrs =	0pts 5pts + 3pts + 2pts
R-127	The proposed resource should have demonstrated experience in working in a classified environment, in the handling of COMSEC Material; TACLANE; EMSEC zoning and TEMPEST and GOC Communications Security regulations.	5	1yr = 5yrs =	1pt 5pts
Maximum Points =	**25**			

ANNEX C
(SRCL / LVERS)

Government of Canada / **Gouvernement du Canada**

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SECURITY REQUIREMENTS CHECK LIST (SRCL)
LISTE DE VÉRIFICATION DES EXIGENCES RELATIVES À LA SÉCURITÉ (LVERS)

PART A - CONTRACT INFORMATION / PARTIE A - INFORMATION CONTRACTUELLE

1. Originating Government Department or Organization / Ministère ou organisme gouvernemental d'origine
Department National Defense (DND)

2. Branch or Directorate / Direction générale ou Direction
ADM(MAT)

3. a) Subcontract Number / Numéro du contrat de sous-traitance

3. b) Name and Address of Subcontractor / Nom et adresse du sous-traitant

4. Brief Description of Work / Brève description du travail
Provision of Professional IT Services to the Weapon System Manager for the in service support of the Canadian Air Force Battle Management Core System.

5. a) Will the supplier require access to Controlled Goods?
Le fournisseur aura-t-il accès à des marchandises contrôlées?
No / Non ☑   Yes / Oui

5. b) Will the supplier require access to unclassified military technical data subject to the provisions of the Technical Data Control Regulations?
Le fournisseur aura-t-il accès à des données techniques militaires non classifiées qui sont assujetties aux dispositions du Règlement sur le contrôle des données techniques?
No / Non ☑   Yes / Oui

6. Indicate the type of access required / Indiquer le type d'accès requis

6. a) Will the supplier and its employees require access to PROTECTED and/or CLASSIFIED information or assets?
Le fournisseur ainsi que les employés auront-ils accès à des renseignements ou à des biens PROTÉGÉS et/ou CLASSIFIÉS?
(Specify the level of access using the chart in Question 7. c)
(Préciser le niveau d'accès en utilisant le tableau qui se trouve à la question 7. c)
No / Non   Yes / Oui ☑

6. b) Will the supplier and its employees (e.g. cleaners, maintenance personnel) require access to restricted access areas? No access to PROTECTED and/or CLASSIFIED information or assets is permitted.
Le fournisseur et ses employés (p. ex. nettoyeurs, personnel d'entretien) auront-ils accès à des zones d'accès restreintes? L'accès à des renseignements ou à des biens PROTÉGÉS et/ou CLASSIFIÉS n'est pas autorisé.
No / Non ☑   Yes / Oui

6. c) Is this a commercial courier or delivery requirement with no overnight storage?
S'agit-il d'un contrat de messagerie ou de livraison commerciale sans entreposage de nuit?
No / Non ☑   Yes / Oui

7. a) Indicate the type of information that the supplier will be required to access / Indiquer le type d'information auquel le fournisseur devra avoir accès

Canada ☑	NATO / OTAN	Foreign / Étranger

7. b) Release restrictions / Restrictions relatives à la diffusion

No release restrictions / Aucune restriction relative à la diffusion	All NATO countries / Tous les pays de l'OTAN	No release restrictions / Aucune restriction relative à la diffusion
Not releasable / À ne pas diffuser ☑		
Restricted to: / Limité à :	Restricted to: / Limité à :	Restricted to: / Limité à :
Specify country(ies): / Préciser le(s) pays :	Specify country(ies): / Préciser le(s) pays :	Specify country(ies): / Préciser le(s) pays :

7. c) Level of Information / Niveau d'information

Canada	NATO / OTAN	Foreign / Étranger
PROTECTED A / PROTÉGÉ A	NATO UNCLASSIFIED / NATO NON CLASSIFIÉ	PROTECTED A / PROTÉGÉ A
PROTECTED B / PROTÉGÉ B	NATO RESTRICTED / NATO DIFFUSION RESTREINTE	PROTECTED B / PROTÉGÉ B
PROTECTED C / PROTÉGÉ C	NATO CONFIDENTIAL / NATO CONFIDENTIEL	PROTECTED C / PROTÉGÉ C
CONFIDENTIAL / CONFIDENTIEL	NATO SECRET / NATO SECRET	CONFIDENTIAL / CONFIDENTIEL
SECRET / SECRET ☑	COSMIC TOP SECRET / COSMIC TRÈS SECRET	SECRET / SECRET
TOP SECRET / TRÈS SECRET		TOP SECRET / TRÈS SECRET
TOP SECRET (SIGINT) / TRÈS SECRET (SIGINT)		TOP SECRET (SIGINT) / TRÈS SECRET (SIGINT)

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PART A (continued) / PARTIE A (suite)

8. Will the supplier require access to PROTECTED and/or CLASSIFIED COMSEC information or assets?
Le fournisseur aura-t-il accès à des renseignements ou à des biens COMSEC désignés PROTÉGÉS et/ou CLASSIFIÉS?
If Yes, indicate the level of sensitivity:
Dans l'affirmative, indiquer le niveau de sensibilité : SECRET
☐ No / Non   ☑ Yes / Oui

9. Will the supplier require access to extremely sensitive INFOSEC information or assets?
Le fournisseur aura-t-il accès à des renseignements ou à des biens INFOSEC de nature extrêmement délicate?
☑ No / Non   ☐ Yes / Oui

Short Title(s) of material / Titre(s) abrégé(s) du matériel :
Document Number / Numéro du document :

PART B - PERSONNEL (SUPPLIER) / PARTIE B - PERSONNEL (FOURNISSEUR)

10. a) Personnel security screening level required / Niveau de contrôle de la sécurité du personnel requis

☐ RELIABILITY STATUS / COTE DE FIABILITÉ	☐ CONFIDENTIAL / CONFIDENTIEL
☐ TOP SECRET– SIGINT / TRÈS SECRET – SIGINT	☐ NATO CONFIDENTIAL / NATO CONFIDENTIEL
☐ SITE ACCESS / ACCÈS AUX EMPLACEMENTS	

☑ SECRET / SECRET   ☐ TOP SECRET / TRÈS SECRET
☐ NATO SECRET / NATO SECRET   ☐ COSMIC TOP SECRET / COSMIC TRÈS SECRET

Special comments:
Commentaires spéciaux : _____

NOTE: If multiple levels of screening are identified, a Security Classification Guide must be provided.
REMARQUE : Si plusieurs niveaux de contrôle de sécurité sont requis, un guide de classification de la sécurité doit être fourni.

10. b) May unscreened personnel be used for portions of the work?
Du personnel sans autorisation sécuritaire peut-il se voir confier des parties du travail?
☑ No / Non   ☐ Yes / Oui

If Yes, will unscreened personnel be escorted?
Dans l'affirmative, le personnel en question sera-t-il escorté?
☑ No / Non   ☐ Yes / Oui

PART C - SAFEGUARDS (SUPPLIER) / PARTIE C - MESURES DE PROTECTION (FOURNISSEUR)

INFORMATION / ASSETS / RENSEIGNEMENTS / BIENS

11. a) Will the supplier be required to receive and store PROTECTED and/or CLASSIFIED information or assets on its site or premises?
Le fournisseur sera-t-il tenu de recevoir et d'entreposer sur place des renseignements ou des biens PROTÉGÉS et/ou CLASSIFIÉS?
☑ No / Non   ☐ Yes / Oui

11. b) Will the supplier be required to safeguard COMSEC information or assets?
Le fournisseur sera-t-il tenu de protéger des renseignements ou des biens COMSEC?
☑ No / Non   ☐ Yes / Oui

PRODUCTION

11. c) Will the production (manufacture, and/or repair and/or modification) of PROTECTED and/or CLASSIFIED material or equipment occur at the supplier's site or premises?
Les installations du fournisseur serviront-elles à la production (fabrication et/ou réparation et/ou modification) de matériel PROTÉGÉ et/ou CLASSIFIÉ?
☑ No / Non   ☐ Yes / Oui

INFORMATION TECHNOLOGY (IT) MEDIA / SUPPORT RELATIF À LA TECHNOLOGIE DE L'INFORMATION (TI)

11. d) Will the supplier be required to use its IT systems to electronically process, produce or store PROTECTED and/or CLASSIFIED information or data?
Le fournisseur sera-t-il tenu d'utiliser ses propres systèmes informatiques pour traiter, produire ou stocker électroniquement des renseignements ou des données PROTÉGÉS et/ou CLASSIFIÉS?
☑ No / Non   ☐ Yes / Oui

11. e) Will there be an electronic link between the supplier's IT systems and the government department or agency?
Disposera-t-on d'un lien électronique entre le système informatique du fournisseur et celui du ministère ou de l'agence gouvernementale?
☑ No / Non   ☐ Yes / Oui

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PART C - (continued) / PARTIE C - (suite)

For users completing the form manually use the summary chart below to indicate the category(ies) and level(s) of safeguarding required at the supplier's site(s) or premises.

Les utilisateurs qui remplissent le formulaire manuellement doivent utiliser le tableau récapitulatif ci-dessous pour indiquer, pour chaque catégorie, les niveaux de sauvegarde requis aux installations du fournisseur.

For users completing the form online (via the Internet), the summary chart is automatically populated by your responses to previous questions.

Dans le cas des utilisateurs qui remplissent le formulaire en ligne (par Internet), les réponses aux questions précédentes sont automatiquement saisies dans le tableau récapitulatif.

SUMMARY CHART / TABLEAU RÉCAPITULATIF

Category Catégorie	PROTECTED PROTÉGÉ			CLASSIFIED CLASSIFIÉ			NATO				COMSEC					
	A	B	C	CONFIDENTIAL CONFIDENTIEL	SECRET	TOP SECRET TRÈS SECRET	NATO RESTRICTED NATO DIFFUSION RESTREINTE	NATO CONFIDENTIAL NATO CONFIDENTIEL	NATO SECRET	COSMIC TOP SECRET COSMIC TRÈS SECRET	PROTECTED PROTÉGÉ			CONFIDENTIAL CONFIDENTIEL	SECRET	TOP SECRET TRÈS SECRET
											A	B	C			
Information / Assets Renseignements / Biens																
Production																
IT Media / Support TI																
IT Link / Lien électronique																

12. a) Is the description of the work contained within this SRCL PROTECTED and/or CLASSIFIED?
La description du travail visé par la présente LVERS est-elle de nature PROTÉGÉE et/ou CLASSIFIÉE? ☑ No / Non ☐ Yes / Oui

If Yes, classify this form by annotating the top and bottom in the area entitled "Security Classification".
Dans l'affirmative, classifier le présent formulaire en indiquant le niveau de sécurité dans la case intitulée
« Classification de sécurité » au haut et au bas du formulaire.

12. b) Will the documentation attached to this SRCL be PROTECTED and/or CLASSIFIED?
La documentation associée à la présente LVERS sera-t-elle PROTÉGÉE et/ou CLASSIFIÉE? ☑ No / Non ☐ Yes / Oui

If Yes, classify this form by annotating the top and bottom in the area entitled "Security Classification" and indicate with attachments (e.g. SECRET with Attachments).
Dans l'affirmative, classifier le présent formulaire en indiquant le niveau de sécurité dans la case intitulée
« Classification de sécurité » au haut et au bas du formulaire et indiquer qu'il y a des pièces jointes (p. ex. SECRET avec des pièces jointes).

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PART D - AUTHORIZATION / PARTIE D - AUTORISATION

13. Organization Project Authority / Chargé de projet de l'organisme

Name (print) - Nom (en lettres moulées)	Title - Titre	Signature
B. Deschenes, Major	DAEPM (R&CS) 5-4	

Telephone No. - N° de téléphone	Facsimile No. - N° de télécopieur	E-mail address - Adresse courriel	Date
613-998-4547	613-990-9507	bernard.deschenes@forces.gc.ca	8 June 2011

14. Organization Security Authority / Responsable de la sécurité de l'organisme

Name (print) - Nom (en lettres moulées)	Title - Titre	Signature
Sasha Medjovic - DPM Secur 3 / Senior Security Analyst		

Telephone No. - N° de téléphone	Facsimile No. - N° de télécopieur	E-mail address - Adresse courriel	Date
	E-Mail: sasa.medjovaa@forces.gc.ca		2011-09-22

15. Are there additional instructions (e.g. Security Guide, Security Classification Guide) attached?
Des instructions supplémentaires (p. ex. Guide de sécurité, Guide de classification de la sécurité) sont-elles jointes?
☐ No / Non   ☑ Yes / Oui

16. Procurement Officer / Agent d'approvisionnement

Name (print) - Nom (en lettres moulées)	Title - Titre	Signature

Telephone No. - N° de téléphone	Facsimile No. - N° de télécopieur	E-mail address - Adresse courriel	Date

17. Contracting Security Authority / Autorité contractante en matière de sécurité

Name (print) - Nom (en lettres moulées)	Title - Titre	Signature
Joelle Smith	CSA	

Telephone No. - N° de téléphone	Facsimile No. - N° de télécopieur	E-mail address - Adresse courriel	Date
613-998-1706	613-954-7121	joelle.smith@PWGSC.gc.ca	Nov-28/11

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ATTACHMENT 4.1

BID EVALUATION CRITERIA

1. EVALUATION CRITERIA

1.1. Table 1.1 is listing the Evaluation Categories with corresponding weight factor that will be applied against 'Rated' requirements for each category during the Technical Evaluation process.

1.2. The proposal will be evaluated on the basis of 0 - 100 % rating. The Bidder's credentials will receive a maximum of 20% based on past experience performing contracts of similar size and complexity. The remaining 80% rating will be assigned to the evaluation of the proposed resources. The rated points will be weighted in accordance with the distribution shown under the Rated criteria table for each Labour Category below.

1.3 All Bidders must respond to the Mandatory and Point Rated Bidder Requirements in section 2.1 and section 3.1.

1.4 Bidders must respond only to the Mandatory and Point Rated Resource Requirements for the Workstream(s) for which they are submitting a bid.

1.5 Bidders must submit the number of resumes identified in Table 1.2 under the column "Quantity" for each category and level in the Workstream(s) for which they are submitting a bid.

Table 1.1: Evaluation Categories

Evaluation Category	Maximum point available	Minimum Score
The Bidder	20	10
Resources	80	50
Total	100	

Table 1.2: AFCCIS Contractor Team Composition

Workstream	No	Full Title	Level	Quantity
1	1	A.1 Software Architect	2	3
	2	A.6 Programmer/Software Developer	2	2
	3	A.6 Programmer/Software Developer	3	2
	4	A.8 System Analyst	3	1
	5	C.3 IT Security TRA and C&A Analyst	3	1
2	6	I.8 Storage Architect	2	1
	7	I.9 System Administrator	3	1
	8	I.10 Technical Architect	2	2
	9	I.10 Technical Architect	3	1
	10	I.11 Technology Architect	3	4
3	11	B.10 Helpdesk Specialist	2	1
	12	B.12 Network Support Specialist	2	2
4	13	P.1 Change Management Consultant	3	1
	14	P.6 Project Administrator	3	1
	15	P.9 Project Manager	3	2
			Total	25

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2.0 MANDATORY CRITERIA

2.1 BIDDER REQUIREMENTS

Number	Description of Requirement	Met Yes/No
2.1.1	The BIDDER	
M-1	Bidder must provide a minimum of two (2) references of active or closed projects or activities, and describe the size and scope (value of bidder's contract, not overall project value) involving systems and network design, engineering, software development, testing, implementation & training as well as all aspects of management of relating to successful management of similar activities. The Bidder must provide the information for each relevant experience with supporting data to describe where and how such experience was obtained. DND may elect to contact any of the supplied references to validate information. For each reference, provide complete 'Contact' Information.	
M-2	The Bidder must have completed or be actively involved in at least two (2) project implementations of similar size and complexity with a minimum of 1000 users distributed across multiple locations. One of the two (2) implementations must be for a government organization that delivers real-time services to operational users. At least one (1) implementation must have covered a full project lifecycle (project initiation, requirements gathering, design, build, test, training and rollout. For each project, provide names of projects and client contact information.	

2.2 RESOURCE REQUIREMENTS

2.2.1 WORKSTREAM 1

Number	Description of Requirement	Met Yes/No
2.2.1.1	A.1 APPLICATION/SOFTWARE ARCHITECT - Level 2	
M-3	The proposed resource must hold an undergraduate degree from a recognized university in computer science and a minimum of three (3) years' experience working as an Application/Software Architect on the C-Net, providing technical evaluation, configuration, testing and implementation support for system changes, OR a two (2) year college certificate in computer science combined with a minimum of four (4) years demonstrated experience within the last ten (10) years providing technical support as outlined above. OR six (6) years demonstrated experience within the last ten (10) years providing technical support as an Application/Software Architect on the C-Net, as outlined above.	
M-4	The proposed resource must have a minimum of two (2) years' experience within the last five (5) years performing software/hardware testing in a test development environment.	
M-5	The proposed resource must have a minimum of two (2) years of demonstrated experience within the last six (6) years designing, configuring, and implementing systems using cryptographic devices on the C-Net.	
M-6	The proposed resource must have a minimum of two (2) years demonstrated experience within the last five (5) years setting-up and maintaining active directory services.	
M-7	The proposed resource must have a minimum of one (1) year experience within the last ten (10) years designing and implementing network security solutions.	

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Number	Description of Requirement	Met Yes/No
2.2.1.2	A.6 PROGRAMMERS/SOFTWARE DEVELOPERS - Level 2	
M-8	The proposed resource must have a minimum of three (3) years of demonstrated experience developing, adapting, and integrating new and/or modified software into existing applications resulting from the correction of errors, the adaptation to new hardware, the upgrade interfaces, or to the improvement of performance.	
M-9	The proposed resource must have a minimum of two (2) years' experience within the last six (6) years in the analysis of information needed to determine, recommend and plan installation of new systems and/or modifications of existing systems.	
M-10	The proposed resource must have a minimum of three (3) years demonstrated experience in the development and/or direction of software programming in Dynamic Scheduling System (DSS) and Airlift Planning Tool(APT), or Joint Mission Planning System (JMPS), and / or Portable Flight Planning Software (PFPS) v3.x, plus development of software documentation.	
M-11	The proposed resource must have a minimum of one (1) year experience in the coordination of installation of software system.	
M-12	The proposed resource must have a minimum of three (3) years demonstrated experience developing training plans and manuals, and delivering training to use new or modified applications and / or equipment.	

Number	Description of Requirement	Met Yes/No
2.2.1.3	A.6 PROGRAMMERS/SOFTWARE DEVELOPERS – Level 3	
M-13	The proposed resource must have a minimum of five (5) years of demonstrated experience developing, adapting, and integrating new and/or modified software into existing applications resulting from the correction of errors, the adaptation to new hardware, the upgrade interfaces, or to the improvement of performance.	
M-14	The proposed resource must have a minimum of three (3) years' experience within the last ten (10) years in the analysis of information needed to determine, recommend and plan installation of new systems and/or modifications of existing systems.	
M-15	The proposed resource must have a minimum of five (5) years demonstrated experience in the development and/or direction of software programming in Dynamic Scheduling System (DSS) and Airlift Planning Tool(APT), or Joint Mission Planning System (JMPS), and / or Portable Flight Planning Software (PFPS) v3.x, plus development of software documentation.	
M-16	The proposed resource must have a minimum of one (1) year experience in the coordination of installation of software system.	
M-17	The proposed resource must have a minimum of three (3) years demonstrated experience developing training plans and manuals, and delivering training to use new or modified applications and / or equipment.	

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Number	Description of Requirement	Met Yes/No
2.2.1.4	A.8 SYSTEM ANALYST - Level 3	
M-18	The proposed resource must hold an undergraduate degree from a recognized university in engineering or computer science and a minimum of four (4) years of demonstrated experience in software development or software maintenance, **OR** a two-year college level certificate in computer science combined with a minimum of five (5) years demonstrated experience in software development or software maintenance **OR** ten (10) years demonstrated experience as a System Analyst with emphasis in software development or software maintenance, plus OEM configuration and management training in FlightPro and VMWare.	
M-19	The proposed resource must have a minimum of five (5) years demonstrated knowledge and experience within the last ten (10) years working as a Senior Systems Analyst in a military operational environment or the federal government.	
M-20	The proposed resource must have a minimum of three (3) years of demonstrated experience within the last ten (10) years in analyzing software performance and system sizing.	
M-21	The proposed resource must have a minimum of three (3) years demonstrated experience within the last ten (10) years identifying training requirements for the AFCCIS weapon system users.	
M-22	The proposed resource must have a minimum of two (2) years of demonstrated experience within the last six (6) years supporting the implementation of an IM/IT project involving a real-time delivery of critical Air Force Command and Control services.	
M-23	The proposed resource must have a minimum of three (3) years' experience within the last ten (10) years of designing interfaces for integration of multiple applications such as GCCS, NAPPIC and UL Tool into AFCCIS type environment.	
M-24	The proposed resource must have a minimum of one (1) year experience within the last five (5) years supervising, monitoring and managing the rollout of software upgrades such as service packs, security patches, and anti-virus products.	

Number	Description of Requirement	Met Yes/No
2.2.1.5 C.3 TRA and C&A SPECIALIST – Level 3		
M-25	The proposed resource must have a minimum of five (5) years demonstrated experience within the last ten (10) years in the development C&A documents, including producing Threat, Risk, and Vulnerability (TRA) assessments in accordance with GOC security policies. RCMP/CSE approved methodologies.	
M-26	The proposed resource must have a minimum of five (5) years demonstrated experience within the last ten (10) years in monitoring reports of computer viruses to determine when to update virus protection systems.	
M-27	The proposed resource must have a minimum of three (3) years demonstrated experience within the last ten (10) years modifying computer security files to incorporate new software, correct errors, or change individual access status.	
M-28	The proposed resource must have a minimum of two (2) years demonstrated experience within the last ten (10) years documenting computer security and emergency measures policies, procedures, and tests.	

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M-29	The proposed resource must have a minimum of two (2) years demonstrated experience within the last ten (10) years performing risk assessments and executing tests of data processing system to ensure functioning of data processing activities and security measures.	
M-30	The proposed resources must have a minimum of ten (10) years' experience in coordinating security requirements for project team members.	

2.2.2 WORKSTREAM 2

Number	Description of Requirement	Met Yes/No
2.2.2.1	I.8 STORAGE ARCHITECHT - Level 2	
M-31	The proposed resource must hold an undergraduate degree from a recognized university in engineering or computer science and a minimum of two (2) years of demonstrated experience in capacity planning, backup and restore procedures for storage capabilities **/** or a two-year college level certificate in computer science combined with a minimum of three (3) years demonstrated experience in capacity planning, backup and restore procedures for storage capabilities / or a minimum of five (5) years of demonstrated experience as a Storage Architect in capacity planning, backup and restore procedures for storage capabilities IAW Storage Arch description.	
M-32	The proposed resource must have a minimum of four (4) years' experience within the last seven (7) years working as a capacity planning, backup and restore procedures for storage capabilities of a time-critical operational environment like CNet and the AFCCIS.	
M-33	The proposed resource must have a minimum of three (4) years demonstrated experience within the last ten (10) years planning, scheduling and rolling out major backup and restore storage capabilities.	
M-34	The proposed resource must have a minimum of one (1) year experience within the last five (5) years supervising, monitoring and managing the rollout of software upgrades such as service packs, security patches, and anti-virus products.	

Number	Description of Requirement	Met Yes/No
2.2.2.2	I.9 SYSTEM ADMINISTRATOR - Level 3	
M-35	The proposed resource must hold an undergraduate degree from a recognized university in engineering or computer science and a minimum of four (4) years of demonstrated experience as a System Administrator in software maintenance, OR a two-year college level certificate in computer science combined with a minimum of five (5) years demonstrated experience as a System Administrator in software development or software maintenance / or ten (10) years demonstrated experience as a System Administrator in software development or software maintenance with OEM certified training in VMWare, NetApps SAN Mgmt, and Cisco Nexus management/support as per System Admin description.	
M-36	The proposed resource must have a minimum of four (4) years' experience within the last seven (7) years working as a System/Network Administrator of a time-critical operational environment.	
M-37	The proposed resource must have a minimum of three (3) years demonstrated experience as a System Administrator within the last ten (10) years, planning, managing and rolling out major IM/IT applications and updates.	

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		Met Yes/No
M-38	The proposed resource must have a minimum of one (1) year experience as a System Administrator within the last five (5) years, supervising, monitoring and managing the rollout of software upgrades such as service packs, security patches, and anti-virus products.	

Number	Description of Requirement	Met Yes/No
2.2.2.3	I.10 TECHNICAL ARCHITECT - Level 2	
M-39	The proposed resource must hold an undergraduate degree from a recognized university in engineering or computer science and a minimum of four (4) years of demonstrated experience in software maintenance/ or a two-year college level certificate in computer science combined with a minimum of six (6) years demonstrated experience as a Technical Architect in designing and developing technical architectures for systems and/or major applications such as GCCS, NAPPIC, or UL Tool **/** or ten (6) years demonstrated experience as a Technical Architect in designing and developing technical architectures for systems and/or major applications such as GCCS, NAPPIC, ULTool, COP or related Situational Awareness/Assessment Applications (SAA).	
M-40	The proposed resource must have five (3) years of demonstrated experiences a Technical Architect within the last ten (6) years working in a real-time operational environment requiring time-critical responses to users and decision makers.	
M-41	The proposed resource must have a minimum of two (2) years demonstrated experience as a Technical Architect within the last ten (6) years designing interfaces for integration of multiple applications.	
M-42	The proposed resource must have a minimum of two (2) years demonstrated experience as a Technical Architect within the last ten (6) years designing and drawing technical architecture for major applications such as GCCS, NAPPIC, UL Tool , COP or related Situational Awareness/Assessment Applications (SAA).	
M-43	The proposed resource must have a minimum of one (1) year experience as a Technical Architect within the last ten (5) years designing and implementing network security solutions.	
M-44	The proposed resource must have a minimum of one year of demonstrated experience as a Technical Architect within the last five (5) years setting-up and maintaining an Active Directory service.	

Number	Description of Requirement	Met Yes/No
2.2.2.4	I.10 TECHNICAL ARCHITECT - Level 3	
M-45	The proposed resource must hold an undergraduate degree from a recognized university in engineering or computer science and a minimum of four (4) years of demonstrated experience in software maintenance/ or a two-year college level certificate in computer science combined with a minimum of six (6) years demonstrated experience as a Technical Architect in designing and developing technical architectures for systems and/or major applications such as GCCS, NAPPIC, or UL Tool **/** or ten (10) years demonstrated experience as a Technical Architect in designing and developing technical architectures for systems and/or major applications such as GCCS, NAPPIC, ULTool, COP or related Situational Awareness/Assessment Applications (SAA).	
M-46	The proposed resource must have five (5) years of demonstrated experiences a Technical Architect within the last ten (10) years working in a real-time operational environment requiring time-critical responses to users and decision makers.	

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M-47	The proposed resource must have a minimum of two (2) years demonstrated experience as a Technical Architect within the last ten (10) years designing interfaces for integration of multiple applications.	
M-48	The proposed resource must have a minimum of two (2) years demonstrated experience as a Technical Architect within the last ten (10) years designing and drawing technical architecture for major applications such as GCCS, NAPPIC, UL Tool , COP or related Situational Awareness/Assessment Applications (SAA).	
M-49	The proposed resource must have a minimum of one (1) year experience as a Technical Architect within the last ten (10) years designing and implementing network security solutions.	
M-50	The proposed resource must have a minimum of one year of demonstrated experience as a Technical Architect within the last five (5) years setting-up and maintaining an Active Directory service.	

Number	Description of Requirement	Met Yes/No
2.2.2.5	I.11 TECHNOLOGY ARCHITECT - Level 3	
M-51	The proposed resource must hold an undergraduate degree from a recognized university in engineering or computer science and a minimum of four (4) years of demonstrated experience as a Technology Architect in hardware and software maintenance/ or a two-year college level certificate in computer science combined with a minimum of six (6) years demonstrated experience as a Technology Architect designing and developing technical architectures solutions for major systems and/or applications/ or a minimum of ten (10) years demonstrated experience as a Technology Architect in designing and developing and testing technical architectures for systems and/or major applications for minimum of 1,000 users distributed over multiple locations and supporting a critical operational environment. (See SOW Table 2.1 for explanation of term 'Critical") as per Technology Architect description.	
M-52	The proposed resource must hold a certification in VMware Certified Professional 5Data Center Virtualization (VCP5-DCV) / or Must have successfully completed a Cisco Certified course on Cisco Unified Computing System (Cisco UCS), Cisco Nexus 5000 and 2000 and NETAPP Data OnTAP 7-Mode / or Must have as a minimum certification of successful completion of DISA v4.2.0.9 GCCS-J Installation Course.	
M-53	The proposed resource must have a minimum of two (2) years demonstrated experience within the last ten (10) years designing interfaces for integration of multiple applications for a network of 1000 or more users, on the CNet or similar infrastructure.	
M-54	The proposed resource must have a minimum of two (2) years demonstrated experience within the last ten (10) years as a Technology Architect designing and drawing technical architecture for major applications such as VMWare, VM SRM, GCCS, ULTool, and other major applications CNet.	
M-55	The proposed resource must have a minimum of one (1) year experience within the last ten (10) years designing and implementing network security solutions.	
M-56	The proposed resource must have five (5) years of demonstrated experience within the last ten (10) years working as a Technology Architect in a real-time operational environment requiring time-critical responses to users and decision makers.	
M-57	The proposed resource must have a minimum of three (3) years' experience in the evaluation, planning, monitoring, and the provision of hands-on assistance in long-term strategic AFCCIS operations.	
M-58	The proposed resource must have a three (3) years' experience in supporting users in the identification of definition of individual systems requirements and implementation of methodology.	

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M-59	The proposed resource must have a minimum of three (3) years' experience in the provision of advice on the future implementation of AFCCIS capability and its suite of applications.	

2.2.3 WORKSTREAM 3

Number	Description of Requirement	Met Yes/No
2.2.3.1 B.10 HELPDESK SPECIALIST - LEVEL 2		
M-60	The proposed resource must have minimum of one (1) year cumulative experience within the last five (5) years, providing user support in an Information Technology (IT) call center environment for a large organization over 1000 users where he/she performed all of the following: troubleshooting, configuring, installing, tracking issues and issue resolution.	
M-61	The proposed resource must demonstrate network support capabilities such as client/server systems, PC desktops, desktop application software, peripheral devices, and others as they apply to network and Operational support. The Air Force National Service Desk is the primary support location providing first and second line support to the RCAF.	

Number	Description of Requirement	Met Yes/No
2.2.3.2 B.12 NETWORK SUPPORT SPECIALIST - LEVEL 2		
M-62	The proposed resource must have experience in the coordination, installation, operation, maintenance, resolution of hardware and software installation problems, monitoring of traffic, capacity planning, system backup, and user training for a Local Area Network.	
M-63	The proposed resource must have experience in the evaluation, testing and deployment of new data communication hardware and software	
M-64	The proposed resource must have experience in the installation and coordination of installation of network hardware, software for use with personal computers and mainframe/personal computer interaction, and network upgrades according to vendor instructions.	
M-65	The proposed resource must have experience in the configuration of equipment with assistance from vendor or other computing resources.	

2.2.4 WORKSTREAM 4

Number	Description of Requirement	Met Yes/No
2.2.4.1 P.1 CHANGE MANAGEMENT CONSULTANT - Level 3		
M-66	As a minimum, the proposed resource must hold a two-year college level certificate in computer science with a combined experience of two (2) years demonstrated experience in providing Configuration and Change Management support for an IM/IT infrastructure, OR a minimum of four (4) years' experience in providing Change Management support for an IM/IT infrastructure.	
M-66	The proposed resource must have a minimum of two (2) years demonstrated experience within the last five (5) years providing Change and Configuration Management support using an ITIL-compliant toolset based upon a relational Configuration Management Database (CMDB)	

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M-68	The proposed resource must have a minimum of two (2) years demonstrated experience within the last five (5) years producing software release documentation and managing the software release rollout.	
M-69	As a minimum, the proposed resource must hold a two-year college level certificate in computer science with a combined experience of two (2) years demonstrated experience in providing Configuration and Change Management support for an IM/IT infrastructure, OR a minimum of four (4) years' experience in providing Change Management support for an IM/IT infrastructure.	

Number	Description of Requirement	Met Yes/No
2.2.4.2 P.6 Project Administrator - Level 3		
M-70	The proposed resource must have a minimum of ten (10) years' experience in supporting project teams and in coordinating project activities.	
M-71	The proposed resource must have a minimum of ten (10) years' experience in tracking project funding envelop and expenditures.	

Number	Description of Requirement	Met Yes/No
2.2.4.3 P.9 PROJECT MANAGER - Level 3		
M-72	The proposed resource must be in possession of a PMP certification OR have a minimum of ten (10) years project management experience on project of similar size, scope, and complexity. i.e. minimum of 1,000 users distributed over multiple locations and supporting a critical operational environment. (See SOW Table 2.1 for explanation of term 'Critical").	
M-73	The proposed resource must have a minimum of five (5) years demonstrated experience managing the implementation of an In-Service-Support (ISS) capability that is critical to military operations.	
M-74	The proposed resource must have a minimum of three (3) years demonstrated experience in the Material Management field within the federal government.	
M-75	The proposed resource must have two (2) years demonstrated experience in planning, managing, and bringing a Command and Control (C2) project capability to its rollout phase over the IT infrastructure on the C-Net.	
M-76	The proposed resource must have a minimum of ten (10) years' experience in tracking and coordinating contract change requests as well as task authorizations.	

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3.0 POINT RATED CRITERIA

3.1 BIDDER REQUIREMENTS

3.1.1	BIDDER				
Rated	Description	Max Points	Experience / Knowledge Factor	Points	
R-1	Bidder(s) should provide a Contract Management Plan (CMP) that will address the following: 1) The Bidder's proposed approach to assure the overall efficient sustainability and supportability of the AFCCIS capabilities through the period of the ISS contract. The CMP should reflect the Bidder's experience in providing in service support (ISS); 2) High-Level Tier 1 / 2 WBS; 3) Conflict Management, Resource Management and Responsibility Assessment; 4) Acquisition of new capabilities through the AFCCIS Life-Cycle or similar environment; 5) Task Authorization and Administration; 6) Organization Interfaces; 7) Risk Management Plan; and 8) Quality Assurance.	20	1 pt per ISS Experience = Tier 1/2 WBS = Conflict/Resource Mgmt = Support to LCMM = Contract TA and Admin = Organizational Interfaces = Risk Mgmt Plan = Quality Assurance =	4pts 3pts 2pts 3pts 2pts 2pts 2pts 2pts	

3.2 RESOURCE REQUIREMENTS

3.2.1 WORKSTREAM 1

3.2.1.1	A.1 APPLICATION/SOFTWARE ARCHITECT – Level 2				
Rated	Description	Max Points	Experience / Knowledge Factor	Points	
R-2	The proposed resource should have a minimum of three (3) years' experience within the last ten (10) years in designing, configuring, maintaining and troubleshooting Microsoft Windows Servers and programs.	10	3yrs = each additional year =	5pts 1pt	
R-3	The proposed resource should have a minimum of two (2) years' experience within the six (6) years in working with networking standards and protocols.	10	2yrs = each additional year =	5pts 1pt	
R-4	The proposed resource should have a minimum of two (2) years' experience developing procedures to ensure data integrity in the database and devise data structures to support them.	5	2yrs = each additional year =	2pt 1pt	
R-5	The proposed resource should have demonstrated experience within the last three (3) years working with: (1) Windows XP desktop configuration; (2) Windows 7 desktop configuration; (3) MS Office 2003 suite deployment; (4) CISCO routers configuration; and (5) Cyberguard firewall.	15	Windows XP = Windows 7 = MS Office 2010 = Cisco Routers = Cyberguard =	1pt; 5pts; 3pts; 3pts; 3pts;	

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Rated	Experience	Max Points	Experience / Knowledge Factor	Points
R-6	The proposed resource should have demonstrated experience within the last three (3) years working with each of the following: (1) ActiveX; (2) MS Access; (3) MS SQL; .NET; (4) ODBC; (5) OLAP; (6) Oracle 11.x; (7) SQL Server; (8) Sybase; (9) TCP/IP; (10) Unix/Linux; and (11) XMPP	10	Active X = MS Access = MS SQL = .NET = ODBC = OLAP = Oracle 11.x = SQL Server = Sybase = TCP/IP = UNIX/Linux = XMPP =	1pt 1pt 1pt 1pt 1pt 1pt 1pt 1pt 1pt 1pt 1pt 1pt
R-7	The proposed resource should have demonstrated experience within the last three (3) years working with: (1) Windows XP desktop configuration; (2) Windows 7 desktop configuration; (3) MS Office 2003 suite deployment; (4) CISCO routers configuration; (5) VMWare VSphere V5.X; (6) VMWare View V5.X; (7) VMWare Vcentre V5.X; (8)Comm Vault; (9) NetApps SAN Storage; (10) Cyberguard firewall.	10	Windows XP = Windows 7= Cisco Routers = VMWare = VSphere V5.X = VMWare View V5.X = VMWare Vcentre V5.X = Comm Vault = NetApps SAN Storage = Cyberguard =	1pt 1pt 2pts 2pts 1pt 1pt 2pts 2pts 2pts 1pt
R-8	The proposed resource should have demonstrated experience in working in a classified environment, in the handling of COMSEC Material; TACLANE; EMSEC zoning and TEMPEST and GOC Communications Security regulations.	5	1 point per year =	1pt
R-9	The proposed resource should have significant experience within the last 3 years in the support of Air Force Specialized Software (1) NAPPIC; (2) GCCS-J; (3) C2PC; (4) Joint Mission Planning System (JMPS); (5) Portable Flight Planning System (PFPS); (6) FalconView; (7) CSD; (8) Ocean FlightPro.	20	NAPPIC = GCCS - J = C2PC = JMPS = PFPS = FalconView = CSD = Ocean ™ FlightPro	2pts 5pts 2pts 2pts 2pts 1pt 2pts 4pts
Maximum Points =		**85**		

3.2.1.2	A.6 PROGRAMMER/SOFTWARE DEVELOPER – Level 2			
Rated	**Experience**	**Max Points**	**Experience / Knowledge Factor**	**Points**
R-10	The proposed resource should have demonstrated experience within the last three (3) years programming in (1) C#, using (2) Active X and (3) .Net framework, plus configuring with following: (4) MS Access; (5) MS SQL; (6) ODBC; (7) OLAP; (8) Oracle 11.x; (9) SQL Server; (10) Sybase; (11) TCP/IP; (12) Unix/Linux.	20	C# = Active X = MS Access = MS SQL = .NET = ODBC = OLAP = Oracle 11.x = SQL Server = Sybase = TCP/IP = UNIX/Linux =	4pt 3pt 1pt 1pt 3pt 1pt 1pt 1pt 1pt 1pt 1pt 1pt

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Rated	Experience	Max Points	Experience / Knowledge Factor	Points
R-11	The proposed resource should have demonstrated experience in the evaluation of factors such as reporting formats, cost constraints, and security restrictions to determine hardware configuration.	5	1 point per year =	1pt
R-12	The proposed resource should have demonstrated experience the preparation of reports and correspondence concerning project specifications, activities, and status.	5	1 point per year =	1pt
R-13	The proposed resource should have demonstrated experience monitoring of application performance, including fault monitoring/logging.	5	1 point per year =	1pt
R-14	The proposed resource should have minimum three (3) years' experience within the last five (5) years supporting RCAF Mission Planning applications including; (1) RFE/NAPPIC/GCCS-J and or DSS/APT; or (2) PFPS or JMPS, plus FalconView.	10	3yrs = each additional year =	3pt 1pts
R-15	The proposed resource should have demonstrated experience within the last three (3) years working with: (1) Windows XP desktop configuration; (2) Windows 7 desktop configuration; (3) MS Office 2010 suite deployment; (4) iOS X; (5) Windows RT; (6) Android/Linux.	20	MS Windows XP = MS Windows 7= MS Office 2010 = iOS = Win RT 8.X = Android / Linux =	2pt 5pts 3pts 3pts 3pts 4pts
R-16	The proposed resource should have demonstrated experience in working in a classified environment, in the handling of COMSEC Material; TACLANE; EMSEC zoning and TEMPEST and GOC Communications Security regulations.	5	1 point per year =	1pt
R-17	The proposed resource should have significant experience within the last 5 years installing, configuring, and or upgrading (1) APT; (2) PFPS; (3) JMPS; (4) FalconView, or components thereof.	50	APT = JMPS = PFPS = FalconView =	20pts; 5pts; 10pts; 15pts.
R-18	The proposed resource should have significant experience within the last 5 years in the configuration, management, and support of Air Force Specialized Software (1) Air Lift Planning Tool (APT) (2) Dynamic Scheduling System (DSS), (3) Joint Mission Planning System (JMPS), (4) Portable Flight Planning System (PFPS), (5)FalconView.	50	APT = DSS = JMPS = PFPS = FalconView =	10pts 5pts 10pts 10pts 15pts
Maximum Points =	**170**			

3.2.1.3	A.6 PROGRAMMER/SOFTWARE DEVELOPER – Level 3			
Rated	**Experience**	**Max Points**	**Experience / Knowledge Factor**	**Points**
R-19	The proposed resource should have demonstrated experience in the supervision and assignment of work to programmers, designers, technologists, technicians, or other engineering personnel.	10	1yr = 5yrs =	1pt 5pts

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R-20	The proposed resource should have demonstrated experience within the last three (3) years programming in (1) C#, using (2) Active X and (3) .Net framework, plus configuring with following: (4) MS Access; (5) MS SQL; (6) ODBC; (7) OLAP; (8) Oracle 11.x; (9) SQL Server; (10) Sybase; (11) TCP/IP; (12) Unix/Linux.	20	C# = Active X = MS Access = MS SQL = .NET = ODBC = OLAP = Oracle 11.x = SQL Server = Sybase = TCP/IP = UNIX/Linux =	4pt 3pt 1pt 1pt 3pt 1pt 1pt 1pt 1pt 1pt 1pt 1pt
R-21	The proposed resource should have demonstrated experience in the evaluation of factors such as reporting formats, cost constraints, and need for security restrictions to determine hardware configuration.	5	1 point per year =	1pt
R-22	The proposed resource should have demonstrated experience the preparation of reports and correspondence concerning project specifications, activities, and status.	5	1 point per year =	1pt
R-23	The proposed resource should have demonstrated experience monitoring of application performance, including fault monitoring/logging.	5	1 point per year =	1pt
R-24	The proposed resource should have minimum three (3) years' experience within the last five (5) years supporting RCAF Mission Planning applications including; (1) RFE/NAPPIC/GCCS-J and or DSS/APT; or (2) PFPS or JMPS, plus FalconView.	10	3yrs = each additional year =	3pt 1pts
R-25	The proposed resource should have demonstrated experience within the last three (3) years working with: (1) Windows XP desktop configuration; (2) Windows 7 desktop configuration; (3) MS Office 2010 suite deployment; (4) iOS X; (5) Windows RT; (6) Android/Linux.	20	MS Windows XP = MS Windows 7= MS Office 2010 = iOS = Win RT 8.X = Android / Linux =	2pt 5pts 3pts 3pts 3pts 4pts
R-26	The proposed resource should have demonstrated experience in working in a classified environment, in the handling of COMSEC Material; TACLANE; EMSEC zoning and TEMPEST and GOC Communications Security regulations.	5	1 point per year =	1pt
R-27	The proposed resource should have significant experience within the last 5 years installing, configuring, and or upgrading (1) APT; (2) PFPS; (3) JMPS; (4) FalconView, or components thereof.	50	APT = JMPS = PFPS = FalconView =	20pts; 5pts; 10pts; 15pts.
R-28	The proposed resource should have significant experience within the last 5 years in the configuration, management, and support of Air Force Specialized Software (1) Air Lift Planning Tool (APT) (2) Dynamic Scheduling System (DSS), (3) Joint Mission Planning System (JMPS), (4) Portable Flight	50	APT = DSS = JMPS = PFPS = FalconView =	10pts 5pts 10pts 10pts 15pts

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Planning System (PFPS), (5)FalconView.			
Maximum Points =	**180**		

3.2.1.4	A.8 SYSTEM ANALYST – Level 3			
Rated	**Experience**	**Max Points**	**Experience / Knowledge Factor**	**Points**
R-29	The proposed resource should have demonstrated experience Update the AFCCIS Implementation Plan with regards to GCCS-J, NAPPIC and ULTool (FlightPro) information	20	AFCCIS = NAPPIC = GCCS - J = Ocean ™ FlightPro =	5pts 5pts 5pts 5pts
R-30	The proposed resource should have demonstrated experience within the last five (5) years executing test plans for each of the (1) AFCCIS, (2) GCCS-J, (3) NAPPIC and (4) ULTool (FlightPro).	20	AFCCIS = NAPPIC = GCCS - J = Ocean ™ FlightPro =	5pts 5pts 5pts 5pts
R-31	The proposed resource should have demonstrated experience maintaining an interface with the GCCS-J, NAPPIC and ULTool (FlightPro) users, sponsor and work in conjunction with the AFCCIS Life-Cycle Manager including the Configuration Manager and the Change Manager.	20	AFCCIS = NAPPIC = GCCS - J = Ocean ™ FlightPro =	5pts 5pts 5pts 5pts
R-32	The proposed resource should have demonstrated experience Participate in the development of documentation, problem resolution, technical evaluation, and testing related to AFCCIS applications and its interface with GCCS-J, NAPPIC and ULTool (FlightPro).	20	AFCCIS = NAPPIC = GCCS – J = Ocean ™ FlightPro =	5pts 5pts 5pts 5pts
R-33	The proposed resource should have demonstrated experience Update the AFCCIS Interface Control Document with the most current GCCS-J, NAPPIC and ULTool (FlightPro) information.	20	AFCCIS = NAPPIC = GCCS - J = Ocean ™ FlightPro =	5pts 5pts 5pts 5pts
R-34	The proposed resource should have demonstrated experience within the last three (3) years working with: Plan, analyze, design, code, test, integrate, implement, evaluate, support and deliver software and/or software changes in order to integrate the current and future versions of GCCS-J, NAPPIC and ULTool (FlightPro) and related applications into AFCCIS.	20	AFCCIS = NAPPIC = GCCS - J = Ocean ™ FlightPro =	5pts 5pts 5pts 5pts
R-35	The proposed resource should have demonstrated experience Update and maintain the GCCS-J, NAPPIC and ULTool (FlightPro) training suite to reflect the current operational Command and Control components used by the operational personnel.	20	AFCCIS = NAPPIC = GCCS - J = Ocean ™ FlightPro =	5pts 5pts 5pts 5pts

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Maximum Points =	140

3.2.1.5	C.3 IT Security TRA and C&A Analyst – Level 3

Rated	Experience	Max Points	Experience / Knowledge Factor	Points
R-36	The proposed resource should have demonstrated experience training users and promoting security awareness to ensure system security and to improve server and network efficiency.	1	Demonstrated Experience	1pt
R-37	The proposed resource should have demonstrated experience identifying threats to, and vulnerabilities of operating systems (such as MS, Unix, Linux, and Novell), and wireless architectures	1	Demonstrated Experience	1pt
R-38	The proposed resource should have demonstrated experience in monitoring the data files and regulating access to safeguard information in computer files.	1	Demonstrated Experience	1pt
R-39	The proposed resource should have demonstrated experience reviewing security violations of procedures and discuss procedures with violators to ensure violations are not repeated.	1	Demonstrated Experience	1pt
R-40	The proposed resource should have CISSP Certification and five (5) years ISSO experience, or ISSO Boot camp or equivalent training, plus seven (7) years ISSO experience.	5	CISSP and 5yrs = Formal training, but non- = certified with 7yrs demonstrated experience	5pt 5pts
R-41	The proposed resource should have a minimum of five (5) years demonstrated experience within the last ten (10) years in the development and implementation of plans to safeguard computer files against accidental or unauthorized modification, destruction, or disclosure and to meet emergency data processing needs.	5	Less than 5yrs = 5yrs = each additional year =	0pts 1pt 1pt
R-42	The proposed resource should have a minimum of five (5) years demonstrated experience within the last ten (10) years in performing Threat, Risk, and Vulnerability (TRA) assessment in accordance with GOC approved processes. RCMP/CSE Harmonized methodology acceptable.	5	Less than 5yrs = 5yrs = each additional year =	0pts 5pts 1pt
R-43	The proposed resource should provide proof of completing a minimum of one (1) C&A within the past three (3) years using DND approved processes. Each additional C&A full or update, within the past ten (10) years will receive additional points.	15	1 complete C&A = Each additional C&A/TRA =	5pts 1pt

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Rated	Experience	Max Points	Experience / Knowledge Factor	Points
R-44	The proposed resource should have a minimum of three (3) years demonstrated experience within the last ten (10) years modifying computer security files to incorporate new software, correct errors, or change individual access status.	10	Less than 3yrs = 3yrs = each additional year =	0pts 1pts 1pt
R-45	The proposed resource should have a minimum of two (2) years demonstrated experience within the last ten (10) years documenting computer security and emergency measures policies, procedures, and tests.	5	Less than 2yrs = 2yrs = each additional year =	0pts 5pts 1pt
R-46	The proposed resource should have a minimum of two (2) years demonstrated experience within the last five (5) years performing risk assessments and executing tests of data processing system to ensure functioning of data processing activities and security measures.	5	Less than 2yrs = 2yrs = each additional year =	0pts 5pts 1pt
Maximum Points =		**54**		

3.2.2   WORKSTREAM 2

3.2.2.1 I.8 STORAGE ARCHITECT – Level 3				
Rated	**Experience**	**Max Points**	**Experience / Knowledge Factor**	**Points**
R-47	The proposed resource should have a minimum of five (5) years' experience within the last ten (10) years developing, capacity planning, backup and restore procedures for storage capabilities.	10	5yrs = each additional year =	5pts 1pt
R-48	The proposed resource should have a minimum of five (5) years' experience within the last ten (10) years developing, implementing, and overseeing policies and procedures to ensure consistent and seamless storage continuity and capabilities.	10	5yrs = each additional year =	5pts 1pt
R-49	The proposed resource should have a minimum of two (2) years' experience within the last seven (7) years developing or assisting in development of data disaster recovery plans, as they relate to storage capabilities and continuity	10	2yrs = each additional year =	5pts 1pt
R-50	The proposed resource should have a minimum of five (5) years' experience within the last ten (10) years developing, analyzing, designing, and implementing the organization's storage infrastructure/architecture to ensure high levels of data quality and availability.	10	5yrs = each additional year =	5pts 1pt

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Rated	Experience	Max Points	Experience / Knowledge Factor	Points
R-51	The proposed resource should have significant demonstrated experience within the last three (3) years working with:(1) VMWare VSphere V5.X; (2) VMWare View V5.X; (3) VMWare VCentre V5.X (4) Comm Vault (5) NetApps SAN Storage	15	VMWare VSphere V5.X = VMWare View V5.X = VMWare Vcentre V5.X = Comm Vault = NetApps SAN Storage =	2pts 1pt 2pt 5pts 5pts
R-52	The proposed resource should have demonstrated experience in working in a classified environment, in the handling of COMSEC Material; TACLANE; EMSEC zoning and TEMPEST and GOC Communications Security regulations.	5	1 point per year =	1pt
Maximum Points =		**60**		

3.2.2.2	I.9 SYSTEMS ADMINISTRATOR – Level 3			
Rated	**Experience**	**Max Points**	**Experience / Knowledge Factor**	**Points**
R-53	The proposed resource should have a minimum of two (2) years demonstrated experience implementation, configuration, deployment and ongoing support of the VMware vSphere server infrastructure hosting enterprise applications	5	2yrs = each additional year =	2pts 1pt
R-54	The proposed resource should have a minimum of one (1) year experience in the set-up and maintenance of Active Directory services.	5	1 point per year =	1pt
R-55	The proposed resource should have demonstrated experience with VMware v Sphere v 5.X	5	1 point per year =	1pt
R-56	The proposed resource should have a minimum of five (5) years' experience developing high level and complex network documentation on key systems and processes including network diagrams, dataflow, scheduled tasks, backup schedules and disaster recovery strategy.	5	5 years = each additional year =	1pt 1pt
R-57	The proposed resource should have a minimum of three (3) years maintaining and managing servers, software, applications, and operating systems related to Backup Operating Environment consisting of 12 Backup environments and 1200+ tapes. Ensures all critical systems are backed up using both full and differential backups	5	3yrs = each additional year =	3pts 1pt
R-58	The proposed resource should have a minimum of three (3) years' experience, within the last ten (10) years in designing, configuring, maintaining and troubleshooting	10	3yrs = each additional year =	3pts 1pt

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Rated	Experience	Max Points	Experience / Knowledge Factor	Points
	Microsoft Windows Servers and applications.			
R-59	The proposed resource should have a minimum of three (3) years' experience working within the last six (5) years, applying networking standards and protocols.	5	3yrs = each additional year =	3pts 1pt
R-60	The proposed resource should have demonstrated experience within the last three (3) years working with: (1) Windows XP desktop configuration; (2) Windows 7 desktop configuration; (3) MS Office 2003 suite deployment; (4) CISCO routers configuration; (5) VMWare/VSphere V5.X; (6) VMWare View V5.X; (7) VMWare VCentre V5.X; (8) Comm Vault; (9) NetApps SAN Storage; and (10) Cyberguard firewall.	15	Windows XP = Windows 7= Cisco Routers = VMWare = VSphere V5.X = VMWare View V5.X = VMWare Vcentre V5.X = Comm Vault = NetApps SAN Storage = Cyberguard =	1pt 1pt 2pts 2pt 1pt 1pt 2pts 2pts 2pts 1pt
R-61	The proposed resource should have demonstrated experience in working in a classified environment, in the handling of COMSEC Material, including Taclane, in identifying Classified CIS EMSEC requirements, IAW GOC communications Security regulations.	5	1 point per year =	1pt
R-62	The proposed resource should have significant experience within the last 3 years in the support of Air Force Specialized Software (1) NAPPIC, (2) GCCS-J, (3) C2PC, (4) Joint Mission Planning System (JMPS), (5)Portable Flight Planning System (PFPS), (6) CSD; (7) FlightPro.	20	NAPPIC = GCCS - J = C2PC = JMPS = PFPS = CSD = Ocean ™ FlightPro	2pts; 5pts; 2pts; 2pts; 3pts; 2pts 4pts
Maximum Points =	**80**			

3.2.2.3	I.10 TECHNICAL ARCHITECT – Level 2			
Rated	**Experience**	**Max Points**	**Experience / Knowledge Factor**	**Points**
R-63	The proposed resource should have a minimum of two (2) years demonstrated experience within the last six (6) years in designing, configuring, maintaining and troubleshooting Microsoft Windows Servers and applications in a cluster environment.	10	2yrs = each additional year =	5pts 1pt

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R-64	The proposed resource should have a minimum of two (2) years demonstrated experience within the last six (6) years in designing, configuring, maintaining and troubleshooting UNIX servers, and applications running over an Oracle database.	10	2yrs = each additional year =	5pts 1pt
R-65	The proposed resource should have a minimum of one (1) year experience within the last six (6) years with software, service packs, and security updates, plus anti-virus products.	5	1yr = each additional year =	3pts 1pt
R-66	The proposed resource should have a minimum of six (6) months of demonstrated experience within the last two (2) years with ORACLE RAC (Real Application Cluster) and/or with BEA Web Logic UNIX.	10	One application = Both applications =	5pts 10pts
R-67	The proposed resource should have a minimum of one (1) yr experience within the last three (3) years using UNIX Sun Server configuration and/or Windows 2000, and/or Windows 2003 server configuration.	10	1 Application = 2 Applications = 3 Applications =	4pts 7 pts 10 pts
R-68	The proposed resource should have a minimum of twelve (12) months experience within the last five (5) years in planning, managing and implementing a project involving DII COE or TBMCS.	5	1 project = +1 project =	3pts 5pts
R-69	The proposed resource should have a minimum of twelve (12) months experience within the last five (5) years in planning, managing and implementing a project involving COTS/GOTS/MOTS integration.	5	1 project = Each additional project =	3pts 1pt
R-70	The proposed resource should have demonstrated experience with VMware v Sphere v4.0	5	1 point per year =	1pt
R-71	The proposed resource should have a minimum of two (2) years demonstrated experience within the last six (6) years in designing, configuring, maintaining and troubleshooting Microsoft Windows Servers and applications.	10	2yrs = each additional year =	3pts 1pt
R-72	The proposed resource should have a minimum of three (3) demonstrated experiences working with networking standards and protocols, for two (2) consecutive years, within the last six (6), years.	10	Minimum experience = each other experience =	5pts 1pt

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Rated	Experience	Max Points	Experience / Knowledge Factor	Points
R-73	The proposed resource should have demonstrated experience within the last three (3) years working with: (1) Windows XP desktop configuration; (2) Windows 7 desktop configuration; (3) MS Office 2003 suite deployment; (4) CISCO routers configuration; (5) VMWare/VSphere V5.X; (6) VMWare View V5.X; (7) VMWare – Vcentre V5.X; (8) Comm Vault; (9) NetApps SAN Storage; and (10) Cyberguard firewall.	15	Windows XP = Windows 7= Cisco Routers = VMWare = VSphere V5.X = VMWare View V5.X = VMWare Vcentre V5.X = Comm Vault = NetApps SAN Storage = Cyberguard =	1pt 1pt 2pts 2pt 1pt 1pt 2pts 2pts 2pts 1pt
R-74	The proposed resource should have demonstrated experience in working in a classified environment, in the handling of COMSEC Material, including Taclane, in identifying classified CIS EMSEC requirements, in GOC communications Security regulations.	5	1 point per year =	1pt
R-75	The proposed resource should have significant experience within the last 3 years in the support of Air Force Specialized Software (1) NAPPIC, (2) GCCS-J, (3) C2PC, (4) Joint Mission Planning System (JMPS), (5)Portable Flight Planning System (PFPS), (6) CSD; (7) FlightPro.	20	NAPPIC = GCCS – J = C2PC = JMPS = PFPS = CSD = Ocean ™ FlightPro	2pts; 5pts; 2pts; 2pts; 3pts; 2pts 4pts
Maximum Points =		**120**		

3.2.2.4	I.10 TECHNICAL ARCHITECT – Level 3			
Rated	**Experience**	**Max Points**	**Experience / Knowledge Factor**	**Points**
R-76	The proposed resource should have a minimum of three (3) years demonstrated experience within the last ten (10) years in designing, configuring, maintaining and troubleshooting Microsoft Windows Servers and applications in a cluster environment.	10	3yrs = each additional year =	5pts 1pt
R-77	The proposed resource should have a minimum of three (3) years demonstrated experience within the last ten (10) years in designing, configuring, maintaining and troubleshooting UNIX servers, and applications running over an Oracle database.	10	3yrs = each additional year =	5pts 1pt
R-78	The proposed resource should have a minimum of one (1) year experience within the last six (6) years with software, service packs, and security updates, plus anti-virus products.	5	1yr = each additional year =	3pts 1pt

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R-79	The proposed resource should have a minimum of six (6) months of demonstrated experience within the last two (2) years with ORACLE RAC (Real Application Cluster) and/or with BEA Web Logic UNIX.	10	One application = Both applications =	5pts 10pts
R-80	The proposed resource should have a minimum of one (1) yr experience within the last three (3) years using UNIX Sun Server configuration and/or Windows 2000, and/or Windows 2003 server configuration.	10	1 Application = 2 Applications = 3 Applications =	4pts 7 pts 10 pts
R-81	The proposed resource should have a minimum of twelve (12) months experience within the last five (5) years in planning, managing and implementing a project involving DII COE or TBMCS.	5	1 project = +1 project =	3pts 5pts
R-82	The proposed resource should have a minimum of twelve (12) months experience within the last five (5) years in planning, managing and implementing a project involving COTS/GOTS/MOTS integration.	5	1 project = Each additional project =	3pts 1pt
R-83	The proposed resource should have demonstrated experience with VMware v Sphere v4.0	5	1 point per year =	1pt
R-84	The proposed resource should have a minimum of three (3) years' experience within the last ten (10) years in designing, configuring, maintaining and troubleshooting Microsoft Windows Servers and applications.	10	3yrs = each additional year =	3pts 1pt
R-85	The proposed resource should have a minimum of three (3) demonstrated experience working with networking standards and protocols, for two (2) consecutive years, within the last six (6), years.	10	Minimum experience = each other experience =	5pts 1pt
R-86	The proposed resource should have demonstrated experience within the last three (3) years working with: (1) Windows XP desktop configuration; (2) Windows 7 desktop configuration; (3) MS Office 2003 suite deployment; (4) CISCO routers configuration; (5) VMWare/VSphere V5.X; (6) VMWare View V5.X; (7) VMWare – Vcentre V5.X; (8) Comm Vault; (9) NetApps SAN Storage; and (10) Cyberguard firewall.	15	Windows XP = Windows 7= Cisco Routers = VMWare = VSphere V5.X = VMWare View V5.X = VMWare Vcentre V5.X = Comm Vault = NetApps SAN Storage = Cyberguard =	1pt 1pt 2pts 2pt 1pt 1pt 2pts 2pts 2pts 1pt
R-87	The proposed resource should have demonstrated experience in working in a classified environment, in the handling of COMSEC Material, including Taclane, in identifying classified CIS EMSEC requirements, in	5	1 point per year =	1pt

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	GOC communications Security regulations.			
R-88	The proposed resource should have significant experience within the last 3 years in the support of Air Force Specialized Software (1) NAPPIC, (2) GCCS-J, (3) C2PC, (4) Joint Mission Planning System (JMPS), (5)Portable Flight Planning System (PFPS), (6) CSD; (7) FlightPro.	20	NAPPIC = GCCS – J = C2PC = JMPS = PFPS = CSD = Ocean ™ FlightPro	2pts; 5pts; 2pts; 2pts; 3pts; 2pts 4pts
Maximum Points =		**120**		

3.2.2.5	I.11 TECHNOLOGY ARCHITECT – Level 3			
Rated	**Experience**	**Max Points**	**Experience / Knowledge Factor**	**Points**
R-89	The proposed resource should have a minimum of three (3) years demonstrated experience within the last ten (10) years in designing, configuring, maintaining and troubleshooting Microsoft Windows Servers and applications in a cluster environment.	10	3yrs = each additional year =	5pts 1pt
R-90	The proposed resource should have a minimum of three (3) years demonstrated experience within the last ten (10) years in designing, configuring, maintaining and troubleshooting UNIX servers, and applications running over an Oracle database.	10	3yrs = each additional year =	5pts 1pt
R-91	The proposed resource should have a minimum of three (3) years demonstrated experience within the last five (5) managing VMware environment and Data Center Virtualization; plus some or all of following VM components: (1) VMware vCloud Automation Center v5.x; (2)VMware vCloud Director Install, Configure, Manage v5.x; (3) VMware vCenter Operations Manager v5.x; (4) VMware View: Install, Configure, Manage v5.x; (5) VMware vSphere: Optimize and Scale v5.x; (6) VMware vSphere: Design	20	VM Certification = VM vCloud Auto = VM vCloud Director = VM vCenter Ops Mgr = VM View: Install = VM vSphere: Optimize= VM vSphere: Design = (VM = VMWare)	8pts 2pts 2pts 2pts 2pts 2pts 2pts
R-92	The proposed resource should have a minimum of one (1) year experience within the last six (6) years rollout software updates such as service packs, security patches and anti-virus products.	5	1yr = each additional year =	3pts 1pt

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R-93	The proposed resource should have a minimum of six (6) months of demonstrated experience within the last two (2) years with ORACLE RAC (Real Application Cluster) and/or with BEA Web Logic UNIX.	10	One application = Both applications =	5pts 10pts
R-94	The proposed resource should have a minimum of one (1) yr experience within the last three (3) years using UNIX Sun Server configuration and/or Windows 2000, and/or Windows 2003 server configuration.	10	1 Application = 2 Applications = 3 Applications =	4pts 7 pts 10 pts
R-95	The proposed resource should have a minimum of twelve (12) months experience within the last five (5) years in planning, managing and implementing a project involving DII COE or TBMCS.	5	1 project = +1 project =	3pts 5pts
R-96	The proposed resource should have a minimum of twelve (12) months experience within the last five (5) years in planning, managing and implementing a project involving COTS/GOTS/MOTS integration.	5	1 project = Each additional project =	3pts 1pt
R-97	The proposed resource should have demonstrated experience with VMware v Sphere v4.0	5	1 point per year =	1pt
R-98	The proposed resource should have a minimum of three (3), two (2) year experiences, within the last ten (10), in designing, configuring, maintaining and troubleshooting Microsoft Windows Servers and applications.	10	Minimum experience = each other experience =	5pts 1pt
R-99	The proposed resource should have a minimum of three (3), two (2) year experiences, within the last six (6), with networking standards and protocols.	10	Minimum experience = each other experience =	5pts 1pt
R-100	The proposed resource should have demonstrated experience within the last three (3) years working with: (1) Windows XP desktop configuration; (2) Windows 7 desktop configuration; (3) CISCO routers configuration; (4) Comm Vault; (5) NetApps SAN Storage; and (6) Cyberguard firewall.	15	Windows XP = Windows 7= Cisco Routers = Comm Vault = NetApps SAN Storage = Cyberguard =	1pt 1pts 3pts 4pts 4pts 2pts
R-101	The proposed resource should have demonstrated experience in working in a classified environment, in the handling of COMSEC Material, including Taclane, in identifying Classified CIS EMSEC requirements, in GOC communications Security regulations.	5	1 point per year =	1pt

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R-102	The proposed resource should have significant experience within the last 3 years in the support of Air Force Specialized Software (1) NAPPIC, (2) GCCS-J, (3) C2PC, (4) Joint Mission Planning System (JMPS), (5)Portable Flight Planning System (PFPS), (6) CSD; (7) FlightPro.	20	NAPPIC = GCCS-J C2PC = JMPS = PFPS = CSD = Ocean ™ FlightPro	2pts; 5pts; 2pts; 2pts; 3pts; 2pts 4pts
Maximum Points =		**140**		

3.2.3 WORKSTREAM 3

3.2.3.1	**B.10 Help Desk Specialist – Level 2**			
R-103	The proposed resource should have a minimum of three (3) years' experience in the resolution of simple network connectivity and internal technical problems.	10	3yrs = each additional year =	5pts 1pt
R-104	The proposed resource should have a minimum of three (3) years' experience in maintaining and liaising with user community, OGD, LCMM, OEM/vendors in the resolution of hardware and software problems.	10	3yrs = each additional year =	5pts 1pt
R-105	The proposed resource should have demonstrated experience within the last three (3) years working with: (1) Windows XP desktop; (2) Windows 7 desktop ; (3) MS Office 2003 (4)	15	Windows XP = Windows 7= MS Office 2003 = MS Office 2010 =	2pt 5pt 3pts 5pt
R-106	The proposed resource should have a minimum of three (3) years' experience providing Help Desk support for classified CIS and infrastructure (hardware and software) to governmental or large organizations (+20,000 users).	10	>= 3yrs to <= 4 yrs = 4 to >=6 yrs = >= 6 yrs =	5pts 7pts 10pts
R-107	The proposed resource should have a minimum of three (3) years' experience in the RCAF ITSM incident management system.	10	>= 3yrs to <= 4 yrs = 4 to <= 6yrs = >= 6 yrs =	5pts 7 pts 10pts
R-108	The proposed resource should have experience in the development of reports using the Axios 'assyst' toolset.	5	1 point per year =	1pt
Maximum Points =		**60**		

3.2.3.2	**B.12 Network Support Specialists - Level 2**			
R-109	The proposed resource should have a minimum of three (3) years demonstrated experience in the development of training plans and delivering training to users allowing the use of the network and related software.	10	3yrs = each additional year =	5pts 1pt

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R-110	The proposed resource should have a minimum of three (3) years demonstrated experience in maintaining CIS hardware and liaising with vendors in the resolution of hardware and software problems.	10	3yrs = each additional year =	5pts 1pt
R-111	The proposed resource should have a minimum of three (3) years' experience within the last five (5) years as Data Administrator dealing with the maintenance and upkeep of a CMDB using the Axios 'assyst' toolset.	10	3yrs = each additional year =	5pts 1pt
R-112	The proposed resource should have a minimum of three (3) years' experience within the last five (5) years dealing with the creation and maintenance of a Definitive Software Library (DSL).	10	3yrs = each additional year =	5pts 1pt
R-113	Hold a certification of ITIL with corresponding experience in the implementation of an ITSM capability in support of operational systems and services. ITIL is an internationally controlled and registered Trade Mark, and a 'Registered' Community Trade mark of the Office of Government Commerce. It is also registered in the U.S. Patent and Trademark Office.	10	No Certificate and < 5yrs = No Certificate and > 5yrs = Certificate and 3yrs = each additional year =	0pts 2pts 3pts 1pt
R-114	The proposed resource should have minimum of three (3) years' experience maintaining CIS equipment, liaising with vendors, OGDs, LCMM, Wing TIS units, in the resolution of hardware and software failure / faults / distribution / installation and configuration.	10	3yrs = each additional year =	5pts 1pt
R-115	The proposed resource should have demonstrated experience within the last three (3) years working with: (1) Windows XP desktop configuration; (2) Windows 7 desktop configuration; (3) CISCO routers firmware and configuration; (4) VMWare and; (5) NetApps SAN Storage.	15	Windows XP = Windows 7= Cisco Routers = VMWare = NetApps SAN Storage =	2pts 2pts 5pts 3pts 3pts
R-116	The proposed resource should have demonstrated experience in working in a classified environment, in the handling of COMSEC Material; TACLANE; EMSEC zoning and TEMPEST and GOC Communications Security regulations.	5	1 point per year =	1pt
R-117	The proposed resource should have demonstrated experience supporting specialized RCAF software, including (1) NAPPIC, (2) GCCS-J, (3) C2PC, (4) Joint Mission Planning System (JMPS), (5) Portable Flight Planning System (PFPS), (6) CSD.	20	NAPPIC = GCCS-J C2PC = JMPS = PFPS = CSD =	5pts 5pts 2pts 3pts 3pts 2pts

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Maximum Points =	100

3.2.4 WORKSTREAM 4

3.2.4.1	P.1 CHANGE MANAGEMENT SPECIALIST – Level 3			
Rated	**Description**	**Max Points**	**Experience / Knowledge Factor**	**Points**
R-118	The proposed resource in addition to the minimum mandatory forty-eight (48) months of recent experience working as a Change Management Specialist, will receive 1.5 points for every additional 6 months of demonstrated experience.	15	each additional .5yr =	1.5pts
R-119	The proposed resource should have a minimum of 12 months of demonstrated experience in the last 36 months using Assyst tool	3	1yr = each additional year =	1pt 1pt
R-120	The proposed resource should have a minimum of 12 months of demonstrated experience in the last 36 months using Oracle 11G and above	3	1yr = each additional year =	1pt 1pt
R-121	The proposed resource should have experience in addition to the minimum mandatory of twenty-four (24) months of demonstrated recent experience in the preparation of change management plans and procedures.	6	Each change management preparation experience =	.5pts
R-122	The proposed candidate should have experience in excess of the minimum mandatory forty-eight (48) months working as a Change Management Specialist, will have demonstrated experience working on projects with various stakeholders/clients, federal government departments and agencies, in Canada and internationally - 0.5 point per project.	3	Each project experience =	**.5**pts
Maximum Points =	**30**			

3.2.4.2	P.6 PROJECT ADMINISTRATOR – Level 3			
Rated	**Description**	**Max Points**	**Experience / Knowledge Factor**	**Points**
R-123	The proposed resource in addition to the minimum mandatory sixty (60) months of recent experience working as a Project Administrator, will receive 1.5 points for every additional 6 months of demonstrated experience.	9	Less than 5yrs = 5yrs = Each additional .5yr =	0pts 1.5pts 1.5pts

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Rated	Experience	Max Points	Experience / Knowledge Factor	Points
R-124	The proposed resource in addition to the minimum mandatory sixty (60) months of recent experience working as a Project Administrator, will receive an additional points for any other project where he or she can demonstrate capabilities equivalent to the management of relevant project information in manual and/or electronic files; project information might include such things as project activity schedule, status reports, correspondence.	6	Less than 5yrs = Each Project =	0pts 2pts
R-125	The proposed resource in addition to the minimum mandatory sixty (60) months of recent experience working as a Project Administrator, will receive an additional points for any other relevant project where he or she demonstrated administrative and technical support of a clerical nature as required in the provision of day to day operations	5	Less than 5yrs = Each Project =	0pts 1pt
Maximum Points =		**20**		

3.2.4.3	P.9 PROJECT MANAGER – Level 3			
Rated	**Experience**	**Max Points**	**Experience / Knowledge Factor**	**Points**
R-126	The proposed resource should have a minimum of five (5) years working as a project implementation specialist in an operational military environment.	10	5yrs = 6 to 10yrs = 11 to 15yrs =	5pts + 3pts + 2pts
R-127	The proposed resource should have a minimum of five (5) years' experience providing project management support in the rollout of IT infrastructure (hardware and software) to governmental or large organizations (+20,000 users).	10	Less than 5yrs = 5yrs = 6 to 10yrs = 11 to 15yrs =	0pts 5pts + 3pts + 2pts
R-128	The proposed resource should have demonstrated experience in working in a classified environment, in the handling of COMSEC Material; TACLANE; EMSEC zoning and TEMPEST and GOC Communications Security regulations.	5	1yr = 5yrs =	1pt 5pts
Maximum Points =		**25**		