

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

SOLICITATION AMENDMENT
MODIFICATION DE L'INVITATION

The referenced document is hereby revised; unless otherwise indicated, all other terms and conditions of the Solicitation remain the same.

Ce document est par la présente révisé; sauf indication contraire, les modalités de l'invitation demeurent les mêmes.

Comments - Commentaires

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

Issuing Office - Bureau de distribution
Training and Specialized Services Division/Division de
la formation et des services spécialisés
11 Laurier St. / 11, rue Laurier
10C1, Place du Portage
Gatineau, Québec K1A 0S5

Title - Sujet E-learning content	
Solicitation No. - N° de l'invitation 0X001-130408/B	Amendment No. - N° modif. 002
Client Reference No. - N° de référence du client 0X001-130408	Date 2015-08-25
GETS Reference No. - N° de référence de SEAG PW-\$\$ZH-121-29400	
File No. - N° de dossier 121zh.0X001-130408	CCC No./N° CCC - FMS No./N° VME
Solicitation Closes - L'invitation prend fin at - à 02:00 PM on - le 2015-08-31	
F.O.B. - F.A.B. Plant-Usine: <input type="checkbox"/> Destination: <input checked="" type="checkbox"/> Other-Autre: <input type="checkbox"/>	
Address Enquiries to: - Adresser toutes questions à: Steele, Brian	Buyer Id - Id de l'acheteur 121zh
Telephone No. - N° de téléphone (819) 956-8135 ()	FAX No. - N° de FAX () -
Destination - of Goods, Services, and Construction: Destination - des biens, services et construction:	

Instructions: See Herein

Instructions: Voir aux présentes

Delivery Required - Livraison exigée	Delivery Offered - Livraison proposée
Vendor/Firm Name and Address Raison sociale et adresse du fournisseur/de l'entrepreneur	
Telephone No. - N° de téléphone Facsimile No. - N° de télécopieur	
Name and title of person authorized to sign on behalf of Vendor/Firm (type or print) Nom et titre de la personne autorisée à signer au nom du fournisseur/ de l'entrepreneur (taper ou écrire en caractères d'imprimerie)	
Signature	Date

Solicitation No. - N° de l'invitation

0X001-130408/B

Amd. No. - N° de la modif.

002

Buyer ID - Id de l'acheteur

121zh

Client Ref. No. - N° de réf. du client

0X001-130408

File No. - N° du dossier

121zh0X001-130408

CCC No./N° CCC - FMS No/ N° VME

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OX001-130408/B E-LEARNING CONTENT RFI

**CANADA SCHOOL OF PUBLIC SERVICE (CSPS)
RECORD OF MEETING AUGUST 17, 2015 1pm - 2pm**

ROUND TABLE

Felicity Mulgan	Senior Director - Learning Programs Branch - CSPS
Beatrice Duliepre	Performance & Monitoring Coordinator - Learning Programs Branch - CSPS
Sharon Chamberlain	Contractor (Consultant) - Learning Programs Branch - CSPS
Brian Steele	Contracting Authority - Public Works and Government Services Canada

RECORDING OF WEBINAR

While it was indicated during the webinar that a recording of the session would be made available on Buy and Sell, unfortunately, there were problems with the recording. Accordingly, these minutes of the webinar are being provided in lieu of the recording.

PRESENTATION OF DECK

The deck was presented by Felicity Mulgan.

DEMONSTRATION OF EXISTING LMS ENVIRONMENT & CONTENT ACCESS VIA THE CSPS WEB PAGE

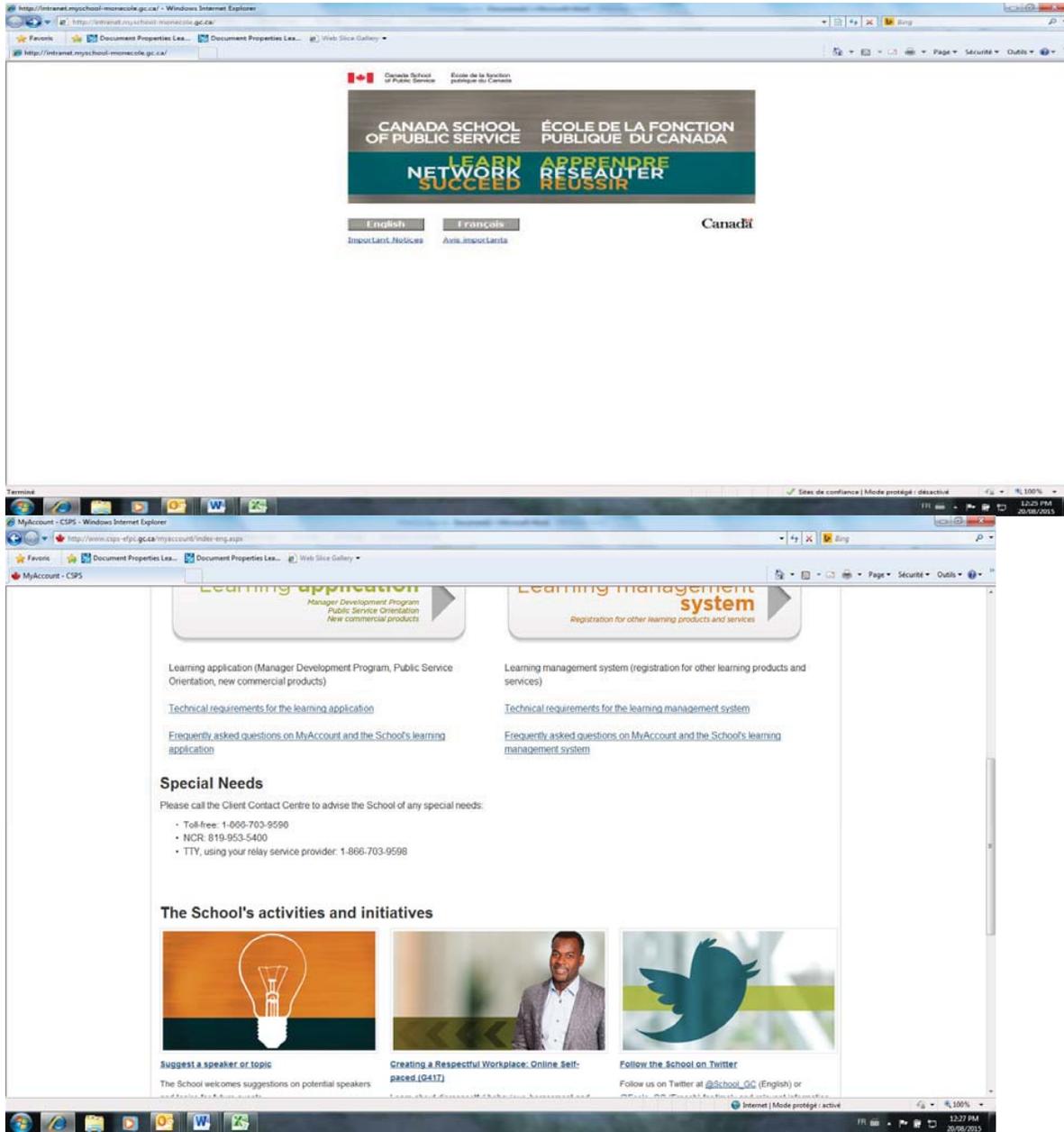
A short demonstration of the CSPS portal was given by Felicity Mulgan. The launch page for the portal was shown. Users have the option on the launch page of entering in English or French.

The web page showing an alphabetical listing of the content available was displayed, along with a cover page for one private sector content. Access to the private sector content on the supplier's site was launched arriving at entry to the content. Felicity demonstrated toggling back and forth between the English and French content.

Screen shots of the web pages follow.

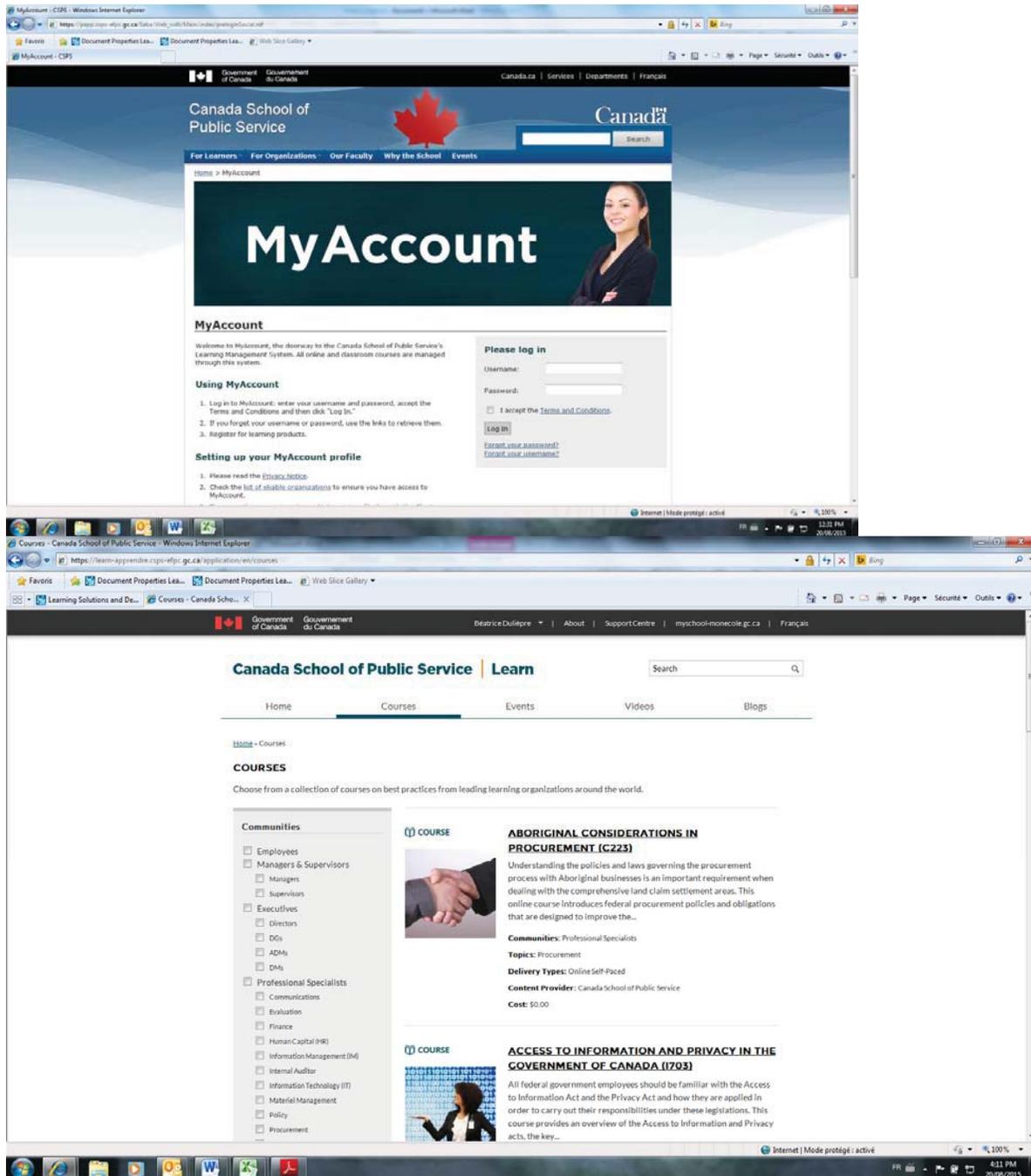
OX001-130408/B E-LEARNING CONTENT RFI

CANADA SCHOOL OF PUBLIC SERVICE (CSPS)
RECORD OF MEETING AUGUST 17, 2015 1pm - 2pm



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RECORD OF MEETING AUGUST 17, 2015 1pm - 2pm



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CANADA SCHOOL OF PUBLIC SERVICE (CSPS) RECORD OF MEETING AUGUST 17, 2015 1pm - 2pm

The screenshot shows the 'Courses' page of the Canada School of Public Service website. It features three course cards:

- COURSE: ACHIEVING GOALS THROUGH PERSEVERANCE AND RESILIENCE (18616)**
Obstacles and setbacks can get in the way of your goals. Few things are as frustrating as watching your best-laid plans fall to pieces and go off track. To succeed, you must adapt, keep your focus, and get things back on track; and this requires resilience and perseverance. This course provides you...
Communities: Employees Human Capital (HR)
Topics: Human Capital (HR)
Delivery Types: Online Self-Paced
Content Provider: Skillsoft
Cost: \$0.00
- COURSE: ADAPTIVE CHANGE FOR MANAGERS (E300)**
To deal effectively with the challenges of the future, public service managers must find ways to adapt to a rapidly changing landscape and lead organizations structured to deal with linear, predictable problems through increasingly complex times. In this workshop, participants will be introduced to...
Communities: Managers Supervisors
Delivery Types: Classroom
Content Provider: Canada School of Public Service
Cost: \$0.00
- COURSE: ADDRESSING AND REDISTRIBUTING E-MAIL**
Out of all the e-mails you've received in the past work week, how many have left you scratching your head, wondering why you received it in the first place? How many of those e-mails have you asking what exactly that e-mail has to do with you? With e-mail's prevalence as one

The screenshot shows the detailed page for the course 'Achieving Goals Through Perseverance and Resilience (18616)'. The page includes a search bar, navigation tabs (Home, Courses, Events, Videos, Blogs), and a detailed description of the course:

Canada School of Public Service | Learn

Home Courses Events Videos Blogs

Home > Courses > Achieving goals through perseverance and resilience (18616)

ACHIEVING GOALS THROUGH PERSEVERANCE AND RESILIENCE (18616)

Obstacles and setbacks can get in the way of your goals. Few things are as frustrating as watching your best-laid plans fall to pieces and go off track. To succeed, you must adapt, keep your focus, and get things back on track; and this requires resilience and perseverance. This course provides you with tools and techniques that you can use to manage obstacles and setbacks presented along your route to success. By showing you how to stay focused on your goal and proactively anticipate and plan for possible difficulties, this course helps you achieve your end goals using perseverance and resilience.

Cost: \$0.00
Communities: Employees Human Capital (HR)
Topics: Human Capital (HR)
Delivery Types: Online Self-Paced
Content Provider: Skillsoft

Launch

[Check if my system supports online courses](#)

Note: An online registration process is required to launch this course, however, there is no cost and you will not be charged for using it. We are working on simplifying this process for future versions. Please [see the support section](#) for more information.

OX001-130408/B E-LEARNING CONTENT RFI

**CANADA SCHOOL OF PUBLIC SERVICE (CSPS)
RECORD OF MEETING AUGUST 17, 2015 1pm - 2pm**

PROCUREMENT PROCESS

The CSPS is conducting this second Request for Information to obtain Industry feedback in regard to its draft Statement of Work, Basis of Payment Options, and a set of questions dealing with Canada's uncertainty of how to procure COTS eLearning content on a large scale.

The RFI is closing on August 24, 2015 and the School intends on reviewing all feedback received from potential suppliers and scheduling 'one on one' meetings (approximately 1 hr.) with potential suppliers during the week of September 07, 2015.

Once all feedback has been received from the RFI process and the one on one meetings, Public Works Canada anticipates a RFP for this requirement to be posted to buyandsell.gc.ca in the fall of 2015 with contract awards taking place in February 2016.

Initial COTS e-content is to be available on the School's portal by April 01, 2016

Attendees were then invited to ask questions about the requirement and the RFI documents.

Q&As

Bilingual Course Content and One for One Equivalency

Q1 - Is the CSPS willing to accept e-learning content that is not exact English and French content but similar in nature? Does the school require a one for one ratio for equivalency? For example would the School accept three (3) contents in one language as equivalent content to one (1) content in the other language?

A1 - The school is willing to consider equivalent content to meet the language requirements. The school will consider other than a one to one ratio for equivalency. For example, if there are several contents in a subject area in one language and one content in the other language, this could be considered by the School. The school must have bilingual content and therefore would not consider content only available in one of the official languages.

Q2 - Is the CSPS willing to accept an English course modified to text format or closed captioning in French as meeting the bilingual requirement?

A2 - Yes, the school would be willing to accept text format or closed captioning to meet the bilingual requirement.

OX001-130408/B E-LEARNING CONTENT RFI

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Usage Estimates and Certification

The school's contractor identified the challenge associated with the School developing usage estimates and asked attendees to comment on their experience with other enterprise clients.

Q3 - Are the courses within the requirement going to be considered elective courses or mandatory courses? Industry tends to purchase mandatory training such as Workplace Hazardous Materials Information System for its' employees so the take-up is very high. Career path training tends to be highly dependent on an individual's motivation. The idea behind this question is to understand what will influence participants to take certain courses

A3 - Generally the content in the school's portal will be for elective versus mandatory content. The school is changing its business model and will be making content available to public servants at no cost. The school has limited experience with this approach and is seeking input from suppliers in this regard.

Q4 - Are the courses going to be limited to broader certification programs?

A4 - At this time, the School is not addressing certifications within the portal. However, the school may select content that is part of a certification program for inclusion in its portal.

Q5 - What has been the adoption rate so far for the School?

A5 - The School has adopted a new business model whereby the content will be available at no cost to public servants and does not have a lot of experience with the new business model to date. The current usage for the School and COTS content has been provided on "Appendix B - Communities within the Federal Government of Canada and Online Content Usage" which is part of the documentation already provided for the RFI.

Disposition of Current Content on the School's Portal after April 1, 2016

Q6 - Will the current content on the portal be retained? Clarification by School's contractor - believe attendee is referring to the current private sector content.

A6 - The content that has been developed by the School which includes specific federal government content will be retained. The contract with the current COTS content supplier comes to an end on March 31, 2016 and the School will no longer have the rights to use the current COTS content. The objective of the Procurement process to be posted on buy and sell this fall is to select one or more suppliers for COTS content to be available beginning April 1, 2016 to the end of the future contract period.

OX001-130408/B E-LEARNING CONTENT RFI

**CANADA SCHOOL OF PUBLIC SERVICE (CSPS)
RECORD OF MEETING AUGUST 17, 2015 1pm - 2pm**

Breadth and Depth of Content

Q7 -Will the School consider suppliers who have content that is narrow but deep?

A7 - The School is seeking suppliers who have breadth and depth of content. It is seeking a limited number of suppliers, in the interests of administrative efficiency and to be able to have a reasonable amount of content available on April 1, 2016. However, if there are subject areas where there were deficiencies, it would like to be able to obtain content in these areas. Suppliers who offer narrow and deep content in subject areas identified by the school may wish to consider entering into a joint venture or other type of arrangement with other content suppliers. While the school is seeking to have content available for April 1, throughout the future contract period, it will be refreshing COTS content and seeking additional content to meet emerging needs.

Supplier Demonstrations during One on One Meetings

Q8 - During the one on one meeting with potential suppliers, can the suppliers provide a demonstration of existing course material?

A8 - The purpose of the one on one meetings is for the School to further discuss the responses received from the supplier in response to the consultation process and seek additional inputs as may be required with respect to the future procurement process. There will not be an opportunity for suppliers to provide a demonstration of their course material or a marketing presentation. Suppliers are reminded in responding to the supplier consultation process that the government is seeking supplier input to help shape a competitive procurement process.

CLOSING REMARKS

Brian Steele reminded suppliers that their input is required by August 24, 2015 (now extended to August 31st). In the interim, if suppliers have any additional questions, they can email questions to him. One on One meeting with those suppliers who wish to have a one on one meeting will be held the week of September 7th.