

Q.1

Can you provide an email address to send the completed response to?

A.1

Please send completed responses to jennifer.hohmannwood@mpcc-cppm.gc.ca

Q.2

Is there a solicitation number for this bid as I didn't see one on the RFP?

A.2

The solicitation file number is 525-16-COMP-005.

Q.3

Is there currently, or has there been within the past 12 months a contractor or contractors, delivering the services similar to or identical to those services being solicited in this RFP? If so, who are the incumbent companies providing contractors, what have been the duration of the contract or contracts and total value for the services provided to date?

A.3

There is no incumbent for this service. This is a new project, arising out of a specific new complaint. The MPCC has engaged contract investigators previously, for smaller level files.

Q.4

The requirement in M3 (both roles) is not clear. In the first part, it specifies that one sample report is to be submitted, further in the requirement it indicates that "If more than Two (2) projects are included...". Please confirm the number to be submitted.

A.4

Please Delete

"M3 - The Bidder's proposed resource must demonstrate evidence of superior writing skills of either a work related or academic report

- **Level of quality of language used align with requirement of investigation reports**
- **Minimal or Free of Grammar errors**
- **Level of quality of logical, flow and organisation of ideas**
- **Comprehension and clarity of messaging**

by providing one (1) report sample that demonstrates superior writing abilities.

or

by providing two (2) references for a project who can describe and attest to the bidder's superior writing skills.

The bidder should also provide reference contact information for the submitted sample in order to verify the information presented above. If more than two (2) projects are included in the proposal, the Crown WILL ONLY CONSIDER the specified number in order of presentation. MPCC reserves the right to contact the references to confirm the information presented by the Bidder."

Please Insert

"M3 - The Bidder's proposed resource must demonstrate evidence of superior writing skills of either a work related or academic report

- Level of quality of language used align with requirement of investigation reports
- Minimal or Free of Grammar errors
- Level of quality of logical, flow and organisation of ideas
- Comprehension and clarity of messaging

by providing one (1) report sample that demonstrates superior writing abilities.

or

by providing two (2) references for two (2) distinct projects who can describe and attest to the bidder's superior writing skills.

The bidder should also provide reference contact information for the submitted sample in order to verify the information presented above. **If more than (1) report sample OR two (2) references for two (2) distinct projects (as the case may be) are included in the proposal, the Crown WILL ONLY CONSIDER the specified number in order of presentation. MPCC reserves the right to contact the references to confirm the information presented by the Bidder."**

Q.5

Requirement M4 (both roles) includes the requirement for "Experience leading and conducting criminal investigations in complex files related to at least one (1) of the following areas". What is the minimum number of complex files required to be considered compliant?

A.5.

At least two (2) complex files are required.

Q.6

Requirement M9 (Lead Investigator role) requires that "The Bidder's proposed resource for the Lead Investigator must hold a Master's degree related to the requirement." Please provide a list of acceptable degrees.

A.6

Any Master's degree with either a basis in policing (e.g. criminology) or requiring superior writing and analysis skills (e.g. law, English; social sciences) will be accepted.

Q.7

Requirement M9 requires that the Supporting Investigator must hold a bachelor's degree related to the requirement OR an acceptable combination of education, training and/or experience. Please provide a list of acceptable degrees. Also given that the proposed resource must have 25 years of policing experience (based on M4), please define what constitutes an acceptable combination of education, training and/or experience.

A.7

Any bachelor's degree with either a base in policing (e.g. criminology) or requiring superior writing and analysis skills (e.g. law, English; social sciences) will be accepted.

Acceptable combination = In addition to M5, the proposed resource holds a two (2) year college diploma in policing and at least one (1) related certification.

Q.8

Requirement M11 (Supporting Investigator role) refers to “The Bidder’s proposed second investigator...” What is this role?

A.8

Please delete:

“M11 – The Bidder’s proposed second investigator must:

- **Undergo a validation interview by a MPCC representative to validate the skills and information presented in the Bidder’s proposal;**
- **Once validated, be available to undergo an investigation approach orientation, read and agree to follow the MPCC Investigation guidelines;**
- **Complete a MPCC Security Briefing and training.”**

Please insert:

“M11 – The Bidder’s proposed supporting investigator must:

- **Undergo a validation interview by a MPCC representative to validate the skills and information presented in the Bidder’s proposal;**
- **Once validated, be available to undergo an investigation approach orientation, read and agree to follow the MPCC Investigation guidelines;**
- **Complete a MPCC Security Briefing and training.”**

Q.9

Rated requirement R1 for the Supporting Investigator includes the requirement for a Master’s degree from a recognized university in a field related to the duties of the position. Please provide a list of acceptable degrees.

A.9

Any Master’s degree with either a base in policing (e.g. criminology) or requiring superior writing and analysis skills (e.g. law, English; social sciences) will be accepted.

Q.10

Can an exception be made to allow the Lead Investigator to have a combination of education, training and/or experience in lieu of a Master’s degree?

A.10

No.

Q.11

With respect to ANNEX B (Basis of payment and pricing schedule) of the Request for Standing Offer (RFSO), the only boxes I’m required to fill are C and E, is that correct?

A.11

Yes.