



Procurement and Contracting Services
30 Victoria Street
Gatineau, Quebec K1A 0M6

REQUEST FOR PROPOSAL AMENDMENT

The Request for Proposal is hereby amended; unless otherwise indicated, all other terms and conditions of the Request for Proposal remain the same.

RFP Amendment No. 3	RFP Amendment Date: July 27, 2017
Office of the Chief Electoral Officer File No. ECRS-RFP-16-0167	
Title: Voting Services Modernization / Polling Place Process Enhancement	
Request for Proposal Closing Date: September 07, 2017 at 2:00 p.m. (Gatineau time)	
ENQUIRIES – address enquiries to the Contracting Authority: Office of the Chief Electoral Officer of Canada Procurement and Contracting Services 30 Victoria Street Gatineau, Quebec K1A 0M6 proposition-proposal@elections.ca	
Attention: Ron Shaheen	Tel No. 819-939-1489

Part 1. Interpretation

- 1.1** Elections Canada hereby amends in accordance with this amendment the Request for Proposal (RFP) for Voting Services Modernization / Polling Place Process Enhancement bearing number ECRS-RFP-16-0167 and dated June 22, 2017 (the "RFP"). This amendment hereby forms part of the RFP.
- 1.2** Unless defined herein or unless the context otherwise requires, all of the words and phrases defined in the RFP and used in this amendment shall have the same meanings assigned to them in the RFP.

Part 2. Questions and Answers

The following question(s) have been asked in response to the RFP and Elections Canada hereby answers as follows:

2.1 Question No. 31

Question:

Our company has an interest in bidding on this RFP however only one of our three references meets the M3 Evaluation criteria on pg 8 of 140.

We would like to recommend that this section be amended to read:

"Referenced experience must be for a completed election with a minimum of 100 Polling Places, 1,000 E-Poll Devices and 1 million potential voters that has been carried out in the last five (5) years prior to the closing date of this RFP **for at least one of the three References submitted.**"

Answer:

Elections Canada agrees to reduce the deployment experience requirements for 2 of the 3 experiences. The new Mandatory Requirement is as follows.

The bidder must have previous experience, at time of bid submission, successfully deploying an E-Poll Solution in at least three (3) government elections.

1 referenced experience must be for a completed election with a minimum concurrent deployment of 100 Polling Places, 1,000 E-Poll Devices and 1 million potential voters. The other 2 references must be for a completed election with a minimum concurrent deployment of 50 Polling Places, 500 E-Poll Devices and 500,000 potential voters on a concurrent deployment.

All referenced experiences must have been carried out in the last five (5) years prior to the closing date of this RFP. The deployments referenced may be for the same election, if they were with different Electoral Clients. Please refer to Part 3 – Amendments.

2.2 Question No. 32

Question:

With the large number of locations for Polling Stations across Canada during a General Election, it is difficult to identify exactly all the sub-contractors who may be used to install equipment and collect it after the Event.

How do we identify all our sub-contractors at this time when we do not know exact locations?

Answer:

Will be answered in a subsequent amendment.

2.3 Question No. 6

Question:

Obtaining a valid DOS (Please note: we reside in the USA and will be a foreign entity registered to do business in Canada).

We are trying to accurately obtain security clearance per the requirements of Mandatory Technical Evaluation Criteria, requirement M5.

We noted that a signed Security Requirements Checklist was provided (TBS/SCT 350-103).

We also noted that through the Government of Canada, this is listed as a form for a subcontractor.

7.a. If we are to be the prime contractor, was this still the correct form?

7.b. And if so, who is the proper person to file the request for private organization screening form on our behalf?

7.c. Are we to enlist the assistance of the persons who authorized the provided document?

7.d. Or, are we not understanding an element of this process we have started? Please clarify this for us.

Answer:

Canada has negotiated bilateral industrial security instruments with various countries such as the United States. If you require more information regarding obtaining the necessary security clearance for your organization and/or your personnel, please consult the Canadian Industrial Security Manual at <http://www.tpsgc-pwgsc.gc.ca/esc->

<src/msi-ism/index-eng.html>. You can also contact the Canadian Industrial Security Program information line at 1-866-368-4646.

2.4 Question No. 8

Question:

Elections Canada is looking to ensure the bidder has the necessary experience to address and deliver on the requirement. The definition of Bidder in Section 2.3 specifically excludes the parent, subsidiaries or other Affiliates of the bidder, or its subcontractors.

The RFP requires innovative and modern E Poll solutions and devices. To ensure Elections benefits from industry best practices across the world base, Bidders need to leverage their global experience, lessons learned and references in this unique space. Elections Canada will benefit from such world-wide experience. Most of the corporate structure of Bidders is such that any elections solutions implemented outside Canada are necessarily implemented by their corporate affiliates in each major geography such as the US, the UK etc.

Therefore, we request that Canada amends the definition of Bidder for the purpose of corporate references in order to allow a Bidder to use references from its parent, affiliates and subcontractors.

Please confirm that such change will be made so that this clause does not preclude Bidders from using such references to respond to the mandatory reference requirements.

Answer:

Elections Canada will not amend the definition of the Bidder for the purpose of corporate references, as these experiences are important in not only determining whether a bidder has the experience and expertise to meet the requirements of this RFP, but in having the companies with this experience contribute towards the work of the contract. There is no restriction that prevents a company from forming a Joint venture with its parent, subsidiary or affiliates, which may be used to fulfill these requirements.

2.5 Question No. 22

Question:

Definition of Bidder (2.3) – Definition of Bidder - Due to the complexity and volume of project references required, we ask that Elections Canada allow the Respondent to use references that have been delivered by its parent, subsidiary or Affiliates.

Answer:

Please refer to Question 8.

2.6 Question No. 25

Question:

Avoidance of Political Partisanship section 21.01.01 – PDF page 68 of 845: Subsection (a) and (b) are too all encompassing. This needs to be changed to officers and “key personnel” of the contractor, key personnel needs to be defined within the RFP and be only those individuals (Account Executive, Account Manager, Account Operations Manager) that have direct leadership roles on the account.

Answer:

No, Elections Canada will not consider a change to Avoidance of Political Partisanship.

Part 3. Amendments

3.1 Amendment to Part 7 – Technical Evaluation Criteria

Part 7 – Technical Evaluation Criteria – Table A – Mandatory Evaluation Criteria of the Request for Proposal is hereby amended as follows:

Delete: M1 Corporate / Organization in its entirety.

Insert:

M1 Corporate / Organization

The bidder must have previous experience, at time of bid submission, successfully deploying an E-Poll Solution in at least three (3) government elections.

1 referenced experience must be for a completed election with a minimum concurrent deployment of 100 Polling Places, 1,000 E-Poll Devices and 1 million potential voters. The other 2 references must be for a completed election with a minimum concurrent deployment of 50 Polling Places, 500 E-Poll Devices and 500,000 potential voters on a concurrent deployment.

All referenced experienced must have been carried out in the last five (5) years prior to the closing date of this RFP. The deployments referenced may be for the same election, if they were with different Electoral Clients.