



**RETURN BIDS TO:**

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**Bid Receiving - PWGSC / Réception des soumissions  
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**11 Laurier St., / 11, rue Laurier**

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**Core 0B2 / Noyau 0B2**

**Gatineau**

**Québec**

**K1A 0S5**

**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**

Informatics Professional Services - EL  
Division/Services professionnels en informatique -  
division EL  
4C2, Place du Portage  
Gatineau  
Québec  
K1A 0S5

<b>Title - Sujet</b> NEW TBIPS-MANAGEMENT SERVICE	
<b>Solicitation No. - N° de l'invitation</b> E60ZR-173104/A	<b>Amendment No. - N° modif.</b> 005
<b>Client Reference No. - N° de référence du client</b> 20173104	<b>Date</b> 2017-08-17
<b>GETS Reference No. - N° de référence de SEAG</b> PW-\$\$EL-638-31698	
<b>File No. - N° de dossier</b> 638el.E60ZR-173104	<b>CCC No./N° CCC - FMS No./N° VME</b>
<b>Solicitation Closes - L'invitation prend fin</b> <b>at - à 02:00 PM</b> <b>on - le 2017-09-05</b>	
<b>F.O.B. - F.A.B.</b> <b>Plant-Usine:</b> <input type="checkbox"/> <b>Destination:</b> <input checked="" type="checkbox"/> <b>Other-Autre:</b> <input type="checkbox"/>	
<b>Address Enquiries to: - Adresser toutes questions à:</b> Mao, Lan	<b>Buyer Id - Id de l'acheteur</b> 638el
<b>Telephone No. - N° de téléphone</b> (819) 420-2074 ( )	<b>FAX No. - N° de FAX</b> ( ) -
<b>Destination - of Goods, Services, and Construction:</b> <b>Destination - des biens, services et construction:</b>	

**Instructions: See Herein**

**Instructions: Voir aux présentes**

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

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The Request for Proposal (RFP) Amendment 005 is raised to answer Bidders' questions and amend the RFP.

**Question 14:**

Given the amount of work required to contact all client references for the Mandatory and Point Rated Criteria in addition to the time associated in gathering dollar values and billable days, we respectfully request a 2 week extension to ensure an accurate and complete bid response.

**Answer 14:**

The closing date of this solicitation has been extended to September 5, 2017.

**Question 15:**

a. Please refer to Attachment 4.1 Bid Evaluation Criteria, Workstream 2 – IT Security, M.1, C.12 Incident Management Specialist. This corporate requirement requires 825 billable days to meet M.1. Given the short nature of an incident (typically 20 – 40 days/incident), 825 billable days seems to be disproportionally weighted for this type of specialty. As such, we respectfully request (and in keeping in line with the reduction of billable days for C.3 IT Security TRA and C&A Analyst (based on Q&A 8 of Amendment 3)) that the billable days for the Incident Management Specialist be reduced to 300 which would also be keeping in line with C.2 IT Security Methodology, Policy and Procedures Analyst.

b. In relation to "Attachment 4.1: Bid Evaluation Criteria" for Workstream 1 – Business Management, specifically "2.1. Corporate Mandatory Evaluation Criteria, M.1", P.4 Organizational Development Consultant and Workstream 2 – IT Security, specifically "2.1. Corporate Mandatory Evaluation Criteria, M.1, C.12 Incident Management Specialist require 825 billable days to meet M.1. These are TBIPS categories that are not commonly used to contract resources. In fact, a search in MERX shows only 28 opportunities have been posted since 2010 using "TBIPS" and "Organizational Development Consultant", and 14 opportunities have been posted since 2014 using "TBIPS" and "Incident Management Specialist" as resource categories. In our opinion, these figures are an indication that the requirement for these resources is not that frequent in Government of Canada RFPs issued under TBIPS. In addition, the contracts for these kind of resources tend to be short-term, making it difficult for companies to meet the mandatory 825 billable days required.

Given the facts mentioned above, would the Crown consider amending the number of mandatory billable days to 300 in Workstream 1 – Business Management, specifically "2.1. Corporate Mandatory Evaluation Criteria, M.1", P.4 Organizational Development Consultant and Workstream 2 – IT Security, specifically "2.1. Corporate Mandatory Evaluation Criteria, M.1, C.12 Incident Management Specialist?

**Answer 15:**

In Workstream 1, 1.1. Corporate Mandatory Evaluation Criteria, M.1, the Minimum Billable Days required for P.4 Organizational Development Consultant is reduced to 300 days. In Workstream 2, 2.1. Corporate Mandatory Evaluation Criteria, M.1, the Minimum Billable Days required for C.6 IT Security Engineer and C.12 Incident Management Specialist are both reduced to 300 days. See RFP amendment below.

**Question 16:**

Please refer to Attachment 4.1 Bid Evaluation Criteria, Workstream 2 – IT Security, R.3. In order to score full points for this criteria, Bidders are required to demonstrate at least 4 resources (changed to 4 based on Amd. 4) resources working simultaneously on 10 contracts. Due to the categories requested in this RFP and that the nature of IT Security work is not typically team based (are mostly individual tasks/projects), we respectfully request that in order to score full points, bidders are only required to demonstrate 5 different contracts vs.10.

**Answer 16:**

The criterion remains unchanged.

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**Question 17:**

Please refer to Attachment 4.1 Bid Evaluation Criteria, Workstream 2 – IT Security, R.3; and refer to Amendment 2, Q&A 4, and RFP Amendment item #2 where the Crown has amended M.1 (b) to state: "Each of the identified contracts must have been awarded within the last 10 years prior to the solicitation posting date". Based on this change to the mandatory requirement, we respectfully request that R.3 be amended to read "...for a period of 3 consecutive months within the last 10 years prior to the solicitation posting date".

**Answer 17:**

The criterion remains unchanged.

**Question 18:**

M.1 (b) was amended in Amendment 2 to read "Each of the identified contract must have been awarded within the 10 years prior to the solicitation posting date". While this criteria allows for some more flexibility in the contracts that can be used to demonstrate experience, it is still very restrictive to companies that hold large long-term contracts with Government organizations. We request that M.1 (b) be amended to accept contracts that have been active within the past 10 years, even if the award date was before July 2007.

**Answer 18:**

M.1 (b) is amended for both workstreams. See RFP amendment below.

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### **RFP AMENDMENT**

1. At Attachment 4.1 Bid Evaluation Criteria, Workstream 1- Business Management, 1.1 Corporate Mandatory Evaluation Requirements, M1:

**Delete:**

Resource Category	Minimum Billable Days
B.1 Business Analyst	825
B.2 Business Architect	825
B.4 Business Continuity/Disaster Recovery Specialist	275
B.5 Business Process Re-engineering (BPR) Consultant	825
B.7 Business Transformation Architect	825
B.14 Technical Writer	825
P.4 Organizational Development Consultant	825
P.12 Risk Management Specialist	275

**Insert:**

Resource Category	Minimum Billable Days
B.1 Business Analyst	825
B.2 Business Architect	825
B.4 Business Continuity/Disaster Recovery Specialist	275
B.5 Business Process Re-engineering (BPR) Consultant	825
B.7 Business Transformation Architect	825
B.14 Technical Writer	825
P.4 Organizational Development Consultant	300
P.12 Risk Management Specialist	275

**Delete:**

(b) Each of the identified contract must have been awarded within the 10 years prior to the solicitation posting date; and

**Insert:**

(b) Each of the identified contract must have been active within the 10 years prior to the solicitation posting date; the demonstrated billable days experience must fall within the 10 years prior to the solicitation posting date; and

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2. At Attachment 4.1 Bid Evaluation Criteria, Workstream 1- Business Management, 1.2 Corporate Point-Rated Evaluation Criteria, Example Evaluation Scenario for Criteria ID R.1:

**Delete:**

Resource Category	BILLABLE DAYS			(D) BIDDER % INCREASE TO A MAXIMUM OF 100 (D)=(C)/(B)*100
	(A) BILLABLE DAYS PROVIDED BY BIDDER	(B) MINIMUM BILLABLE DAYS IDENTIFIED UNDER M1	(C) BIDDER EXCESS  (C)=(A)-(B)	
B.1 Business Analyst	1100	825	275	33
B.2 Business Architect	1,155	825	330	40
B.4 Business Continuity/Disaster Recovery Specialist	500	275	225	82
B.5 Business Process Re-engineering (BPR) Consultant	1125	825	300	36
B.7 Business Transformation Architect	1250	825	425	52
B.14 Technical Writer	1200	825	375	45
P.4 Organizational Development Consultant	1350	825	525	64
P.12 Risk Management Specialist	435	275	160	58
<b>BIDDER SCORE = SUM OF (D) FOR ALL 8 CATEGORIES / 8</b>				
In this example, the Bidder would score 51 points out of a possible 100 points.				

**Insert:**

Resource Category	BILLABLE DAYS			(D) BIDDER % INCREASE TO A MAXIMUM OF 100 (D)=(C)/(B)*100
	(A) BILLABLE DAYS PROVIDED BY BIDDER	(B) MINIMUM BILLABLE DAYS IDENTIFIED UNDER M1	(C) BIDDER EXCESS  (C)=(A)-(B)	
B.1 Business Analyst	1100	825	275	33
B.2 Business Architect	1,155	825	330	40
B.4 Business Continuity/Disaster Recovery Specialist	500	275	225	82
B.5 Business Process Re-engineering (BPR) Consultant	1125	825	300	36
B.7 Business Transformation Architect	1250	825	425	52
B.14 Technical Writer	1200	825	375	45
P.4 Organizational Development Consultant	492	300	192	64
P.12 Risk Management Specialist	435	275	160	58
<b>BIDDER SCORE = SUM OF (D) FOR ALL 8 CATEGORIES / 8</b>				
In this example, the Bidder would score 51 points out of a possible 100 points.				

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3. At Attachment 4.1 Bid Evaluation Criteria, Workstream 2- IT Security, 2.1 Corporate Mandatory Evaluation Requirements, M1:

**Delete:**

Resource Category	Minimum Billable Days
C.2 IT Security Methodology, Policy and Procedures Analyst	300
C.3 IT Security TRA and C&A Analyst	300
C.6 IT Security Engineer	825
C.12 Incident Management Specialist	825

**Insert:**

Resource Category	Minimum Billable Days
C.2 IT Security Methodology, Policy and Procedures Analyst	300
C.3 IT Security TRA and C&A Analyst	300
C.6 IT Security Engineer	300
C.12 Incident Management Specialist	300

**Delete:**

(b) Each of the identified contract must have been awarded within the 10 years prior to the solicitation posting date; and

**Insert:**

(b) Each of the identified contract must have been active within the 10 years prior to the solicitation posting date; the demonstrated billable days experience must fall within the 10 years prior to the solicitation posting date; and

4. At Attachment 4.1 Bid Evaluation Criteria, Workstream 2- IT Security, 2.2 Corporate Point-Rated Evaluation Criteria, Example Evaluation Scenario for Criteria ID R.1:

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**Delete:**

Resource Category	BILLABLE DAYS			
	(A)	(B)	(C)	(D)
	BILLABLE DAYS PROVIDED BY BIDDER	MINIMUM BILLABLE DAYS IDENTIFIED UNDER M1	BIDDER EXCESS  (C)=(A)-(B)	BIDDER % INCREASE TO A MAXIMUM OF 100 (D)=(C)/(B)*100
C.2 IT Security Methodology, Policy and Procedures Analyst	450	300	150	50
C.3 IT Security TRA and C&A Analyst	474	300	174	58
C.6 IT Security Engineer	950	825	125	15
C.12 Incident Management Specialist	1200	825	375	45
BIDDER SCORE = SUM OF (D) FOR ALL 4 CATEGORIES / 4				42
In this example, the Bidder would score 42 points out of a possible 100 points.				

**Insert:**

Resource Category	BILLABLE DAYS			
	(A)	(B)	(C)	(D)
	BILLABLE DAYS PROVIDED BY BIDDER	MINIMUM BILLABLE DAYS IDENTIFIED UNDER M1	BIDDER EXCESS  (C)=(A)-(B)	BIDDER % INCREASE TO A MAXIMUM OF 100 (D)=(C)/(B)*100
C.2 IT Security Methodology, Policy and Procedures Analyst	450	300	150	50
C.3 IT Security TRA and C&A Analyst	474	300	174	58
C.6 IT Security Engineer	345	300	45	15
C.12 Incident Management Specialist	435	300	135	45
BIDDER SCORE = SUM OF (D) FOR ALL 4 CATEGORIES / 4				42
In this example, the Bidder would score 42 points out of a possible 100 points.				

**ALL OTHER TERMS AND CONDITIONS REMAIN UNCHANGED.**