



QUESTION AND ANSWER #3

Question #1:

Is it possible to ask the project authority to find out how flexible the 53 day options to fulfill the PS contract every year? Do they want the consultant to come in for a 53 day stretch, or is it much more flexible?

Answer #1:

The Office of the Correctional Investigator (OCI) requires the services of a Consultant to process ATIP requests on an **“as and when required”** basis.

*** As and when required means that the Contractor’s services will be required for a period not to exceed 400 hours per year, approximately (53 days) to perform services in accordance with, and as described in the Statement of Work.**

The expectation is that the resource will be asked to come in up to 53 days in a given fiscal year. However, the number of days could fluctuate (up or down) depending on the number of ATIP requests that need to be processed.

Question #2:

Can the project authority expand on what they deem compliant in respect to a “criminal justice environment”? What kind of ATIP experience and from what departments would the project authority deem as valid to fulfill the M3 requirement? Any information is appreciated.

Answer #2:

The expectation is that the proposed resource have worked in a criminal justice environment as this experience is relevant in processing ATIP requests at the Office of the Correctional Investigator. As such, government organizations that fall within this parameter include: any organization within the Public Safety Portfolio (RCMP, Correctional Service of Canada, Public Safety Canada, Parole Board of Canada, Canada, Border Services Agency etc.), Justice Canada, Public Prosecution Service of Canada and any Federal Tribunal with a mandate in criminal justice.

Question #3:

The RFP requires that “The Bidder must demonstrate that the proposed resource has a minimum of ten (10) years’ experience within the last fifteen (15) years processing ATIP requests pursuant to the ATI and Privacy Acts in a criminal justice environment.”. This requirement eliminates the majority of highly qualified ATIP and Privacy Professionals. It would be highly irregular for a resource with the skills required to spend 10 of the last 15 years engaged delivering services in a criminal justice environment. We respectfully request that the requirement for experience in a criminal justice environment be removed due to its highly restrictive nature in order to ensure best value to the Crown.

Answer #3:

It has been our experience that a resource that has not processed ATIP requests in a criminal justice environment is disadvantaged and may not be able to provide the same level of fulsome advice to senior management. However, the OCI would be prepared to change the requirement to: “The Bidder must demonstrate that the proposed resource has a minimum of five (5) years’ experience within the last fifteen (15) years processing ATIP requests pursuant to the ATI and Privacy Acts in a criminal justice environment”. Please see Amendment #3 to the RFP.



QUESTION AND ANSWER #3

Question #4:

RE: Annex A – Statement of Work, 9. Location of Work

Would OCI consider allowing resources to work part-time on-site and part-time off-site?

Answer #4

This could be considered if the workload requires it and security provisions are established to ensure the proper storage / protection of documentation. However, the bulk of the time will have to be spent on-site.