

Questions and Answers / Questions et Réponses

No./N°

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Project Description / Description de projet Factory Audit and Field Inspection Services / Services de vérification d'usine et l'inspection		
Solicitation No./ N° de sollicitation 17-22122	Project No./N° de projet	W.O. No./N° d'ordre de travail
Departmental Representative / Représentant Ministériel Melody Ellis	Date February 19, 2018 / 19 février 2018	
<p>Notice:</p> <p>This Q&A shall form part of the tender documents and all conditions shall apply and be read in conjunction with the RFP.</p>		<p>Avis:</p> <p>Cet Q&R fait partie intégrale des dossiers d'appel d'offres; toutes les conditions énoncées doivent être lues et appliquées en conjonction avec la DDP.</p>

In Note 1 of Appendix b the number of audits are noted as follows:

- 250 factory audits in Canada;
- 275 factory audits in America;
- 300 factory audits combined with other audits
- 50 factory audits in China;
- 120 field inspections in Canada;
- 5 non-North American field inspections.

Can you clarify the following in this list it notes 300 audits combined with other audits –

- Q1.** Can you please define what “**combine with other audits**” means?
- A1.** Many CCMC manufacturer clients already have follow-up services happening in their plants for other certifications (e.g. UL, CSA, ICC-ES, etc.). Where possible, an IB could reduce cost by eliminating the need to repeat travel to the same plant for a CCMC inspection. Therefore, a lower-cost option to be used when inspections can be combined is desired.
- Q2.** Of the 300 are they a subset of the other factory audits, and if not what is there geographical break down?
- A2.** See above. No geographical breakdown can be provided. Because the travel costs are already being absorbed by the other inspection cost, geographical location for combined inspections is irrelevant.

In Appendix A for the work plan it notes:

Be assigned audits and/or inspections by CCMC on an as needed basis, based on their technical competence, geographical proximity and their ability to perform the **inspection in conjunction with a pre-existing inspection** (if applicable);

- Q3.** Can you define what is considered a pre-existing inspection?
- A3.** An inspection that is already scheduled as part of a separate program (e.g. UL, CSA, ICC-ES, etc.)
- Q4.** With respect to the Field Inspections, it is assume these are related to a specific product, can you provide details on the standard(s), this may have an effect on inspector selection.
- A4.** Inspectors should be selected by the IB based on competence, in accordance with ISO 17020 and/or 17021. CCMC certifications will be issued to a variety of products in the construction industry. You are asked to provide your areas of technical competence, and you will be assigned inspections which are within your scope.
- Q5.** Can you provide details on the **normal** lead time between CCMC requesting an Factory Audit be done and the audit being done?
- A5.** It is anticipated that CCMC will provide a quarterly set of audits to audit bodies, who will have approx. 90 days to conduct the audit.
- Q6.** Can you provide details on the **normal** lead time between CCMC requesting a Field Inspection to be done and the audit being done?
- A6.** It is anticipated that CCMC will provide a quarterly set of inspection to inspection bodies, who will have approx. 90 days to conduct the audit.
- Q7.** With respect to the required software to be used for the inspection. Can you provide more information on the software, is it intended to be used during the inspection, is it PC or Tablet based what type hardware and operating system does it require?

- A7.** It will be web-based, administered via smartphone/tablet. Inspectors will need internet access, though inspection content should be able to be loaded even if disconnected, and uploaded once an internet connection is available.

Upon request, questions and answers can be provided in French



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