



**RETURN BIDS TO:**

**RETOURNER LES SOUMISSIONS À:**

**Bid Receiving - PWGSC / Réception des soumissions - TPSGC**

**Place du Portage, Phase III  
Core 0B2 / Noyau 0B2  
11 Laurier St.\11, rue Laurier  
Gatineau  
K1A 0S5  
Bid Fax: (819) 997-9776**

**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**  
Business Transformation and Systems Integration  
Service/Division de transformation des opérations et  
d'intégrat  
Special Procurement Initiative Dir  
Dir. des initiatives spéciales  
d'approvisionnement  
Terrasses de la Chaudière 4th Floor  
10 Wellington Street  
Gatineau  
Québec  
K1A 0S5

<b>Title - Sujet</b> Project Management Services	
<b>Solicitation No. - N° de l'invitation</b> EN912-182003/A	<b>Amendment No. - N° modif.</b> 002
<b>Client Reference No. - N° de référence du client</b> 20182003	<b>Date</b> 2018-06-12
<b>GETS Reference No. - N° de référence de SEAG</b> PW-\$\$XE-676-33555	
<b>File No. - N° de dossier</b> 676xe.EN912-182003	<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 2018-06-27</b>	<b>Time Zone</b> <b>Fuseau horaire</b> Eastern Daylight Saving Time EDT
<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> Yang, Annie	<b>Buyer Id - Id de l'acheteur</b> 676xe
<b>Telephone No. - N° de téléphone</b> (613) 858-8340 ( )	<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>

**AMENDMENT 002****THE SOLICITATION AMENDMENT #002 IS RAISED TO ANSWER QUESTIONS FROM THE INDUSTRY.****QUESTION # 011****Reference:**

Corporate Mandatory Criteria M1, Attachment 4.1 Bid Evaluation Criteria, page 2 of 28  
Resource Mandatory Criteria, Attachment 4.1 Bid Evaluation Criteria, pages 6 -23.

**Question:**

Appendix C to Annex A indicates the resources assessment criteria and the points which will be allocated to each resource (both Level 2 and 3). However, Corporate M1 (Attachment 4.1) requests resources for Level 3 resource categories.

Can the Crown please confirm that as part of the response, resources should only be proposed for Level 3 resource categories?

**Answer:**

To clarify,

- for Corporate Mandatory Criteria, the Bidder must demonstrate and substantiate the criteria for all resource categories as required in Attachment 4.1.
- for Resource Mandatory/Rated Criteria, the Bidder must demonstrate and substantiate all Level 3 resource categories as required in Attachment 4.1.

**QUESTION # 012**

**Reference:** 3.2 Section I: Technical Bid, v)

**Question:**

Can the Crown please confirm that only one resource/resume per resource category is required for the response?

**Answer:**

Yes, one resource/resume per category.

**QUESTION # 013**

**Reference:** Annex A, Statement of Work, 2.2.4 P.1 Change Management Consultant – Level 3

**Question:**

The list of tasks in the SOW for the Change Management Consultant refers to tasks related to an organizational effectiveness change management practitioner. Tasks such as designing strategies to improve organization effectiveness, planning and participating in change impact analysis and change management activities. However, M4 requires ITIL certification.

In our experience, ITIL certification does not go hand in hand with organizational effectiveness expertise.

Would the Crown consider adapting or eliminating M4 to better fit the resource profiles traditionally found in the market?

**Answer:**

No, ITIL is an industry standard for change management and is an effective demonstration for the experience of this category.

**QUESTION # 014****Reference:**

Project Manager (Level 3)  
Attachment 4.1 Bid Evaluation Criteria, R4, page 22 of 28

**Question:**

The Crown is requesting that the Project Manager resource have both a PMP Certification and either a CMC, PRINCE 2 Certification (either Foundation or Practitioner) or a Master's degree in Project Management.

Will the Crown be amenable to adjusting the scoring for the proposed resource to gain maximum points by having only 1 of the above project management certifications?

**Answer:**

No, they are not all Project Management certifications. The CMC and the ITIL certifications are distinct and should be given a higher rating if combined with a PMP Certification.

**QUESTION # 015**

**Reference:** Bid Closing Date

**Question:**

Due to the complexity and amount of work that is required in responding to a RFP of this magnitude, we respectfully request a 3 week extension to the closing date in order to provide sufficient time to develop a quality, competitive response.

**Answer:**

The RFP has been extended to June 27<sup>th</sup>, 2018. No further extension is being granted.

**QUESTION # 016**

**Reference:** Corporate Mandatory Criteria M1, Attachment 4.1 Bid Evaluation Criteria, page 3 of 28, bullets 7 and 8

**Question:**

As part of this mandatory requirement, Bidders are required to identify (by first and last name) each resource whose Billable Days are included as part of the Bidder's total Billable Days claimed. Additionally, the Bidder is required to demonstrate that the tasks performed by each named resource includes at least 50% of the tasks in the SoW for the same Resource Category under which the Bidder is claiming billable days.

What if the billable days being claimed by the Bidder under M1 are not those same billable days our proposed resource worked? Are bidders required to propose only the resources that worked on the engagements cited for the billable days in M1?

**Answer:**

No, when demonstrating a resource's qualifications, they do not have to be the same resources used to demonstrate billable days in M1.

**QUESTION # 017**

**Reference:** Corporate Mandatory Criteria, M1

**Question:**

We recommend that M1 be changed requiring the Bidder to demonstrate project management services as a core competency and capability of the organization which would be expressed by providing a detailed description of its best practices, methods, tools, and approach to on-boarding teams to meet milestone based deliverables and provide knowledge transfer. We present the following as replacement for M1: The Bidder must demonstrate how it would meet the requirements outlined in Annex A, Statement of Work. It should provide description of its methods, tools, on-boarding project management teams, knowledge transfer and approach to assist PSPC in building this capability internally. The Bidder should provide 2 corporate references that include PMO solution services for IT-enabled initiatives.

**Answer:**

No, Canada would prefer to maintain the existing response structure. Large and/or complex projects require a project team with vast business project management office related services. The evaluation of a bidder's capability of supplying all resource categories required under this project will be completed by leveraging rigorous corporate evaluation criteria.

All information required under Corporate Mandatory Criteria M1 through M3 must be included in Appendix A1 through A3 and Appendix B to Attachment 4.1. All Information required to evaluate Resource Mandatory/Rated Criteria for 5 resource categories must be included in resumes. Thus, "*PMO solution services for IT-enabled initiatives*" will be evaluated in accordance with past work experience in the field.

Furthermore, Attachment 4.1, Corporate Mandatory Criteria, M1 #8 only requires a 50% minimum threshold of tasks performed by each resource be associated to tasks listed in Annex A (SoW). This is the preferred method to evaluate a bidder's capability of supplying all resource categories.

**ALL OTHER TERMS AND CONDITIONS REMAIN THE SAME**