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Correctional Service Canada (CSC) – Service
correctionnel Canada

GENNHQCBS@CSC-SCC.GC.CA

Attention :
Joanne Steffin

SOLICITATION AMENDMENT
MODIFICATION DE L'INVITATION

Proposal to: Correctional Service Canada

The referenced document is hereby revised; unless otherwise
indicated, all other terms and conditions of the Solicitation
remain the same.

Proposition à: Service Correctionnel du Canada

Ce document est par la présente révisé; sauf indication
contraire, les modalités de l'invitation demeurent les mêmes.

Comments — Commentaires :

THIS DOCUMENT CONTAINS A SECURITY
REQUIREMENT

CE DOCUMENT COMPORTE DES EXIGENCES
RELATIVES À LA SÉCURITÉ.

Issuing Office – Bureau de distribution

Correctional Service Canada (CSC)
340 Laurier Avenue West
Ottawa, Ontario
K1A 0P9

Title — Sujet: Lean Sigma Training and Initiatives	
Solicitation No. — No. de l'invitation 21120-19-2908579	
Solicitation Amendment No. — No. de modification de l'invitation 002	Date: 24 July 2018
GETS Reference No. — No. de Référence de SEAG 21120-19-2908579	
Solicitation Closes — L'invitation prend fin at /à : 14 :00 EDT on / le : 7 Aug 2018	
F.O.B. — F.A.B. Plant – Usine: ___ Destination: ___ Other-Autre: ___	
Address Enquiries to — Soumettre toutes questions à: Joanne.steffin@csc-scc.gc.ca	
Telephone No. – No de téléphone: 613 947-3430	Fax No. – No de télécopieur:
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Instructions: See Herein Instructions : Voir aux présentes	



Solicitation Amendment 002 is issued to

1. Respond to questions 4 through 10 received during the solicitation period;
 2. Amend Annex A, Article 1.3.1; and
 3. Amend the solicitation closing date.
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1. Questions and Answers 4 through 10:

Question 4: Would the client please clarify the duration of the contract in relation to the level of effort? The Basis of Payment states that the client has estimated 180 days for the initial period, but it is unclear if this is for a full-time commitment because we have not been provided with the estimated dates for the duration of the contract.

Answer 4: The estimated level of effort is 93 days spread out over an estimated duration of 180 days.

Question 5: The Statement of Work is unclear about who specifically is supposed to provide the certification for CSC employees. Although this process is not regulated by the PMI, our resource assures us that it is standard within the industry for this training to be provided from a recognized organization, with the training completed through online channels. Unless the contracted resource was a representative of one of these professional organizations, it's highly unlikely that they would be qualified to deliver this kind of training. Please clarify.

Answer 5: Certifications:

White Belt Lean Six Sigma certification: must be provided by the Contractor.

Yellow and Green Belt Lean Six Sigma certification: this is CSC's responsibility. If required, the Contractor must be a proctor of the on-line exam administered by a recognized organization.

Question 6: We have received extensive feedback from a consultant with significant Lean Six Sigma experience telling us that the timeline for providing Lean Six Sigma Yellow and Green Belt training over the course of 4 days, and the entire training and certification of your employees within 14 days, is not realistic. Our consultant has stressed to us that receiving a Six Sigma certification is not a trivial undertaking. Depending on the time available to the employee of an organization to conduct this training, it usually takes 4 to 8 months to be completed. Potential factors that could extend the certification time include; the employee's main job description, training hurdles and examination scheduling, Lean Sigma project constraints for data gathering and analysis, and scheduling of Gates for progression through the project phases. With this in mind, would Correctional Services Canada please amend the terms of the SOW to allow for a proper implementation of Lean Six Sigma, with realistic timelines?

Answer 6: Taking into consideration the structure of our workforce composed mainly from engineers and architects, some of them with previous exposure to a continuous improvement environment based on the implementation of lean Six Sigma initiatives, we believe that the time and allotted budget for the training as per SOW 1.3.1 is sufficient.

CSC estimated the level of effort required by the consultant not the level of effort of obtaining the certification.

Question 7: A level of effort of up to 180 days of effort is significant, and few high-quality resources in the marketplace would be available on relatively short notice for such a significant amount of time. Would the



Crown accept the submission of a combination of 2 or more resources who each meet the requirements, to perform the work?

Answer 7: It is imperative that consistency between the training and the implementation be obtained therefore CSC will not accept 2 or more resources.

Question 8: Which, if any, firms are currently providing, or in the past 12 months have provided these types of Lean or Lean/Six Sigma training and consulting to the Department? To the TSF Branch?

Answer 8: There has been one contract awarded to GreenLeaf 6Sigma Consulting Inc.

Question 9: Since the reports will be conducted in English, would the client accept a unilingual resource?

Answer 9: Yes, the language must be English.

Question 10: Can the deadline be extended to August 7th?

Answer 10: Yes. See below.

2. Amend Annex A, Article 1.3.1.

Delete: Annex A, Article 1.3.1 in its entirety.

Insert: Annex A, Article 1.3.1 as follows:

Phase # 1 – Training and certification of Facilities’ employees on Lean Six Sigma processes and methodologies

1. Phase # 1 – Training and certification of Facilities’ employees on Lean Six Sigma processes and methodologies (13 days)

1. Provide Lean Six Sigma training to Facilities’ personnel through “Introduction to Lean Six Sigma” module and White Belt certification.
 - a. Number of people: 32
 - b. Estimated duration: 5 days.

Note: Certification to be provided by the consultant.

2. Provide Lean Six Sigma Yellow and Green belt training.
 - a. Number of people: 12
 - b. Estimated duration: 7 days; and



3. Proctor Lean Six Sigma Yellow and Green Belt Certification.
 - a. Number of people: 12
 - b. Estimated duration: 1 day.

3. The Solicitation Closing date identified on page one (1) of the RFP has been extended:

Delete: **Solicitation Closing** date, 26 July 2018 at 14:00 EDT; and

Insert: The following, new **Solicitation Closing** date, 7 August 2018 at 14:00 EDT.

ALL OTHER TERMS AND CONDITIONS REMAIN UNCHANGED.