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TPSGC**

11 Laurier St. / 11, rue Laurier

Place du Portage, Phase III

Core 0B2 / Noyau 0B2

Gatineau, Québec 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

Electrical & Electronics Products Division

11 Laurier St./11, rue Laurier

7B3, Place du Portage, Phase III

Gatineau, Québec K1A 0S5

Title - Sujet Replace CCTV system at KCCC TORONTO	
Solicitation No. - N° de l'invitation 21120-187561/A	Amendment No. - N° modif. 006
Client Reference No. - N° de référence du client 21120-18-2807561	Date 2018-08-29
GETS Reference No. - N° de référence de SEAG PW-\$\$HN-445-75095	
File No. - N° de dossier hn445.21120-187561	CCC No./N° CCC - FMS No./N° VME
Solicitation Closes - L'invitation prend fin at - à 02:00 PM on - le 2018-09-12	Time Zone Fuseau horaire Eastern Daylight Saving Time EDT
F.O.B. - F.A.B.	
Plant-Usine: <input type="checkbox"/> Destination: <input checked="" type="checkbox"/> Other-Autre: <input type="checkbox"/>	
Address Enquiries to: - Adresser toutes questions à: Ladouceur, Joanne M.	Buyer Id - Id de l'acheteur hn445
Telephone No. - N° de téléphone (819) 420-0340 ()	FAX No. - N° de FAX () -
Destination - of Goods, Services, and Construction: Destination - des biens, services et construction:	

Instructions: See Herein

Instructions: Voir aux présentes

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

Solicitation No. - N° de l'invitation
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Client Ref. No. - N° de réf. du client
21120-187561

Amd. No. - N° de la modif.
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Buyer ID - Id de l'acheteur
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This amendment 00 is raised to provide the following correction:

DELETE: *ANNEX "D"*

INSERT: *ANNEX "D", EVALUATION CRITERIA*

1 Point Rated Technical Proposal Criteria

The Bidder must obtain an overall pass score of 70 percent of the Technical Proposal and achieve the minimum mandatory points identified for each criterion, as applicable. The rating is performed on a scale of 100 points. The Technical Proposal should include, but not be limited to:

Point Rated Technical Proposal Criteria	Pts	Comments
<p>1.1 Understanding of the Technical Requirements (a maximum of 45 points is available)</p> <p>Demonstrate understanding of the technical requirements of the system which must include sufficient detail such as preliminary drawings, diagrams, photographs and sketches showing system architecture, equipment configuration, and technical information / literature/brochure on products offered.</p> <p>The Bidder's Technical Proposal will be specifically reviewed to determine whether the proposed solution meets the requirements defined in the Statement of Technical Requirements (STR) and supporting documents.</p> <p>The Bidder should demonstrate that the requirements as identified in the STR and supporting documents have been met, by clearly describing how these will be achieved.</p> <p>(0 points) The proposal indicates that the Bidder does not understand the requirements identified in the STR and supporting documents.</p> <p>(35 points) The proposal indicates that the Bidder understands the main concept of what is required. The Bidder's solution meets the operability, environmental, reliability, maintainability, testing and validation requirements.</p> <p>(45 points) The proposal clearly indicates that the proposed solution exceeds the requirement in at least 2 instances that are specifically and uniquely identified in the Technical Proposal</p> <p>*Minimum mandatory points required: 35</p>		
Sub-section Total		

1.2 Quality Assurance and Acceptance Test Plans		
Description of the proposed quality assurance procedures/processes and acceptance test plan(s) to ensure quality requirements are met and how the Bidder intends to demonstrate to the Crown that the system functions correctly, both off site (Factory Acceptance Testing) and following on-site installation (Site Acceptance Testing). A detailed list of tests to be performed with pass/fail parameters should be provided. Maximum points are broken down as follows:		
Point Rated Technical Proposal Criteria	Pts	Comments
<p>1.2.1 Quality Assurance (a maximum of 16 points is available)</p> <p>How the Bidder intends to ensure quality requirements are met, a description of inspection, testing, and documentation procedures as well as quality metrics.</p> <p>(2 points per item) The Bidder will be awarded two points per element for clearly indicating how the proposal will meet each of the elements identified below to a limit of 16 points.</p> <p>The following is a list of elements pertaining to quality assurance. The proposal indicates:</p> <ul style="list-style-type: none"> a) That the Bidder has quality assurance procedures and processes; b) That the results will be recorded/analyzed and conflicts will be resolved; c) When, how and by whom the quality requirements will be reviewed; d) How documents and data will be controlled; e) Relevant quality control processes for purchases; f) How the production, assembly and on-site installation processes will be controlled to ensure quality requirements are met; g) How measuring and test equipment is controlled and describes the format and test results to be provided; h) How non-conforming products are identified and controlled to prevent misuse until proper disposal. <p>*Minimum mandatory points required: 6</p>		
<p>1.2.2 Factory Acceptance Test Plan (a maximum of 10 points is available)</p> <p>How the Bidder intends to demonstrate to the Crown that the system functions correctly off site (Factory Acceptance Testing), a detailed list of tests to be performed with pass/fail parameters should be provided.</p> <p>(2 points per item) The Bidder will be awarded two points per item for clearly indicating how the proposal will meet each of the items identified below, to a limit of 10 points.</p> <p>The proposal indicates that the Bidder has:</p> <ul style="list-style-type: none"> a) Confirmed the requirement for a test plan; b) Provided a test plan; c) Provided test sheets; d) Provided test sheets including pass/fail parameters; e) Provided test sheets, including specific parameters. 		

<p>1.2.3 Site Acceptance Test Plan (a maximum of 10 points is available)</p> <p>How the Bidder intends to demonstrate to the Crown that the system functions correctly after installation (Site Acceptance Testing), a detailed list of tests to be performed with pass/fail parameters should be provided.</p> <p>(2 points per item) The Bidder will be awarded two points per item for clearly indicating how the proposal will meet each of the items identified above in a) through e) to a limit of 10 points.</p> <p>The proposal indicates that the Bidder has:</p> <ul style="list-style-type: none"> a) Demonstrated the requirements for testing the system after installation (Site Acceptance Testing); b) Provided a test plan; c) Provided test sheets; d) Provided test sheets including pass/fail parameters; e) Provided test sheets, including specific parameters. 		
Sub-Section Total		
<p>1.3 Technical Risk Elements (a maximum of 19 points is available)</p> <p>How the Bidder intends to meet the technical requirements, a description of the technical risks elements detailing how the Bidder intends to mitigate them. The risks identified must be limited to a minimum of two Technical concerns only as non-Technical risks are evaluated separately.</p> <p>(0 points) The proposal indicates that the Bidder has not identified:</p> <ul style="list-style-type: none"> a) A minimum of two Technical risk elements, nor b) Technical risk mitigation. <p>(10 points) The proposal indicates that the Bidder has identified :</p> <ul style="list-style-type: none"> a) Two or more Technical risk elements, and b) Risk management process, but c) Bidder does not provide a technical risk mitigation plan. <p>(14 points) As above, plus the Bidder has provided</p> <ul style="list-style-type: none"> a) A risk mitigation plan. <p>(19 points)</p> <p>The proposal indicates that the Bidder has as above, plus:</p> <ul style="list-style-type: none"> a) Identified the impact of the technical risks; b) Associated the technical risks with the bidder, supplier, subcontractor, customer, integration, or equipment performance; c) Described mitigation strategies for the identified technical risks; d) Identified decision points for any approaches proposed to mitigate technical risks; e) Proposed approaches to the mitigation of technical risk that support the requirements of the project. 		
Sub-Section Total		
<p>Total Technical Proposal (maximum 100 points)</p>		

2 Point Rated Project Management Proposal Criteria

The Bidder must obtain an overall pass score of 70 percent for the Project Management Proposal and achieve the minimum mandatory points identified for each criterion, as applicable. The rating is performed on a scale of 100 points. The Project Management Proposal should include, but not be limited to:

<p>2.0 Previous Project Management Experience The Bidder, the project manager, the project supervisor and the technicians will be evaluated The proposal must demonstrate a detailed description of the qualification and previous experience pertaining to similar projects in terms of size, tasks, clients, and responsibilities.</p>			
<p>Point Rated Project Management Proposal Criteria</p>		<p>Pts</p>	<p>Comments</p>
<p>2.1 Experience of the Bidder within the last four (4) years (a maximum of 10 points is available)</p> <p>(2 points per item) The Bidder will be awarded two points per item for clearly indicating how the proposal will meet each of the items identified in a) through e) to a limit of 10 points.</p> <p>Similar project(s) that have been successfully completed and have provided them with experience pertaining to the following elements.</p> <ul style="list-style-type: none"> a) Similarity of project in terms of scope and/or clients; b) Dollar value over \$100K; c) Installation; d) Training; e) Drawings and Manuals 			
<p>Sub-Section Total</p>			
<p>2.2.1 Project Manager's (and Primary Back-up Project Manager) Overall Experience (years, size of project & complexity) and Qualifications (a maximum of 12 points is available)</p> <p>In order to maximize the number of points awarded, the proposal must include the following for each identified resource:</p> <ul style="list-style-type: none"> a) A detailed description, (including dates – Month and Year) the number of years of experience in the specified role for similar projects in terms of size, dollar value, complexity, tasks, clients, and responsibilities. b) Their Professional Certification(s) –at least one of PMP, PMI, MBA, P.Eng, or bachelor degree. c) A copy of their certification or degree. <p>The proposal must indicate that either the designated Project Manager or Primary Back up Project Manager has the stated levels of experience in the design, supply, installation and integration of systems similar to those described in the STR.</p> <p>(0 points) – Project Manager & Primary Back-Up Project Manager One or both lack experience with projects of similar size and complexity, regardless of professional certifications</p> <p>(4 points) – Project Manager & Primary Back-Up Project Manager One or both have:</p> <ul style="list-style-type: none"> i. Less than 4 years experience with projects of similar size and complexity; and 			

<p>ii. No professional certifications</p> <p>(6 points) – Project Manager & Primary Back-Up Project Manager One or both have:</p> <ul style="list-style-type: none"> i. Less than 4 years experience with projects of similar size and complexity; and ii. Professional certifications <p>(8 points) – Project Manager & Primary Back-Up Project Manager One or Both have:</p> <ul style="list-style-type: none"> i. Between 4 and 10 years experience with projects of similar size and complexity; and ii. Professional certifications <p>(12 points) – Project Manager & Primary Back-Up Project Manager Both have</p> <ul style="list-style-type: none"> i. Greater than 10 years experience with projects of similar size and complexity; and ii. Professional certifications <p>*Minimum mandatory points required: 6</p>	
<p>2.2.2 Project Supervisor’s (and Primary Back-Up Project Supervisor’s) Overall Experience (years, size of project & complexity) and Qualifications (a maximum of 8 points is available)</p> <p>In order to maximize the number of points awarded, the proposal must include the following for each identified resource</p> <ul style="list-style-type: none"> a) A detailed description, (including dates – Month and Year) the number of years of experience in the specified role for similar projects in terms of size, dollar value, complexity, tasks, clients, responsibilities. b) A copy of their professional or technical certification, degree or diploma in any of the electrical, electro-mechanical, electronics, mechanical, software development, computer programming, network technology or telecommunications fields. <p>Note: Certifications from Manufacturer’s courses are not considered as equivalent to a Diploma.</p> <p>The proposal must indicate that either the designated Project Supervisor or Primary Back up Project Supervisor has the stated levels of experience in the design, supply, installation and integration of systems similar to those described in the STR.</p> <p>(0 points) – Project Supervisor & Primary Back-Up Project Supervisor One or both lack supervisory experience with projects of similar size and complexity, regardless of professional certifications.</p> <p>(4 points) – Project Supervisor & Primary Back-Up Project Supervisor One or both have</p> <ul style="list-style-type: none"> i. Less than 4 years Supervisory experience with projects of similar size and complexity; and ii. No professional or technical certifications <p>(6 points) – Project Supervisor & Primary Back-Up Project Supervisor Both have</p>	

<p>i. At least 4 years Supervisory experience with projects of similar size and complexity; and</p> <p>ii. Professional or technical certifications.</p> <p>(8 points) – Project Supervisor & Primary Back-Up Project Supervisor</p> <p>a) Both have</p> <p>i. Greater than 10 years Supervisory experience with projects of similar size and complexity; and</p> <p>ii. Professional or technical certifications</p> <p>*Minimum mandatory points required: 4</p>		
<p>2.2.3 Technician and Primary Back-up Technicians’ Overall Experience (years, size of project & complexity) and Qualifications (a maximum of 8 points is available)</p> <p>In order to maximize the number of points awarded, the proposal must include the following for each identified resource:</p> <p>a) A detailed description, (including dates – Month and Year) the number of years of experience in the specified role for similar projects in terms of size, dollar value, complexity, tasks, clients, responsibilities</p> <p>b) A copy of their technical certifications in any of the electrical, electro-mechanical, electronics, mechanical, software development or computer programming including, certifications from Manufacturer’s courses.</p> <p>The proposal must indicate that either the designated Technician or Primary Back up Technician has the stated levels of experience in the design, supply, installation and integration of systems similar to those described in the STR.</p> <p>(0 points) – Technician & Primary Back-Up Technician One or both lack experience with projects of similar size and complexity, regardless of technical certifications</p> <p>(4 points) – Technician & Primary Back-Up Technician One or both have</p> <p>i. Between 6 months and 4 years experience with projects of similar size and complexity; and</p> <p>ii. No Technical or manufacturers certifications</p> <p>(6 points) – Technician & Primary Back-Up Technician One or both have</p> <p>i. At least 4 years experience with projects of similar size and complexity; and</p> <p>ii. Technical or manufacturers certifications.</p> <p>(8 points) – Technician & Primary Back-Up Technician Both have</p> <p>i. Greater than 10 years experience with projects of similar size and complexity; and</p> <p>ii. Technical or manufacturers certifications.</p> <p>*Minimum mandatory points required: 4</p>		

<p>2.2.4 The proposal indicates that one or more of the identified resources (stated in response to evaluation criteria 2.2.1, 2.2.2 and 2.2.3) has stated levels of experience in the design, supply, installation and integration of the systems similar to those described in the STR, as follows: (a maximum of 10 points is available)</p> <p>(0 points) No stated experience.</p> <p>(4 points) Stated experience with private industry or Provincial Governments.</p> <p>(8 points) Stated experience with other Correctional Services or similar organizations.</p> <p>(10 points) Stated experience with Correctional Service Canada (CSC).</p>		
Sub-Section Total		
<p>2.3 Project Management Structure and Procedures Project management structure and procedures describing the implementation of this project.</p>		
Point Rated Project Management Proposal Criteria		Pts
		Comments
<p>2.3.1 Project Management Organization and Responsibilities (a maximum of 10 points is available)</p> <p>This refers only to management personnel and the way that the Bidder plans to organize the project team for this contract.</p> <p>(0 points) The proposal indicates that the Bidder has:</p> <ol style="list-style-type: none"> a) No project management organization in place, b) No plans identified to designate a separate project management team. <p>(4 points) The proposal indicates that the Bidder has:</p> <ol style="list-style-type: none"> a) No project management organization in place; b) A well-developed plan in place to set up a team of trained personnel. <p>(8 points) The proposal indicates that the Bidder has:</p> <ol style="list-style-type: none"> a) A project management organization/structure defined with 'matrix' personnel resources that can be made available to this project; b) Personnel are identified for the positions of Project Manager, the Project Supervisor, Technicians and Electricians. <p>(10 points) The proposal indicates that the Bidder has:</p> <ol style="list-style-type: none"> a) As above; plus b) A well-defined Project Management structure; c) Identified the Personnel that will be executing specific tasks; d) Clearly defined the responsibilities of these Personnel. 		

<p>2.3.2 Project Management Procedures (a maximum of 12 points is available)</p> <p>This criterion will rate the systems used by the Bidders to implement their project management approach.</p> <p>(0 points) The proposal indicates that Project Management (PM) implementation is not addressed.</p> <p>(4 points) The proposal indicates that PM implementation is addressed but the Bidder has not provided sufficient details to demonstrate that a fully functional PM system is in place.</p> <p>(8 points) The proposal indicates that PM system is in place that will allow the Bidder to manage the project. Bidder has supplied a detailed plan of his PM implementation.</p> <p>(12 points) - As above plus:</p> <ul style="list-style-type: none"> a) Project management based on employment of Program Evaluation Review Technique (PERT) or Critical Path Method (CPM); b) Work breakdown structure is linked to project management; c) The PM system closely tracks status and progress of tasks. 		
Sub-Section Total		
<p>2.4 Schedule, Milestones and Project Management Tools</p> <p>A project schedule of events for all deliverables with milestones and rationale of how realistic and achievable they are should be provided. Availability and usage of a Project Management specific tool and the capability and implementation of supporting a secure customer facing portal that provides real time access to project specific information, including schedules and all customer facing project drawings and documents.</p>		
<p>Point Rated Project Management Proposal Criteria</p>	Pts	Comments
<p>2.4.1 Schedule/Milestones (a maximum of 10 points is available)</p> <p>A project schedule/schedule of events for all deliverables with milestones and rationale of how realistic and achievable they are including tools for addressing project slippage.</p> <ul style="list-style-type: none"> a) Major milestones are identified. b) Logical sequence is proposed. c) Contingency time identified. d) Time estimates are realistic. <p>(0 points) The proposal schedule only addresses 1 of the 4 areas identified above.</p> <p>(5 points) The proposal schedule only addresses 2 of the 4 areas identified above.</p> <p>(8 points) The proposal schedule addresses 3 of the 4 areas identified above.</p> <p>(10 points)</p> <ul style="list-style-type: none"> a) The proposal schedule addresses all of the 4 areas identified above; and b) The proposed schedule contains milestones, significant contract events, projected delivery dates and production schedules. 		
<p>2.4.2 Project Management Tools (a maximum of 10 points is available)</p> <p>These criteria will rate the Bidder on their availability and usage of a Project Management (PM) specific tool and capability of supporting a secure customer</p>		

<p>facing portal provides real time access to project specific information, including schedules and all customer facing project drawings and documents.</p> <p>(0 points)The proposal indicates that the Bidder has not identified the PM specific software.</p> <p>(8 points)The proposal indicates that the Bidder has identified the specialized PM software but does not support a secure customer facing portal that provides real time access to project specific information.</p> <p>(10 points)The proposal indicates that the Bidder has identified the specialized PM software and supports a secure customer facing portal that provides real time access to project specific information including schedules, reports and meeting minutes.</p>		
<p>2.4.3 Project Risks Elements (a maximum of 10 points is available)</p> <p>A description of the project risks, excluding all <u>technical</u> risks previously identified, related to the proposed approach and processes for managing all project risk elements (such as resources, cost, schedule and all external elements) of the project detailing how well the Bidder understands the project risks and how they propose to mitigate them.</p> <p>(0 points) The proposal indicates that the Bidder has <u>not</u> clearly identified any:</p> <ol style="list-style-type: none"> a) Non-technical risks associated with the project; and b) Non-technical risk mitigation plan. <p>(4 points) The proposal indicates that the Bidder has clearly identified:</p> <ol style="list-style-type: none"> a) The non-technical risks associated with the project, including impacts: <ol style="list-style-type: none"> i. Management ii. Schedule iii. Scope changes iv. Financial impact v. Resource issues b) Their non-technical risk management process, c) That the Bidder has <u>not</u> provided a non-technical risk mitigation plan. <p>(8 points) The proposal indicates that the Bidder has clearly identified:</p> <ol style="list-style-type: none"> a) As above, plus, b) Their non-technical risk mitigation plan. <p>(10 points) The proposal indicates that the Bidder has clearly identified:</p> <ol style="list-style-type: none"> a) As above; plus b) The identified risks are appropriately associated with the Bidder, Subcontractor, Customer, Integration, or Equipment Performance; c) That the proposed non-technical mitigation approaches are closely aligned with the requirements of the project; d) The decision points are identified and aligned with the proposed risk mitigation approaches. 		
Sub-Section Totals		
Total Project Management Proposal (maximum 100 points)		

3 Point Rated Support Proposal Criteria

The Bidder must obtain an overall pass score of 70 percent for the Support Proposal and achieve the minimum mandatory points identified for each criterion, as applicable. The rating is performed on a scale of 100 points. The Support Proposal should include, but not be limited to:

Point Rated Support Proposal Criteria	Pts	Comments
3.0 Operator Training Plan Outline, Training and Manuals An understanding of the Operator Training requirements. Description of the proposed training plan, approach, team and information to meet the Operator training requirements. Maximum points are broken down as follows:		
Point Rated Support Proposal Criteria	Pts	Comments
3.1.1 Operator training plan outline (a maximum of 15 points is available) (0 points) The proposal indicates that the operator training plan outline does not meet the requirements. (12 points) The proposal indicates that the operator training plan outline meets the requirements. (15 points) The proposal indicates that the operator training plan outline: a) Meets the requirements; and b) Exceeds the minimum requirements as identified within the STR in at least 2 instances that are uniquely and specifically identified, including the reasons for identifying them, in the Bidder's proposal.		
3.1.2 Operator Training approach, methodology and team (a maximum of 15 points is available) (0 points) That the proposal does not meet training requirements. (12 points) a) The proposal meets the training requirements and the training team is identified; b) The training approach meets the requirements. (15 points) Exceeds the minimum requirements as identified within the STR in at least 2 instances that are uniquely and specifically identified, including the reasons for identifying them, in the Bidder's proposal.		
3.1.3 Operator Manuals (a maximum of 15 points is available) (0 points) The proposal indicates that the documented information does not meet the requirements. (12 points) The proposal indicates that the documented information meets the requirements. (15 points) Exceeds the minimum requirements as identified within the STR in at least 2 instances that are uniquely and specifically identified, including the reasons for identifying them, in the Bidder's proposal.		
Sub-Section Total		

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3.2 Maintenance Personnel Training Outline, Training and Manuals		
An understanding of the Maintenance Training requirements. Description of the proposed training plan, approach, team and information to meet the Maintenance training requirements. Maximum points are broken down as follows:		
Point Rated Support Proposal Criteria	Pts	Comments
3.2.1 Maintenance Training Plan Outline (a maximum of 15 points is available)		
(0 points) That the proposal does not meet the maintenance training requirements.		
(12 points) a) The proposal meets the maintenance training requirements and the training team is identified, b) The training approach meets the requirements.		
(15 points) Exceeds the minimum requirements as identified within the STR in at least 2 instances that are uniquely and specifically identified, including the reasons for identifying them, in the Bidder's proposal.		
3.2.2 Maintenance Training Approach, Methodology and Team (a maximum of 15 points is available)		
(0 points) That the proposal does not meet training requirements.		
(12 points) a) The proposal meets the training requirements and the training team is identified; b) The training approach meets the requirements.		
(15 points) Exceeds the minimum requirements as identified within the STR in at least 2 instances that are uniquely and specifically identified, including the reasons for identifying them, in the Bidder's proposal.		
3.2.3 Maintenance Manuals(a maximum of 15 points is available)		
(0 points) The proposal indicates that the documented information does not meet the requirements.		
(12 points) The proposal indicates that the documented information meets the requirements.		
(15 points) Exceeds the minimum requirements as identified within the STR in at least 2 instances that are uniquely and specifically identified, including the reasons for identifying them, in the Bidder's proposal.		
Sub-Section Total		
3.3 Spare Plan and Spare Parts List (a maximum of 10 points is available)		
(0 points) The proposal indicates that the spares plan and spare parts list does not meet the requirements.		
(6 points) The proposal indicates that the spares plan and spare parts list meets the requirements.		
(10 points) Exceeds the minimum requirements as identified within the STR in at least 2 instances that are uniquely and specifically identified, including the reasons for identifying them, in the Bidder's proposal.		
Sub-Section Total		

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Total Support Proposal (maximum 100 points)		
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