

**JUS-RFSO-INVSV-2018-001/001
AMENDMENT 002**

PART 1: Questions and Answers

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| Question 3 | The information required for the submission of a proposal to meet the requirements of this Request for Proposal (RFP) is quite extensive. We respectfully request a 2-week extension. |
| Answer 3 | The closing date of the solicitation will now be 2:00 PM EST on March 1, 2019. Please see Part 2 below that amends the end date of the RFSO. |
| Question 4 | Mandatory Technical Requirement M1 states that the Offeror must have experience providing security investigation services. Based on our review of the Statement of Work, the tasks being sought are identical to that required in a forensic investigation, which entails workplace and administrative investigations. Please confirm that the terminology of "security investigation" includes forensic investigations. |
| Answer 4 | For M1, security investigations can include computer forensics, cyber forensics, digital forensics, or IT forensics. Forensic investigations and forensic audits will not be given points for M1 as they do not form a significant component of Justice Canada's Security Investigations, if at all. The scope of a security investigation MAY overlap that of a forensic investigation/forensic audit to some minor degree, but the scope of security investigation extends far beyond that of a forensic investigation. |
| Question 5 | Mandatory Technical Requirement M3 requires that a minimum of two (2) proposed Senior Investigators and two (2) proposed Computer Forensics Specialists reside within 150 kilometers of the JUS National Headquarters (JUS HQ). Our firm has a national practice and draw upon the vast experience and credentials of our staff across the country. We have demonstrated to other federal government clients that we can call upon our qualified resources and have them deploy on engagements in an expeditious manner. We request that this mandatory requirement be removed in order to foster a competitive bidding process, particularly in light of the statement contained in M8(I) (question submitted below), and when travel costs to JUS HQ would be borne by the Offeror. In the event that JUS does not agree with the above noted request, we respectfully ask that M3 be amended to reflect that the Offeror must have an office within 150 kilometers. |
| Answer 5 | M3 will remain unchanged. Time is of the essence once facts disclose a need for investigation and this creates constraints which preclude allowance for travel time. An Offeror can propose resources above the minimum mandatory amount that reside elsewhere and those additional proposed Senior Investigators can be awarded points as per R7. |
| Question 6 | Mandatory Technical Requirement M4(I) requires that proposed resources have a degree or college diploma in the field of Administration, Social Sciences, Criminology or Law. We fail to recognize how a degree or diploma in the field of Administration or Social Sciences pertains to the tasks and responsibilities contained within the Statement of Work. Based on our experience, which is consistent with the RFP requirements issued by other Federal Government Departments, we request JUS to amend the RFP for resources having a professional accounting designation and/or Certified Fraud Examiner (CFE) accreditation. |
| Answer 6 | M4(I) will remain unchanged. Justice Canada's workplace security investigations and administrative security screening reviews for cause (with or without a computer or digital forensics component) generally do not pertain to accounting or fraud. |
| Question 7 | Mandatory Technical Requirement M6 requires that the Offeror submit an Investigation Report authored by each of the proposed Senior Investigators. For legal reasons, our Investigation Reports are issued under our firm name. We will confirm that the proposed resources would have been involved in the preparation of the report and request confirmation that this approach is acceptable. |
| Answer 7 | Justice Canada agrees to allow this. Please see Part 2 below that amends mandatory criterion M6(I) to reflect this change. |

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| Question 8 | Mandatory Technical Requirement M8(I) states that a proposed Senior Investigator can be named more than once if he/she is able to communicate proficiently in both official languages. We respectfully request confirmation that an Offeror who has one (1) bilingual resource would be counted as two (2) and fully meeting the mandatory requirement reflected under Mandatory Technical Requirement M3 by proposing this one (1) resource |
| Answer 8 | M3 and M8(I) will remain unchanged. A proposed Senior Investigator can be named more than once if he/she is able to communicate proficiently in both official languages. In each of the Senior Investigator and Computer Forensics categories, the Bidder must name two different resources. However, the Bidder can propose one resource in multiple categories. That is, one resource may be proposed as both Senior Investigator and Computer Forensics provided the resources meets all criteria in both categories. |
| Question 9 | Mandatory Technical Requirement M12(C) states that a proposed Computer Forensic Specialist can be named more than once is he/she is able to communicate proficiently in both official languages. We respectfully request confirmation that an Offeror who has one (1) bilingual resource would be counted as two (2) and fully meeting the mandatory requirement reflected under Mandatory Technical Requirement M3 by proposing this one (1) resource? |
| Answer 9 | M3 and M12(C) will remain unchanged. A proposed Computer Forensic Specialist can be named more than once if he/she is able to communicate proficiently in both official languages. In each of the Senior Investigator and Computer Forensics categories, the Bidder must name two different resources. However, the Bidder can propose one resource in multiple categories. That is, one resource may be proposed as both Senior Investigator and Computer Forensics provided the resources meets all criteria in both categories. |
| Question 10 | Point Rated Technical Requirement R4 requires that the proposed senior investigators have a licensed as a professional investigator. As noted previously in these question submissions, the tasks and responsibilities reflected in the Statement of Work is identical to requirements in a forensic investigation. We request confirmation that a proposed resource having the CFE designation will fully meet the requirements of R4 and awarded maximum points. |
| Answer 10 | No, a proposed resource having the CFE designation would NOT meet the requirements of R4 and would be awarded zero (0). Please refer also to the answers to Question 4 and Question 6 above. |
| Question 11 | Based on our analysis of the point awarding and calculation for Point Rated Technical Requirement R2 the awarding is based on the education route that the proposed resources pursued and is questionable. We fail to identify the relevancy of certain of the university degrees being sought (i.e. Administration and Social Services) in relation to the tasks outlined in the Statement of Work; and, furthermore, requiring resources with a relevant college degree to have more on the experience and still receive lower points, is questionable in terms of fairness. Furthermore, R2 does not take into consideration the qualifications and credential required under PASS Workstream 4, forensic investigations, which is identical to the requirements under this RFP. We request that JUS amend R2 to ensure that it is fair and equitable in terms of the task outlined in the Statement of Work. |
| Answer 11 | R2 will remain unchanged. The scope of Justice Canada's workplace security investigations and administrative security screening reviews for cause (with or without a computer or digital forensics component) generally do not include forensic investigation. Computer forensics (cyber forensics, digital forensics, or IT forensics) is a field in itself and should not be confused with PASS Workstream 4, forensic investigations. |

PART 2: Amendment to RFSO

Amend the following within the JUS-RFSO-INVSV-2018-001/001 document:

1. On page 1 of the RFSO,
DELETE:

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| Solicitation Closes L'invitation prend fin | | Time Zone Fuseau horaire |
| at – à | 02 :00 PM – 14h00 | Eastern Standard Time (EST) |
| on – le | February 15, 2019 | Heure Normale de l'Est (HNE) |

AND REPLACE WITH:

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|--|-------------------|------------------------------------|
| Solicitation Closes L'invitation prend fin | | Time Zone Fuseau horaire |
| at – à | 02 :00 PM – 14h00 | Eastern Standard Time (EST) |
| on – le | March 1, 2019 | Heure Normale de l'Est (HNE) |

2. Within Attachment 1 to Part 4 – Technical Criteria,

DELETE:

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| M6(I) | <p>The Offeror must submit an Investigation Report authored by each of the proposed Senior Investigators.</p> <p>Each report can be redacted to protect the client. If providing a report is against confidentiality and puts the Offeror into breach of contract, the Offeror may submit a modified or redacted report which will permit JUS to evaluate the quality of Senior Investigator's report writing and protect any confidentiality or privacy concerns.</p> |
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AND REPLACE WITH:

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| M6(I) | <p>The Offeror must submit an Investigation Report authored by each of the proposed Senior Investigators. Where Investigation Reports are issued under the Bidder's name, the Bidder must attest that the proposed resources were involved in the preparation of the report.</p> <p>Each report can be redacted to protect the client. If providing a report is against confidentiality and puts the Offeror into breach of contract, the Offeror may submit a modified or redacted report which will permit JUS to evaluate the quality of the Senior Investigator's report writing and protect any confidentiality or privacy concerns.</p> |
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