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**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.

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K1A 0S5

<b>Title - Sujet</b> TBIPS SetAside	
<b>Solicitation No. - N° de l'invitation</b> A0414-145931/A	<b>Amendment No. - N° modif.</b> 004
<b>Client Reference No. - N° de référence du client</b> A0414-145931	<b>Date</b> 2019-04-26
<b>GETS Reference No. - N° de référence de SEAG</b> PW-\$\$ZM-613-34966	
<b>File No. - N° de dossier</b> 613zm.A0414-145931	<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 2019-05-13</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 type="checkbox"/> <b>Other-Autre:</b> <input type="checkbox"/>	
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<b>Telephone No. - N° de téléphone</b> (613) 858-8317 ( )	<b>FAX No. - N° de FAX</b> (819) 956-2675
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## SOLICITATION AMENDMENT 004

**This amendment is raised to:**

1. Provide answers to Bidder's questions in relation to this solicitation; and
2. Amend the Request for Proposal (RFP).

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### QUESTIONS:

**Question #21:**

M3 Contract Summaries Billable Days – All streams.

- a) The Bidder provided a minimum of five resources simultaneously for a minimum period of six months; and
- b) Each of the five resources must have provided informatics professional services for a minimum of 120 billable days during a six-month period.

Q: Can the crown please clarify whether or not a) and b) are separate requirements meaning that you must have provided 5 resources simultaneously for a period of six months and that the 5 resources used in a) have to have billed 120 billable days but the six month period does not need to be the same time period for all 5 resources and is a six month time period (as currently stated) of their TA?

**Answer #21:**

a) and b) are not separate requirements.

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**Question #22:**

M3 Contract Summaries Billable Days – All streams.

- (i) (B) a title or a brief description of each authorized task

Q: Can the Crown please confirm what they are looking for to substantiate this part of the requirement?

**Answer #22:**

Bidders must provide a description of the work performed by the resource.

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**Question #23:**

M1 Corporate Capacity – Stream A

Q: Can the crown please clarify why Stream A is the only Stream written differently and asks that the bidder provides 2 contract summaries requiring experience in providing Oracle Database Support services BUT THAT ALSO involve at least three resources listed in Section 5.1.3 (Stream B – Project Management and Business Analysis Services) and 5.1.4 (Stream C – Web Application Development and Support Services). 5.1.2 makes sense as it is the database stream, what is the relevance to the other two streams when we are already being asked to provide contract summaries for M1 in both Stream B and C whereby the services pertain to those Streams?

**Answer #23:**

Delete:

a. the contract value must be at least \$2,000,000 in Canadian dollars and involve at least three resources listed in Section 5.1.2; 5.1.3 and 5.1.4 of the Statement of Work (SOW) of this bid solicitation.

Insert : the contract value must be at least \$2,000,000 in Canadian dollars and each referenced contract must have at least the same number of resources as the number of resources in the stream being bid.

**Question #24:**

Stream B: Project Management and Business Analysis Services – Rated Requirements

Q: PM Level 3, R11 States: The bidder's proposed resource should have an ITIL certification OR a minimum of 132 months of Project Management experience to score the required 2 points. Would the crown consider following the same format for BA Level 3 and changing R6 to read The bidder's proposed resource should have a current Certified Business Analysis Professional (CBAP) or Master's Certificate in Business Analysis OR a minimum of 132 months of Business Analysis experience?

**Answer #24:**

Canada will also accept a minimum of 132 months of Business Analyst experience.

**Question #25:**

In regards to Stream C Tester(A.11) Level 2 - Rated **R5**, would the crown confirm which of the COTS below would be deemed compliant:

Suite Case;

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Dynamic Web Twain;

Atalasoft - Dynamic Web Twain

IVR

**Answer #25:**

CGI Case Management previously known as SuitCASE is a COTS.

**Question #26:**

Given this is a Tier-2 RFP and requires a significant level of effort to prepare bids within a short timeframe, and that covers the Easter Holiday period, we respectfully request an extension to the closing date. Specifically, there are several Tier-1 and Tier-2 RFPs currently undergoing competition and most Bidders must choose the RFP(s) for which they can viably prepare responses in a limited timeframe. We are a current Professional Services Aboriginal supplier to INAC and wish to respond to this RFP. We have a quality management system in place to ensure our bid quality and the current deadline restricts our ability to deliver the highest quality bid response. The response criteria are extensive and complex, i.e., Corporate Criteria, all Streams, requires excessive financial information, including Task Authorization information and usage Reports, that are unprecedented. In addition, only today was clarification provided resulting in the need to qualify and bid an additional resource category (Database Analyst Level 2 – see Q&A #8 and #12). Given the immense level of effort, the reduced timeframe to prepare bids due to the Easter Holiday, changes to the RFP that significantly increases the level of effort, competing priorities (substantial number of RFPs undergoing competition at this time), and to ensure the GOC receive compliant, fairly competed bids that are representative of what the market can offer, we respectfully request an extension to the closing date of the RFP to May 16, at the earliest. Please advise.

**Answer #26:**

Canada will extend the closing date to May 13, 2019 14:00 Eastern Daylight Time.

**Question #27:**

For Requirement M4 for all workstreams, could the Crown please confirm that no mapping is required if the resource categories and levels on the usage reports are the same TBIPS categories and levels as indicated in the subject requirement, and that 60% mapping is only required to demonstrate the relevance of similar, but not same, categories?

**Answer #27:**

Canada confirms mapping is required to demonstrate the relevance of similar, but not same, categories.

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**Question #28:**

For Requirements M3 and M4 for all workstreams, section (B) – usage report definition, the Crown is requesting that a title or brief description of each authorized task be provided as part of the usage report information. Presenting information in this way will create a more difficult bid to evaluate as the full services provided by the bidder under Task Authorization-based contracts will be provided in a piece-meal fashion, since Task Authorizations necessarily cover only small portions of large, over-arching projects. Given this, we respectfully request that the Crown allow bidders to provide a full description of services provided under the contract using Contract Summaries (containing the same information as described for Contract Summaries in requirement M1 for all workstreams) that can apply to all Task Authorizations listed in the usage report in lieu of specific descriptions for task authorizations, and remove the usage report criteria (B) from Requirements M3 and M4 for all workstreams.

**Answer #28:**

Canada requires Bidders to substantiate the tasks of proposed resources. Contract Summaries may not substantiate the actual work performed by individual resources.

**Question #29:**

In order to score full points, several rated criteria for each of the ten (10) resource grids across all three workstreams ask for, in some cases, up to eight (8) distinct projects with a minimum duration of six (6) months, with twelve (12) months for the Project Manager L3 in Workstream B. These requirements penalize consultants who have worked on large, complex, multi-year projects. In order to ensure that INAC does not unfairly preclude consultants who have worked on long, successful projects to be considered for this subject solicitation, we respectfully request that INAC allow project equivalency where every 6 months of experience is equal to one (1) project (i.e. a project of 18 months would be equivalent to 3 projects), and every 12 months of experience is equal to one (1) project for the Project Manager L3 (Workstream B).

**Answer #29:**

Canada is not prepared to change the criterion.

**Question #30:**

Given the amount of changes released in amendment 2 (including adding an additional resource in Stream A), the complexity of the requirements along with the upcoming Easter weekend and unavailability of resources, we respectfully request a two week extension to the closing date to May 13<sup>th</sup>, 2019.

**Answer #30:**

Canada will extend the closing date to May 13, 2019 14:00 Eastern Daylight Time.

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**Question #31:**

As referenced in Mandatory Requirements: Corporate Experience, in each of the streams for M1 it states:

- ? Page 69, M1 for Stream A each contract “must be at least \$2,000,000” and “involve at least three resources”
- ? Page 78, M1 for Stream B each contract “must be at least \$3,000,000” and “at least the same number of resources as the number of resources in the stream being bid”
- ? Page 84, M1 for Stream C each contract “must be at least \$2,000,000” and “involve at least five resources”

Would the Crown consider amending the criteria to reflect one of the following two options:

1. Allow the dollar value and number of resources to be cumulative across both contracts being provided. For example, in Stream C the Bidder submits two separate contracts, one with a value of \$1.6M and 3 resources; and one with a value of \$1.8 M and 3 resources for a combined total of \$3.4M and 6 resources to meet the requirement. This would be more in line with each of the specific Streams experience e.g. Stream C Web Application Development and Support Services contracts.

Or

2. Amend the criteria to allow for Information Management/Information Technology (IM/IT) Contracts of which at least 1 was for a Government (Federal, Provincial, Municipal) Client. This would allow bidders to demonstrate more depth and experience across larger contracts to meet DIAND's overall requirements.

**Answer #31:**

For Stream B, Canada will accept two contracts cumulatively worth \$3,000,000. The minimum value of both contracts is \$1,000,000. Both contracts must have both project manager and business analyst services.

For Stream C, Canada will accept two contracts cumulatively worth \$2,000,000. The minimum value of both contracts is \$1,000,000. Both contracts must have a minimum of three different resource categories.

**Question #32:**

As referenced in Mandatory Requirements: Corporate Experience in each of the Streams for M3, page 70, 79, and 85 “The Bidder provided a minimum of five resources simultaneously for a minimum period of six months; and each of the five resources must have provided informatics services for a minimum of 120 billable days during a six-month period. This would mean that each of the five resources worked full-time during that timeframe with absolutely no sick days, vacation days and/or statutory holidays which is unrealistic over a six month time period. We request that this criteria be amended to include a longer time period e.g. 8 months or to lessen the number of billable days within the 6 month period to be reflective of these typical absences.

**Answer #32:**

Canada will accept a minimum of 120 billable days over an 8 month period.

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**Question #33:**

Additionally for M3 in all streams, it states that “one contract to deliver XX informatics professional services” is required. Would the Crown please consider amending the criteria to allow for two contracts to meet this requirement.

**Answer #33:**

Canada is not prepared to change the criterion.

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**Question #34:**

In Stream C under Mandatory Requirements: Corporate Experience on page 86, item M4 it states “the billable days must have been provided under Contracts in M1 Contract Summaries”. This criteria is not found in either of the other streams (A or B). Can the Crown please confirm that this was a typo and should be removed for this stream.

**Answer #34:**

Canada confirms this is a typo and should be removed from Stream C M4.

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**Question #35:**

As referenced in Mandatory Requirements: Corporate Experience in each of the streams for M1 it states “for one or more client organizations during the past eight years” and it also states “c. awarded no later than ten years from the closing date of this solicitation”. Would the Crown consider amending the criteria to allow vendors to use contracts “that were active within the past (10) years” rather than focusing on when a contract was awarded as some contracts are outside the 10 year period.

**Answer #35:**

Canada is not prepared to change the criterion.

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**Question #36:**

As referenced in Mandatory Requirements: Corporate Experience in each of the streams for M3 it states “awarded within the past 5 years of the posting date” and M4 states “the billable days must have occurred within the past five years prior to the closing date of this solicitation”; would the Crown consider amending this criterion to also allow vendors to use contracts “that were active within the past (10) years” rather than focusing on when a contract was awarded as some contracts are outside the period.

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**Answer #36:**

Stream A

M3 - Contract Summaries Billable Days

Delete: The Bidder must have been awarded, within the past five years of the posting date of this solicitation, one contract to deliver RDBMS informatics professional services where:

Insert: The Bidder must have been awarded, within the past seven years of the posting date of this solicitation, one contract to deliver RDBMS informatics professional services where:

Stream B

M3 - Contract Summaries Billable Days

Delete:

The Bidder must have been awarded, within the past five years of the posting date of this solicitation, one contract to deliver Project Management and Business Analysis informatics professional services where:

Insert:

The Bidder must have been awarded, within the past seven years of the posting date of this solicitation, one contract to deliver Project Management and Business Analysis informatics professional services where:

Stream C:

M3 - Contract Summaries Billable Days

Delete:

The Bidder must have been awarded, within the past five years of the posting date of this solicitation, one contract to deliver Web Application Development and Support Services informatics professional services where:

Insert:

The Bidder must have been awarded, within the past seven years of the posting date of this



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solicitation, one contract to deliver Web Application Development and Support Services

informatics professional services where:

#### Question #37

Due to the complex corporate response requirements, specifically Stream C M1 where a bidder must identify two (2) contracts valued at a minimum of \$2M involving at least 5 resources, and M4 where the billable days must have been provided under the identified contracts in M1 Contract Summaries. This will require a substantial amount of research and mapping to ensure the bidder’s 2 contracts meet both M1 and M4. In addition, due to the Easter long weekend, where many consultants are away on vacation and may not be available, we respectfully request that the Crown re-consider extending the closing date by 2 weeks for the subject solicitation to ensure fully compliant proposals.

#### Answer #37

Canada will extend the closing date to May 13, 2019 14:00 Eastern Daylight Time.

#### Question #38

For Workstream B, M1 – Corporate Stability:

Will the Crown accept a contract where the Project Management or Business Analysis services were provided under a different TBIPS category or categories (e.g. Business Systems Analyst), so long as the bidder fully demonstrates that equivalent services, as per the SoW, were provided?

#### Answer #38

Refer to :

3.2 Section I: Technical Bid (a) (iv) Previous Similar Projects:

M4 –Billable Resource Days

The work billed for a given resource category must include at least 60% of the associated tasks listed in 5.1 Tasks Annex A - Statement of Work for the same resource category.

#### Question #39

Is there currently, or has there been in the past year, an incumbent performing the duties described in any or all of the workstreams in the solicitation?

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If so, can you please provide the name of the incumbent company, the contract duration, and the total contract value for any or all of the workstreams?

**Answer #39**

There are no incumbents performing duties in the workstreams described in this solicitation.

**Question #40**

In requirements M3 in the Database Analyst/IM Administrator (I.3) – Levels 2 and 3 grids, R2 in the Database Modeler (I.4) Levels 2 and 3 grids, and R1 in the Database Analyst Levels 2 and 3 grids, DML is referred to as Data Modeling Language and not Data Manipulation Language. Could the crown kindly confirm that they are referring to Data Manipulation Language in these requirements?

**Answer #40**

DML is Data Manipulation Language.

**Question #41**

Requirement M3 – Corporate Summaries Billable Days for Workstreams A, B and C requires that the contract(s) used to demonstrate the provision of professional services must have been awarded in the last five (5) years. This requirement inadvertently disqualifies recent and relevant contract experience acquired by bidders on large, successful contracts that were awarded prior to this date, are ongoing, and that necessarily demonstrate bidders’ ability to manage large contracts given that clients have exercised the option to extend the contract for professional services beyond its original length. In order to ensure that all qualified bidders have the opportunity to present a bid, could the crown kindly confirm that they will allow bidders to present experience from billable days that occurred within the five years prior to the closing date of the solicitation, regardless of when the contract was awarded?

**Answer #41**

Refer to answer #36.

**Question #42**

Please refer to Attachment 4.1 – 4.2 at ‘Note to Bidders’ (both Stream B and Stream C) prior to the mandatory and rated resource grids where it states:

“The minimum project duration for resources, for all levels of expertise, is 6 months full-time based on actual days worked....”; and

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“Project Manager level 3 must have at least twelve (12) months full-time, based on actual days worked, on each project to count towards meeting experience requirements”.

Please confirm that the duration of projects for the resources (including the Project Manager) is only applicable to the mandatory and rated criterion where experience is based on the number of projects, and not for the criterion where the experience is based on years of experience.

#### **Answer #42**

The minimum project duration applies to all criteria.

For years of experience, each project cited must be a minimum of 12 months (project manager) and 6 months for other resources.

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#### **Question #43**

Please refer to Attachment 4.2 Stream B, Point Rated Technical Requirements for the Project Manager:

- In order to score full points for R1 a candidate must possess 12 years full-time experience within the last 15 years. As each project cited must be a minimum of 12 months full-time, based on actual days worked to count towards meeting experience requirements, and considering most consultants work on a contract basis, and there are typically time gaps between contracts, it will be difficult for candidates to score full points, having worked 12 years (full-time) in the last 15 years, therefore we request that the 15 year time restriction be removed, or alternatively, that the Crown consider expanding the time restriction to within the last 20 years; and
- In order to score full points for R4, a candidate must demonstrate full-time experience on more than four (4) projects, within the last 10 years. As with above, considering each project cited must be a minimum of 12 months full-time, we request that the 10 year time restriction be removed from this criteria, as it will be difficult for candidates to score full points, as most consultants work on a contract basis, with time gaps between contracts.

#### **Answer #43**

- a) Canada will not change the criterion. In Canada's experience, project managers typically have 12 or more years of experience in a 15 year period.
- b) Canada will not change the criterion.

In Canada's experience, project managers typically have 4 or more projects within a 10 year period.

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#### **Question #44**

In regards M4(PB), the statement “The billable days must have been provided under identified Contracts in M1 Contract Summaries.” appears to have been included in error, as it only appears in Stream C and not in the other two streams.

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Would the Crown consider removing this statement from M4 (PB) in stream C, to be consistent with the other two streams?

**Answer #44**

Canada confirms this is a typo and should be removed from Stream C M4.

**Question #45**

Due to the high volume of TBIPS Tier 2 RFPs currently released by PSPC, would the Crown consider granting another 2 week extension passed the current closing date of May 6<sup>th</sup> 2019?

**Answer #45**

Canada will extend the closing date to May 13, 2019 14:00 Eastern Daylight Time.

Canada is not prepared to extend the end date beyond May 13<sup>th</sup>.

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## RFP REVISIONS

### 1. At Attachment 4.1, Stream A, M4

**Delete:**

The minimum billable days for Database Analysts should be 220 days.

The minimum billable days for Data Modelers should be 120 days.

**Insert:**

The minimum billable days for Database Analysts L3 should be 220 days.

The minimum billable days for Database Analysts L2 should be 220 days.

The minimum billable days for Data Modelers level 3 should be 120 days.

### 2. At Attachment 4.1, Stream B, M4

**Delete:**

The minimum number of billable days for Project Managers should be 800.

The minimum number of billable days for Business Analysts should be 1,200.

**Insert:**

The minimum number of billable days for Project Managers level 3 should be 800.

The minimum number of billable days for Business Analysts level 3 should be 1,200.

### 3. At Attachment 4.1, Stream C, M4

**Delete:**

The minimum number of billable days for Business Transformation Architects should be 800.

The minimum number of billable days for Web Developers should be 1,200.

The minimum number of billable days for Testers should be 800.

**Insert:**

The minimum number of billable days for Business Transformation Architects Level 3 should be 800.

The minimum number of billable days for Web Developers Level 3 should be 1,200.

The minimum number of billable days for Testers Level 2 should be 800.

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