



**RETURN BIDS TO:**

**RETOURNER LES SOUMISSIONS À:**

Bid Receiving - PWGSC / Réception des soumissions -  
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**

THIS DOCUMENT CONTAINS A SECURITY  
REQUIREMENT/CE DOCUMENT CONTIENT  
UNE EXIGENCE DE SÉCURITÉ

**Vendor/Firm Name and Address**

Raison sociale et adresse du  
fournisseur/de l'entrepreneur

**Issuing Office - Bureau de distribution**

Informatics Professional Services Division / Division  
des services professionnels en informatique

Les Terrasses de la Chaudière

10, rue Wellington, 4ième

étage/Floor

Gatineau

Québec

K1A 0S5

|   |   |
|---|---|
| <b>Title - Sujet</b><br>TBIPS - IT Services   |   |
| <b>Solicitation No. - N° de l'invitation</b><br>G9292-176717/B  | <b>Amendment No. - N° modif.</b><br>011                                   |
| <b>Client Reference No. - N° de référence du client</b><br>G9292-176717   | <b>Date</b><br>2019-05-02   |
| <b>GETS Reference No. - N° de référence de SEAG</b><br>PW-\$\$ZM-380-34738  |   |
| <b>File No. - N° de dossier</b><br>380zm.G9292-176717   | <b>CCC No./N° CCC - FMS No./N° VME</b>                                    |
| <b>Solicitation Closes - L'invitation prend fin</b><br>at - à 02:00 PM<br>on - le 2019-05-24  | <b>Time Zone</b><br>Fuseau horaire<br>Eastern Daylight Saving<br>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><br>Cook, Gail   | <b>Buyer Id - Id de l'acheteur</b><br>380zm                               |
| <b>Telephone No. - N° de téléphone</b><br>(613) 858-9369 ( )  | <b>FAX No. - N° de FAX</b><br>(819) 956-2675                              |
| <b>Destination - of Goods, Services, and Construction:</b><br><b>Destination - des biens, services et construction:</b><br><br>EMPLOYMENT AND SOCIAL DEVELOPMENT CANADA |   |

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

## AMENDMENT NO. 011

This amendment is raised to revise the RFP and to answer Bidders' questions.

### **RFP REVISIONS:**

**1. At Page 1 of the RFP, Solicitation Closes:**

Delete: 2019-05-14  
Insert: 2019-05-24

**2. At Part 1 – General Information, Section 1.2 Summary, sub-section 1.2 (k), Workstream 2 – Project Management Services:**

Delete:

#### WORKSTREAM 2 – PROJECT MANAGEMENT SERVICES

| RESOURCE CATEGORY  | LEVEL OF EXPERIENCE | ESTIMATED NUMBER OF RESOURCES REQUIRED | ESTIMATED NUMBER OF DAYS PER RESOURCE PER YEAR |
|--|---------------------|--|--|
| P.1 Change Management Consultant                                   | Level 3             | 2                                      | 220  |
| P.5 Project Executive  | Level 3             | 2                                      | 220  |
| P.9 Project Manager  | Level 3             | 3                                      | 220  |
| P.9 Project Manager – Release Manager                              | Level 3             | 1                                      | 100  |
| P.10 Project Scheduler   | Level 3             | 1                                      | 220  |
| P.12 Risk Management Specialist                                    | Level 3             | 1                                      | 220  |
| P.13 Independent Information Technology Project Review Team Leader | Level 3             | 1                                      | 220  |
| P.14 Independent Information Technology Project Reviewer           | Level 3             | 1                                      | 220  |

Insert:

#### WORKSTREAM 2 – PROJECT MANAGEMENT SERVICES

| RESOURCE CATEGORY                     | LEVEL OF EXPERIENCE | ESTIMATED NUMBER OF RESOURCES REQUIRED | ESTIMATED NUMBER OF DAYS PER RESOURCE PER YEAR |
|---------------------------------------|---------------------|--|--|
| P.1 Change Management Consultant      | Level 3             | 2                                      | 220  |
| P.5 Project Executive                 | Level 3             | 2                                      | 220  |
| P.9 Project Manager                   | Level 3             | 3                                      | 220  |
| P.9 Project Manager – Release Manager | Level 3             | 1                                      | 100  |
| P.10 Project Scheduler                | Level 3             | 1                                      | 220  |
| P.12 Risk Management Specialist       | Level 3             | 1                                      | 220  |

**3. At Part 4 – Evaluation Procedures and Basis of Selection, Section 4.3 Financial Evaluation, sub-section 4.3 (c) Financial Evaluation – Method A, Table 1 – Maximum Points Assigned, Workstream 2 – Project Management Services:**

Delete:

| <b>TABLE 1 – MAXIMUM POINTS ASSIGNED<br/>WORKSTREAM 2 – PROJECT MANAGEMENT SERVICES</b> |                                       |                                       |                                       |                                     |                                     |                         |
|---|---------------------------------------|---------------------------------------|---------------------------------------|-------------------------------------|-------------------------------------|-------------------------|
| <b>Resource Categories</b>  | <b>Contract<br/>Period<br/>Year 1</b> | <b>Contract<br/>Period<br/>Year 2</b> | <b>Contract<br/>Period<br/>Year 3</b> | <b>Option<br/>Period<br/>Year 4</b> | <b>Option<br/>Period<br/>Year 5</b> | <b>Total<br/>Points</b> |
| P.1 Change Management Consultant – Level 3  | 75                                    | 75                                    | 75                                    | 75                                  | 75                                  | 375                     |
| P.5 Project Executive – Level 3   | 75                                    | 75                                    | 75                                    | 75                                  | 75                                  | 375                     |
| P.9 Project Manager – Level 3   | 75                                    | 75                                    | 75                                    | 75                                  | 75                                  | 375                     |
| P.9 Project Manager – Release Manager – Level 3   | 25                                    | 25                                    | 25                                    | 25                                  | 25                                  | 125                     |
| P.10 Project Scheduler – Level 3  | 50                                    | 50                                    | 50                                    | 50                                  | 50                                  | 250                     |
| P.12 Risk Management Specialist – Level 3   | 50                                    | 50                                    | 50                                    | 50                                  | 50                                  | 250                     |
| P.13 Independent Information Technology Project Review Team Leader                      | 50                                    | 50                                    | 50                                    | 50                                  | 50                                  | 250                     |
| P.14 Independent Information Technology Project Reviewer                                | 50                                    | 50                                    | 50                                    | 50                                  | 50                                  | 250                     |
| <b>TOTAL</b>  | <b>450</b>                            | <b>450</b>                            | <b>450</b>                            | <b>450</b>                          | <b>450</b>                          | <b>2250</b>             |

Insert:

| <b>TABLE 1 – MAXIMUM POINTS ASSIGNED<br/>WORKSTREAM 2 – PROJECT MANAGEMENT SERVICES</b> |                                       |                                       |                                       |                                     |                                     |                         |
|---|---------------------------------------|---------------------------------------|---------------------------------------|-------------------------------------|-------------------------------------|-------------------------|
| <b>Resource Categories</b>  | <b>Contract<br/>Period<br/>Year 1</b> | <b>Contract<br/>Period<br/>Year 2</b> | <b>Contract<br/>Period<br/>Year 3</b> | <b>Option<br/>Period<br/>Year 4</b> | <b>Option<br/>Period<br/>Year 5</b> | <b>Total<br/>Points</b> |
| P.1 Change Management Consultant – Level 3  | 75                                    | 75                                    | 75                                    | 75                                  | 75                                  | 375                     |
| P.5 Project Executive – Level 3   | 75                                    | 75                                    | 75                                    | 75                                  | 75                                  | 375                     |
| P.9 Project Manager – Level 3   | 75                                    | 75                                    | 75                                    | 75                                  | 75                                  | 375                     |
| P.9 Project Manager – Release Manager – Level 3   | 25                                    | 25                                    | 25                                    | 25                                  | 25                                  | 125                     |
| P.10 Project Scheduler – Level 3  | 50                                    | 50                                    | 50                                    | 50                                  | 50                                  | 250                     |
| P.12 Risk Management Specialist – Level 3   | 50                                    | 50                                    | 50                                    | 50                                  | 50                                  | 250                     |
| <b>TOTAL</b>  | <b>350</b>                            | <b>350</b>                            | <b>350</b>                            | <b>350</b>                          | <b>350</b>                          | <b>1750</b>             |

**4. At Part 4 – Evaluation Procedures and Basis of Selection, Section 4.3 Financial Evaluation, sub-section 4.3 (d) Financial Evaluation – Method B, Table 3 – Maximum Points Assigned, Workstream 2 – Project Management Services:**

Delete:

| <b>TABLE 3 – MAXIMUM POINTS ASSIGNED<br/>WORKSTREAM 2 – PROJECT MANAGEMENT SERVICES</b> |                                       |                                       |                                       |                                     |                                     |                         |
|---|---------------------------------------|---------------------------------------|---------------------------------------|-------------------------------------|-------------------------------------|-------------------------|
| <b>Resource Categories</b>  | <b>Contract<br/>Period<br/>Year 1</b> | <b>Contract<br/>Period<br/>Year 2</b> | <b>Contract<br/>Period<br/>Year 3</b> | <b>Option<br/>Period<br/>Year 4</b> | <b>Option<br/>Period<br/>Year 5</b> | <b>Total<br/>Points</b> |
| P.1 Change Management Consultant – Level 3  | 75                                    | 75                                    | 75                                    | 75                                  | 75                                  | 375                     |
| P.5 Project Executive – Level 3   | 75                                    | 75                                    | 75                                    | 75                                  | 75                                  | 375                     |
| P.9 Project Manager – Level 3   | 75                                    | 75                                    | 75                                    | 75                                  | 75                                  | 375                     |
| P.9 Project Manager – Release Manager – Level 3   | 25                                    | 25                                    | 25                                    | 25                                  | 25                                  | 125                     |
| P.10 Project Scheduler – Level 3  | 50                                    | 50                                    | 50                                    | 50                                  | 50                                  | 250                     |
| P.12 Risk Management Specialist – Level 3   | 50                                    | 50                                    | 50                                    | 50                                  | 50                                  | 250                     |
| P.13 Independent Information Technology Project Review Team Leader                      | 50                                    | 50                                    | 50                                    | 50                                  | 50                                  | 250                     |
| P.14 Independent Information Technology Project Reviewer                                | 50                                    | 50                                    | 50                                    | 50                                  | 50                                  | 250                     |
| <b>TOTAL</b>  | <b>450</b>                            | <b>450</b>                            | <b>450</b>                            | <b>450</b>                          | <b>450</b>                          | <b>2250</b>             |

Insert:

| <b>TABLE 3 – MAXIMUM POINTS ASSIGNED<br/>WORKSTREAM 2 – PROJECT MANAGEMENT SERVICES</b> |                                       |                                       |                                       |                                     |                                     |                         |
|---|---------------------------------------|---------------------------------------|---------------------------------------|-------------------------------------|-------------------------------------|-------------------------|
| <b>Resource Categories</b>  | <b>Contract<br/>Period<br/>Year 1</b> | <b>Contract<br/>Period<br/>Year 2</b> | <b>Contract<br/>Period<br/>Year 3</b> | <b>Option<br/>Period<br/>Year 4</b> | <b>Option<br/>Period<br/>Year 5</b> | <b>Total<br/>Points</b> |
| P.1 Change Management Consultant – Level 3  | 75                                    | 75                                    | 75                                    | 75                                  | 75                                  | 375                     |
| P.5 Project Executive – Level 3   | 75                                    | 75                                    | 75                                    | 75                                  | 75                                  | 375                     |
| P.9 Project Manager – Level 3   | 75                                    | 75                                    | 75                                    | 75                                  | 75                                  | 375                     |
| P.9 Project Manager – Release Manager – Level 3   | 25                                    | 25                                    | 25                                    | 25                                  | 25                                  | 125                     |
| P.10 Project Scheduler – Level 3  | 50                                    | 50                                    | 50                                    | 50                                  | 50                                  | 250                     |
| P.12 Risk Management Specialist – Level 3   | 50                                    | 50                                    | 50                                    | 50                                  | 50                                  | 250                     |
| <b>TOTAL</b>  | <b>350</b>                            | <b>350</b>                            | <b>350</b>                            | <b>350</b>                          | <b>350</b>                          | <b>1750</b>             |

---

**5. At Annex A, Statement of Work, Workstream 2 – Project Management Services, 2. Objectives:**

**Delete:**

| <b>Resource Category</b>  | <b>Level of Expertise</b> |
|---|---------------------------|
| P.1 Change Management Consultant                                      | 3                         |
| P.5 Project Executive   | 3                         |
| P.9 Project Manager   | 3                         |
| P.9 Project Manager – Release Manager                                 | 3                         |
| P.10 Project Scheduler  | 3                         |
| P.12 Risk Management Specialist                                       | 3                         |
| P.13 Independent Information Technology Project Review Team Leader    | 3                         |
| <sup>1</sup> P.14 Independent Information Technology Project Reviewer | 3                         |

**Insert:**

| <b>Resource Category</b>              | <b>Level of Expertise</b> |
|---------------------------------------|---------------------------|
| P.1 Change Management Consultant      | 3                         |
| P.5 Project Executive                 | 3                         |
| P.9 Project Manager                   | 3                         |
| P.9 Project Manager – Release Manager | 3                         |
| P.10 Project Scheduler                | 3                         |
| P.12 Risk Management Specialist       | 3                         |

**6. At Annex A, Statement of Work, Workstream 2 – Project Management Services, 3. Resource Categories, 3.7 P.13 Independent Information Technology Project Review Team Leader – Level 3:**

**Delete:** In its entirety.

**7. At Annex A, Statement of Work, Workstream 2 – Project Management Services, 3. Resource Categories, 3.8 P.14 Independent Information Technology Project Reviewer – Level 3:**

**Delete:** In its entirety.

**8. At Appendix C to Annex A, Resources Assessment Criteria and Response Table, Workstream 1 – Business Services, B.2 Business Architect – Level 3, MTC3 (d):**

**Delete:**

- (d) describing the organization’s core business processes that transcend functional and organizational boundaries, identifying and describing external entities and external systems that interact with the business. The processes specification must also describe the people, resources and controls involved in the process;

**Insert:**

- (d) describing the organization’s core business processes that transcend functional and organizational boundaries, identifying and describing external **or internal** entities and external **or internal** systems that interact with the business. The processes specification must also describe the people, resources and controls involved in the process;

**9. At Appendix C to Annex A, Resources Assessment Criteria and Response Table, Workstream 1 – Business Services, B.5 Business Process Re-Engineering Consultant – Level 3, MTC1:**

**Delete:**

|             |  |
|-------------|--|
| <b>MTC1</b> | The proposed resource must have at least 10 years demonstrated experience, within the last 15 years, as a Business Process Re-engineering Consultant in a government setting in an IM/IT environment, where the proposed resource identified and documented potential processes for streamlining to gain efficiencies. |
|-------------|--|

**Insert:**

|             |   |
|-------------|---|
| <b>MTC1</b> | The proposed resource must have at least 10 years demonstrated experience, within the last 15 years, as a Business Process Re-engineering Consultant in a government <b>and/or private sector</b> setting in an IM/IT environment, where the proposed resource identified and documented potential processes for streamlining to gain efficiencies. |
|-------------|---|

**10. At Appendix C to Annex A, Resources Assessment Criteria and Response Table, Workstream 1 – Business Services, B.5 Business Process Re-Engineering Consultant – Level 3:**

**Delete:** In its entirety.

**Insert:**

**B. 5 Business Process Re-Engineering Consultant – Level 3**

| <b>MTC#</b> | <b>Mandatory Technical Criteria (MTC)</b><br><b>B.5 Business Process Re-Engineering Consultant – Level 3</b>  | <b>Met/ Not Met</b> | <b>Contractor’s Response (Reference to Résumé)</b> |
|-------------|---|---------------------|--|
| <b>MTC1</b> | The proposed resource must have at least 10 years demonstrated experience, within the last 15 years, as a Business Process Re-engineering Consultant in a government <b>and/or private sector</b> setting in an IM/IT environment, where the proposed resource identified and documented potential processes for streamlining to gain efficiencies. |                     |  |

| MTC# | Mandatory Technical Criteria (MTC)<br>B.5 Business Process Re-Engineering Consultant – Level 3   | Met/ Not Met | Contractor's Response (Reference to Résumé) |
|------|--|--------------|---|
| MTC2 | <p>The proposed resource must have at least 10 years of demonstrated experience, within the last 15 years, as a Business Process Re-engineering Consultant where the proposed resource provided the following services and deliverables:</p> <ul style="list-style-type: none"> <li>(a) Analysis of current “a-is” business processes to identify process improvements;</li> <li>(b) Current and to-be business processes, data flows and business requirements;</li> <li>(c) Provide recommendations on “to-be” processes to senior management; and</li> <li>(d) Development of process improvement metrics used for benefits management realization plans.</li> </ul> <p>A benefits realization plan is created by an initiative (programme or project) and provides “a consolidated view of the benefits forecast by type/ category and which represents the baseline against which benefits realization can be monitored and evaluated.”</p> <p><i>It usually includes:</i></p> <ul style="list-style-type: none"> <li>• <i>Details of the scale of benefits forecast to be realized</i></li> <li>• <i>Timeline for benefits to be realized, by period</i></li> <li>• <i>Metrics to be used to assess benefits realization</i></li> <li>• <i>Actions to mitigate threats to benefits realization</i></li> <li>• <i>Reporting and benefit review schedule</i></li> <li>• <i>Any associated benefit realization budget and links to benefits maps</i></li> </ul> |              |   |
| MTC3 | <p>The proposed resource must have a Business Process Mapping Certification <b>or</b> an accreditation from an internationally recognized organization such as TOGAF or Business Architecture Guild. A copy of the certification or accreditation must be provided with the résumé.</p>  |              |   |
| MTC4 | <p>Using 5 projects each with a minimum duration of 6 months, the proposed resource must demonstrate experience in each of the technologies, software and tools identified in the TA as essential. Demonstrated experience must be within the last five years.</p>   |              |   |

---

**11. At Appendix C to Annex A, Resources Assessment Criteria and Response Table, Workstream 1 – Business Services, B.7 Business Transformation Architect – Level 3, MTC3:**

Delete:

|             |   |
|-------------|---|
| <b>MTC3</b> | The proposed resource must have an accreditation from an internationally recognized organization in organizational change management. A copy of the accreditation must be provided with the résumé. |
|-------------|---|

Insert:

|             |   |
|-------------|---|
| <b>MTC3</b> | <p>The proposed resource must have an accreditation from an internationally recognized organization in organizational change management. A copy of the accreditation must be provided with the résumé.</p> <p>Acceptable accreditations include:</p> <ul style="list-style-type: none"><li>• Certified Change Management Professional (CCMP)</li><li>• Change Management Specialist (CMS)</li><li>• Certified Problem and Change Manager (CPCM)</li><li>• Change Management Certificate Program from the Association for Talent Development</li><li>• Prosci Change Management Certification</li><li>• APMG Organizational Change Management Foundation</li><li>• AIM Change Management Certification</li></ul> |
|-------------|---|

**12. At Appendix C to Annex A, Resources Assessment Criteria and Response Table, Workstream 2 – Project Management Services, P.1 Change Management Consultant – Level 3, MTC4:**

Delete:

|             |   |
|-------------|---|
| <b>MTC4</b> | The proposed resource must have an accreditation from an internationally recognized organization in organizational change management. A copy of the accreditation must be provided with the résumé. |
|-------------|---|

Insert:

|             |   |
|-------------|---|
| <b>MTC4</b> | <p>The proposed resource must have an accreditation from an internationally recognized organization in organizational change management. A copy of the accreditation must be provided with the résumé.</p> <p>Acceptable accreditations include:</p> <ul style="list-style-type: none"><li>• Certified Change Management Professional (CCMP)</li><li>• Change Management Specialist (CMS)</li><li>• Certified Problem and Change Manager (CPCM)</li><li>• Change Management Certificate Program from the Association for Talent Development</li><li>• Prosci Change Management Certification</li><li>• APMG Organizational Change Management Foundation</li><li>• AIM Change Management Certification</li></ul> |
|-------------|---|

**13. At Appendix C to Annex A, Resources Assessment Criteria and Response Table, Workstream 2 – Project Management Services, P.5 Project Executive – Level 3, MTC2:**

**Delete:** In its entirety.

**14. At Appendix C to Annex A, Resources Assessment Criteria and Response Table, Workstream 2 – Project Management Services, P.9 Project Manager – Level 3, MTC1:**

**Delete:**

|             |  |
|-------------|--|
| <b>MTC1</b> | The proposed resource must have 10 years of experience, within the last 15 years, as a Senior (Level 3) Project Manager demonstrating the following activities: <ul style="list-style-type: none"><li>(a) Developing artefacts such as Project Charters, Project Management Plans, Project Schedules;</li><li>(b) Developing Project Dashboards;</li><li>(c) Developing Project Charters;</li><li>(d) Developing Project Dashboards;</li><li>(e) Developing Project Management Plans;</li><li>(f) Developing a risk plan, risk register and risk mitigation strategies; and</li><li>(g) Conducting Project Briefings to Senior Management.</li></ul> |
|-------------|--|

**Insert:**

|             |   |
|-------------|---|
| <b>MTC1</b> | The proposed resource must have 10 years of experience, within the last 15 years, as a Senior (Level 3) Project Manager demonstrating the following activities: <ul style="list-style-type: none"><li>(a) Developing artefacts such as Project Charters, Project Management Plans, Project Schedules;</li><li>(b) Developing Project Dashboards;</li><li>(c) Developing Project Charters;</li><li>(d) Developing Project Management Plans;</li><li>(e) Developing a risk plan, risk register and risk mitigation strategies; and</li><li>(f) Conducting Project Briefings to Senior Management.</li></ul> |
|-------------|---|

**15. At Appendix C to Annex A, Resources Assessment Criteria and Response Table, Workstream 2 – Project Management Services, P.12 Risk Management Specialist – Level 3, MTC4:**

**Delete:**

|             |  |
|-------------|--|
| <b>MTC4</b> | The proposed resource must demonstrate completion of Risk Assessments for 3 Project Complexity and Risk Assessment (PCRA) rated Government of Canada projects within the past 5 years. |
|-------------|--|

**Insert:**

|             |   |
|-------------|---|
| <b>MTC4</b> | The proposed resource must demonstrate completion of Risk Assessments for 3 Project Complexity and Risk Assessment (PCRA) rated Government of Canada <b>and/or private sector</b> projects within the past 5 years. |
|-------------|---|

**16. At Appendix C to Annex A, Resources Assessment Criteria and Response Table, Workstream 2 – Project Management Services, P.13 Independent Information Technology Project Review Team Leader – Level 3:**

**Delete:** In its entirety.

**17. At Appendix C to Annex A, Resources Assessment Criteria and Response Table, Workstream 2 – Project Management Services, P.14 Independent Information Technology Project Reviewer – Level 3:**

**Delete:** In its entirety.

**18. At Annex B, Basis of Payment, Workstream 2 – Project Management Services:**

**Delete:**

**INITIAL CONTRACT PERIOD:**

| Resource Category  | Level of Experience | Firm Per Diem Rate |        |        |
|--|---------------------|--------------------|--------|--------|
|  |                     | Year 1             | Year 2 | Year 3 |
| P.1 Change Management Consultant                                   | Level 3             |                    |        |        |
| P.5 Project Executive  | Level 3             |                    |        |        |
| P.9 Project Manager  | Level 3             |                    |        |        |
| P.9 Project Manager – Release Manager                              | Level 3             |                    |        |        |
| P.10 Project Scheduler   | Level 3             |                    |        |        |
| P.12 Risk Management Specialist                                    | Level 3             |                    |        |        |
| P.13 Independent Information Technology Project Review Team Leader | Level 3             |                    |        |        |
| P.14 Independent Information Technology Project Reviewer           | Level 3             |                    |        |        |

Solicitation No. - N° de l'invitation  
G9292-176717/B

Amd. No. - N° de la modif.  
011

Buyer ID - Id de l'acheteur  
380zm

Client Ref. No. - N° de réf. du client  
G9292-176717

File No. - N° du dossier  
380zmG9292-176717

CCC No./N° CCC - FMS No/ N° VME

**OPTION PERIOD:**

| Resource Category  | Level of Experience | Firm Per Diem Rate |        |
|--|---------------------|--------------------|--------|
|  |                     | Year 4             | Year 5 |
| P.1 Change Management Consultant                                   | Level 3             |                    |        |
| P.5 Project Executive  | Level 3             |                    |        |
| P.9 Project Manager  | Level 3             |                    |        |
| P.9 Project Manager – Release Manager                              | Level 3             |                    |        |
| P.10 Project Scheduler   | Level 3             |                    |        |
| P.12 Risk Management Specialist                                    | Level 3             |                    |        |
| P.13 Independent Information Technology Project Review Team Leader | Level 3             |                    |        |
| P.14 Independent Information Technology Project Reviewer           | Level 3             |                    |        |

**Insert:**

**INITIAL CONTRACT PERIOD:**

| Resource Category                     | Level of Experience | Firm Per Diem Rate |        |        |
|---------------------------------------|---------------------|--------------------|--------|--------|
|                                       |                     | Year 1             | Year 2 | Year 3 |
| P.1 Change Management Consultant      | Level 3             |                    |        |        |
| P.5 Project Executive                 | Level 3             |                    |        |        |
| P.9 Project Manager                   | Level 3             |                    |        |        |
| P.9 Project Manager – Release Manager | Level 3             |                    |        |        |
| P.10 Project Scheduler                | Level 3             |                    |        |        |
| P.12 Risk Management Specialist       | Level 3             |                    |        |        |

**OPTION PERIOD:**

| Resource Category                     | Level of Experience | Firm Per Diem Rate |        |
|---------------------------------------|---------------------|--------------------|--------|
|                                       |                     | Year 4             | Year 5 |
| P.1 Change Management Consultant      | Level 3             |                    |        |
| P.5 Project Executive                 | Level 3             |                    |        |
| P.9 Project Manager                   | Level 3             |                    |        |
| P.9 Project Manager – Release Manager | Level 3             |                    |        |
| P.10 Project Scheduler                | Level 3             |                    |        |
| P.12 Risk Management Specialist       | Level 3             |                    |        |

**19. At Appendix A to Annex C, Security Classification Guide, Workstream 2 – Project Management Services:**

**Delete:**

| <b>Resource Category</b>  | <b>Level</b> | <b>Minimum Security Clearance</b> |
|---|--------------|-----------------------------------|
| P.1 Change Management Consultant                                      | 3            | Reliability Status                |
| P.5 Project Executive   | 3            | Reliability Status                |
| P.9 Project Manager   | 3            | Reliability Status                |
| P.9 Project Manager – Release Manager                                 | 3            | Reliability Status                |
| P.10 Project Scheduler  | 3            | Reliability Status                |
| P.12 Risk Management Specialist                                       | 3            | Reliability Status                |
| P.13 Independent Information Technology IT Project Review Team Leader | 3            | Reliability Status                |
| P.14 Independent Information Technology Project Reviewer              | 3            | Reliability Status                |

**Insert:**

| <b>Resource Category</b>              | <b>Level</b> | <b>Minimum Security Clearance</b> |
|---------------------------------------|--------------|-----------------------------------|
| P.1 Change Management Consultant      | 3            | Reliability Status                |
| P.5 Project Executive                 | 3            | Reliability Status                |
| P.9 Project Manager                   | 3            | Reliability Status                |
| P.9 Project Manager – Release Manager | 3            | Reliability Status                |
| P.10 Project Scheduler                | 3            | Reliability Status                |
| P.12 Risk Management Specialist       | 3            | Reliability Status                |

**20. At Attachment 4.2, Point-Rated Technical Criteria, Workstream 1 – Business Services, RTC1:**

**Delete:** In its entirety.

**Insert:**

|             |  |   |
|-------------|--|---|
| <b>RTC1</b> | <p><b>Bidder's Experience Providing Resources</b></p> <p>The Bidder should demonstrate that it has recent experience providing resources needed for the same or similar resource categories listed in the Statement of Work of this requirement to outside clients.</p> <p>“Outside Clients” are defined as legal entities that are not a parent, subsidiary or affiliate of the Bidder. This definition is applicable to all members of any Joint Venture submitting a bid.</p> <p>For the purposes of this rated criterion, where the Bidder is a Joint Venture, services billed by any Joint Venture member will be considered.</p> <p>Similar resource categories are to be demonstrated by mapping at least 80% of the SOW tasks of this requirement to the tasks of the resource category identified in the bid. In the event that 80% of the tasks results in a decimal (for example 4.8 tasks), the number</p> | <p>Up to a maximum of 18 points will be awarded as follows:</p> <p><b>B.1 Business Analyst – Level 3</b><br/>1 resource = 1 point<br/>2 resources = 2 points<br/>3 resources = 3 points</p> <p><b>B.2 Business Architect – Level 3</b><br/>1 resource = 1 point<br/>2 resources = 2 points<br/>3 resources = 3 points</p> <p><b>B.4 Business Continuity/Disaster Recovery Specialist – Level 3</b><br/>1 resource = 1 point<br/>2 resources = 2 points<br/>3 resources = 3 points</p> |
|-------------|--|---|

|  |   |   |
|--|---|---|
|  | <p>of tasks would be rounded down (i.e. 4 tasks would be accepted as being equivalent). For some resource categories, Canada will automatically consider referenced resource categories, procured through the TBIPS contracting vehicle, to be 80% aligned with the SOW tasks of this requirement.</p> <p>To demonstrate this experience, the Bidder must submit as part of its bid:</p> <p>a) For same resource categories and levels:</p> <ul style="list-style-type: none"> <li>(i) The name of the resource;</li> <li>(ii) The resource category and level; and</li> <li>(iii) The TBIPS contract number for the referenced resource categories.</li> </ul> <p>b) For similar resource categories:</p> <ul style="list-style-type: none"> <li>(i) The name of the resource;</li> <li>(ii) The resource category, a brief description of the services provided by the resource, and the name of the Client for whom the services were provided; and</li> <li>(iii) The mapping to at least 80% of the SOW tasks of this requirement to the tasks of the identified similar resource category.</li> </ul> | <p><b>B.5 Business Process Re-Engineer – Level 3</b><br/>1 resource = 1 point<br/>2 resources = 2 points<br/>3 resources = 3 points</p> <p><b>B.7 Business Transformation Architect – Level 3</b><br/>1 resource = 1 point<br/>2 resources = 2 points<br/>3 resources = 3 points</p> <p><b>B.14 Technical Writer – Level 3</b><br/>1 resource = 1 point<br/>2 resources = 2 points<br/>3 resources = 3 points</p> |
|--|---|---|

**21. At Attachment 4.2, Point-Rated Technical Criteria, Workstream 2 – Project Management Services, RTC1:**

**Delete:** In its entirety.

**Insert:**

|                    |   |  |
|--------------------|---|--|
| <p><b>RTC1</b></p> | <p><b>Bidder’s Experience Providing Resources</b></p> <p>The Bidder should demonstrate that it has recent experience providing resources needed for the same or similar resource categories listed in the Statement of Work of this requirement to outside clients.</p> <p>“Outside Clients” are defined as legal entities that are not a parent, subsidiary or affiliate of the Bidder. This definition is applicable to all members of any Joint Venture submitting a bid.</p> <p>For the purposes of this rated criterion, where the Bidder is a Joint Venture, services billed by any Joint Venture member will be considered.</p> <p>Similar resource categories are to be demonstrated by mapping at least 80% of the SOW tasks of this</p> | <p>Up to a maximum of 18 points will be awarded as follows:</p> <p><b>P.1 Change Management Consultant – Level 3</b><br/>1 resource = 1 point<br/>2 resources = 2 points<br/>3 resources = 3 points</p> <p><b>P.5 Project Executive – Level 3</b><br/>1 resource = 1 point<br/>2 resources = 2 points<br/>3 resources = 3 points</p> |
|--------------------|---|--|

|  |  |   |
|--|--|---|
|  | <p>requirement to the tasks of the resource category identified in the bid. In the event that 80% of the tasks results in a decimal (for example 4.8 tasks), the number of tasks would be rounded down (i.e. 4 tasks would be accepted as being equivalent). For some resource categories, Canada will automatically consider referenced resource categories, procured through the TBIPS contracting vehicle, to be 80% aligned with the SOW tasks of this requirement.</p> <p>To demonstrate this experience, the Bidder must submit as part of its bid:</p> <p>a) For same resource categories and levels:</p> <ul style="list-style-type: none"><li>(i) The name of the resource;</li><li>(ii) The resource category and level; and</li><li>(iii) The TBIPS contract number for the referenced resource categories.</li></ul> <p>b) For similar resource categories:</p> <ul style="list-style-type: none"><li>(i) The name of the resource;</li><li>(ii) The resource category, a brief description of the services provided by the resource, and the name of the Client for whom the services were provided; and</li><li>(iii) The mapping to at least 80% of the SOW tasks of this requirement to the tasks of the identified similar resource category.</li></ul> | <p><b>P.9 Project Manager – Level 3</b><br/>1 resource= 1 point<br/>2 resources = 2 points<br/>3 resources = 3 points</p> <p><b>P.9 Project Manager – Release Manager – Level 3</b><br/>1 resource = 1 point<br/>2 resources = 2 points<br/>3 resources = 3 points</p> <p><b>P.10 Project Scheduler – Level 3</b><br/>1 resource = 1 point<br/>2 resources = 2 points<br/>3 resources = 3 points</p> <p><b>P.12 Risk Management Specialist – Level 3</b><br/>1 resource = 1 point<br/>2 resources = 2 points<br/>3 resources = 3 points</p> |
|--|--|---|

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

---

## QUESTIONS AND ANSWERS:

### **Question 127 :**

We require clarification to RTC1 and the amendments around this criteria.

The Bidder should demonstrate that it has recent experience providing resources needed for the same or similar resource categories listed in the Statement of Work of this requirement to outside clients.

To demonstrate this experience, a company can provide substantiating information in the below 2 ways:

- a) *For same resource categories and levels:*
  - (i) *The name of the resource;*
  - (ii) *The resource category and level; and*
  - (iii) *The TBIPS contract number for the referenced resource categories.*
- b) *For similar resource categories:*
  - (i) *The name of the resource;*
  - (ii) *The resource category and level or demonstrated experience of 10+ years in that category, the start and end dates of the experience, a brief description of the services provided by the resource, and the name of the Client for whom the services were provided; and*
  - (iii) *The mapping of tasks for a similar resource category.*

There have been a number of conflicting amendments and what is actually required to substantiate this requirement.

For example, the latest amendment 009: Question and Answer 102 states that for a similar resource category at the same level (level 3), bidders are required to demonstrate 10+ years of experience.

If we are providing names of Level 3 resources in "similar" categories, why is their substantiation of 10+ years required as this information would be substantiated at the resource level upon issuance of a Task Authorization and not at the Corporate level that this requirement is.

We recommend the Crown reviews their answer to Question and Answer 84 and amend the criteria as per answer 84.

### **Answer 127**

*Canada agrees to revise RTC1. The requirement for 10+ years of experience is removed. See Revision 20 and Revisions 21 of this Solicitation Amendment.*

### **Question 128 :**

**RE: Appendix C to Annex A – Workstream 2 – Project Management Services, P.5 Project Executive – Level 3, MTC7:**

Will the Crown please consider modifying requirement MTC7 from the evaluation criteria to allow undergraduate degrees or diplomas in the requested disciplines? This requirement currently states that it is mandatory for each resource to hold a GRADUATE degree (which refers to a Ph.D., MBA or other Master's degrees in the listed disciplines), in addition to the other requirements that have mandated that resources must hold a valid PMP certification as well as other Program and Portfolio Management certifications. Modifying requirement MTC7 will allow ESDC to have exposure to a significantly larger talent pool during Tasks Authorizations responses and increases the reach of ESDC's contracted providers.

Solicitation No. - N° de l'invitation  
G9292-176717/B

Amd. No. - N° de la modif.  
011

Buyer ID - Id de l'acheteur  
380zm

Client Ref. No. - N° de réf. du client  
G9292-176717

File No. - N° du dossier  
380zmG9292-176717

CCC No./N° CCC - FMS No/ N° VME

---

**Answer 128:**

*After consultation with our stakeholders, the evaluation criterion will remain as written.*

**Question 129:**

Referencing Amendment No. 008 – Question 94:

We are seeking clarification on the Crown's answer to this question. The answer provided states that Bidders need to demonstrate 10+ years' experience for similar categories and should demonstrate the 10+ years' experience with start and end dates and a brief description of services. Asking for Bidders to demonstrate the 10+ years' experience with start and end dates and a brief description of services is not possible as Bidders can only provide information on the work the resources provided for us specifically. The majority of Bidders work with independent consultants and therefore the resources referenced have not necessarily worked for the Bidder for the last 10 consecutive years and independent consultants typically work with multiple companies in their career. The only way for Bidders to demonstrate this is by providing resumes and we know this is not the intent of this solicitation and ESDC.

Therefore, would the Crown please clarify how Bidders are to demonstrate the resources we reference have 10+ years' experience or would the Crown please remove this requirement?

**Answer 126:**

*See answer 127.*