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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
L'Esplanade Laurier
East Tower, 4th floor,
Ottawa
Ontario
K1A 0S5

Title - Sujet Electronic Monitoring Service	
Solicitation No. - N° de l'invitation 21120-198681/A	Amendment No. - N° modif. 003
Client Reference No. - N° de référence du client 21120-19-3048681	Date 2019-12-04
GETS Reference No. - N° de référence de SEAG PW-\$\$HN-329-77958	
File No. - N° de dossier hn329.21120-198681	CCC No./N° CCC - FMS No./N° VME
Solicitation Closes - L'invitation prend fin at - à 02:00 PM on - le 2019-12-18	Time Zone Fuseau horaire Eastern Standard Time EST
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: Dumaresq, Steve	Buyer Id - Id de l'acheteur hn329
Telephone No. - N° de téléphone (613) 296-1704 ()	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

This amendment is raised to answer the following questions:

Q. What is the breakdown of CSC staff who will require training. How many staff? In which towns/cities will training be required? What is the dispersal of staff like? i.e. 50 in Toronto, 1 in Winnipeg.

A. Normally there are 2-5 people trained in each Parole Office depending on the location. The vendor will not be expected to train all field staff. CSC intends on using a "Train the Trainer" model. About 6-8 staff will be trained in Ottawa, who will then go out to train CSC Field staff.

Q. To aid us in building the project plan and the selection of staff for the project, do you have an estimated time that the CSC would be aiming to go live with the new monitoring provider?

A. CSC plans to take 3-4 months for a translation period. During the period CSC will get familiar with the new equipment/software, review and update its policy, response protocols, zones, offender profiles and deliver field and National Monitoring Centre staff training. The actual swap out of equipment will occur in the last 2 weeks of this 3-4 month period.

Q. There are 86 offices in Annex A2. Will each office need their own specialist device to remove offender equipment?

A. Initially, not all offices will need to receive their own specialist device to remove offender equipment as we do not currently have EM cases in all 86 offices. However, over the period of the contract, it could potentially be expected that every office have the capacity to install and remove EM devices. To indicate initially how many specialist devices would be required there are currently 55 offices with active cases on EM.

Q. What is the dispersion of offenders in the following areas; BC, Prairies, Ontario, Quebec, Atlantic?

A. Currently, we operate approximately 140 active devices on any given day. While dispersed across the country, the majority of activity occurs in urban centres located in Ontario, Quebec and British Columbia.

Q. Annex A1: the numbering from; 4.3 EM device location acquisition requirements & 4.3 EM device data storage requirements, has been repeated. Will this be amended at all before we submit our response?

A. There are no plans to make any amendments to change this section at this time.

Q. On page 13 of 16 in the RFP we see a reference to "Annex B - Evaluation Criteria". We didn't see this "Annex B" in the RFP document. Can we ignore this?

A. Yes. You may ignore the specific text "Annex B Evaluation criteria". It was meant to indicate that "Annex B" consists of B1 and B2 components.

Q. In Annex A, Section 2, the RFP has the following wording: *On the average day, CSC has approximately 140 active EM devices in use across Canada.*

a. This sounds like it's an average daily amount, but can we confirm that CSC is prepared to guarantee this number as a minimum daily volume? If that's not a guaranteed amount, is CSC going to guarantee any minimum volume? Or, is it even possible that theoretically the volume could fall to 10 or 20 units for an indefinite period? To support this contract, many resources would have to be maintained and this makes financial sense if there is some sort of guaranteed commitment for a minimum volume - especially since the contract periods are only 1 year at a time.

A. CSC is currently operating with an average 140 active devices and this has been steady over the past year. Provided the initiative is supported by the organization, it is not anticipated that this number would drop significantly anytime soon. That said a decision could be made at anytime to stop using EM. The number of guaranteed devices is 10. It should be noted that during the initial transition period (period between contract implementation and field swap out, CSC will only guarantee 10 devices). This period could be up to a 3-4 month period.

Q. In Annex B2 - Point-rated criteria - Questions 11 and 12 appear to overlap with duplicate information - will RFP respondents receive a point for each of these if they meet the criteria?

A. Yes. While they are similar, the ability to meet both specific criterion will lead to additional points.

Q. In Annex C (the Pricing Schedule) we're not seeing any spaces to show costs for any and all spare parts, lost equipment, damaged equipment, consumables, repairs, etc. Is it expected that the winner of the contract will have to absorb all the costs for these? If so, can you give us an idea of how many losses and spares and supplies you need? Or will you be sending out an addendum so that all bidders can include these costs and so that the winner can get reimbursed for these other goods and services?

A. The contractor will not be expected to absorb the cost of lost or damaged devices. However, if consumable goods are involved in the installation of the devices, they must be provided as part of the initial install package. Any additional consumables needed after the initial install (i.e. re-sizing etc. do to improper install be CSC staff) will covered by CSC. Replacement costs of all equipment (consumable and non-consumable) should be itemized and costs provided.

ANNEX C PRICING SCHEDULE

INSERT MISCELLANEOUS COSTS (Not used in proposal evaluation)

Supplier is requested to include their proposed list of itemized unit costs and prices for potential equipment replacements and repairs that may be incurred during performance of monitoring work.