



RETURN BIDS TO:

RETOURNER LES SOUMISSIONS À:

Travaux publics et Services gouvernementaux
Canada
Place Bonaventure,
800 rue de la Gauchetière Ouest
Voir aux présentes - See herein
Montréal
Québec
H5A 1L6
FAX pour soumissions: (514) 496-3822

**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
Travaux publics et Services gouvernementaux Canada
Place Bonaventure, portail Sud-Oue
800, rue de La Gauchetière Ouest
7e étage, suite 7300
Montréal
Québec
H5A 1L6

Title - Sujet EOSC - Pre-concept Studies	
Solicitation No. - N° de l'invitation 9F044-190081/A	Amendment No. - N° modif. 007
Client Reference No. - N° de référence du client 9F044-190081	Date 2020-05-12
GETS Reference No. - N° de référence de SEAG PW-SMTB-550-15642	
File No. - N° de dossier MTB-9-42040 (550)	CCC No./N° CCC - FMS No./N° VME
Solicitation Closes - L'invitation prend fin at - à 02:00 PM on - le 2020-06-25	
F.O.B. - F.A.B. Plant-Usine: <input type="checkbox"/> Destination: <input type="checkbox"/> Other-Autre: <input type="checkbox"/>	
Address Enquiries to: - Adresser toutes questions à: Mirfatahi, Kaveh	Buyer Id - Id de l'acheteur mtb550
Telephone No. - N° de téléphone (514) 260-4106 ()	FAX No. - N° de FAX (514) 496-3822
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

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mtb550
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Project Title

Concept Studies for Earth Observation for Service Continuity

Following questions received from industry, an internal review of this requirement has led Canada to conclude that the present procurement is covered by Chapter 19 of the Canada-European Union Comprehensive Economic and Trade Agreement (CETA). Therefore this amendment to the RFP removes the Canadian Content requirement and changes the applicable general conditions.

Other changes in this amendment include changing the bid solicitation closing date, **the addition of a new point rated technical evaluation criteria**, an update to the Basis of Payment, sharing the slides from the Bidders' Conference as well as the list of attendees, and answering Bidders' questions.

The above mentioned Request for Proposal (RFP) is hereby amended as follows:

A. Change the bid solicitation closing date.

Under "Solicitation Closes", on the first page of the RFP document:

DELETE in its entirety and **REPLACE** by:

June 25 2020 at 2:00 PM (Eastern Daylight Time).

B. Bring the following changes to the RFP.

Change 1:

At **Part 1 – General Information, Article 1.2 Summary, DELETE:**

Trade Agreements

This requirement is not subject to the trade agreements.

Canadian Content

This requirement is limited to Canadian services

INSERT:

Trade Agreements

The requirement is subject to the provisions of the Canada-European Union Comprehensive Economic and Trade Agreement (CETA).

Change 2:

At **Part 3 – Bid Preparation Instructions, article 3.1.3 Price Breakdown,**

DELETE in its entirety and **REPLACE** by:

3.1.3 Price Breakdown

Bidders are requested to detail the following elements for expenses in the performance of each task, milestone or phase of the Work, as applicable **(please refer to attachment 2 to part 3 – Financial Bid Submission Template):**

-
- (a) Labour: For each individual and (or) labour category to be assigned to the Work, indicate: i) the hourly rate, inclusive of overhead and profit; ii) the estimated number of hours; and **iii) the country in which the individual will perform the work**
- (b) Equipment: Specify each item required to complete the Work and provide the pricing basis of each one, Canadian customs duty and excise taxes included, as applicable.
- (c) Materials and Supplies: Identify each category of materials and supplies required to complete the Work and provide the pricing basis.
- (d) Travel and Living Expenses: Indicate the number of trips and the number of days for each trip, the cost, destination and purpose of each journey, together with the basis of these costs which must not exceed the limits of the National Joint Council (NJC). With respect to the NJC's Directive, only the meal, private vehicle allowances specified in Appendices B, C and D of the Directive <http://www.njc-cnm.gc.ca/directive/travelvoyage/index-eng.php>, and the other provisions of the Directive referring to "travellers", rather than those referring to "employees", are applicable. The Treasury Board Secretariat's Special Travel Authorities, http://www.tbssct.gc.ca/pubs_pol/hrpubs/tbm_113/statb-eng.asp, also apply.
- (e) Subcontracts: Identify any proposed subcontractor and provide for each one the same price breakdown information as contained in this article.
- (f) Other Direct Charges: Identify any other direct charges anticipated, such as long distance communications and rentals, and provide the pricing basis.
- (g) Applicable Taxes: Identify any Applicable Taxes separately.

Change 3:

At **Part 4 – Evaluation Procedures and Basis of Selection**, article **4.2.1 Basis of Selection – Highest Rated within Budget**,

DELETE:

1. To be declared responsive, each bid must:
 - a) meet all mandatory evaluation criteria
 - b) obtain the required minimum of 80 points, on a scale of 120 points, for the overall Evaluation of the bid.

INSERT;

1. To be declared responsive, each bid must:
 - a) comply with all the requirements of the bid solicitation;
 - b) meet all mandatory evaluation criteria; and,
 - c) obtain the required minimum of **96 points, on a scale of 144 points**, for the overall Evaluation of the bid.

Change 4:

At **Part 5 – Certifications and Additional Information**, article **5.2.3.1 Canadian Content Certification**,

DELETE in its entirety.

Change 5:

At **Part 7 – Resulting Contract Clauses**, article **7.2.1 General Conditions**,

DELETE in its entirety and **INSERT**:

7.2.1 General Conditions

2035 (2018-06-21), General Conditions – Higher Complexity – Services, apply to and form part of the Contract.

Change 6:

At **Part 7 – Resulting Contract Clauses**, article **7.6 Payment**,

DELETE in its entirety and **INSERT**:

7.6 Payment

7.6.1 Basis of Payment (*to be completed at contract award*)

7.6.1.1 A – Basis of Payment – Firm price as described in SOW Sections 3.2.1 and 3.2.6

In consideration of the Contractor satisfactorily completing all of its obligations under the Contract, the Contractor will be paid a firm price, as specified in Annex B – Basis of Payment (A) for a cost of \$ _____ (*insert the amount at contract award*). Customs duties are included and Applicable Taxes are extra.

Canada will not pay the Contractor for any design changes, modifications or interpretations of the Work, unless they have been approved, in writing, by the Contracting Authority before their incorporation into the Work.

7.6.1.2 B – Basis of Payment under Task Authorization as described in the SOW per section 3.2.2

Canada's total liability to the Contractor under the Contract for all authorized Task Authorizations (TAs), inclusive of any revisions, must not exceed the sum of \$ _____. Customs duties are included and Applicable Taxes are extra.

No increase in the total liability of Canada will be authorized or paid to the Contractor unless an increase has been approved, in writing, by the Contracting Authority.

The Contractor must notify the Contracting Authority in writing as to the adequacy of this sum:

- a. when it is 75 percent committed, or
- b. four (4) months before the contract expiry date, or
- c. as soon as the Contractor considers that the sum is inadequate for the completion of the Work required in all authorized TAs, inclusive of any revisions, whichever comes first.

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If the notification is for inadequate contract funds, the Contractor must provide to the Contracting Authority, a written estimate for the additional funds required. Provision of such information by the Contractor does not increase Canada's liability.

The following type of basis of payment will form part of the approved Task Authorization (TA). The task price must be determined in accordance with the Basis of Payment at Annex B.

Basis of Payment – Limitation of Expenditure – Task Authorizations

The Contractor will be reimbursed for the costs reasonably and properly incurred in the performance of the Work specified in the authorized Task Authorization (TA), as determined in accordance with the Basis of Payment in Annex B, to the limitation of expenditure specified in the authorized TA.

Canada's liability to the Contractor under the authorized TA must not exceed the limitation of expenditure specified in the authorized TA. Customs duties are included and Applicable Taxes are extra.

No increase in the liability of Canada or in the price of the Work specified in the authorized TA resulting from any design changes, modifications or interpretations of the Work will be authorized or paid to the Contractor unless these design changes, modifications or interpretations have been authorized, in writing, by the Contracting Authority before their incorporation into the Work.

7.6.1.3 C – Basis of Payment – Firm price For the Optional work described in the SOW under sections 3.2.3, 3.2.4 and 3.2.5 (to be exercised by a contract amendment)

In consideration of the Contractor satisfactorily completing all of its obligations under the Contract, the Contractor will be paid a firm price, as specified in Annex B – Basis of Payment (A) for a cost of \$ _____ (*insert the amount at contract award*). Customs duties are included and Applicable Taxes are extra.

Canada will not pay the Contractor for any design changes, modifications or interpretations of the Work, unless they have been approved, in writing, by the Contracting Authority before their incorporation into the Work.

7.6.1.4 Total Estimated Contract Price: \$ _____ (A+B+C : when the optional service will be exercised)

7.6.2 Method of Payment

7.6.2.1 A and C – Milestone Payments - Firm Price

Canada will make milestone payments in accordance with the Schedule of Milestones detailed in Annex B - Basis of Payment and the payment provisions of the Contract if:

- (a) an accurate and complete claim for payment using form PWGSC-TPSGC 1111 (<http://www.tpsgc-pwgsc.gc.ca/app-acq/forms/documents/1111.pdf>) and any other document required by the Contract have been submitted in accordance with the invoicing instructions provided in the Contract;
- (b) all the certificates appearing on form PWGSC-TPSGC 1111 have been signed by the respective authorized representatives;
- (c) all work associated with the milestone and as applicable any deliverable required has been completed and accepted by Canada.

7.6.2.1.1 Schedule of Milestones

The schedule of milestones for which payments will be made in accordance with the Contract is detailed in Annex B.

And

7.6.2.2 B – Progress Payments

1. Canada will make progress payments in accordance with the payment provisions of the Contract, no more than once a month, for cost incurred in the performance of the Work up to 90 percent of the amount claimed and approved by Canada if:

- (a) an accurate and complete claim for payment using form PWGSC-TPSGC 1111 (<http://www.tpsgc-pwgsc.gc.ca/app-acq/forms/documents/1111.pdf>) and any other document required by the Contract have been submitted in accordance with the invoicing instructions provided in the Contract;
- (b) the amount claimed is in accordance with the Annex B: Basis of Payment;
- (c) the total amount for all progress payments paid by Canada does not exceed 90 percent of the total amount to be paid under the Contract;
- (d) all certificates appearing on form PWGSC-TPSGC 1111 have been signed by the respective authorized representatives.

2. The balance of the amount payable will be paid in accordance with the payment provisions of the Contract upon completion and delivery of all work required under the Contract if the Work has been accepted by Canada and a final claim for the payment is submitted.

3. Progress payments are interim payments only. Canada may conduct a government audit and interim time and cost verifications and reserves the right to make adjustments to the Contract from time to time during the performance of the Work. Any overpayment resulting from progress payments or otherwise must be refunded promptly to Canada.

7.6.3 T1204 – Direct Request by Customer Department

SACC Manual clause [A9117C](#) (2007-11-30), T1204 – Direct Request by Customer Department

7.6.4 Electronic Payment of Invoices – Contract

The Contractor accepts to be paid using any of the following Electronic Payment Instrument(s):

- a. Visa Acquisition Card;
- b. MasterCard Acquisition Card;
- c. Direct Deposit (Domestic and International);
- d. Electronic Data Interchange (EDI);

Change 7:

At **Part 7 – Resulting Contract Clauses**, article **7.10 Priority of Documents**,

DELETE:

- (b) the general conditions [2040](#) (2018-06-21), Research & Development;

INSERT:

(b) the general conditions [2035](#) (2018-06-21), Higher Complexity – Services

Change 8:

At Annex B – Basis of Payment, **DELETE** in its entirety and **REPLACE** by the **Annex B – Basis of Payment hereby attached.**

Change 9:

After **Attachment 1 to Part 3 of the Bid Solicitation – Electronic Payment Instruments**, **INSERT** the **Attachment 2 to Part 3 of the Bid Solicitation – Financial Bid Submission Template** hereby attached.

Change 10:

At **Attachment 1 to Part 4 of the Bid Solicitation – Technical and Management Evaluation Criteria**, **DELETE** in its entirety and **REPLACE** by the **Attachment 1 to Part 4 of the Bid Solicitation – Technical and Management Evaluation Criteria hereby attached.**

C. Share the Bidders' Conference presentation:

The presentation at the Bidders' Conference is attached at the end of this amendment.

The following individuals were part of the presenting group:

	Organization	Name
1	CSA	Guennadi Kroupnik
2	CSA	Réjean Fortier
3	CSA	Éric Dubuc
4	CSA	Mays Ahmad
5	PSPC	Kaveh Mirfatahi

The following individuals attended in person:

	Organization	Name
1	SSCL	Houman Hakima
2	SSCL	Douglas Fergusson
3	SSCL	William Jeffries
4	SkyWatch	James Slifiers
5	Astrocom	Ron Saper
6	MDA	Carlos Alonso
7	MDA	Alan Thomson
8	MDA	Rob Reid
9	SSCL	André Dupuis
10	INSARSAT	Guy Séguin
11	C-Core	Michael Henschel
12	Astrocom	Joseph Chamberland
13	DND	Chad Kabatoff

The following individuals attended by WebEx:

	Organization	Name
1	Airbus	Chris Dodd
2	Airbus	Markus Jochum
3	Airbus	Mark Buckley
4	Magellen Aerospace	Eric Choi
5	Magellen Aerospace	Julie Bordeau
6	ECCC	Alec Casey
7	AAFC	Andrew Davidson
8	NorthStar	Nadia Rochdi
9	NorthStar	Peter Klimas
10	Magellan Aerospace	Paul Harrison

D. Answer the following bidders' questions:

Question 1:

Regarding Preliminary Financial Information for the preliminary solution, should it be included in the technical bid or the financial bid?

Answer 1:

The pricing for the preliminary solution requested to meet the Methodology evaluation criteria should be included in the technical bid. The pricing for the execution of the work should be in the financial bid.

Question 2:

For the financial bid, regarding milestones payments, are we required to provide the breakdown of costs?

Answer 2:

For their financial bid, bidders are requested to detail the elements for expenses in the performance of the Work, as indicated in article 3.1.3 Price Breakdown or the RFP.

Question 3:

For the Financial Bid, regarding the Basis of Payment for Task Authorization. Should a cost breakdown be provided? It is difficult to estimate the work for Task Authorizations.

Answer 3:

We are looking for labour rates, overhead and profit rates to establish the basis of payment for potential Task Authorizations. In the SOW, we ask what is expected on the tasks; we recommend that you use those as guidelines to base your estimates and identify the appropriate categories of personnel.

Question 4:

Article 7.1.2.2 Task Authorization Limit states that the limit is \$60,000.00. Is this the maximum value that a single task authorization can have?

Answer 4:

The Task Authorization limit of \$60,000.00, applicable taxes included, is what CSA's Project Authority can authorize without the approval of PSPC's Contracting Authority. Task Authorizations with a total value above \$60,000.00, applicable taxes included, require both the Project Authority and the Contracting Authority's approval. Each contract has up to \$150,000.00 in available funding for Task Authorizations.

Question 5:

Section 5: Management Plan How can a bidder demonstrate that the Project Manager (PM) has been delegated all the necessary authorities to efficiently deliver the work?

Answer 5:

We are looking for the bidder to demonstrate an understanding of the level of authority the PM is given within the context of governance (e.g. take decisions on the project). Authority delegated to the project manager should be described in the proposal.

For example: costing information often requires approval within each organization internal governance. What will be the PM authority to release these costing? If the PM must get approval from the organization governance or senior management, what will be the access of the PM to these governance committee or senior management? How long will the process take?

Question 6:

In Section 2.8 Maximum Funding, it is stated that up to 5 contracts can be awarded to cover each element in Annex A. Is the expectation that all awardees will present their findings independently and CSA will amalgamate afterwards?

Answer 6:

Yes, there will not be any disclosure of IP between the teams. There will be a User Group Meeting where all Contractors will participate but we are not expecting input from industry other than questions they may have on the governments needs during this meeting.

Question 7:

Are there any issues if a team member for a contractor on this requirement is also a team member for another contractor for this requirement?

Answer 7:

Canada expects contractors to certify that their proposed resources are available to do the Work as stated in article 5.2.3.2 Status and Availability of the Resources (<https://buyandsell.gc.ca/policy-and-guidelines/standard-acquisition-clauses-and-conditions-manual/5/A/A3005T/4>). If the proposed resource is able to work for both contractors, Canada has no issue.

As far as the potential of information from one contractor's work being used in the other contractor's work, Canada expects that the industry will take the precautionary measures (e.g. NDA etc.).

Question 8:

Clarification request on international collaborators. What sort of information will be shared with respect to the international collaborators? What to expect and when, and what about confidentiality of international information?

Answer 8:

All our international engagements at this point in time use different mechanism and tools and all of them are on a different timeline, it will be very difficult to say when the additional elements of work will be injected. DLR is advanced, ESA relatively advanced, JAXA and CONAE we are not as advanced. We will need to ensure that the arrangements are mutually beneficial. Provided that this is the case, information could be injected on ongoing contracts and will follow the respective agreements (e.g. NDA etc.) to protect information that we have received from international partners. Only pertinent information will be disclosed. It will depend on the parameters of our collaboration and it might require additional work on the contractor to incorporate the solution.

Question 9:

For the optional services – do you expect the same level of information in the proposal as the level of information that would be provided for the main portion of the work?

Answer 9:

Should be the same, the only section of the bid that does not require the same level is task authorization section, as the work is not defined at the same level as the other sections of the SOW.

Question 10:

Is it possible to send out a list of attendees for this meeting?

Answer 10:

A list of attendees will be included in an upcoming amendment to the RFP, alongside the slides for the presentation.

Question 11:

Clarification request on part 7 : contract clauses basis of payment for Task Authorization is ceiling price This is an R&D contract - undefined scope is difficult to cost. Could the basis of payment be reviewed to Limitation of Expenditure?

Answer 11:

Please refer to change 4 in this amendment.

Question 12:

Describe the overlap between DND and CSA – how do you see that playing out in the long run – in terms of requirements.

Answer 12:

Government of Canada has requirements which are captured in two requirement documents Harmonized User Needs (HUN) and DND Space Based Surveillance Requirements Requirement Document (SBS-RD) which form part of the request for proposal. There are other requirements which are not published. Our main goal for this specific RFP, is what is captured in the Harmonized User Needs document. Following the definition of potential solutions for the HUN, the Contractor will evaluate how their solutions could be efficiently extended to cover the SBS-RD. The output from these studies and from the DND studies on the SBS-RD will be shared between CSA and DND and will help to understand where to steer in term of requirements.

Question 13:

The RFP ask for a preliminary solution in the proposal. Should the preliminary solution presented be a wide open solution with lower level of detail or a more narrow solution with a higher level of detail.

Answer 13:

The merit of the solution itself will not be evaluated at the proposal stage. The preliminary solution will be used only to support the proposed methodology by the Contractor. Contractor may choose to present options with a more narrow solution and wide open solution if they wish to do so.

Question 14:

Is it possible with proper security clearance to get access to Annex C of the SBS RD.

Answer 14:

The Annex C is not required for the proposal. The Contractor may list their assumptions in their proposal. As there are no security requirements for this RFP, access to classified documentation, such as Annex C, is not in the scope of the project.

Question 15:

Is there the possibility of submitting a classified Annex in the deliverables?

Answer 15:

The baseline scenario is that all the documentation for this contract will be unclassified.

Question 16:

In a number of places in the RFP there is a reference to understanding of the requirements. Should this be interpreted as understanding of the Harmonized Users Needs, the SOW Requirements or all of them? Are there specific points in the proposal where this understanding should be demonstrated?

Answer 16:

This refers to the understanding of all requirements including HUN and SOW. This understanding should be demonstrated in the Methodology criteria and in the State of the Art knowledge criteria.

Question 17:

With respect to the HUN document, does the GoC have any statistics with respect to how much of the current and near future allocation of RCM data is used by each defined application? For example, does Ice Monitoring use 10% of current RCM duty cycle? This would be important to provide valid and more realistic ideas for business cases.

Answer 17:

This information is not required for the proposal. Statistics on RCM use by application might be provided during the User Group Meeting.

Question 18:

In the statement of work section 3.2.3 Concept Definition (Optional Services), the Contractor will be made aware of which DND/CAF requirements must be carried forward in the Concept Definition phase. Is this something that is currently known or will this be a result of future consultation based on the outcomes of the Options Analysis? If it is a result of future consultations, this should be expected to delay any optional phases.

Answer 18:

The requirements carried forward will be selected based on the outcome of the Options Analysis and as indicated in the SoW, the target date is approximately two weeks after the Options Analysis Review Meeting. Bidders should assume this delay in their proposal.

Question 19:

Attachment 1 to Part 4, Technical and Management Evaluation Criteria. 5. Project Management Plan. Will the proposal also be evaluated on information provided on optional services in the Project Management Plan?

Answer 19:

Yes, the proposal must cover optional services.

Question 20:

Attachment 1 to Part 4, Technical and Management Evaluation Criteria. 3. Earth observation concept study experience. Does this refer to the experience of the main supplier or does it also include the experience of subcontractors? If a partnership is proposed, is the experience of all partners considered, even if the contractual aspect involves subcontracts in order for the partners to participate? Is there a way to propose a partnership without creating a new legal entity?

Answer 20:

The experience of subcontractors is taken into consideration.

Question 21:

Attachment 1 to Part 4, Technical and Management Evaluation Criteria. 4. Team Experience. How do you define a team? Does it include all staff involved, regardless of contract type?

Answer 21:

The experience of all staff involved will be taken into consideration. Please note that to obtain a maximum number of points, the roles and responsibilities of all staff involved must be clearly defined.

Question 22:

DID-0200 6) A complete description of the Business Model considered. Does the Agency have any expectations on the level of effort to be put into this part of the deliverable?

Answer 22:

The Business Model must be described as per the DID-0200 item 6) and the definition in section 1.4. The requirement is not in term of level of effort but in term of addressing all the identified elements.

Question 23:

Our company is planning on using an internationally recognized capability development process. This process will provide a rigorous and traceable solution set for the CSA. However, it does not map directly to the Detailed Tasks found in the SOW. Would the CSA accept an alternative Work Plan if the deliverables we the same, but delivered in an alternate order?

Answer 23:

It is not possible to accept an alternate order for the deliverables. The predetermined order of the deliverables is required to provide an efficient interaction with the project stakeholders particularly in the context where multiple parallel contracts are planned to be awarded.

Question 24:

DID-200, requests the development of a Business model for each option. Can TPSGC confirm that chapter 6 should be rewritten for each option?

Answer 24:

Multiple technical solutions can have the same or very similar business model and do not necessarily need to be entirely rewritten for each option. However, a clear link between each provided Solution and the proposed Business Model must be provided. Similarly, the Contractor may choose to provide more than one Business Model for each proposed Solution.

Question 25:

Is there a minimum number of options to consider ?

Answer 25:

There is no requirement for a minimum number of options to be considered. However, it is expected as stated in the SoW than "the choice of option must be such than major cost drivers and major steps in the performance are clearly highlighted."

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Question 26:

From the SOW, under 3.2.4 Development Plan, does the CSA expect only space and ground segment, or a Conceptual Design Document that includes the use of Civil and Commercial data to meet the overall mission objectives?

Answer 26:

The second option: a Conceptual Design Document that includes space segment, ground segment and the use of Civil and Commercial data to meet the overall mission objectives?

Question 27:

We have developed a very detailed methodology however, the SOW indicates we should include a preliminary performance analysis, preliminary costing and preliminary schedule of a potential solution/business model. This seems to be a significant effort to accomplish inside of a proposal. Is the CSA expecting a method to accomplish these tasks or actual preliminary performance costs and schedule?

Answer 27:

The CSA is expecting a description of the method to accomplish these tasks and a preliminary example of the application of the method in order to achieve the highest rating for this evaluation criteria. The actual information proposed does not need to reflect the final solution or to cover the complete scope of the HUN but must highlight how the proposed methodology will deliver the expected results. The quality of the proposed solution in term of compliance to the requirements and level of details provided will not be evaluated in this criteria.

ALL OTHER TERMS AND CONDITIONS OF THE RFP REMAIN UNCHANGED.

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ANNEX B

BASIS OF PAYMENT

BASIS OF PAYMENT A

Firm Price as per sections 3.2.1 and 3.2.6 of the SOW

SCHEDULE OF MILESTONES

The schedule of milestones for which payments will be made in accordance with the Contract is as follows:

Milestone No.	Description of Deliverable	Firm Amount	Delivery Date
1	Specify		
2	Specify		
3	Specify		
Etc.			

A-Total Firm Price \$ _____ (All taxes applicable Extra)

BASIS OF PAYMENT B

Limitation of Expenditure under **Task Authorisation** as per section **3.2.2 Additional Task authorizations** of SOW, the bidder should provide a break down for each of the Task Authorizations.

1. **LABOUR:** at the following firm rates, excluding overhead and profit

CATEGORY (OR NAME)	FIRM HOURLY RATE	
_____	\$ _____	
_____	\$ _____	
Etc.		Est.: \$ _____

2. **EQUIPMENT:** at laid down cost without markup (Specify type of equipment.) **Est.: \$ _____**

3. **RENTALS:** at actual cost without markup (Specify what rentals.) **Est.: \$ _____**

4. **MATERIALS AND SUPPLIES:** at laid down cost without markup (Specify what categories of materials and supplies.) **Est.: \$ _____**

5. **TRAVEL AND LIVING EXPENSES:** **Est.: \$ _____**

The Contractor will be reimbursed its authorized travel and living expenses reasonably and properly incurred in the performance of the Work, at cost, without any allowance for profit and/or administrative overhead, in accordance with the meal and private vehicle expenses provided in Appendices B, C and D of the Treasury Board Travel Directive (<http://www.njc-cnm.gc.ca/directive/travel-voyage/index-eng.php>), and with the other provisions of the directive referring to "travellers", rather than those referring to "employees".

All travel must have prior authorization of the Project authority. All payments are subject to government audit.

6. **SUBCONTRACTS:** at actual cost without markup (Identify subcontractors, if applicable.) **Est.: \$ _____**

7. **OTHER DIRECT CHARGES:** at actual cost without markup (Specify what categories of direct charges.) **Est.: \$ _____**

8. **OVERHEAD:** at a firm rate of ___% of item(s) ___ above **Est.: \$ _____**

9. **PROFIT:** at a firm rate of ___% of item(s) ___ above **Est.: \$ _____**

B-Limitation of Expenditure under Task Authorisation: \$ _____
(Applicable Taxes extra)

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BASIS OF PAYMENT C

Firm Price for the Optional work as per sections **3.2.3, 3.2.4 and 3.2.5** of the SOW, the bidder should provide a break down.

SCHEDULE OF MILESTONES

The schedule of milestones for which payments will be made in accordance with the Contract is as follows:

Milestone No.	Description of Deliverable	Firm Amount	Delivery Date
1	Specify		
2	Specify		
3	Specify		
Etc			

C-Total Firm Price \$ _____ (All taxes applicable Extra)

**A + B + C = Estimated Total Contract Price: \$ _____
(Applicable Taxes extra)**

With the exception of the firm rate(s) and price(s), the amounts shown in the various items specified above are estimates only. Minor changes to these estimates will be accepted for billing purposes as the Work proceeds, provided that these changes have the prior approval of the Technical Authority, and provided that the estimated cost does not exceed the aforementioned Limitation of Expenditure.

ATTACHMENT 2 to PART 3 OF THE BID SOLICITATION

FINANCIAL BID SUBMISSION TEMPLATE

(As per section 3.1.3 Price Breakdown of the RFP.)

BASIS OF PAYMENT A

Firm Price as per sections 3.2.1 and 3.2.6 of the SOW

SCHEDULE OF MILESTONES

The schedule of milestones for which payments will be made in accordance with the Contract is as follows:

Milestone No.	Description of Deliverable	Firm Amount	Delivery Date
1	Specify		
2	Specify		
3	Specify		
Etc.			

A-Total Firm Price \$ _____ (All taxes applicable Extra)

COST BREAKDOWN:

1. **LABOUR:** at the following firm rates, including overhead and profit

CATEGORY (or NAME)	FIRM HOURLY RATE (A)	HOURS (B)	TOTAL (A x B =C)	PERCENTAGE OF TOTAL LABOUR COST (C/D)	COUNTRY OF WORK
TOTAL LABOUR COST (Sum of all Cs = D)				100%	

2. **EQUIPMENT:** **Est.: \$ _____**
 (Specify each item required to complete the Work and provide the pricing basis of each one, Canadian customs duty and excise taxes included, as applicable.)

3. **MATERIALS AND SUPPLIES:** **Est.: \$ _____**
 (Identify each category of materials and supplies required to complete the Work and provide the pricing basis.)

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4. TRAVEL AND LIVING EXPENSES: **Est.: \$ _____**
(Indicate the number of trips and the number of days for each trip, the cost, destination and purpose of each journey, together with the basis of these costs which must not exceed the limits of the National Joint Council (NJC). With respect to the NJC's Directive, only the meal, private vehicle allowances specified in Appendices B, C and D of the Directive <http://www.njc-cnm.gc.ca/directive/travelvoyage/index-eng.php>, and the other provisions of the Directive referring to "travellers", rather than those referring to "employees", are applicable. The Treasury Board Secretariat's Special Travel Authorities, http://www.tbssct.gc.ca/pubs_pol/hrpubs/tbm_113/statb-eng.asp, also apply.)

5. SUBCONTRACTS: **Est.: \$ _____**
(Identify any proposed subcontractor and provide for each one the same price breakdown information as contained in this document)

6. OTHER DIRECT CHARGES: **Est.: \$ _____**
(Identify any other direct charges anticipated, such as long distance communications and rentals, and provide the pricing basis.)

A-Total Firm Price \$ _____ (All taxes applicable Extra)

7. APPLICABLE TAXES: **Est.: \$ _____**

BASIS OF PAYMENT B

Limitation of Expenditure under **Task Authorisation** as per section **3.2.2 Additional Task authorizations** of SOW, the bidder should provide a break down for each of the Task Authorizations.

1. **LABOUR:** at the following firm rates, excluding overhead and profit

CATEGORY (OR NAME)	FIRM HOURLY RATE	
_____	\$ _____	
_____	\$ _____	
Etc.		
		Est.: \$ _____

2. **EQUIPMENT:** at laid down cost without markup (Specify type of equipment.) **Est.: \$ _____**

3. **RENTALS:** at actual cost without markup (Specify what rentals.) **Est.: \$ _____**

4. **MATERIALS AND SUPPLIES:** at laid down cost without markup (Specify what categories of materials and supplies.) **Est.: \$ _____**

5. **TRAVEL AND LIVING EXPENSES:** **Est.: \$ _____**

The Contractor will be reimbursed its authorized travel and living expenses reasonably and properly incurred in the performance of the Work, at cost, without any allowance for profit and/or administrative overhead, in accordance with the meal and private vehicle expenses provided in Appendices B, C and D of the Treasury Board Travel Directive (<http://www.njc-cnm.gc.ca/directive/travel-voyage/index-eng.php>), and with the other provisions of the directive referring to "travellers", rather than those referring to "employees".

All travel must have prior authorization of the Project authority. All payments are subject to government audit.

6. **SUBCONTRACTS:** at actual cost without markup (Identify subcontractors, if applicable.) **Est.: \$ _____**

7. **OTHER DIRECT CHARGES:** at actual cost without markup (Specify what categories of direct charges.) **Est.: \$ _____**

8. **OVERHEAD:** at a firm rate of ___% of item(s) ___ above **Est.: \$ _____**

9. **PROFIT:** at a firm rate of ___% of item(s) ___ above **Est.: \$ _____**

B-Limitation of Expenditure under Task Authorisation: \$ _____
(Applicable Taxes extra)

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BASIS OF PAYMENT C

SCHEDULE OF MILESTONES

Firm Price for the Optional work as per sections 3.2.3, 3.2.4 and 3.2.5 of the SOW, the bidder should provide a break down.

The schedule of milestones for which payments will be made in accordance with the Contract is as follows:

Milestone No.	Description of Deliverable	Firm Amount	Delivery Date
1	Specify		
2	Specify		
3	Specify		
Etc.			

C-Total Firm Price \$ _____ (All taxes applicable Extra)

COST BREAKDOWN:

1. **LABOUR:** at the following firm rates, including overhead and profit

CATEGORY (or NAME)	FIRM HOURLY RATE (A)	HOURS (B)	TOTAL (A x B =C)	PERCENTAGE OF TOTAL LABOUR COST (C/D)	COUNTRY OF WORK
TOTAL LABOUR COST (Sum of all Cs = D)				100%	

2. **EQUIPMENT:** **Est.: \$ _____**
 (Specify each item required to complete the Work and provide the pricing basis of each one, Canadian customs duty and excise taxes included, as applicable.)

3. **MATERIALS AND SUPPLIES:** **Est.: \$ _____**
 (Identify each category of materials and supplies required to complete the Work and provide the pricing basis.)

4. **TRAVEL AND LIVING EXPENSES:** **Est.: \$ _____**
 (Indicate the number of trips and the number of days for each trip, the cost, destination and purpose of each journey, together with the basis of these costs which must not exceed the limits of the National Joint Council (NJC). With respect to the NJC's Directive, only the meal, private

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vehicle allowances specified in Appendices B, C and D of the Directive <http://www.njc-cnm.gc.ca/directive/travelvoyage/index-eng.php>, and the other provisions of the Directive referring to "travellers", rather than those referring to "employees", are applicable. The Treasury Board Secretariat's Special Travel Authorities, http://www.tbssct.gc.ca/pubs_pol/hrpubs/tbm_113/statb-eng.asp, also apply.)

5. **SUBCONTRACTS:** at actual cost without markup **Est.: \$ _____**
(Identify any proposed subcontractor and provide for each one the same price breakdown information as contained in this document)

6. **OTHER DIRECT CHARGES:** **Est.: \$ _____**
(Identify any other direct charges anticipated, such as long distance communications and rentals, and provide the pricing basis.)

C-Total Firm Price \$ _____ (All taxes applicable Extra)

7. **APPLICABLE TAXES:** **Est.: \$ _____**

ATTACHMENT 1 to PART 4 OF THE BID SOLICITATION
TECHNICAL AND MANAGEMENT EVALUATION CRITERIA

1. EVALUATION CRITERIA

Evaluation Criteria	Minimum Score	Weighted Maximum Score
1) State of the art knowledge		18
2) Methodology		30
3) Earth observation concept study experience		24
4) Team Experience		24
5) Project Management		24
6) Canadian and/or European Union (EU) Member countries labour cost.		24
Total score	96	144

1. State of the art knowledge

This criterion assesses how the proposal demonstrates the bidders understanding of the state of the art in earth observation to address Canadian challenges. Element to be considered include:

- Spacecraft platform and technologies
- Measurement Technologies
- Ground segment
- Data exploitation (Cloud storage and processing, Artificial intelligence, Data analytics)
- Free and Open data availability and use
- Commercial available data

The point rated evaluation criteria:

- | | |
|-----------|--|
| 0 points | The proposal does not contain a review of the state of the art applicable to the SoW requirements. |
| 6 points | The proposal contains a review of the state of the art applicable to the SoW requirements. |
| 12 points | The proposal contains a review of the state of the art applicable to the SoW requirements. The proposal identifies the relevant source of information/data |

(commercial system, free and open data, etc.) that would need to be considered in the study.

18 points The proposal contains a review of the state of the art applicable to the SoW requirements. The proposal identifies the relevant source of information/data (commercial system, free and open data, etc.) that would need to be considered in the study. The proposal provides a preliminary analysis of the impact of the available information sources on the compliance to the overall HUN, and how they will influence the selection of a solution. The proposal identifies emerging technologies and applications and how they could influence the proposed solution.

2. Methodology

This criterion assesses how the proposal demonstrates the bidder's methodology will be efficient to produce the deliverables within the required timeframe.

To be fully compliant with this evaluation criteria, the contractor must:

- Provide a complete description of the methodology planned for the study
- Demonstrate it has access to sufficient information to generate the required solution, Business Model, schedule and costing information within the require timeframe.
- Provide evidence to support the methodology with a preliminary description, preliminary performance analysis, preliminary costing and preliminary schedule of a potential solution/business model to be studied.
- Identify technology development roadmap and key area(s) for R&D
- Identify relevant trade-off(s) to be performed.
- Describe how the proposed methodology will lead to an unbiased solution.

The point rated evaluation criteria:

0 points	The proposal does not contain a Methodology.
10 points	The proposal contains a methodology but its ability to produce the deliverables identified in the SoW is not justified or credible. A preliminary list of key technologies to be developed is provided.
20 points	The proposal contains a methodology to produce the required deliverables identified in the SoW. The proposed methodology to produce the deliverables within the required timeline is credible and is supported by some of the elements of a preliminary solution (preliminary description, preliminary performance analysis, preliminary costing and preliminary schedule). A preliminary list of key technologies and/or developments (including development needed because of obsolescence as relevant) required is provided.
30 points	The proposal contains a methodology to produce the required deliverables identified in the SoW. Relevant trade-offs to be performed are identified. The ability of the methodology to produce the deliverables within the required timeline is credible and is supported by all elements (description, preliminary analysis, preliminary costing and preliminary schedule) of a preliminary solution. A Technology development roadmap (including developments

needed because of obsolescence as relevant) and key areas for R&D is provided. The proposal clearly highlights how the proposed methodology will lead to an unbiased solution.

3. Earth observation concept study experience

This criterion assesses the bidder's experience in undertaking concept study for Earth Observation mission of comparable complexity and scope.

The key technical fields required to perform the work include but are not limited to;

- Payload Analysis and Trade-off
- Mission Concept Design
- Mission Development Planning
- Data service delivery

The point rated evaluation criteria:

0 points	The proposal does not demonstrate the bidder's experience.
8 points	The proposal demonstrates the bidder's experience with at least one Earth Observation Concept Study in the last 10 years.
16 points	The proposal demonstrates the bidder's experience with at least two Earth Observation Concept Studies in the last 10 years. The proposal clearly demonstrates how the previous bidder's studies experience addresses the key technical field of the current study. The proposal demonstrates that these studies have been successful(Completed in time and within budget). The tools/software/standard practices of the bidder are clearly described.
24 points	The proposal demonstrates the bidder's experience with at least two Earth Observation Concept Studies in the last 10 years. The proposal clearly demonstrates how the previous bidder's addresses the key technical field of the current study. The proposal demonstrates that these studies have been successful(Completed in time and within budget). The previous concept studies must be of similar scope and complexity. The tools/software/standard practices of the bidder are clearly described and their applicability to the current work is demonstrated.

The bidder shall provide complete coordinates of a point of contact for each study used to demonstrate compliance to this criteria with the submission of the bid. CSA may contact these points of contact to validate the successful completion of the study.

4. Team Experience

This criterion assesses the accumulation of knowledge and skills resulting from direct participation in relevant activities to this project for each of the team members.

- The key technical fields required to perform the work include but are not limited to;
- Payload Analysis and Trade-off
- Mission Concept Design
- Mission Development Planning
- Data service delivery

The point rated evaluation criteria:

0 points	The proposal does not demonstrate the team possesses the experience required to perform the work.
8 points	The proposal demonstrates the team possesses some of the experience required to perform the work.
16 points	The proposal demonstrates the team possesses all of the experience required to perform the work. The proposal states, verifiable projects and activities to support all experience claims. Role and responsibilities as well as the level of effort of each team member is clearly defined.
24 points	The proposal demonstrates the team possesses all of the experience required to perform the work. The proposal states, verifiable multiple projects and mandates performed in the last five (5) years in support of all experience claims. Role and responsibilities as well as the level of effort of each team member is clearly defined.

5. Project Management Plan

This criterion assesses the Project Management Plan (PMP) to execute what is cited in the proposal. The project management plan should be **complete, coherent** and **credible**.

Components of the PMP include, but are not limited to:

- Scope management (requirements tracking, work packs and activities, change management etc.)
- Time management (schedules, actuals, forecasts etc.)
- Cost, expenditures and added value (budget containment and control, cost breakdowns etc.)
- Quality control (benchmarks, management plan, etc)
- Human resources management (complementarity of teams members, back-ups, Resources Allocation Matrix, etc.)
- Communications and reporting (timeliness, relevancy, transparency etc.)

Complete: includes all PMP components outlined above

Coherent: orderly, logical and consistent

Credible: substantiated by factual demonstration and valid assumptions

The point rated evaluation criteria:

0 points	The proposal does not contain a PMP.
8 points	The proposal contains an incomplete PMP.
16 points	The proposal contains a complete, coherent and credible PMP.
24 points	The proposal contains a complete, coherent and credible PMP. Additionally, the proposal demonstrates the project leader/manager has been delegated all the necessary authorities to efficiently deliver the work.

6. Canadian and/or European Union (EU) Member countries labour cost

This criterion assesses the percentage of the concept study labour cost that will be incurred by individuals based in Canada and/or EU Member countries (as defined in https://europa.eu/european-union/about-eu/countries_en, including the United Kingdom).

In its financial bid, the Contractor must clearly indicate the country where each individual will carry the tasks associated with the concept study work, the number of hours allocated to each individual and the rate of pay including the overhead for each individual in order to establish compliance to this criteria. The Contractor must clearly identify the percentage of the labour cost carried in Canada and/or EU Member countries. The financial bid must also include the same information for any sub-contractor involved in the contract. Non-labour cost such as travel and living must be excluded from the calculation. The Task Authorization work must also be excluded from this evaluation criteria.

The point rated evaluation criteria:

0 points	Less than 30% of the contractor's and subcontractors' labour cost will be incurred by individuals based in Canada and/or EU Member countries.
8 points	At least 30% and less than 55% of the contractor's and subcontractors' labour cost will be incurred by individuals based in Canada and/or EU Member countries.
16 points	At least 55% and less than 80% of the contractor's and subcontractors' labour cost will be incurred by individuals based in Canada and/or EU Member countries.
24 points	At least 80% of the contractor's and subcontractors' labour cost will be incurred by individuals based in Canada and/or EU Member countries.



EOOSC - beyond the RCM



EO Service Continuity Bidder's Conference

March 4th, 2020



Canada



Agenda

Time	Items
13h00	Welcome, round table and logistics
13h10	Opening remarks
13h20	RFP Overview
13h40	Questions from participants
14h30	Closing remarks

Logistics (ED)

- Questions and answers will be posted on buyandsell.gc.ca after the Bidder's Conference
- Audio will be recorded but not distributed
- People on Webex, enable your phone only when you want to speak
- In case of fire of a fire alarm, please wait for us to provide you with the instructions

Opening Remarks (GK)

- Past activities bringing us to this point
 - HUN, 2018 EO Forum, discussions with industry
- Significance of this initiative in the federal EO landscape
- Intentions of this procurement:
 - Comprehensive solution vs. design and build a new space system:
 - Open data
 - Commercially available data
 - International collaboration (government to government)
 - Leveraging C-band SAR (ESA)
 - Access to X-band (DLR)
 - Access to L-band (JAXA, CONAE)
 - New system(s)
 - Technology and business model agnostic



EOSC Guiding principles (ED)

Keep in mind

- ✓ No service gap post RCM (2026)
- ✓ Seek innovative business models
- ✓ Promote diversity of solutions
- ✓ Ensure a federal perspective about the needs using a whole of government approach
- ✓ Seek best value for money
- ✓ Consider commercially available and free data sets
- ✓ Ensure use and reuse of data
- ✓ Maintain and create jobs

Expectations from your proposals (PP)

- **Address all elements of the evaluation criteria**
 - Provide an easy way to crosswalk between sections of the proposal and the criteria to be assessed
 - One section per evaluation elements
 - Focus on key elements, supporting information in appendices
- **RFP is open to a diversity of solutions and business model approaches**
 - In the case you identify any factors in the RFP that limits your proposed business model or solution, please contact PSPC as soon as possible to request a clarification
- **To achieve highest scoring on the 'Methodology' criterion, proposal shall;**
 - Proposal shall provide your preliminary solution, not the complete analysis
 - Provide clear assumptions in case of missing information

RFP overview, structure and process (KM)

- **Key dates:**
 - RFP closing: **March 20st , 2020**
 - Contract award target date: **May, 2020**
- Important Bidder instructions
 - Bid Format (Technical/Financial/Certifications)
 - Maximum Budget
 - Electronic Bidding

Make sure you send your proposals at PSPC

Questions from participants

