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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

This document contains a security requirement.

Vendor/Firm Name and Address

Raison sociale et adresse du
fournisseur/de l'entrepreneur

Issuing Office - Bureau de distribution

Informatics Professional Services - EL Division/Services
professionnels en informatique - division EL

Terrasses de la Chaudière 4th Floor

10 Wellington Street

Gatineau

Québec

K1A 0S5

Title - Sujet TBIPS - Omnibus	
Solicitation No. - N° de l'invitation E60ZR-192985/A	Amendment No. - N° modif. 005
Client Reference No. - N° de référence du client 20192985	Date 2020-12-02
GETS Reference No. - N° de référence de SEAG PW-\$\$EL-640-38624	
File No. - N° de dossier 640e1.E60ZR-192985	CCC No./N° CCC - FMS No./N° VME
Solicitation Closes - L'invitation prend fin at - à 02:00 PM Eastern Standard Time EST on - le 2020-12-21 Heure Normale de l'Est HNE	
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: Pui, Ivy	Buyer Id - Id de l'acheteur 640e1
Telephone No. - N° de téléphone (613) 858-9873 ()	FAX No. - N° de FAX () -
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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

The purpose of Amendment number 005 is to:

- answer bidders' questions; and
- amend the Request for Proposal (RFP).

QUESTION AND ANSWER

Question 29

Workstream 1, M1/R1:

In instances where billed days are requested in only one level per category (i.e. excluding the Project Manager, which has line items for both level 2 and level 3), would the Crown accept billed days from either level 2 or 3 resources? (Or, accept level 3 resources where level 2 is stated, considering that resources at level 3 would meet the requirements of the level 2?)

Answer 29

Answer 19 posted in RFP Amendment 003 applies to this question.

Question 30

At Attachment 4.1 Bid Evaluation Criteria – Work Stream 1, Corporate Mandatory Requirements (page 150 of 170), to qualify billable days per Resource Category and Level, the “Bidder must provide a letter signed by the client, not by the Bidder, to certify that the tasks performed by the Resource Category (or Categories) and Level under each of the identified contract(s) include the first 3 corresponding tasks (Task No. 1, 2 and 3) identified in Article 3.2 of Annex A – Statement of Work.” The signed client letter is then to be provided in Appendix B to Attachment 4.1 – Work Stream 1 (page 155 of 170).

It would likely be in the Crown’s best interest to create a supplier project reference repository for clients to check freely and for qualified companies to provide to the Crown just once as it has been our experience that while required in many larger bids, the references are seldom checked and providing these references can be challenging for many reasons:

- Unfortunately, as a result of being listed as a reference in many other multiple resource bids, clients have had no choice but to start declining supplier requests to provide references.
- In some cases, client reference contacts have transferred into a new role and often, into a completely new department.
- Due to the pandemic, clients face challenges with signing and returning scanned documents back to suppliers.

Having completed or ongoing contracts is proof in and of itself that bidders have provided resources in specific categories for our clients, and bidders can easily demonstrate the amount billed to date and number of roles provided etc., which demonstrates experience in referenced categories.

For these reasons, would the Crown please consider completely removing the need for signed letters and modifying the qualifying criteria to allow Bidders to provide client reference contact details along with signed Task Authorizations or invoices?

Answer 30

Canada has reviewed the request, the bidders are required to submit client’s certification for each referenced contract. However, there is a modification which allows bidders to provide a signed letter or an email confirmation from the client. Please refer to Answer 32 in this RFP Amendment 005 for details.

Question 31

Attachment 4.1 Bid Evaluation Criteria – Work Stream 1 and Work Stream 2 M.1 (and all subsequent rated criteria) requires Bidders to demonstrate the provision of each of the 11 resource categories listed per Work Stream. Both Work Stream 1 and Work Stream 2 have resource categories that are not often requested by clients on a large scale (B.4 Business Continuity/Disaster Recovery Specialist, B.5 Business Process Re-Engineering Consultant, A.2 ERP Functional Analyst, A.4 ERP System Analyst, A.5 ERP Technical Analyst, etc.) particularly not for contracts that would have a large number of billable days, therefore it is unlikely that Bidders will be able to demonstrate experience in providing such a large quantity of billable days for these resources (providing the same large quantity of billable days as cited for more common resources such as XX) . Also, as per the TBIPS Supply Arrangement qualifications for Tier 2 suppliers, Bidders are typically asked to demonstrate experience in providing 50% of the resource categories under a given stream to qualify as a TBIPS supplier. Given the unlikelihood of Bidders being able to demonstrate the volume billable days requested for all categories, we would like to request that the Crown amend M.1 (and subsequent rated criteria) to allow Bidders to demonstrate billable days on a minimum of 7 of the 11 resource categories.

Answer 31

Canada has reviewed the request, however the requirement remains unchanged.

Question 32

The Crown is asking vendors obtain client physical signatures on the MX references. Given the potential complexity with obtaining these approvals would the crown consider:

- a. Not requiring task confirmation if bidders are referencing matching TBIPS categories;
- b. Given many clients are working remotely, allowing email confirmation in lieu of a physical signature; and/or
- c. Amend the requirement that only shortlisted bidders are requested to provide the signed confirmation from previous clients.

Answer 32

- a. No, the requirement remains unchanged.
- b. It is acceptable to use email confirmation from the client in lieu of a letter signed by the client for each of the referenced contract(s) for Workstream 1 and 2 provided:
 - 1) Bidders must complete Section 1, Section 2, and brief description of the key scope and responsibilities under the Bidder Response Table for Corporate References; and submit the Bidder Response Table with the bid;
 - 2) The email confirmation from the client must include the information identified in Section 1, 2 and 3 under the Bidder Response Table (except for brief description of the key scope and responsibilities of the referenced contract(s)), and be submitted with the bid; and
 - 3) The client who certifies using email confirmation must match the information provided in Section 1 (Client Information).
- c. No, all required certification using signed letter or email confirmation must be submitted with the bid.

Question 33

To reduce the time required for evaluation we are requesting the Crown to either eliminate the need to prove the level 2 categories and/or reduce the number of categories required to be validated. For example, reducing the requirement from 11 roles/stream to 6 roles/stream. This approach was recently taken by TBIPS Tier 2 RFP R000052077.

Answer 33

Canada has reviewed the request, however the requirement remains unchanged.

Question 34

P.23 of 147 WORKSTREAM 2 Table 1 Maximum points assigned

For Financial Evaluation: Maximum points assigned for A1 Software Architect L3 is 120 and maximum points assigned for 1.11 Technology Architect L3 is 30. This is a large variance in similar categories that can result in gaming the financials; we ask the Crown consider bringing the scoring in line with the other categories. Ideally, the Crown would adapt the TBIPS Tier 2 best practice of making all categories equal to discourage any financial gaming.

Answer 34

Canada has reviewed the request, however the requirement remains unchanged.

Question 35

Attachment 4.3 Pricing

To discourage financial gaming, we encourage the Crown to adapt the TBIPS Tier 2 best practice of linking the L2 category rates to the L3 rates. For example, L2 is 85% or 90% of L3.

Answer 35

Canada has reviewed the request, however the requirement remains unchanged.

Question 36

Page 68 of 147 Appendix C to Annex A Mandatory Requirements BA L3; M2 The Contractor must demonstrate...1) ITIL or 2) PMP. We ask the Crown to add CBAP and TOGAF to this list to reflect BA relevant certifications.

Answer 36

Canada has reviewed the request, please refer to RFP Amendment for the modification in M.2 for 1.1.1. B.1 Business Analyst – Level 3 under Appendix C to Annex A – Workstream 1.

Question 37

Mandatory Requirements Project Manager

In light of the certifications required for a BA, was it intended to not have any Certifications required for the PM?

Answer 37

The certification requirement is a point-rated criterion for Project Manager, Level 2 and 3; and Project Scheduler, Level 3. Please refer to Point-Rated Requirements – Workstream 1 under Appendix C to Annex A for details.

RFP AMENDMENT

1. At Appendix C to Annex A – Workstream 1 – Mandatory Requirement M2 for Business Analyst – Level 3:

DELETE in its entirety.

INSERT:

**APPENDIX C TO ANNEX A
RESOURCES ASSESSMENT CRITERIA AND RESPONSE TABLE**

1. Workstream 1 – Business Management

1.1 Mandatory Requirements

1.1.1 B.1 Business Analyst – Level 3

		CONTRACTOR'S RESPONSE	
ITEM #	MANDATORY REQUIREMENT	DEMONSTRATED EXPERIENCE (CONTRACTOR TO INSERT DATA)	INSERT PAGE # OF RESUME
M2	<p>The Contractor must demonstrate that the proposed resource has one of the following IT certifications:</p> <p>1) Information Technology Infrastructure Library (ITIL) Foundation; OR 2) Project Management Professional (PMP); OR 3) Certified Business Analysis Professional (CBAP); OR 4) The Open Group Architecture Framework (TOGAF version 9 or higher).</p> <p><i>When requested, a copy of the professional certification must be provided to the Project Authority.</i></p>		

2. At Attachment 4.1 – Bid Evaluation Criteria – M.1 and Bidder Response Table for Corporate References under Workstream 1 and 2:

DELETE in its entirety.

INSERT:

**ATTACHMENT 4.1 BID EVALUATION CRITERIA – WORK STREAM 1
CORPORATE MANDATORY REQUIREMENTS**

**1. Work stream 1 – Business Management
1.1 Corporate Mandatory Evaluation Criteria**

Criteria ID	Mandatory Criteria for Work Stream 1: Business Management	Bidder's Response Substantiation of Technical Compliance	Reference to Additional Documentation within the Bid																								
M.1	<p>The Bidder must demonstrate its experience in delivering informatics professional services supplying all resource categories (or equivalent resource categories under a different title) listed in the table below for the required minimum billable days per Resource Category and Level. Billable days are defined as days worked and billed to clients, calculated at 7.5 hours or more per day.</p> <table border="1" data-bbox="386 730 711 1220"> <thead> <tr> <th>Resource Category</th> <th>Minimum Billable Days</th> </tr> </thead> <tbody> <tr> <td>B1 Business Analyst – Level 3</td> <td>880</td> </tr> <tr> <td>B2 Business Architect – Level 3</td> <td>880</td> </tr> <tr> <td>B4 Business Continuity/Disaster Recovery Specialist – Level 3</td> <td>880</td> </tr> <tr> <td>B.5 Business Process Re-engineering (BPR) Consultant – Level 3</td> <td>880</td> </tr> <tr> <td>B.8 Call Centre Consultant – Level 2</td> <td>440</td> </tr> <tr> <td>P.1 Change Management Consultant – Level 2</td> <td>770</td> </tr> <tr> <td>P.7 Project Coordinator – Level 2</td> <td>550</td> </tr> <tr> <td>P.9 Project Manager – Level 2</td> <td>550</td> </tr> <tr> <td>P.9 Project Manager – Level 3</td> <td>880</td> </tr> <tr> <td>P.10 Project Scheduler – Level 3</td> <td>660</td> </tr> <tr> <td>P.11 Quality Assurance Specialist/Analyst – Level 3</td> <td>880</td> </tr> </tbody> </table>	Resource Category	Minimum Billable Days	B1 Business Analyst – Level 3	880	B2 Business Architect – Level 3	880	B4 Business Continuity/Disaster Recovery Specialist – Level 3	880	B.5 Business Process Re-engineering (BPR) Consultant – Level 3	880	B.8 Call Centre Consultant – Level 2	440	P.1 Change Management Consultant – Level 2	770	P.7 Project Coordinator – Level 2	550	P.9 Project Manager – Level 2	550	P.9 Project Manager – Level 3	880	P.10 Project Scheduler – Level 3	660	P.11 Quality Assurance Specialist/Analyst – Level 3	880	<p>The Bidder's substantiation of technical compliance with Criteria ID M.1 must be demonstrated by completing the 2 Bidder Response Tables - Appendix A and B to Attachment 4.1.</p> <p>Any referenced contract that does not meet the requirements established in Criteria ID M.1 will not be considered and evaluated.</p>	
Resource Category	Minimum Billable Days																										
B1 Business Analyst – Level 3	880																										
B2 Business Architect – Level 3	880																										
B4 Business Continuity/Disaster Recovery Specialist – Level 3	880																										
B.5 Business Process Re-engineering (BPR) Consultant – Level 3	880																										
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P.7 Project Coordinator – Level 2	550																										
P.9 Project Manager – Level 2	550																										
P.9 Project Manager – Level 3	880																										
P.10 Project Scheduler – Level 3	660																										
P.11 Quality Assurance Specialist/Analyst – Level 3	880																										
	<p>To qualify:</p> <ul style="list-style-type: none"> The Bidder must use a maximum of 7 contracts to demonstrate all the required minimum billable days for all Resource Categories and their level identified in the above table. The Bidder must not submit more than 7 contracts. If more than 7 contracts are provided, only the first 7 contracts, in order of presentation, will be evaluated; Each of the 7 identified contracts, demonstrating billable days experience, must have been awarded within the 8 years prior to the solicitation posting date; and the demonstrated billable days must fall within the 6 years prior to the solicitation posting date; The Bidder must provide a letter signed by the client, or an email confirmation from the client, not by the Bidder, to certify that the tasks performed by the Resource Category (or Categories) and Level under each of the identified contract(s) include the first 3 corresponding tasks (Task No. 1, 2 and 3) identified in Article 3.2 of Annex A – Statement of Work. Please refer to Section 3: Tasks Performed in Appendix B to Attachment 4.1 (Bidder Response Table) for details; and Complete the 2 Bidder Response Tables – Appendix A and B to Attachment 4.1 to provide information identified in the 2 tables. 																										

APPENDIX B TO ATTACHMENT 4.1 – WORK STREAM 1

BIDDER RESPONSE TABLE FOR CORPORATE REFERENCES

The Bidder must use the same contract(s) (maximum of 7) identified in Appendix A to Attachment 4.1 to demonstrate its experience in delivering informatics professional services by supplying all resource categories (or equivalent resource categories under a different title) listed in Corporate Mandatory criterion M.1.

To qualify, the Bidder must:

- i) Provide all information identified in this Bidder Response Table For Corporate References; and
- ii) Provide a letter signed by the client, not by the Bidder, to certify that the tasks performed by the Resource Category (or Categories) and Level under each of the identified contract(s) include the first 3 corresponding tasks (Task No. 1, 2 and 3) identified in Article 3.2 of Annex A – Statement of Work. Please refer to Section 3: Tasks Performed for details.

It is acceptable to use email confirmation from the client in lieu of a letter signed by the client for each of the referenced contract(s) for Workstream 1 provided:

- 1) The Bidder must complete Section 1, Section 2, and brief description of the key scope and responsibilities; and submit this Bidder Response Table with the bid;
- 2) The email confirmation from the client must include the information identified in Section 1, 2 and 3 under this Bidder Response Table (except for brief description of the key scope and responsibilities of the referenced contract(s)), and be submitted with the bid; and
- 3) The client who certifies using email confirmation must match the information provided in Section 1 (Client Information).

Experience levels
 Level 2: 5- < 10 years of experience
 Level 3: 10+ years of experience

The Bidder must replicate this Bidder Response Table for Corporate References for each referenced contract identified in Appendix A to Attachment 4.1.

Bidder's Name: _____ Contract Reference #: _____

SECTION 1: CLIENT INFORMATION

Client Organization Name	
Client Contact Name	Title
Address	

Telephone	E-mail Address
SECTION 2: CONTRACT INFORMATION	
Contract Title	Contract Value
Award Date	Expiry Date
<p>Limited to half a page (1/2 letter size 8.5x11), provide a brief description of the key scope and responsibilities of the referenced contract:</p>	
SECTION 3: TASKS PERFORMED – TO BE CERTIFIED BY THE CLIENT	
<p>The Bidder must provide a letter signed by the client, or an email confirmation from the client, not by the Bidder, to certify that the tasks performed by the Resource Category (or Categories) and level under each of the referenced contract(s) include the first 3 corresponding tasks (Task No. 1, 2 and 3) identified in Article 3.2 of Annex A – Statement of Work.</p> <p>For example, the referenced contract #1 provided 2 resource categories/level, Business Analyst (Level 3) and Business Continuity/Disaster Recovery Specialist (Level 3), identified in Corporate Mandatory Criteria ID M.1. The Bidder is required to provide the following in this Section 3: Tasks Performed, and to be certified by the client:</p> <p><u>The following is an example only</u></p> <p><i>Resources for the following 2 categories and level were provided in this referenced contract. Tasks performed include the following:</i></p> <p><i><u>Business Analyst – Level 3</u></i></p> <ol style="list-style-type: none"> <i>1. Define and document interfaces of manual to automated operations within application subsystems, to external systems, and between new and existing systems;</i> <i>2. Perform business analyses of functional requirements to identify information, procedures, and decision flows;</i> 	

3. Determine operational objectives by studying business functions, gathering information, evaluating output requirements and formats.

Business Continuity/Disaster Recovery Specialist – Level 3

1. Develop and implement business and technology continuity plans;
2. Develop technology and business continuity and disruption recovery strategies;
3. Establish coordination activities with internal and external stakeholders and establish actual and potential dependencies.

**ATTACHMENT 4.1 BID EVALUATION CRITERIA – WORK STREAM 2
CORPORATE MANDATORY REQUIREMENTS**

2. Work stream 2 – ERP Systems

2.1 Corporate Mandatory Evaluation Criteria

Criteria ID	Mandatory Criteria for Work Stream 2: ERP Systems	Bidder's Response	Reference to Additional Documentation within the Bid																								
M.1	<p>The Bidder must demonstrate its experience in delivering informatics professional services supplying all resource categories (or equivalent resource categories under a different title) listed in the table below for the required minimum billable days per Resource Category and Level. Billable days are defined as days worked and billed to clients, calculated at 7.5 hours or more per day.</p> <table border="1" data-bbox="535 892 917 1827"> <thead> <tr> <th>Resource Category</th> <th>Minimum Billable Days</th> </tr> </thead> <tbody> <tr><td>A.1 Application/Software Architect – Level 3</td><td>880</td></tr> <tr><td>A.2 Enterprise Resource Planning (ERP) Functional Analyst – Level 2</td><td>750</td></tr> <tr><td>A.2 Enterprise Resource Planning (ERP) Functional Analyst – Level 3</td><td>880</td></tr> <tr><td>A4 ERP System Analyst – Level 3</td><td>880</td></tr> <tr><td>A5 ERP Technical Analyst – Level 3</td><td>880</td></tr> <tr><td>B.5 Business Process Re-engineering (BPR) Consultant – Level 3</td><td>880</td></tr> <tr><td>I.1 Data Conversion Specialist – Level 3</td><td>880</td></tr> <tr><td>I.2 Database Administrator – Level 3</td><td>880</td></tr> <tr><td>I.4 Database Modeller / IM Modeller – Level 3</td><td>880</td></tr> <tr><td>I.5 IM Architect – Level 3</td><td>880</td></tr> <tr><td>I.11 Technology Architect – Level 3</td><td>550</td></tr> </tbody> </table>	Resource Category	Minimum Billable Days	A.1 Application/Software Architect – Level 3	880	A.2 Enterprise Resource Planning (ERP) Functional Analyst – Level 2	750	A.2 Enterprise Resource Planning (ERP) Functional Analyst – Level 3	880	A4 ERP System Analyst – Level 3	880	A5 ERP Technical Analyst – Level 3	880	B.5 Business Process Re-engineering (BPR) Consultant – Level 3	880	I.1 Data Conversion Specialist – Level 3	880	I.2 Database Administrator – Level 3	880	I.4 Database Modeller / IM Modeller – Level 3	880	I.5 IM Architect – Level 3	880	I.11 Technology Architect – Level 3	550	<p>The Bidder's substantiation of technical compliance with Criteria ID M.1 must be demonstrated by completing the 2 Bidder Response Tables - Appendix C and D to Attachment 4.1.</p>	
Resource Category	Minimum Billable Days																										
A.1 Application/Software Architect – Level 3	880																										
A.2 Enterprise Resource Planning (ERP) Functional Analyst – Level 2	750																										
A.2 Enterprise Resource Planning (ERP) Functional Analyst – Level 3	880																										
A4 ERP System Analyst – Level 3	880																										
A5 ERP Technical Analyst – Level 3	880																										
B.5 Business Process Re-engineering (BPR) Consultant – Level 3	880																										
I.1 Data Conversion Specialist – Level 3	880																										
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	<p>To qualify:</p> <ul style="list-style-type: none"> The Bidder must use a maximum of 7 contracts to demonstrate all the required minimum billable days for all Resource Categories and their level identified in the above table. The Bidder must not submit more than 7 contracts. If more than 7 contracts are provided, only the first 7 contracts, in order of presentation, will be evaluated; Each of the 7 identified contracts, demonstrating billable days experience, must have been awarded within the 8 years prior to the solicitation posting date; and the demonstrated billable days must fall within the 6 years prior to the solicitation posting date; The Bidder must provide a letter signed by the client, or an email confirmation from the client, not by the Bidder, to certify that the tasks performed by the Resource Category (or Categories) and Level under each of the identified contract(s) include the first 3 corresponding tasks (Task No. 1, 2 and 3) identified in Article 3.2 of Annex A – Statement of Work. Please refer to Section 3: Tasks Performed in Appendix D to Attachment 4.1 (Bidder Response Table) for details; and Complete the 2 Bidder Response Tables – Appendix C and D to Attachment 4.1 to provide information identified in the 2 tables. 																										

APPENDIX D TO ATTACHMENT 4.1 – WORK STREAM 2

BIDDER RESPONSE TABLE FOR CORPORATE REFERENCES

The Bidder must use the same contract(s) (maximum of 7) identified in Appendix C to Attachment 4.1 to demonstrate its experience in delivering informatics professional services by supplying all resource categories (or equivalent resource categories under a different title) listed in Corporate Mandatory criterion M.1.

To qualify, the Bidder must:

- i) Provide all information identified in this Bidder Response Table For Corporate References; and
- ii) Provide a letter signed by the client, not by the Bidder, to certify that tasks performed by the Resource Category (or Categories) and Level under each of the identified contract(s) include the first 3 corresponding tasks (Task No. 1, 2 and 3) identified in Article 3.2 of Annex A – Statement of Work. Please refer to Section 3: Tasks Performed for details.

It is acceptable to use email confirmation from the client in lieu of a letter signed by the client for each of the referenced contract(s) for Workstream 2 provided:

- 1) The Bidder must complete Section 1, Section 2, and brief description of the key scope and responsibilities; and submit this Bidder Response Table with the bid;**
- 2) The email confirmation from the client must include the information identified in Section 1, 2 and 3 under this Bidder Response Table (except for brief description of the key scope and responsibilities of the referenced contract(s)), and be submitted with the bid; and**
- 3) The client who certifies using email confirmation must match the information provided in Section 1 (Client Information).**

Experience levels
 Level 2: 5- < 10 years of experience
 Level 3: 10+ years of experience

The Bidder must replicate this Bidder Response Table for Corporate References for each referenced contract identified in Appendix C to Attachment 4.1.

Bidder's Name: _____ Contract Reference #: _____

SECTION 1: CLIENT INFORMATION

Client Organization Name

Client Contact Name

Title

Address

Telephone	E-mail Address
SECTION 2: CONTRACT INFORMATION	
Contract Title	Contract Value
Award Date	Expiry Date
<p>Limited to half a page (1/2 letter size 8.5x11), provide a brief description of the key scope and responsibilities of the referenced contract:</p>	
SECTION 3: TASKS PERFORMED – TO BE CERTIFIED BY THE CLIENT	
<p>The Bidder must provide a letter signed by the client, or an email confirmation from the client, not by the Bidder, to certify that tasks performed by the Resource Category (or Categories) and level under each of the referenced contract(s) include the first 3 corresponding tasks (Task No. 1, 2 and 3) identified in Article 3.2 of Annex A – Statement of Work.</p> <p>For example, the referenced contract #1 provided 2 resource categories/level, Application/Software Architect (Level 3) and ERP Functional Analyst (Level 2), identified in Corporate Mandatory Criteria ID M.1. The Bidder is required to provide the following in this Section 3: Tasks Performed, and to be certified by the client:</p> <p><u>The following is an example only</u></p> <p><i>Resources for the following 2 categories and level were provided in this referenced contract. Tasks performed include the following:</i></p> <p><u>Application/Software Architect – Level 3</u></p>	

1. *Develop technical architectures, frameworks and strategies, either for an organization or for a major application area, to meet the business and application requirements;*
2. *Evaluate existing procedures, processes and methods, identify and document database content, structure, and application sub-systems, and develop data dictionary;*
3. *Document future view of the Enterprise Integration Applications (EIA) and a strategy to optimize interfaces between legacy applications suites or components or application systems and Enterprise Resource Planning (ERP).*

ERP Functional Analyst – Level 2

1. *Research, analyze and document user requirements, map interdependencies, and produce the required functional specifications and process re-engineering recommendations;*
2. *Develop and document ERP functional, business, and system requirements specifications;*
3. *Develop functional, business, and system interface or capability interaction.*