



Transport
Canada

Transports
Canada

Tower "C", Place de Ville
330 Sparks Street

Ottawa, Ontario, K1A 0N5

February 22, 2021

ADDENDUM # 6

**Subject: Request for Proposal T8080-200405
Enhancing the Cybersecurity Readiness of Canada's Road Infrastructure
Owner/Operators for Higher Levels of Connectivity and Automation**

No consideration will be given for extras and/or changes because the tenderer was not familiar with the contents of this Addendum.

Questions have been received from a potential tenderer about the subject Request for Proposal.

The purpose of this Addendum, to the Request for Proposal, is to summarize the questions and answers to inform all potential bidders.

The Addendum No. 6 was issued for one correction and to provide answers to the following questions received:

This solicitation is hereby amended as follows:

Closing date: **March 15, 2021 @ 2:00pm Eastern Daylight Savings Time**

QUESTION NO. 48:

Following the reception of the Amendment 005 including changes in the Annex D, could you please send us the updated version of the Annex D – Evaluation Procedures and Basis of Selection in pdf version:

-Table 1 Mandatory Criteria

-Table 2 Point rated technical criteria

ANSWER NO. 48:

Please find amended Annex D at the end of this document.

QUESTION NO. 49:

Following the reception of the Amendment 005 including changes in the Annex E, could you please send us the updated version of the Annex E – Pricing Schedule in pdf version.

ANSWER NO. 49:

Please find amended Annex E at the end of this document.

QUESTION NO. 50:

Could you please confirm how we should submit the Integrity Declaration Form.

- By regular mail (Canada Post)
- By Canada Post ePost Connect
- To your email address

Could you please clarify.

ANSWER NO. 50:

An Integrity Declaration Form must be submitted only when one of the circumstances listed applies to the supplier. When no form is submitted, it will be understood to mean that none of these circumstances apply to the supplier.

If a form needs to be completed/submitted please follow the Integrity declaration instructions for Suppliers submitting bids by Canada Post epost Connect.

QUESTION NO. 51:

We plan to use external expertise from France (as we have business agreements with some organisations in France). How can we obtain security clearance for these external resources? Is using external resources a show stopper?

ANSWER NO. 51:

No, using external resources is not a show stopper, however external resources must obtain security clearances in accordance with the Contract Security Manual – specifically, section 2.3.1:

2.3.1: Contractors must get prior written approval from PSPC's CSP by email at [tps-gc.dgssiprojetintl-dobissintlproject.pwgsc@tps-gc-pwgsc.gc.ca](mailto:tpsgc.dgssiprojetintl-dobissintlproject.pwgsc@tps-gc-pwgsc.gc.ca) and the contracting authority before awarding a subcontract to organizations located outside of Canada. PSPC's CSP must verify the security status of a foreign organization and its personnel; ensure its compliance with the bilateral security instrument between Canada and that country, and authorize the release and transfer of Canadian classified and sensitive information to and from the foreign organization (Chapter 9.3: Foreign disclosure). Protected PSPC's CSP by email at [tps-gc.dgssiprojetintl-dobissintlproject.pwgsc@tps-gc-pwgsc.gc.ca](mailto:tpsgc.dgssiprojetintl-dobissintlproject.pwgsc@tps-gc-pwgsc.gc.ca) when transferring sensitive information or assets to or from Canada. Contractors must provide a copy of the subcontract to PSPC's CSP once awarded. More information about international subcontracting is available on PSPC's International contract security requirements webpage.

<https://www.tps-gc-pwgsc.gc.ca/esc-src/msc-csm/chap2-eng.html#s231>

QUESTION NO. 52:

In terms of security clearance – would you recognize security clearances issued by Public Safety Canada in lieu of PSPC?

ANSWER NO. 52:

Public Services and Procurement Canada (PSPC) is the government department responsible for screening companies and their employees. If a contractor/consultant has a valid clearance with another department, ie. Public Safety, it is possible for them to request that their clearance be transferred to PSPC and “duplicated” under the Industrial Security Program.

QUESTION NO. 53:

Are US security clearances transferable? If yes, how?

ANSWER NO. 53:

No, US Security clearances are not transferrable to Canada. However, Public Services and Procurement Canada's Contract Security Program can conduct foreign security assurances for employees who hold personnel security clearances in countries that share bilateral security instruments with Canada.

For more information, please see <https://www.tpsgc-pwgsc.gc.ca/esc-src/international-eng.html>

QUESTION NO. 54:

Would Secret clearance only issued to Canadian Citizens?

ANSWER NO. 54:

Secret clearance is no longer a requirement per amendment 005. Reliability clearance may be issued to foreign citizens who are working on Canadian contracts.

Public Services and Procurement Canada's Contract Security Program conducts foreign security assurances for employees who hold personnel security clearances in countries that share bilateral security instruments with Canada. The exact process is determined based on the arrangement under which the work is being transferred out of Canada, and/or to someone who is not an employee of a Canadian company.

For more information, please see <https://www.tpsgc-pwgsc.gc.ca/esc-src/international-eng.html>.

QUESTION NO. 55:

Do all personnel working on tasks 5.1-5.5 and 5.6 need to be Canadian citizens or permanent residents. Associated with that do all personnel working on 5.1-5.5 need "reliability" status and can only Canadian citizens or permanent residents attain that? Similarly do all personnel working on tasks 5.6 need to have "Secret" clearance and be Canadian citizens or permanent residents?

ANSWER NO. 55:

Task 5.6 and the requirement for secret clearance has been removed from the RFP. Reliability clearance may be issued to foreign citizens if the individuals work for a Canadian company.

If the foreign individual does not work for a Canadian company, the exact process for confirming security requirements is determined based on the arrangement under which the work is being transferred out of Canada (away from the company who is awarded the contract), and/or to the foreign individual or company. Public Services and Procurement Canada's Contract Security Program conducts foreign security assurances for employees who hold personnel security clearances in countries that share bilateral security instruments with Canada.

For more information, please see <https://www.tpsgc-pwgsc.gc.ca/esc-src/international-eng.html>.

QUESTION NO. 56:

Would our US employees be eligible to work on this assignment, were we awarded the work?

ANSWER NO. 56:

~~Only if they have Canadian clearance in place and are able to perform the work in Canada (i.e. not from a location outside of Canada).~~

~~The previous answer for this question is retracted. A revised response will be published shortly.~~

Foreign organizations wanting to bid on Government of Canada solicitation requests with security requirements must contact their home country's national or designated security authority. These authorities are the government organizations responsible for contract security. For more information, please see: <https://www.tpsgc-pwgsc.gc.ca/esc-src/international-eng.html>.

All other terms and conditions of the solicitation document remain unchanged.

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ANNEX “D”

EVALUATION PROCEDURES AND BASIS OF SELECTION

- a) Bids will be assessed in accordance with the entire requirement of the bid solicitation including the technical and financial evaluation criteria.
- (b) An evaluation team composed of representatives of Canada will evaluate the bids.

Technical Evaluation

Mandatory Technical Criteria

The mandatory requirements below will be evaluated on a pass/fail (meets / does not meet) basis.

Proposals that do not meet the requirements will be deemed non-responsive and given no further consideration.

Note: TC may choose to terminate the evaluation of any proposal upon the first findings of non-compliance with a mandatory requirement or upon the first finding where a proposal fails to meet a minimum score for a rated requirement.

An evaluation team composed of representatives of the Government of Canada will evaluate the proposals.

The evaluation team reserves the right but is not obliged to perform any of the following:

- a) seek clarification or verify any or all information provided by the Bidder with respect to this RFP; and,
- b) contact any or all of the references supplied; references are only to be contacted to validate information stated in the bid.

MANDATORY REQUIREMENTS

Proposals will be evaluated in accordance with the mandatory evaluation criteria as detailed herein. Bidders' Proposals must clearly demonstrate that they meet all Mandatory Requirements for the proposal to be considered for further evaluation. Proposals not meeting the mandatory criteria will be excluded from further consideration.

For any *Project Summaries* provided in demonstration of mandatory or rated experience requirements, the bidder must provide:

1. A description of the project, and the scope of services rendered, deliverables and results.
2. The value of the project
3. If applicable: A solicitation reference number or award notice, with link to government tender site
4. The scale of the project (size of the client organization, if applicable).

5. The dates and duration of the project (indicating the years/months of engagement and the start and end dates of the work).
6. A brief description of the proposed resource(s) role in the project.
7. The name of the client organization (if this can be provided).
8. Confirmation that the services rendered and deliverables met client expectations for time, budget, and quality of work.

The bidder may use an individual *project summary* to meet one or more of the mandatory or rated criteria. The bidder may choose to provide *project summaries* early in their proposal, reference these when responding to individual criteria, while providing additional clarification if needed. This will help the bidder avoid repeating the same information multiple times.

The Bidder must include the following table in their proposal, indicating that their proposal meets the mandatory criteria, and providing the proposal page number or section that contains information to verify that the criteria has been met.

Table 1: Mandatory criteria

No.	Mandatory Criteria	Meets Criteria (✓)	Proposal Page No.
M1	<p>The Bidder's proposed resource(s) collectively must have completed three (3) projects within the last ten (10) years that relate to performing cybersecurity assessments on critical infrastructure systems (e.g. transportation sector, financial sector, energy sector) using recognized methodology or standards such as ISO 27001, NIST CSF or other appropriate cybersecurity standards.</p> <p>Note: This can be demonstrated as a total of 3 projects completed by one or more of the proposed resource(s). The proposed resource(s) are not required to have worked on the same projects to be counted as experience.</p> <p>This must be demonstrated through <i>project summaries</i> as defined in the general requirements.</p>		
M2	<p>The Bidder must include within their proposal a detailed curriculum vitae (CV) for each of their proposed resources for this contract and identify the role of each resource in delivering the contract.</p>		

	<p>The CV for each proposed resources must include a summary/description of the previous projects/work experience for the last 10 years, and indicate when the work was carried out and for how long.</p>		
M3	<p>At least one proposed resource must demonstrate through their CV the following experience:</p> <ul style="list-style-type: none"> • delivering presentations to large stakeholder groups (over 50 people); and • leading technical working groups, task forces or other collaborative initiatives. 		
M4	<p>The bidder must propose a Project Manager* that has a minimum of (5)** years of project management experience.</p> <p>This experience must be demonstrated through their CV.</p> <p>*The responsibilities of the Project Manager are outlined in Section Error! Reference source not found.</p> <p>**This experience does not need to be five (5) consecutive years.</p>		
M5	<p>The Bidder must include a draft Project Plan and description of proposed approach to meeting the task requirements and managing potential project risks.</p> <p>The Project Plan must specify the weekly progress targets on all tasks and deliverables as well as the allocation of each project resource(s)'s time in person-days.</p>		

	The Project Plan must briefly describe the role of each resource on the project.		
M6	The technical portion of the bid must not exceed 100 pages (excluding title, table of contents, Project Plan, and CVs).		

TECHNICAL REQUIREMENTS

Point Rated Technical Criteria

Bids which meet all the mandatory criteria will be evaluated and scored as specified below.

Bids must achieve an overall minimum percentage of 65%. Bids that do not meet this requirement will be declared non-responsive. Each point rated technical criterion should be addressed separately.

We advise tenderers to respond in the order that follows and in detail, to allow for a complete evaluation. The evaluation will be based solely on the information provided in the proposal. The review team may verify the information provided and obtain clarification.

Based on the Bidder’s Proposal, each rated item will be allocated points on a percentage basis as follows:

Table 2: Point rated technical criteria

Rated Criteria	Point Rating	Maximum Points	Proposal Page No.
R1. Quality of Project Plan and Description of Proposed Approach			
<p>The Bidder must include a draft Project Plan for meetings the requirements of tasks 5.1-5.5 according to the schedule in Section 6.</p> <p>The Bidder should also include a description of their proposed resources and approach for work under the contract options as per task 5.6.</p> <p>The Project Plan should specify the weekly progress targets on all tasks and deliverables as well as the allocation of each project resource(s)’ time in person-days.</p> <p>The Project Plan should also include a description of</p>	<p>No plan = 0 points</p> <p>Inadequate plan with inefficient detail or clarity to show task allocation amongst project resource(s) and approach to meeting deliverables, major weaknesses/gaps in information = 4 points</p> <p>Inadequate plan with inefficient detail or clarity to show task allocation amongst project resource(s) and approach to meeting deliverables, significant weaknesses/gaps in information = 8 points</p>	20	

<p>the proposed approach to meeting the task requirements (including developing the cybersecurity toolkit and guidance documents) and managing potential project risks.</p> <p>For the purposes of preparing the project plan, the bidder is to assume a contract award date of April 5, 2021.</p>	<p>Adequate plan that provides sufficient detail to show task allocation amongst project resource(s) and realistic approach to meeting deliverables, some weaknesses/gaps in information = 12 points</p> <p>Good plan that provides sufficient detail to show task allocation amongst project resource(s) and realistic approach to meeting deliverables, few minor weaknesses/gaps in information = 16 points</p> <p>Excellent and thorough plan that provides sufficient detail to show task allocation amongst project resource(s) and realistic approach to meeting deliverables; very minor gaps in information = 20 points</p>		
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R2. Work experience in conducting or guiding an organization through cybersecurity assessments or audits on critical infrastructure systems

<p>One or more of the proposed resources have experience in conducting, or guiding an organization through cybersecurity assessments or audits (in accordance with the NIST cybersecurity framework, ISO 27001, or another reputable framework on critical infrastructure systems (e.g. transportation sector, financial sector, energy sector etc.).</p> <p>This experience should be demonstrated through a</p>	<p>Depth of experience (maximum of 5 points) :</p> <p>1 point per relevant project in the last 10 years where the scope of the assessment included a client with 5,000 or more employees or the assessment was multi-year; 0.5 points per other relevant projects in the last 10 years</p> <p>For a project example to be considered relevant, the Bidder must clearly relate how the experience of the proposed resource(s) applies to this Statement of Work.</p>	<p align="center">10</p>	
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<p>descriptive narrative that references <i>project summaries</i>, as defined in the General Requirements section, explaining:</p> <ul style="list-style-type: none"> • the role of the proposed resource(s) in the project examples; and • how the experience of the proposed resource(s) is applicable and relevant to their proposed role on the project and meeting the Statement of Work requirements. 	<p>Relevance and scope of experience (maximum of 5 points) :</p> <p>The proposed resource(s)' role and experience in the described projects is not relevant to the Statement of Work, as it relates to this criterion; or there is insufficient detail demonstrating that the work experience is transferable and applicable to meet project requirements = 0 points</p> <p>The proposed resource(s)' role and experience in the described projects has inadequate relevance to the Statement of Work as it relates to this criterion; the described experience is transferable and applicable to few of the project requirements = 2 points</p> <p>The proposed resource(s)' role and experience in the described projects has adequate relevance to the Statement of Work as it relates to this criterion; the described experience is transferable and applicable to meet many project requirements = 3 points</p> <p>The proposed resource(s)' role and experience in the described projects has adequate relevance to the Statement of Work as it relates to this criterion; the described experience is clearly transferable and applicable to meet most project requirements = 4 points</p>		
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	<p>The proposed resource(s)' role and experience in the described projects has adequate relevance to the Statement of Work as it relates to this criterion; the described experience is clearly transferable and applicable to meet or exceed all project requirements = 5 points</p>		
<p>R3. Work experience in developing training materials and programs as well as leading, organizing, and delivering enterprise-wide training activities relating to cybersecurity.</p>			
<p>One or more of the proposed resources have experience in developing training materials and programs as well as leading, organizing, and delivering enterprise-wide training activities relating to cybersecurity.</p> <p>This experience should be demonstrated through a descriptive narrative that references <i>project summaries</i>, as defined in the General Requirements section, explaining:</p> <ul style="list-style-type: none"> the role of the proposed resource(s) in the project examples; and how the experience of the proposed resource(s) is applicable and relevant to their proposed role on the project and meeting the Statement of Work requirements. 	<p>Depth of experience (maximum of 5 points) :</p> <p>1 point per relevant project in the last 10 years where the scope of the training program included 100 or more employees or the training program was multi-year; 0.5 points per other relevant projects in the last 10 years</p> <p>For a project example to be considered relevant, the Bidder must clearly relate how the experience of the proposed resource(s) applies to this Statement of Work.</p> <p>Relevance and scope of experience (maximum of points) :</p> <p>The proposed resource(s)' role and experience in the described projects is not relevant to the Statement of Work, as it relates to this criterion; or there is insufficient detail demonstrating that the work experience is transferable and applicable to meet project requirements = 0 points</p>	<p>10</p>	

	<p>The proposed resource(s)' role and experience in the described projects has inadequate relevance to the Statement of Work as it relates to this criterion; the described experience is transferable and applicable to few of the project requirements = 2 points</p> <p>The proposed resource(s)' role and experience in the described projects has adequate relevance to the Statement of Work as it relates to this criterion; the described experience is transferable and applicable to meet many project requirements = 3 points</p> <p>The proposed resource(s)' role and experience in the described projects has adequate relevance to the Statement of Work as it relates to this criterion; the described experience is clearly transferable and applicable to meet most project requirements = 4 points</p> <p>The proposed resource(s)' role and experience in the described projects has adequate relevance to the Statement of Work as it relates to this criterion; the described experience is clearly transferable and applicable to meet or exceed all project requirements = 5 points</p>		
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R4. Work experience in developing cybersecurity assessment tools and guidance documents for critical infrastructure systems			
<p>One or more of the proposed resources have experience in developing interactive (i.e. accepts and analyses user inputs) cybersecurity assessment questionnaires or other tools similar to those described in the Statement of Work for critical infrastructure systems, as well as developing supporting guidance documents. (e.g. user guides).</p> <p>This experience should be demonstrated through a descriptive narrative that references <i>project summaries</i>, as defined in the General Requirements section, explaining:</p> <ul style="list-style-type: none"> • the role of the proposed resource(s) in the project examples; and • how the experience of the proposed resource(s) is applicable and relevant to their proposed role on the project and meeting the Statement of Work requirements. 	<p>Depth of experience (maximum of 5 points):</p> <p>1 point per relevant project in the last 10 years that includes an cybersecurity assessment tool and guidance documentation; 0.5 points per relevant project in the last 10 years that includes only a cybersecurity assessment tool or guidance documentation on completing a cybersecurity assessment</p> <p>For a project example to be considered relevant, the Bidder must clearly relate how the experience of the proposed resource(s) applies to this Statement of Work.</p> <p>Relevance and scope of experience (maximum of 10 points) :</p> <p>The proposed resource(s)' role and experience in the described projects is not relevant to the Statement of Work, as it relates to this criterion; or there is insufficient detail demonstrating that the work experience is transferable and applicable to meet project requirements = 0 points</p> <p>The proposed resource(s)' role and experience in the described projects has inadequate relevance to the</p>	15	

	<p>Statement of Work as it relates to this criterion; the described experience is transferable and applicable to few of the project requirements = 3 points</p> <p>The proposed resource(s)' role and experience in the described projects has adequate relevance to the Statement of Work as it relates to this criterion; the described experience is transferable and applicable to meet many project requirements = 6 points</p> <p>The proposed resource(s)' role and experience in the described projects has adequate relevance to the Statement of Work as it relates to this criterion; the described experience is clearly transferable and applicable to meet most project requirements = 8 points</p> <p>The proposed resource(s)' role and experience in the described projects has adequate relevance to the Statement of Work as it relates to this criterion; the described experience is clearly transferable and applicable to meet or exceed all project requirements = 10 points</p>		
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R5. Work experience in preparing deliverables for federal, provincial, territorial or state governments in Canada or the US in the form of presentations or reports.

<p>One or more of the proposed resources have experience in preparing deliverables for federal, provincial, territorial or state governments in Canada or the US in the form of presentations or reports.</p> <p>This experience should be demonstrated through a descriptive narrative that references <i>project summaries</i>, as defined in the General Requirements section, explaining:</p> <ul style="list-style-type: none"> the role of the proposed resource(s) in the project examples; and how the experience of the proposed resource(s) is applicable and relevant to their proposed role on the project and meeting the Statement of Work requirements. 	<p>Depth of experience (maximum of 5 points):</p> <p>1 point per relevant project</p> <p>For a project example to be considered relevant, the Bidder must clearly relate how the experience of the proposed resource(s) applies to this Statement of Work.</p> <p>Relevance and scope of experience (maximum of 5 points) :</p> <p>The proposed resource(s)' role and experience in the described projects is not relevant to the Statement of Work, as it relates to this criterion; or there is insufficient detail demonstrating that the work experience is transferable and applicable to meet project requirements = 0 points</p> <p>The proposed resource(s)' role and experience in the described projects has inadequate relevance to the Statement of Work as it relates to this criterion; the described experience is transferable and applicable to few of the project requirements = 2 points</p> <p>The proposed resource(s)' role and experience in the described projects has adequate relevance to the Statement of Work as it relates to this criterion; the described</p>	<p>10</p>	
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	<p>experience is transferable and applicable to meet many project requirements = 3 points</p> <p>The proposed resource(s)' role and experience in the described projects has adequate relevance to the Statement of Work as it relates to this criterion; the described experience is clearly transferable and applicable to meet most project requirements = 4 points</p> <p>The proposed resource(s)' role and experience in the described projects has adequate relevance to the Statement of Work as it relates to this criterion; the described experience is clearly transferable and applicable to meet or exceed all project requirements = 5 points</p>		
<p>R6. Work experience in performing technical cybersecurity vulnerability analysis and penetration testing on industrial controls systems or equipment</p>			
<p>One or more of the proposed resources have experience in performing hands-on cybersecurity vulnerability analysis and penetration testing on industrial controls systems or equipment, including or similar to:</p> <p>a) Collecting and reviewing information to characterize the equipment and prepare for vulnerability testing</p>	<p>Depth of experience (maximum of 5 points):</p> <p>1 point per relevant project in the last 10 years</p> <p>For a project example to be considered relevant, the Bidder must clearly relate how the experience of the proposed resource(s) applies to this Statement of Work.</p> <p>Relevance and scope of experience (maximum of 5</p>	<p>10</p>	

<p>b) Configuring vehicle and TMS sub-systems in a lab setting to prepare for testing</p> <p>c) Conducting field testing</p> <p>d) Testing recommended mitigation measures</p> <p>e) Assessing the applicability/gaps in cybersecurity standards and protocols</p> <p>f) Developing cybersecurity test procedures</p> <p style="padding-left: 20px;">a) Applying cybersecurity test standards (e.g. OWASP).</p> <p style="padding-left: 20px;">b) Utilizing existing cybersecurity testing software and frameworks (e.g. web application scanner such as OWASP Zap, vulnerability scanners, digital forensic software).</p> <p>This experience should be demonstrated through a descriptive narrative that references <i>project summaries</i>, as defined in the General Requirements section, explaining:</p> <ul style="list-style-type: none"> • the role of the proposed resource(s) in the project examples; and 	<p>points):</p> <p>The proposed resource(s)' role and experience in the described projects is not relevant to the Statement of Work, as it relates to this criterion; or there is insufficient detail demonstrating that the work experience is transferable and applicable to meet project requirements = 0 points</p> <p>The proposed resource(s)' role and experience in the described projects has inadequate relevance to the Statement of Work as it relates to this criterion; the described experience is transferable and applicable to few of the project requirements = 2 points</p> <p>The proposed resource(s)' role and experience in the described projects has adequate relevance to the Statement of Work as it relates to this criterion; the described experience is transferable and applicable to meet many project requirements = 3 points</p> <p>The proposed resource(s)' role and experience in the described projects has adequate relevance to the Statement of Work as it relates to this criterion; the described experience is clearly transferable and applicable to meet most project</p>		
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<ul style="list-style-type: none"> how the experience of the proposed resource(s) is applicable and relevant to their proposed role on the project and meeting the Statement of Work requirements. 	<p>requirements = 4 points</p> <p>The proposed resource(s)' role and experience in the described projects has adequate relevance to the Statement of Work as it relates to this criterion; the described experience is clearly transferable and applicable to meet or exceed all project requirements = 5 points</p>		
<p>R7. Work experience on cybersecurity projects in the transportation sector, specifically relating to TMS, ITS or CAVs</p>			
<p>One or more of the proposed resources have experience working on cybersecurity projects in the transportation sector.</p> <p>This experience should be demonstrated through a descriptive narrative that references <i>project summaries</i>, as defined in the General Requirements section, explaining:</p> <ul style="list-style-type: none"> the role of the proposed resource(s) in the project examples; and how the experience of the proposed resource(s) is applicable and relevant to their proposed role on the project and meeting the Statement of Work requirements. 	<p>Depth of experience (maximum of 10 points):</p> <p>0.5 point per relevant project in the transportation sector; an additional 1.5 points per relevant project specifically relating to TMS, ITS or CAVs</p> <p>For a project example to be considered relevant, the Bidder must clearly relate how the experience of the proposed resource(s) applies to this Statement of Work.</p> <p>Relevance and scope of experience (maximum of 10 points):</p> <p>The proposed resource(s)' role and experience in the described projects is not relevant to the Statement of Work, as it relates to this criterion; or there is insufficient detail demonstrating that the work experience is transferable and applicable to meet project requirements = 0 points</p>	<p>20</p>	

	<p>The proposed resource(s)' role and experience in the described projects has inadequate relevance to the Statement of Work as it relates to this criterion; the described experience is transferable and applicable to few of the project requirements = 3 points</p> <p>The proposed resource(s)' role and experience in the described projects has adequate relevance to the Statement of Work as it relates to this criterion; the described experience is transferable and applicable to meet many project requirements = 6 points</p> <p>The proposed resource(s)' role and experience in the described projects has adequate relevance to the Statement of Work as it relates to this criterion; the described experience is clearly transferable and applicable to meet most project requirements = 8 points</p> <p>The proposed resource(s)' role and experience in the described projects has adequate relevance to the Statement of Work as it relates to this criterion; the described experience is clearly transferable and applicable to meet or exceed all project requirements = 10 points</p>		
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R8. Work experience in leading multi-stakeholder working groups, consultations or other collaborative working initiatives			
<p>One or more of the proposed resources have experience in leading in multi-stakeholder working groups, consultations or other collaborative working initiatives.</p> <p>This experience should be demonstrated through a descriptive narrative that references <i>project summaries</i>, as defined in the General Requirements section, explaining:</p> <ul style="list-style-type: none"> • the role of the proposed resource(s) in the project examples; and • how the experience of the proposed resource(s) is applicable and relevant to their proposed role on the project and meeting the Statement of Work requirements. 	<p>Relevance and scope of experience (maximum of 5 points):</p> <p>The proposed resource(s)' role and experience in the described projects is not relevant to the Statement of Work, as it relates to this criterion; or there is insufficient detail demonstrating that the work experience is transferable and applicable to meet project requirements = 0 points</p> <p>The proposed resource(s)' role and experience in the described projects has inadequate relevance to the Statement of Work as it relates to this criterion; the described experience is transferable and applicable to few of the project requirements = 2 points</p> <p>The proposed resource(s)' role and experience in the described projects has adequate relevance to the Statement of Work as it relates to this criterion; the described experience is transferable and applicable to meet many project requirements = 3 points</p> <p>The proposed resource(s)' role and experience in the</p>	5	

	<p>described projects has adequate relevance to the Statement of Work as it relates to this criterion; the described experience is clearly transferable and applicable to meet most project requirements = 4 points</p> <p>The proposed resource(s)' role and experience in the described projects has adequate relevance to the Statement of Work as it relates to this criterion; the described experience is clearly transferable and applicable to meet or exceed all project requirements = 5 points</p>		
TOTAL RATED REQUIREMENT (MAX 100 POINTS)			
PASS MARK (65% - 65 POINTS)		Total Points	/100

ANNEX “E”

PRICING SCHEDULE

Professional Services and Associated Costs

The Contractor shall tender an all-inclusive fixed price for the conduct of all work as described in Tasks **Error! Reference source not found.-Error! Reference source not found.** of the Statement of Work. In addition, the Contractor shall provide a breakdown of the tendered all-inclusive fixed price in accordance with Table A

Table A – core work cost proposal

Deliverable Item	Belongs to Task	Deliverable Item Description	Fixed Evaluated Price
1	Error! Reference source not found.	Task Error! Reference source not found. - Project Management Plan	\$ _____ (GST/HST extra)

Deliverable Item	Belongs to Task	Deliverable Item Description	Fixed Evaluated Price
2	Error! Reference source not found.	Task Error! Reference source not found. – Error! Reference source not found. deliverables - drafts : toolkit plan, road transportation cybersecurity primer, briefing document, presentation slides, and, FAQ.	\$ _____ (GST/HST extra)
3	Error! Reference source not found.	Task Error! Reference source not found. – Error! Reference source not found. deliverables - revisions : toolkit plan, road transportation cybersecurity primer, briefing document, presentation slides, and, FAQ. Comment resolution report.	\$ _____ (GST/HST extra)
4	Error! Reference source not found.	Tasks Error! Reference source not found. – Error! Reference source not found. deliverables – final : toolkit plan, road transportation cybersecurity primer, briefing document, presentation slides, and, FAQ. Comment resolution report.	\$ _____ (GST/HST extra)
5	Error! Reference source not found.	Task Error! Reference source not found. - Error! Reference source not found. deliverables – 6 virtual training sessions and recorded webinar	\$ _____ (GST/HST extra)
6-8	Error! Reference source not found.	Task Error! Reference source not found. deliverables – design document and questionnaire	\$ _____ (GST/HST extra)
9-11	Error! Reference source not found.	Functional toolkit (Task Error! Reference source not found. and Error! Reference source not found.), user guidance (Task Error! Reference source not found.), toolkit demonstration via webinar, and comment resolution reports.	\$ _____ (GST/HST extra)
12-15	Error! Reference source not found.	Task Error! Reference source not found. deliverables – guidance and comment resolution report.	\$ _____ (GST/HST extra)

Deliverable Item	Belongs to Task	Deliverable Item Description	Fixed Evaluated Price
16-18	Error! Reference source not found.	Task Error! Reference source not found. - Agendas and presentation slides for the consultation sessions. Delivery of up to 3 group stakeholder consultation sessions and 15 individual sessions on the toolkit (Task Error! Reference source not found.) and guidance (Task Error! Reference source not found.).	\$ _____ (GST/HST extra)
19	Error! Reference source not found.	Task Error! Reference source not found. - Delivery of on-site and remote technical support for 3 road authorities.	\$ _____ (GST/HST extra)
20-21	Error! Reference source not found.	Task Error! Reference source not found. - Summary of consultation session feedback, lessons learned from implementation/support and proposed changes to the toolkit and guidance documents. Revised toolkit and guidance.	\$ _____ (GST/HST extra)
22-24	Error! Reference source not found.	Task Error! Reference source not found. - Error! Reference source not found. deliverables – agendas, training materials and presentation slides, and comment resolution reports.	\$ _____ (GST/HST extra)
25	Error! Reference source not found.	Task Error! Reference source not found. - Delivery of 6 training sessions.	\$ _____ (GST/HST extra)
Total fixed evaluated price for core work			\$ _____ (GST/HST extra)

Professional Services (Task Authorization)

The Contractor shall tender a per diem price for each Optional Task to cover work for one resource per work day. The optional work can only be started and/or paid for upon approval and completion of Task Authorization for an Optional Task(s). Please note that Optional Tasks be may invoked at any time during the contract period once the security clearance requirements have been met.

Table B – Optional work cost proposal

Optional Task	Per Diem Price (per person-day)

Optional Task	Per Diem Price (per person-day)
Optional Task 1: Task 5.6.1- Additional stakeholder consultation, on-site technical support and training on an “as needed” basis	\$ _____ per person-day (GST/HST extra)
Optional Task 2: Task 5.6.2 - Cybersecurity vulnerability analysis (excludes penetration testing) and strategic advice on an “as needed” basis	\$ _____ per person-day (GST/HST extra)
Average per diem price for optional tasks 1 and 2 (5.6.1 + 5.6.2) / 2	\$ _____ per person-day (GST/HST extra)

Travel Receipt Based Expenses

Travel will be required to attend meetings, lead consultation sessions, deliver training, conduct testing and provide technical support, as outlined in Sections 5-6, shall be included in the price of the contract and paid in accordance with the applicable provisions set out in the Basis of Payment.

The Contractor will be reimbursed its authorized travel 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, accommodation, and private vehicle allowances specified in Appendices B, C and D of the National Joint Council Travel Directive, and with the other provisions of the directive referring to “23travelers”, rather than those referring to “employees”. Canada will not pay the Contractor any incidental expense allowance for authorized travel.

All travel must have the prior authorization of Transport Canada through a Travel Authorization.

All payments are subject to government audit.

The cost of contractor staff travel time should be factored into the competitive price for Tasks 5.1 -5.5. Additional staff travel time for work under the Task 5.6 options will be factored into the budget defined on an as needed basis.

**Total estimated maximum travel price \$25,000
(GST/HST extra)**

Consultation and Training Receipt Based Expenses

The Contractor will be reimbursed for the authorized venue, virtual meeting service, hospitality and consultation/training material costs, to deliver the session reasonably and properly incurred in the performance of the Work, at cost, without any allowance for profit and/or administrative overhead.

All hospitality and event expenditures must be in accordance with the Government of Canada Directive on Travel, Hospitality, Conference and Event Expenditures and authorized in advance by the Technical Authority.

All payments are subject to government audit.

For bid preparation, the bidder should include an estimated venue, virtual meeting service, hospitality and consultation material cost as follows:

Total estimated maximum price for task 5.5.1 \$10,000 (GST/HST extra)

Total estimated maximum price for task 5.5.4 \$90,000 (GST/HST extra)

Total Tender Prices

Note: Refer to Basis of Selection section for evaluation weighting of tender prices.

<u>Tender price for Tasks 5.1-5.5 in 2.1 (Table A) (excluding HST)</u>	\$ _____
<u>Tender average per Diem Price for Optional Tasks 5.6 in (Table B) (excluding HST)</u>	\$ _____
<u>Tender Price for Estimated Travel Costs in 2.3 (excluding HST)</u>	\$25,000 (GST/HST extra)
<u>Tender Price for Estimated Consultation/Training Costs in 2.4 (excluding HST)</u>	\$100,000 (GST/HST extra)
<u>Total tender price (excluding HST and per diem rates)</u>	\$ _____