

## **AMENDMENT 005**

The purpose of this amendment is to:

- 1) Respond to potential bidders' questions.

### **1) QUESTION 35:**

In this year's RFP, we noticed a section in the RFP document (en\_drdc\_innovation\_call\_for\_proposals\_2021.pdf) which states: "3.2.10 Bidders may submit more than one proposal per Challenge, however the proposals must be standalone and have no dependencies on other proposals. If proposals are identified as dependent, Canada reserves the right to declare any or all proposals as non-responsive and not consider them further. Each proposal will be evaluated separately on its own merit.", about which we request clarification.

In previous years we have submitted proposals with multiple phases, first Concept Analysis, which leads to R&D, and eventually to a Pilot. The solution we are proposing for this Call for Proposal spans all four phases from Study through Pilot, which in previous CFPs were eligible. However in this CFP, the instructions seem to imply that this is discouraged.

Was this the intention of clause 3.2.10? If so, how does the crown suggest a bidder propose a multi-TRL level project?

### **RESPONSE 35:**

As per Section 3.2.10 of the CFP, as referenced above, "Bidders may submit more than one proposal per Challenge, however the proposals must be standalone and have no dependencies on other proposals. If proposals are identified as dependent, Canada reserves the right to declare any or all proposals as non-responsive and not consider them further. Each proposal will be evaluated separately on its own merit. For multiple submissions, individual proposals must be submitted in separate epost Connect conversations."

The intent is that all projects selected for funding will be entering contract negotiations within the same timeframe. DRDC does not intend to sequence any project starts under this call, and therefore, one bid cannot wait on the results of another before commencing.

### **QUESTION 36:**

Can you verify/confirm the role of the LGD during stage 1 of the proposal is limited to observing the selection of proposals into the qualified pool? Is it correct that the LGD will be the Contracting Authority if the project moves into the contracting stage (stage 2) where a statement of work would be developed? In our case, we have a potential project structure where we have two federal departments that are interested, one would be the LGD, and the second one would like to participate to some capacity in defining the SOW. Please confirm that in the proposal, the first department would be LGD, and the second would be a project partner.

### **RESPONSE 36:**

During stage 1, the LGD is simply required to complete the certification checkboxes within the Lead Government Department portion of the Electronic Proposal Submission Form, acknowledging that they are prepared to take on the role of LGD. If the proposal is selected to move onto the Contracting stage, PSPC would be the contracting authority, and the LGD would provide procurement support, and also

develop the Statement of Work. In the scenario listed above (two federal partners), one would take on the role of LGD, and the other would be a project partner.

**QUESTION 37:**

I want to verify that we are filling in the research partner section correctly if we want to involve experts from the academia. Our preferred way is to have [the bidder] lead the R&D and hire experts from two Universities as consultants, as this is the most efficient way to deliver results for the program. In this case, would we be filling in the name of the professors who we are partnering, and who will be making in-kind contribution to the project?

**RESPONSE 37:**

As stated in the electronic proposal submission form, "The Bidder will assume the responsibility of submitting the proposal and serving as the point of contact for the duration of the CFP". Should the entity defined as the Bidder also have a role in the project, they should be listed as a project partner. In the scenario listed above, the names of the academic institutions should be listed as Partners.

**QUESTION 38:**

Can the department of Public Works simply confirm that Quebec departments and municipalities or those from another province can be considered as partners in a project?

**RESPONSE 38:**

Yes, in general, Quebec municipal and provincial government organizations can be considered as lead departments and/or partners.

**QUESTION 39:**

We are a university. We have been invited to participate in a company-led proposal. We know that if the proposal is accepted, there will be a charter signed between DRDC and the partnering lead department. The partnering department will sign an agreement with the bidding company to provide the funds. My question is: on our end, in order to receive the funds, do we have to sign an agreement with the bidder or with the lead department?

**RESPONSE 39:**

This depends on the project and will be determined at the contract negotiation stage. However, as a general rule, in this case, the contractual relationship will be between the Bidder (the contractor) and the University (a subcontract). For information on the distribution of funds, see Appendix F.

**QUESTION 40:**

I wish to confirm I understand the following:

In-Kind contributions that should be noted on the proposal include:

- a. The labour from the Bidder, a Canadian SME for which we do not seek government funding;
- b. The labour from a Lead Government Department that is engaged in the department's effort to reflect testing, use, etc of the innovation

Are these understandings correct?

**RESPONSE 40:**

Yes, both of the above points could be included as in-kind contributions in a proposal. Please refer to Annex E - Co-Investment Information for further information on in-kind contributions.

**QUESTION 41:**

While going through the application, in section PCR-10, I'm not quite sure what is meant by "Resource" and what this part of the form entails. I wanted to get details on what this section should cover, and also wanted to know if this applied to all projects, or if it might be possible that we have no resources included in our proposal.

**RESPONSE 41:**

Please refer to PRC-10 Project Management (PM) Plan - Project Team within the Call for Proposals document. "Resource" refers to members of the project team.

**QUESTION 42:**

Can a University assume the role of a Lead Government Department for the purposes of this Call for Proposals?

**RESPONSE 42:**

Section 3.1 – Who May Apply, is meant to define a Canadian federal, provincial, regional, or municipal government entity. A university is considered academia for this Call for Proposals and should be reflected as such in the proposal submission. For information on roles and responsibilities of the LGD, refer to section 3.1.1.2 and Annex F of the CFP.

**QUESTION 43:**

Do the Canadian Innovation Superclusters qualify as Lead Government Agencies? Home - Innovation Superclusters Initiative (ic.gc.ca)

**RESPONSE 43:**

A Supercluster is an independent, not-for-profit entity with its own industry-led board of directors and will not qualify as an LGD for this call. For information on roles and responsibilities of the LGD, refer to section 3.1.1.2 and Annex F of the CFP.

**QUESTION 44:**

Do I have to send my document to the (lead department and Partner 1) for their certifications at the bottom of the descriptive block, before submitting my proposal via the Epost system?

**RESPONSE 44:**

The Bidder is responsible for consulting with the LGD and Partners identified in the proposal submission to ensure they have the authority to meet the financial commitments as well as understand and agree to

the roles and responsibilities as defined in the CFP. The Contracting Authority will verify and confirm that the requirements have been met during the contract negotiation period.

**QUESTION 45:**

If so, what is the procedure for submitting our proposals via the Epost system?

**RESPONSE 45:**

Please refer to Part 2, section 2.1, subsection "c. Section 08, Transmission by facsimile or epost Connect".

**QUESTION 46:**

a. When submitting my proposal via the Epost system, do I submit only the electronic form?

(fr\_v2\_formulaire\_electronique\_de\_presentation\_de\_la\_proposition\_rddc\_innovation\_2021)

or

b. Do I include the following documents?

(fr\_v2\_formulaire\_electronique\_de\_presentation\_de\_la\_proposition\_rddc\_innovation\_2021),

(fr\_annexe\_h\_modele\_de\_ventilation\_des\_couts\_par\_etape),

(description).

c. If so, which ones?

**RESPONSE 46:**

Only the Electronic Proposal Submission Form, and any additional documentation (as per section 3.4.1.1) should be submitted through epost Connect.

**QUESTION 47:**

The application form indicates both current and anticipated SRL. However, the guidance on project type does not specify which SRL state applies (current or anticipated). For example, if our project seeks advance from "proof-of-concept" to broader implementation, the current SRL is 4 and anticipated SRL is 7. I'm looking for confirmation that this would be classified as a technology demonstration?

**RESPONSE 47:**

Yes, this understanding is correct. Please refer to Annex A – Project Types and Parameters for more information on project types and associated SRLs.

**QUESTION 48:**

Is the 'Current SRL' the pre-project status and the 'Anticipated SRL' the post-project status? Please clarify.

**RESPONSE 48:**

Solicitation No. - N° de l'invitation  
W7714-217869/A  
Client Ref. No. - N° de réf. du client  
W7714-217869

Amd. No. - N° de la modif.  
005  
File No. - N° du dossier  
062sv. W7714-217869

Buyer ID - Id de l'acheteur  
062sv  
CCC No./N° CCC - FMS No./N° VME

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Yes, this understanding is correct.

**QUESTION 49:**

The call for proposals mentions that funds for course release for professors is an acceptable in-kind contribution. How does this work in practice? If I am on the applications as an applicant, can my part of the proposed budget include money for course release? Or does the money have to come from a different source (such as one of the partners)? In this case, would I still be an applicant on the proposal?

**RESPONSE 49:**

When an academic institution grants a course release the project may identify the associated salary costs as an in-kind contribution from the academic partner.

**All other terms and conditions remain unchanged.**