

## **AMENDMENT 006**

The purpose of this amendment is to:

- 1) Respond to potential bidders' questions.

### **1) QUESTION 50:**

We see from Annex A of the Call for Proposals form that three entities may present eligible expenses:

- the private entity,
  - a partner entity, such as a university
  - the Lead Government Department (LGD)
- a. Are we to understand that this Department will have its expenses, such as salary and other eligible costs, reimbursed just like the other two entities?
  - b. In the agreement that must be obtained BEFORE submitting the proposal, must it be clearly written that the LGD will be reimbursed for the eligible expenses it has incurred during its involvement in the project?
  - c. Does PWGSC intend to provide private entities with a template of what should be signed by the LGD to confirm its commitment OTHER than section 2 of the submission of proposal form?

### **RESPONSE 50:**

- a. Please refer to Part 3.5 of the CFP which outlines Eligible Costs, Salary Wage Envelope Conversion for Federal Government Participants, as well as Ineligible Costs.
- b. The role of the LGD in the project should be clearly detailed in the proposal, and all of the anticipated project costs (those for which all parties are seeking funding, as well as all in-kind and cash contributions) should be detailed in the financial proposal breakdown within the Electronic Proposal Submission Form.
- c. At this stage, only the information under Lead Government Department portion of the Electronic Submission Form is required. However, the Contracting Authority will verify and confirm that the requirements have been met during the contract negotiation period.

### **QUESTION 51:**

Our company would like to submit a project in response to this call for projects, but there is an insurmountable barrier to entry. We are asked to find an interested Canadian department before filing an application, but that is practically impossible on such short notice.

The only way this would be possible is if our company already had dealings with a Lead Governmental Department, which is not the case. We believe it would be more logical for the Department of Public Works to begin by reviewing the applications and then help the selected companies find a Lead Government Department or designate one itself.

Could you please have this clause removed or amended to enable all interested companies to present a project that can be reviewed on its merits?

**RESPONSE 51:**

Per Part 3.1 – Proposal Preparation Instructions; a proposal submission must be comprised of a team that includes Canadian Lead Government Department (LGD).

**QUESTION 52:**

I have a researcher who has existing funding from the provincial government and would like to expand the scope of that project to cover a different application/end use using the S&T funding. Could the PI use the [provincial] funding as a match or does it need to be new money? I understand that the [provincial] funds would need to meet the eligibility requirements for the expenses of the S&T program and be for common expenses (e.g. data collection).

I am also wondering what the requirements are on the timeline for matching funds? In [this] case, do they have to line up with the start and end dates of the DRDC funding exactly or can they be outside the DRDC Term provided we only count those eligible expenses that fall with the S&T award period? If so, and for budget / matching funds planning purposes, what should we use as the start date for the S&T award?

**RESPONSE 52:**

It is at the Bidder's discretion to determine how funding from other programs can be used in accordance with the program parameters. The Canadian Safety and Security Program does not require a match of funding; however, the Program does examine the distribution of investment across eleven strategic considerations, one of which is the level of co-investment, particularly cash co-investment, as an indicator of shared risk. Contract awards are anticipated in Q3 of 2021 and the project timeline would be determined at time of contract negotiation. For more information on Co-Investment contributions, refer to Annex I.

**QUESTION 53:**

We are having a hard time understanding the definition of a Lead Government Organization. We do not understand the point 3D [under the third category of LGD outlined in 3.1.1.1]. May we have some clarification on this please?

**RESPONSE 53:**

Point 3D applies to any business entity which is owned by a governmental body and which is meant to serve a regional, provincial or federal interest. As outline under 3.1.1.1.3.d. the LGD must possess 100 percent of the voting equity.

**QUESTION 54:**

In Section 3.5.4.2, the RFP states that the equipment used in the project will remain with the Lead Government Department (LGD) upon completion, but it's unclear if any other partnering Federal Departments (non-LGD) could retain equipment. Would partnering Federal Departments be permitted to retain equipment following the completion of the project, or must all equipment go back to the LGD?

**RESPONSE 54:**

This will be addressed at the Contract negotiation stage, on a case by case basis. As per 3.4.5.2, "There may be some situations where the federal LGD/TA may not be in a position to accept ownership of the tangible, non-consumable goods that will have a residual value at the end of the contract. If such a situation becomes evident during the contract negotiation phase(s), Canada will work with the bidder to adjust the bidder's financial proposal accordingly."

**QUESTION 55:**

We are working on getting registered in the ePost System and are unable to see if additional documents can be attached.

Is it possible for researchers to attach other supporting documents (e.g., tables, cv's, etc.) or is the only document submitted the application form itself?

**RESPONSE 55:**

Yes, please refer to section 3.4.1.1.

**QUESTION 56:**

Is the detailed budget sheet (annex h - cost breakdown example) uploaded to the ePost system, or is it intended to be used locally to support the total /rolled up budget figures on page 14 (Milestones) of the application form.

**RESPONSE 56:**

Annex H is only provided for information purposes at this stage. During the contract negotiation stage, the Bidder is required to complete the Milestone Cost Breakdown template, in collaboration with the LGD, DRDC, and other project partners.

**QUESTION 57:**

Our researchers will be working with scientists from a federal LGD and a second federal government department on the research project.

I believe that the budgets for these two federal entities would be included on page 14 under "LGD" and "All other partners" respectively, is that correct?

**RESPONSE 57:**

This is correct.

**QUESTION 58:**

Can you tell me if the funds for the LGD and other federal partner would:

1. come to the University and then we send out to LGD and/or other federal partner, or,
2. would they be sent directly by to the federal departments, or,
3. would the funds be sent directly to the LGD, and funding for the other federal partner/all other partners would come to Guelph for distribution directly from UG?

**RESPONSE 58:**

If the LGD is at the federal level, the funds would be transferred from DRDC to the LGD. There are many variables in the flow of project funding depending on the LGD and Partners identified in the proposal submission. For more information on the flow of project funding, refer to Annex F of the CFP.

**QUESTION 59:**

Can overhead / indirect costs (per 10.40) be charged on the funds going to the LGD and other federal department, or should there be 0% overhead on their budgets?

**RESPONSE 59:**

Overhead / indirect costs should not be charged on the funds going to LGDs or government partners. It is recommended that these be listed as in-kind contributions.

**QUESTION 60:**

For the matching cash and in-kind contributions to the project, can we include indirect costs received as part of the match, or do they have to be pro-rated to match the IDR rates eligible under PWGSC 10.40? What about cash/in-kind from the LGD and other federal partners?

**RESPONSE 60:**

The Canadian Safety and Security Program does not require a match of funding; however, the Program does examine the distribution of investment across eleven strategic considerations, one of which is the level of co-investment, as an indicator of shared risk. The Bidder may wish to use the Synopsis of Proposed Solution section, located in the proposal submission form, to demonstrate how the level of co-investment leverages existing and/or future collaborations to benefit the Crown. All co-investment estimates will be substantiated during the contract negotiation phase. For information on Co-Investment contributions, refer to Annex I.

**QUESTION 61:**

Are student stipends eligible expenses provided the costs are pro-rated to time worked on the project?

**RESPONSE 61:**

Yes, this is permitted.

**QUESTION 62:**

Page 16 of the application form lists "project". Can you confirm/clarify if Project 1 is "Milestone 1", Project 2 is Milestone 2, etc.

**RESPONSE 62:**

The term "projects" refers to the previous work experience of resources identified on the project team. Please refer to Annex C of the CFP, PRC10 - Project Management (PM) Plan - Project Team.

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**QUESTION 63:**

Could you please clarify what we list under Resource 1 name? Would this be University of Guelph, Resource 2 would be the LGD, Resource 3 would be the other federal government department, Resource 4 would be another partner, etc.?

**RESPONSE 63:**

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. Please also refer to Response 62.

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